

RECREATION AND PARKS ADVISORY BOARD MEETING

June 24, 2020 – 4:00 p.m.

Approved Minutes

Members Present: John Marks, Kristin Darby, Tony Rosas, Brad Rockwood, Caitlin Christ, Michael Rodgers,

Members Excused: Carolyn Garber, Donald Gerkin, Michael Duffy, Tom Long, Derek Ludlow

Staff Present: Trish Cross, Will Brozy, Laura Tawes

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met virtually on June 24, 2020 through GoToMeeting. The meeting was called to order at 4:06 p.m. by the board co-chair Kristin Darby.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

John Marks moved to approve the May 27th, 2020 meeting minutes; Tony Rosas seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

1. **COVID-19 Update** – Outdoor sports resumed operations on June 12 with adult sports allowing no spectators and youth sports open to family only; Indoor restrictions lessened on June 19; department almost fully staffed again with most working on site; pavilion rentals have resumed; nature centers and Hashawha rentals still closed; continuing to monitor other counties and related issues; reserved use of school facilities still canceled but Board of Education meeting today includes discussion/possible update
2. **South Carroll Dog Park** – now has 162 members (over 200 dogs); girl scouts were working at park today installing play equipment as a service project; Master Gardener group from senior center has developed landscape plan for site; donations committed for 5 new benches at site
3. **Winfield Park** – Meeting with Commissioners tomorrow to request transfer of \$40,000 from Rec & Parks Unallocated to Winfield Park to remove temporary sediment trap pond and complete park development (infield, benches, entrance sign); unique capital project that has received nearly \$1 million in donated materials, labor and equipment hours from Kinsley Construction, MT Laney, CJ Miller, the Bureau of Resource Management, Winfield Recreation Council and Nathan Chris Baker Foundation

4. **Capital Project Update**

- Deer Park still ahead of schedule and progressing nicely; Commissioners approved change order to pave existing park roads and lots while contractor is on site
- Westminster Veterans Memorial Park construction will be ramping up soon as equipment is moved from deer Park
- Double Pipe Creek Park kayak launch has bid opening date of July 8

5. **Volunteer of the Year/Hall of Fame** – letters will be going out soon to save the date for event and request nominations for Hall of Fame; reminder that Advisory Board will once again be choosing up to 5 Hall of Fame recipients and people previously nominated do not need to be nominated again to be considered

6. **Patapsco Regional Greenway** – We participated in a meeting last week with Planning and Baltimore Metropolitan Council (BMC) regarding a multi-jurisdictional effort to establish trails in Patapsco Valley Greenway; discussion with Carroll County focused on area between downtown Sykesville to Freedom Park and on to Patapsco Valley State Park; preliminary discussion focused on getting planning/design funds for segments

Presentation of Capital Projects:

Will Brozy presented the Capital Projects for FY26.

1. **Northwest Area Regional Park Master Plan** - Procure the services for a multi-disciplinary design team to assist Recreation and Parks to develop a Master Plan for a 145-acre site located at 5125 FSK Highway north of Taneytown. The site is a mix of fallow agricultural fields, farm structures and outbuildings, wetlands, woodlands with a variety of habitats. In addition, the site includes a section of a future rail trail that will have regional bike/ped significance. A Master Plan provides a road map for all future development decisions on a project. It allows input from all involved parties, key stakeholders and sets a vision how park elements will develop over the years. Master Planning can build visibility, credibility and excitement for a project. An approved and completed Master Plan also allows for grant writing and opportunities to seek other funding sources. Estimated cost for the Master Planning and Public Outreach Services (FY26) are \$335,024.
2. **Gillis Falls Trail Phase II Design and Construction** - This segment of the Gillis Falls Trail is a continuation of the Gillis Falls Trail Phase I funded in FY21 and received additional funding through the Recreational Trails Program. This proposed multi-use compacted stone dust trail will begin at Salt Box Park on Gillis Falls Road and will continue for approx. 1½ miles to Gillis Rd. This trail project is consistent with the Land Preservation, Parks and Recreation Plan and addresses the #1 requested facility by the public. This multi-use trail will be a valued project to help fulfill this need. Estimated cost for design and construction services (FY26) is \$655,186.
3. **Carroll County Sports Complex Shade Structures** - Purchase and install shade structures for the dugouts for fields 1-5. The shade structure will have a sail cloth which can be removed during the winter months and is supported by painted steel posts and cabling. New benches will be installed, and the dugouts will be concrete as per the

attached image. Shade structures over dugouts reduce the risk of participant overheating, dehydration and other sun and heat-related ailments caused by high temperatures and the sun's harmful UV rays. Most sail type structures block 99% of U.V. exposure. Estimated cost to purchase equipment and installation (FY26) is \$254,145.

4. **Sandymount Park Waterless Restroom** - The purchase and installation of an ADA compliant waterless restroom and access. This much-needed facility will replace the existing Spot-A-Pot. This was previously requested and recommended to the Advisory Board last year but not included in the plan due to limited funding. Improved restroom facilities were the second most requested priority from previous needs assessment. Fulfilling this need will be a functional and aesthetic improvement to Sandymount Park. Estimated cost of the design services, purchase of unit and installation (FY26) is \$282,090.
5. **Cape Horn Park Athletic Field Lighting** - This project was previously requested by the North Carroll Recreation Council and not recommended by the Advisory Board. We wish to light to three fields. This will include design services, new power lines (presently no power is available at this location), installation of a power panel, lights and poles. Future use of the fields at the former North Carroll High School is uncertain – with the sale of the facility likely. This project addresses this recreational loss and we foresee additional field use with the lighting of these fields. Estimated cost includes engineering, lighting design and installation (FY26) is \$528,006.

Various board members have requests tours of facilities. Laura Tawes and Will Brozy will work together to arrange those times.

July is Recreation & Parks Month:

Trish Cross presented about Recreation & Parks month. The theme this year is “We are Parks and Recreation.” The Proclamation for Recreation & Parks month was read at Open Session on Thursday, June 25th, 2020. There will be various events during the month of July and into the month of August. Those events will include a talent show, Rec ‘N’ It in the Park days and 93 days of Summer Activities in the guide. There will be a variety of both virtual and “On your own” type of events.

Other Business:

Public Comments:

None

ADJOURNMENT:

Next meeting will be held on Wednesday, July 22nd, 2020 at 7:30 p.m, unless it needs to be changed to a virtual meeting. On a motion by Tony Rosas, Kristin Darby seconded, and concurred by all, the meeting adjourned at 5:03 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Laura Tawes

Laura Tawes, Secretary