



# FREDERICK COUNTY PARKS AND RECREATION COMMISSION

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JEREMY KORTRIGHT - DIVISION DIRECTOR

## MINUTES

### The Frederick County Parks and Recreation Commission

May 12, 2022

#### Parks and Recreation Commission Attendees:

Viktor Kraenbring	Nick Augustine
Charlotte Davis	BoE Liaison- David Bass
Harry Lashley	Mary Ann Brodie-Ennis
Howard Looney	
Mary Jo Richmond	

#### Parks and Recreation Commission Absentees:

Council Liaison- Jerry Donald  
Dave Twigg

#### Staff Attendees:

Bob Hicks  
Jeremy Kortright  
Becky Clarke

#### Voting Legend

For-Against-Abstained-Absent

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APPROVED  
July 14, 2022  
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### **Call to Order:**

Vice Chair Viktor Kraenbring called the May 12, 2022 meeting to order at 6:30 pm.

### **Approval of Minutes:**

Minutes from the November 2021 meeting was presented for approval. Howard Looney had one correction to the November minutes. Under "Commission Items" the title of the committee he sits on is **The Frederick County Rural and Scenic Roads Advisory Committee, not the Rural Scenic & Historical Committee**. Charlotte Davis motioned to approve the November 2021 minutes with this one correction. Howard Looney seconded the motion. **The Motion passed 5-0-3-2. (Mary Ann Brodie-Ennis, Nick Augustine and David Bass abstained.)**

### **PRC Chair Comments:**

Vice Chair Viktor Kraenbring congratulated staff member/Division Director Jeremy Kortright on attaining a special certification, CPRP(Certified Parks and Recreation Professional) thru the NRPA.

### **OMA Requirements**

Viktor informed the Commission members of the new requirements for the Open Meeting Act, a statue that requires most State and local public bodies to hold their meetings open to the public, to give the public adequate notice of those meetings, and to allow the public to inspect meeting minutes. The goals are to increase the public's faith in government, ensure the accountability of government to the public, and enhance the public's ability to participate effectively in our democracy. To ensure that Frederick County boards and commissions are in compliance with the OMA, each Chair and Vice Chair must complete this training within 90 days of this notice. Dave Twigg (Current Chair), Viktor (Current Vice Chair) and Bob Hicks (Staff) are certified. Charlotte Davis is also certified. For the Parks and Recreation Commission, the duly elected Recording Secretary shall make sure that each new Chair, Vice Chair and a staff member are certified by August of each year.

### **Kanode Master Plan Design Committee Selection**

Bob Hicks gave an overview/background of how Master Plan Design Committee will work and the history on the Kanode Property. Kanode Park Design will be in FY 23 so a committee needs to be selected now. The following representatives are recommended by staff to be included on the Committee:

- Adjacent Property Owner Representative
- Parks and Recreation Division Staff Member (non-voting ex-officio)
- Planning and Permitting Division Staff Member (non-voting ex-officio)
- Division of Public Works (non-voting ex-officio)
- Frederick County Agricultural Preservation Board Staff (non-voting ex-officio)
- Frederick County Parks and Recreation Commission Representative
- Equestrian/Horseback Riding Representative
- Regenerative Agricultural
- Frederick County Farm Museum Association
- Frederick County Farm Bureau
- Frederick County Arts Council
- Frederick County Tourism Council
- CTE Department – FCPS (*Recommended by Parks and Recreation Commission*)

- Frederick County Cooperative Extension Services Representative (*Recommended by Parks and Recreation Commission*)

During the discussion on the potential committee members, Barb Trader, a guest in attendance, gave an overview of Regenerative Agriculture. She attended the meeting to suggest that Regenerative Agriculture be a part of the Kanode Park plan.

Parks and Recreation Commission members discussed who should represent the Commission on the Master Plan Committee. A motion was made by Nick Augustine to elect Viktor Kraenbring as the representative with Charlotte Davis as the Alternate. This motion was seconded by Mary Jo Richmond.

**The motion passed 8-0-0-2.**

After discussion, a motion was made by Mary Jo Richmond to accept the edited list. The motion was seconded by Harry Lashley. **The motion passed 8-0-0-2.**

#### **LPPRP**

The Director of Liveable Frederick, Kimberly Brandt, presented a fabulous power point presentation on the LPPRP (Land Preservation, Parks and Recreation Plan) for 2022. This plan is a requirement for POS Planning and funding and is required to be done every 5 years.

After much discussion, a motion was made for recommendation to accept the plan as presented by Ms Brandt. The motion was made by Nick Augustine to accept the Parks Portion of the Land Preservation, Parks and Recreation Plan. The motion was seconded by Mary Ann Brodie. **The motion passed 8-0-0-2.**

#### **Nominations for expiring Member Term:**

Vice Chair, Viktor Kraenbring moved the meeting into a closed session to discuss the nomination for PRC membership (Harry Lashley and guests left room for temporary discussion), for the expiring term of Harry Lashley. There were 4 applications to be considered. Discussion ensued and a motion was made by Mary Ann Brodie Ennis to recommend Harry Lashley to continue in the roll. A second was made by Mary Jo Richmond. **The motion passed 7-0-1-2. (Harry Lashley out of closed session)**

#### **Middletown Skate Park Design**

Bob Hicks gave a brief history of the requests that have come in over the past, since 2008 for a Skate Park at Middletown Park. Pam Dietrich, the original requester for the skate park, was in attendance at this meeting to help with the history and get some direction. Due to funding, the project did not happen.

The Master plan has since been revised as Bob presented. Staff is now looking for a Parks and Recreation Commission recommendation to take the plan forward to the County Council.

Harry Lashley made a motion to accept the Middletown Skate Park Design as presented. The motion was seconded by Charlotte Davis. **The motion passed 8-0-0-2.**

#### **Commission Items**

Viktor mentioned that there was interest in doing another Park tour this year for PRC members. A date of July 14 was chosen. Staff will begin to plan the day, reserving vans for transportation and lunch. A motion was made by Mary Ann Brodie-Ennis to do a park tour for 2022. The motion was seconded by David Bass.

**The motion passed 8-0-0-2.**

Charlotte mentioned the state funding this year for LPPI. Jeremy explained that it went to playground replacements, as well as water fountain and hose bib replacement at Pinecliff and Ballenger Creek Park.

Howard stated that he continues to attend the FC Rural and scenic Roads Advisory Committee meetings, and all is going well.

Nick inquired on Bark in the Park

Mary Jo inquired on the high numbers at Ballenger Creek Park

Harry mentioned that Brunswick Municipality is doing numerous improvements to parks

Jeremy mentioned the following parks and recreation activities:

The Easter Egg Roll

Certifications for Staff

County Executive's attendance at the first all-girls Flag Football League.

**Public Comments:**

None

**Adjourn:**

There being no further business, Howard Looney motioned to adjourn the meeting at 8:30 pm. The motion was seconded by Mary Ann Brodie-Ennis. **The motion passed 8-0-0-2.**

Respectfully Submitted,

Becky Clarke  
Recording Secretary