

**Recreation and Parks Advisory Board Meeting
September 25th, 2019**

Unapproved Minutes

Members Present: Judy Baker; Donald Gerkin; Michael Rodgers; Tony Rosas; Derek Ludlow; Carolyn Garber; Michael Duffy; Caitlin Christ; Tom Long

Members Excused: Kristin Darby; John Marks

Staff Present: Katherine Cottingham, Lisa Carroll, Ric Buchanan

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on September 25th, 2019 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:35pm by board chair Judy Baker.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Judy Baker moved to approve the June 24, 2019 meeting minutes, Derek Ludlow seconded, all concurred and minutes were approved.

Donald Gerkin moved to approve the July 24, 2019 meeting minutes, Derek Ludlow seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

1. **Volunteer Hall of Fame** –This is the last year up to 5 volunteers may be selected for Hall of Fame with limit then decreasing to 3 unless changed by Advisory Board. Nominations received from four (4) recreation councils and one (1) from the Department. Winners will be recognized at the Volunteer of the Year reception on November 5, 2019.
2. **Staff Changes** – Loren Lustig retired after 34 years with the department. His former job has been restructured and we completed interviews last week to fill a new Marketing Specialist position. We have just completed the interview process for the vacant Administrative Assistant position and will be filling that job soon also.
3. **Community Service Work Day** – Wantz Distributors supported a trail work day this week with a donation of over \$4,000 and 80 volunteers. Improvements were made to a new section of trail constructed last year including a 21' bridge, 46 tree & shrub plantings

and a 111' long rock wall to help prevent trail erosion. Commissioner Bouchat participated in the event, using his welding skills for the bridge work.

4. **East Middle School Update** – The Board of Education held a recent work session where they discussed the merits of building a “new” replacement for East Middle at the Kate Wagner Fields or at the current East Middle location. The City of Westminster announced that they would not approve a water allocation for the Kate Wagner location as it is outside of city limits. While no final decision was made, it is appearing more likely that the replacement school may be built at the current location. This would be welcome news for the Westminster Area Recreation Council as the Kate Wagner site in their busiest location for programs and serves as a community park.
5. **Taneytown Land Acquisition** – Last week, the County Commissioners approved the purchase of a 145-acre property located at 5125 Francis Scott Key Highway, north of Taneytown. This acquisition addresses a need for county parkland in this area previously acknowledged in Carroll County’s Land Preservation, Park and Recreation Plan.
6. **Capital Project Update**
 - a. *Sports Complex Lighting* –Commissioners approved contract and preliminary electrical work underway; completion during offseason (prior to March 15)
 - b. *Double Pipe Creek Park kayak launch* – we have received approval from MDE and Carroll County and will begin work this fall and anticipated spring completion
 - c. *Deer Park Expansion & Westminster Veterans Memorial Park* – received planning commission approval; projects will be bid this winter with construction starting spring 2020
 - d. *Deer Park Playground Equipment Replacement* – contract approved; late fall completion anticipated

SELF-HELP PROJECT REQUESTS:

- *Carroll County Arts Council – Presented by Will Abbott: #1 priority* is requesting security system. Total project cost: \$10,038 Rec. Council Contribution: \$7,528 County Funds: \$2,510
- *Charles Carroll – #1 priority Charles Carroll field improvements; No representative was in attendance*
- *Central Carroll – Presented by Frank Roelke: #1 priority* is requesting Roaring Run Park field renovations.
Total project cost: \$6,000 Rec. Council Contribution: \$4,525 County Funds: \$1,475.
- *Central Carroll – Presented by Robert Freter: #2 priority* is requesting Sandymount Park soccer goals.
Total project cost: \$4,650 Rec. Council Contribution: \$3,525 County Funds: \$1,125.
- *Central Carroll – Presented by John Fitzgerald: #3 priority* is requesting bleacher repair at Deer Park
Total project cost: \$1,500 Rec. Council Contribution: \$1,225 County Funds: \$275

- *Freedom Area – Presented by Kathy Martin: #1 priority is requesting South Carroll Dog Park*
 Total project cost: \$25,000 Rec. Council Contribution: \$18,750 County Funds: \$6,250
- *Freedom Area – Presented by Steve Burke: #2 priority is requesting Piney Ridge basketball backboards.*
 Total project cost: \$16,770 Rec. Council Contribution: \$12,577 County Funds: \$4,193.
- *Freedom Area – Presented by Brian Spurgeon: #3 priority is requesting field hockey goals.*
 Total project cost: \$7,800 Rec. Council Contribution: \$5,850 County Funds: \$1,950
- *North Carroll – Presented by Mike Hernandez: #1 priority is requesting Panther Park field renovations.*
 Total project cost: \$5,000 Rec. Council Contribution: \$4,200 County Funds: \$800
- *North Carroll – Presented by Andrew Davis: #2 priority is requesting travel soccer goals.*
 Total project cost: \$2,525 Rec. Council Contribution: \$1,934 County Funds: \$591
- *North Carroll – Presented by Andy Kiler: #3 priority is requesting wrestling mat for North Carroll HS & Manchester Valley HS.*
 Total project cost: \$12,940 Rec. Council Contribution: \$9,618 County Funds: \$3,207
- *North Carroll – Presented by Matt Bailey: #4 priority is requesting Manchester Elementary infield mix.*
 Total project cost: \$12,825 Rec. Council Contribution: \$18,750 County Funds: \$8,190
- *North Carroll – Presented by Liz Piper: #5 priority is requesting Portable scoreboard.*
 Total project cost: \$1,200 Rec. Council Contribution: \$900 County Funds: \$300
- *Taneytown – Presented by Richard Krebs: #1 priority is requesting Memorial Park field renovations.*
 Total project cost: \$25,000 Rec. Council Contribution: \$20,000 County Funds: \$5,000
- *Winfield – Presented by Dave Becker: #1 priority is requesting baseball field fencing for Winfield Park.*
 Total project cost: \$25,000 Rec. Council Contribution: \$19,000 County Funds: \$6,000
- *Woodbine – Presented by Kenny Stockdale: #1 priority is requesting infield mix for Salt Box Park.*
 Total project cost: \$3,840 Rec. Council Contribution: \$3,180 County Funds: \$660
- *Westminster Area– Presented by Jerry Georgiana: #1 priority is requesting West Middle basketball backboards.*
 Total project cost: \$4,210 Rec. Council Contribution: \$3,158 County Funds: \$1,052
- *Westminster Area – Presented by Bob George: #2 priority is requesting Bennett Cerf Park baseball field renovations.*
 Total project cost: \$10,497 Rec. Council Contribution: \$8,073 County Funds: \$2,424
- *Westminster Area–#3 priority is requesting Westminster HS infield mix.*
 No representative was in attendance

Tom Long moved to approve funding for all priority 1 requests excluding Charles Carroll (due to no representative in attendance) as well as Westminster Area's priority 2 request for Bennett Cerf Park (in response to field damage from flooding). Tony Rosas seconded the motion, which was unanimously approved.

Derek Ludlow moved to approve Central Carroll #2 priority (soccer goals) and North Carroll #2 priority (soccer goals), Donald Gerkin seconded the motion which was unanimously approved.

Jeff Degitz shared that the next step in this process is to take the board's recommendation to the County Commissioners for their approval of the fund transfers.

VOLUNTEER HALL OF FAME:

The Department received a total of 5 nominations for the Hall of Fame with one being a dual nomination (2 people). The Board decided unanimously to recognize only individual Hall of Fame members and could consider the second individual from the dual nomination next year.

The Board decided unanimously to induct five (5) individuals, this being the last year they could induct that many. Beginning next year, up to three (3) individuals may be inducted.

Derek Ludlow suggested consideration of changing procedure to allow consideration of individuals nominated in past years without requiring a new nomination each year. This will be reviewed for 2020 process at a future meeting.

After discussion, the Board decided to unanimously induct the following individuals into the Hall of Fame in 2019: Cathy Bowman, Gary Davis, Henry Lysy, Bo Yingling and Joe Zentgraf. Recipients will be recognized at the 2019 Volunteer of the Year reception on November 5, 2019 at 6:30 pm at the Carroll Arts Center.

MEMBER COMMITTEE DISCUSSION:

The discussion regarding member committee assignments will be discussed at the October meeting.

OTHER COMMENTS:

ADJOURNMENT:

On a motion by Donald Gerkin, seconded by Tony Rosas, and concurred by all, the meeting adjourned at 9:08pm.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Katherine Cottingham

Katherine Cottingham, Secretary