

**Recreation and Parks Advisory Board Meeting
October 25, 2017**

Approved Minutes

Members Present: Judy Baker, Bill Bramble, Caitlin Christ, Derek Ludlow, John Marks, Mike Rodgers, and Tony Rosas

Members Excused: Dave Dolch, Carolyn Garber, Tom Long

Staff Present: Katy Bassett, Ric Buchanan, Lisa Carroll, Matt Purkins, Brad Rogers, and Deb Rottman

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on October 25, 2017 at Piney Run Park's Yurt. The meeting was called to order at 1:13 p.m. by board chair Mike Rogers.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Derek Ludlow moved to approve the October 4, 2017 meeting minutes, John Marks seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

1. **Staff Changes**— Katherine Cottingham has been selected to fill vacant front desk Office Associate position and her first day will be November 9. Job posting for vacant Recreation Coordinator position closes October 27.
2. **Volunteer of the Year and Hall of Fame**—Event scheduled November 2 at 7 pm at Carroll Arts Center. Invitations have been sent to past and past Advisory Board members as well as award recipients.
3. **Fee Schedule**—Staff are reviewing current fee schedules for Piney Run, Hashawha, Hap Baker Firearms Facility and Sports Complex, a process that occurs every 3 years. Review of revenues Commissioners to occur on November 2 and proposed new fee schedule to be presented to Board for approval in December.
4. **Piney Run Heron Sculpture**— Board members encouraged to drive by boat ramp to view pilings where great blue heron sculpture will be placed. Official dedication and ribbon cutting to occur in spring of 2018. This project is supported by funding from Maryland State Arts Council, Carroll County Arts Council and Piney Run Recreation & Conservation Council. Artist is Virginia Sperry.
5. **Military & Veterans in Parks (MVP)**—We will be proposing discount program for active military and veterans with reduced fees at sites with daily entrance fees: Piney Run Park and Hap Baker Firearms Facility. Meeting with Commissioners November 2 to discuss with a possible decision following week.

6. Capital Project Update:

Completed

- Bark Hill Park—paving of parking lot and short walkway to playground location
- Sports Complex—paving of parking lots

Planned Fall Completion

- Bark Hill—under contract for new playground
- Freedom Park—under contract for replacement playground
- Cape Horn Park—under contract for trail resurfacing
- Westminster Community Pond —contractor on site mowing area for trail this week

Ongoing

- Parking Lot Overlays—Bennett Cerf(contract awarded), Landon Burns (11/2—11/16 by Public Works) and Deer Park (coming soon)
- WVMP—addressing storm water review comments, next step Planning Commission
- Deer Park-design firm under contract to develop draft plan for submittal to Development Review process.

MEETING/ ETHICS DISCUSSION WITH COUNTY ATTORNEY TIM BURKE

STRATEGIC PLAN APPROVAL:

- Jeff Degitz shared the new draft with board members that included their requested changes. Jeff shared that after the board's review, he would be happy to address any additional thoughts with the goal to get a final vote and adopted version this afternoon.
- Discussion went around the table about a few minor corrections and clarification of terms as well as wording/grammatical changes.
- Judy Baker made a motion to adopt the new strategic plan, Derek Ludlow seconded, and the Strategic Plan was approved 6-1 with John Marks casting the dissenting vote.
- Jeff thanked the board for their input and said once the revisions were made a final copy would be emailed to each member.

ADJOURNMENT:

On a motion by Judy Baker, seconded by Tony Rosas, and concurred by all, the meeting adjourned at 2:31 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Katy Bassett

Katy Bassett, Secretary