

Parks and Recreation Advisory Commission Minutes

---

February 7, 2023

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON FEBRUARY 7, 2023, AT 6:00 PM IN THE TRAINING ROOM OF THE POCAHONTAS LANDMARK CENTER TRAINING ROOM AT 4290 ANDERSON HIGHWAY IN POWHATAN VIRGINIA

**Commission Members Present:** Cameron Palmore, Chair  
Ryan Cooke, Vice Chair  
Josh Cabaniss  
Frank Flannagan  
Lance Elton

**Non-Voting Members Present:** Megan Heatwole, Director of Parks and Recreation  
Will Hagy, Deputy County Administrator  
Bobby Cook, Powhatan County Citizen  
Mason Cook, Powhatan County Citizen

**Special Guests:** Jason Weaver, Powhatan Fast Pitch  
Judy Cain Oliver, Senior Action Committee

**A. Call to Order**

Ryan Cook called the meeting to order at 6:00pm. A quorum was established.

**B. Additions/ Changes to the Agenda**

No additions or changes to the agenda.

**C. Meeting Minutes**

A motion to approve the January 10, 2023, meeting minutes was made by F. Flannagan and seconded by J. Cooke. *Motion passed 4-0.*

**D. Citizen Comments**

1. Judy Cain Oliver, from the Senior Action Committee (SAC), gave a presentation on the concept of a senior center in the 21<sup>st</sup> century. The concept introduced a modern image of a renovated recreation center, serving active adults 55+ that provides innovative programs and experiences to promote learning socialization, physical activity, and nutrition. One-fifth of Nation's population will be 65+ by 2030. People are living longer and social connectiveness is important. Adults are choosing to retire and live in rural areas. Accessing resources in rural area is a unique challenge. There are over 80 senior recreation centers that exist in Virginia, typically facilitated under the Parks & Recreation umbrella. The SAC contacted eight in state centers and several out of state centers to research operations, activities, and funding. Their research revealed that the centers are mostly funded through county/ city government and operated through Parks & Recreation Departments. Some centers are reserved for community use after hours. Most centers are 100% subsidized, with exception of, fee-based programs that provide direct costs such as materials, paid instruction, etc. Indoor facilities include a fitness room, games, dancing, singing, group fitness classes, kitchen, cafeteria, library, computers, large multi-purpose rooms, wood shops, sewing rooms, pottery and art studio space. Another trend among active aging adults are lifelong learning centers with multiple classrooms, and an extensive catalogue of classes

## Parks and Recreation Advisory Commission Minutes

---

February 7, 2023

and trips. Active aging recreation centers are intended to be a hub of information and a one-stop-shop to provide ease of access to citizens. Recreation centers create a sense of place and belonging.

2. Bobby Cook addressed a need for a fence at the Middle School Multi-Use Field, and renovation of the announcer's booth. He advocated for the County to financially support the football league and explore partnership opportunities.

### E. Old Business

#### 1. Bylaws

- a. Motion to adopt the bylaws was made and seconded, *Motion passed 5-0.*

#### 2. Share the Air Campaign

Minutes from the 2019 Board of Supervisors and PRAC meeting were reviewed through which the County implemented a voluntary no smoking policy at County parks. Large no smoking signs have been placed at main park locations, but Share the Air offers more extensive and attractive signate for free. A motion to partner with the Share the Air Campaign was made and seconded, *Motion passed 5-0.*

M. Heatwole will develop a press release, social media marketing, and notify partner leagues, coaches, and user groups about the adoption of the new policy after it is approved by the BOS.

#### 3. Annual Goals

The Commission reviewed 2022 goals and set new goals for 2023.

2023 Parks & Recreation Advisory Council Goals:

1. Develop and implement a policy for the annual review and revising of the 2019 Parks & Recreation Master Plan.
2. Research and coordinate supplemental funding opportunities for Park & Recreation through grants, sponsorships, fundraising, in-kind donations, etc.
3. Develop an annual report template and criteria for Parks & Recreation.
4. Schedule a standing annual workshop or general meeting with the Board of Supervisors to present the annual report and Master Plan revisions for Parks & Recreation.
5. Appoint special sub-committees to research, advocate, volunteer, and report findings to the Commission on specialized fields of recreation, such as Senior Programs; Youth, Teen, and Family Programs; Athletics; and Nature & Outdoor Recreation.

February 7, 2023

4. Directors Report (summary of in-flight Projects, field/ facility usage data, etc.)
  - a. The Parks & Rec Director has been updating the website and developing social media presence. PRAC member were asked to review the website with particular attention to the PRAC section. Updated PRAC board member headshots have been requested to post online.
  - b. Jason Weaver suggested to post field conditions on Facebook in addition to the phone line.
  - c. M. Heatwole will report back with school field and PLC facility use data.

**F. New Business**

1. Turner Complex Master Plan
  - a. W. Hagy requested one PRAC board member to attend the Timmons kick off meeting and represent user group needs. F. Flannagan agreed to attend the meeting in person.
  - b. Jason Weaver, PYAA President, presented on PYAA needs, interests, league growth, and requirements to bid and host tournaments at the complex.

Facility Wishlist Includes the Following:

- Increased parking
  - Vegetation control around the lower two fields, Lisa and Jenny
  - Concession and restroom facility (top priority)
  - Appliances for kitchen; freezer, counter tops, refrigerator, cook tops, fire marshal requirements, etc.
  - ADA improvements to include walkways around and to fields and handicap parking next to each field
  - Ensure future funding to maintain all improvements
  - Replacement and/or repair of current score boards
  - Adding a batting cage closer to Lisa Field (lower field)
  - Secured storage as a primary need with enhanced access control solution to a combination lock.
  - Vegetation buffer along fields
  - Temperature controlled meeting Room for officials and coaches as required by tournaments
  - P/A System or mounting options for tournaments
  - Aesthetic like Fighting Creek Park Concessions
2. BOS PRAC Joint Workshop Meeting
    - a. PRAC will utilize next regular meeting in March to prepare for the BOS Workshop. Representation from the Senior Action Committee has been requested, with participation expectation set forth.
    - b. .

**G. Comments from the Board**

Parks and Recreation Advisory Commission Minutes

---

February 7, 2023

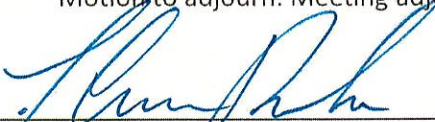
- J. Cabaniss requested a sign-in sheet for PRAC meetings that includes name, topic, etc.
- F. Flannagan inquired about the vandalism in Parks.
- PRAC is willing to support a discussion with the school board to enhance athletic facilities. M. Heatwole will share with PRAC the current MOU with athletic fields.

**H. Upcoming Events**

1. Next Meeting: March 14, 2023, 6:00pm
2. BOS Workshop Meeting: March 20, 2023, 3:00pm

**I. Adjournment**

Motion to adjourn. Meeting adjourned at 8:52pm.

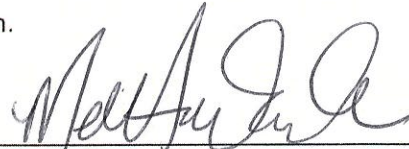


---

Cameron Palmore, Chairman

Date: 3/24/2023

Parks and Recreation Advisory Commission



---

Megan Heatwole, Secretary

Date: 3/24/23

Parks and Recreation Advisory Commission