

April 20, 2021

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON APRIL 20, 2021 AT 6:00 PM IN TRAINING ROOM OF THE POCAHONTAS LANDMARK CENTER TRAINING ROOM AT 4290 ANDERSON HIGHWAY IN POWHATAN VIRGINIA

Commission Members Present: Chris Shust, Chair
Josh Cabaniss, Vice Chair (6:16 pm)
Cameron Palmore
Frank Flannagan

Commission Members Absent: Lance Elton

Non-voting Members Present: Ramona Carter, Director of Public Works, Secretary
Mary Anne Wilson-Woodel, Parks and Recreation
Coordinator
Jason Tibbs-PCPS Representative-Remote

Non-voting Members Absent:

Special Guests:

A. Call to Order

C.Shust called the meeting to order at 6:14 p.m. due to technical difficulties connecting the meeting to TEAMS. A quorum was established (C.Palmore, F.Flannagan, C.Shust)

B. Additions/Changes to the Agenda

There being no additions or changes to the Agenda, F.Flannagan motioned to approved the Agenda. C.Palmore second Approved 4-0.

C. Meeting Minutes

The March 2, 2021 minutes were emailed to all members. F.Flannagan motioned that the minutes be accepted C.Palmore second. Approved 4-0.

D. Old Business

1. Update on the Pocahontas Landmark Center gymnasium and Fee Schedule. M.Woodel stated that the gym and training room officially opened on Monday April 19, 2021 and the first Pickleball players used the facility earlier in the day. M. Woodel, R. Carter and M.Piper conducted an interview with the paper which should run next week. There was one injury with the pickleball group, no ambulance was called, the individual's wife

April 20, 2021

transported him to the hospital where he was checked out and it was verified that nothing was broken or torn. All players were required to fill out a waiver form which has been verified by the County Attorney and the County's insurance. M. Woodel reported the incident to our insurance just to cover the County and sent them the completed waiver form. The group discussed a form for denying of first aid treatment etc. M. Woodel indicated that the waiver form covers this and all players understand that the County is not responsible for making the call to ambulance and the injured individual's insurance will have to pay for any treatment/transportation etc. M. Woodel indicated that the County would be obtaining first aid kits to have on hand. J. Cabaniss asked how the County is verifying that every individual completes a waiver and suggested we have a checklist of all the individuals that have completed the waiver and we check them in every time they show up to use the facility.

Carter stated that the new fee schedule will be adopted with the operating budget (May 10th) the new fee schedule has increased fees for field usage as well as the originally proposed fees for the gym use. M. Woodel remarked that any groups that have pre-booked events for the summer and fall season will be charged the old fees.

2. Master Plan Review Policy-R. Carter distributed a policy for review. C. Shust read the policy aloud. (Copy is attached). F. Flanagan moved that the Commission adopt the Master Plan Review Policy as written, J. Cabaniss second approved 4-0.
3. 2022 Goals-R. Carter distributed proposed 2022 Goals. Commissioners reviewed and suggested several changes. R. Carter to make changes requested and send back out to Commissioners. J. Cabaniss motioned that the Commission adopt the FY2022 Goals with the changes, C. Palmore second approved 4-0.

E. New Business

1. Community Liaison-R. Carter stated that she had sent the application to E. Jolly. E. Jolly attended the meeting where a quorum was not established. J. Cabaniss stated that he had stayed and talked with Mr. Jolly for awhile and felt like he had addressed Mr. Jolly's concerns with the position. J. Cabaniss clarified the duties and expectations. R. Carter to follow up with Mr. Jolly and request that he send in the completed application. M. Woodel suggested that we look at the original applications for the Commissioner positions and contact them to see if they are interested in the liaison position now that we have changed it from a teen representative. The Commission agreed that the old applications would be a good place to start. R. Carter to obtain old applications and reach out to the applicants.

April 20, 2021

F. Comments from the Board

1. R.Carter stated that at the BOS Monday night the Board asked R. Carter to bring some higher priority projects to them in place of the Courthouse Parking Expansion. R.Carter stated that she sent an email to the County Administrator requesting that the following projects be moved from FY23 to FY22 to use the approx. \$360,000 left in the bond funded Courthouse Parking Expansion; Turner Field parking expansion (\$200,000) or Fighting Creek Additional Bathroom (\$315,000). The Commissioners agreed that these two projects would be high priority given that the PLC Lighting and Turner Concession are currently funded in FY22 CIP.
2. F. Flannagan questioned that changes that are being made to the Village Center Boundary line and had concern that it would impact Fighting Creek Park. C.Shust clarified that this would not impact the park as it has a separate designation. F.Flannagan asked if the PRAC meetings are advertised. R.Carter stated that they are posted on the webpage along with minutes and agendas.
3. J.Cabaniss thanked M.Woodel and R. Carter for going to bat for the Commission at the Board meeting. He watched the meeting and thought they both did a great job answering questions and explaining how the Commission worked through the Master Plan to prioritize the CIP.
4. J.Cabaniss asked when officers are voted on. R.Carter stated that nominations will be brought to the May meeting. C.Shust stated that he would be happy to continue as Chair if nominated. J.Cabaniss remarked how well Curt Nellis and the County performed with the vaccination clinics. He thought our clinic was better organized and prepared than some of the larger localities. J.Tibbs stated that he only had issues with parking on one occasion, a Thursday afternoon due to timing of the clinic and the schools.
5. C.Shust stated that he had three items for discussion 1) ADA Grant 2) M.Potter trail extension 3) Rosemount 3 mile trail. C.Shust suggested the Commission concentrate on applying for ADA grant for this year. As part of M.Potter's development next to the bus garage/water tower, he has offered to extend sidewalk, the Commission should use this as leverage to apply for additional grants to extend trails (CIP project). C. Shust mentioned that Sister Maureen with Rosemont is also a grant writer and we could benefit from coordinating with her on additional trails for the Rosemont property.
6. J.Tibbs gave an update on schools. Powhatan is 1/132 schools that has been in sessions since August 23, 2020 (Full return with virtual options). No Hybrid. High School sports increasing now that the Governor has increased from 500 to 1000 persons. Plan for next year is a "normal" school year. The largest hurdle will be transportation restrictions. They installed air filtration systems on all buses newer than 2016.

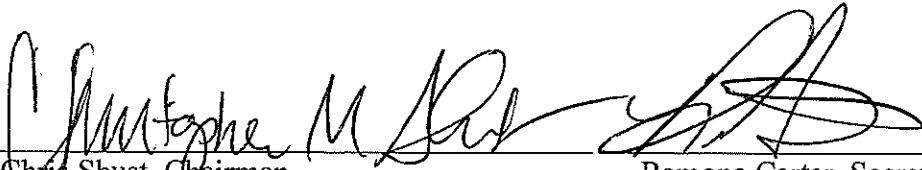
April 20, 2021

G. Upcoming Events

1. Next meeting is schedule for May 4, 2021 however, due to the current meeting being moved later in April the group proposed May 19th @PLC training room. At the May meeting the group will schedule out the remaining meeting dates.

H. Adjournment

F. Flannagan moved to adjourn, C.Palmore second 4-0 Aye. Meeting adjourned at 7:28 pm.



Chris Shust, Chairman

Date MAY 19/2021

Parks and Recreation Advisory Commission

Ramona Carter, Secretary

Date MAY 19/2021

Parks and Recreation Advisory Commission