

August 4, 2020

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD VIA TEAMS REMOTE CONFERENCING, AUGUST 4, 2020 AT 6:00 PM

- Commission Members Present:** Chris Shust, Chair
Josh Cabaniss, Vice Chair
Frank Flannagan
Lance Elton (6:20pm)
- Commission Members Absent:** Cameron Palmore
- Non-voting Members Present:** Jason Tibbs-PCPS Representative
Ramona Carter, Director of Public Works, Secretary
Coordinator
- Non-voting Members Absent:** Mary Anne Wilson-Woodel, Parks and Recreation
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, C.Palmore was absent.

B. Additions/Changes to the Agenda

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

C. Meeting Minutes

The June 8, 2020 minutes were sent to all members via email. There being no changes or corrections, F.Flannagan moved to approve the minutes as presented, J.Cabaniss second, approved 4-0.

D. Old Business

1. Update on the Pocahontas Landmark Center gymnasium and fields. R.Carter indicated that most of the renovation work has been completed. Originally the County had not planned on refinishing floors however, due to the amazing job that Mark Piper has done managing and controlling costs, refinishing and painting the floors was added to the scope of the project. New painted lines will include pickleball court. R. Carter indicated that the County has received several emails with concern over fees for using

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the gym. R. Carter will elaborate on this discussion under new business. The County also added an office for Mary Anne and cubicles for her employees. The offices were added to one of the locker rooms and will be much better for access and use of the space. Anticipated move in date is end of August or mid-September. Items that remain to be completed are access control, security cameras, gym floors, purchase furniture for training room. The NAACP has been contacted and informed that they can start setting up the foyer museum anytime and that keys are available through the Public Works Office.

J.Cabaniss asked about the status of the fields. J.Tibbs indicated that the fields are only being mowed every two weeks due to budget cutbacks. The County Grounds Department is helping in between contract mowing if necessary.

E. New Business

1. R.Carter presented the proposed Fee Schedule (Appendix A) with proposed fees for gymnasium use and proposed increases to existing field use fee structure. J.Cabaniss questioned how the P&R keeps track of local versus out of town players. R. Carter stated that she would get with Mary Anne to get an answer on how this is determined. J.Cabaniss stated that some jurisdictions are going to youth identification with a database. R. Carter indicated that M.Woodel has a procedure and operating standard for tracking and charging. J.Tibbs suggested that the County may want to consider charging the same fees as the schools for gymnasium use. J. Cabaniss asked if the proposed fees included service fees such as custodial. R. Carter indicated that the proposed fees are to cover operating costs including custodial and personnel to be present at the gym. J.Tibbs suggested we consider a separate service fee schedule such as custodial. J.Cabaniss made a motion that the Commission provide feedback on the proposed fee schedule to R. Carter and M.Woodel by August 21, 2020. F.Flannagan second Aye-4 Nay-0.
2. Proposed introduction meeting with new County Administrator. R. Carter suggested that the group conduct a TEAMS meeting to formally introduce the Parks and Recreation Advisory Commission to the new County Administrator, Ned Smithers. The purpose would be to explain the origins of the Commission, the purpose and some of the policies and projects they have completed to date. In addition, the meeting will address future projects and any new direction Ned Smithers would like to see the Commission take. The group agreed that a lunch meeting 12:30-1:30 would be the best time to get all Commissioners and the County Administrator to attend. The group suggested August 20 and August 21. R. Carter to schedule with County Administrator.

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F. Comments from the Board

1. None

G. Next Meeting

1. Next Meeting Tuesday September 8, 2020 6pm TEAMS Meeting. L.Elton suggested that the November meeting be held at the Pocahontas Landmark Center so we can provide a tour of the facilities. This may be the location of all future meetings.

H. Adjournment

F.Flannagan moved for adjournment, J. Cabaniss second Aye-4 Nay-0. Meeting adjourned at 6:46 pm



Chris Shust, Chairman
Date 10/09/2020
Parks and Recreation Advisory Commission



Ramona Carter, Secretary
Date 10/09/2020
Parks and Recreation Advisory Commission