

Parks and Recreation Advisory Commission Minutes

April 12, 2023

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON APRIL 12, 2023, AT 6:00 PM IN THE TRAINING ROOM OF THE POCAHONTAS LANDMARK CENTER AT 4290 ANDERSON HIGHWAY IN POWHATAN VIRGINIA

Commission Members Present: Cameron Palmore, Chair
Lance Elton
Frank Flannagan
Josh Cabaniss

Commission Members Absent: Ryan Cooke, Vice Chair

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

Special Guests: Zachary Staton, Powhatan Parks & Recreation Athletics Coordinator
Dave Bass, Fury FC

A. Call to Order

C. Palmore Called the meeting to order at 6:05pm. A quorum was established.

B. Additions/ Changes to the Agenda

J. Cabaniss requested a discussion of PLC Field Closure and to review the policy stated in the bylaws for absentees and removal from Commission based on attendance.

C. Meeting Minutes

A motion to approve the March 23, 2023, meeting minutes was made by _____ and seconded by J. Cabaniss. *Motion passed 4-0.*

A motion to approve the March 14, 2023, meeting minutes was made by F. Flannagan and seconded by J. Cabaniss. *Motion passed 4-0.*

D. Citizen Comments

None

E. Old Business

1. Share the Air Campaign park signage was presented by M. Heatwole. Signs will be displayed as an addition to existing signage in County parks.
2. F. Flannagan and C. Palmore will be attending the BOS PRAC Joint Workshop Meeting. M. Heatwole will prepare a packet of resources for the attending PRAC members.
3. The Department's Sponsored League Criteria and Policy language needs to be enhanced. In the meantime, user groups, such as South of the James Ball Club, can play on County fields at no

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cost, so long as they meet the existing criteria. Any fields not being utilized by the club should be reallocated to other field users.

F. New Business

1. A new fee schedule draft presented by M. Heatwole and Z. Staton. The Department and PRAC will determine from BOS what the cost recovery expectation is around the existing and potential levels of service. The fee schedule should be built off the current level of services offered. Committee members will review the and provide feedback at the next meeting.
2. M. Heatwole presented Parks & Recreation monthly departmental reports from January 2023 to March 2023. The PRAC board will review the report template and provide feedback at the next meeting.
3. A review of Parks & Recreation Department Long Term Vision and Goals are tabled to the next meeting.
4. Pocahontas Landmark Center multi-use field is temporarily closed due to damage neglect of maintenance, while caught in limbo of the Schools and County MOU. The two field user groups were given two alternative options from County Recreation staff for practice during field recuperation.
5. Three seats are up for re-election in May 2023, R. Cooke resigned so a fourth seat is up. and L Elton will not be reapplying. F Flannagan is reapplying. A new assistant chair needs to be assigned.

G. Comments from the Board

J. Cabaniss stated it's been an extremely productive meeting and thanked Parks & Recreation staff for their hard work.

F. Flannagan thanked Public Works staff for their work on the trails, marking the trip-hazard roots.

C. Palmore thanked staff for the work they put into preparing PRAC for the joint workshop meeting with BOS.

H. Upcoming Events

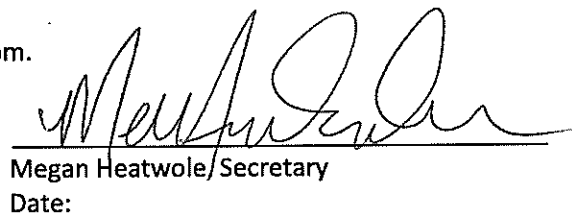
1. BOS Workshop Meeting: Monday, April 17, 2023, 3:00pm
 - a. Dial in option available
2. Village Park Dedication: Friday, April 21, 2023, 11:00am
3. Next Meeting: Wednesday, May 17, 2023, 6:00pm

I. Adjournment

Motion to adjourn. Meeting adjourned at 9:04pm.


Frank Flannagan, Member
Date:

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Megan Heatwole, Secretary
Date:

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