

**Recreation and Parks Advisory Board Meeting
Hashawha Environmental Center
March 23, 2011**

Approved Minutes

Members Present: Sam Case, Joe Cook, Colin Furneaux, Brad Knatz, Lewis Baylor, Sarah Hund-Brown and Walter Schemm Jr.

Members Excused: Jim Rodriguez and Bobbi Tucker

Members Absent: Hernan Padilla and Gary Davis

Ex-Officio Member Present: Jeff Degitz

Staff Present: Matt Purkins, Brad Rogers, Bruce Dutterer, and Chelcee Loar

Mr. Furneaux called the meeting to order at 1:25pm and welcomed Sarah Hund-Brown to the Advisory Board.

Mr. Furneaux wanted to thank Hashawha and kitchen staff from everyone on the Advisory Board for providing the location and food for the meeting.

Approval of Minutes:

The October 27, 2010 minutes were unanimously approved as written with a motion by Sam Case and seconded by Joe Cook.

The February 23, 2011 minutes were unanimously approved as written with a motion by Brad Knatz and seconded by Sam Case.

Self-Help Projects:

There was enough funding in the account to approve all of the self-help projects. The board was all in favor of the requests. Mr. Sam Case motioned to approve and Mr. Joe Cook seconded the motion.

Nomination for Chair-Elect:

Mr. Sam Case requested the Recreation and Parks Advisory Board By-Laws regarding the definition of a quorum to see if the nominations for Chair- Elect could take place. Due to the nominating committee being short of members, the nomination was opened up to the board by Mr. Case. Joe Cook nominated Sam Case to the position of Chair-Elect and Brad Knatz seconded the motion. Mr. Sam Case accepted the nomination. The Board

voted unanimously to accept the nomination of Mr. Case as Chair-Elect. Brad Knatz will step into the Chair position at the May meeting.

Director's Report:

Budget Update- Jeff Degitz is scheduled to meet with the Commissioners on Tuesday, March 29 at 1:30pm regarding the operating budget. There is currently no new information regarding the capital budget.

March for Parks- There will be two events on April 23 at 9am. There will be a one (1) mile walk at the Farm Museum and a 5K run/walk at Piney Run Park. There is a \$20.00 registration fee and registrants are encouraged to recruit sponsors to multiply donation efforts. Brad Rogers stated that this will also include a Kids Fun Run after the 5K race where prizes will be given. The funds raised will support park and trail improvements. Board members are encouraged to participate as walkers or sponsors.

Park Legacy Fund- The Recreation and Parks gifts catalog is being revised to become the Park Legacy Fund. Funds that are generated from March for Parks will be deposited into this account. This will gradually be rolling out to the public as part of the 40th anniversary efforts.

CARC/ Friends of Carroll Recreation & Parks- The Carroll Association of Recreation Councils have voted to change its name to the Friends of Carroll Recreation & Parks. They have also approved some minor changes to their by-laws to make their organization more representative of both recreation councils and major park facilities such as Piney Run, Hashawha, Sports Complex and Farm Museum. CARC has a 501c3 status with the IRS and paperwork is being submitted to reflect the name change.

Paving Project Underway at Piney Run- The nature center loop is now complete except for the striping. Next is the main park loop road.

Early Bird Fishing Tournament- The tournament was canceled due to low registration. The park "in season" begins Friday, April 1st with hours 7am-sunset, 7 days a week.

Westminster Community Trail Update- Approval was received from the State Highway Administration to assist with the concept development for phase two of the trail project from Hahn Road to Carroll County Times on Route 27. Contacting several local businesses to consider donating easements or land to extend the length of the trail and connect to other county owned parcels is a possibility that is being looked into.

Mr. Lewis Baylor raised questionable concern about the safety of having the trail close to the road. Mr. Degitz explained that shouldn't be an issue, as the trail will be far enough away from the road, the speed limit drops in that crossing location in town

and there will be a sign warning drivers that they are about to approach a pedestrian crossing.

Mr. Furneaux brought up the issue of a pedestrian controlled crossing. Mr. Degitz explained that it is under the jurisdiction of the state. The State Highway Administration will determine how it works.

Mr. Furneaux would like staff to speak with the State Highway Administration regarding the pedestrian crossing.

Mr. Knatz requested that this topic be revisited at the next board meeting.

Strategic Plan Update:

The Strategic Plan was adopted over a year ago. Jeff Degitz wanted to update the board of where we are today and to show which direction Recreation and Parks is heading. An updated copy of the plan with initiatives underway or completed was distributed.

Other Business:

Mr. Degitz brought to the Board's attention that Westminster Optimist Little League would like to use their self-help money that was allocated for a concrete slab at Friendship Valley Elementary School field for a patio area at Bennett Cerf Park. Mr. Brad Knatz stated that he doesn't want to set a precedent of this matter. Jeff Degitz stated that the cost is the same. Mr. Bruce Dutterer also stated that they are planning ahead to eventually have a building on this concrete slab at the Bennett Cerf location in the future. Mr. Joe Cook motioned to approve and Mr. Brad Knatz seconded it. The board voted unanimously to accept this change.

Mr. Degitz wanted to make the board aware of an issue that happened with the North Carroll Recreation Council regarding ball mix being delivered to a school site. The field was damaged by the delivery truck, and the school is currently not allowing field use until it is fixed. The guidelines of the self-help projects may need to be reviewed so an issue like this will not reoccur.

There will be a 5K-9 Mutt Run and Walk on May 14, 2011 at Watkin's Park in Mount Airy starting at 8am.

Members' Comments:

Walter Schemm brought to Mr. Degitz' attention that Taneytown sports are not allowed to advertise their events in Carroll County School since they are not affiliated with a recreation council, yet they are allowed to use school facilities. Jeff Degitz stated that he will follow up regarding this matter as this is the first time he had heard of this issue.

There being no further discussion, the meeting adjourned at 2:30 PM.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Chelcee M. Loar

Chelcee M. Loar, Secretary