

JEFFERSON COUNTY PARKS & RECREATION

Minutes of January 18, 2012 Meeting

- I. Call to Order: Meeting called to order at 7 p.m. by President Paul Marshall.
- II. Roll Call: Present: George Nichols, Adam Shively, Jimmy Pierson, Todd McKinney, Heather Morgan-McIntyre, Paul Marshall, Gene Taylor. Note that Todd McKinney and Dan McVicar arrived at various points during meeting.

Also present Director Jennifer Myers, County Commission liaison Lyn Widmyer and Commissioner Dale Manuel.

- III. Public Comment:

Unable to discern name from recording during public comment.

- IV. Approve minutes of November Regular Meeting.

MOTION by Pierson, second by Shirley to approve minutes with addition of Gene Taylor arriving late at meeting. Approved

- V. Treasurer's Report: Actuals vs. Budget reports were distributed. Impact fee status report provided. Programs are on target as are facility usage items

- VI. Director's Report: Myers distributed written reported. Highlighted a variety of components.

- a. Dog park discussion
- b. Vandalism at South Jefferson Park discussed
- c. Moulton Park is 95% complete
- d. Grant received for special needs children; P&R to oversee grant
- e. Basketball league report
- f. Health fair report
- g. Discussion on alcohol policy with plans to continue discussion at another time.

- VII. Standing Committee Reports:

Executive:

- a. Discussion on employee evaluation process. JCPRC will align with the county process.

- b. Work on mission and goals continues especially for more long-term goals.
- c. Work continues on possible handbook changes
- d. Discussion of committee consolidation on current agenda.

Audit:

- a. Have not received final audit.

Finance:

- a. Budget discussion

MOTION to approve proposed budget made by Taylor; second by Pierson. Approved.

Additional discussion included possible position to oversee Hite Road development; over extension of current maintenance budget and including fireworks request from County Commission in JCPRC budget.

Facilities:

- a. Update on Hite Road presented. Phase 1 will include rough grading of entire site and fine grading of initial trail system and southeast segment of park. More phasing discussions to come.
- b. Potential grant money for stormwater development available.
- c. Plan to seek road money. Construction documents should be available by summer.
- d. Meeting scheduled for Jan. 26.

I. Old Business

- Update on Hite Road Park; Under facilities report.
- Update on Moulton Park Improvement Project given in Director's Report
- Concert Update: Myers reported cost is too excessive for current year.

VIII. New Business

- Request to pursue joint Recreational Needs Assessment and a Department wide master plan in lieu of individual planning.

Move to February meeting.

- Approval of additional funds for Hite Road archeological assessment effort

MOTION by Pierson, second by Nichols to approve allocation of \$2,500 for work done at Hite Road. Approved.

- Approval of Community Center Rules.

MOTION by Shively, second by Pierson to accept rules as written. Approved

- Subsequent MOTION by McVicar, second by McKinney to modify the acceptance of the rules dropping weapons clause at this time. Approved.
- Approval of WV Corp as Workers Compensation insurance provider.

MOTION by Taylor, second by Shively to approve WV Corp as Workers Compensation provider. Approved.

- Budget line item adjustment to accommodate fuel costs.

MOTION by McVicar, second by Nichols to move \$5,000 from mulch line item to fuel line item. Approve.

- Transfer of funds from capital savings account to cover repairs to Leetown Park restrooms.

MOTION by Pierson, second by McIntyre to approve \$5,000 for restroom repairs to be moved from capital savings account. Approved.

- Proposal to consolidate committees – Land Acquisition into Facilities; Grants and Fundraising into Finance.

MOTION by Shively, second by Taylor to consolidate committees. Approved.

I. Adjournment

- a. MOTION by McIntyre to adjourn.

Respectfully Submitted by

Toni Milbourne, Secretary

1. MOTION by Pierson, second by Shirley to approve minutes with addition of Gene Taylor arriving late at meeting. Approved.
2. MOTION to approve proposed budget made by Taylor; second by Pierson. Approved.
3. MOTION by Pierson, second by Nichols to approve allocation of \$2,500 for work done at Hite Road. Approved.
4. MOTION by Shively, second by Pierson to accept rules as written. Approved.
5. Subsequent MOTION by McVicar, second by McKinney to modify the acceptance of the rules dropping weapons clause at this time. Approved.
6. MOTION by Taylor, second by Shively to approve WV Corp as Workers Compensation provider. Approved.
7. MOTION by McVicar, second by Nichols to move \$5,000 from mulch line item to fuel line item. Approved.
8. MOTION by Shively, second by Taylor to consolidate committees. Approved.
9. MOTION by McIntyre to adjourn.