

**Recreation and Parks Advisory Board Meeting
Room 003 – County Office Building
May 25, 2011**

Approved Minutes

Members Present: Brad Knatz, Chair, Samuel Case, Joe Cook, Gary Davis, Colin Furneaux, and Lewis Baylor

Members Excused: Jim Rodriguez, and Sarah Hund-Brown

Members Absent: Hernan Padilla, Bobbi Tucker and Walter Schemm Jr.

Ex-Officio Member Present: Jeff Degitz

Staff Present: Abby Gruber and Chelcee Loar

Chairperson Knatz opened the meeting of the Recreation and Parks Advisory Board at 7:40 p.m. Brad Knatz also thanked the former Chair, Colin Furneaux for his service.

APPROVAL OF MINUTES:

The March Minutes were unanimously approved with a motion from Colin Furneaux and seconded by Gary Davis.

DIRECTOR'S REPORT:

- 2011 March for Parks – Carroll County Recreation & Parks hosted two (2) March for Parks events on Saturday, April 23, 2011. There were over 80 registrants and over \$2,000 was collected in registration fees and sponsorships. All proceeds will be going towards park & trail improvements.
- FY 2012 Budget Updates – The Commissioners adopted their budget this week. The operating budget will remain largely intact. We have standardized Park Superintendent positions and support staff at the major park facilities. A 5 year plan was adopted for the capital budget with two trail projects included in year one.
- Revenue Development – Based on the budget discussions as well as the current economic situation, we are looking at a variety of new or expanded revenue sources. There is consideration of cellular antennas at the parks in addition to the Sports Complex. We have increased concession opportunities at the Sports Complex and at Piney Run. This will bring in more profit as we decrease the staffing costs. LL Bean has contacted Piney Run regarding new partnerships for kayaking classes at the Lake. This will be discussed with the Board of County Commissioners.
- Capital Project Update – The paving at Piney Run Park has been completed; some striping remains but is still a big improvement. We will be ordering a new pavilion for Piney Run Park this week. The construction will begin after the park closes in the fall. The bridge renovations at Bennett Cerf Park are on hold until after baseball season, but should resume August 1st. The renovations for the Westminster Community Pond are in the approved budget and we are working through the final review process. The park will be closed during construction, hoping to begin in the late fall of this year. The specs are being prepared for the Bennett Cerf and Landon Burns trails. We will try to start the projects around July 1 with the new budget.
- Staffing Update – Kim Dubbert is the new Office Associate at the front desk in the Recreation and Parks office. We are now fully staffed at Piney Run, Hashawha and the Farm Museum after a number of personnel changes.
- Lax Max – Abby Gruber reported that the LAX MAX Lacrosse Tournament will be held in Westminster June 10, 11, 12 as a joint venture between Pikesville Sports, Westminster Area

Lacrosse, Carroll County Recreation and Parks and the City of Westminster. LAX MAX is one of the largest youth lacrosse events in the United States, attracting between 250 and 300 teams. This is an open level tournament for recreation, travel, club and school affiliated teams for both boys and girls ranging from 7 to 18 years of age. A tournament party has been planned at Westminster City Park on Saturday evening to attract players, parents and coaches to downtown businesses. It is expected that this tournament will draw a total of 20,000 people to Carroll County. Currently logistics are being worked out to make sure this is a successful event that will benefit Carroll County economically. While on the topic of advertising, Gary Davis discussed having more advertising signs at the Sports Complex. As it wasn't popular with the businesses in the past, Abby Gruber mentioned she would look into it again.

- Upcoming 40th Anniversary Events – We received a nice article in the Carroll County Times regarding the 40th Anniversary and the events. The monthly photo contest will be continuing through the end of the year. The 40th Anniversary video is currently in production. On July 12, we will be having a fundraising event at the Greene Turtle in Westminster. 10% of the total day's receipts will go to the Carroll County Park Legacy Fund. We are looking to do this at other restaurants as well. There will be a Park Pursuit game in July, as July is Recreation and Park's month. The Volunteer of the Year event that will honor the past service of all previous award winners & current & past Advisory Board members is going to be Friday, October 7 at Winters Mill High school. The Crab Feast will be Saturday, October 8 at the Freedom Optimist Hall.

Appointment of Committee Assignments:

Mr. Knatz wanted the board to think about the committees and to have a decision by the next board meeting.

Westminster Community Trail Update:

The State Highway Administrative in-house staff is not able to take on a project at this time, so they are currently reviewing consulting contracts to identify who will be able to deliver the concept plan. Concerns were raised at the previous meeting regarding the Hahn Road crossing. Jeff Degitz mentioned he has been looking into different intersection crossings. Cross Alert was one that stood out because not only did it flash when someone is near it, but it is also solar powered. Bruce Dutterer is working on the specs for the first leg of the trail now with the funding that is available July 1st. This will include the paving of the trail and the bridge. Letters have been sent to both Koon's Toyota and Carroll County Times regarding donations of land. There have been positive conversations and questions from both, but no decision has been made. We will be applying for recreational trails grants which are reimbursable for a portion of the project in attempt to stretch funds further. Colin Furneaux was curious if the money came from the state. Jeff Degitz explained that the money comes from the Federal Government through the State Highway Administration from the state. Mr. Degitz mentioned that we will be approaching Random House employees for possible financial support for the park and trail improvements. There has been a discussion with BGE regarding the "Right tree in Right Place" program for the trail side landscaping and signage. Abby Gruber mentioned that trails would be beneficial with programs such as Bike to Work Day which occurred last week with the help of the Baltimore Metro Council.

Park Legacy Fund:

The Park Legacy Fund brochures were distributed to the Board Members. Mr. Degitz mentioned that the brochure along with letters are being mailed out to target groups such as financial advisors, funeral homes, current volunteers & community recreation data base, businesses, major park facilities, current & former Advisory Board members and specific projects such as Random House, and Carroll Hospital Center. There are different letters for different trail and park projects. With lots of requests for artificial turf, the fund can make something like that possible. Mr. Degitz explained that the Park Legacy Fund can build

community support. Mr. Sam Case question how the donors would be recognized. Mr. Degitz shared that all donors will be recognized publically unless noted otherwise. For example, Sykesville Veterinary recently inquired about pet waste stations at Freedom Park. They are donating the money for this project and a plaque will be placed at the waste stations to show our gratitude to Sykesville Veterinary for their donation. There will be an upcoming presentation to the Commissioners to discuss the Park Legacy Fund.

There being no further discussion, the meeting adjourned at 8:45 pm with a motion from Joe Cook and seconded by Colin Furneaux.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Chelcee M. Loar

Chelcee M. Loar, Secretary