

**Recreation and Parks Advisory Board Meeting
June 22, 2016**

Approved Minutes

Members Present: Judy Baker, Brad Knatz, Mike Rodgers, Derek Ludlow, Tony Rosas, Sue Ruppert, John Marks, Tom Long and Carolyn Garber

Members Excused: Jim Rodriguez

Staff Present: Candy Sharrer, Lisa Carroll and Ric Buchanan

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on June 22, 2016 at the County Office Building's public hearing room 003/004. The meeting was called to order at 7:28 p.m. by board chair Derek Ludlow.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

Brad Knatz moved to approve the May 25, 2016 meeting minutes, Tom Long seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **School Closing Update:** Affected councils have been notified that we are continuing outdoor use through the Fall thanks to agreement between Recreation and Parks and the Board of Education. No indoor use anticipated prior to October.
- **Westminster Community Pond:** Lights installed at pond to help deter presence of geese; concrete pads and 8 benches to be installed soon; eagle scout finished renovations to bridge to rear of park; trail construction to Commerce Center this summer
- **Hap Baker Fall Special:** We will be opening four additional days (Mondays & Tuesdays) in November from 10 am – 2 pm for hunters to purchase 30 minute time slots to sight rifles in an attempt to shorten lines during normal operating days
- **Trail Counters:** Trail counters have been installed at Cape Horn Park, Sandymount Park and Westminster Community Pond with more to follow at other sites; Cape Horn count for 35 days 8,695 (104,000/year); Sandymount count for 30 days 6,402 (77,000/year)
- **Art in Parks:** Looking to find ways to incorporate public art into our parks where possible; bird house donation at Westminster Community Pond and Arts Council looking at funding possible sculpture at Piney Run
- **Advisory Board Vacancy:** Brian Clancy has resigned from the Board due to increased work travel

- **Capital Project Updates:**

- Mayeski Park Entrance Road – Meeting with Winfield Fire Company next week; trying to coordinate construction timing with South Carroll High School roof replacement, carnival and school activities
- Winfield Park – Working with volunteers to address fine grading of field area; millings being donated for parking
- Krimgold Park – Received bids for trail extension; hoping to bid Bohde’s Place playground for fall installation
- Bear Branch Nature Center – Looking at fall 2016/spring 2017 installation
- Cape Horn Trail Resurfacing – First third of trail to be resurfaced this summer with bids received

CAPITAL PROJECTS PRESENTATION:

Ric Buchanan shared the Approved 2017 CIP with the Board and gave a brief overview of the new capital requests that need to be added.

- **Bennett Cerf Park – Bridge #2 Replacement:** Provide engineering & design, and demolition & replacement of the Bennett Cerf Bridge #2. *Total Estimated Cost, \$230,064*
- **Cape Horn Park – Dog Park:** Provide trail extension, fencing and enclosure concrete pad. *Total Estimated Cost, \$92,095*
- **Krimgold Park – Paving:** Provide entrance road and adjacent parking paving sections. *Total Estimated Cost, \$316,573*
- **Quaker Hill Park – Engineering & Design:** Engineer and design of proposed park site for grading, seeding, sediment & erosion control, storm water management, and fencing. *Total Estimated Cost, \$120,560*
- **Trail Development Fund –** Create a new funding category for trail development that will be used for various trail projects and provide more flexibility with timing and can also be used for local match for grant funding. *Total Estimated Cost, \$200,000*
 - Jeff Degitz shared that this is currently just a concept that the department is working with Management & Budget on.

The Board subcommittee will review and prioritize the capital projects, and bring their suggestions to the next Board meeting in July.

VOLUNTEER OF THE YEAR – AWARDS DISCUSSION:

Jeff Degitz shared that the department is looking into implementing a Volunteer Lifetime Award or Hall of Fame Award. The award would go to a volunteer that has multiple years making their mark in the community and would help create a lasting legacy. Jeff asked the Board if there was interest in the idea and forming a committee to discuss this idea further and set criteria.

Discussion went around the table and the Board decided to set a subcommittee (Brad Knatz, Tom Long, Derek Ludlow and Judy Baker) to discuss the idea and possible criteria. The subcommittee will report at the next Board meeting in July.

ADVISORY BOARD COMMITTEES AND ASSIGNMENTS:

Jeff Degitz shared the current Advisory Board Committee Assignments for review and changes. After a short discussion it was decided that Scheduling Facilities and Recreation Programming & Recreation Council Issues would be combined as one committee. Committees with only two members were filled. An updated Committee Assignment will be sent to all Board members.

OTHER BUSINESS:

John Marks asked for a status of the Sports Complex altercation. Jeff Degitz shared that the department just received possession of the police report. After review of the information an appropriate response to the situation and individual(s) will be delivered.

Mike Rodgers asked if there was any new development on Westminster Veterans Memorial Park. Jeff Degitz shared that a design plan has been formally submitted to the County's Development Review process but no change in development status at this point.

Derek Ludlow asked about the status of Rails to Trails. Jeff Degitz shared that communication between the County and owner of the rail corridor is ongoing.

OTHER COMMENTS:

Charles Carroll Recreation Council President, Jason Sidock asked as there are defined boundaries for recreation council usage; at what level are feeder schools determined? Jeff Degitz shared that the Board of Education determines the feeder schools through its districting process which is a separate process from department facility usage. Recreation and Parks assigns usage priorities based on the physical location of parks and schools and not the Board of Education's school districting. The recreation council service areas are roughly aligned with the County's election districts, a topic that was reviewed with the Board at the October 2015 meeting.

ADJOURNMENT:

On a motion by John marks and concurred by all, the meeting adjourned at 9:09 p.m.

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Candy Sharrer

Candy Sharrer, Secretary