

October 11, 2022

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

- Commission Members Present:** Cameron Palmore, Chair
Ryan Cooke
Josh Cabaniss
Frank Flannagan
- Commission Members Absent:** Lance Elton, Vice Chair
- Non-Voting Members Present:** Will Hagy, Deputy County Administrator
Bob Benway, PCPS Representative
Bobby Cook, Powhatan County Citizen
Mason Cook, Powhatan County Citizen
- Non-Voting Members Absent:** Mary Anne Wilson-Woodel, Parks and Recreation Manager
- Special Guests:** None

A. Call to Order

C. Palmore called the meeting to order at 6:00pm. A quorum was established.

B. Additions/ Changes to the Agenda

J. Cabaniss made a motion to change the order of the New Business agenda to 1) Community Center/ Senior Center Update, 2) Memorial plaque approval, 3) Fighting Creek Park – Covered Bridge, 4) Fighting Creek Park – New Education Trail/ Proposed Route, 5) Village Park Update, 6) Parks and Recreation Director Position Update, 7) Concessions Vendor Contract. F. Flannagan seconded the motion. *Motion passed 4-0.*

C. Meeting Minutes

A motion to approve the August 9, 2022, meeting minutes was made by J. Cabaniss and seconded by C. Palmore. *Motion passed 3-0 with F. Flannagan abstaining.*

D. Citizen Comments

B. Benway thanked B. Cooke for his comments regarding the Powhatan Middle School Bleachers on the visitor's side. PCPS was able to address this issue and correct the problem.

E. Old Business

F. New Business

- W. Hagy gave an update on the Community Center/ Senior Center project. The idea for this project has evolved as Staff and the Citizen Group advocating for Senior programming and space has learned more about successfully run programs in other localities. Surrounding localities offer senior programming through Parks and Recreation Departments that utilize multi-purpose community center space. The Commission reviewed and discussed the findings of the 2019 Parks and Recreation Needs assessment that identify "Programs and Services for Adults 55+" as a high priority Program/ Service need and a "Community Center" as a high priority Facility/

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Amenity need. Members agreed that space would be valuable for increasing recreational programs but emphasized that the Department's staffing is as much a barrier to expanded programming as is space. Members expressed interest in collaborating with the Citizen group advocating for a new Community Center and expanded recreational senior programs.

- W. Hagy shared with PRAC members that the county has a small ceremony and ordered a plaque to honor a county employee who passed away overnight in July 2022 and discovered by co-workers after not reporting to work the next day. The plaque was placed in the new Village Park. W. Hagy shared about the thinking that went into responding to this loss in an appropriate manner including the county's response to a similar loss of a county employee within the Department of Social Services in 2015. Following this loss, Staff had become aware of the Memorial Plaques and Facility Dedications Policy. Members reviewed this policy and expressed support for the plaque and county's response to the employee's passing in July 2022. Members suggested the County pursue a revisable memorial where names of employees who pass away while actively employed could be commemorated. Members also recommended two steps to bring the County's response into compliance with the Memorial Plaques and Facility Dedication policy: 1) Complete an application and send to PRAC commission members in the form of an email poll for consideration/ approval, 2) Consider an amendment to the "Memorial Plaques and Facility Dedications" policy that standardizes the county response to instances where a county employee passes away while actively employed.

J. Cabaniss made a motion to review the Memorial Plaques and Facility Dedication policy and amend or add language to the policy regarding the county response in instances where an active employee passes away. F. Flanagan seconded the motion. *Motion passed 4 – 0.*

- W. Hagy gave an update of the Covered Bridge at Fighting Creek Park which remains closed. At the end of August, the County engaged an engineering firm to address decay in the timber frames providing horizontal structural support for the bridge. While assessing the timber frames, the team discovered the foundation of the bridge was also compromised by severe erosion around the bridge piers. Saving the bridge will involve developing a plan to suspend the bridge while the structural deficiencies in the foundation are addressed, adding steel girders to the underside of the bridge for structural support, and resetting the bridge on the reinforced foundation. This will be a costly repair and is being brought to the Commission for a discussion on the value of the bridge to the community. Members pointed out that the bridge started out as an Eagle Scout Project and was constructed in partnership with Dreaming Creek Timber Frames. The roof of the bridge incorporates slate from recycled chalkboards out of the old Powhatan High School. Members acknowledged the cost of replacing the bridge with a structure in like kind would exceed the cost of repair. Members noted plans for continued expansion of the Fighting Creek Park trail network and the role of the covered bridge as a connector to the playground. Commissioners were unanimously supportive of efforts to rehabilitate the FCP – Covered Bridge.

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- W. Hagy gave an updated on the new Education trail and shared a map of the proposed route for the new trail. The proposed route includes a plan to partner with VDOT to connect the sidewalk along Mann Road with Fighting Creek Park by including a graveled walking path.
- W. Hagy gave an update on the Village Park. Construction of the park's pavilion is underway. The Powhatan Lions Club has made a financial gift toward material costs and is donating labor for the project that will become the park's focal point.
- W. Hagy gave an update on the recruitment for the Director of Parks and Recreation Director position. The position has been offered and accepted with the new Director starting November 1, 2022.
- W. Hagy gave an update on the request for proposals for a concession's vendor. Walton, Inc. submitted the successful proposal, has completed a walkthrough of the concession stand and plans to open for the last two weeks of the fall baseball season.

G. Comments from the Commission

- None

H. Upcoming Events

- Next PRAC Meeting: November 15, 2022, at 6PM.

I. Adjournment

- C. Palmore moved to adjourn. Meeting adjourned at 7:16pm.



Cameron Palmore, Chairman
Date: 11-15-2022
Parks and Recreation Advisory Commission



William Hagy, Secretary
Date: 11-15-2022
Parks and Recreation Advisory Commission