

**Recreation and Parks Advisory Board Meeting
March 26, 2014**

Approved Minutes

Members Present: Judy Baker, Brian Clancy, Jim Rodriguez, John Marks, Derek Ludlow, Carolyn Garber, Brad Knatz, and Colin Furneaux

Members Excused: Bobbi Tucker and Mike Rodgers

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

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on March 26, 2014 in the Reptile Room at Hashawha. The meeting was called to order at 1:30 p.m. by board chair Judy Baker.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Brad Knatz moved to approve the February 26th meeting minutes. Jim Rodriguez seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **February Self Help Requests** – Email vote approved recommendation from Capital Committee; received concurrence from Commissioners on March 13 and funding is available for projects now.
- **Westminster Veterans Memorial Park** – Met with Tobias Mendez, sculptor, regarding possible monument ideas for park. We will be continuing to communicate as plans move forward and are considering a combination of public funding plus a private fundraising campaign to support this initiative.
- **Recreation & Parks Quiz** – We are developing a “quiz” to make available to the public via web site/Facebook that will hopefully engage people and educate them regarding the role of Recreation & Parks in the community.
- **Capital Project Update**
 - Leister Park Phase tot lot installation to occur by April 30; official ribbon cutting tentatively scheduled for Saturday May 17
 - Krimgold Park – construction on hold due to weather; anticipated completion date of 12/31/14 (No Change)
 - Westminster Community Pond – park closed for construction; projected re-opening of Fall 2014 (No Change)
 - Westminster Veterans Memorial Park –held meeting regarding traffic issues and design firm is now working on draft site plans to be presented at second community meeting (date TBA)
 - Piney Run Park – new playground to be installed by end of March (No Change)
 - Sandymount Park – paving overlay of walking trail scheduled for spring; scheduled removal of two trees near parking lot that were damaging trail with root system

- **Budget Update**

- Recommended operating budget includes mostly flat funding
- We have requested one (1) additional full time Maintenance Specialist position at Piney Run Park to help with mowing of additional 50 acres of reforested areas as well as assist with mowing and removal of hydrilla from the 300 acre lake

- **Upcoming Events**

- WEATHER CANCELLATIONS: Early Bird Fishing Tournament & Maple Sugarin' Festival
- Bennett Cerf Dog Park fundraising event – TONIGHT March 26 @ Pizza Hut in Westminster
- Walk Carroll at Carroll County Farm Museum, Saturday, April 5, 9 am – 12 noon
- Carroll County Arts Council Peep Show, April 11 – 21 @ Carroll Arts Center

STRATEGIC PLAN REVIEW:

- Jeff Degitz shared that in an attempt to streamline the new draft; the strategic plan committee made some additions and also removed items formerly on the plan. He then welcomed any input from the board on the current draft.
- Starting with the mission and vision statements, discussion went around the table about the interpretation of various components before agreeing on draft version as presented.
- Discussion then moved to the second page listing the goals and the possibility of eliminating that page due to redundancy and instead adding an introductory sentence.
- Jeff proceeded to run through the goals with a brief description of added objectives to each. Discussion went around on changes and additions that could be made to the wording of several items.
- Jeff thanked the board for their review and input on the strategic plan. Once changes are made to the draft documents that incorporate this input, a copy will be emailed to the board members for further review.

OTHER COMMENTS:

Derek Ludlow enquired about the future of the background check process for volunteers at the recreation level. Jeff Degitz shared that there is a lack of funding for the process largely due to the cost for over ten thousand volunteers a year. There have also been concerns previously expressed regarding privacy issues although there are improved processes that can reduce those concerns. Discussion on the matter will continue with the goal of getting support from the recreation councils on the safety issue and will be shared with the commissioners within the next year.

ADJOURNMENT:

On a motion by Brad Knatz and concurred by all, the meeting adjourned at 3:20 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Administrator

Candy M. Sharrer

Candy M. Sharrer, Secretary