

Jefferson County Parks and Recreation
Minutes
July 21, 2010

I. Call to Order: President Marshall called the meeting to order at 7:03 p.m.

II. Public Comment:

Louise Swicher with Wm. H. Gordon Associates spoke regarding Mission Ridge and the project with Blue Ridge Volunteer Fire Department. The fire company potentially needs some or all of this acreage in the development of a new/expanded station. The JCPRC conveyed interest in the project and asked that a more detailed concept plan be presented at a later date.

New board members Heather Morgan and Jimmy Pierson were introduced.

III. Roll Call: Present at meeting were: Mike Jacobs, Bill Hoak, Toni Milbourne, Dan McVicar, Paul Marshall, George Nichols, Heather Morgan, Jimmy Pierson, Lou Tiano, and County Commissioner Dale Manuel. Also present was Director Tim Barr. Absent were Bobby Shirley and Gene Taylor.

IV. Approval of Minutes:

- Correction made to minutes of June 16, 2010. Under Facilities, farming lease was a unanimous consent to approve.

V. Treasurer's Report:

Written reports were given. Question arose on \$35K for S. Jefferson soccer fields. Director Barr responded.

- Question on possibility of county finance office taking over and/or helping with JCPRC finances.
- Manuel discussed possible unencumbered balance fund of County Commission.
- Motion by Milbourne to ask county commission to fund \$30,000 to be combined with \$10,000 from JCPRC to fund a full time finance officer.

Second by Tiano. Unanimous vote.

VI. Director's Report: Written report was provided to board.

- Barr discussed need for communication with Jennifer Brockman at JC Planning Department regarding fees for site plan at Hite Road. Manuel will assist with setting up meeting.

- Motion by Jacobs to approve hire of Troy Matlock and Kelsey Lineburg. Second by Tiano. Unanimous approval.

- Barr reported he will take vacation the first two weeks of August.

He indicated Asst. Director Myers will be "on call." Concerns raised regarding Myers being "on call" while on maternity leave. Barr said she volunteered and was not asked to work.

- Report on Cement Mill property meeting held by county and interested parties. Indication that County Commission has plans to purchase property and have JCPRC then manage the park portion. Historic portion may convey to National Park Service.

- Motion by Marshall to clarify that JCPRC is open to managing a portion of the cement mill property that is without historic structures if it is purchased by the county. Second by McVicar. Motion fails with only 3 voting for; 5 against. Pierson abstained.

VII. Standing Committee Reports

A. Executive: Discussion of evaluation for Director in September.

- Second notice of potential bylaw change with the possibility of changing the appointment time of commissioners to help with better fitting in with duties of commissioners. Motion by McVicar to request County Commission to change appointment time of commissioners. Second by Jacobs.

Unanimous vote.

B. Finance: Discussed under treasurer's report.

C. Audit: Marshall, Shirley and John Poole, of Charles Town, will serve on Audit Committee. Marshall will work on RFP and have Barr send it out. Will meet and review in September.

D. Land Acquisition: No activity.

E. Facilities– Group did not meet. Will meet August 26.

F. Grants/Fundraising–None

VIII. Old Business

- Date will be set and brought back for county wide parks and recreation summit in September.

IX. New Business

- Independence Day Fireworks discussion. Motion by Pierson, second by Milbourne to set Independence Day celebration at Sam Michaels for July 2 with a rain date of July 3. JCPRC will not be responsible for the event.

- Question raised of advertising with JC Fair. Barr indicated no money available for advertisement. No interest by board.

- Election of VP and treasurer to be placed on October meeting agenda with election of other officers.

- Committee positions: New members are asked to let Marshall know where their interests lie.

Motion to adjourn by Jacobs, second by Nichols.

Respectfully submitted:

Toni Milbourne

Secretary=