



## AGENDA

Jefferson County Parks & Recreation Commission

May 15, 2024

7:00 p.m.

In person at the JCCC, Sam Michaels Park

Or Virtual link

<https://us02web.zoom.us/j/84977029860?pwd=aXpmbit2eWJ5LzFNMVN6YUc4YTdTUT09>

- I. Call to Order: 7:10PM
- II. Roll Call: Allen, Baker, Bezinger, Derrickson, Fields, Holland
- III. Public Comment: none
- IV. Approval of Minutes: Allen made a motion to approve. Baker abstained. Motion approved.
- V. Treasurer's Report: Treasurer Derrickson gave report. JCPRC looking to complete audit ASAP.
- VI. Director's Report: Director Myers updated all park projects. Temp HVAC is working until repairs are made on regular system. JCPRC is working with insurance company on payout, reimbursement, etc. Bezinger made motion to approve. several JCPRC hires as reported from Director Myers. Motion approved.
- VII. Standing Committee Reports
  1. Executive: no
  2. Finance: met to discuss budget. Finance will connect with HR in coming weeks for joint meeting.
  3. Infrastructure: committee shared updates on Moulton Park expansion.
  4. Operations: no
  5. Human Resources: no. Will meet and have updates at June JCPRC meeting.
  6. Audit: will meet when audit process commences.
- VIII. Old Business
  1. Discussion, review & possible action on approval of employee handbook. (Fields)
    - a: Fields will soon share draft for discussion/possible action for June meeting.
  2. Discussion and possible action on bank transfer policy.
    - a: Derrickson shared changes to bank transfer policy moving forward. No formal vote was needed but board is in agreement.
- IX. New Business
  1. Discussion and possible action on approval of obtaining an ABC License to serve beer/wine at the AMP during the Shenandoah Junction Levitt Summer Concert Series.
    - a: JCPRC is allowed 6 free ABC licenses for alcohol. Will pay for remaining weeks.
    - b: Allen made motion to to approve licenses. Bezinger voted no. Motion approved.
  2. Discussion and possible action on approval of FY 24/25 budget.
    - a: Tabled for June meeting. Finance Committee/board will work with accountant.
  3. Discussion regarding Moulton Park planning process and governance.
    - a: Kickoff meeting was on 5/15 and steering committee formed. Plans to meet every 4-6 weeks, adjusting as needed. JCPRC board will hold final approval. Next steps are data collection and public engagement/feedback.

4. Discussion on capital project list and grant funding opportunities through Region 9.
  - a: Director Myers gave updates in director's report.
5. Discussion and possible action on June board meeting date change due to it falling on a county/state/federal holiday.
  - a: Allen made motion to move June 19, 2024 board meeting to June 12, 2024 due to Juneteenth holiday. Motion approved.
6. Discussion and possible action on updating JCPRC bylaws and forming a committee to work on the proejct-1st notice.
  - a: Allen, Fields, and Holland stated their willingness to help lead this process.

XI. Adjournment: Bezinger motioned to adjourn at 8:40PM. Approved.