

RECREATION AND PARKS ADVISORY BOARD MEETING

March 25, 2026

Bear Branch Nature Center

Approved Minutes

Members Present: Gary Davis, Austin Johnstone, Nadine Rosendale, Kristin Darby, Kristin Darby, Lynn Karr-Kratz, John Woodley, Donald Gerkin

Members Excused: David Ferguson, Anita Taylor, Mark Schmidt

Ex-Officio Member Present: Bob Hicks, Director

Staff Present: Dawn Harry, Lisa Carroll, Will Brozy, Dylan Collins, Candy Sample

Esteemed Guests: Roberta Windham, Deborah Effingham

The Recreation and Parks Advisory Board met on, March 25, 2026, in the Meeting Room at the Bear Branch Nature Center. The meeting was called to order at 12:59 pm by Mr. Davis.

Welcome and Introductions:

Welcome and Introductions were exchanged around the room.

Approval of Minutes:

Lynn Karr-Kratz, recommend approval with correction – Meeting Location is Room 003 County Office Building.

The motion to approve the February minutes was made by Mr. Gerkin, it was seconded by Mr. Woodley, the vote was unanimous.

Director's Report- Mr. Hicks

Staffing Updates-

- Completed initial interviews, with second interviews scheduled for March 27, 2026, to fill the Parks Division Manager Position
- Jay Weller, retiring from HBB after 15 years as the Maintenance Supervisor. The position is being advertised.

Program Reports-

- Dawn Harry discussed upcoming programs and initiatives at HBB, Summer Camps, Month Night (first time event).
- Candy Sample discussed upcoming programs for the Spring and Summer at the Charles Carroll Community Center (Egg Hunt, Community Yard Sale, Summer Camps, EPIC Camp)
- Dylan Collins discussed upcoming programs at PRP, to include boat ramp open after a frozen winter, adult and youth fishing tournaments, and DNR evasive tree plaining event.

- Lisa Householder discussed upcoming Recreation Programs, Egg Drop, Youth Fishing Rodeos, Park Pursuit, and give-away of Hersheypark tickets for Recreation and Parks month, along with the fundraiser for the Park Legacy Fund – annual CarFest at the Farm Museum.

Director, Bob Hicks reported-

- BCC approved for the artificial turf for Cape Horn Park go out for design
- BCC approved the 11 Self-Help projects
- No comment at the Public Hearing for Chapter 95 Park Ordinance, BCC approved changes
- Dept. of Recreation and Park, Public Works, and Planning and Land Management presented a scientific based forest management program to the BCC, as information only. Impact would be on the trail users if the program is approved by BCC.
 - Lynn Karr-Kratz asked what would be sold – Bob responded timber would be sold for lumber and used to manage the program.
- Budget Hearing on 3/24/26, requesting a generator for BBNC, RTV for the Sports Complex, and Gym Divider for Charles Carroll Community Center.
 - Gary Davis asked who the Sports Complex Manger was at this time. – Bob reported Becky Kishter and is doing a great job.
- Field lights at Freedom Park undergoing an LED conversion, estimated about a month to complete.
- Staff is updating the LPPRP plan, required every 5 years to receive Program Open Space funding. Ashleigh Smith and Seth Carlson are spearheading the project, with Land Preservation, Natural Resources for the County. It will be presented to Advisory Board and then to BCC. Due to DNR at the end of December 2026.
 - Gary Davis asked for an update on the Strategic Plan. Bob indicated that this would be an item coming up, it's completed every 3 years. Gary thanked the staff for their hard work.
- Next meeting will be at the Robert Moton Center, May 20, at 5:00 p.m.

Park Develop Manager, Will Brozy, reported on capital projects-

- Leister Park – getting an outdoor pickleball court
- PRP Paving
- 7 Self-help projects underway or completed
- Krimgold Park will have a reforestation planting
- Freedom Park, fixing drainage issues between fields 4 & 5
- PRP – pavilion 4 new roof and electric repair
- Freedom Park, new pavilion going in
 - Gary Davis inquired about the company doing the paving at PRP, MT Laney is the company.
 - John Woodley asked about the pickleball court at Leister Park, and if entrance issues have been resolved. Deb indicated that Leister Park will remain a passive park, as the road improvements by the State of MD are too expensive. Lisa indicated that is why the council cannot hold games at the location.

Review of new/updated guidelines for Recreation Councils

Division Manager, Recreation, Lisa Householder, presented new requirements for the Recreation Councils and handed out the onboarding document used with new executive board members of each council.

Review of recommended update to Recreation and Parks Advisory Board Constitution and Bylaws

Director, Bob Hicks, presented the By-Law updates, see handout items in Red

Motion to approve was made by Ms. Johnstone, it was seconded by Mr. Woodley, the vote was unanimous. The meeting was adjourned, 2:10pm.

Space allocation update – Don Gerkin

- Don will be providing his notes to the board
- Re-establishing the meetings, all councils will be invited
- Frank Roelke with Central Carroll and VP of the FoCRP Board will assist
- Question, who owns the process? CCRP, FoCRP, Advisory Board?
- Standardized registrations dates – are they needed?
- Demographics have changes - historical usage may be outdated.
- Standardized practice for number of practices per week. Not holding space
- Need discussions with CCPS

Elections of Chair and Vice Chair

The motion to approve Austin Johnstone as Chair and Donald Gerkin as Vice Chair was made by Mr. Woodley, it was seconded by Mr. Duffy, the vote was unanimous.

Commissioners Corner

Roberta Windham indicated this is a difficult time of year for the Commissioner's to get away due to the budget process – however thanked the board for the invitation and for everything the board and the volunteers do. Youth sports in Carroll County could not exist without the valuable contributions of volunteers. Thank you to Don for taking the lead on the space allocation committee and the need to reaffirm the role of recreation councils and youth sports. Appreciate the Board's help with the By-laws, a commissioner's initiative. Congratulations to Justin and Don, the Board's chair and vice-chair.

Other Business:

Gary Davis – questions from Winfield Recreation Council

How to handle strangers taking pictures of kids at the park? Direction given is to call the Sherriff's Office. Gary Davis to talk with Sherriff DeWees.

Public Comments:

There were no public comments.

Adjournment:

The next meeting will be held May 20, 2026, at 7:00 PM, location Robert Moton Center.

Motion to adjourn was made by Ms. Darby, it was seconded by Mr. Woodley, the vote was unanimous. The meeting was adjourned, 2:10pm.

Respectfully submitted,

Bob Hicks

Bob Hicks, Director

Lisa Carroll

Lisa Carroll, Division Manager