



## MINUTES

Jefferson County Parks & Recreation Commission

November 15, 2023

7:00 p.m.

<https://us02web.zoom.us/j/87012308046>

or Jefferson County Community Center

- I. Call to Order- 7:02PM
- II. Roll Call-Baker, Benzinger, Derrickson, Fields, Holland, McIntyre, Milbourne, Thompson
- III. Public Comment: none
- IV. Approval of Minutes: Benzinger made a motion to approve. Passed
- V. Treasurer's Report: Treasurer Derrickson gave report
- VI. Director's Report: Director Myers gave report. All parks are winterized, playground equipment is ordered, Wee Warrior Dash
- VII. Standing Committee Reports
  1. Executive- no
  2. Finance-discussed automatic pay
  3. Infrastructure-soccer field
  4. Operations-met
  5. Human Resources-working on handbook
  6. Audit-no
- VIII. Unfinished Business
- IX. Old Business
- X. New Business
  1. Presentation on status of aquatic feasibility study.
    - a. Study was presented
  2. Discussion and possible action on CIP submittal to the County Commission for FY 24/25.
    - a. Benzinger made a motion to approve the CIP to the County Commission. Passed
  3. Discussion and possible action regarding finance committee items

to include ACH.

- a. Holland made a motion to approve. Passed
- 4. Discussion and possible action on memorandum of understanding with Charles Washington Orchestra regarding the AMP at Sam Michaels Park.
  - a. Milbourne made a motion to table. passed
- 5. Discussion and possible action on memorandum of understanding with Charles Town Utility Board regarding construction of Phase II of the AMP.
  - a. Benzinger made a motion to approve the MOU with the Charles Town Utility Board for the executive committee to work on getting all parties to sign MOU. Passed

XI. Adjournment: Benzinger made motion to adjourn at 8:34pm