

June 9, 2021

MEETING OF THE POWHATAN COUNTY PARKS AND RECREATION ADVISORY COMMISSION HELD ON JUNE 9, 2021 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
Frank Flannagan
Lance Elton
Josh Cabaniss

Commission Members Absent: Cameron Palmore, Vice Chair

Non-voting Members Present: Ramona Carter, Director of Public Works, Secretary

Non-voting Members Absent: Mary Anne Wilson-Woodel, Parks and Recreation Coordinator
Jason Tibbs-PCPS Representative

Special Guests: None

A. Call to Order

C.Shust called the meeting to order at 6:02 p.m. A quorum was established.

B. Additions/Changes to the Agenda

There were no additions or changes to the Agenda.

C. Meeting Minutes

The May 19, 2021 minutes were emailed to all members. R. Carter stated that she corrected the date in the footer to reflect the correct date. F.Flannagan moved that the May 19, 2021 minutes be approved with the minor correction to the date, L.Elton second, approved 4-0

D. Old Business

1. Community Liaison- R. Carter stated that she had received 4 positive votes for Mary Walton and did not receive a vote from one of the Commissioners. There being no objection to the appointment of Mary Walton, C.Shust will reach out to Mary and provide her meeting dates and times. R. Carter suggested sending Mary the May 19, 2021 meeting minutes so Mary can familiarize herself with the topics of discussion and the meeting dates for the rest of the year.

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2. Rosemont-C.Shust is going to invite Sister Maureen to the July meeting to talk about trails, grant writing and working together on projects. C.Shust requested that Sister Maureen be added as new business but moved to the top of the Agenda so that Sister Maureen does not have to stay for the entire meeting.
3. ADA Grant-C. Shust requested that this item be deferred to next months meeting.

E. New Business

1. Update on Dinner with the Board-May 24, 2021. R. Carter stated that prior to the May 24th Board meeting that M.Wilson-Woodel, R.Carter, C.Shust and C.Palmore met with the Board of Supervisors. C.Shust said the Board was very supportive of Parks and Recreation. M.Wilson-Woodel emphasized the need to continue to add staff as activities, programs and facilities expand. C.Shust reminded Board that the Commission is tasked with Capital Improvements and not Operating Budgets. The Commission is a link between the Community and the Board to advocate for needs in the Community and bring feasible options to the Board for budgeting. R. Carter requested that C.Shust share with the Board some of the accomplishments since the Commission was created. C.Shust stated that the Commission has worked thru M.Woodel and R.Carter to develop a needs survey and a Master Plan, they have developed a Memorial and Dedication Policy, pursued grant funding, reviewed and made recommendations for past Capital Improvement Plans and developed a policy for ensuring the Master Plan is a living document and developed FY22 Goals. C.Shust read the goals and the status of each. The Board was open and accepting of the Commission presenting an annual report to the Board. Overall everyone that attended felt like it was a good discussion and a worthwhile meeting.
2. DCR Update-R. Carter stated that L.Elton had forwarded the DCR contact -Jennifer Wampler. R.Carter questioned if Parks and Recreation should make the initial contact regarding trail Master Planning or if the Commissioners should do that. The Commissioners agreed that since the Trail Master Plan is funded in the CIP that the Parks and Recreation Department should reach out to Jennifer. R. Carter stated that she would reach out to Jennifer. R. Carter stated that it is her experience that a student would not be the right fit for this size of a project and a project with such high visibility and importance to the CIP. The Commissioners agreed.
- 3.

F. Comments from the Commission

1. L.Elton stated that he had received a complaint about double booking the LL Fields. R. Carter stated that the individual should contact M.Woodel because it is highly unlikely that the fields were double booked. It is more likely that someone is using the fields without permission and the individuals who have it booked assume they have been given permission when they have not.

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G. Upcoming Events

1. Workshop-C. Shust suggested an abbreviated agenda for a few of the regularly scheduled meetings and add a workshop to the end to cover preparation of the annual report and updating the Master Plan. Commissioners agreed that July 20/2021 meeting would be a good meeting to have a workshop at the end, provided Sister Maureen is the only major item on the Agenda.
2. Following meeting is scheduled for August 17/2021

H. Adjournment

F. Flannagan moved to adjourn, J. Cabaniss second 4-0 Aye. Meeting adjourned at 6:42 pm.



Chris Shust, Chairman

Date 07/20/21

Parks and Recreation Advisory Commission



Ramona Carter, Secretary

Date 07/20/21

Parks and Recreation Advisory Commission