



## FREDERICK COUNTY PARKS AND RECREATION COMMISSION

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Frederick, MD 21702  
PHONE: 301-600-1646

JEREMY KORTRIGHT - DIVISION DIRECTOR

### MINUTES

The Frederick County Parks and Recreation Commission

October 14, 2021

#### Parks and Recreation Commission Attendees:

Nick Augustine	Mary Ann Brodie-Ennis
Charlotte Davis	Council Liaison- Jerry Donald
Viktor Kraenbring	Harry Lashley
Dave Twigg	

#### Parks and Recreation Commission Absentees:

Howard Looney  
Mary Jo Richmond  
BoE Liaison- Brad Young

#### Staff Attendees:

Bob Hicks  
Jeremy Kortright  
Becky Clarke  
Kim Taylor-Community Grant Coordinator

#### Voting Legend

For-Against-Abstained-Absent

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**APPROVED**  
NOVEMBER 18, 2021  
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**Call to Order:**

Chair Dave Twigg called the October 14th, 2021 meeting to order at 6:30 pm.

Members met at Utica District Park, Shelter #4, due to the closing of County Buildings.

**Approval of Minutes:**

Minutes from the September 9th, 2021 meeting was presented for approval. Charlotte Davis motioned to approve the September 2021 minutes and Harry Lashley seconded the motion. **The Motion passed 6-0-1-3. Dave Twigg abstained.**

**PRC Chair Comments:**

Chair Dave Twigg thanked staff for arranging to have an “in person, outdoor” October meeting, even though County Buildings were still closed.

**Community Grant Application Recommendations:**

Staff members Bob Hicks and Kimberly Taylor presented the application rating sheets from the Community Grant Sub-Committee. The following recommendations were presented from the Sub-Committee to the general Parks and Recreation Commission members:

FY2022 Community Grant Program  
Parks and Recreation Commission  
Project Evaluations & Committee Final Funding Summary

Rank	Organization	Final Score	Requested	Approved
1	Clover Hill Civic Association	79.50	8,875.00	8,875.00
2	The Meadow at New Market	72.00	24,631.00	12,500.00
3	The Orchard Community Service Association	68.50	1,545.00	1,545.00
4	Monarch Ridge HOA	67.00	17,582.35	10,956.00
5	Mountain Village Community HOA	63.67	23,648.57	11,536.00
6	Willow Glenn HOA	60.83	9,272.00	4,156.00
7	Stonebridge Community Associates	53.00	20,758.00	-
8	FC Frederick	47.33	27,000.00	-
		<b>TOTAL:</b>	<b>133,311.92</b>	<b>49,568.00</b>

*Remaining balance to rollover into next fiscal year:* **432.00**

Discussion took place about the applications and recommendations. Nick Augustine made a motion to accept the Sub-Committee’s final funding recommendations. Viktor Kraenbring seconded the motion.

**The motion passed 7-0-0-3.**

**Directors Report:**

Jeremy Kortright asked if anyone had any questions about the monthly reports that were previously distributed. He then gave updates:

- Jeremy announced some of the upcoming Recreation events, including the trick or treat trails and Drive thru events.
- Paw-o-ween event will be Oct. 20<sup>th</sup> at Ballenger Creek Park
- Phase II construction at Utica is estimated to be finished next week (third week of October).
- Restrooms at Utica are just awaiting materials to finish.
- Othello Field 1 is being rehabilitated by a contractor
- Othello Farmhouse rehab is on schedule to be complete in March
- Utica Farmstead rehabilitation is moving along quickly.
- Middletown Park rehabilitation is to be done November 18<sup>th</sup>
- Oak Street building purchase- Parks and Rec will be getting a new crew to maintain that 26 acres.

**Commission Items:**

- Discussion ensued on the November meeting date. Regular meeting night would be November 11<sup>th</sup>, which is Veterans Day Holiday. The backup date was discussed as being either November 4<sup>th</sup> or November 18<sup>th</sup>. A lot would depend on the availability of Rock Creek School, as this has been named as the location of the meeting. After discussion, a motion was made by Mary Ann Brodie-Ennis to make November 4<sup>th</sup> the first choice of the PRC and November 18<sup>th</sup> the second choice. The motion was seconded by Harry Lashley. **The motion passed 7-0-0-3.**
- Nick questioned who was responsible for the Ballenger Creek Trail blacktop, which is heaving up at this point. Bob Hicks stated that the contractor would be responsible for that and that the contractor would be contacted. He also stated that the bridge by the old farmhouse has graffiti on it. The bridge is not the responsibility of Parks and Recreation to manage.

**Public Comments:**

None

**Adjourn:**

There being no further business, Nick Augustine motioned to adjourn the meeting at 7:10 pm. The motion was seconded by Mary Ann Brodie-Ennis. **The motion passed 7-0-0-3.**

Respectfully Submitted,

Becky Clarke  
Recording Secretary