CITY OF CHARLES TOWN
BOARD OF PARKS AND RECREATION
AGENDA • JULY 27, 2023

Committee Meeting **COUNCIL CHAMBERS** **6:00 PM**
101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

: **2023-659** Approval of Minutes
PR June 2023 Minutes.docx
PR July 2023 Executive Session- Minutes.docx

3. UNFINISHED BUSINESS

4. NEW BUSINESS

: **2023-658** Engineering Firm presentations re: Pool/Pool House RFPS (Possible Executive Session)

5. ADJOURNMENT

6. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

Board of Parks and Recreation
101 East Washington Street
Charles Town, WV 25414

Meeting: 07/27/23
Department: Board of Parks and Recreation
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-659 Approval of Minutes

Approval of Minutes

ATTACHMENTS:

- PR June 2023 Minutes.docx
- PR July 2023 Executive Session- Minutes.docx

City of Charles Town Parks and Recreation Commission Meeting
June 22, 2023; 6pm ET

Name	Present
Alissa Meeks (Staff)	X
Elizabeth Ricketts	X
Jim Kratovil	X
Larry Vogler	
Michael Slover	X
Nathanael Hartman	X
Nick Zaglifa	X
Trudy Roth	

Minutes for May 2023. Motion to approve by Jim Kratovil; Second by Nathanael with amendments clarify agenda items: Minutes were from May, not April.

Unfinished Business:

Master Parks Planning Firm Presentations
Presenters in order: SGA, Thrasher, Kimley Horn.
Proposal to have a special session to review the bids on 7/6/2023.

New Business:

Day of Caring – September 2023 (K-kids). Table to July meeting by Mike, Nick second.
2023-568: Skate Park. Table to July. Table to July meeting by Mike, Nick second.
2023-567: Swim and Tennis Season Updates.

Parks Update

Jefferson Memorial Park.
Evitts Run Park.
Willingham Knolls Park.
Charles Town Skate Park
Happy Retreat.
Craighill Estates.

Motion to Adjourn.

Jim Kratovil; Second: Nick Zaglifa.

City of Charles Town Parks and Recreation Commission Meeting
July 6, 2023; 6pm ET

Name	Present
Alissa Meeks (Staff)	X
Elizabeth Ricketts	X
Jim Kratovil	X
Larry Vogler	
Michael Slover	X
Nathanael Hartman	X
Nick Zaglifa	X
Trudy Roth	

New Business:
Selection of Engineering Firm for Master Parks Plan - Executive Session

Motion to Executive Session by Nick Zaglifa; Second by Nathanael Hartman

Motion to select Kimley-Horn for the Master Parks Plan by Nick Zaglifa; Second by Nathanael Hartman

Motion to Adjourn.

Jim Kratovil; Second: Nick Zaglifa

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