

COMMUNITY DEVELOPMENT

AGENDA

August 10th, 2015

5:00 p.m.

- I. Agenda Changes
- II. Public Hearing, Ordinance 06-2015 - Floodplain
Action
- III. Adoption of Minutes
 1. June 8th 2015
July 13th, 2015
- IV. Crab Carnival Master plan
- V. Cooperative Agreement with DGIF
- VI. Use of School Facilities
- VII. General Information
 - 1 Tennis Courts
 - 2 Community Pier
 - 3 Kirby Street Property
 - 4 Phragmites
- VIII. Town Council Agenda
- IX. Next Meeting: September 14th, 2015
- X. Adjournment

**ECONOMIC AND COMMUNITY DEVELOPMENT
COMMITTEE MEETING
August 10th, 2015**

Mr. Lawson called the meeting to order at 5:00 p.m. Committee members present included Mr. Lawson, Chairman and Deborah Ball.

Also present: Jim Hudson, Mayor; Tina Gulley, Wayne Healy and Chris Vincent, Town Council Member; John Edwards, Town Manager; Karen Barrow, Town Clerk; Holly McGowan, Director of Community Development and Tim Sawyer, Building Inspector.

I Public Hearing, Ordinance 06-2015 / Floodplain

Mr. Hudson read the advertisement for the public hearing then asked the Town Clerk if anyone asked to review the Ordinance.

The Town Clerk advised that no requests were received.

Mr. Hudson asked if anyone asked for assistance to attend the public hearing.

The Town Clerk advised that no requests were received.

Mr. Hudson opened the floor for citizens to comment on Ordinance 06-2015. There being none, the public hearing was closed.

A Action

Mr. Lawson made a motion for Town Council to adopt Ordinance 06-2015, Floodplain, to reflect correct language for manufactured homes, seconded by Mrs. Ball. Upon roll call, Mrs. Ball; Mrs. Gulley; Mr. Healy; Mr. Lawson and Mr. Vincent all voted "Aye".

II. Agenda Changes

Mr. Lawson placed the following items on the agenda under General Information: 1) Tennis Courts: 2) Community Pier: 3) Kirby Street Property: 4) Phragmites.

III. Adoption of Minutes

1. June 8th 2015
July 13th 2015

Mr. Vincent made a motion to adopt the minutes of June 8th and July 13th 2015, seconded by Mrs. Gulley. Upon a unanimous vote the motion was approved.

IV. Crab Carnival Master Plan

Mr. Bone Jenkins, Advisor to the Crab Carnival Committee stated that there are no changes to the Master Plan and that it is the same as last year. Mr. Jenkins asked if the Master Plan needs to go before Town Council for approval.

The consensus of the members present is that there are no changes to the Plan therefore it was not necessary to take it to Town Council.

Mr. Vincent made a motion to adopt the Crab Carnival Master Plan, seconded by Mrs. Gulley. Upon roll call, Mrs. Ball; Mrs. Gulley; Mr. Healy; Mr. Lawson and Mr. Vincent all voted "Aye".

V. Cooperative Agreement with DGIF

Mr. Edwards advised that the Town received a draft agreement last week and that the Town Attorney is currently reviewing it. The DGIF would be providing the land and the funds, they will maintain the parking lot and the ramp and we would cut the grass. Mr. Edwards also stated that if the Town Attorney requires a public hearing, I would like to put the request on the Town Council agenda.

The consensus of the Committee is for the Town Manager to place the item on the Town Council agenda.

Mr. Edwards stated that the DGIF has most of the funding in place for the renovations they are waiting for VMRC to pledge \$100,000 towards the project. The total cost of the project is \$450,000.

VI. Use of School Facilities

Mr. Edwards advised that there is not an active agreement with the schools for use of the facilities. There was a meeting with interested parties to discuss the use of the facilities, the Interim School Superintendent prepared the attached letter as a result of the meeting.

Mr. Lawson asked if the Town wants the Athletic Director to do the scheduling of the facilities.

Mr. Edwards stated that he has no objections to the Athletic Director scheduling the use of the facilities, it would be easier if one person handled the scheduling. Compared to past experiences, the suggestions from the School Superintendent are reasonable and make sense.

VII. General information

1. Tennis Courts

Mr. Lawson advised that the Tennis Courts issue has gone viral.

Mrs. Gulley stated yes it has.

Mr. Edwards advised that there has been a town employee at the Tennis Courts For 1 hour every day working on patching the cracks.

Mrs. Gulley advised that she has been there and he is doing a fantastic job.

Mr. Edwards stated that it will be over \$350,000 for new Tennis Courts or we can patch the cracks.

Mr. Lawson said that the Track is due for repairs in 2016 and the Football field has some issues due to drainage and will need some work.

Mr. Edwards advised that the Superintendent will be obtaining pricing for facility repairs.

2. Community Pier

Mr. Edwards advised that '4 on the Shore' have received the agreement and would like to have some further discussions with the Town but they have not been able to come up with a meeting date.

3 Kirby Street Property

Mr. Edwards advised that a vacant lot on the corner of Kirby and 8th Street is for sale. The lot adjoins the Wyatt-Ogg property and the Town parking lot. Mr. Edwards asked if the Town would be interested in purchasing the property for future purposes before a house is built on it.

The Committee asked how much is the property assessed at.

Mr. Edwards advised about \$20,000 and that the owner is asking \$30,000.

The consensus of the Committee is for Mr. Edwards to obtain some additional information on the property.

4. Phragmites

Mr. Edwards advised that the Town has the Aerial Photography of the phragmites but not a digital copy. The digital copy will be available by the end of the year. In the meantime the Town is cutting some of the areas of phragmites.

VIII. Town Council Agenda

Mr. Lawson asked the Town Manager to place the Cooperative Agreement with DGIF on the Town Council agenda.

IX. Next Meeting Date: September 14th, 2015

X. Adjournment

There being no further business the meeting was adjourned at 5:25 p.m.



Jack Larson,
Chairman

ATTEST:



Karen M. Barrow
Town Clerk

"The Environment for Excellence"

P.O. Box T, West Point, Virginia 23181

804-843-4368



Jeffrey O. Smith, Ed.D.
Superintendent

August 5, 2015

Mr. John Edwards
Town Manager
Town of West Point
P.O. Box 152
West Point, VA 23181

Dear Mr. Edwards:

A meeting was held on July 27, 2015, to discuss the Athletic Facilities Agreement between the Town of West Point and West Point Public Schools. Members in attendance: Town Manager, Public Works Director, YMCA Executive, West Point High School Principal, Superintendent, Town Council Member and Athletic Director was invited.

During the meeting, the consensus was that the field maintenance procedures were working and no changes were needed to outside field maintenance. The following is a proposed Athletic Facilities guideline:

- No changes to current field maintenance procedures
- Repair/capital improvements to facilities will follow established budgetary procedures
- Athletic Director will schedule all facilities including Town of West Point fields
- Quarterly meetings will be held at the School Board Office to ensure communication between all parties and approval of all renovations, repairs and improvements. Meetings will be held at 9:00 a.m. on the second Wednesday of July, October, January and March. Members to attend: Superintendent, Town Manager, Public Works Director, West Point High School Principal, YMCA Executive, Athletic Director and Tri-Rivers President. The Clerk of the Board will take minutes.

Thank you for your consideration and I look forward to working with you.

Yours in service,

David J. Holleran
Superintendent