

**Recreation and Parks Advisory Board Meeting  
July 25, 2018**

**Unapproved Minutes**

**Members Present:** Judy Baker; John Marks; Tony Rosas; Tom Long; Derek Ludlow;

**Members Excused:** David Dolch; Kristin Darby; Caitlin Christ; Michael Rodgers; Carolyn Garber; Donald Gerkin

**Staff Present:** Katy Bassett, Katherine Cottingham, Lisa Carroll

**Ex-Officio Member Present:** Jeff Degitz

The Recreation and Parks Advisory Board met on July 25, 2018 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:35 p.m. by board chair Anthony Rosas.

**WELCOME AND INTRODUCTIONS:**

**APPROVAL OF MINUTES:**

The June 27, 2018 meeting minutes were not approved at this time due to the lack of a quorum.

**DIRECTOR'S REPORT:**

1. **Staff Updates** – Isaac Saenz has been selected to fill the new position of Chief Range Officer at Hap Baker Firearms Facility with a start date of August 9. Matt Decker has been promoted to Manager of Carroll County Sports Complex, replacing Matt Purkins who accepted a position with Baltimore County Recreation & Parks. Becky Kishter has been promoted from her previous position of Program Associate to fill the Recreation Coordinator position vacated by Matt Decker. The Program Associate position is currently advertised with a closing date of July 27. Recent activity underscores the benefits of effective succession planning which keeps the department well prepared for continued success moving forward.
2. **New Piney Run Fall Activities** – Piney Run will be holding fall family events this fall including a corn maze and hayrides. The corn maze has been planted and we anticipate increases in both attendance and revenue from these activities.
3. **Charles Carroll Community Center Update** – Concurrence is scheduled for tomorrow July 26 with Commissioners regarding Bureau of Building Construction's recommendation to award the contract for the Charles Carroll Community Center design to Mimar Architects (Baltimore, MD) in the amount of \$303,600.
4. **North Carroll High School stadium** – Use of stadium is now available with North Carroll Recreation Council as primary user as well as for special events
5. **Bruce Dutterer Memorial Golf Tournament** – Close to \$3,000 was raised for Park Legacy Fund from rescheduled tournament held June 30
6. **Out of the Darkness Walk** – Department staff will be participating in the annual Out of the Darkness walk at Krimgold Park on September 8. The event is a fundraiser for the American Foundation for Suicide Prevention

## **Prioritization of new Capital Projects & FY 20-25 CIP Review**

Although a quorum was not present the five present members reached a consensus to prioritize the capital projects as follows:

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

All present members agreed to eliminate the following project from the list:

- **Westminster Community Pond – Fitness Equipment:** Install four stations outdoor exercise equipment system *Total Estimated Cost, \$71,000*

Due to a shortage of voting members this evening, the vote will be called at a later date.

### **Discussion of CIP Process**

Jeff Degitz went over the current public input process for the Community Investment Program. He would like to work toward publicizing the existing CIP in January so stakeholders and the public have an increased awareness and opportunity to participate and submit input. This will be discussed more at future meetings.

### **ADJOURNMENT:**

On a motion by Derek Ludlow, seconded by John Marks, and concurred by all, the meeting adjourned at 8:41 p.m.

### **ADDENDUM:**

A subsequent vote was taken by email. Tom Long motioned to approve the consensus reached at the 7/25/2018 meeting. Derek Ludlow seconded, motion was carried by unanimous vote.

Respectfully submitted,

Jeff R. Degitz

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Jeff R. Degitz, Director

Katy Bassett

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Katy Bassett, Secretary