

**Recreation and Parks Advisory Board Meeting  
October 22, 2008**

**Approved Minutes**

**Members Present:** Sue Podobnik, Chairperson, Vince DePalmer, Colin Furneaux, Kevin Null, Jim Rodriguez, Tom Ronaghan

**Members Excused:** Gary Davis, Jody Ledford, Hernan Padilla, Bobbi Tucker

**Members Absent:** Tom Hersh

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

**Staff Present:** Melissa Boyle, Sandy Buterbaugh, Bruce Dutterer, Barbara Lages, Matt Purkins, Brad Rogers

**Guest:** Heidi Pepin, Budget Analyst, Department of Management & Budget

Chairperson Podobnik opened the meeting of the Recreation and Parks Advisory Board at 1:30 p.m. The meeting was held in the newly constructed yurt building located in Piney Run Park.

**APPROVAL OF MINUTES:**

The September Minutes were unanimously approved as written with a motion by Tom Ronaghan and second by Kevin Null.

**DIRECTOR'S REPORT:**

- Mr. Degitz introduced Heidi Pepin, Budget Analyst with the Department of Management & Budget, who oversees the Recreation & Parks' operating and capital budgets.
- Brad Rogers was recognized for his cost saving efforts and hard work in the construction of the yurt building. The original capital project was to add 800 square feet to the existing nature center to serve as an auxiliary classroom, at an estimated cost of \$200,000. Only \$110,000 was budgeted, so Brad researched other options and found that a 30 ft. Yurt building (780 square feet) with a deck and electric could be purchased and completed in-house for much less. Brad and staff from Piney Run, Hashawha and Facilities were able to complete this project in early September at a total cost of \$35,000 and 100 man days. A small information board explaining the facility is planned for outside the building. It has already been rented quite a bit. The Board thanked Brad for a job well done and for saving the County so much money for this beautiful and unique facility.
- Online Registration Program – The ITS Department has developed an online registration program with credit card payments. The new program will be launched in November and will be available for the public's use to register for programs in the Spring Program Guide.
- Bark Hill Ballfields – Final approval has been received from Planning Commission; however, there are not enough funds to complete the project. A transfer from the Gillis Falls Park project will be requested since that project is on hold. Transfers to other park projects from the Gillis Falls project may be requested as well and if the reservoir is ever built, we will submit a new request for Gillis Falls Park development.
- Staff attended the National Recreation & Park Association Congress held in Baltimore this year. Over 8,000 professionals attended from the entire country. Staff attended sessions on Seasonal Employees, Staff Training, Incorporating Green into Agencies, How to Raise Prices Without Making People Mad, Volunteer Liability, Evaluating Web Site Use and Field Maintenance.

- Fee schedules are reviewed every three years and will be done again this fall. New fees will be proposed for Sports Complex, Hashawha, Piney Run and Hap Baker Firearms Facility with minimal increases.
- Met with Random House to address some property line issues and also to discuss possibility of using some of their property for a trail leading into Westminster.
- Westminster Community Pond renovations are planned this winter including pond renovations, connection of island to mainland, removal of old pavilion and installation of bank shot basketball.
- South Carroll Senior & Community Center construction is underway. This facility, located on Mineral Hill Road, will include indoor space that can be used for classes and meetings as well as a middle school sized gym. The Department will have a staff position at this facility.
- Annual Volunteer of the Year event to honor outstanding volunteers with each Recreation Council will be held November 5, 7:30 p.m., at the Robert Moton Center gymnasium. Mr. Stan Chase and Mr. Sydney Sheppard who were basketball coaches at the Robert Moton High School (now the Robert Moton Center) will also be honored.

**COMMITTEE REPORT – SELF HELP PROJECTS:**

Minutes of the October 2<sup>nd</sup> Capital Budget Committee were reviewed (see Addendum). Mr. DePalmer expressed difficulty in determining recommendations because all of the Self-Help requests are needed; however, there is only a limited amount of money available. The requests totaled \$107,605 but only \$73,750 County funds available. Mr. Ronaghan motioned to accept the Committee's recommendations, seconded by Mr. DePalmer and unanimously accepted. The Board's recommendations will go before the County Commissioners for concurrence. It is unlikely that Self-Help requests will be heard in February unless some monies become available from completed projects.

**RECOGNITION OF BOARD MEMBERS:**

Chairperson Podobnik presented plaques to Vince DePalmer and Kevin Null in recognition of their years of service on the Recreation & Parks Advisory Board. She thanked them for their input and working through the issues over the years.

Mr. Degitz expressed appreciation for their service and efforts. He has worked with both gentlemen for many years; Mr. Null with New Windsor Recreation Council and as one of the founding members of the Carroll Association of Recreation Councils (CARC) and Mr. DePalmer, the founder of North Carroll Recreation Council.

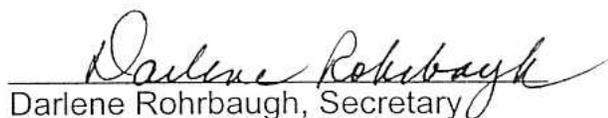
**OTHER BUSINESS:**

Mr. Furneaux suggested putting something in the press to inform the citizens about the yurt, its uniqueness and the cost savings to the County. Mr. Rogers reported that during the recent tree planting at Piney Run, Commissioners Gouge and Zimmer had the opportunity to see the yurt and Commissioner Gouge mentioned broadcasting her television show from there, which would get the word out about the facility.

Mr. DePalmer motioned to adjourn the meeting at 2:15 p.m., seconded by Mr. Null.

Respectfully submitted,

  
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 Jeff R. Degitz, Director

  
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 Darlene Rohrbaugh, Secretary

RECREATION AND PARKS ADVISORY BOARD  
CAPITAL BUDGET COMMITTEE MEETING

(Addendum)

October 2, 2008

Members Present: Sue Podobnik, Tom Ronaghan, Jody Ledford, Vince DePalmer, Gary Davis,  
 Staff Present: Jeff Degitz

The Capital Budget Committee met on October 2, 2008 at 4:00 p.m., to review and determine recommendations for funding Self-Help project requests presented at the September 24th Advisory Board meeting. The County's available funds are \$73,750 and requests total \$107,605.

The City of Taneytown's request was not considered because a representative did not attend the meeting to make a presentation.

The following projects were recommended for funding by the Committee:

	<u>COUNTY FUNDS</u>
➤ <i>Equestrian Council</i> – fund surface upgrades, as requested, for both show rings 1 and 2 at the Equestrian Center to improve safety and remain competitive with other facilities. The Department will look into the possibility of the County hauling the sand.	\$9,825
➤ <i>Charles Carroll Recreation Council</i> – fund concrete for pavilion floor located at Cherrytown Road Ballfield.	3,263
➤ <i>Piney Run Council</i> – fund single-table picnic pavilion for Piney Run Park, as requested to benefit park visitors that do not have reservations for the large pavilions.	5,315
➤ <i>Westminster Area Recreation Council</i> – fund \$10,000 of their \$15,392 request for Landon C. Burns Park ballfield conversion. The Council only got one quote and the Committee felt that the project could be done for less money.	10,000
➤ <i>West Carroll Recreation Council</i> – fund priorities #1 – #5 and #7 which would cover all of the ballfield mix and a portion of the field conditioner.	
#1 – FSK High School infield conditioner field 1	2,115
#2 – Ball diamond mix Union Bridge fields	3,705
#3 – Ball diamond mix New Windsor Lions Club field	1,852
#4 – Ball diamond mix Seibel fields	2,805
#5 – FSK High School infield conditioner field 2	2,115
#7 – Conditioner New Windsor Lions Club field	4,177
➤ <i>Freedom Area Recreation Council</i> – fund concession/storage shed project and all ballfield mix projects as requested.	
Concession/storage shed	3,975
Ballfield Mix:	
Eldersburg Elementary field	5,591
Freedom Park (4 baseball fields)	3,675
Freedom Park (2 softball fields)	1,864
Carrolltowne Elementary field	446
➤ <i>Winfield Recreation Council</i> – fund replacement backstop fencing at Mayeski Park and lower field improvements at Linton Springs Elementary	6,798
<b>Total:</b>	<b>\$72,167</b>

The following projects were not recommended for funding:

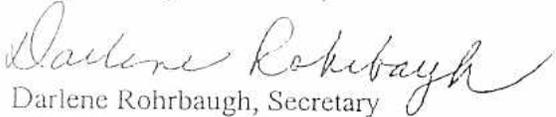
- *Charles Carroll Recreation Council* – Sign for Sports Complex. The project is not the top priority and the existing Sports Complex sign could be used to advertise Council programs.
- *West Carroll Recreation Council* – Priorities #6 and #8 - Infield conditioner for Union Bridge fields and Seibel fields
- *Winfield Recreation Council* – Dugouts for Century High School because of limited use and the school was not contacted about contributing to the project.

Because of the increasing requests for ball field mix every year, the Committee suggests establishing a rotating schedule for all the ballfields and to look into the possibility of the Roads Department hauling the mix.

Tom Ronaghan motioned to accept the Committee recommendations, seconded by Gary Davis, and unanimously approved.

The Committee's recommendations will be presented to the full Advisory Board on October 22. The Board's recommendations will then go to the County Commissioners for final approval.

Respectfully submitted,



Darlene Rohrbaugh, Secretary

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