

**Recreation and Parks Advisory Board Meeting
February 27, 2008**

Unapproved Minutes

Members Present: Jody Ledford, Chair, Gary Davis, Colin Furneaux, Kevin Null, Hernán Padilla, Sue Podobnik, Jim Rodriguez, Tom Ronaghan, Bobbi Tucker,

Members Excused: Tom Hersh

Members Absent: Vince DePalmer

Staff Present: Sandy Buterbaugh, Bruce Dutterer, Abby Gruber, Barbara Lages

Guests Present: Robin Hooper, Carroll County Department of Management & Budget; Recreation Council representatives: Ed Beane, Winfield; Cathy Phillips, Linda DiNenno, Westminster Area; Joe Zentgraf, Linda and Larry Balens, Equestrian; David Kipe, David Sperlein, Jeffrey Howard, Lester Grogg, North Carroll; Sandy Oxx, Arts Council; Peggie Moran, Charles Carroll.

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on February 27, 2008 in the Public Meeting Room of the County Office Building. The meeting was called to order at 7:30 p.m. by Chairperson Jody Ledford.

Chairperson Ledford introduced Ms. Bobbi Tucker, recently appointed to the Advisory Board. Ms. Tucker resides in the Eldersburg/Sykesville area and has been involved with recreation programs for many years beginning in Woodlawn and currently with Liberty High School Boosters.

APPROVAL OF MINUTES:

The Minutes of the October 26 meeting were unanimously approved with a motion by Sue Podobnik, second by Gary Davis.

DIRECTOR'S REPORT:

- **Administrative Office Moving** – The Department's Administrative Office will be moving to the Robert Moton Center, 300 S. Center Street, Westminster, on March 7.
- **Instructors' Insurance** – Director Jeff Degitz thanked Abby Gruber, Bureau Chief of Recreation, for her hard work in resolving the insurance issue for recreation council instructors. Only 10-15 instructors will need to be hired as contractual County employees.
- **Winter Projects Update** –
 - Westminster Community Pond* – Phase I has been completed with a new pavilion, playground and mini-pavilions. Phase II will include pond and entrance road.
 - Double Pipe Creek Park* – A pavilion, playground, mini-pavilions and water access have been completed; a State Waterways Improvement Grant was awarded for water trail signage. Dedication is planned in early spring.
 - Hashawha* – Staff are in the process of constructing the greenhouse.

Old New Windsor Middle School Renovations – Will be renovated into the CC Public Library Headquarters and the cafeteria will be used as a community room that will be scheduled by the Department of Recreation & Parks for programs and meetings.

Spring Community Recreation Program Guide – Over 300 programs are offered including the introduction of Piney Run and Bear Branch Nature Center programs. The Spring Guide has received the highest number of registrations since the beginning of this program.

- **Other Announcements**

Maple Sugar'n Festival will be held Sunday, March 2, 10:30-4:00, at Hashawha.

Carroll County Chocolatefest, hosted by Freedom Area Recreation Council's Freedom Fitness and the Freedom Area Lioness, will be held March 15, 4-7 pm, at Century High School.

SELF-HELP PROJECT REQUESTS:

- **Arts Council** – Sandy Oxx, Director, presented a request to purchase and install a tankless water heater and new faucet in the kitchen of the Carroll Arts Center. The original hot water device never worked properly and a higher arching faucet is needed for large containers used for camp programs, receptions, etc. The equipment requested was determined by a licensed plumber. Total project cost: \$1,195; County funds - \$896; Council funds - \$299.
- **Charles Carroll Recreation Council** – Peggy Moran requested bleachers for the lower field and ball diamond mix to enhance the 2 baseball fields at Charles Carroll Elementary School. Bleachers would provide seating for parents as no other seating is available. Ball diamond mix would repair infields, pitcher's mound and home plate. Total project cost: \$2,100; County funds - \$1,610; Council funds - \$490 and 20 volunteer hours.
- **Equestrian Council** – Larry Balens presented a request for additional sand footing to the existing riding ring at the Carroll County Equestrian Center to maintain the riding surface due to normal use and wear and reduce dusty conditions. This process of routine maintenance will be needed every 7-10 years. Mr. Balens explained that a large portion of the cost is hauling charges. The last time sand was purchased, it was hauled by County trucks for considerably less. Total project cost: \$12,900; County funds - \$9,742; Council funds - \$3,158 and 38 volunteer hours.
- **North Carroll Recreation Council** – Jeff Sperlein presented 5 project requests for improvements to ballfields used by the recreation council's Manchester Baseball program. Listed in priority order, the projects include:
 1. Sod, ball diamond mix and storage box for Field D at Christmas Tree Park. Project cost: \$3,570; County funds - \$2,748; Council funds - \$822 and 40 volunteer hours.
 2. Ball diamond mix and storage box for Field C, Christmas Tree Park. Project cost: \$2,844; County funds - \$2,203; Council funds - \$641/40 volunteer hours.
 3. Ball diamond mix and storage box for North Carroll Middle School fields. Project cost: \$1,572; County funds - \$1,249; Council funds - \$323/40 volunteer hours.
 4. Ball diamond mix and storage box for Field A, Christmas Tree Park. Project cost: \$2,844; County funds - \$2,273; Council funds - \$571/80 volunteer hours.
 5. Lime for Fields C & D, Christmas Tree Park; front field at North Carroll Middle School; and Fields A, B & C fields at Manchester Elementary. Project cost: \$370; County funds - \$304;

Council funds - \$66/15 volunteer hours.

- **North Carroll Recreation Council** – David Kipe, Hot Shots Fastpitch Softball, requested ballfield mix and an infield groomer for 3 fields at Hampstead Elementary School. Project cost: \$4,723; County funds - \$3,654; Council funds - \$1,069 and 64 volunteer hours.
- **Piney Run Recreation & Conservation Council** – Sandy Buterbaugh, Piney Run Park Supervisor, presented a request to construct a footbridge on the Lake Trail to enhance the quality and safety of the trail for park patrons. Park staff built an overlook on the trail just below pavilion #1. The 90’ footbridge would be located where trail users enter the Lake Trail from the lake front and will be constructed by staff and volunteers. Project cost: \$4,000; County funds - \$3,140; Council funds - \$860 and 80 volunteer hours.
- **Taneytown Athletic Association** – No representative in attendance to make presentation to the Board.
- **Westminster Area Recreation Council** – Project withdrawn by Westminster Optimist Football Program for irrigation system.
- **Westminster Area Recreation Council** – Cathy Phillips and Linda DiNenno, Carroll Gymnastics, presented a request for improvement of gymnastics equipment for the Carroll Gymnastics Center located at Four Seasons Sports Complex in Hampstead where the program has rented space for the past two years. The program has grown to 450 children and adults, and is the only gymnastics facility in the County. New equipment is needed to assure safety of the gymnasts and to replace damaged and worn out equipment. The first priority is replacement of the carpet and foam. Project cost: \$12,802; County funds - \$9,602; Council funds - \$3,200.
- **Winfield Recreation Council** – Ed Beane presented two requests in priority order:
 1. Field improvements at Mayeski Park softball and baseball fields to provide safer environment for players. Project cost: \$6,885; County funds - \$5,021; Council funds - \$1,864 and 96 volunteer hours.
 2. Replace (4) basketball backboards at South Carroll High School with glass to allow recreation basketball the ability to hold two games in the gym. This request was brought to the recreation council by the school. Mr. Beane reported that the recreation council’s use of the gym November – March is 37% and school use is 63%. Project cost: \$3,630; County funds - \$2,722; Council funds - \$908.

Discussion followed on the ballfield mix requests. Ms. Podobnick asked the reason for differences in the cost of the mix requested. It was explained that there are different types of mix preferred by different groups. Mr. Null suggested a rotating plan for preventive maintenance as a way to help councils avoid some of these requests every year. The same thing happens in the fall for soccer fields. Ms. Podobnik was concerned that this may take funds away from the Self-Help program. Ms. Ledford suggested considering setting aside a portion of Self-Help funds for regular ballfield maintenance so fields are maintained to a certain standard. Mr. Degitz stated that the Department handles park restoration projects at facilities similarly and this could be something to work toward for ballfields. It would save money in the long run.

COMMITTEES:

Mr. Degitz proposed the formation of two new committees: Scheduling of Facilities and Trails Planning. The Department has had a long standing policy for scheduling with first priority to recreation

councils and second priority to outside groups. County facilities are scheduled by the Recreation & Parks Department and schools and towns schedule their own facilities. There are independent groups that have decided not to join a recreation council and Mr. Degitz feels that this issue needs to be addressed. Jim Rodriguez, Gary Davis, Tom Ronaghan, Sue Podobnik and Hernán Padilla will serve on the Scheduling of Facilities' Committee.

Trails Planning – Mr. Degitz is looking for input from the Board on types of trails, funding sources, etc., as the staff works on developing trails. Colin Furneau and Hernán Padilla volunteered to serve on this committee.

Both committees are not expected to be ongoing, just for a few months. Any other members interested in serving on either committee should contact Darlene Rohrbaugh.

NOMINATING COMMITTEE:

Tom Ronaghan nominated Gary Davis for Vice Chair and seconded by Jim Rodriguez. The motion was unanimously accepted.

On a motion by Kevin Null, seconded by Tom Ronaghan, the meeting adjourned at 9 p.m.

The meeting adjourned at 2:30 p.m.

Respectfully submitted,

Jeff Degitz, Director

Darlene Rohrbaugh, Secretary