

Jefferson County Parks and Recreation
Minutes
October 21, 2009

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

II. Roll Call: Present at meeting were: Lou Tiano, Mike Jacobs, Bill Hoak, Toni Milbourne, Dan McVicar, Paul Marshall, George Nichols, Cheryl Roberts, Bobby Shirley, Shawna Molina and Matt Knott and County Commissioner Dale Manuel. Also present was Assistant Director Jennifer Myers.

III. Public Comment: Wally Eckles spoke about the Hite Road park and his request to see a wildlife portion of the park. He was advised of the Oct. 27 public meeting.

IV. Approval of Minutes:

- Unanimous consent was given to approve the September 16 meeting minutes.

V. Treasurer's Report:

Mr. Knott indicated a technical issue with Quick Books which will be resolved next month. Current reports indicate programs are down and revenue is significantly down. Director Barr indicated this is normally a slow time. It was reported that the County Commission reinstated \$60,000 to the budget but the check has not been received at this time.

VI. Director's Report: Zack Lette from LPDA was present to report on the Master Plan for Hite Road park. Discussion was held regarding a possible cemetery on the property; possible remediation for an orchard; and discussion of test pits that have been done at the site.

Motion by Molina to accept Director's Report. Second by Jacobs.

Unanimous vote.

Motion by Molina to approve new hires. Second by Jacobs. Unanimous vote.

VII. Committee Reports

A. Executive: Gave Director statistical summary of evaluation. Next meeting will focus on mission and goals.

B. Finance: No meeting held.

C. Audit: Bids due Tuesday, October 27.

D. Land Acquisition: Knott reported he will meet with John Allen regarding Shepherdstown river property. Board has voted to move ahead with appraisal of the property.

Motion by Marshall to spend money from land fund for appraisal and advise director to solicit bids. Second by McVicar. All in favor except Jacobs, who voted no.

E. Facilities: • Farming lease drafted for Hite Road.

- Cost benefit for Moulton Site plan—proceed with staff's plans.

- Dog Parks–Staff did survey for Bark in Park which is rescheduled for Oct. 25.
- Plans for other parks discussed briefly. Schedule public meeting in spring for Harvest Hills. Schedule January meetings for Sam Michaels.
- Barr provided audit of play equipment. Scheduled maintenance already in progress.
- Next facilities meeting scheduled for October 29.

F. Grants & Fundraising: No report.

VIII. Old Business

- No updates on 501(c)3 status.
- No update on cost reduction initiatives. Marshall will talk with County Commissioners about insurance.

IX. New Business

- Director's Evaluation: Motion by Marshall to approve Director's Evaluation. Second by Milbourne. Unanimous vote.
- Discussion of JCPRC maintenance shop safety: A loss prevention specialist will be reporting. Will have the report at the next meeting.
- Dog park facility: will discuss after receiving survey information from Bark in Park.
- Review of JCPRC standard policies/procedures manual: This will be a task for executive committee.
- Nominations/Election of officers:
President: Roberts nominates Marshall. Hoak nominates Knott.
Vote: Marshall: 6 votes; Knott 4 votes.
Vice President: Marshall nominates Roberts. Milbourne nominates McVicar–McVicar refuses nomination. No other nominations. Roberts named VP.
Treasurer: Tiano nominates Knott Knott nominates Tiano; Tiano refuses nomination. Hoak nominates Shirley; Shirley refuses nomination. No other nominations. Knott named Treasurer.
Secretary: Nichols nominates Milbourne. No other nominations; Milbourne named Secretary.

President Marshall will leave committees as is for another year.

- Date of Next Regular Meeting: November 18, 2009.

X. Motion to adjourn by Molina at 8:08 p.m.

Respectfully submitted:
Toni Milbourne
Secretary=