



Jefferson County Parks & Recreation Commission

September 17, 2025

7:00 p.m.

Sam Michaels Park, JCCC or Virtual Link:

<https://us02web.zoom.us/j/88491859690?pwd=mO0iWnlwTegWXm6UMmu84xOw7fMYat.1>

- I. Call to Order 7:01
- II. Roll Call -Allen, Braulieu, Daugherty, Derrickson, Fields, Fonseca, Holland, Marshall, McIntyre, Wilson, Commissioner Hefestay, Bratton (BOE)
- III. Public Comment- AYSO Youth Soccer and Campbell
- IV. Approval of Minutes -Wilson made a motion to approve July and Special Meeting in August. Approved
- V. Treasurer's Report-Treasurer Derickson gave financial report. Dougherty made motion to approve checks in the amount of \$46, 224.42 and credit cards in the amount of \$40,931.54.
- VI. Director's Report -Director Myers gave report. Pickle ball court construction at James Hite Park begins 9/22. Ongoing maintenance at parks. Over \$420,000 grants awarded to date. Levitt AMP grant of \$120,000 was awarded for three years. Holland made motion to approve the new hires. Approved.
- VII. Standing Committee Reports
 1. Executive-no
 2. Finance-yes
- VIII. Approval of July/August bills.
- VIII. Dougherty made motion to approve checks in the amount of \$46, 224.42 and credit cards in the amount of \$40,931.54.
 3. Infrastructure-yes
 4. Operations-no
 5. Human Resources-no
 6. Audit-no
- IX. Old Business

X. New Business

1. Presentation of appreciation and years of service awards, 1st qtr.
 - i. Andrew Upwright-1 year, Jim Ramey-1 year, Tommy Van Vliet-4 years, and Brenda Whittington-15 years.
2. Provide updates, discussion and possible action on approval of a resolution to authorize a line of credit at BCT, in the amount of \$100,000.
 - i. Tabled
3. Discussion and possible action on athletic field use policy updates.
 - i. Discussed. Wilson made a motion to approve the Athletic Field Use Policy with changing wording on 11.1 and insurance. Approved.
4. Discussion and possible action on approval of refund request for preschool fees, Lindsey Campbell.
 - i. A motion was made by Wilson to refund \$125 for preschool fees to Lindsey Campbell. Approved
5. Discussion and possible action on approval of a date and contract for the 2026 fireworks event to be held at Sam Michaels Park.
 - i. A motion was made by Beaulieu to approve the June 26/27 dates for the 2026 fireworks with option C with the upgrade to D if more money is raised.
6. Discussion and possible action on approval of consultant for concept plan at the new Shepherdstown Park.
 - i. Infrastructure committee recommends that Michael Baker Consultant be awarded the bid for the concept plan for the new Shepherdstown Park. Wilson made the motion. Approved.
7. Discussion and possible action on approval to install a panel fire alarm system at the AMP, Sam Michael's Park.
 - i. A motion was made by Beaulieu to move forward with the Fire Alarm Installation. Approved

XI. Adjournment-9:35pm