

RECREATION & COMMUNITY  
ENHANCEMENT COMMITTEE  
MEETING

A G E N D A

TOWN OF CHINCOTEAGUE

August 12, 2014 - 5:00 P.M. – Council Chambers - Town Hall

CALL TO ORDER

PUBLIC PARTICIPATION

AGENDA ADOPTION

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1. Chincoteague Veterans Memorial Park
  - Discussion of Park Master Plan revisions
  - Selection of Playground Equipment – Recommendation to Council
2. Property and Project Review
3. Committee Member Comments

ADJOURN

Next Meeting – August 12, 2014



**Inventory of Existing Facilities**

- Park Area: 9.26 acres
- Memorial Park Drive: 1,030 linear feet/asphalt surface
- 54 parking spaces (HC)
- 8-12 boat trailer parking spaces
- 25' x 50' boat launch
- Boardwalk/Fishing Pier: 425 linear feet
- 2 Fishing Pier Gazebos
- 1 Little League Field – 225' centerfield
- Skate Park (9,000 square foot asphalt surface, fenced, with 7 pieces of equipment)
- Veterans Monument
- Trolley Shelter
- 3 Tennis Courts
- 1 Multi-use/Basketball Court
- 1 Sand Volleyball Court
- 1 Large Picnic Pavilion
- 2 Small Picnic Pavilions
- 1 Restroom Facility with Water Fountain/Soda Machines
- Picnic Tables
- Benches
- Public Water Service
- Septic Service
- Lighting/Electrical (video surveillance)
- Signs

**List of Playground Equipment**

- Large Swings (6 swings)
- Large Composite Structure
- Multi-Axis Tire Swings (2 swings)
- Geodesic Dome Climber
- Small Composite Structure
- Wooden Ship
- Rock N' Cross
- Ribbon Climber
- Three-tiered chin up bars
- Supernova
- Sand Digger

Park Master Plan – Base map

**Veterans Memorial Park**  
Town of Chincoteague, Inc

September 2012





REVISED PARK MASTER PLAN

BASE MAP



## MEMORANDUM

The Town of Chincoteague, Incorporated

To: Recreation and Community Enhancement Committee  
Through: Robert Ritter, Town Manager  
From: William Neville, Director of Planning  
Date: August 12, 2014  
Subject: Project Updates

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The status of ongoing projects is updated below for Committee review and discussion.

### Downtown Main Street/Robert Reed Park

The Main Street revitalization project, acquisition of Bridge Street right of way, purchase of additional land, and construction of the fishing pier are all changes that will be incorporated into an overall master plan for Robert Reed Downtown Park.

- Next Steps:
- Abandonment of Bridge Street and VDOT deed with agreement of adjacent landowners to allow Town maintenance of street access and parking. Draft agreement with the Health Center for shared parking is under review.
  - Construction for east side of Main Street streetscape improvements has been completed. Final phase improvements are in the design phase.
  - Waterman's Memorial sculpture location has been approved by Town Council
  - Additional benches and performance stage proposed.
  - Prepare cost estimates and recommendations for the Town Budget

### Chincoteague Veterans Memorial Park

As the most complete Town Park with a range of recreational use facilities, the focus continues to be on maintenance and completing minor improvements

- Next Steps:
- New tree planting recommendations are needed.
  - New life rings have been installed on the pier
  - Drainage improvements around the playground, installation of new play surface mulch, removal of the tire swing and repair/replacement to current playground equipment is ongoing.
  - Selection of new playground equipment is needed.
  - Future playground improvements will continue to be considered over the next several RCEC meetings along with additional funding recommendations or fund raising

- Look into adding more lighting at Fishing Pier when electrical service is stabilized

### Mariners Point

Committee members have identified the overlook area at Curtis Merritt Harbor as the number one priority for planning future open space and recreational opportunities in the Town. The Ships Mast Memorial has been installed

- Next Steps:
- Ships Mast Memorial compass base is in progress
  - Low fencing may be advisable as a safety measure around the perimeter of the guy wires
  - Updated master plan document showing the proposed improvements and the Ships Mast Memorial as needed

### Ocean Boulevard Extended

The small bridge/boardwalk to be constructed over Fowling Gut has been completed.

- Next Steps:
- Staff is working with property owners along Coach's Lane to obtain an easement for extension of the bike path to connect back to Maddox Boulevard
  - Continue working with USFWS or other sources to obtain grant funds for paving the trail
  - Install signage and schedule an 'soft' opening ceremony

### CNWR Bike Trail Extension

FWS completed the boardwalk bike trail connection to the Chincoteague Museum by extending the trail across the front of the Museum property to a new crosswalk location and connecting the Maddox Boulevard shoulder bike lane.

- Next Steps:
- Bike lane improvements along Maddox Boulevard from the Traffic Circle to AJ's Restaurant may be approved for construction through the remaining Sarbanes Grant funds or with a long term VDOT capital project
  - Interim shoulder improvements around the traffic circle are being considered by the Public Works Director for possible construction with VDOT maintenance funds

### Park Signage

The Committee approved an addition to the main sign at Chincoteague Veterans Memorial Park which commemorates the families who donated land for the park. The sign was installed by the Public Works Department in June 2014. Signs were also donated and installed between the playground and the basketball court which encourage proper behavior.

- Next Steps:
- A replacement sign has been ordered for Mariners Point
  - Consider incorporating the research, design and manufacturing of interpretive signs for the Robert Reed Downtown Park expansion area/Historic Bridge information kiosk.

### Hallie Whealton Smith Drive

The Town received a Safe Routes to School construction grant to construct a bicycle shelter and a shared use trail between the Elementary and Combined Schools along Hallie Whealton Smith Drive.

- Next Steps:
- 50% complete construction plans have been prepared by consultant and submitted to VDOT for review.
  - Environmental permit application will be prepared by the Town
  - Schedule a meeting to review the proposed trail alignment and several design details with School administration

### Donald Leonard Park

The Leonard Family has completed Phase One improvements with the assistance of a landscape designer to recommend plantings and improvements to the Park. This location has been discussed as a possible location for installation of improved water access for a kayak launch. Town Council approved the location of a ‘memorial boulder’.

- Next Steps:
- Refine park master plan (possible soft shoreline demonstration project)
  - Identify incremental improvements to be completed as a part of regular Town maintenance program
  - Donna Leonard will present information regarding the purchase and installation of a pier, floating dock and kayak launch area.

### Island Nature Trail

The Island Nature Trail includes approximately 1.2 miles of paved and unpaved trails located in preserved open space along Hallie Whealton Smith Drive. The paved trail surface has buckled and needs to be repaired and repaved. Hurricane Sandy caused wind and flood damage to numerous trees throughout the park. Mature pines have been stressed by the pine bark beetle.

- Next Steps:
- Review park master plan to determine if newly cleared areas provide an opportunity for additional open space uses and natural plantings.
  - Identify trail paving to be completed as a part of regular Town maintenance program, or pursue grant applications. Grant application filed with Virginia DCR in December 2013, environmental permitting is underway with assistance from A-NPDC.

### R. Watson Sr. Memorial Park

The Chincoteague Garden Club maintains the perennial garden project.

- Next Steps:
- New planting and brick sidewalk improvements have been completed along with the Main Street revitalization project.
  - Future improvements are on hold for additional funding or donations

**Recreation and Community Enhancement  
Committee Meeting Minutes  
June 10, 2014**

**Committee Members Present:**

John Jester, Chairman  
Terry Howard, Councilman  
Bob Conklin  
David Johnson  
Gene Wayne Taylor, Councilman  
Jack Van Dame

**Staff Present:**

Robert G. Ritter, Town Manager  
William Neville, Town Planner

**Call to Order**

Chairman Jester called the meeting to order at 5:00 PM

**Agenda Adoption**

Councilman Terry Howard motioned, seconded by Chairman Jester to adopt the agenda. Unanimously approved.

**1. Chincoteague Veterans Memorial Park**

**Report on budget and fundraising**

Town Planner Neville gave the committee a printout with prices showing different types of playground equipment. The committee discussed which pieces to purchase and when to purchase the items.

Donna Leonard advised the committee about the next fundraising idea which is selling rocket and pony shapes for one dollar to be displayed in local businesses. She also asked about a fence being installed between the playground equipment and the road coming into the park for the safety of the children. She has also had people asking about more comfortable seating in the park and asked about park bench donations.

Ms. Karen Muth, president of the PTA at Chincoteague Elementary, spoke about the bad language and graffiti in the park. Some parents are not taking their children to the park due to the atmosphere. She asked about getting the graffiti removed and having something done about the language.

Councilman Taylor suggested that the basketball courts be moved closer to the skate park area and getting rid of the baseball field due to the new fields on Community Drive.

Ms. Diane Fisher asked about signs saying no profanity and having an age limit on the playground equipment.

Mrs. Jodie Katsetos asked if there was money in future budgets for the upkeep of the proposed new equipment.

Councilman Taylor suggested that the profanity be removed immediately and asked if someone saw it again to please contact the Town.

Ms. Donna Leonard asked Town Planner Neville to see how soon the small rocket themed equipment could be delivered and also if there were additional pieces available to add on.

### **Selection of Playground Equipment-Recommendation to Council**

Chairman Jester and Councilman Taylor both agreed to get rid of the baseball field. They would like staff to make recommendations and a plan to bring back to the Committee. Councilman Howard stated that the Coast Guard has used the baseball field in the past and would like someone to check with them to see if they still used it before completely getting rid of it. Chairman Jester suggested the inside of the boat gets power-washed immediately. He also asked for a profanity sign near the basketball courts, and also an age appropriate sign on the playground equipment. He also discussed the ideas of donation benches being placed in the park.

### **2. Property and Project Review**

Mr. Neville stated the new fishing pier is almost complete. He also stated the Safe Routes to School project is still underway but is progressing. He also told the committee that the large Adirondack chairs from the Virginia Tourism Corporation will be delivered soon.

### **3. Committee Member Comments**

Mr. Jack Van Dame hoped a decision would be made soon on the playground equipment.

### **Adjourn:**

Mr. Bob Conklin motioned, seconded by Chairman Jester to adjourn the meeting.