

**Recreation and Parks Advisory Board Meeting
July 27, 2016**

Approved Minutes

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

Members Excused: Tom Long

Staff Present: Candy Sharrer, Lisa Carroll and Ric Buchanan

Ex-Officio Member Present: Jeff Degitz

The Recreation and Parks Advisory Board met on July 27, 2016 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 Derek Ludlow.

WELCOME AND INTRODUCTIONS:

APPROVAL OF MINUTES:

John Marks moved to approve the June 22, 2016 meeting minutes, Judy Baker seconded, all concurred and minutes were approved.

DIRECTOR'S REPORT:

- **Leister Park Disc Golf:** Nine holes have been developed with baskets installed and course is now usable. More improvements coming including tee areas, hole sponsor signs, additional tree trimming, etc.

- **Donation Requests for Benches & Pet Waste Stations:** Letters being sent to local businesses for donations to support pet waste stations at Westminster Community Pond, Leister and Krimgold Parks and for benches at Krimgold Park. Eight benches at Westminster Community Pond to be installed this summer and all funded by donations.

- **Capital Project Updates:**
 - **Mayeski Park**– Contract awarded for paving of entrance road, work underway; pavilion roof repairs to be completed this summer
 - **Krimgold Park** – Contract awarded for trail construction
 - **Winfield Park** –Using top soil from Krimgold removed for trail construction along with ongoing donations and volunteer efforts
 - **Westminster Community Pond** – Contract awarded for trail extension to Carroll County Commerce Center; funding in place to support design of connection to residential neighborhood

- **MacBeth Way Trail** – Contract awarded for construction which will be coordinated with utilities project
- **Hashawha Siding Project** – Staff currently working on Iroquois building; Algonquin building work to begin in fall
- **Deer Park** – Scheduled for bid concurrence with Commissioners tomorrow for pavilion replacement
- **Bear Branch Nature Center** – Looking at winter bid and spring 17 installation
- **Cape Horn Park** – Contract awarded for first third of trail to be resurfaced this summer
- **Leister Park** – Working with Town of Hampstead on cooperative effort to apply for grant funding to support paving of parking area, similar to previous effort that supported playground

CAPITAL COMMITTEE REPORT:

Judy Baker shared the re-prioritized capital projects recommendation with the Board.

1. **Bennett Cerf Park – Bridge #2 Replacement:** Provide engineering & design, and demolition & replacement of the Bennett Cerf Bridge #2. *Total Estimated Cost, \$230,064*
2. **Krimgold Park – Paving:** Provide entrance road and adjacent parking paving sections. *Total Estimated Cost, \$316,573*
3. **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*
4. **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*
5. **Cape Horn Park – Dog Park:** Provide trail extension, fencing and enclosure concrete pad. *Total Estimated Cost, \$92,095*

Brad Knatz moved to approve the re-prioritized capital projects as recommended by the Capital Committee. John Marks seconded and all concurred.

Brad Knatz moved to approve the creation of a Trail Development Fund line item to be included in the CIP that would recur on a to be determined frequency. Tony Rosas seconded and all concurred.

OTHER BUSINESS:

Derek Ludlow asked about the status of the school closures. Jeff Degitz shared that discussions are still happening and the 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. On August 29th Commissioner Weaver will be holding a public meeting at the Hampstead Volunteer Fire Hall to share updates with the community.

Derek Ludlow shared his concerns about the loose boards at Hashawha as well as the growth of aquatic vegetation in the lake. Jeff Degitz shared that the staff will look into the concerns and address any unsafe conditions. Jeff also added that the increased vegetation in the lake is an annual occurrence that is monitored by staff and typically dissipates in the fall.

Brad Knatz noted that the vegetation serves as habitat for the wildlife and cautioned that widespread removal may then create other issues.

OTHER COMMENTS:

Charles Carroll Recreation Council (CCRC) President, Jason Sidock asked if there was any update from the previous month's discussion regarding subcommittees. Jeff Degitz shared that last meeting: subcommittee discussion resulted in combining two committees (Scheduling Facilities and Recreation Programming & Recreation Council Issues) into one committee. The committee will review issues that arise on an as needed basis. It was also an opportunity for board members to change or add new committee participation.

Mr. Sidock also spoke regarding the pending closure of Charles Carroll Elementary, concerns about the CCRC's ability to use alternative school locations outside of their community and asked how the community can go about requesting a new park. Jeff Degitz shared that recreation councils have ongoing opportunities to share this input with staff at their regular meetings and throughout the year. The Department of Recreation & Parks considers all of this input along with actual current usage, demographics and anticipated resources as a part of the capital budget process that is discussed with the Advisory Board.

ADJOURNMENT:

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

Respectfully submitted,

Jeff R. Degitz

Jeff R. Degitz, Director

Candy Sharrer

Candy Sharrer, Secretary