

Jefferson Park and Recreation District

Regular Board Meeting Minutes

Date: September 3, 2025

Remote meeting information provided at jprd.specialdistrict.org

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Roll Call

Board Members Present: Mike Mendez, Rachel Guzman, Chris Rosanbalm, and Heidi Cobb

Staff Present: Meagan Semanski (District Director) and Monique Headley (Coordinator)

3. Adjustments to the Agenda

Add to *New Business*:

- Public Meeting Law training information
Add line item:
- Approval of August 2025 meeting minutes

4. Audience Time

Two community member were invited to address the board regarding the vacant board position.

Blake Higgins:

Blake shared his interest in helping the youth of the community. He coaches several sports for both Park and Recreation and the middle school. His goal is to ensure every child has an opportunity to participate, even when coaching shortages occur. Blake has previous board experience with other organizations and is actively involved with the PTO. Follow-up question from Mendez: As a coach, do you value talent or attitude more? Higgins: Attitude. A player with a bad attitude but strong talent isn't a great combination. You can teach and develop skills, but attitude is harder to change.

David Nuss:

David has served as an HOA Board President, was a member of a pool committee, and currently serves as the President of the Jefferson Fire Board. He expressed interest in

supporting the district's growth and brings knowledge in operations, budgeting, levies, and bonds.

Cobb nominated David Nuss to fill the vacant board position. Rosanbalm seconded. Motion passed 4–0.

5. Oath of Office

At 6:43 p.m., David Nuss was sworn in as the newest member of the Jefferson Park and Recreation District Board of Directors. He will serve the remainder of former board member Derek Mendiola's term, which expires in 2027.

6. Board Positions

- Rosanbalm nominated Heidi Cobb to remain as Board Treasurer. Nuss seconded.
- Cobb nominated Mike Mendez to serve as Board Chair. Rosanbalm seconded.
- Rosanbalm nominated David Nuss to serve as Vice Chair. Cobb seconded.

Mendez made a motion to approve all board positions as presented. Rosanbalm seconded. Motion passed 5–0.

7. Financial Report

The board packet included the financial report through July 2025 and bills through August 2025.

Current balances as presented:

- Checking: \$44,794
- Money Market: \$71,204.79

Cobb made a motion to ratify the bills. Guzman seconded. Motion passed 5–0.

8. Approval of August 2025 Minutes

Minutes from the August meeting were provided to the board via email and in the board packets.

Rosanbalm made a motion to approve the August 2025 minutes. Mendez seconded. Motion passed 5–0.

9. Director's Report

Semanski provided updates on Jefferson Middle School (JMS) and recreation sports, the pool, and upcoming clinics.

- **Sports Participation:** Numbers are currently low in several sports. JMS Soccer is still recruiting participants. Football and Cross Country also need additional players. Volleyball has full rosters, now including 6th graders, and there may be a potential C-team tournament hosted at the end of the season.
- **Coaches:** Recruitment has been difficult despite multiple outreach attempts. Semanski may need to coach to fill gaps. Mendez suggested personally reaching out to former coaches and holding a parent meeting to encourage volunteers.
- **Pool:** The pool is closed except for middle school PE and a few rentals. One rental was donated to a church group that will complete volunteer projects at the park in mid-September, including bark dust, playground painting, and pruning. The district may need to drain the pool at season's end. Nuss offered to coordinate with the Fire Department to assist with draining.
- **Future Clinics:** Planning for a "Little Kickers" soccer clinic and possibly a cheer camp for younger children. Cobb suggested coordinating with high school sports for support and collaboration.

Coordinator's Report

Headley reported on fall sports kickoff and outreach events:

- **Fall Sports Kickoff Day:** The Kids Zone had limited traffic, but the sports portion of the event was popular. Headley and Semanski hope to coordinate with the high school next year for improved flow and participation.
- **Registration Day:** Low turnout at JES but a bit stronger participation at JMS, where additional registrations were received.
- **Certification:** Headley completed and passed her Lifeguard certification course, as required for her position.
- **Upcoming Events:** Park and Rec will have a booth at JES Open House in late September. Headley hopes for higher engagement and visibility at that event.

10. New Business

- **Mission / Vision Statement:** Semanski tasked board members to develop ideas for a new mission or vision statement to bring to the next meeting.
- **Concessions / Vendors:** Discussion on restarting concessions at sporting events to generate modest revenue. Rosanbalm mentioned the district's old concession

trailer located at the high school, which could be repurposed. Headley and Semanski will test feasibility this fall.

- Semanski also suggested inviting local food vendors to events for convenience and community engagement.
- Mendez asked whether park and rec is looking for a financial kickback. Semanski stated that the goal is not necessarily revenue but to enhance the event experience.

11. Old Business

Employee Handbook / Policy Manual:

Headley and Semanski continue work on the handbook and will present an outline for board review. Older policies will be revisited for possible inclusion. Semanski will bring draft policies to the next meeting.

12. Next Meeting

The next regular board meeting is scheduled for October 1, 2025, at 6:30 p.m.

13. Adjournment

The meeting was adjourned at 8:04 p.m.