

Recreation and Parks Advisory Committee Meeting Minutes
Monday, September 11, 2023
REMOTE MEETING

Call to Order: 6:33pm Welcome after two months.

Participants Present: Five members present. One member absent. New Board Liaison Jeff Heavner attended the entire meeting.

Approval of Agenda: Approved agenda

Approval of Minutes of Previous Meeting: Approved old minutes.

Chairperson Comments: Chair informed of new Advisory Committee Member application, forwarded over to OPA Staff Administration. Chair thanked Doug for his service as the Board Liaison and welcomed Jeff Heavner. Board congratulated Patti Stevens on her appointment to Maryland State Transportation Commission as representative for bicycling and pedestrian community.

Public Comments: None.

Topics Discussed:

- Tom shared the results from July's Monthly Trail & Park Walk. Items noted of concern were forwarded to the Board Liaison separately. The walk next is scheduled for September 24th at 4:00pm at Pintail Park.
- Outdoor Fitness Equipment was updated by Becky, briefing the background and purpose of the paper. The Advisor Committee requested feedback or a status of the paper's findings from the Board, having not heard anything back. This effort will likely be added to the next year's budget cycle.
- Becky submitted a Swim & Racket Area Upkeep and Tennis Courts assessment paper. Becky briefed the group on the background and findings, as well as recommendations. The Advisory Committee is looking for feedback from the board and OPA Staff on the issues identified. The group agreed that this park needs updated maintenance and completed work on the trail. Further the group requested information on the use of the kayak storage, is it worth it?
- The group discussed the establishment of "Inspiration Point", the small picnic table area along the South Pond Trail. The area was completed with picnic tables and a nice place to sit and overlook the pond. The group will request more tables, trash cans and possible flowerpots to beautify the area. The Chair thanked Becky for inspiring this new area for the community.
- Bulletin Board & Maintenance Recommendations paper drafted by Pam was submitted to Board for forwarding onto OPA GM and Staff. The Advisory Committee would like a status report on the information boards and how we can help maintain them. The committee also recommends further maintenance of these and other signage as an area to cooperate with the Communication Advisory Committee.

- Preparations for Next OPA Budget Cycle are underway. Bill reviewed the process for the annual report and new budget cycle requests. Bill recommends addressing this under the three subcommittees. Bill will send out a draft annual structure report and format for the next fiscal year within the next two weeks. The group should be ready to discuss this as the primary focus of our October meeting.
- Patti Stevens requested additional support for the October 4th Walk Maryland Patti requested that the Committee help advertise the walk and was looking for volunteers. Pam will send out a reminder.
- The group discussed recent articles from the OPA Golf Course management concerning access to the cart paths. The group recognized Route 90 Trail & Golf Course shared access to the cart path and the head of the Route 90 Trail. We need to expand the walking trail and add signage to help direct golfers and walkers to the correct areas. The Advisory Committee will look into adding this to the signage requests.
- Becky drafted an assessment paper of the Bocce Court by the Yacht Club detailing the current condition and recommendation for improvement. Becky shared her findings with the group, which were discussed. The Chair sent this paper to the Board Liaison for consideration and forwarding onto OPA staff for maintenance.

Actions For Committee:

- Laura will establish a Google Drive folder for the group to store papers and documents. This will improve transparency and group editing.
- Becky will draft single page paper for additional improvements and recommendations to “Inspiration Point” and send to the group before next meeting.
- Tom will provide the most recent Rec & Park Advisory Committee reports and assessments that have been presented to the board and OPA GM and Staff within two week.
- Bill will distribute the Annual Report and 2024 Budget draft formats to the committee and request content ready for October meeting.
- Becky and Tom will draft assessment paper describing concerns with golf and trail signage and separation of respective paths. Committee will send to Golf Advisory Committee for their comment and support.

Recommendation for Board Consideration:

- The Board Liaison will follow-up on previously submitted reports concerning Swim & Racquetball Club; Bulletin Board Maintenance; Bocce Ball Court Maintenance Needs; and Outdoor Fitness request and get back with the group for next meeting.
- The committee requests that the Chair and Board Liaison check with Architectural Review Committee (who may have something similar) and OPA staff to see if they use a public/group folder system that this group should use as well. This would help with tracking and following up on documents and requests for information.
- The committee will make a recommendation to the Board Liaison and OPA General Manager to confirm there is a “work ticket” functionality in the “NorthStar” tracking system of each of the Advisory Committee’s items. The Advisory Committee would like our items to be tracked and reported back to as a feedback loop.

Adjournment: At 7:45pm.

Final Note: *Next Meeting is scheduled for October 9, 2023, 6:30 – 7:30 pm at Ocean Pines Community Center – East Room. The option of an online “Teams Meeting” is available upon request.*