

RECREATION AND PARKS ADVISORY BOARD MEETING  
August 10<sup>th</sup>, 2022 – 7:00 p.m.  
Approved Minutes

**Members Present:** Michael Duffy, Tony Rosas, Brad Rockwood, Michael Rodgers, Megan Vaughn, Kristin Darby

**Members Excused:** Tom Long, Caitlin Christ, Dave Ferguson, Anita Taylor, Donald Gerkin

**Staff Present:** Seth Carlson, Laura Tawes

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

The Recreation and Parks Advisory Board met on August 10<sup>th</sup>, 2022 at the Robert Moton Building in the Friends of Robert Moton Room. The meeting was called to order at 6:59 p.m. by Kristin Darby, Past - Chair Elect.

**WELCOME AND INTRODUCTIONS:**

Jeff Degitz, Board members and staff introduced themselves.

**APPROVAL OF MINUTES:**

Michael Rodgers moved to approve the May 25<sup>th</sup>, 2022, meeting minutes; Brad Rockwood seconded, all concurred and minutes were approved. Michael Duffy moved to approved June 29<sup>th</sup>, 2022, meeting minutes; Tony Rosas seconded, all concurred and minutes were approved.

**DIRECTOR'S REPORT:**

1. **Family Summer Bash July 15** – Over 200 people attended, and a good time was had by all. Special thanks to Board members Donald Gerkin and Kristin Darby who did shifts in the dunk tank (as did Commissioner Frazier). Staff are looking to offer this event once again next year and special recognition goes to Laura Tawes who coordinated all aspects of the event.
2. **Leister Park Story Stroll** – The Department's second Story Stroll was officially opened on July 22. This partnership with the Carroll County Public Library and the Partnership for a Healthier Carroll County has been very popular. We are looking to add another park in South Carroll, possible Freedom or Krimgold Park in addition to Leister Park and Deer Park.
3. **Heart of the Civil War Heritage Area** – The State of Maryland has several "heritage areas" where grant funding support is available for projects that help to promote tourism. The 145-acre Taneytown property and proposed rail trail were both partially (but not entirely) within this heritage area. With assistance from the Department of Planning,

Carroll County requested and received an administrative boundary change that will now include those entire properties inside the heritage area, potentially resulting in additional grant funding for development.

4. **Staff Updates** – Introduction of Seth Carlson as new Marketing Specialist; Becky Kishter being internally promoted to Sports Complex Manager after acting; Jamie Noel being promoted to Recreation Supervisor after acting; Tina Shupp retiring from Program Coordinator position after 32 years and the position will be posted; Gianina Porter is new Piney Run Park Superintendent beginning August 18
5. **Land Preservation Park & Recreation Plan (LPPRP)** – The Department of Natural Resources has approved Carroll County’s 2022 LPPRP. The 132-page document was completed with Recreation & Parks serving as lead agency with assistance from Departments of Planning Land & Resource Management. The next update will occur in 2027.
6. **Volunteer Hall of Fame** – Voting for up to three (3) new members of the Hall of Fame will occur at the conclusion of the September meeting, after Self Help presentations.
7. **E-Bike Discussion** – We will be including a discussion of E-Bikes on the agenda for the October meeting. These bikes are becoming more popular and present on many of our trails and are technically not allowed per Chapter 94 (Parks) of the County Ordinance

### **Capital Project Update:**

Jeff Degitz provided an update on current capital projects.

1. Bark Hill Park – Pre-submission meeting held 08/10/2022 re: trail design. Spring 2023 construction
2. Cape Horn Park – lighting project funded for FY23 and LPPI paperwork being submitted; new playground installation scheduled for September
3. Charles Carroll Park – community center construction progressing
4. Deer Park – lighting replacement project completed
5. Freedom Park – rear parking lot paving and pavilion replacement funded in FY23; LPPI paperwork is being submitted
6. Gillis Falls – continuing to seek design approval
7. Hashawha/Bear Branch – park road and parking lot paving complete; walkways around main building to be completed in 2023; new BBNC pavilion construction late 2022/early 2023
8. Landon C Burns Park – new octopus climber/play equipment completed
9. Leister Park – new permanent story stroll stations installed with books to be rotated
10. Piney Run Park – seawall/bulkhead replacement funded in FY23; POS paperwork being submitted

11. Salt Box Park – first of the playground replacement funding in FY23 with new equipment to be installed in FY24 after second half of funding is received
12. South Carroll Dog Park – two new shade structures installed, additional benches coming this fall
13. Westminster Veterans Memorial Park – ribbon cutting held July 12<sup>th</sup>; memorial garden design in review process with construction anticipated in Spring 2023 followed by Blue Star Memorial dedication

**Review of CIP and Prioritization of New Capital Requests:**

The Capital Projects for FY29 were ranked based on importance to the Advisory Board. After a brief discussion, the projects were ranked as follows with a motion to approve by Kristin Darby and seconded by Michael Duffy and concurred by all

1. Outdoor Basketball Courts at Krimgold & Leister Parks
2. Freedom Park – Relamping of all Sports Fields
3. Cape Horn Park – Phase 2 Lighting of Sports Fields
4. Kate Wagner – Field Lighting

**Other Business:**

None

**Public Comments:**

None

**ADJOURNMENT:**

Next meeting will be held in person on Wednesday, September 28<sup>th</sup>, 2022, at 7:00 p.m. On a motion by Michael Duffy, Michael Rodgers seconded, and concurred by all, the meeting adjourned at 7:51 p.m.

Respectfully submitted,

*Jeff R. Degitz*

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Jeff R. Degitz, Director

*Laura Tawes*

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Laura Tawes, Secretary