

January 7, 2020

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD IN THE POWHATAN FIRE AND EMS CONFERENCE ROOM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, JANUARY 7, 2020 AT 6:00 PM

Commission Members Present: Josh Cabaniss, Vice Chair
Chris Shust, Chair
Frank Flannagan

Commission Members Absent: Lance Elton
Cameron Palmore

Non-voting Members Present: Ramona Carter, Director of Public Works, Secretary
Mary Anne Wilson-Woodel, Parks and Recreation Coordinator

Non-voting Members Absent: Jason Tibbs-PCPS Representative
Student Representative-not appointed

Special Guests: Mike Byerly, Board of Supervisors District 3

A. Call to Order

C.Shust called the meeting to order at 6:04 p.m. Let the record show that two Commissioner were absent. Quorum obtained 3 of 5.

B. Additions/Changes to the Agenda

R. Carter requested that item E.1 be moved prior to Old Business to allow the Consultant to make his presentation and not have to stay for the business part of the meeting. R. Carter also requested that item E.2 be added to the Agenda-review of bylaws and expiring terms. F. Flannagan moved that the Commissioners accept the requested changes/additions, J.Cabaniss second. Motion passes 3-0.

C. Meeting Minutes

The December 3, 2019 minutes were distributed to all members via email. There being no changes or corrections, F. Flannagan moved to approve the minutes as presented, J. Cabaniss second, approved 3-0.

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D. (E.1) Presentation Pros Consulting-Recreation Master Plan

1. C. Shust introduced Michael Svez, Consultant for Pros Consulting. Michael presented a power point presentation which briefly reviewed the needs study results and presented new information on equity mapping and Capital Improvement projects based on three focus areas, Sustainability, Expanding Services and Visionary Projects. The Consultant will present the same information to the Board of Supervisors on January 27, 2020 and then to the Planning Commission in February.

E. Old Business

1. Update on the Gym and Fields. J. Tibbs was absent from the meeting. R. Carter indicated that the County is still waiting on the School's contractor to complete the roof replacement. R. Carter is aware of a leak in the boy's locker room as a result of incomplete flashing on the roof. The County will not begin any renovation projects until the schools finalize and accept the roof replacement. The renovation work that the schools scheduled for the girls locker room, to address the major leak that occurred, are complete. The County will likely have to do some additional renovations in the boys locker room as a result of the leak. The proposed lease has been approved by the Board of Supervisors, however the School Board deferred approval to the February meeting.
2. Student Representative for New School Year. At the last meeting, R. Carter suggested that the bylaws be changed to allow a member at large instead of a teen representative. This should provide more options and make it less difficult to fill the position. It is difficult to find a teen that is interested in sports but still engaged in the business side of the Commission. C. Shust indicated that the schools now have a community service component to their class requirements that might spur some interest. R. Carter to send redline by-laws with suggested changes to the bylaws. Additional changes were suggested under item E.2
3. Sheds. M Woodel provided an update on the sheds. She sent out an additional memo on the transfer of ownership of the sheds. None of the user groups responded that they were going to move any sheds. On December 31, 2019 the County officially took over ownership of all sheds on County property. M.Woodel has been working with the groups to obtain keys or combinations. M.Woodel and the County Grounds Department conducted an inventory of all the sheds and will begin assessing and estimating repairs and replacements. R. Carter will add a budget item to the operating budget for Athletic Fields to start addressing the repairs and future replacements. M. Woodel asked the group about storage of paint. C. Shust and J.Cabaniss indicated that aerosol paints need to be stored in metal containers. M.Woodel and R.Carter will begin working on a policy for storage in the sheds, the policy will not allow any aerosols, flammable

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material, oil, fertilizers or other hazardous materials to be stored in the sheds due to lack of ventilation and safety risks.

F. New Business

1. Bylaws. R. Carter stated that the bylaws state that appointed members shall serve a two year term. The bylaws do not address renewal or the ability to continue serving until a Commissioner wishes to resign their post. R. Carter to make some suggested wording changes and send out to Commissioners to review. Once the Commissioners approve of the changes, the changes will have to be approved by the Board of Supervisors.

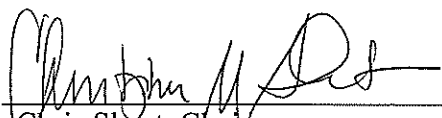
G. Comments from the Board

H. Next Meeting

The next meeting is scheduled for February 4, which is the same night C. Shust will present the Parks and Recreation Master Plan to the Planning Commission. J. Cabaniss also has a PLI meeting. The group agreed to move the meeting to Monday February 3, 2020 at 6:00pm in the Fire/EMS Conference Room.

I. Adjournment

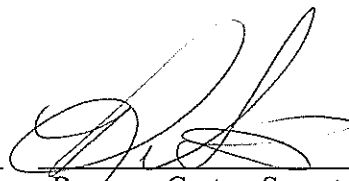
J. Cabaniss moved that the meeting be adjourned, F. Flannagan second, meeting adjourned 7:50 pm.



Chris Shust, Chairman

Date 02/03/2020

Parks and Recreation Advisory Commission



Ramona Carter, Secretary

Date 02/03/2020

Parks and Recreation Advisory Commission