

January 11, 2022

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON JANUARY 11, 2022 AT 6:00 PM IN TRAINING ROOM OF THE POCAHONTAS LANDMARK CENTER TRAINING ROOM AT 4290 ANDERSON HIGHWAY IN POWHATAN VIRGINIA

Commission Members Present:

Chris Shust, Chair
Cameron Palmore, Vice Chair
Josh Cabaniss
Frank Flannagan

Commission Members Absent:

Lance Elton

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

Special Guests:

None

A. Call to Order

C.Shust called the meeting to order at 6:04 p.m. A quorum was established.

B. Additions/Changes to the Agenda

There being none, F.Flannagan motioned to approve the Agenda as presented, J.Cabaniss second. Passed 4-0.

C. Meeting Minutes

The November 16, 2021 minutes were emailed to all members. F.Flannagan moved to approve the minutes, J.Cabaniss second. Passed 4-0.

D. Old Business

1. Schedule 2022 Meetings. The group determined that the second Tuesday of every month would work better than the first Tuesday due to conflicts Planning Commission meetings. School Board meetings are also on the second Tuesday but they start at 7:00pm so J.Tibbs should be able to attend PRAC meeting from 6:00pm-7:00pm. Meetings will be held on the following dates;

January 11, 2022

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February 8, 2022

March 8, 2022

April 12, 2022

May 8, 2022 *cms*

June 14, 2022

September 13, 2022

October 11, 2022

November 8, 2022

2. Village Park Grant. At the last meeting the Board agreed to support the Village Park by pursuing grant funds if the project was added to the CIP. Since that meeting the Board of Supervisors agreed to allocate \$50,000 from Capital Reserves to fund the park. Commissioners agreed that since the project is already funded and the project has not been included in the CIP project that they would not pursue any grant funds for this project. C.Shust stated that he is working with Karin on developing a conceptual plan for the park. C.Shust stated that because the Village Park is connected to the trails/sidewalks in the Village, it should be marketed as an enhancement to the trail system. There was discussion about a dog park and how we could leverage funds for two other CIP projects (dog park, trails). Karin also mentioned the possibility of using Solar Farm proffers for this project.

C. New Business

1. Bylaw Changes and February BOS meeting. R. Carter stated that at the January organizational meeting for the Board of Supervisors, Chairman Byerly suggested the Board review the Parks and Recreation Advisory Commission bylaws. The Board agreed to discuss this at the February meeting. The trigger for the discussion seemed to be the fact that all five Commissioners are the originally appointed members (2018). Chairman Byerly thought we should amend the bylaws to allow other interested parties to serve or to allow current Commissioners to vacate their seat if they did not want to serve any longer. J.Cabaniss noted that the way the current bylaws are written, the Board could call for reappointment of any or all of the seats. The Commission agreed that changing the bylaws may be beneficial. They suggested staggered terms, 4 year appointments, with two positions being up for reappointment this May, one next May, one the following May and one the following May. R. Carter asked the Commissioners if they wanted to wait for the February meeting or meet to discuss the issues with Chairman Byerly and Ned Smither. The Commission requested that R. Carter meet with them to determine the concerns with the current bylaws and what they would like to see

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changed, then the Commission would be in a position to present the suggested changes at the February meeting.

2. Discussion of three potential grants to pursue. C. Shust presented information on 1) PetSafe Grant 2) Doris Day Animal Foundation and 3) My Darling Theo. Of the three grants the PetSafe appeared to be the best fit as the other two are required to be administered through 5019(c)(3). The Petsafe grant is \$25,000, submission period is May1-June 30. This is a voting grant and will require significant participation from citizens to win. C.Shust indicated that Williamsburg was one of the previous winners of this award. He is going to reach out to them to see what they included in their submission packet. C. Shust also suggested that Sister Maureen provide an objective review of the application prior to submission to give us any additional pointers. C.Palmore suggested that we reach out to Community groups and use schools and social media posts to get as many votes as possible. C. Shust stated he would send the Petsafe grant information with application requirements to the Group. There is very little required for the application, we could use the information that Lynn Beach presented to the group a few years ago and modify as required.

D. Comments from the Commission

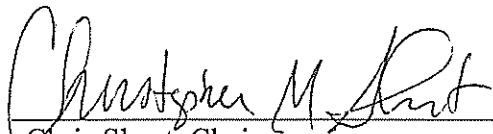
None

E. Upcoming Events

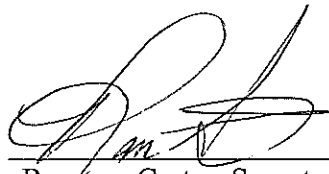
1. Next meeting is scheduled for February 8, 2022.

F. Adjournment

F.Flannagan moved to adjourn, C. Palmore second, passed 4-0. Meeting adjourned at 7:14 pm.



Chris Shust, Chairman
Date 02/08/2022
Parks and Recreation Advisory Commission



Ramona Carter, Secretary
Date 02/08/2022
Parks and Recreation Advisory Commission