

Parks and Recreation Advisory Commission Minutes

July 11, 2023

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON JULY 11, 2023, AT 6:00 PM IN THE TRAINING ROOM OF THE POCAHONTAS LANDMARK CENTER AT 4290 ANDERSON HIGHWAY IN POWHATAN VIRGINIA

Commission Members Present: Frank Flannagan
Josh Cabaniss
Judy Cain-Oliver
Greg Davis
Alex Higgins

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

Special Guests: Zach Staton, Parks and Recreation
Cindy Bryant, Momentum Volleyball Coach

A. Call to Order

F. Flannagan called the meeting to order at 6:00pm. A quorum was established.

B. Additions/ Changes to the Agenda

None.

C. Meeting Minutes

A motion to approve the June 13, 2023, meeting minutes was made by J. Cabaniss and seconded by G. Davis. *Motion passed 5-0.*

D. Citizen Comments

Cindy Bryant, Momentum Volleyball Coach, praised the gym facility and partnership with Parks and recreation. Cindy coaches Momentum Volleyball and Youth Girls Volleyball Skills Clinics throughout they year, primarily between December to July. Volleyball occupies the PLC gym 2-5 night a week, pending availability and the season. Cindy volunteers to lead the co-ed adult volleyball program in June-July for Parks and Recreation. Girls' volleyball numbers are growing. Suggestions for an outdoor sand volleyball court in the park and additional gym space to set up two courts side by side.

E. Old Business

1. F. Flannagan motioned to elect Josh Cabaniss as Chair. J. Oliver seconded the motion. *The vote passed 4-0, with J. Cabaniss sustained.* F. Flannagan motioned to elect Judy Cain-Oliver as Vice Chair. J. Cabaniss seconded the motion. *The vote passed 4:0, J. Oliver sustained.*

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2. F. Flannagan motioned to approve the new County Sponsored League Criteria and Policy. J. Cabaniss seconded the motion. *The motion passed 4:1.* G. Davis requested to include resident/non-resident league numbers in the monthly report.

F. New Business

1. M. Heatwole presented the May monthly report and Director's update. A new part-time Recreation Aide, Phillip "Mac" McInturff was hired to rove fields and assist with PLC facility coverage, field dragging and maintenance. An offer was made offer to a candidate for the new, fulltime Recreation Coordinator position.
2. M. Heatwole reviewed the PRAC Charter and Bylaws with new members, highlighting the mission to "advise the County Administrator and the Board of Supervisors on development, funding, programming, land acquisition, and maintenance related to Parks and Recreation activities and facilities," in addition to option to appoint subcommittees.
3. Powhatan County FY2024 Capital Improvement Program (CIP) Review
<https://www.powhatanva.gov/DocumentCenter/View/7287/FY24-Proposed-CIP>
4. M. Heatwole introduced a new social media and marketing campaign called "Meet the Team." The campaign is aimed highlight employees, PRAC members, volunteers, and partners who play a critical role in shaping the Powhatan Parks & Rec Department. All PRAC members will be send a list of a few questions and encouraged to send a photo or video of them actively engaging in recreation or "finding their fun."

G. Comments from the Board

1. Request to confirm Softball Tournament dates. Affiliated leagues drag their own fields on weekend.
2. F Flannagan observed that PLC multi-use field looks good. M. Heatwole confirmed, per the current MOU between County at Schools, the schools are maintaining outfields and County maintains the infields. This may change in FY24. ITak has done a great job with the Fighting Creek Park soccer fields. The color looks good. He recommends that the baseball outfields at Fighting Creek Park get sodded and fertilized in the fall.
3. F. Flannigan inquired about traffic counters for Fighting Creek Park. The Department will find and install the two known existing counter or replace them with new counters.
4. A. Higgins changed his vote to "Aye" to demonstrate a unanimous vote for the new County Sponsored League Criteria.
5. F. Flannagan requested a follow up on the feasibility study for community center.
6. M. Heatwole announced that the Department is updating the Athletic Field Use Policy.
7. G. Davis announced the 10 Miler event for Powhatan State Park 10th Year Anniversary. He has requested that the Parks and Recreation Department cross promote and share on social media recreation associated, local events.
8. G. Davis is disappointed in the cancellation of Freedom Fest Fourth of July Celebration. He inquired how can Powhatan support this event in the future.
9. G. Davis would like to the Department produce banners for events and supports additional marketing efforts for future programs and events.
10. S. McClung announced that he has 100% support for Parks & Recreation.
11. J. Cabaniss inquired about a suggestion box at PLC.

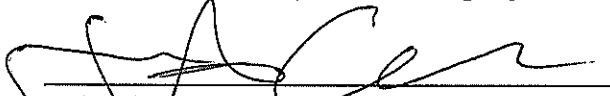
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H. Upcoming Events

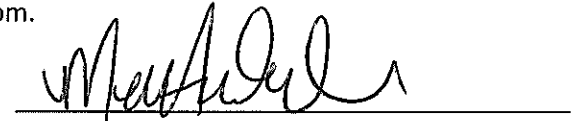
1. Village Park Acoustic Music: Wednesday, July 12, 2023, 5:00pm
2. Village Movie and Market: Mōana: Saturday, July 22, 2023, 6:30pm
3. Next Meeting: Tuesday, August 8, 2023, 6:00pm

I. Adjournment

Motion to adjourn. Meeting adjourned at 7:34pm.



Josh Cabaniss, Chair
Date: 8/10/2023
Parks and Recreation Advisory Commission



Megan Heatwole, Secretary
Date: 8/10/2023
Parks and Recreation Advisory Commission

