

**Recreation and Parks Advisory Board Meeting
June 27, 2018**

Unapproved Minutes

Members Present: Judy Baker; Kristin Darby; Donald Gerkin; John Marks; Michael Rodgers; Tony Rosas; David Dolch; Caitlin Christ; Tom Long

Members Excused: Derek Ludlow; Carolyn Garber

Staff Present: Katy Bassett; Ric Buchanan

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on June 27, 2018 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:30 p.m. by board chair Anthony Rosas.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

David Dolch moved to approve the May 23, 2018 meeting minutes, Michael Rodgers seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

1. **Carroll Community College** – College has closed bowl field for renovations prior to starting sports program in fall of 2019; while community usage is expected to continue once again after renovations are complete, there will likely be decreased field availability. The intent is to absorb that impact with the new fields being constructed at Deer Park.
2. **Charles Carroll Community Center** – design proposals & firms have been reviewed with recommendation coming to commissioners for award of contract soon
3. **Carroll County Amateur Radio Field Day** – Event held June 23-24 at Bear Branch Nature Center; nonprofit organization includes amateur radio operators and others interested in technology with a strong connection to the Amateur Radio emergency services; event is used to demonstrate emergency communication as well as provide community outreach. Volunteers from Westminster Astronomical Society were also on site for presentations using their observatory. Recreation and Parks plans to work with both groups again in the fall for activities during the Maryland Stem Festival.
4. **Staffing Updates** – Interviews of internal applicants held for upcoming vacancy in Sports Complex Manager position, replacing Matt Purkins; new full time Chief Range Officer position at Hap Baker Firearms Facility currently advertised and will close on Friday June 29
5. **Springdale Preparatory School** – Springdale has returned draft joint use agreement with minimal changes; working to get final agreement signed and implemented before July Advisory Board meeting
6. **Continued Discussion Re: North Carroll High School site** – discussion with County Commissioners scheduled for June 28 at 9 am

CAPITAL PROJECTS PRESENTATION:

Ric Buchanan shared a brief overview of the new capital requests that need to be added to the CIP.

- **Bear Branch Nature Center – Pavilion Replacement:** Remove and replace pavilion and add ADA Trail to the pavilion. *Total Estimated Cost, \$154,000*
- **Deer Park – Main field lighting system replacement:** replace lighting system with new towers and energy efficient LED lights. *Total Estimated Cost, \$268,750*
- **North Carroll High School – Stadium lighting fixture replacement:** replace lighting fixtures with energy efficient LED lights. *Total Estimated Cost, \$166,370*
- **Northwest rail trail – Design & Construction:** Design and build a five mile rail trail *Total Estimated Cost, \$1,080,000*
- **Old Liberty Road Park – Paving:** Pave existing millings parking lot *Total Estimated Cost, \$55,000*
- **Piney Run Park – Pavilion #3 replacement:** Remove and replace pavilion and add ADA access to the pavilion. *Total Estimated Cost, \$215,700*
- **Westminster Community Pond – Fitness Equipment:** Install four stations outdoor exercise equipment system *Total Estimated Cost, \$71,000*

The Board subcommittee will review and prioritize the capital projects, and bring their suggestions to the next Board meeting in July.

UPCOMING EVENTS:

Jeff Degitz shared that July is Recreation & Parks month. Park Pursuit ‘The ABC’s of Park Pursuit’ will begin July 1st and the finale party for participants will close the event on July 30th, 2018.

ADJOURNMENT:

On a motion by Anthony Rosas, seconded by Michael Rodgers, and concurred by all, the meeting adjourned at 8:36 pm

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Katy Bassett

Katy Bassett, Secretary