

**Recreation and Parks Advisory Board Meeting
February 23, 2011**

Approved Minutes

Members Present: Samuel Case, Joe Cook, Colin Furneaux, Brad Knatz, Lewis Baylor and Walter Schemm

Members Excused: Gary Davis, Jim Rodriguez, Bobbi Tucker and Sarah Hund- Brown

Members Absent: Hernan Padilla

Staff Present: Sandy Buterbaugh, Bruce Dutterer, Abby Gruber, Brad Rogers, Jolene Sullivan and Chelcee Loar

Guests Present: Peter Berggren, Laurie Brewer, Jason Nightingaw, Sandy Oxx, Darlene Sadowski, Chris Henneman, Greg Knill, Laurie Voytek and Tyler Elliott

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on February 23, 2011 in the Public Meeting Room of the County Office Building. The meeting was called to order at 7:30 p.m. by Chairperson Colin Furneaux.

Chairperson Furneaux introduced Mr. Lewis Baylor, Walter Schemm Jr., and Sarah Hund- Brown who were recently appointed to the Advisory Board. Mr. Baylor and Mr. Schemm both shared their background and interest in being involved with the Recreation and Parks Advisory Board. Ms. Sarah Hund-Brown was unable to attend due to illness. The current members shared their names and background information with the new board members as well.

APPROVAL OF MINUTES:

The Minutes of the October 27 meeting were not reviewed & approved as the Board was not quorum.

DIRECTOR'S REPORT:

- **Springfield Hospital Ball Field Lease** – A meeting was held on February 23 with representatives from Freedom Area Recreation Council and Paula Langmead to clarify eligible uses of the grounds. The purpose is to add fields to what is already available in the Freedom Area. An MOU that addressed these issues were presented for review and signature.
- **Trail Connection** – A meeting was held with Jeff Degitz, Bruce Dutterer and State Highway Administration staff to discuss grant eligibility for a trail connection from Hahn Rd and Route 27 intersection to Railroad Avenue in Westminster. We are currently in the process of pursuing funding through the Fund 88 Bicycle Retrofit Program. Funding for the first leg of the trail in Bennett Cerf Park is in the recommended CIP for fiscal year 2012.
- **40th Anniversary Events Update** – Winning photos from our monthly photo contest are continually being put on the main page of the Recreation and Parks website. March's photo will feature senior citizens from their Seniors in Action trip laying wreaths at Arlington Cemetery. April's entries which are due to the office by March 15 will be highlighting efforts of volunteers.

There will be a fundraising night at the Greene Turtle in July for Recreation and Parks month. Ten percent of the proceeds will help fund park projects. Friday, October 7th will be the Volunteer of the Year Event where all the Advisory Board Members and volunteers from the last forty years will be recognized. Saturday, October 8th will be the crab feast at Freedom Optimist Hall where all past directors will be invited to attend.

- **Strategic Plan Update-** We will review initiatives and give status updates at the March Meeting.
- **Upcoming Events-**
 - Sunday, March 6- Maple Sugarin' Festival at Hashawha, 10:30am-4:00pm
 - Saturday, March 26- Early Bird Fishing Tournament at Piney Run, 5am-11am
 - Saturday, April 23- March for Parks event at Farm Museum and 5K run at Piney Run, 9am
- **County Reorganization-** The Board of County Commissioners have reorganized and condensed from fourteen departments to eight. Recreation and Parks is now part of the Department of Citizen Services. Jolene Sullivan was introduced as the director, and she shared how well Citizen Services and Recreation and Parks have worked together in the past, and looks forward to being involved in the future.

SELF-HELP PROJECT REQUESTS:

- **Charles Carroll Recreation Council** – Darlene Sadowski who spoke on Talara Kumrow's behalf requested a bleacher that is 4 rows and a 21' low rise that will be used on Cherrytown Road field. Due to safety reasons and the age and condition of the prior wooden bleachers, they were removed last year. It was the only seating available for spectators to watch games. The proposed bleachers will seat approximately 40 people. Darlene also requested twelve 6 seater insta-benches. Currently, the soccer teams at the Sports Complex have to sit on the ground because they do not have seating. These benches fold up and can be put in the storage shed or even transported to away games. Both requests will help to provide a safe and friendly environment that will attract families each year. Total project cost: \$2731.00; County funds - \$2,047.00; Council funds - \$684
- **Arts Council** – Sandy Oxx, Director, presented a request to add an 18' X 7' space in front the four existing closet doors at the Carroll Arts Center. The Arts Center has limited storage space, and by adding this, it will create not only storage space, but a blank "wall" that is suitable for displaying art. Professional estimates have been received by two Carroll County authorized general contractors. Total project cost: \$3,975.00; County funds - \$2,981.00; Council funds - \$994.00.
- **Piney Run Recreation & Conservation Council** – Laurie Voytek presented a request to renovate the Nature Center kitchen. This renovation would improve storage, cooking & baking capabilities for programs and festivals. They are currently facing issues due to the condition of the kitchen at this time. Project cost: \$5,850.00; County funds - \$4,737.00; Council funds - \$1,113.00 and 200 volunteer hours.
- **Westminster Area Recreation Council** – Greg Knill with Westminster Rockets Fast pitch Softball spoke on Laurie Brewer's behalf regarding the field surface at Cranberry Station Elementary School. Greg is requesting a drainage system to be installed at the base of the hill above the field to control the amount of water that crosses the field. Resurfacing of the field is also part of the request and will include 4 inches of old dirt to be removed and new dirt to be laid. A weed control system will be installed and sod will then be laid to reduce the size of the game surface. The third part of the renovation includes a concrete pad to be installed behind the backstop for the stands to rest on. These fields are used by multiple teams primarily April- July. There is some use by Winters Mill High School as well. These renovations will allow for more and safer use by recreation programs in the community. Greg Knill stated that the Board of Education has promised to contribute around \$1800.00

to help with the renovation costs. Project cost: \$4,000.00; County funds - \$3088.00; Council funds - \$912.00 and 50 volunteer hours.

- **North Carroll Recreation Council** – Tyler Elliott presented a project request for improvements to the ball fields at Christmas Tree Park which is used by the recreation council’s Manchester Baseball program. The current conditions of the field have caused many games to be canceled according to Mr. Elliott. About nine pallets of sod, sod tracks, and fertilizer are being requested for Fields C and D to help prevent water runoff and rainouts. Having sod in the infield will save money in the long run and it will slow the speed of batted baseballs which creates a safer atmosphere for the players. Project cost: \$5,000.00; County funds - \$4,100.00; Council funds - \$900.00 and 200 volunteer hours.
- **Westminster Area Recreation Council** – Chris Henneman with Westminster Optimist Little League presented two requests:
 1. Install electrical outlets behind the pitchers mounds for pitching machines at Kate Wagner Field. Currently, they are running an extension cord and laying rocks on the cord to hide it which is a safety issue. Project cost: \$2,000.00; County funds - \$1,692.00; Council funds - \$308.00 and 110 volunteer hours.
 2. Infield and Outfield Improvements at Bennett Cerf Park including removing and replacing the sod, and adding dirt where needed. The field faces safety problems as there are ruts and areas that have sunk in the infield. Project cost: \$4,500.00; County funds - \$3,812.00; Council funds - \$688.00 and 250 volunteer hours.
- **Westminster Area Recreation Council** – Project withdrawn by Chris Henneman- Westminster Optimist Little League for building a raised deck off of the existing building at Bennett Cerf Park.
- **Winfield Recreation Council** – Peter Berggren presented three requests for Mayeski Park in priority order:
 1. Improvements on Field # 4 at Mayeski Park include raising the grade of the field and provide positive drainage to create a safer and dryer playing surface. This field is in the worst condition compared to the other two requests. Heavy use is wearing out the field; aerating, over seeding and replacing dirt will improve these conditions. Project cost: \$2,770.00; County funds - \$2,340.00; Council funds - \$430.00 and 150 volunteer hours.
 2. Field # 6 is also in need of raising the grade of the field for positive drainage. Outfield needs to be aerated and over seeded to provide a safer and softer playing surface. Project cost: \$2,192.00; County funds - \$1,835.00; Council funds - \$355.00 and 110 volunteer hours.
 3. Field # 5 is in need of removing grown in baselines, new ball diamond mix and grade out low spots. Again, these changes will provide a safer playing area. Project cost: \$2,190.00; County funds - \$1,835.00; Council funds - \$355.00 and 110 volunteer hours.

Discussion followed on the ballfield mix requests. Mr. Walter Schemm asked the reason why the County cannot have one contract for ball field mix to save on money. It was explained that there are different types of mixes preferred by user groups, as all fields drain differently with different weather conditions.

Operating and Capital Budget Update:

Mr. Degitz explained that the Commissioners are facing challenges as they continue to look at the budget. The operating budget at this point looks similar to last year’s. The Commissioners will be reviewing all open capital projects to see how much money is actually being committed. Program Open Space and impact fees will cover a lot of Recreation and Parks projects and that money can only be used for parks. There are some projects that are using local tax money and they are more vulnerable. Jeff

Degitz is providing that information to the Department of Management and Budget and it will be reviewed with the Commissioners in the coming weeks.

Members Comments:

Colin Furneaux wanted to thank each of the Recreation Councils for their time and effort.

On a motion by Brad Knatz, seconded by Sam Case, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Chelcee M. Loar

Chelcee M. Loar, Secretary