

Parks and Recreation Advisory Commission Minutes

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March 23, 2023

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON MARCH 23, 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  
Lance Elton  
Frank Flannagan

**Commission Members Absent:** Josh Cabaniss

**Non-Voting Members Present:** Megan Heatwole, Director of Parks and Recreation  
Will Hagy, Deputy County Administrator  
Bob Benway, Powhatan County Schools

**Special Guests:** Zachary Staton, Powhatan Parks & Recreation Athletics Coordinator  
Mike Oliver Senior Action Committee, Judy Oliver, Senior Action Committee

**A. Call to Order**

C. Palmore called the meeting to order at 6:01pm. A quorum was established.

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

F. Flannagan requested that the Parks & Recreation Director to discuss and review the drafts of the FY24 Parks & Recreation Personnel Proposal, and Cost Recovery and Fees Policy Model.

**C. Meeting Minutes**

A motion to approve the February 7, 2023, meeting minutes was made by C. Palmore and seconded by F. Flannagan. *Motioned passed 4-0.*

**D. Citizen Comments**

Mr. Mike Oliver, representing Senior Action Committee, advocated for a community center with a senior focus be a priority for the Commission.. Mr. Oliver asked about the status of the Active Aging Survey and requested that the results be shared.

**E. Old Business**

1. Share the Air Campaign was adopted by the Commission. C. Palmore signed the agreement for Powhatan Parks & Recreation to be committed to providing a safe 100% tobacco-free and vape-free parklands, park facilities, and open spaces in order to provide a clean, healthy, and safe environment for citizens.
2. M. Heatwole presented a draft document with synthesized goals from the Commission's prior discussion. A motion to approve the 2023 PRAC Goals was made by F. Flannagan and seconded by L. Elton. *Motioned passed 4-0.*
3. Turner Complex Master Plan Update: Facility Design , master planning, Sewer designing, and utility planning is underway. Survey work is also currently underway,. In a few weeks we will

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have blueprints for a building, master plan, specs for sewer, and utility hook ups for the building. Next, the blueprints will be set out to bid. Powhatan Lacrosse provided feedback on the multi-use field and their facility needs of the complex, which was shared with the engineering firm.

4. PRAC discussed the upcoming 4/17 workshop meeting with the Board of Supervisors. PRAC would like to request to revisions to the Commission bylaws during the meeting. PRAC anticipates discussing the 2020 Parks and Recreation Needs assessment with the Board of Supervisors. PRAC also anticipates discussing the Parks and Recreation requested items in the CIP during the 4/17 meeting with a focus on Fighting Creek Park Phase 3 Project and the Community Center project. Discussed both projects and determined they would like to make a formal motion supporting the Community Center project with an identified target of requested funding. PRAC discussed requesting the Board of Supervisors add \$2 million dollars to the FY25 CIP for the Community Center project. F. Flanagan made a motion that PRAC request the FY25 CIP be revised to include \$2 million for a Community Center. R. Cooke seconded the motion. *Motioned passed 4-0.*

**F. New Business**

A secondary youth baseball league, South of the James Ball Club, wants to become a County affiliated league. C. Palmore inquired if the league is playing games within itself against other Powhatan teams and advised the Commission to review the current definition and County requirements to become an affiliated group and revise the policy to reflect what our inventory of current facilities can support.

**G. Comments from the Board**

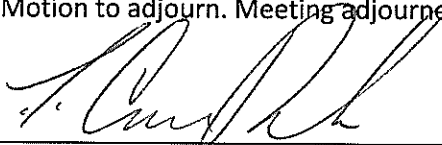
1. R. Cooke resigned from the PRAC Board, effective April 30<sup>th</sup>.
2. F. Flanagan commends Public Works staff for their work on the disc golf course.
3. M. Heatwole presented the Director's update.

**H. Upcoming Events**

1. Next Meeting: Wednesday, April, 12, 2023, 6:00pm
2. BOS Workshop Meeting: April 17 2023, 6:30pm

**Adjournment**

Motion to adjourn. Meeting adjourned at 9:15pm.



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Cameron Palmore, Chairman  
Date: 4/12/2023  
Parks and Recreation Advisory Commission



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Megan Heatwole, Secretary  
Date: 4-12-23  
Parks and Recreation Advisory Commission