



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
April 10, 2025

Parks and Recreation Commission Attendees:

Nicholas Augustine (Chair)
Daniel Vigus (Vice Chair)
Mary Ann Brodie-Ennis (Commission Member)
Charlotte Davis (Commission Member)
Mason Carter (County Council Liaison)
Nancy Allen (BoE Liaison)

Parks and Recreation Commission Absentees:

Tamir Shahid (Commission Member)
Jason Schupp (Commission Member)
Wayne Watkins (Commission Member)

Staff Attendees:

Joseph Hayden
Heather Heier
Jen Shell

Voting Legend

For-Against-Abstained-Absent

5-0-0-4

APPROVED

May 8, 2025

Call to Order:

Chair Nicholas Augustine called the April 10, 2025 meeting to order at 6:35 pm.

Approval of Minutes:

Minutes from the March 2025 meeting were presented for approval. Mary Ann Brodie-Ennis motioned to approve the March 2025 minutes. Daniel Vigus seconded the motion.

The Motion passed 6-0-0-3

PRC Chair Comments:

Chair Nicholas Augustine had no comments.

PRC Commission Member Voting

Joseph Hayden gave a brief overview of Charlotte Davis's background and resume. Attempted to vote on renewing Charlotte Davis board position for another term, however not enough voting board members in attendance to do so. Voting is postponed until the next meeting.

Reviewed current PRC vacancies – 1 Position open for the Adamstown, Brunswick and/or Thurmont area. No new applications were submitted for the April 1 2025, deadline, therefore the current advertisement will continue until filled. Charlotte Davis's application and resume has been received and will be voted on to extend her term to June 30, 2027. Nicholas Augustine's Chair expires June 30. 2025, if Nicholas does not re-apply then we will have 2 open positions.

Preschool Programming Updates

Virginia "Jen" Shell, Recreation Specialist, shared a brief background on her education. Jen presented a PowerPoint presentation on Preschool Programming Updates.

Enrollment: Preschool Enrichment Programs June 2023-June 2024 offered 185 programs/classes with 1,239 enrolled participants. June 2024-June 2025 offered 207 programs/classes with 1,852 enrolled participants. Summer 2025 we anticipate 40 summer camps; enrollment so far is 266 participants. Summer Camp starts at the end of June 2025.

A video on Program Highlight of Preschool Program was unable to be played during the presentation due to technical issues, was emailed to all board members following the meeting.

Events: we host the following events throughout the year.

- Holiday Make and Take
- Holiday Shop
- Halloween Party
- Royal Tea Party
- Preschool STEAM
- Mighty Tykes and Mighty Kids Triathlon
- Pre-K Prom
- Back to School Carnival

Pop-Up Preschools: they are held on weekends, taught by teachers that teach during the week. We have expanded from Brunswick to Walkersville. We offer Mom and Me classes and Social Emotional Learning (SEL).

Director's Report:

Joseph Hayden, on behalf of Jeremy Kortright provided updates for the following items:

Egg Roll Event Status:

- The Spring Fling & Egg Roll event is scheduled for April 12, 2025, at Rose Hill Manor Park. Preparations are ongoing, and the event will feature games, visits to animals, hayrides, and a traditional egg roll.

Rose Hill Projects Discussion:

- The Rose Hill Exhibit Barn project has begun as of March 2025.
- The Rose Hill Manor Carriage Museum bid process is nearing completion, with construction planned to start in Summer 2025.
- The Rose Hill Stream Restoration project is progressing, at 90% design completion.

Parks and Recreation Month/Celebration:

- Planning for The Frederick County Parks and Recreation Month Celebration has begun.
 - NRPA's outreach toolkit for Park and Recreation Month includes graphics, posters, sample messaging, social media posts, and more. The toolkit is designed to help promote Park and Recreation Month in the community.
- The celebration of Parks and Recreation Month is set to kick off in July, with various activities planned to foster community engagement and promote healthy lifestyles.

Upcoming -

1. County Budget Submission by County Executive: April 14th
2. Final Budget for FY25 Review in May
3. Rangers Take Over at Three Parks in May

Commission items:

Chair Nicholas Augustine inquired if anyone had items to discuss, Mary Ann Brodie-Ennis asked, "what will happen to the old Carriage House Museum at Rosehill Manor?", Joseph Hayden reviewed the options (rehabbing the space for programs and offices or turning that space into a shelter) no decision has been made at this time.

Public Comment:

No Public Comments

Discussion of Next Month (May 8, 2025) PRC Agenda:

In next month's agenda we will discuss the following topics: Summer Camp 2025 Overview Nomination for Election on May 8, 2025, at 6:30 p.m.

Adjourn:

Chair Nicholas Augustine adjourns the meeting at 7:05 p.m. Daniel Vigus motioned to adjourn the meeting and Mason Carter seconded the motion.

The Motion passed 6-0-0-3

Respectfully Submitted,

Heather Heier, Recording Secretary