

**Recreation and Parks Advisory Board Meeting
July 13, 2011**

Approved Minutes

Members Present: Samuel Case, Joe Cook, Brad Knatz, Jim Rodriguez, Bobbi Tucker, Lewis Baylor, Sarah Hund- Brown and Walter Schemm

Members Excused: Colin Furneaux

Members Absent: Hernan Padilla and Gary Davis

Staff Present: Bruce Dutterer and Chelcee Fandel

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on July 13, 2011 in the New Windsor Community Room located at 1100 Green Valley Road in New Windsor. The meeting was called to order at 7:30 p.m. by Chairperson Brad Knatz.

APPROVAL OF MINUTES:

The May 25, 2011 minutes were unanimously approved, by motion of Sam Case, and seconded by Jim Rodriguez.

DIRECTOR'S REPORT:

- **July is Recreation & Parks Month** – A Proclamation was issued by the County Commissioners recognizing the 40th anniversary of Recreation & Parks and declaring July as Recreation & Parks month. There will be a recap of all the activities and events from July that will be presented to the Board in early August.
- **Park Pursuit** – We have had over 100 teams that registered for this new game. Each team must include at least one adult and one child. Our goal is to encourage family participation. The Teams must visit various parks, answer questions and submit pictures. There will be an end of event party on Friday, August 12 at 6pm at the Farm Museum
- **Funds for Friends** – We had an event at the Westminster Greene Turtle on Tuesday, July 12. 10% of the proceeds will go the Park Legacy Fund. We have no dollar amount at this time.
- **Capital Project Update-** The Bennett Cerf Park trail contract and the front section of the perimeter fencing outside the Farm Museum was awarded; the work is to start soon. The sidewalk portion and the paved trail portion for the Landon Burns trail are to be awarded soon; the prices are in.
- **Howard County bans smoking in parks-** The policy enacted this week; currently there is no ban in Carroll. However, we do prohibit the use of tobacco products within 50 yards of ball fields. Ms. Sarah Hund-Brown questioned the policy on whether or not playgrounds were included; Mr. Degitz mentioned he would check into this, as this would be a great idea to add to the policy. Phone calls from the Press have been coming in, but Mr. Degitz explained that there have not been large requests for this issue, but it would be taken into consideration if it were brought up.

- **Month of Sundays concerts-** These take place each Sunday in July starting at 7pm at the Westminster City Park.
- **Park Legacy Fund-** We have started to receive donations for the Park Legacy Fund. Thank you cards are sent out to the donators as well as an acknowledgment on our website.
- **Protests & Petitions at County Parks-** The current policy states that this is not permitted. The Board of County Commissioners is reviewing this policy for all County buildings and locations. This should be resolved by the next meeting.

Appointment of Committee Assignments:

With the new members on the Recreation and Parks Advisory Board, reviewing committee assignments is giving the new members an opportunity to be on the committees. Sam Case questioned whether or not we needed a Rules and Regulations Committee. At this time, that topic will be discussed by the Board as a group discussion. After discussion of the committee assignments, Joe Cook, Brad Knatz and Jim Rodriguez will be on the Board of Education committee; Sam Case, Colin Furneaux, Brad Knatz, and Hernan Padilla are on the Trails Planning committee; Sam Case, Sarah Hund-Brown and Jim Rodriguez are on the Nominating committee; Gary Davis, Hernan Padilla, Jim Rodriguez and Lewis Baylor are on the Scheduling Facilities committee; Gary Davis, Bobbi Tucker, Walter Schemm and Brad Knatz will be on the Operating/ Capital Budget committee and Joe Cook, Brad Knatz, Bobbi Tucker and Lewis Baylor will be on the Recreation Programming & Recreation Council Issues committee.

Consideration & Approval of Capital Project Requests:

After much discussion and thought, the following capital projects were considered and approved in the following priority order by the Recreation and Parks Advisory Board with a motion by Sam Case and seconded by Bobbi Tucker:

- 1) *Farm Museum- Boundary Fencing*
- 2) *Sports Complex- Fencing Replacement (Phase I)*
- 3) *Park Restoration*
- 4) *Westminster Community Trail Development- Section 4*
- 5) *Quaker Hill Park- Design and Construction (Phase 1 Only)*
- 6) *Bear Branch Nature Center- Climbing and Play Unit Installation*
- 7) *Hyde Quarry Pavilion and Development*

Discussion of Facilities Tour:

For the new Board Members, if you would like a tour of the facilities, please send an email to Jeff Degitz. The tour will be about 2 ½ days.

On a motion by Bobbi Tucker, seconded by Lewis Baylor, the meeting adjourned at 9:10 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Chelcee M. L. Fandel

Chelcee M. L. Fandel, Secretary