

**Recreation and Parks Advisory Board Meeting
October 23, 2013**

Unapproved Minutes

Members Present: Brad Knatz, Mike Rodgers, Judy Baker, Colin Furneaux, Brian Clancy, Jim Rodriguez, John Marks, Lewis Baylor, and Carolyn Garber

Members Excused: Gary Davis and Bobbi Tucker

Staff Present: Bruce Dutterer, Lisa Carroll, Matt Purkins and Candy Sharrer

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on October 23, 2013 at the Yurt in Piney Run Park. The meeting was called to order at 1:15 p.m. by board chair Judy Baker.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Judy Baker moved to approve the September 25th meeting minutes. Lewis Baylor seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **Westminster Community Trail** – We did not receive the Recreational Trails grant for Bennett Cerf Park to Sunshine Way section, so we will be using remaining capital funds from Westminster Community Trail and Bennett Cerf Park Revitalization projects. SHA provided initial cost estimate of over \$1 million for Hahn Road to Route 140 overpass as part of Bicycle Retrofit Program and State would cover 75% of construction cost. Waiting for revised plans and cost estimates. We have applied for BRTB/CMAQ grant to cover 80% of our \$250,000 anticipated match. If received, this would reduce County funds needed to just approximately \$55,000.
- **Barn Quilt Project** – Panels have been hung at Farm Museum and Carroll Arts Center. Additional sites will be rolling out in the next 2 months. The Arts Council will be hosting a quilting exhibit in January at the Arts Center and all participating property owners will be invited.
- **Governor Frank Brown Trail Project** – Funding in the amount of \$100,000 that was unclaimed from a previous Public Works Agreement related to the Hunters Crossing development has been reallocated by County Commissioners towards a bicycle/pedestrian connection between the two sections of MacBeth Way. These funds were originally designated for a road connection that has never been completed.
- **Major Park Facility Fee Schedule** – Staff are currently reviewing existing fees and making recommendations for changes (if any) to remain competitive with similar facilities and also support our cost recovery goals. These recommendations will be going to the County Commissioners for their approval prior to the end of the calendar year with an anticipated effective date of January 1, 2014.

- **Upcoming Events** – Special Olympics Inspiration Walk this Saturday, October 26 at Farm Museum; Volunteer of the Year ceremony at Carroll Arts Center on Thursday, November 7 at 7 pm.
 - Lisa Carroll shared that the Inspiration Walk is one of the biggest fundraisers of the year. There is no admission to the Farm Museum on that day and all proceeds go to Special Olympics.
 - Lisa also shared that this year's Volunteer of the Year ceremony will start with refreshments and the program will include 18 awards presented.

ANNUAL REPORT PRESENTATION:

- Jeff shared that the 2013 Annual Report is now out. This year's edition offers a new design and layout with 150 photos to help effectively tell the story of what Recreation and Parks is about. The report also offers information about our values, parks, and shares quotes from the community.

STRATEGIC PLAN:

- Jeff shared that every couple of years the Strategic Plan needs to be updated and it is time again to revisit and update the plan.
- Jeff asked the board to review the current strategic plan and forward any comments/changes/additions they would like to see to him.
- Jeff shared that he is hoping to streamline certain areas including but not limited to the Mission Statement.
- Lisa Carroll and Brad Rogers will be part of the Strategic Plan Committee. Jeff asked the board if any members have interest on being on the Committee.
 - Judy Baker and Mike Rogers volunteered to sit on the committee
- Lew Baylor shared that he thinks we could benefit from a motto. This could help pull people in and would act as the core of what the rest of the information is about.

OTHER BUSINESS:

- Colin Furneaux shared that we should look into the Rails to Trails act for the Genesee & Wyoming railroad line that has been off line for quite some time. The section of rails runs roughly 4 miles through Taneytown to the PA line.
- Jeff noted that a previous attempt had been made to pursue a trail at this location and agreed that this subject should be revisited, and that it will be added as an agenda item for the February Advisory Board meeting.

ADJOURNMENT:

On a motion by Judy Baker and concurred by all, the meeting adjourned at 2:26 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Candy M. Sharrer

Candy M. Sharrer, Secretary