

March 5, 2019

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD IN THE POWHATAN VILLAGE BUILDING FIRE and EMS CONFERENCE ROOM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, MARCH 5, 2019 AT 6:00 PM

Commission Members Present:

Josh Cabaniss
Chris Shust, Vice Chair
Frank Flannagan, Chair
Cameron Palmore
Lance Elton

Commission Members Absent:

Cameron Palmore-arrived 6:31pm
Chris Shust-left 6:43pm

Non-voting Members Present:

Ramona Carter, Director of Public Works, Secretary
Mary Anne Wilson-Woodel, Parks and Recreation
Coordinator
Jason Tibbs- PCPS Representative

Non-voting Members Absent:

Brandon Walters, Student Representative

A. Call to Order

F. Flannagan called the meeting to order at 6:05 p.m. Let the record show that C. Palmore arrived at 6:31pm. C.Shust left at 6:43pm. Brandon Walters was absent.

B. Meeting Minutes

Meeting minutes from February 5, 2019 meeting were distributed via email. F. Flanagan asked if there were any changes or corrections to the minutes. There being none, C.Shust moved that the minutes be accepted as presented, J.Cabaniss second. Aye 4, Nay-0

R. Carter requested that item D.3 be moved to item C.1 to allow visitor to depart prior to other business. F. Flannagan agreed to move item.

C. Moved from D.3

M.Woodel introduced Chad Adams. Chad Adams stated that he had talked with Economic Development and M. Woodel regarding his interest in developing a community facility. He has spoken with Richmond Tourism. His daughter is a competitive archer along with approximately 40 other kids. These kids have no facility to practice or compete. Chad is interested in a mixed use facility, maybe 50,000-60,000 sf that could be used for archery and for other uses such as indoor soccer, field hockey etc. Chad stated that building a facility is the first step but it has to be sustainable long term, and that will require lodging options that the County currently does not have available. Chad indicated that a location has not been determined and this is where he would like some collaboration and support from the County.

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Chad mentioned the Spooky Nook sports complex and the impact that the facility had on the community in terms of revenue. Chad indicated that he would like to see a partnership with the County to maximize the capital outlay. J.Cabaniss questioned what the daily use would be for the building as he has done some research and determined that in order to make a profit the facility would have to be open and in use on a daily basis. Chad indicated that he was not all that concerned with making a profit, he is more concerned with giving the community and the kids a place to enjoy. He said the project is about the kids. J. Cabaniss asked if Chad had talked to Giff Breed with Independence Golf. Chad stated that he had talked with him but he felt the need was more in the Fighting Creek Park area or the east part of the County by South Creek. F.Flannagan suggested that the next step would be meeting with the County Administrator and Billy Melton (he is Chad's Supervisor). Chad indicated that he would like his wife, Laura to attend and maybe his VP. L.Elton suggested that Chad would be a good addition to the Focus Group meeting on Wednesday. Chad stated that he would like to attend the meetings and is available at 5:30pm. R. Carter added Chad to the 5:30 time slot for Wednesday. The group thanked Chad for coming to speak and emphasized that everyone is very excited by the proposed venture.

D. Old Business

1. FY20 Operating Budget Update-R. Carter stated that F.Flannagan and Mr. and Mrs. Stark spoke at the first public comment period (prior to the budget presentation) in favor of the part time position requested in the operating budget. R. Carter stated that the part time position was not funded in the FY20 operating budget. Supervisor Nordvig questioned the time line for operating the gym. R. Carter indicated that the operation of the gym will be transferred to the County May 1 and renovations should take about 4 months with the facility open September or October. Supervisor Nordvig indicated that there would be several months where P&R will need the position to operate the gym. R. Carter indicated that she had sent an email to the County Administrator providing additional information and pleading for the position to be funded. R. Carter recommended that Commissioners reach out to their Supervisors to ask that the position be funded.
2. FY20 CIP Budget - R.Carter indicated that the CIP budget has not been presented however the unrestrained CIP budget was included in the budget books presented to Board members. F.Flannagan indicated that he observed in the County Administrator's presentation that the \$60,000 Parks and Recreation Master Plan was not funded. R. Carter confirmed that the presentation stated that the \$60,000 Plan was not funded. R. Carter said that she emailed the County Administrator to ask for clarification on why the \$60,000 was showing "not funded" prior to the CIP meeting on April 11. R. Carter recommended that Commissioners attend the April 11th workshop as they approved the submitted CIP and to see what gets funded and what gets cut. There may be an opportunity at the second public comment to voice concern over cuts to the CIP.

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E. New Business

1. Michael Svetz with PROS Consulting was slated to attend the meeting and provide a presentation however his flight was delayed in Chicago and he was unable to attend the meeting. He provided the presentation to R. Carter who scrolled through the slides while Michael presented over the telephone. The presentation is included with these minutes. Commission members were also provided with a demographics reports for Powhatan. Michael briefly summarized the demographics report. R.Carter questioned next steps and Michael indicated that after the focus group meetings he will gather the information and develop a template survey for review. Once the survey is approved by the County the rest of the work will happen behind the scenes. C. Palmore questioned how the online portion will be included in the survey results. Michael indicated that the survey will account for 2/3 of the valuation and the online and focus group information accounts for 1/3. The online portion will be a Survey Monkey format. R. Carter questioned if Commissioners or Staff needed to be at the meeting on March 6th. Michael indicated that it would be better if Commissioners and staff did not attend. R. Carter indicated that she would meet Michael at 12:45 to get him set up for the meetings.
2. R. Carter indicated that the schedule had been revised and the 5:30 meeting slot will have the largest number of participants as many of the individuals scheduled for earlier in the day had to move to 5:30. R. Carter will bring a copy of the revised schedule to Michael prior to the meetings.

F. Comments from the Board


No comments

G. Next Meeting

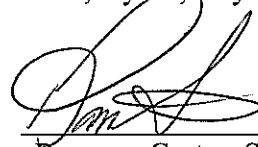
Next meeting is scheduled for April 2, 2019 at 6:00pm Village Building however Commissioners requested that the meeting be moved to Monday April 8, 2019. R. Carter to check room availability

H. Adjournment

J.Cabaniss motioned to adjourn, C. Palmore second, Aye-4, Nay-0. Meeting adjourned at 8:05pm.



Frank Flannagan, Chairman
Date 4-8-19
Parks and Recreation Advisory Commission



Ramona Carter, Secretary
Date 4-8-19
Parks and Recreation Advisory Commission