**MINUTES**

Jefferson County Parks & Recreation Commission

October 16, 2024

7:00 p.m.

JCCC

Sam Michaels Park

1. Call to Order: 7:01 p.m.
2. Roll Call: Allen, Beaulieu, Derrickson, Dougherty, Holland, Jacot, Wilson, Thompson, Joy representing the JC School Board attended virtually.
3. Public Comment – David Kling, Heather Burgos and Tommy Van Vliet presented certificates of recognition to summer camp workers
4. Motion by Holland to approve: Minutes from July 17, 2024 JCPRC Board Meeting; Minutes from August 7, 2024 Special Meeting of the JCPRC Board; and Minutes from September 18, 2024 JCPRC Board Meeting. Motion carried.
5. Treasurer’s Report by Derrickson:
	1. Reviewed August Financials
	2. Reviewed the Management Discussion and Analysis, and by motion made by Wilson, approved the MDA to be submitted to the State Auditor’s Office; will adopt the financial format for reports to the Board going forward
	3. Reported that the Board does not have to approve bills before payment, that County has approved the process currently being followed by the JCPRC Commission; will reports summary of bills paid going forward
	4. Shared the draft impact fee report prepared by the JCC, dated 9/26/2024
6. Director’s Report – David Kling provided the Director’s Report and summarized pertinent items
7. Standing Committee Reports:
	1. Executive – did not meet
	2. Finance – covered in the Treasurer’s report
	3. Infrastructure did not meet. Reported on Moulton Park Steering Committee meeting held 10/16/2024; and no further reports on the Ground Lease with the BOE
	4. Operations – Dougherty reported on discussions concerning a tenant for the Riverside Park residence, and initial work on rewriting MOU with the BOE
	5. Human Resources – Wilson and Thompson reported Committee met, primarily to review forms implementing the employee handbook
	6. Audit – did not meet, covered MDA in Treasurer’s Report
8. Old Business – none
9. New Business
	1. Kelcie Springer from JCS gave presentation on the School Excess Levy; by Motion made by Wilson, approved JCPRC’s dissemination of the School Excess Levy Flyers provided by Springer and other factual information regarding the proposed Levy.
	2. Presentation by the Recreation Coordinator Staff, providing summary of status of programs – new and old, participation and staffing.
10. Adjourned by Motion by Wilson