

Recreation and Parks Advisory Committee
Monday, February 13, 2023
Meeting Minutes

- 1. Call to Order:** The Chairperson called the meeting to order at 6:30 pm.
- 2. Participants Present:** Five committee members and the Board Liaison were present.
- 3. Approval of Agenda:** The agenda was approved, as presented.
- 4. Approval of Minutes Of Previous Meeting:** The minutes of the Committee's January 9, 2022 meeting were approved, as submitted.

5. Topics Discussed:

Chairperson Comments: Bill thanked Doug for setting up the Teams Meeting function for this meeting. Bill also thanked Tom for taking on the role of Committee Secretary and Becky for volunteering to meet with the OP Information Day Group later this week.

Public Comments: There were no public comments.

General Meeting Discussion: The following were notable topics of discussion during the meeting...

- OPA Budget Process & Annual Review Updates – The OPA Budget meeting was held and available online earlier this week. The OPA Board meets to make a final determination on the upcoming budget for May 1st thru April 30th 2024. We are expecting a motion to approve the overall Recreation & Parks budget discussed earlier. This final budget meeting is scheduled for this Saturday the 18th. Bill has a spreadsheet of specific budget items if anyone would like more information.
- Rec & Parks Survey Results Discussion & Next Steps – Pam has completed the first paper from the survey and will be sent to Rec & Park. Tom gave a quick update on his trail paper and will copy Pam's good format work for consistency. Becky discussed meeting with Rec & Park Director to meet with Debbie at the community center to discuss some items. Discussion on the best way to reach out to OPA employees, the suggestion to reach out to Doug as Liaison, and John Vitola as OPA Manager, to schedule a meeting with Debbie. Becky and Patti will coordinate this meeting.
- Parks & Trail Adoption – Through Pam's research, it was noted that some parks are adopted by local organizations. However, there are few specific guidelines for adopting parks and someone should follow up with current sponsors to see if they still want to participate in the sponsorship. There was a recommendation to contact current sponsors to continue efforts and formalize agreements, and if a park is not

sponsored, seek sponsors out. Bill offered to draft guidelines on the process to adopt a park and the expectations for sponsors.

- Review & Comment on Park Signage Assessment – Pam discussed the assessment she created regarding the survey recommendations for signage improvements for the parks. These improvements include signage consistency; walking trails identification and measures; advertising available amenities in each park; and safety information. Pam offered to collaborate with the communication group to update park billboards (i.e. swim & racquetball club) and update other information displays with Rec & Park information. Bill agreed that this is something we can contribute towards. Patti mentioned signs were recently placed at pickleball courts. Our Board Liaison suggested that more information can be found by contacting other groups and asking our board liaison to query the OPA staff on the next steps for signage.
- Monthly Trail & Park Walk Proposal – Tom suggested meeting informally once a month to walk parks and make suggestions. This was received well by the group and Tom will schedule a walk for March. Patti reminded the group this was done years ago, with success, but it petered during committee member turnover. Bill offered that regular visits to parks & trails provide a good opportunity to help develop our committee priorities.
- Patti shared that the Ocean Pines Community Bike Ride for National Bike Month is scheduled for May 13th at 3pm. Patti will share more information as it comes in. Please let Patti know if anyone would like to ride or volunteer.

6. Action Items for Committee: The following action items were agreed upon...

- Becky and Patti will schedule a meeting with Debbie at OPA.
- Pam will draft an email for Bill to submit to the Board Liaison for more information and recommendation on the signage process.
- Formalize sub-committees and Vice Chair at a future meeting.
- Tom will schedule a Park & Trail Group Walk for March.
- Bill will develop an “Adopt A Park” guide for OPA consideration.

7. Recommendation for Board Consideration - none

8. Adjournment: The meeting was adjourned at 7:22 pm.

Final Note: *Next Meeting is scheduled for March 13, 2023, 6:30 – 7:30 pm at Ocean Pines Community Center – East Room. The option of an online “Teams Meeting” is available upon request.*