

**Recreation and Parks Advisory Board Meeting  
July 23, 2014**

**Approved Minutes**

**Members Present:** Judy Baker, Carolyn Garber, John Marks, Derek Ludlow, Jim Rodriguez, Bobbi Tucker, Colin Furneaux, Brad Knatz and Mike Rodgers

**Members Excused:** Brian Clancy

**Staff Present:** Candy Sharrer

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

The Recreation and Parks Advisory Board met on July 23, 2014 at the County Office Building public hearing room 003/004. The meeting was called to order at 7:30 p.m. by board chair Judy Baker.

**WELCOME AND INTRODUCTIONS:**

**APPROVAL OF MINUTES:**

Brad Knatz moved to approve the June 25<sup>th</sup> meeting minutes. Collin Furneaux seconded, all concurred and minutes were approved.

**DIRECTOR'S REPORT:**

- **Trail Project Updates:**
  - **Landon C Burns Trail Extension** – approved RTP grants to be announced in September
  - **Westminster Community Trail** – approved TAP grants to be announced this summer; Bennett Cerf Park to Sunshine Way completed less intersection with sidewalk
  
- **Capital Project Update:**
  - **Leister Park** – Trying to resolve issues with contractor
  - **Westminster Community Pond** – construction underway – No Change
  - **Landon C Burns Park** – pavilion replacement completed
  - **Krimgold Park** – construction ongoing; may need to extend anticipated completion date beyond 12/31/14
  - **Westminster Veterans Memorial Park** – traffic study completed; anticipate next public meeting this summer – No Change

- **Artificial Turf Field Committee** – First meeting held 7/15; next meetings 7/29 & 8/12 at 7pm.
- **July is Recreation & Parks Month** –Special fundraising event, Pizza for Parks, at every Carroll County Pizza Hut on July 30; proceeds to park Legacy Fund

### **REVIEW AND PRIORITIZATION OF CAPITAL PROJECT REQUESTS:**

- Jeff Degitz shared the approved County Investment Plan (CIP). The total amounts aren't necessarily the amount given for that specific year, but could be funds held from a previous year and added for a specific project. The \$52,000 for Tot Lot Replacement is half of what it costs to replace or repair a tot lot so we prepare these projects every other year. To properly maintain the infrastructure in county parks, the Budget Office has estimated it would roughly cost \$247,000 yearly. For Park Restoration we are projected to receive an average of \$100,000 each year in the plan. Tonight's meeting is the Board's chance to review and prioritize the new projects and discuss if any of the existing projects should be moved up. Their recommendation will then be shared with Management & Budget. We will revisit the subject of Park Restoration after the individual project priorities are discussed.
- **Bear Branch Nature Center – Nature themed Play Unit:** Design and purchase of a natural style play unit. ***Total Cost, \$100,500***
  - Jeff shared that this project was brought forward and rejected last year due to funding. The climbing wall has since been removed from the project. The project could take roughly a year to complete.
  - Judy Baker shared that since the play unit will bring more school groups to this area instead of traveling to further parks, this project should take priority.
- **Gillis Falls Linear Trail – Development Phase II:** Establish an additional 8,000 lf, 8' wide compacted stone pedestrian walkway/trail. ***Total Cost, \$356,000***
- **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***
- **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***
  - Opinion was shared that due to this facility being revenue generating that this project should take priority.
- Mike Rogers asked if once the projects take place down the road, do the costs increase? Jeff shared that the county takes in account inflation and adds that to the project amount based on its recommended year of funding.
- The following priorities were proposed:
  - Place Bear Branch Nature Center – Nature themed Play Unit: 2016

- Sports Complex – Lighting Projects: 2017
  - Move Double Pipe Creek – Boat Ramp: 2018
  - Move Gillis Falls – Trail Phase I: 2019
  - Place Leister Park – Development Phase II: 2020
  - Place Gillis Falls – Trail Phase II: 2021
- Brad Knatz moved to approve the recommendations of the board and John Marks seconded followed by Board approval.

**ADJOURNMENT:**

On a motion by Judy Baker and concurred by all, the meeting adjourned at 8:35 p.m.

After the meeting had concluded, Board members revisited the concept of recommending an increase in the annual average amount of Park Restoration funding from \$100,000 to \$150,000. After a motion from Brad Knatz to increase the average amount in Park Restoration from \$100,000 to \$150,000, the motion passed. This addendum will be shared along with the project priorities with the Department of Management and Budget.

Respectfully submitted,

*Jeff R. Degitz*

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Jeff R. Degitz, Administrator

*Candy M. Sharrer*

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Candy M. Sharrer, Secretary