

**Recreation and Parks Advisory Board Meeting  
July 26, 2006**

Approved Minutes

**Members Present:** Chairman Tom Ronaghan, Judy Baker, Tom Hersh, Jody Ledford, Kevin Null, Sue Podobnik, Jim Rodriguez

**Members Excused:** Gary Davis, Vince DePalmer, Earl Hersh, Art Nelligan

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

**Department Staff Present:** Barbara Lages, Bill Schaefer

**Guests:** Kip Barkley, President, North Carroll Recreation Council

The Recreation and Parks Advisory Board met on July 26, 2006, at Bear Branch Nature Center. The meeting was called to order at 7:30 p.m. by Chairman Tom Ronaghan.

**APPROVAL OF MINUTES:**

The Minutes for May and June were unanimously approved with a motion from Judy Baker and seconded by Kevin Null.

**UPDATES/ISSUES:**

Jeff Degitz provided the following updates:

**July - National Recreation and Parks Month** – Participants in the Therapeutic Recreation summer camp program presented hats to the County Commissioners that they had decorated. A large calendar of recreation activities and events is also posted in the lobby of the County Office Building.

**Concert Series** – The July Month of Sundays Concert Series held at Westminster City Park is sponsored by a 3-way partnership with the Human Services Program, the City of Westminster, and the Department of Recreation and Parks. These three agencies divide the cost of the series which has an approximate budget of \$10,000. The Department's share comes from monies generated from amusement park ticket sales. Last year our sales were down and Westminster Area Recreation Council stepped in and paid what we couldn't. The ticket sales are expected to be low again this year. The free concerts, held every Sunday evening in July, attract between one and two thousand people.

**Krimgold Park** – A traffic study has been completed with a recommendation to do some lane refigurations on Route 26 and Woodbine Road.

**Leister Park** – SAC Review was held on August 28<sup>th</sup>, and is the last step before Planning Commission's review. It's doubtful that groundbreaking will take place this year.

**Deer Park** – The walking trail project is out to bid with an expected completion this fall.

**Freedom Park** – Additional playground equipment and, possibly, a climbing wall will be purchased and installed with funds awarded from a Community Parks and Playground grant.

**Public Meetings** – Public meetings recently held for Double Pipe Creek Park and Bark Hill Ballfields were well attended. Citizens attending the Double Pipe Creek Park meeting were very appreciative that a park is going to be developed at this site. Some traffic concerns were brought up by the community about the Bark Hill Ballfields project that will be looked into by staff.

**Program Open Space** – A recent press article reporting the County Commissioners' allocation of Program Open Space funds to the municipalities was reviewed. Since 1977, the Board of County Commissioners has elected to

allocate 25% of the County's annual Program Open Space funds for municipal projects. For Fiscal 2007, their allocation is \$909,951 that can be used for either development or acquisition projects. (See Addendum #1)

**Mid-Atlantic Clothing** – The Mid Atlantic Clothing Company in Owings Mills is working with local police and the DARE Program (Drug Abuse Resistance Education) by putting clothing recycling bins in parks. Funds from the clothing sales and recycling of materials will benefit the DARE Program. The Department agreed to try it on a limited basis at Sandymount and Freedom Parks. Collections are daily and it has been going well with the bins being used for their intended purpose. The program may expand to Cape Horn Park and other areas.

**Website** – The Department will be making some changes to our website and including as much information as possible, such as things to do, places to go, general information, and what's new. We will be able to direct the public to our site on our brochures and flyers. Bill Schaefer will be maintaining the website to keep it current.

**Customer Service Survey** – The Department is developing a customer service survey covering 3 areas - facilities, recreation councils, and the Community Recreation Program, with the goal of getting input on how we are doing and what can be improved.

**Community Recreation Program Guide** – The Fall Program Guide will be on the website August 11, in the Carroll County Times August 15, and in the libraries later that week. 30,000 copies are printed with all of the expenses covered by the program fees.

### CAPITAL COMMITTEE REPORT:

The Capital Budget Committee Report of July 12 was reviewed. (See Addendum #2) Recommendations were proposed for the Six-Year Community Investment Plan including moving up some projects because of full funding allocated from Program Open Space in Fiscal 2007, and submission of several land acquisition projects for future park development. Land Acquisition is proposed for the Finksburg/Gamber area in FY 09; Westminster and Silver Run in FY 12; and Woodbine in FY 08 to replace Salt Box Park if the Gillis Falls Reservoir is built. A motion was made by Judy Baker to approve the Capital Budget Committee Report, seconded by Sue Podobnik and unanimously approved.

### OTHER BUSINESS:

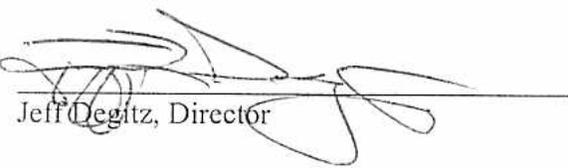
Barbara Lages reported that Eveline Shipley, the new Therapeutic Recreation Specialist, will be starting this week. She is a Certified TR Specialist and has been an active member of the Therapeutic Recreation Council since it started.

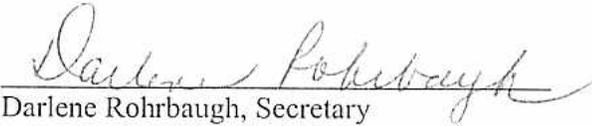
Chairman Ronaghan thanked staff for the parks tour on July 13th and how beneficial it is to be able to see the existing parks. He complimented staff on how nice all of the facilities looked.

Jim Rodriguez reported that he will be conducting a presentation on positive coaching during the Character Institute this Friday at Carroll Community College and asked if there would be time to notify the Recreation Councils. Mr. Degitz advised that he had received this information and forwarded it to the councils. He suggested that perhaps Jim could speak on this topic during an in-service training program for the recreation councils.

The meeting adjourned at 8:15 p.m. with a motion from Jody Ledford, seconded by Judy Baker.

Respectfully submitted,

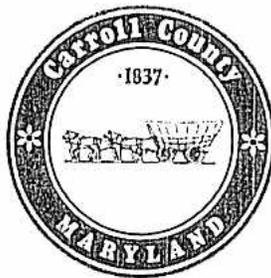
  
Jeff Degitz, Director

  
Darlene Rohrbaugh, Secretary

(Addendum 1)

Board of County Commissioners

Julia W. Gouge, President  
Dean L. Minnich, Vice President  
Perry L. Jones, Jr., Secretary



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Westminster, Maryland 21157  
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## News Release

*For more information, contact: Jeff R. Degitz,  
Director of Recreation & Parks, 410-386-2102*

### For Immediate Release

#### COUNTY COMMISSIONERS ALLOCATE PROGRAM OPEN SPACE FUNDS TO MUNICIPALITIES

Date – July 11, 2006.

The Board of County Commissioners has approved the use of \$909,951 of Carroll County's 2007 Program Open Space (POS) allocation for 15 municipal projects that will benefit the citizens of Hampstead, Manchester, Mount Airy, Sykesville, Taneytown and Westminster. POS funds are generated by a tax of ½ of 1% at the time of any real estate transaction in the State of Maryland and this dedicated tax is to be used for parkland acquisition or development. Funds are collected by the State and disbursed by the Department of Natural Resources to each Maryland county for their use.

Since 1977, Carroll County has elected to allocate 25% of each year's POS funds for municipal projects and the funds are administered by the Department of Recreation & Parks. While these funds may be used for up to 90% of the development costs, each POS development project also requires a 10% match of local funds and this total is split evenly between the municipalities and the County with each contributing 5%. This year's funds will be used towards the following projects:

Hampstead – Municipal Park Phase V (\$177,480), Oden Kemp Park (\$58,500)

Manchester – Christmas Tree Park Improvements (\$13,500), Pine Valley Park Pavilion (\$31,500)

Mount Airy – Summit Ridge Baseball field (\$16,200), Watkins Park Restroom (\$26,190),  
Wildwood Park Fence (\$10,800)

Sykesville – Warfield Commerce and Cultural Center Park (\$204,840)

Taneytown – Memorial Park Tennis Courts (\$105,300), Copperfield Playground (\$40,171),  
Property Acquisition (\$40,000)

Westminster – Skate Park Renovation (\$45,000), Fenby Farm Quarry/Lime Kiln Park (\$45,000), City Basketball  
Court Renovation (\$36,000), City Park Multipurpose Building (\$59,470)

ACCESSIBILITY NOTICE: The Americans With Disabilities Act applies to the Carroll County Government and its programs, services, activities, and facilities. If you have questions, suggestions, or complaints, please contact Jolene Sullivan, the Carroll County Government Americans With Disabilities Act Coordinator, 410-386-3600 or 1-888-302-8978, or TT (410) 848-9747. The mailing address is: 10 Distillery Drive, First Floor, Suite 101, Westminster, MD 21157.

## CARROLL COUNTY

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(Addendum 2)

**RECREATION AND PARKS ADVISORY BOARD  
CAPITAL COMMITTEE MEETING  
July 12, 2006 - 4:00 P.M.**

**Committee Members Present:** Judy Baker, Earl Hersh, Jody Ledford, Art Nelligan, Kevin Null, Tom Ronaghan

**Staff Present:** Jeff Degitz, Darlene Rohrbaugh

The Committee reviewed new project requests presented at the June 28<sup>th</sup> Board meeting and projects in the current Capital Improvement Program (2007-2012).

While the County received full funding from Program Open Space for FY 2007, there is no way of knowing if that will continue in the future. It is important, however, to be able to show that the County has projects planned if there is a need to lobby the State for funding. Mr. Degitz recommended a target range of \$2.5M - \$2.7M per year.

Land acquisition needs were discussed. If Gillis Falls Reservoir is built, Salt Box Park will need to be replaced; and, due to growth, there is a need for general parks in the Westminster, Finksburg/Gamber, and Silver Run areas.

Landon C. Burns Ballfield project currently in FY 09 was removed because of the new access road that is planned to the Ag Center.

Since FY 2010 is a heavy year and FY 2008 and 2009 are both light, the suggestion was made to move some of the projects now in 2010 to FY 08 and 09. Piney Run Nature Center Addition in FY10 may need revision to increase the amount requested.

The new requests of Bennett Cerf Drive Extended (Trail Project) and Sandymount Gym should be in later years since the Bennett Cerf project will need to tie in with the road construction project, and the gym because it is unknown what the plan is for this facility. Since West Carroll Park Development project currently has \$1,080,000 allocated in FY10, the new request of \$3,095,000 will be reduced by that amount to \$2,015,300 with recommended placement in FY09 for completion in two phases. West Carroll Park is considered to be more critical than the Little Pipe Creek Trail which can be placed in a later year.

Mr. Hersh expressed the need to consider, carefully, placing new projects ahead of existing projects in the plan as this has caused some problems in the past. Art Nelligan agreed, with the exception of the Dog Park since it's such a small request for a facility that is needed and would be used. Mr. Degitz pointed out that if the proposed site is approved, it couldn't be built until completion of the access road scheduled in FY13. If this site is not approved, another possibility is the location of the tennis courts in Bennett Cerf Park. The Dog Park could then be moved up to possibly FY08. The Westminster Community Pond Renovations project is currently in FY11 and has been in the CIP for awhile.

Mr. Hersh asked about the status of the cafeteria expansion project at Hashawha. Mr. Degitz reported that it is on hold until the kitchen project is completed to determine how much money is available.

Recommendations were proposed as follows for the Fiscal 2008-2013 Six-Year Plan.

➤ **FY 08**

Community Self-Help Projects  
Park Restoration Fund  
Tot Lot Replacement  
Town Fund

**Move the following projects from FY 10:**

Freedom Park Shelters  
Middlebrooke Trail  
Piney Run/Bennett Cerf Parks Tennis Court Resurfacing  
Piney Run Nature Center Addition (work with Building Construction to increase the amount)

**Move the following projects from FY 11:**

Deer Park Practice Field  
Westminster Community Pond Renovations (change amount from \$396,000 to \$392,325)

**New Requests :**

Double Pipe Creek Park

➤ **FY 09**

Community Self-Help Projects  
Park Restoration Fund  
Town Fund

**New Requests:**

West Carroll Park Development Phase I

➤ **FY 10**

Community Self-Help Projects  
Park Restoration Fund  
Parking Lot Construction  
Town Fund  
West Carroll Park Development Phase II

**New Requests**

Little Pipe Creek Trail

➤ **FY 11**

Community Self-Help Projects  
Piney Run Paving  
Town Fund

**New requests**

Sandymount Gym  
Bennett Cerf Park Revitalization

- FY 12
  - Community Self-Help Projects
  - Park Restoration Fund
  - Tot Lot Replacement
  - Town Fund

- FY 13
  - Community Self-Help Projects
  - Town Fund

**New Requests**

Bennett Cerf Park Trail

Dog Park (depending on location, could be moved to FY08 replacing Bennett Cerf tennis court paving)

Mr. Degitz will look at placing some funds for acquisitions of land for new community parks in the Westminster, Finksburg/Gamber and Silver Run areas in the outer years of the CIP.

Attached is a breakdown by fiscal year summarizing the proposed recommendations, including land acquisition projects.

Respectfully submitted,



Darlene Rohrbaugh, Secretary  
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COMMUNITY INVESTMENT PLAN FOR  
FISCAL YEARS 2008-2013

Recommendations by Rec & Parks Adv.Bd.  
12-Jul-06

Fiscal Year

	2008	2009	2010	2011	2012	2013
CULTURE AND RECREATION:						
Community Self-Help Projects	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000
Bennett Cerf Park Revitalization	0	0	0	130,700	0	0
Bennett Cerf Park Trail	110,000	0	0	0	0	1,168,200
Deer Park Practice Field	0	0	0	0	0	0
Dog Park	0	0	0	0	0	55,000
Double Pipe Creek Park	100,000	0	0	0	0	0
Finksburg/Gamber Community Park Acq.	0	1,000,000	0	0	0	0
Freedom Park Shelters/Play Equipment	62,000	0	0	0	0	0
Little Pipe Creek Trail	0	0	2,194,500	0	0	0
Middlebrooke Trail	130,000	0	0	0	0	0
Park Restoration Fund	68,000	71,000	74,000	0	80,000	0
Parking Lot Construction	0	0	240,000	0	0	0
Parkland Acquisition (POS) County	0	0	0	0	0	0
Parkland Development (POS) County	0	0	0	0	0	0
Piney Run Nature Center Additions	91,000	0	0	0	0	0
Piney Run Park Paving	0	0	0	312,000	0	0
Piney Run/Bennett Cerf Parks Tennis Court Resurfacing	97,000	0	0	0	0	0
Sandyamount Gym	0	0	0	1,638,300	0	0
Silver Run Community Park Acquisition	0	0	0	0	700,000	0
Tot Lot Replacement	45,000	0	0	0	124,000	0
Town Fund	19,200	19,200	19,200	19,200	19,200	19,200
West Carroll Park	0	2,015,300	1,080,000	0	0	0
Westminster Community Park Acquisition	0	0	0	0	1,300,000	0
Westminster Community Pond Renovations	392,325	0	0	0	0	0
Woodbine Community Park Acquisition	1,000,000	0	0	0	0	0
<b>CULTURE AND RECREATION TOTAL</b>	<b>\$2,194,525</b>	<b>\$3,185,500</b>	<b>\$3,687,700</b>	<b>\$3,180,200</b>	<b>\$2,303,200</b>	<b>\$1,322,400</b>

SOURCES OF FUNDING:

Transfer from General Fund						
Property Tax						
Impact Fee - Parks						
Reallocated Impact Fee - Parks						
POS - Land Acquisition						
POS - Park Development						
<b>CULTURE AND RECREATION TOTAL</b>						