

**Parks & Recreation Advisory Committee**  
**Meeting Minutes—Thursday, May 4, 2023**  
**Chesapeake Community Room at Chesapeake Bank**

The meeting was called to order at 2:02 p.m. Dianne Campbell conducted the roll call. Members in attendance: Dianne Campbell, Nick Koch, Christine Johnson, Dan Reno and Jan Towne. Janice Phillips attended as Buzz Lambert's substitute and Sharon Frye was present for the first fifteen minutes to discuss the minutes from the previous meeting. Paul Hudgins attended as a BOS member guest.

Jan Towne moved that the minutes be approved as written. A discussion ensued, and the minutes were amended under the "Initial Projects" heading. Jan Towne moved to approve the amended minutes, Christine Johnson seconded, and all approved. Sharon Frye will present all members with the amended minutes prior to or at the June meeting.

#### New Business

1. Discussion of By-laws—The discussion and approval of the By-laws was postponed to the June meeting. Members wish to review the By-laws prior to the June meeting to be able to suitably discuss.
2. Visits to Proposed Project and Park Locations—Members were encouraged to coordinate visits to the Gwynn's Island and Billups Creek sites in groups of four or less. In addition, members were requested to look at the current county owned properties on-line and to choose a property to conduct a site visit to note issues and ideas to enhance the property.
3. Discussion of Signage at Hallieford Beach and Bay Haven North Beach—On 5/4/23, Jan Towne spoke with Tim Tillage, Mathews County Facilities Manager, who informed her the signage at both beaches (and White's Creek Landing) had been vandalized with marine paint, so removal of the paint is infeasible. He is pricing anti-graffiti "film" to place over signs prior to purchasing replacements. Jan also conducted a site inspection of Hallieford Beach. A Port-a-John from Trudy's Toilets was placed less than one month ago and has already been vandalized with graffiti. To dissuade vandalism, Jan suggested placing an inexpensive security camera and a sign stating the area is monitored. A large dead tree needs to be removed; Paul Hudgins stated he will speak with the proper authorities to remove it. Jan also stated there is a major erosion problem due to runoff from the parking area. Paul Hudgins said he would contact the proper persons to discuss remediation. Jan also conducted an invasive plant survey at the site; although kudzu has been eradicated, English ivy, vinca, and honeysuckle are present. She made several suggestions to enhance the area and to create goodwill with residents— a picnic table beneath the trees (as suggested by a local resident) and jellyfish/stingray netting (like at Yorktown Beach) to create a small wading area.

#### Additional Business

1. Exploring Grants for Future Park Projects—Jan mentioned the DCR trails grant application deadline is in five days on May 9. The minimum ask is \$25,000. She suggested applying in 2024. Christine Johnson stated the Visitor and Information Center has grant monies for litter pickup. Inmates from the Middle Peninsula Regional Security Center in Saluda will be used to pick up trash starting in May along the county's major corridors (a loop from Rt. 3 to Rt. 198 to Rt. 14 back to Rt. 3). Nick Koch mentioned coordinating a community cleanup to promote goodwill with residents. A cleanup of Sand Island (off Gwynn's Island) prior to June 24 was suggested. Dianne Campbell, Nick Koch and Jan Towne will coordinate.

#### 2. General Discussion

- Park Ordinances—After some discussion, it was determined Henrico County’s P&R ordinances are not fitting for Mathews County, although Dan Reno will give the sheriff a copy to get his input. Paul Hudgins suggested obtaining ordinances from more rural jurisdictions such as Gloucester and Middlesex counties to compare.
- VDOT Meeting to Discuss Bethel Beach Bridge Walkway for Fishermen—This was tabled until the June meeting
- Port Fun Playground—Jan Towne reported her discussion with Tim Tillage concerning making Port Fun more accessible for disabled persons. Tim is working on a plan to extend the walkway to the swing area with a second handicapped ramp. The ramp has been purchased. An ADA compliant swing has been purchased (but backordered) and Tim is waiting on Bliss, Inc. to work up a quote to add a third swing section to accommodate ADA compliant swings. He is working on getting rubber matting to place from the new handicap ramp over to the first swing section.
- Citizen Input—A discussion ensued concerning who citizens contact for complaints and/or ideas for county property enhancements. It was determined James Knighton with Planning and Zoning is the proper contact. Members will discuss how to get citizen’s input and how to advertise existing properties’ usage and future enhancements at the June meeting.
- Site Surveys—Members were asked to come to the June meeting with their site survey comments (for any county owned property of their choosing).

Meeting adjourned.

Respectfully submitted,

Jan Towne, P&R Advisory Committee member