

RECREATION AND PARKS ADVISORY BOARD MEETING

May 21, 2025

Robert Moton Center

Approved Minutes

Members Present: Gary Davis, Nadine Rosendale, Austin Johnstone, Mark Schmidt, Lynn Karr-Kratz, David Ferguson, Donald Gerkin

Members Excused: Anita Taylor, Michael Duffy, Kristin Darby, John Woodley

Ex-Officio Member Present: Bob Hicks, Director

Staff Present: Lisa Carroll, Ashleigh Smith

Esteemed Guests: N/A

The Recreation and Parks Advisory Board met on, May 21, 2025, in the Meeting Room at the Robert Moton Center. The meeting was called to order at 7:00 pm by Mr. Davis.

Welcome and Introductions:

Welcome and Introductions were exchanged around the room.

Approval of Minutes:

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

Director's Report- Mr. Hicks

Staff Update –

- Piney Run Park – still working on hiring Full Time Ranger
- Carroll County Sports Complex – Part-time position still open
- FY26 two new positions approved:
 - Community Parks – Maintenance Specialist
 - Bureau of Recreation – Charles Carroll Manager

Programs and Upcoming Events –

- Tuesday, June 10th – Therapeutic Recreation Day
- Saturday, July 12th – Car Fest
- Saturday, August 23rd – Kidz Fest
- Ignite Potential, Embrace the Outdoors: Tobacco-Free and Vape-Free Adventures – youth ages 12 – 17 can register on Rec Desk to pledge to be tobacco and vape free. With this registration they will be entered into a raffle contest for 2 Hershey Park tickets.
- Charles Carroll Camp was cancelled due to low interest.
- Bureau of Recreation will be doing onboarding for the executive board members for the Rec Councils.

Marketing Update – document handed out regarding other programs or events.

Other –

- Hashawha AC in five cabins – approved in the FY26 budget.
- Cancellation for Sasquatch Saturday at Piney Run Park due to the paving project.
- Director Hicks stated that he will not be able to attend the next months Advisory Board Meeting.
- BGE Grant for Mayeski and Deer Park – install towards the end of the school year. Should take a couple weeks. Have not responded back on providing us with the old bulbs. Have asked about Freedom Park replacement.

Indoor Space Allocation Sub-Committee Report:

Presented by John Neubert – Report attached below labeled Update on **Indoor** Facility Usage Committee

Another update will be provided during the July Advisory Board Meeting.

Rec Council members are attending and engaged.

Mr. Schmidt – will rental facilities be part of the discussion and committee?

Mr. Neubert – this is not a part of the committee, but we can look at it.

Mr. Davis – can data be collected on what type of registration site programs are using.

Discussion – may be difficult due to so many types of registration types.

Public Comment (Ms. Dawn Prosser) – Can information be shared?

Mr. Neubert – council should be able to share.

Ms. Prosser – what do you see written in the future? Code in Rec and Parks?

Mr. Neubert – the committee will present information and a recommendation to Advisory Board and Recreation and Parks staff. That would not be the committee’s decision. Would be up to Advisory Board and Recreation and Parks on how they want to proceed,

FY26-31 Capital Budget –

Presented by Director Hicks – Hand out attached below labeled Carroll County Department of Recreation and Parks Fy2026-2031 Capital Budget (Pending Adoption on 5/22/2025 by BCC)

Mr. Ferguson – basketball courts at Krimgold and Leister were voted on to be put in the budget but have not seen them in the budget. Discussion back in the 2022 regarding multiple projects and prioritizing them.

Commissioners Corner: N/A

Other Business: N/A

Public Comments:

Ms. Prosser – is there any concern with funding in the future?

Mr. Bird – issues with outdoor field facilities. Why aren’t rec councils ran similarity with by-laws?

Ms. Carroll – there is a template by-law, but they can add to the by-laws.

Mr. Bird – when were those by-laws put out?

Ms. Carroll – when the council was formed.

Mr. Bird – sports are changing to travel or club. Where does the priority level fall for rec programs and club/travel?

Ms. Carroll – I do believe this is in Mr. Neubert notes.

Mr. Gerkin – it was discussed that Rec Councils should take priority. Encourage Winfield rep to mention it at the next meeting.

Mr. Bird – be ahead of the sports world changing but it seems like the committee is working through it. Doing a full inventory of the fields and if the fields are truly being used.

Mr. Gerkin – talked about having base needs for the programs. Example – making sure programs are getting two practices in each week and someone that wants a third night would not get priority if another program hasn't had their first or second practice of the week.

Ms. Karr-Kratz – are there many kids turned away?

Mr. Gerkin – disparity with the registration windows. Registration is very early, and kids are missing out.

Mr. Davis – concerned about the secretaries scheduling the fields at the high schools. This needs to be looked at in the future. Is there a better way of doing it?

Mr. Ferguson – in other counties rec councils can use high school fields and stadium fields. Carroll County can not use stadium fields across the county.

Ms. Carroll – the board of education must approve use on the stadium fields. No change at the middle and elementary schools. The change will be at the high school.

Ms. Garber – received grant money for a tree planting in May. Community Parks staff went out and dug the holes. June 25th - July 15th hosting Old Dominion young endurance riders. 2025 is the 30th operations center of the Equestrian Center. Equestrian Center will be included in Rec and Parks month. There will be a scavenger hunt at Piney Run Park trails.

Mr. Schmidt – money that goes to the Equestrian Council does it stay with them or go back to Carroll County Recreation and Parks?

Ms. Carroll – Rental fees stay with the CCEC. Field rentals fees to the local recreation council that maintain those fields.

Mr. Schmidt – subletting to other groups that are renting.

Ms. Carroll – ran differently than fields. The Equestrian Council runs this facility. Carroll County Recreation and Parks does not.

Ms. Garber – yes, must be a member to use the rings. The treasury report is given and is in the Carroll County Recreation and Parks annual report.

Mr. Schmidt – concern about liability concerns with jumps being so high. Who is liable? Documents were provided and I will provide them.

Ms. Carroll – everything is in line with Risk Management and County Attorney.

Ms. Garber – all jumps were approved by the county when installed. They have been there awhile. We did a lot of research.

Discussion on displaying facility usage public. Ms. Carroll stated we are debating putting our facility usage out to the public.

Adjournment:

The next meeting will be held June 25, 2025, at 7:00 PM, location Robert Moton Center.

Motion to adjourn was made by Mr. Johnstone, it was seconded by Ms. Karr-Kratz, the vote was unanimous. The meeting was adjourned, time not recorded.

Respectfully submitted,

Bob Hicks

Ashleigh Smith

Bob Hicks, Director

Ashleigh Smith, Secretary

Carroll County Department of Recreation and Parks
FY2026-2031 Capital Budget (Pending Adoption on 5/22/25 by BCC)

FY2026

- Piney Run Park – Entrance Paving
- Two Turf Fields – Kringold and Cape Horn Parks
- Piney Run Park – Boathouse Replacement
- Leister Park – New Pickleball Court
- Piney Run Park – Pavilion 3

Paving FY2027

- Piney Run Park – Pavilion 3 Replacement
- Sports Complex Improvements – Fields 4

& 5 FY2028

- Freedom Park – Pavilion 1 Replacement
- Westminster Community Pond – Playground

Replacement FY2029

- Freedom Park Lights – 1 Ballfield
- Double Pipe Creek – Playground

Replacement FY2030

- Freedom Park Lights – 1

Ballfield FY2031

- Freedom Park Lights – 1 Ballfield

Current Capital Projects:

- Piney Run Park Paving – Basketball/Pickleball Courts, Upper Parking Lot and Trailer Parking Lot
- Piney Run Park – Playground Replacement
- Piney Run Bulkhead

Current Park Restoration

Projects:

- Entry Signs – Old Liberty Park, Charles Carroll Community Center and Park, Deer Park Field Signs
- Sports Complex – Restroom Rehab
- Sandymount Park – Pavilion/Concession Exterior Rehab
- Hashawha – Kitchen and Cafeteria Flooring Replacement
- Bear Branch Maintenance Barn – Concrete Floor

Update on Indoor Facility Usage Committee

Guidance From Recreation and Parks: Consideration and Goals for Space Allocation:

- Develop a Historical Usage Definition
- In-Season vs. Out-of-Season Sports
- Registration Minimums & Maximums to align with allocated space
- Consistent registration period for all Recreation Councils
- Adult Program Time Allocation

General Information:

- We have had two meetings to date in the past two months
- We have 2 additional meetings scheduled (one in early June, one late June)
- The group has representatives from all recreation councils with programs requiring indoor facilities
- The committee has reviewed the Recreation Department and Public Schools documentation governing facilities utilization
 - SOP 0002 - *FIELD SCHEDULING FOR INDEPENDENT GROUPS*
 - Carroll County Public Schools Administrative Regulations Board Policy KGF: Community Use of School Facilities
- The committee also received a previously developed notional “Priorities for Allocation of Facilities” which had been presented to FOCR&P, but never refined and acted or voted on

Data Collection:

- The committee is gathering information on the following:
 - List of programs using indoor facilities
 - Historical registration for those programs (by age group if possible)
 - Number of players/team by sport/age
 - The committee will use this to determine overall facility utilization within a council as well as defining maximum number of registrants supported by the facilities
 - “Typical” usage per program/team/age. The goal here is to try to come up with a consistent definition of ‘need’
 - Examples: 6-year-old basketball might practice once a week (needing half a court) for an hour and have one game per week for an hour
 - 15-year-old travel basketball might practice twice a week for 90 minutes and need a full court of one of those and might have a 90-minute game per week.
 - Current Registration Period by program/sport
 - List of all indoor facilities per council – with detail (full court, small court, half court, etc)

Decisions made to date (by motion and vote – decisions unanimous to date):

- Each council has ONE vote on any motion

- Each council may have two representatives at the meetings in order to ensure that the program voices are heard directly.
 - This includes the primary ‘regular’ VOTING representative
 - May include a program representative with specific interest in the topics of a particular meeting
- Historical Usage definition developed by this committee will be limited in applicability to ‘shared’ facilities
 - Each council may have their own Historical Usage definition to apply to programs/facilities within their council.

Next Steps – Focus of the next 2-3 meetings:

- Prioritizing decision making, the committee will work to review and see if it can define a common Registration Period for programs with near term registrations – potentially at the next meeting
- Definition of In-Season vs. Out of Season. The Facility Prioritization document broke this down further and committee discussions indicated a potential for even further delineations. These may flow into the “Historical Usage” definition:
 - In Council vs Out of Council
 - Primary Season (In Season vs Out of Season) – because so many sports are going year round, but they all still have a “Primary” Season (Soccer – Fall, LAX – Spring, etc)
 - Primary Facility (this applies more once the outdoor facilities are brought into the discussion along with indoor facilities) – if soccer wanted a gym for some training – non-primary facility
- Historical Usage: These discussions have started and there are a lot of good points being discussed. The committee will continue to work on this definition and how it will be applied

Longer Term:

- The committee realizes that the efforts here will set the foundation for continued discussions to cover outdoor facilities
- The committee members discussed potentially having one of the charters for FOCR&P going forward be to collectively monitor registrations within councils and facilities usage to foster more transparency and potentially more cross council sharing of facilities to best support the county constituency.