

**Recreation and Parks Advisory Board Meeting
May 24, 2017**

Approved Minutes

Members Present: Judy Baker, Mike Rodgers, Dave Dolch, Carolyn Garber, Tony Rosas, Tom Long, John Marks, Caitlin Christ and Bill Bramble

Members Excused: Sue Ruppert and Derek Ludlow

Staff Present: Candy Sharrer

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on May 24, 2017 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 Mike Rodgers.

WELCOME AND INTRODUCTIONS: Jeff Degitz introduced new board member, Caitlin Christ.

APPROVAL OF MINUTES:

Judy Baker moved to approve the March 22, 2017 meeting minutes with corrections, John Marks seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **Piney Run Park** – Staff change; Sandy Robertson has left County employment and Deb Rottman has been promoted from Park Technician position to Park Superintendent; currently working to fill vacant Park Technician position
- **Westminster Community Pond Trail Extension** – Trail has been an agenda item from Planning Commission meetings on April 18 and May 3 to discuss whether trail is consistent with Westminster Environs Plan. Will be brought up once again at June 20 meeting.
- **Youth Fishing Rodeos** – Youth fishing rodeos were held on April 30 at Westminster Community Pond and May 21 at Krimgold Park. Westminster event has long history, Krimgold event new this year – both very well attended with 150 at Westminster and 112 at Krimgold
- **Westminster Heritage Tree Trail** – Phase two of interactive trail dedicated with tree planting on April 28. This project was a cooperative venture with City of Westminster, Westminster Tree Commission and Carroll County Recreation and Parks. QR codes attached to trees along trail that can be scanned to provide age and species of various trees.
- **Gov. Hogan's Visit to Carroll County** – Gov. Hogan and cabinet visited Carroll County on May 11. Staff met with Maryland Department of the Environment Ben Grumbles at Westminster Community Pond to discuss renovations at site and related upcoming projects.
- **Land Preservation Park & Recreation Plan (LPPRP) Update** – After reviewing and addressing State comments, the draft plan has been submitted to State and will be posted on department's web page. We will be sharing overview of plan updates with Commissioners. The plans includes the following:
 - Updated inventory of recreation and park facilities (including town and BOE)
 - Summary of input from recent public surveys and recreation council meetings
 - Review of changing demographics and anticipated impact on demand
 - In addition to 30 acres per 1,000 residents goal, new metrics such as proximity analysis added
 - Linkage of previous four items to support justification for CIP

- **Helping Hands Initiative** – We have developed a campaign called “Help Hands Keep Our Parks Green”. Similar to Adopt-a-highway, we will be encouraging local organizations to assist with park clean up and maintenance on an ongoing basis. Ebenezer United Methodist Church first group to participate at Krimgold Park. Tony Rosas shared that McDaniel College students are always looking for a local service project. Dave Dolch shared high school students looking for service hours would be interested as well.
- **Park Pursuit Magical History Tour** – This year’s annual July event has a local history theme where teams will visit parks and answer questions after reading park history signs.

BUDGET/CLOSED SCHOOLS UPDATE:

- County Commissioners included \$3.5 million in proposed budget to demolish existing Charles Carroll Elementary School building and construct a new community center with 6800 square foot gymnasium with bleachers. Entire site will become a park with retention of athletic fields, basketball & tennis courts and play equipment.
- County Commissioners included \$6.5 million in proposed budget to renovate existing North Carroll High School for Recreation and Parks community usage, relocation of Board of Ed central offices, limited Sheriff’s services and possible business use. Recreation and Parks areas to include two gymnasiums, wrestling room, auditorium, athletic fields, basketball and tennis courts and stadium. Commissioners also included \$500,000 towards construction of an artificial turf field in stadium with a goal of raising additional funding (estimated at another \$500,000) from business or community donations/sponsorships.
- New Windsor Middle School is being repurposed as a part of the new Springdale Preparatory School which has also purchased the former Brethren Center in New Windsor. Ongoing meetings with school President/CEO Johnny Graham have been very productive. We have agreed to work together with scheduling of summer programs in buildings and on athletic fields, and have a mutual goal of developing ongoing shared use relationship.
- When school closings were first announced, we shared usage data with County Commissioners and documented 8,650 hours of usage collectively for the three locations. With an estimate of 20 people per usage hour, this equated to 173,000 participant slots that would have had to be relocated if buildings were not retained. Recreation and Parks and volunteer recreation councils have been spared a major negative impact thanks to support of County Commissioners.

STRATEGIC PLAN:

Jeff Degitz shared a revised copy of the strategic plan with the board for review that included initiatives completed or in progress. The strategic plan is a joint effort between staff and board members. The last update was May of 2014 and the goal is to update the plan every three years. Jeff asked for volunteers for a subcommittee to assist with updating the strategic plan. Mike Rodgers, Tom Long, Judy Baker, Tony Rosas and John Marks all volunteered. An email will be sent out to set up a meeting with the subcommittee and select staff. All changes/updates will be brought to the advisory board as a whole for final approval.

UPCOMING EVENTS:

Jeff Degitz shared that July is Recreation & Parks month. This year among department wide events/programs we will have Park Pursuit Magical History Tour. Teams will visit parks and answer questions after reading park history signs.

AMENDMENT TO OPEN MEETINGS LAW:

Jeff Degitz shared the amendments to the Open Meetings Law with the Board. Gov. Hogan signed SB450/HB880 which amends the Law to state that effective July 1, 2017, a public body may not meet in closed session unless at least one member of the body has been trained on requirements of open meetings law. At least one of the Board members must receive the online Open Meetings Law requirements training by July 1st and turn in the completion certificate. After a short discussion, all members would like to take the training and obtain the certificate. An email link will be mailed to all members and the completed course certificate should be brought to the next meeting.

OTHER BUSINESS:

Judy Baker noted that the committee assignments should be updated. Jeff Degitz shared that two of the committee assignments currently only have 2 members. Bill Bramble volunteered to be on the Trail Planning Committee and Tom Long volunteered to be on the Operating/Capital Budget Committee. A complete list of committee assignments will be emailed to the Board for review. Anyone that would like to remove or add a committee, please contact Candy Sharrer.

MEMBERS' COMMENTS:

Mike Rodgers asked how long the White Rock Road near Piney Run Park will be closed and if additional signage would be going up to direct the public to the park. Jeff Degitz shared that the road work will continue through the year and he will look into additional signage as well as continuing to keep patrons up to date on social media.

Mike Rodgers also asked what the county does about ticks at the parks as he has encountered a few already this season. Jeff Degitz shared that the department is working with the Health Department on educational signage at the major parks natural surface trails such as Hashawha and Piney Run.

Dave Dolch shared the success of the Carroll County School's athletic teams, his optimism for the upcoming vote to approve the budget including funding towards a turf field, and the need to start looking into an indoor track for future seniors in the county.

ADJOURNMENT:

On a motion by Tom Long and concurred by all, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Candy Sharrer

Candy Sharrer, Secretary