

**Recreation and Parks Advisory Board Meeting  
May 27, 2015**

**Approved Minutes**

**Members Present:** Judy Baker, Carolyn Garber, Brian Clancy, John Marks, Tom Long, Colin Furneaux, and Derek Ludlow

**Members Excused:** Bobbi Tucker, Jim Rodriguez, Brad Knatz and Mike Rodgers

**Staff Present:** Candy Sharrer, Ric Buchanan and Lisa Carroll

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

The Recreation and Parks Advisory Board met on May 27, 2015 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:30 p.m. by board chair John Marks.

**WELCOME AND INTRODUCTIONS:**

Introduction of Richard Buchanan, Park Development Manager  
Introduction of Tom Long, newest Parks Board Member

**APPROVAL OF MINUTES:**

Colin Furneaux moved to approve the April 1, 2015 meeting minutes, Judy Baker seconded, all concurred and minutes were approved.

**DIRECTOR'S REPORT:**

- Department reorganization and distribution of organizational chart
- Distribution of new parks brochure
- Budget Update
  - Distribution of new 5 year CIP
  - CIP – Updated POS funding allowed for \$2 million in FY 16 for WVMP with additional funding in FY 17 & 19
  - Operating – New maintenance specialist position funded at Piney Run Park for assistance with maintenance and hydrilla
- Capital Project Update
  - Westminster Community Pond – Reopening anticipated for July with ribbon cutting
  - Krimgold – Completion of phase I anticipated for late summer/fall
  - Piney Run Nature Center – New roof almost complete, siding and windows to follow
  - Leister Park Disc Golf Course – Course has been mowed with holes laid out; installation of tees and baskets next
- Trail Updates
  - Mt. Airy rail trail hosted joint county meeting with attendance from CSX representative
  - Communication continuing with Genesee & Wyoming
- Arts Council Update – Modification to working relationship (grant support, insurance, school usage, staff support, self-help)
  - Jeff Degitz shared that through conversations it has been discovered that the Arts Council is incorporated. Discussions continue between the Arts Council and Recreation & Parks on ways to stay involved.
  - Jeff asked the Recreation & Parks Advisory Board to think about and consider possible amendments to the Self Help Policy to include requests from these groups.

## **TOUR REMINDER / DISCUSSION:**

Jeff Degitz started by reminding the board members that the CIP Tour is this coming Monday, June 1<sup>st</sup> at 4pm. The tour will include 10 sites consisting of projects on the CIP. A second tour of other sites may follow in the fall.

## **VOLUNTEER BACKGROUND CHECKS:**

- Met with Friends of Carroll Recreation & Parks on April 28<sup>th</sup>
- General support from Councils with funding from three sources:
  - \$5,000 in Bureau of Recreation Budget
  - \$3/registrant surcharge from rec. council youth programs to be deposited in County fund
  - Additional revenue as needed generated from Community Recreation Programs through registration surcharge
- Desire to form committee of Advisory Board members, staff and recreation council representatives to make recommendations regarding development of policy.
  - All board members volunteered to be on committee
- Policy shall address the following:
  - What does screening consist of
  - Who will be screened
  - Frequency
  - Criteria for Exclusion
- Once policy is developed, present to Advisory Board at July meeting for approval and then to Commissioners
- Budgeted county funds become available July 1<sup>st</sup>
- Proposed implementation to begin September 1, 2015 with 2015-2016 winter sports which typically start registrations in the fall

## **CONSTITUTION & BYLAWS – REVIEW & UPDATE:**

Jeff Degitz shared a copy of the Carroll Country Recreation and Parks Advisory Board Constitution & Bylaws with the board. In an effort to revise he asked that the board take some time to review the bylaws and prepare to discuss possible changes at the next meeting in June.

## **MARKETING PLAN – NEW COMMITTEE:**

Jeff Degitz shared that in light of the results from the 2014 Needs Assessment Survey it is apparent that a large amount of our community does not know about all the opportunities Recreation & Parks provides. Jeff would like to form a committee (staff and board members) to discuss different perspectives of getting the word out.

- Derek Ludlow, John Marks, Carolyn Garber and Tom Long volunteered
- An email will go out shortly to set up the first meeting with the committee

## **UPCOMING EVENTS:**

- Tuesday, June 2, 2015 (11am-2pm) – Therapeutic Rec Day
- Saturday, June 6, 2015 (7am-11am) – Piney Run Park Youth Fishing Derby
- Saturday, June 6, 2015 (1-3pm) – Piney Run Park Perennial Garden Sale
- Thursday, June 25, 2015 (6-8pm) – Park Pursuit Kickoff @ Sandymount Park
- Recreation & Parks Month July 2015 / Park Pursuit

- Carolyn Garber challenged the board to participate in Park Pursuit. Judy Baker also jumped on board.
- Jeff shared that this event generates creative pics from the community that can be used later on for projects and presentations. It's a great way to share some of what Recreation & Parks is about.
- Lisa Carroll added that June 6<sup>th</sup> is also Art in the Park (10am-4pm), and Lax Max (9am-7pm).
- Carolyn Garber added that June 6<sup>th</sup> is National Trail Day (9am-12pm) – Piney Run Park and Morgan Run

**OTHER BUSINESS:**

Reminder: Next meeting Wednesday, June 24<sup>th</sup>, 2015 @ 7:30pm / Capital Project Presentation

**OTHER COMMENTS:**

John Marks thanked Colin Furneaux for his service to the advisory board and all members followed suit.

**ADJOURNMENT:**

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

Respectfully submitted,

*Jeff R. Degitz*

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Jeff R. Degitz, Director

*Candy Sharrer*

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Candy Sharrer, Secretary