

RECREATION & COMMUNITY  
ENHANCEMENT COMMITTEE  
MEETING

A G E N D A

TOWN OF CHINCOTEAGUE

January 8, 2013 - 5:00 P.M. – Council Chambers - Town Hall

CALL TO ORDER

AGENDA ADOPTION:

---

1. Donald Leonard Park
  - Proposed memorial boulder
2. Project Report Updates
3. Committee Member Comments

ADJOURN:

Next Meeting – March 12, 2013



**Inventory of Existing Facilities**

- Park Area: 2.9 acres
- 2 curbed entrances with perennial flower beds
- Parking for 20+ cars (on grass)
- 3 picnic tables
- Shoreline kayak launch (unimproved)



Park Master Plan – Base Map

**Donald Leonard Park**  
Town of Chincoteague, Inc

September 2012



Proposed Memorial Boulder



## MEMORANDUM

The Town of Chincoteague Incorporated

To: Recreation & Community Enhancement Committee

Via: Robert G. Ritter, Town Manager

From: William Neville, Director of Planning

Date: January 8, 2013

Subject: Staff Report on Project Updates

---

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

### Ocean Boulevard Extended

Work is scheduled this Winter (2013) for final trail improvements from both ends (Chicken City Road and Deep Hole Road) as time and material permits. The remaining trail segment will include a small bridge/boardwalk to be constructed over Fowling Gut. Mr. Spurlock has included this cost in the Public Works budget.

- Next Steps:
- Drive test piles for bridge crossing of Fowling Gut
  - Build Bridge
  - Work with property owners along Coach's Lane to identify options for extension of the bike path to the north of Chicken City Road.

### CNWR Bike Trail Extension

FWS has completed the boardwalk bike trail connecting to the Chincoteague Museum, and construction is completed widening both shoulders of Maddox Boulevard between the Circle and the Chincoteague Museum.

- Next Steps:
- Propose bike lane/sidewalk improvements along Maddox Boulevard from Deep Hole Road to the Traffic Circle as the next Town/VDOT capital project
  - Work with FWS to construct a safe transition from the end of the new elevated bike trail to the existing bike lane in front of the Museum.

### Jessie R. Watson Sr. Memorial Park

Master Gardeners Lisa Cannon and Heather Jorgenson have worked to maintain the perennial garden project for the 2012 season

- Next Steps:
- Prepare and clean up beds for the winter
  - Phase two improvements are on hold for additional funding or donations

### New Bridge Gateway Landscaping/Sign

Installation of new landscaping with soaker hose irrigation at the two Main Street corners and the new Route 175 Bridge has been completed by Thomas Gardens utilizing existing VDOT maintenance funds.

- Next Steps:
- Continue maintenance, possible annual planting for seasonal color, water connection to south side of intersection.
  - Relocate rose bushes under the Town Entry Sign and replant with annuals or perennials

### 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.

- Next Steps:
- Discuss additional uses and visitor management
  - Refine park master plan (possible soft shoreline demonstration project) to include a memorial boulder
  - Identify incremental improvements to be completed as a part of regular Town maintenance program
  - Full Park Master Plan to be recommended by Committee and approved by Town Council (add kayak launch site to Virginia Water Trail Map)

### 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. Public safety, town operations, dredge spoils, additional parking, Mariners Memorial, and special event viewing have all been discussed.

- Next Steps:
- Continue communication with the Harbor Committee to discuss areas of mutual interest between the committees
  - Recommend to the Town Council and the Harbor Committee additional recreational improvement projects that may be completed by Town Public Works staff, Scout projects or other private initiatives.
  - Present a master plan document showing the proposed improvements and the Mariners Memorial for Town Council approval

### Downtown Main Street/Robert Reed Park

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

- Next Steps:
- Begin design, permitting and construction for east side of Main Street streetscape improvements
  - Incorporate suggestions from the Downtown Merchants and the Cultural Alliance regarding opportunities to improve and manage the Downtown Park and nearby parking areas
  - Incorporate proposed use of the Bridge Street right of way and the recent park expansion plan prepared for the DCR grant application.
  - Prepare a Park Master Plan amendment that includes the new properties for Town Council approval.

### Island Activity Center

The existing Gymnasium located on the corner of School Street and Smith Street was transferred from Accomack County to the Town of Chincoteague. Following restoration, a ribbon cutting ceremony was held on March 28, 2012. Preliminary operations/reservation plan has been working smoothly.

- Next Steps:
- Mayor Tarr met with representatives of the YMCA to coordinate a partnership agreement that will allow programs, activities and classes

### Decorative Banners

The Chincoteague Cultural Alliance has recently completed a project for local artists to provide 'banner ready' artwork that captures our community's local character. The decorative banners have been installed along Main Street and Maddox Boulevard.

- Next Steps:
- Consider a second printing to include additional artistic photography of Chincoteague ponies and the pony swim for use along south Main Street.

### Town Map – Points of Interest

Town staff has contacted the Chamber of Commerce and their graphics consultant to see if the "Points of Interest Map" from the center of the Visitors Guide could be modified into a poster for display at the downtown kiosk.

- Next Steps:
- Request consultant Shirley Deeds to modify the map for Town use (\$35 per hour fee)

### Walking and Biking Tour Brochure

This brochure has been popular for tourists because of its information about community history and maps of the island. All supplies have run out from the original printing paid for by a grant. Printing that would include a revision for the new bridge alignment on the maps would cost approximately \$1,200 for 2,500 copies, or \$1,800 for 5,000 copies.

- Next Steps:
- Order new brochures for the 2012 season
  - Explore grants to assist with printing costs

### Interpretive Signs

The Committee considered a proposal last year to include interpretive displays at Chincoteague Veterans Memorial Park.

- Next Steps:
- Consider incorporating the research, design and manufacturing of these signs at the same time as the Robert Reed Downtown Park expansion area/Historic Bridge information kiosk.

### Hallie Whealton Smith Drive

The Town has 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:
- Issue RFQ for engineering consultant services to prepare construction plans

### Eastern Shore Healthy Communities

The Eastern Shore Healthy Communities Coalition completed a 'walkability workshop' with national expert Dan Burden. A video and report have been prepared that include specific recommendations for Chincoteague.

- Next Steps:
- Opportunity to participate in future grant funded programs to promote walking and healthy lifestyle activities

### 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:
- Repair storm damage to picnic gazebo (\$1,500)
  - Remove tree stumps
  - Future improvements are on hold for additional funding or donations

**Recreation and Community Enhancement  
Committee Meeting Minutes  
November 13, 2012**

**Committee Members Present:**

John Jester, Chairman  
Terry Howard, Councilman  
Nancy Lane  
David Johnson  
Jack Van Dame

**Staff Present:**

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

**Committee Members Absent:**

Gene Wayne Taylor, Councilman  
Bob Conklin

**Call to Order**

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

**Agenda Adoption**

Ms. Nancy Lane motioned, seconded by Mr. David Johnson to adopt the agenda. Unanimously approved.

**1. Inventory of Outdoor Recreation Area and Facilities**

The Committee reviewed a list of recommendations provided by Mr. Conklin for the recreational facilities. The Committee added their recommendations as well.

***Donald Leonard Park***

It was recommended to make a kayak ramp at the facility. Councilman Jester stated he didn't see many kayakers using the facility. Ms. Nancy Lane stated she has used the facility herself and saw others doing the same. It was decided due to costs that they would leave the facility as is. Councilman Jester suggested a swing set.

***Island Activity Center***

The facility looks good. Councilman Jester suggested benches for the spectators.

***Veterans Memorial Park***

Town Planner Neville stated that Facilities Supervisor Jeff Fitchett had recently attended training classes necessary to inspect playground equipment. Mr. Jack Van Dame has also done an inspection and stated there is a need for some repairs.

Councilman Jester stated the park would be a good place for a kayak ramp. He also questioned the use of the ball field. He was advised of the school and little league use of the facility.

***Jessie Watson Memorial Park***

Councilman Jester stated the Garden Club will continue to plant and maintain flowers in the Park.

### ***Mariners Point***

Councilman Jester stated the Boy Scouts, along with Mr. Barry Abell and Mr. Chris Bott, would like to build some benches for the facility. There was discussion that the facility does not appear accessible. Councilman Jester stated a need for more stones. The lighting also was discussed.

### ***Island Nature Trail***

Mr. David Johnson spoke of the many trees that had fallen as well as the water still standing on the trail. Councilman Jester wished there was a way to control the phragmites in the pond.

### ***Robert Reed Downtown Park***

Councilman Jester would like to see some type of platform for performances. He would also like to see some benches along the boardwalk.

Ms. Nancy Lane would like some different planters in the downtown area.

A petition was presented by the Main Street Merchants to maintain the parking spaces beside the Robert Reed Park.

Councilman Jester would like to talk to the Kiwanis about using the parking lot at the medical center on the weekends and after hours.

## **2. Project Report Updates**

Town Planner Neville advised the committee that he was still working with the Chamber of Commerce on getting a poster sized visitor guide map.

Councilman Jester has spoken with Lou Hinds on the safety of the bike trail going to the beach.

Mr. David Johnson asked about the Ocean Boulevard trail extension. He was advised that it had been put on hold due to the storm. The Public Works Department will continue that project as soon as the storm clean-up is complete.

## **3. Committee Member Comments**

Mr. Jack Van Dame praised the Public Works Department for their maintenance at the parks. He stated there wasn't a better group of workers anywhere in the country.

Ms. Nancy Lane announced some activities that were happening on New Year's Eve at the Island Theatre. She also spoke of some activities on Christmas Eve.

## **ADJOURN:**

Councilman Howard motioned, seconded by Mr. David Johnson to adjourn the meeting.