



PARKS AND RECREATION ADVISORY COMMISSION
Meeting Date: Thursday, February 2, 2023, 6:00 p.m.
Community Development Building Multipurpose Room

Parks and Recreation Advisory Commission Members

MEMBERS PRESENT:

Brenda White Vaughn, Chair, Bermuda District
 Cathy Cheely, Vice Chair, Bermuda District
 Shayne McDavid, Clover Hill District
 Bob Terrell, Dale District
 David Glass, School Board Representative
 William Pipp, Matoaca District

Quorum is 6 per Bylaws

MEMBERS ABSENT:

Jason Brown, Clover Hill District
 Raymond Marsh, Matoaca District
 Robert McCurry, Midlothian District
 John Simpson, Midlothian District
 Rueben Turner, Dale District

Parks and Recreation Liaisons/County Staff

Present:

- 🌱 Neil Luther, Director, Primary Liaison, Parks and Recreation
- 🌱 Marlaine Creasey-Smith, Assistant Director - Recreation, Parks and Recreation
- 🌱 Stuart Connock, Assistant Director, Planning and Construction Services, Parks and Recreation
- 🌱 Billy Cooke, Chief of Parks - Parks, Parks and Recreation
- 🌱 Karen Robinson, Administrative Analyst, Parks and Recreation
- 🌱 Janit Llewellyn, Planning Manager, Parks and Recreation

Speaker (s) or Guests Present:

Subject/Organization

Speaker (s) or Guests Present:	Subject/Organization
Sherman Litton	Chesterfield Basketball League
Daniel Cotter	Disc golf
Jason Moore	Central Chesterfield Little League
Roland Stokes	Cogbill Park
Troy Guerra	Gates Athletic Association
Jerry Manning	Chesterfield Quarterback League

🔗 **Parks and Recreation Advisory Commission Mission Statement** 🔗

Working in partnership with the public, the Parks and Recreation Department and the Board of Supervisors, the Parks and Recreation Advisory Commission (PRAC) seeks to eliminate obstacles

that interfere with Chesterfield County's ability to efficiently and safely provide greenways, parks, recreational facilities, and associated programs. PRAC also strives to support recreational programs and facilities that a First-Choice Community such as Chesterfield should afford its citizens, as well as to exercise leadership in projecting the future recreational needs of the County's citizens and determining how best to meet those needs.

Meeting Procedures:

The meeting was held in-person and opportunities for those that desired to speak were given.

- I. **Call PRAC Meeting to Order:** Brenda White Vaughn welcomed the assembly at 6:05 p.m. with a quorum.
- II. **Non-Sectarian Invocation:** The invocation was given by Bob Terrell.
- III. **Pledge of Allegiance:** Neil Luther led the assembly in the Pledge of Allegiance.
- IV. **Approval of the PRAC Meeting Minutes:**
 - Mr. Pipp made a motion to approve the December 1 meeting minutes. The motion was seconded by Ms. Cheely. The December 1 minutes were approved.
- V. **Amendments to the Agenda :** There were no amendments to the agenda.
- VI. **Old Business:**
 - Disc Golf Update** - Ms. Llewellyn introduced Dr. Stone Wahl, Brian Farnum, and Lukis Kauffman and acknowledged the contribution of Parks and Recreation staff member Aaron Freeman in putting the disc golf presentation together on behalf of the River City Disc Golf Club. The presentation included information on what disc golf is, how it is played, how it benefits the community, and included statistics on its increase in popularity.
 - Mr. McDavid inquired about the county's interest in acquiring the Bon Air juvenile detention center site when it is placed in surplus by the state. Mr. Connock responded that the county notified the state of their interest five years ago. Mr. McDavid recommended that the county remind the state of their interest because that site could be used for disc golf or other park uses if acquired. Mr. Connock stated that he will get a progress report to Mr. McDavid.
 - Mr. Stokes asked why disc golf is not televised more often. Dr. Wahl responded that the sport is more difficult to televise than traditional sports due to many factors including a lack of corporate sponsorships.
 - Ms. Cheely asked how the club educates the public about the sport. Dr. Wahl replied that clinics are held for all age groups and abilities throughout the year and that word of mouth has been an effective tool. Ms. Cheely noted that she would like to see a plan in place to ensure that if disc golf courses are funded, the public will be aware of the sport and participate.
 - Mr. Terrell inquired as to whether the disc golf courses in Lynchburg were located at Liberty University. Dr. Wahl replied that three are located on campus.
 - A member of the public asked where to purchase discs for disc golf. Dr. Wahl noted that most sporting goods stores sell discs.
 - Daniel Goddard, the course designer for Colonial Heights and Chesterfield resident, expressed his desire for the course at Goyne Park to be improved. Mr. Goddard stated that to accommodate different levels of difficulty, a good rule of thumb is one acre per hole, with an additional acre added to increase difficulty for advanced players. Mr. Goddard also noted that visibility is an obstacle to getting the word out about disc golf locally because the one course in the county is tucked away behind a school.

- † Mr. Terrell asked Mr. Goddard what the standard distance between holes should be. Mr. Goddard responded that 400 or more is ideal for higher level courses.
- † Ms. Vaughn thanked the group for their presentation and asked Ms. Llewellyn to keep the commission apprised of any new developments.

A report on school survey results was deferred by Mr. Luther due to time constraints.

VII. New Business:

- † Virginia Foundation for Healthy Youth - Rachel Johnston and Haley Flores - Ms. Johnston introduced Ms. Flores, presenter and student at James River High School. Ms. Flores gave a brief presentation explaining what the foundation's goals are and why Parks and Recreation should adopt a tobacco-free and e-cigarette-free outdoor environment regulation.

After the presentation, Mr. Luther explained that Parks and Recreation staff met with Ms. Johnston and Ms. Flores the previous day and had productive discussions. Mr. Luther explained that Parks and Recreation cannot adopt an ordinance or make official rules or regulations but expressed support for the Share the Air campaign and will work with the county attorney to explore signing the campaign's cooperative agreement.

Ms. Vaughn thanked Ms. Johnston and Ms. Flores for their presentation and time.

X. Parks and Recreation Director Updates: Neil Luther

- † Mr. Luther acknowledged the retirements of Laurie Hibbard, Administrative Assistant/Parks, and Bill Carlson, Athletics Manager.
- † PRAC will be meeting at Beulah Recreation Center once Parks and Recreation staff move to their new administrative offices within the center. Mr. Luther stated that an open house will be held to commemorate the move and that commissioners should look for an invitation.

XI. Parks and Recreation Staff Reports:

- † **Planning and Construction Staff Report:** Stuart Connock
 - Park signage is in the process of being revamped. Mr. Connock will present on the new sign package at the March meeting.
 - Parks and Recreation staff are working on the beginning of the master plan update public opinion survey, which will be a juried survey. Results will be reported to PRAC in August.
 - ADA enhancements audit bid will be awarded soon and contract will be in place by March
 - Facility condition assessments will begin this summer
 - 74 acres of upland have been acquired at Radcliffe Conservation Area
 - Parks and Recreation is partnering with several other county departments to explore repurposing the old Matoaca Elementary School building and grounds
 - Great progress is being made on the grass to synthetic turf field conversions at Bird and Monacan High Schools
 - Cogbill Park is undergoing the final round of environmental permitting
 - The Relic River trail floating boardwalk expansion project is going out for bid
 - Conversion of tennis to dedicated pickleball courts at Dodd and Huguenot Parks was completed in December, increasing the number of dedicated pickleball courts to 44
 - Bird and Robious Athletic Complexes will have restroom expansions and concessions will be converted to trailer-type buildings

- Inclusive playgrounds will be installed at Bensley, Dodd, and Goyne Parks midsummer

 **Parks Staff Report:** Billy Cooke

- Nine trees were removed by Parks staff during a high wind weather event in December
- Leaf removal efforts are ongoing
- Winter project updates:
 - Bleacher pads have been installed at Rockwood Park at all but one field
 - Hillsides at Bailey Bridge Middle School and Manchester High School have been cleared
 - New flag pole has been installed at the Manchester High School varsity field
 - Harrowgate tree lighting was a success
 - Completed trail and step installation at Cosby High School over the holidays
 - Currently working to add connector trails to Providence Middle School from surrounding neighborhoods
 - Restrooms at Daniel Park have been painted
 - Concession windows at Midlothian Middle have been repaired
 - General sign replacement is ongoing at various locations
- Annual staff training will take place in February or March along with the planning of weekend staff assignments
- Currently preparing equipment for the season with field prep beginning in February or March depending on weather conditions.

Mr. Luther thanked the parks division for their quick response to the Harrowgate tree lighting request.

 **Recreation Staff Report:** Marlie Creasey-Smith

- Virginia Cooperative Extension has a new state director and Chesterfield was the first locality he toured
- Cooperative Extension will be hosting free lawn and garden seminars on Wednesday and Saturday at the Central Library
- Applications are open for the Chesterfield Farmers Market, which runs May - September
- February is Black History Month and Therapeutic Recreation Month. Parks and Recreation has partnered with VSU to offer almost 24 programs to celebrate Black History Month. 16 drop-in events are scheduled to celebrate Therapeutic Recreation Month.
- Winter/Spring registrations totaled almost 2,000 on day one of registration
- Rockwood Nature Center renovations are still ongoing
- Summer camps are being planned with at schools and recreation centers and will include Beulah Recreation Center this year for the first time
- Ettrick Recreation Center won the 2022 Fitness Warriors Host Site Award
- Department Strategic Plan is under review

XII. Public Comments on Unscheduled Matters: To Be Read by the Chair: This is an opportunity for the public attending to voice concerns over any issue/concern that is not on the agenda - each citizen will have 3 minutes to voice their comments. All citizens will be acknowledged and called upon by the Chair or designee to address the Commission or Staff.

 **Sherman Litton** - Chesterfield Basketball League:

Mr. Litton noted that CBL has added 43 new teams and did not request enough gyms, but was able to work things out with Parks and Recreation staff.

- † **Jason Moore** - Central Chesterfield Little League:
Mr. Moore requested help with fields 1-4 at Daniel Park. Backstops need repair and/or replacement and the picnic areas between fields are in disrepair. Mr. Luther directed Mr. Cooke to follow up with Mr. Moore after the meeting.
- † **Troy Guerra** - Gates Athletic Association:
Mr. Guerra informed the group that five years ago, Gates Athletic Association started a scholarship program for association alumni that has grown immensely over the years.
- † **Jerry Manning** - Chesterfield Quarterback League:
Mr. Manning is attending PRAC for the first time and wanted to know what the meetings were about.
- † **Roland Stokes** - Cogbill Park:
Mr. Stokes requested a timeline for the start of construction of Cogbill Park and requested continued help establishing a pedestrian crossing when construction begins. Mr. Connock responded that construction should begin this summer. Mr. Luther offered to reach out to the CDOT Director personally to try to help with the pedestrian crossing issue.

XIII. Committee Reports : No Committee Reports

XIV. Commission Roundtable Discussions: (Park Champion Briefs)

- † **Billy Pipp** - Mr. Pipp was surprised to run into Parks and Recreation staff at a turf management conference and commended Parks and Recreation for ensuring their staff is receiving good training. Mr. Pipp encouraged more staff attend.
- † **Cathy Cheely** - Ms. Cheely asked if there was an updated timeline for Strachan House. Mr. Luther responded that there is \$500,000 of bond funds earmarked to open the park to the public but will not include improvements to the house. For those improvements, Parks and Recreation will engage the services of an architect to give an estimate on restoration costs. Those funds will hopefully be rolled into the FY2025 budget, but there is no guarantee.
- † **Brenda White Vaughn** - Ms. Vaughn reminded those present to RSVP to Karen to ensure that quorum is met for upcoming meetings. Ms. Vaughn also noted that Bill Carlson will be very missed. The Chesterfield County Fair Association won many awards at the Virginia Association of Fairs Conference. The Chesterfield Fair Association's Secretary won Fairperson of the Year. Ms. Vaughn reminded the group not to forget about Valentine's Day.

XV. Recommendation of Agenda Items for the March 2, 2023 In-Person Meeting:

- † Sign package presentation
- † Schools survey results

XVI. Adjournment: The meeting was adjourned at 8:03 p.m. Minutes respectfully submitted by Karen Robinson, Administrative Analyst, Parks & Recreation. **The next PRAC meeting will be at 6:00 on Thursday, March 2, 2023 - In-Person at the Community Development Building. (No meetings held in January, June, or July unless needed).**