

June 8, 2020

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD VIA TEAMS REMOTE CONFERENCING, JUNE 8, 2020 AT 6:00 PM

Commission Members Present: Chris Shust, Chair
Josh Cabaniss, Vice Chair
Frank Flannagan
Cameron Palmore
Lance Elton (6:20pm)

Commission Members Absent: None

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

Non-voting Members Absent: Student Representative-not appointed

Special Guests: None

A. Call to Order

C.Shust called the meeting to order at 6:03 p.m. Let the record show that a quorum is established, L.Elton arrived to meeting at 6:20pm.

B. Additions/Changes to the Agenda

Motion to accept the agenda as presented-F.Flannagan, Second-C. Palmore. Passed 4-0

C. Meeting Minutes

The March 2, 2020 minutes were sent to all members via email. There being no changes or corrections, C.Palmore moved to approve the minutes as presented, F.Flannagan second, approved 4-0.

The May 5, 2020 minutes were sent to all member via email. J.Cabaniss noted that he changed the signature block to reflect his signature as C.Shust was absent from that meeting. There being no further changes C. Palmore moved for approval, F. Flannagan second, approved 4-0

D. Old Business

1. Discussion of how to proceed with the Master Plan-the group agreed that the best way to bring the plan to the Board of Supervisors would be at a workshop which would allow an interactive approach and a question and answer period. The group agreed that the Chair and Vice Chair could present the plan with support from R. Carter and M.Woodel. It is not economically feasible to fly the consultant out for another

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presentation. R. Carter suggested that C. Shust send an email to the County Administrator requesting a workshop with the BOS to present the Master Plan. R. Carter indicated that after the last meeting the Consultant made requested changes and delivered the final plan to the Parks and Recreation Department. R. Carter to send the Final draft to PRAC.

2. Update on Gym- to R.Carter indicated that access control and security, hot water tank, and audio visual equipment remain to be completed. Public Works anticipates being ready for moving by the end of July. There is still a significant amount of furniture stored in the gymnasium for Skaggs Rd building and that building will not be available to take the furniture until closer to the end of the year. M. Woodel is working on developing a fee schedule so we can begin allowing user groups to use the gym once the County opens up to Phase II. Pickleball groups are anxious to have an indoor facility as they have already been using outside activities and with increasing temperatures during the Summer they will be looking for indoor space.

MWoodel stated that fields will be opening up to athletic groups starting June 10, 2020 There is some concern about the PLC field as this is managed by the County but the schools mow the fields. J.Tibbs met with PW and stated that school fields mowing contract has been reduced to mowing every two weeks. Public Works may have to pick up the in between mowing if there is a lot of interest in using the fields. M. Woodel stated that she has a meeting with J.Tibbs and the school Superintendent to determine if Parks and Recreation will be able to use School fields (new junior high and elementary schools) during the summer months. Although schools are closed, the County has an MOU with schools that during summer months when school is out they can schedule field use. J.Tibbs stated that the County needs to consider the reduced mowing schedule on fields and bathroom cleaning. M.Woodel stated that she would look at placing porta johns at the fields if the County is permitted to use them. The County would also place signs at the entrances indicating the Governors guidelines and social distancing etc.

E. New Business

1. J.Cabaniss asked for a discussion on the school budget and the proposal to cut Athletics and Arts. J.Cabaniss asked if the County had considered the increase requests for facilities by the school athletic groups. J.Tibbs explained that the BOS requested 2%, 5% and 10% cuts to the budget, it does not mean that the budget has been cut. As an exercise to show to the BOS that school programs require funding, cutting athletics and arts was required in order to meet a cut in budget. J.Tibbs explained that not only athletics and arts were cut but several positions and reduced contract work. M Woodel remarked that there is no way the County facilities can support school athletics. J.Tibbs

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indicated that there is a joint school board and board of supervisors meeting on Thursday at PLC. The meeting is closed to the public due to COVID-19 concerns but is open to the public via ZOOM.

2. J.Cabaniss asked about the progress on Skaggs Rd building. R. Carter indicated that bids have been received and the low bid is over the allocated budget. R. Carter will request additional funds at the June 22, 2020 Board meeting. F. Flannagan asked if we anticipated any pushback from the Board or problems with obtaining the additional money. R. Carter stated that she had to justify the transfer but felt there is justification for the additional money request such as septic tank replacement, asbestos removal, power upgrades etc.

F. Comments from the Board

1. F. Flannigan stated that he had a request from the Lions Club about dedicating a tree to Shirley Reynolds, former Sheriff. R. Carter stated that the Lions Club could send in a request to this Commission to consider under the memorial and dedication policy. R. Carter stated that trees are not specifically named in that policy because they are not considered permanent. F. Flannigan to relay information to the Lions Club. F. Flannigan asked if the June 22, 2020 is the target date to re-open the County. R. Carter indicated that June 15 will be Phase I of the County re-opening plan (which does not align with the Governor's phases) and in order to re-align with the Governor's phases, the County will quickly (1 week) ramp up to Phase II (June 22).
2. J. Cabaniss-asked "what is next for the PRAC? Now that the Master Plan is complete. C. Shust mentioned looking at a field use policy and how various groups are scheduled and assigned. R. Carter indicated that scheduling and assigning various County fields and facilities is an operational issue which the PRAC is not tasked with, nor should they be involved with. The Commission is to advice the Board on capital improvements, funding and available grants and relaying the needs of the community to the Board. The Master plan addressed the needs of the community through the survey and stake holder group meetings. R. Carter suggested that Parks and Recreation is going to need an advocate for Capital Improvements. F. Flannagan asked what was put in the FY21 CIP for Parks and Rec. R. Carter indicated that all of the CIP for Parks and Recreation was pushed out one year. R. Carter mentioned that the RRPDC has been working with Community Development and Public Works on developing shovel ready projects for grants. R. Carter suggested that C.Shust reach out to Andrew Pompeii to obtain contact information for the group as many of the projects that they felt would be eligible for funding are trails and outdoor recreation. C.Shust to reach out to Andrew.

G. Next Meeting

1. Tuesday August 4, 2020 6pm TEAMS Meeting

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H. Adjournment

F.Flannagan moved for adjournment, J. Cabaniss second Aye-5 Nay-0. Meeting adjourned at 7:03 pm



Chris Shust, Chairman

Date 08/04/2020

Parks and Recreation Advisory Commission



Ramona Carter, Secretary

Date 08/04/2020

Parks and Recreation Advisory Commission