

**CHINCOTEAGUE TOWN COUNCIL
REGULAR MEETING
A G E N D A**

January 21, 2021 - 5:00 P.M. - Council Chambers - Town Municipal Center

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|--|-------------------|
| 1. Call to Order | Mayor Leonard |
| 2. Invocation | Councilman McComb |
| 3. Pledge of Allegiance | Mayor Leonard |
| 4. Public Comment | Mayor Leonard |
| 5. Agenda Adoption | Mayor Leonard |
| 6. Review of State of Emergency | Mr. Rush |
| 7. Consider Smith Street Park Proposal | Mr. Bott |
| 8. Review of Salaries and Benefits FY 22 Budget | Mr. Tolbert |
| 9. Mayor & Council Announcements | Mayor Leonard |
| 10. Closed Meeting in Accordance with §2.2-3711 (A) (1) of the Code of Virginia to discuss the Evaluation of Individual Personnel Performance Matters. | |
| 11. Certification of Closed Meeting in Accordance with §2.2-3712 (D) of the Code of Virginia: | |
| 12. Adjourn | |

Agenda Item # 7



To: Mayor and Council
From: Mike Tolbert, Town Manager
Date: December 28, 2020
Re: Offer of Park Property

At the Budget and Personnel Committee meeting on January 12, a budget to complete the proposed Smith St. Park was presented to the Committee. The budget included all items such as earthwork, restrooms, playground structures, parking lot and Smith St. Paving. It also included the cost of improving the lot on the corner of Smith and School Streets with a small pavilion. After accounting for the work already completed, the balance to finish the park totaled \$444,672.

Mr. David Landsberger, who participated in the meeting by phone, offered to donate \$80,000 toward the cost of the playground equipment and \$25,000 toward the erection of the pavilion on the corner lot. He also made an offer to donate the corner lot to the Town if the pavilion and other corner lot improvements were completed within the agreed upon time frame. The corner lot has been assessed at \$29,000. After much discussion, the following motion was made by Mayor Leonard.

To proceed with the Smith Street Project by using \$140,000 from the Playground Equipment Fund and complete the balance of the project with funds from the Beach Replenishment, Recreation and Tourism Fund.

The motion was seconded by Councilwoman Bowden and was unanimously approved.

Council is asked to consider the approval of this project with the funding as recommended by the Budget and Personnel Committee.

Smith Street Park Budget

Revised January 12, 2021

Item of Work	Total Cost	Expenditures to Date	Balance to Complete	Notation
Playground Equipment	\$192,000		\$192,000	3rd Little Pig - per concept dwg
Equipment Installation	\$6,000		\$6,000	TOC Public Works
Receptacles/benches	\$3,500		\$3,500	3 structures - 3rd Little Pig - per concept dwg
Ancillaries	\$6,200		\$6,200	3 structures - 3rd Little Pig - per concept dwg
Fence	\$6,700		\$6,700	Vinyl Coated Chain Link - Accomack Fence
Mulch	\$10,850		\$10,850	Fall Zone Safety Mulch - Eastern Shore Forest Products
Rough Grading & Fill	\$10,500		\$10,500	Level existing uneven grade - Contractor
# 57 Stone	\$11,300		\$11,300	Clean Stone for Drainage Layer Below Playground - Branscome
Geo-textile Fabric	\$1,600		\$1,600	Filter layer Between stone and Fill - Local Vendor
Athletic field labor	\$1,000		\$1,000	Spread Structural Fill - TOC Public Works
Athletic Field materials	\$1,013	\$1,013	\$0	Structural Fill to raise grade slightly - Local Vendor
Subtotal	\$250,663	\$1,013	\$249,650	
			\$0	
Engineering			\$0	
-GEY Engineering	\$5,750	\$5,750	\$0	Site Plan - Parking Lot Drainage
-Salm Engineering	\$5,105	\$5,105	\$0	Site Plan - Parking Lot Drainage
-As built	\$1,200		\$1,200	Required for Land Disturbance Permit Salm Engineering
Permits	\$290	\$290	\$0	Accomack County
Parking Lot Sitework	\$82,850	\$82,850	\$0	Brittingham
Sitework labor/Equipment	\$8,280	\$0	\$8,280	TOC Public Works
Smith Street Paving	\$16,000		\$16,000	Branscome Eastern Shore
Parking Lot Paving	\$49,622		\$49,622	Branscome Eastern Shore Revised from \$60,000
P-Lot lighting Materials	\$2,200		\$2,200	2- 30' fiberglass DB poles with LED Heads
P-Lot Lighting Labor	\$850		\$850	TOC Public Works
P-Lot Striping	\$475		\$475	B&D Striping
Planting labor	\$1,800		\$1,800	TOC Public Works
Plant Materials	\$3,500		\$3,500	Site One
Subtotal	\$167,067	\$93,995	\$73,072	
			\$0	
Bathroom masonry Walls, SOG	\$17,000		\$17,000	Donaway Masonry
Plumbing/Fixtures	\$2,800		\$2,800	WISCO
Stall partitions	\$2,500		\$2,500	Budget
Bathroom Roof Structure	\$3,000		\$3,000	TOC Public Works
Accessibility H/C	\$1,500		\$1,500	TOC Public Works
Bathroom Electrical	\$1,500		\$1,500	ED Supply
Mini Split, Heat and A/C	\$3,500		\$3,500	RE Michaels
Mini split labor	\$1,200		\$1,200	TOC Public Works
Bathroom labor	\$4,000		\$4,000	TOC Public Works
Sewage Connection	\$9,600		\$9,600	Pump Sta., Septic Tank and Force Main - Bundick/Lucas
Electric Service	\$350		\$350	ANEC
Subtotal	\$46,950	\$0	\$46,950	
			\$0	
Pavilion	\$75,000	\$0	\$75,000	Pre-engineered steel pavilion similar to Robert Reed Park.
Corner lot Lease	\$1		\$1	Per Mr. Landsberger
			\$0	
			\$0	
			\$0	
Totals	\$539,680	\$95,008	\$444,672	