

**Recreation and Parks Advisory Board Meeting  
July 22, 2015**

**Approved Minutes**

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

**Members Excused:** Brian Clancy

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

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

The Recreation and Parks Advisory Board met on July 22, 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:**

**APPROVAL OF MINUTES:**

Brad Knatz moved to approve the June 24, 2015 meeting minutes, Judy Baker seconded, all concurred and minutes were approved.

**DIRECTOR'S REPORT:**

- July is Recreation and Parks Month
  - Park Pursuit
    - Kick-off event 6/25 6-8 pm with County Commissioners, Oriole Bird, Raven Poe, unveiling of giant Adirondack chairs – thanks to Board members who attended
- Marketing Committee Mtg.
  - Held initial discussion with staff
  - Will be scheduling upcoming meeting with Adv. Board committee

**LETTER OF SUPPORT FOR MONOCACY RIVER BOAT LAUNCH:**

Jeff Degitz shared a draft letter of the Board's support for the proposed public river access at the Maryland Route 140 Bridge over the Monocacy Scenic River located at Carroll-Frederick County line. He asked the board to review and welcomed any changes. This is a joint project consisting of the purchase and development of a seven (7) acre parcel to accommodate a canoe/kayak launch site and extend the mileage of each county's existing water trails.

Carolyn Garber moved to approve the letter, Judy Baker seconded, all concurred and Chair John Marks signed the letter on behalf of the Board.

### **ARTS COUNCIL AND SELF HELP POLICY:**

Jeff Degitz shared a draft of an updated Self-Help Policy to include the Carroll County Arts Council (CCAC). As mentioned previously, while the department is no longer affiliated with the CCAC, we do still maintain a relationship through grant funding and participation on the CCAC Board of Directors to support providing arts opportunities for citizens and visitors to Carroll County.

Brad Knatz moved to adopt the updated Self-Help Policy including the CCAC, Tom Long seconded, all concurred.

### **APPEAL OF PERMANENT BAN:**

Jeff Degitz gave a summary and review of information that was distributed to all Board members and asked the board for their decision on the letter of appeal regarding a permanent ban to Hap Baker Firearms Facility. After much discussion the board unanimously voted to reject the appeal. Per ordinance the individual in question will be able to appeal this decision to the County Commissioners for 10 days and may request reinstatement after a period of one year.

### **UPDATED CONSTITUTION & BY LAWS:**

Jeff Degitz asked the board for their approval of the changes to the Constitution and Bylaws discussed during June's meeting and distributed to all Board members prior to the meeting. With little discussion needed, Carolyn Garber moved to approve the changes, Brad Knatz seconded and all concurred.

### **VOLUNTEER BACKGROUND CHECK POLICY DISCUSSION:**

Jeff Degitz asked for the board for their feedback on the Volunteer Background Check Program draft shared via email for review late June. The policy drafted is consistent with National Standards and our hopes are to implement the policy in time for Winter Sports this year. Volunteers will be directed to an on-line site to fill out their information; the results will come to the department and then be forwarded by roster to the volunteer council.

- Jim Rodriguez shared that the Board of Education through fingerprint checking receives automatic notification of recent occurrences. Jeff then shared that our policy would not include finger printing due to the additional time and cost involved for the volunteers.
- Derek Ludlow shared that IDs given with background check approvals are something to think about. Brad Knatz agreed comfort level and safety felt by parents may increase program participation as well. Question was then raised as to how we would uphold the badge usage of volunteers. Jeff said we would follow up on usage with spot checking by staff and rec. council leadership.
- Derek mentioned that expiration dates for and on the ID are needed. Discussion went around about how to differentiate between an old badge and up to date badge. Lisa Carroll said that changing the color of the badge would be an option.

Brad Knatz moved to approve the background check policy as presented, Jim Rodriguez seconded and all concurred.

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

Jeff Degitz asked the Board for their recommendation of prioritization of capital project requests. The board was briefed on each project last month and given information to review for this session. Jeff shared again that the projects would need to go in the last year (2022) of the CIP due to the amount of existing projects and limited funding flexibility currently in the plan.

After a short discussion Brad Knatz moved the projects be prioritized as mentioned in the review with two stipulations. Tom Long seconded and all concurred.

1. Bear Branch Nature Center Roof Replacement
2. Cape Horn Park Amenities
3. Leister Park Phase II
4. Northwest County Trail Acquisition
5. Quaker Hill Park Design and Engineering

\*Cape Horn Park Basketball Court to be examined at a later date per Mike Rodgers concerns regarding proximity to parking and anticipated usage.

\*\*Priority in fiscal schedule to be re-evaluated in coming years if Bear Branch Nature Center's roof issues worsen.

## **OTHER BUSINESS:**

- Jim Rodriguez shared that the Board of Education is developing a plan to use Lightning Detection Systems at their high school locations. The current standard is if you see it or hear it you take cover and leave the field for a designated period of time. This puts staff, fans and community members at risk and is challenging to determine objectively. Jim requested that this be added as an agenda item to the September meeting for further discussion.
- Carolyn Garber asked that a review of the Park Ordinance be added to a future meeting.

## **ADJOURNMENT:**

On a motion by Mike Rodgers and concurred by all, the meeting adjourned at 9:07 p.m.

Respectfully submitted,

*Jeff R. Degitz*

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Jeff R. Degitz, Director

*Candy Sharrer*

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Candy Sharrer, Secretary