



FREDERICK COUNTY PARKS AND RECREATION COMMISSION
355 Montevue Ln, Suite 100
Frederick, MD 21702
Phone: 301.600.1646
Jeremy Kortright, Division Director

MINUTES

The Frederick County Parks and Recreation Commission
May 8, 2025

Parks and Recreation Commission Attendees:

Mary Ann Brodie-Ennis
Charlotte Davis
Tamir Shahid
Jason Schupp
Wayne Watkins
Nancy Allen

Parks and Recreation Commission Absentees:

Nicholas Augustine
Daniel Vigus
Mason Carter

Staff Attendees:

Joseph Hayden
Heather Heier
Dave Heerema

Voting Legend

For-Against-Abstained-Absent

4-0-2-3

APPROVED
June 12, 2025

Call to Order:

{Both Chair & Co-Chair were absent, Mary Ann Brodie-Ennis led the meeting}

Acting Chair Mary Ann Brodie-Ennis called May 8, 2025, meeting to order at 6:35 p.m.

Approval of Minutes:

Minutes from the April 2025 meeting were presented for approval. Jason Schupp motioned to approve Nancy Allen seconded the motion.

The Motion passed 5-0-0-4

PRC Chair Comments:

Acting Chair Mary Ann Brodie-Ennis spoke to a gentleman from the Washington County Parks and Recreation Commission. Jeremy Kortright gave him Mary Ann's number to contact. He was wondering how we work and how we operate. Their commission is fairly new, started 2 years ago. He wanted to make sure their commission is running the way it should.

PRC Commission Member Voting

Voting was delayed due to Tamir Shahid arriving late. At the time the voting was to take place in accordance with the agenda we did not have enough voting members present; therefore, voting was delayed until after the Summer Camp presentation when Tamir Shahid arrived.

Charlotte Davis's application to renew her membership for another 4 years was received and accepted. Charlotte Davis stepped out of the room for voting. Nancy Allen motioned to recommend to the County Executive Charlotte Davis as a renewed Commission member and Wayne Watkins seconded the motion.

The Motion passed 5-0-0-4

Nicholas Augustin's application to renew his membership for another 4 years was received and accepted. Nicholas Augustin was not present for voting. Tamir Shahid motioned to recommend to the County Executive Nicholas Augustine as a renewed Commission member and Charlotte Davis seconded the motion.

The Motion passed 6-0-0-3

Summer Camp 2025 Overview

David Heerema, Recreation Supervisor, presented a PowerPoint presentation on 2025 Summer Camp's. Preparing for Summer Camps requires a full year of planning and preparation from September to August.

September – Camp Debrief/Form Summer Camp Committee

October – Designate Work Groups

November – Recruitment

December – Finalize Camp Dates and Locations

January – Submit State Applications or Renewals/CAMPDOCs

February – Begin Interviewing Applications

March – Training and New Hot Topics

April – Finalize Speakers and Update Policies/Procedures

May – Onboarding Staff

June – Training and Beginning of Camps

July – Onsite Observations and Monitoring

August – Submit Annual Reports

Recruiting and Hiring: In 2024 we had 69 new staff, 166 returning staff, 75% retention ratio and 51 accepted CITs.

Training: Training runs June 9th-20th. Topics include Behavior Management, Child Abuse Awareness, CPR/First Aid, CRASE Training (Active Shooter Training), Deaf Awareness Training, DEIB Training (Diversity, Equity and Inclusion Training), Emergency Plans, Inclusion, Medical Health Program, Policies and Procedures and Situational Awareness.

Camp Overview: Currently for 2025 we offer 14 Regulated Camp Sites, 238 Total Camps, 7,900+ Total Registrations and 2,569 Individual Profiles.

Director's Report:

Joseph Hayden (Deputy Director) on behalf of Jeremy Kortright, provided updates for the following items:

Summer Camp Season Launch

- Staff Training Day: Tuesday, June 17
 - Camp Start Date: Monday, June 23
 - Program Highlights: Offerings include adaptive camps, coding, Camp Monocacy, nature and history themes, youth sports, and preschool enrichment.

Youth Triathlon Event

- Event: Mighty Tykes and Mighty Kids Triathlon
 - Date: Friday, June 7
 - Location: Ballenger Creek Park
 - Participants: Children aged 3–7 years

Vaulted Toilet Epoxy Refurbishment Project

- Status: Completed at Ballenger Creek Park
- In Progress: Pinecliff Park
- Next Location: Old National Pike Park

Facility Maintenance and Upgrades

- Ballenger Creek Park: Quotes received for athletic fence replacement

Volunteer and Community Engagement

- Old National Pike Park: Volunteer Day organized by Carl, focusing on improvements in the park's wetland area

Community Grant Program FY26:

- Applications are available beginning June 2, 2025, and must be submitted by 11:59 pm August 15, 2025.

Commission items:

Acting Chair Mary Ann Brodie-Ennis inquired if anyone had items to discuss. Charlotte Davis asked about a presentation on our Strategic Goals where the commission could weigh in. Tamir Shahid inquired what, if anything we would be contributing to phase 2 of the “Enough Initiative” (a non-profit by Governor Moore regarding the homeless children).

Discussion of Next Month (JUNE 2025) PRC Agenda:

In next month's agenda we will discuss the following topics: **Election of Chair and Vice Chair on June 12, 2025, at 6:30 pm.** Charlotte Davis and Nancy Allen will not be present at the June meeting.

Adjourn:

Acting Chair Mary Ann Brodie-Ennis adjourns the meeting at 7:35 pm. Wayne Watkins motioned to adjourn the meeting and Charlotte Davis seconded the motion.

The Motion passed 6-0-0-3

Respectfully Submitted,

Heather Heier

Recording Secretary