

**Recreation and Parks Advisory Board Meeting  
June 25, 2014**

**Approved Minutes**

**Members Present:** Judy Baker, Carolyn Garber, John Marks, Derek Ludlow, Jim Rodriguez, and Mike Rodgers

**Members Excused:** Brian Clancy, Bobbi Tucker, Colin Furneaux and Brad Knatz

**Staff Present:** Candy Sharrer and Bruce Dutterer

**Ex-Officio Member Present:** Jeff Degitz

The Recreation and Parks Advisory Board met on June 25, 2014 at the County Office Building public hearing room 003/004. The meeting was called to order at 7:32 p.m. by board chair Judy Baker.

**WELCOME AND INTRODUCTIONS:**

**APPROVAL OF MINUTES:**

John Marks moved to approve the May 28<sup>th</sup> meeting minutes. Jim Rodriguez seconded, all concurred and minutes were approved.

**DIRECTOR'S REPORT:**

- **Trail Project Updates:**
  - **Landon C Burns Trail Extension** – Requesting permission from Commissioners on June 26, 2014 to apply for Recreational Trail Funds (RTF) to extend existing trail by 540' from Ag Center Drive to Smith Avenue. County's 20% match would come from Park Legacy Fund.
  - **Westminster Community Trail** – Developing draft agreement that would allow for trail access on Hahn's property; construction underway between Bennett Cerf Park and Sunshine Way; waiting to learn status of grant application to fund Sunshine Way to Sullivan Road.
  
- **Capital Project Update:**
  - **Leister Park** –Continuing to solicit additional Park Legacy Fund donations for benches and disc golf; tentative course layout submitted for consideration
  - **Westminster Community Pond** – construction underway – No Change
  - **Landon C Burns Park** – pavilion replacement underway – No Change
  - **Bear Branch Nature Center** – Received notification that we did not receive Building Better Communities grant to fund nature based playground at site

- **Hap Baker Rest Room Building** – delivery/installation completed
- **Krimgold Park** – construction ongoing; may need to extend anticipated completion date beyond 12/31/14
- **Westminster Veterans Memorial Park** – traffic study underway; anticipate next public meeting in early summer – No Change
  
- **Artificial Turf Field Committee** – Commissioner Howard held a town hall meeting on June 16 to discuss athletic fields and turf fields. Committee being formed to develop recommendations to be submitted to Commissioners later this year with regards to locations, funding sources, etc.
  
- **Recent Large Tournaments** – On June 7 & 8 the community of Westminster hosted the annual Lax Max tournament. Over 260 teams participated with an estimated 15,000 visitors to the community. The following weekend, the Carroll County Sports Complex hosted an “A” level softball tournament with teams traveling from GA, VA, NY, OH, TX, MI, MS, AZ and CA
  
- **July is Recreation & Parks Month** – Carroll County will be participating in NRPA’s annual celebration with this year’s theme being “Out is In”, encouraging people to get outside and enjoy their parks. Local events include Ball Park Pursuit, calendar of suggested events, a Recreation and Parks quiz, a “selfie” photo contest, a kids coloring contest, and the 20<sup>th</sup> Annual Month of Sundays. The month’s activities will conclude with a special fundraising event, Pizza for Parks, at every Carroll County Pizza Hut on July 30.

### **CAPITAL PROJECTS PRESENTATION:**

- **Bear Branch Nature Center – Nature themed Play Unit:** Design and purchase of a natural style play unit. *Total Cost, \$100,500*
  - Bruce Dutterer shared that the new play unit will blend in with the nature center theme. The unit will be both education and fun for the kids, and will only be available for use during park hours.
- **Gillis Falls Linear Trail – Development Phase II:** Establish an additional 8000 lf, 8’ wide compacted stone pedestrian walkway/trail. *Total Cost, \$356,000*
  - Bruce shared that the project does include a few repairs to one existing bridge.
  - Mike Rodgers asked how long the project would take to complete. Jeff Degitz shared that all new requests typically go to year six of the capital project plan though the board can determine project priorities and then take recommendations to the commissioners for approval.
- **Leister Park – Development Phase II:** Complete grading, add a combination baseball/multi-purpose field, additional parking lots and entrance road improvements. *Total Cost, \$920,000*
  - John Marks asked if there will be additional phases. Jeff Degitz shared that yes there will be a Phase III down the road for a gymnasium.
- **Sports Complex – Lighting Projects:** Replace existing lighting fixtures and ballasts on fields 1, 2 and 3 and install new lighting for fields 4, 5 and soccer field 1. *Total Cost, \$770,000*
  - Bruce shared that the new lights will have anti-glare, decrease in light spill and will be 50% more energy efficient.
  - Judy Baker asked if we have looked into LED. Bruce shared that he is not aware of LED lighting for ball fields but this proposal includes up-to-date technology.

**TURF FIELDS:**

- Jeff Degitz asked the board to keep turf fields in mind when thinking about the priority of projects for the five year plan. He asked that they also think about their position on funding possible future turf field requests, especially in light of the newly formed turf field committee.
- Derek Ludlow mentioned preparing a letter to present to the new board of commissioners later this year on the possibility of turf fields and possible funding avenues.

**DOG PARKS AND OTHER SPECIALIZED FACILITIES:**

- Jeff Degitz shared that our county parks are also made up of specialized facilities such as the dog park, our aero modular park and the firing range. These facilities have traditionally been created from a county/community effort. Land is found by the county and made available to the community, the community raises the funds for building the park, and then we move forward with the project with the understanding that it operates in a self-sustaining manner. With new parks being built and opening, more requests have come forward for specialized parks such as dog parks. Jeff asked that in the next month the board think about possibly considering including these parks in future capital project requests, similar to requests for trails and athletic fields.
- Judy Baker asked about the cost of these parks. Jeff shared that the Bennett Cerf Dog Park was constructed for about roughly \$20,000 and user fees pay for the improvements and upkeep.

**ADJOURNMENT:**

On a motion by John Marks and concurred by all, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

*Jeff R. Degitz*

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Jeff R. Degitz, Administrator

*Candy M. Sharrer*

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Candy M. Sharrer, Secretary