PARKS AND RECREATION ADVISORY COMMISSION
Meeting Date: Thursday, August 1, 2019
Community Development Meeting Room – 6:30 p.m.

Parks and Recreation Advisory Commission Members

<table>
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<tr>
<th>PRESENT:</th>
<th>DISTRICT</th>
<th>STANDING COMMITTEES</th>
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<tr>
<td>Brenda White, Chair</td>
<td>Bermuda District</td>
<td>Athletic Activities Committee Future Visions Outreach &amp; Greenways</td>
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<td>Shayne McDavid, Vice-Chair</td>
<td>Clover Hill District</td>
<td>Capital Projects Committee Future Visions Outreach &amp; Greenways</td>
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<td>Mary Ellin Arch</td>
<td>Clover Hill District</td>
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<td>Cathy Cheely</td>
<td>Bermuda District</td>
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<td>Earnest W. Harris, Jr.</td>
<td>Dale District</td>
<td>Athletic Activities Committee Capital Projects Committee Future Visions Outreach &amp; Greenways</td>
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<td>Raymond B. Marsh</td>
<td>Matoaca District</td>
<td>Athletic Activities Committee Future Visions Outreach &amp; Greenways</td>
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<td>William “Billy” Pipp</td>
<td>Matoaca District</td>
<td>Capital Projects Committee</td>
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<td>John Simpson</td>
<td>Midlothian District</td>
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<tr>
<td>Bob Terrell</td>
<td>Dale District</td>
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**Quorum is 6 per Bylaws**

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<th>ABSENT:</th>
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<tr>
<td>David Glass</td>
<td>School Board</td>
<td>Athletic Activities Committee</td>
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<td>Representative</td>
<td>Capital Projects Committee</td>
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<td>Robert McCurry</td>
<td>Midlothian District</td>
<td>Future Visions Outreach &amp; Greenways Committee</td>
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Parks and Recreation Liaisons/County Staff Present:

- James Worsley, Director, Primary Liaison
- Bob Smet, Assistant Director, Recreation, Primary Liaison Athletic Activities, Future Visions Outreach & Greenways Committee
- Jim Perdue, Assistant Director, Parks, Primary Liaison Parks, Capital Projects, Future Visions Outreach & Greenways Committee
- Stuart Connock, Jr., Chief of Parks, Planning, Design & Construction Section, Primary Liaison, Capital Projects and Future Visions Outreach & Greenways Committee
- Bill Carlson, Athletics Manager, Liaison Athletic Activities, Capital Projects Committee
- Holly Angel, Administrative Assistant, Parks & Recreation
Additional Parks & Recreation Staff Present:
- Scott Zaremba, Deputy County Administrator, Community Operations, Jeannine McConnell, Janit Llewellyn, Stephanie Christmas, Rakhem Lynch-Wade – Summer CIT – Counselor in Training (Nephew of Jeannine McConnell)

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<thead>
<tr>
<th>Speaker(s)</th>
<th>Subject/Organization</th>
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<tr>
<td>Roland Stokes</td>
<td>Cogbill Park and Fairgrounds Master Plan</td>
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<td>Carol Hermsen</td>
<td>Fairgrounds Master Plan</td>
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<td>Mary Ann Morrow</td>
<td>Fairgrounds Master Plan</td>
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<td>Tammy Ridout</td>
<td>Fairgrounds Master Plan</td>
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<td>Jan Rusbasan</td>
<td>Fairgrounds Master Plan</td>
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<td>Sherman Litton</td>
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<td>Donnie Yancy</td>
<td>Fairgrounds Master Plan</td>
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<td>Olivia Gross</td>
<td>Fairgrounds Master Plan</td>
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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:
A sign-up sheet is available at each meeting for anyone who wishes to speak.

I. Call PRAC Meeting to Order: Brenda White, Chair welcomed the assembly at 6:33 p.m. with a quorum present.

II. Non-Sectarian Invocation: Shayne McDavid offered the Invocation.

III. Pledge of Allegiance: Bob Smet led the assembly in the Pledge of Allegiance.

IV. Approval of the PRAC Meeting Minutes of May 2, 2019:
- A motion was made to approve the May 2, 2019 minutes by Raymond Marsh with a 2nd by John Simpson. There being no further discussion, the minutes were approved as presented. The approved minutes will be posted on the Parks and Recreation website: https://www.chesterfield.gov/1075/Parks-Recreation-Advisory-Commission-PRA

V. Amendments to Agenda: No amendments to the Agenda.

VI. Public Hearing/Comments/Unscheduled Matters: **(NOTE: Staff responses will be in italics.)**
- Public Hearing: Fairgrounds Master Plan – Janit Llewellyn, Principal Planner, DPACS – tonight’s presentation will share ideas from a concept level and not details – we are looking for community input at this time.
  - **Speakers:**
    - Mary Ann Morrow – Happy to see the proposed sidewalk trail; Question about event area: would that area building remain there – YES; got the postcard invite; Equine Group: *equine therapy group came to one of the first meetings and they actually use the Fairgrounds area for therapy and we are looking into the opportunity for more partnerships with other groups – Chesterfield County does have one of the highest horse populations in VA; Comment – Pocahontas is down the road and their horse trails are still used – our fairgrounds would be more of an events parks and not a riding opportunity - the 2 parks would complement each other*
    - Roland Stokes – facilities for ADA need to be included: *Therapeutic Recreation Manager, Tory Rogers, Parks and Recreation is part of Master Plan team – the master plan does not get into the activities that would be held at the event but to make sure they are ADA accessible; Past fair and fireworks shows and trying to get Additional structures/bathrooms on site – will there be additional*
facilities? - There would be permanent facilities in several of the buildings that would be added and porta potties would still be required for some events due to volume participating; Showers at the Campgrounds – talking with Pocahontas State Park and reviewing their new model but would hope that the new campground would have shower facilities; Car shows – motorcycles add into the mix. Public swimming pool would like to have considered. Multi office building – volleyball/tennis/soccer; Emergency Evacuation Plan – we have an existing plan during normal operations and during large events and work with the Police/Fire/EMS department and then have one plan for each event: we are an accredited agency so having those plans in place is part of that process.

- **Tammy Ridout** – be sure to include adjacent neighborhoods before we go too far into this to be sure the citizens around the park are included: 1000+ cards were sent out – happy to share the distribution list and the meeting announcement was shared on FB and our website; if we have not included one of those neighborhoods we will certainly make sure everyone has been included and it was advertised on Channel 12.
  - Stuart Connock – this is not the only meeting- as we go thru the process, we will update the group here at PRAC and you can answer questions in between – you will be able to be part of the continuing process

- **Carol Hermsen** – Barrister Road – clarification on the restricted area: *That is a Resource Protected Area and we would plan a trail thru that area but no planned development – trees would remain*

- **Raymond Marsh** – is there a reason the splash pad was removed: *splash pad – requires regulation by the health dept regulation so we would need to look further at that – we didn’t necessarily eliminate but not showing on “D” and would probably do in the Community Recreation area if planned and appropriate; Amphitheater - expanding the sides of the amphitheater to be more in competition with other areas – what we are finding with research done that the permanent structure areas vs something portable – the portable that can be moved is more common and popular than something permanent – you have more flexibility with the #’s you can accommodate and where; if we were to rent what we would build in would be the power, etc.;*

- **Billy Pipp** – is there going to be enough space to have a large event Amphitheatre – 4th of July held 10,000

- **Cathy Cheely** – Police K9 timeline? – we don’t know an exact timeline – county does have an approved timeline for new pet adoption center – we will be getting in touch with them to see which way they are moving – we have a team member doing the leg work so we can make the right decision

- **Mary Ann Morrow** – love that we try to conserve the trees in CC – like to have the extension office to go in and identify the trees and plants – interpretative signs in the restricted areas

- **Jan Rushbacen** – Amphitheatre – this is an events park and the fair fits very nicely into the events park; concern regarding the gates that you have to pay to come in – will there be fence where people can’t get in - Yes

- **Sherman Litton** – Community Recreation – what do you see coming in there – no type of building planned at this time; multi-purpose building – could be a nice size meeting room and climate control – number of meeting rooms that could be flexible for groups to use – need places for outside groups to meet on Sunday nights

- **Donnie Yancey** – showing areas that would be available - will it be taken into consideration when the time comes about getting things back in place and would Parks & Recreation work to schedule the fair - if we are building what is the impact during construction – it is in the lease so can’t impact during their time

- **Roland Stokes** – multi-purpose also suggested for family reunions, class reunions and graduations, etc.

- **Olivia Gross** – courthouse road extension – who would I need to talk to about that happening – Janit will give the contact info on who to talk to – families would be contacted to those families that would be impacted

- **Shayne McDavid** – given the population growth – senior – would there be a construction of a facility for a senior center – *that has not been discussed as part of that to this point – will add to the list*
  - Stuart Connock - The comment period is closed and thank you for your time and attention

**Unscheduled Matters:**

- **Roland Stokes – July 16 – Planning Commission approved the zoning for Cogbill Park** – is in the master plan for the park to be constructed in 2 phases - would like to move some from phase 1 to 2 – move the dog park and splash pad to get a lot of interest in the park early – to fund the park is part of the CIP – looking at having a larger CIP Bond Referendum – those $S$’s are not scheduled to be with PR until July of 2020 – people are asking when they are going to get started. Stuart Connock: *The park can’t be started – it has 2 major parts (the front part and the back part) – not phases – understand that the consensus that you are sharing is that people would like to see the dog park and splash pad*
VII. **Old Business:** No Old Business

VIII. **New Business:** No New Business

IX. **Parks and Recreation Director’s Remarks:** James Worsley – welcome back from summer break – we have moved temporarily to 12140 Harrowgate Road, Chester, VA 23831; **Robious Landing** – Additional 162’ floating dock installed that has enabled additional access entrance and exit access; **Environmental Conservation Award:** NACPRO - 3 awards received in Colorado in June: Relic River Award, James River Conservation and Grandparent/Grandchild Award ; **Disney Play Grant** awarded $30K for a Mobile Playground and a **grant with NRPA thru Niagara** with a Themed Playground to be installed at Dodd Park; **National Night Out** event, Tuesday, August 6 – Stonebridge -11-2; Bensley – 6-9, Etrick – 6-8 - many events in partnership with the Police Department all around the Country with the local communities; International note – partnered with CBC and hosted the **Pony 11 Bronco World Series** at Daniel Park– Dominic Republic, Philippines, Texas, California, Chesterfield and Mexico – California went on to win the world series; **David Glass** – VRPS will award him the Volunteer of the Year award in September – he and his wife will attend – recognizing his work in the community; **Annual Report FY 2019** – remarkable job putting out the report and also found on our website – Sharon Entsminger put out a remarkable product – you can see what the Parks and Recreation is doing and why we are considered top notch across the country.

X. **Accept Parks and Recreation Staff Reports:**

- **Budget Update** – Jeannine McConnell, Chief of Finance – Reviewed the FY20 adopted budget and introduced, nephew, Raykem Lynch-Wade from Greensboro NC who has participated as a Counselor In Training at Bensley Elementary School Summer Camp.

- **Construction Status Report:** Stuart Connock – Historic HPOR- award of contract anticipated at September BOS meeting; **CTC @ Hull/Clover Hill High School (Old)** – Restroom/concession renovations – bids due middle of September; **RCSP – Phase II** – parking lot, fencing and walkways of 3 rear fields; complete all unfinished parking and restroom/concession building – Bids due August 1; **CIP – RCSP new turf** – state of the art turf – 2 different colors and look very natural out there – fully padded – very little damage to deal with; **Bikeways and Trails Plan** – just put in a grant to construct 6/10’s of a mile near Jefferson Davis (80/20) turned in August 1; **Robious Landing Park** – 162’ of additional floating dock out there – used heavily and during the summer time - a popular spot for many; **Goyne Dog Park** – small breed and just opened the large breed area and then an agility course will be added to be on site later in the Fall – more opportunity for canines to bring their humans; **Cogbill Road Park** - sub accord zoning received from Planning Commission; **Beulah Administrative Office/Recreation Center** – sub accord approved by Planning Commission; **Horner Park** – Jim’s staff has relocated to their new park office - contractor is finishing first phases of Horner Park South – picnic area this is now our largest general purpose park in the system with over 300 acres; **NRPA Grant** – will be able to receive a $450K grant to purchase another 74 acres at the Radcliffe Conservation.
  - **Shayne McDavid** – Clover Hill District – Queens Way Trail – trail started – when will that be completed; **Stuart - partnership with County Transportation Dept** – we got it started – it was about a 60 day start to finish – trying to get in place for start of school – no lighting – bring a flashlight; Reams Elementary School – School slated to be rebuilt – what is that timeline: **Jim Perdue - 6 mega trailer pods built to be moved to AM Davis for the beginning of the school year (contract is not yet awarded but working on it – look to demo that as well as Crestwood is moving to Bon Air in Trailers scheduled to be open in Fall of 2021) – reconfigured to fit on the present property.
  - **Raymond Marsh** – southern end of Matoaca District – Renovations – Old Matoaca High School - are we gaining any extra gym space or losing and how is that affecting the old Matoaca site rental for American Legion Baseball Facility: **Jim Perdue - no impact** – the school system purchased the plans for a module being built at 7 different places – you will gain additional expanded gyms – you will gain 4 double gyms and 1 additional facility (double gyms slated for Etrick ES, Harrowgate, Reams and Crestwood plus 1 additional gym because of the Old Beulah Renovation Gym Renovated)
  - **Earnest Harris** – Stonebridge signage: **James Worsley** – signs are on Main Kiosk and more signage on the building
  - **Shayne McDavid** – Shamin Hotel – they will make a major investment at Stonebridge
  - **Brenda White** – Update on Water at Goyne Dog Park – waiting to get on the contractor list and then out there

XI. **Committee Reports:**
• Athletic Committee Update – Bill Carlson – The Athletic Committee met tonight at 6 p.m. prior to this 6:30 p.m. meeting – this was a continuation of meetings that began last spring to review the co-sponsorship policy (working document) – we will continue to review it and get input from our groups and hopefully in the spring to have something to go to proceed with next steps

XII. **Commission Roundtable Discussions: (Park Champion Briefs)**

• **Scott Zaremba** – “thanks to everybody for the hard work you do, that is why we have such a great Parks & Recreation Department”

• **Holly Angel** – Welcome back everyone and Dr. Casey is scheduled to attend in September

• **Bill Carlson** – no further report

• **Bob Smet** – Received a $30K Grant from NRPA and Disney for a Mobile Playground – will bring the playground to the public – will roll out in next couple weeks and be present at special events; August 10-11 – hosting the JOAD Jr. Olympic Archery Team at Horner Park – have also won the bid to host next year – some of the best archery in the state to compete at an outdoor venue – age groups – 13-17 and then an adult division

• **Earnest Harris** – glad to see everyone; diverse background – makes us stronger and better and proud to be a part of such a diverse group; we are doing some good things but we are only scratching the surface – where can we go from here? – we can do more for the seniors; youth and sports – we need to make sure the kids have what they need to compete at the next level

• **Raymond Marsh** – no further report

• **Shayne McDavid** – reports presented were excellent, glad to contribute in any way that we can

• **James Worsley** – no further report

• **Cathy Cheely** – had an opportunity to be at Dodd Park playground every day since May working with the Little Free Library – with a project that we put in – it is amazing how many people are at the park – park is kept so nice and clean; Castlewood – overall it looks fabulous and looking forward to being put back into use by the citizens; Dodd Park – do we have a timeline for when the nature themed park will be put in for the kids – install date in September

• **Mary Ellin Arch** - attended the opening and dedication of the Early Learning Trail at Rockwood Park - and participated in the annual Honey Bee Festival at Rockwood Park – there was no place to park – the Annual Report indicated that over 3500+ attended; looking to possibly relocate that event or to shut down ball fields/other events during that event as it has grown so large to accommodate participant volume

• **John Simpson** - good to be back and see everyone

• **Billy Pipp** – glad to be back – spent a lot of time in Hartford Connecticut with work and noticed that East Coast Greenway is listed on signage in those parts - good to see it coming

• **Jim Perdue** – Niagara NRPA Grant Themed Park at Dodd Park – everything ordered and to be delivered next week – more site work to forming the boxes and borders to be built in August and then with an install date in late September and grand opening in October; late May Chesterfield Live event – Memorial Day weekend – concert event that was a lot of fun; Staff have been working diligently all summer on school grounds – very busy - we do utilize the Sheriffs Workforce; Personal announcement – Jim to retire the end of October effective November 1 – “I have had the pleasure of working here over 35 years and fortunate enough to go out with a little energy left”

• **Stuart Connock** – 4th of July – Bob’s staff provided special effects with real lighting and thunder during the fireworks and the music; Staff with Building and Grounds replaced all the windows over at the Jail; Staff announcement – Stephanie Christmas has joined Janit’s staff – first full time GIS Staff – a lot of cross training and created maps that were shared tonight and fits well into our group

• **Brenda White** – glad to be back – Fair begins August 23 officially and runs thru the 31st; August 17/18 marks our official weekend with the Sheriff’s workforce at the Fairgrounds and then the whole week prior to Fair will be present

XIII. **Recommendation of Agenda Items for the September 5, 2019 meeting:**

• Dr. Casey will visit

• Volunteer Monument Discussion Update

• Public Hearing: Basketball Assignments/Indoor Cheerleading – Bill Carlson

XIV. **Adjournment:** The meeting was adjourned at 8:25 p.m.

Minutes respectfully submitted by Holly Angel, Administrative Assistant, Parks & Recreation. **The next PRAC meeting will be held at the Community Development Meeting Room at 9800 Government Center Parkway at 6:30 p.m. on Thursday, September 5, 2019.**

August 1, 2019  Parks and Recreation Advisory Commission Meeting Minutes  Page 5