



# FREDERICK COUNTY PARKS AND RECREATION COMMISSION

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JEREMY KORTRIGHT - DIVISION DIRECTOR

## MINUTES

### The Frederick County Parks and Recreation Commission

January 12, 2023

#### Parks and Recreation Commission Attendees:

Howard Looney  
Mary Ann Brodie-Ennis  
Viktor Kraenbring  
Dave Twigg  
Mary Jo Richmond  
Nicholas Augustine  
oE Liaison – Nancy Allen  
Harry Lashley

#### Parks and Recreation Commission Absentees:

Council Liaison-was  
*appointed but not approved*  
*prior to this meeting.*  
Charlotte Davis

#### Staff Attendees:

Bob Hicks  
Jeremy Kortright  
Kayla Brannen  
Kimberly Taylor

#### Voting Legend

For-Against-Abstained-Absent

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**Call to Order:**

Chair Howard Looney called the January 12, 2023, meeting to order at 6:30 pm.

**Approval of Minutes:**

Minutes from the November 2022 meeting were presented for approval. Viktor Kraenbring motioned to approve the November 2022 minutes. Mary Jo Richmond seconded the motion. **The Motion passed 8-0-0-2.**

**PRC Chair Comments:**

Chair Howard Looney stated that he attended the budget meeting and Museums By Candlelight at Rose Hill Manor. He also welcomed Nancy Allen, new BOE liaison to the PRC.

**CIP Submissions and Operating Budget Review**

Kimberly Taylor and Bob Hicks presented the division's CIP submissions and the operating budget for FY24. The presentation began with showing the commission the Open Book webpage found on the County website. Members of the public can view updates and project pictures of Parks & Recreation specific projects online using this webpage..

She also reviewed a snapshot of CIP projects that funding was requested in FY24. The presentation showed funding requests for our CIP projects across several years. A discussion occurred specifically about the Kanode, Calico Rocks, and the North County properties. In addition, a discussion occurred about CIP budget requests centering on the recreation center in Othello Regional Park.

Mary Jo Richmond and Mary Ann Brodie Ennis asked about the location of the Centerville Community Park, which is an 18-acre property located near the Centerville Elementary School, that is currently under an agricultural lease. Jeremy added that he believes the growing community will welcome athletic amenities in that area.

Mary Jo Richmond asked about the Kemptown/Oakdale/Green Valley area and park needs due to the growth in the community. Jeremy stated that the LPPRP identified a need for park space due to growth and a target to build a community park to satisfy that need.

Mary Ann Brodie Ennis stated that she has been discussing in the Housing and Quality of Life Transition Team meetings the need for smaller community parks vs. regional parks to provide accessibility and equity in the parks system. She also stated that a recommendation may be coming from the Transition Team that the County and municipalities work together to establish smaller community-based parks.

Howard discussed how municipalities and County could work together. Jeremy added that we are one of the few counties that share Program Open Space (POS) funding with municipalities.

Kimberly shared with the PRC the Budget Open Houses that have been scheduled by the County Executive. She also gave an overview of budget decisions that will occur February-May 2023.

Next, she provided an overview of Base Budget Requests and Operating Budget appeals specific to Parks and Recreation. Until April, PRC members can show general support for parks and CIP projects. Jeremy stated that we can share, in April, what was approved for specific support.

Mary Jo Richmond asked about a base budget request to fund staff salary increases. Jeremy stated that the County Executive makes staff salary increase recommendations.

Harry Lashley asked about our YMCA Partnership with pools. Jeremy stated that the partnership with the YMCA and FCPS with Parks and Recreation has provided the public with pool access.

**Director's Comments:**

Jeremy stated that work continues at the Ballenger Creek Community Building bathroom due to the fire. Work should be completed by the end of the month.

Parks staff continue to prune trees and the Othello Farmhouse is almost complete for office space.

The Utica Farmstead project should be completed in the next few weeks. This will also be the location of the final event of the county's 275<sup>th</sup> celebration on June 10, 2023.

Winter recreational activities started this week. The Spring/Summer Guide is being drafted and registration will be open on Feb. 14. Three Daddy Daughter Dances are to be held Feb. 3-4, 2023.

Construction at the Middletown Concession Stand has been in the works. Staff are turning it into a pre-school learning lab. Programs to start in fall 2023.

LPPI funding was approved on December 21, 2022. 2.1 million dollars in funding will be used to rehab basketball courts, replace playgrounds, and add pickleball amenities.

Old National Park-Phase 2 bids to open Jan. 26, 2023.

Staff are currently working with Procurement and Contracting for the outside rehabilitation of the Widrick House which will be funded by POS.

**Commission Items:**

Viktor added that the Kanode Master Plan was preliminary approved at the Master Plan Committee meeting and the process is moving forward.

Nick stated that he is attending a Cooking Class in the Teaching Kitchen on Feb. 2.

Mary Jo Richmond stated that she enjoys the reports. She did want to add that she had issues recovering her ActiveNET password and couldn't sign up for Letters to Santa.

**Public Comments: None**

**Adjourn:**

There being no further business, Howard Looney adjourned the meeting at 7:26 p.m.

Respectfully Submitted,

*Kayla Brannen*

Kayla Brannen  
Recording Secretary

**APPROVED**

Feb. 9 2023