



**FREDERICK COUNTY PARKS AND RECREATION
COMMISSION**

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DIRECTOR

JEREMY KORTRIGHT - DIVISION

MINUTES

The Frederick County Parks and Recreation Commission
February 8, 2024

Parks and Recreation Commission Attendees:

Howard Looney
Viktor Kraenbring
Mary Ann Brodie-Ennis
Nicholas Augustine
Mary Jo Richmond
Daniel Vigus
Council Liaison-Mason Carter
BoE Liaison – Nancy Allen

Parks and Recreation Commission Absentees:

Harry Lashley
Charlotte Davis

Staff Attendees:

Jeremy Kortright
Joseph Hayden
Leyda Navarro

Voting Legend

For-Against-Abstained-Absent

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APPROVED
March 14, 2024

Call to Order:

Chair Howard Looney called the February 8, 2024, meeting to order at 6:31 p.m.

Approval of Minutes:

Minutes from the January 2024 meeting were presented for approval. Viktor Kraenbring motioned to approve the January 2024 minutes. Mary Ann Brodie-Ennis seconded the motion.

The Motion passed 5-0-2-2**PRC Chair Comments:**

Chair Howard Looney welcome the newly appointed Commission member, Daniel Vitus. Mr. Vitus, who will be representing the New Market Region.

FY 2025 Staff Fee Revision Recommendations:

Jeremy explained that he brought to the PRC in November the concept of raising some of the park amenity and use fees because many of them were out of date and before sending the recommendations to the County Executive it was important to discuss their previous suggestions once again with the PRC. Based on the previous input from the PRC, DPR focused on the medium and large shelters, turf use, special requests, and the alcohol permits. The purpose of not increasing resident fees for small shelters was intentional to keep fees reasonable and affordable for smaller resident families.

The fees of our facilities haven't been changed since 2000. We begin the previous fee increases in 2010 with the approval of the County Commissioners, but it was stop short based on the economy changing. All the revenues from the increase of fees will go to the general fund budget.

DPR is seeking a recommendation of Parks and Recreation Commission, then we can send a staff report with a final recommendation to the County Executive. The recommendation is to change/increase fees per a pre-determined schedule (attachment) for the next five-years. DPR would then reevaluate future needed increases in fees every five years systematically.

Daniel Vigus Comment:

Mr Vigus wanted to know if we were scaling the alcohol permit depending on how many people are going to be there. If you now have a group of 10 people and they are only paying \$50 non-resident, what about if you have a tournament of around 200 to 300 people then it should be reconsidered to scale it depending on the group size. Jeremy explained that the fee is applied per reservation and not per the number of attendees.

PRC Comments:

Nicholas Augustine made a motion to support the approval of the FY 2025 Staff Fee Revision Recommendations, and Mary Jo Richmond second the motion.

The Motion passed 7-0-0-2**Skate Spot Design Review (Informal Item):**

Joseph Hyden, Deputy Director presented a brief overview about the Middletown Park skate spot project and talked about the location, rendering to show and status of the project, and feedback received from the Middletown community. The Middletown project is a new facility, that is going to provide a safe and fun place for skateboarders and inline skaters of all skill levels. The skate spot will be near the park entrance just off Coblenz Road. It will feature various ramps, rails, ledges, and other elements. The skate spot will also be adjacent to a pump track, a continuous loop of dirt berms and rollers ridden by bike scooters and skates.

He also explained to PRC that we involved the Middletown School students to talk about things on December 14, 2023. We visited this school and met with Mr. Goldberger's technical education class. The students were

enthusiast, and they had a lot of knowledge about skateboarding, therefore gave us valuable feedback on the proposed designs. They also voted for their favorite option, which was incorporated into the final plan and was opposite of what we thought it was going to be.

The project is in its preparation phase, finalizing the construction and permit documents. The construction company Spohn Ranch Skateparks will have already their 90% construction documents submitted to us by the 19th of February and then we will move forward from there. They're going to start construction in mid to late April and it will take 6 to 8 weeks to complete. The plan is for it to be done by mid to late June, and then the ribbon cutting will be in July.

Director's Comments:

Jeremy Kortright provided updates for the following items:

- Advertising PRC current and future vacancies – the public notice about the Commission vacancies will appear in the Saturday, February 17, 2024, on The Frederick News Post.
- Community Grant – we are going to advertise in May and the subcommittee needs to be established in July. It will be in our June agenda, and if anyone who attend the meeting has an interest in been part of the Community Grant, we will have applications ready for them. The applications this year are going to be from June through August and then we process in September, but first we will come to the PRC for recommendations in either September or October. Then we will implement the program by November.
- PRC Rules and Procedures and Survey – The rules were revised in September 2008, therefore they need to be revised again, maybe make changes and update. All the edits will be discussed in the next meeting in March. Then we will make a request to the County Attorney to review recommendations. We also have a survey we would like for you to answer and bring it back for next meeting. It will give us as a group an opportunity to know what we are going through and what we think the future is going to look like and understanding our goals. It will help us outline the rules and procedure better.
- Dead tree assessments and removal of all the parks and trail – getting ready for Spring the crews are finishing up the removals.
- Vacancy for Parks and Custodial – we are interviewing candidates. We also wrapped up two Recreation interviews this past week.
- Daddy Daughter Dance – took place this past weekend. There were over 700 participants.
- Spring/Summer Recreator – will launch on Friday, February 9th and the opens for enrollment will be on February 13th.
- Natural Resource and Park Ranger program - working with the division of Public Safety on instituting signage on many trails in our parks, this signage would help GEO locate a caller with authorities in case of emergency.

Commission items:

Chair Howard Looney ask is anyone had any item to discuss, and all the members agree that there were no more items to discuss.

Adjourn:

Nicholas Augustine made motion to adjourn the meeting at 7:47 p.m. and Mary Jo Richmond seconded the motion.

The Motion passed 7-0-0-2

Respectfully Submitted,

Leyda Navarro
Recording Secretary