

**Recreation and Parks Advisory Board Meeting
July 24, 2013**

Approved Minutes

Members Present: Brad Knatz, Gary Davis, Jim Rodriguez, John Marks, Carolyn Garber, and Bobbi Tucker

Members Excused: Colin Furneaux, Lewis Baylor, and Brian Clancy

Members Absent: Judy Baker

Staff Present: Bruce Dutterer and Candy Sharrer

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on July 24, 2013 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:33 p.m. by board member Brad Knatz.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Brad Knatz moved to approve the June 26th meeting minutes. Gary Davis seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **Dog Park:** We now have 187 members registered (and 264 dogs) and the group has raised over \$19,000. New Additions include 3 park benches and work will begin soon on a brick patio around the park's kiosk.
- **Park Legacy Fund** – Funds for Friends will be held Tuesday, July 30th at the Westminster Greene Turtle, live music 7-9pm; Recreation & Parks will receive a percentage of total sales for the day. The annual Crab Feast will be held at Freedom Optimist Community Hall on Saturday, September 28th from 6-10pm.
- **Westminster Veterans Memorial Park** – We collected additional public input by email after the public meeting and have shared those comments with the design firm. The next meeting will feature several draft master plan concepts and will now be held in September.
- **Month of Sundays Summer Concert Series** – The final concert for 2013 is Sunday, July 28th at 7pm at Westminster City Park. The band is Dean Crawford (Country/Rock)
- **Ticketing for The Maryland Wine Festival®** – This year (September 21st & 22nd), we will be working with MissionTix who will handle all advance and onsite credit card ticket sales which will allow for advance purchases to continue up through day of event.

- **Barn Quilt Project** – Quilt patterns will be painted next week at the Farm Museum. We are still trying to attract more property owners with barns as we are looking for a minimum of a dozen to choose from. Please refer any interested parties to our office.
- **Capital Project Update** – Leister Park target completion date 11/30/13; Krimgold Park target completion date 12/30/14; Westminster Community Pond construction/renovations start date – late fall 2013; Piney Run Playground replacement – fall 2013; Hap Baker Firearms Facility paving and rest room building – fall 2013 (onsite proceeds generated the funding for this project)

NOMINATION/ELECTION OF CHAIR-ELECT AND COMMITTEE ASSIGNMENTS:

- Jeff Degitz stated that Judy Baker is chair of the board through March 2014. Discussion was held on possible interest of board members for the vice chair position. John Marks volunteered to step into roll of vice chair. Jim Rodriguez as part of nominating committee nominated John as vice chair, Brad Knatz seconded the motion and all concurred.
- Present committee members reviewed and discussed the current committee assignments.
 - Bobbi Tucker volunteered and has been added to the Board of Education Committee
 - John Marks volunteered and has been added to the Nominating Committee
 - Carolyn Garber volunteered and has been added to the Trails Planning Committee
 - An email of current committee assignments will be sent to all members for review and possible interest
 - All to keep in mind Gary Davis's term is up in November
 - Each committee should have a minimum of three members

REVIEW OF CAPITAL PROJECT REQUESTS:

- Gary Davis asked if any of the projects are controversial and stated that he is in favor of funding all projects that are funded.
 - Jeff Degitz responded that none of the projects are controversial and we are hopeful that sufficient funding would be available depending on our allocation of Program Open Space funds from the State which can vary greatly.
- Brad Knatz shared that he approves all projects and would leave the final decision of prioritizing up to the expertise of staff.
 - John Marks stated that he feels it would be helpful to contribute prioritizing. Jeff agreed that this is very helpful and that they should be prioritized by immediate need, future need and grant affiliation.
- Carolyn Garber asked which were tied to grants.
 - Jeff answered with Gills Falls Trail, Westminster Community Trail, Double Pipe Creek Boat Ramp, and Governor Brown Trail.
- Jim Rodriguez asked how the projects are funded. Jeff responded that they are mostly paid by POS funds, Grants and Impact Fees.

- Discussion then went around about the impact of the projects in relation to use and the following priorities were proposed:
 - Sandymount Park Tennis Courts, Deer Park Tennis Courts, and Governor Brown Trail – 2016
 - RE: The first 2 are smaller projects and utilized often, and Governor Brown has had no development at this point.
 - Double Pipe Creek Boat Ramp and Bear Branch Play equipment/climbing rock – 2017
 - RE: Double Pipe Creek Boat Ramp is a smaller project that would improve the existing ramp and needs to be made ADA accessible, and Bear Branch Nature Center has no playground equipment at this time but would greatly benefit children attending summer camps there
 - Westminster Community Trail – 2018
 - RE: They have had previous progress on this trail so this could wait if necessary
 - Quaker Hill Park – 2019
 - RE: This request is for design/engineering funding only and construction funding would follow in future years
 - Gillis Falls Trail Construction – 2020
 - The first section of the trail is currently in CIP and this would extend that trail once Phase I is completed
- Brad Knatz moved to approve the recommendations of the board and John Marks seconded followed by board approval.

OTHER BUSINESS:

- Jeff Degitz asked Jim Rodriguez about his current status with his involvement in the Positive Coaching Alliance with the Recreation & Parks Department and the School Department. Jim stated that not much has taken off with that project in the past year. He will keep Jeff informed of any changes and/or progress.
- Bruce Dutterer handed out a copy of the Freedom Area Trail map to all members present for their review. This project joins Eldersburg to the Town of Sykesville and has a tremendous potential as it not only connects the town but to shopping centers and ball fields as well. Grants will be applied for during each phase of the project.

ADJOURNMENT:

On a motion by Brad Knatz and concurred by all, the meeting adjourned at 8:55 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Candy M. Sharrer

Candy M. Sharrer, Secretary