

**Recreation and Parks Advisory Board
Online WebEx Meeting
April 28, 2022
Board Meeting Minutes**

PRESENT

Board Members: Jack Thirof, Kirsten Kaplan, Tom Lynch, Chip Boylan
Kathleen Linehan, Maryann Kearns
Staff: Tim Chesnutt, Karla Sheehi, Elisabeth Deal
Absent: Elisabeth Fischer, Dirk Whatley
Councilmember: Councilman Pierzchala

Meeting commencement: 7:03 pm

Re: Approval of March Minutes

The minutes were approved as presented.

Re: Guest Forum

No guests in attendance

Re: Council Report - Councilman Mark Pierzchala

Councilman Pierzchala pointed out that Mayor and Council are through most of the budget process and city staff thought most decisions would be made during the April 25 meeting, but that was not the case. Councilman Pierzchala continues to emphasize to Mayor and Council that the city needs to get a handle on CIP beyond the five years. For example, staff have brought to our attention 6 Taft Court and once it's done what will be done with City Hall. We need a better idea of what the needs are over the next ten to fifteen years. Take for example King Farm Farmstead and the expenditures for the Swim Center. Then large projects surface, such as RedGate. This board has so many of these projects that fall under your purview, along side of the expenses to maintain existing facilities and associated repairs. It's important for this board to do a deep dive into what the Recreation and Parks projects are, beyond the 5-year projection and not only in preparation for budget season. The needs of Recreation and Parks are huge.

Re: Recreation and Parks Marketing & Development Manager (Elisabeth Deal)

Elisabeth is in attendance to meet board members who have not met her and share what her role is within Recreation and Parks. Elisabeth's position has two areas, one is Marketing, where she manages the content of all the department's social media accounts. Elisabeth also coordinates with staff and the Public Information Office the branding and messaging so that it is consistent. Elisabeth is currently participating in the RFP process for the rebranding for the city. Elisabeth works with staff to coordinates developing materials for schools, special events and the Recreation Guide. The other area in her role is the development side, which involves sponsorships and fundraising. For example, obtaining sponsors for events like Hometown Holidays. Elisabeth also works with the Recreation and Parks Foundation. She expressed that cultivating relationships is key; helping people understand the benefit of their investment when considering a sponsorship or fundraising opportunity.

Re: Staff Reports

City Flower plantings

Horticulture staff have been dividing perennials, using the extra plants to make improvements on right of ways, North Street Park, and City Hall.

Arbor Day Celebration

Forestry celebrated our 33rd Arbor Day by planting trees at Elwood Smith Community Center and Park.

Swim Center Staffing

Rockville Swim and Fitness Center Office Manager Sylvia England has accepted a position in the City's Public Information Office as Graphics Specialist. Sylvia previously worked with the PIO team before coming to the Swim and Fitness Center as the Office Manager. Congratulations to Sylvia on her new role and many thanks to her for the time she spent at RSFC. Jessica Perkins has been hired to take Sylvia's position as the Swim Center office manager and will begin May 16.

Special Events Staffing

Congratulations to Amanda Knox for being promoted to Special Events Coordinator. Welcome to Dave DeMartino, new Event Operations Supervisor, who started April 18.

Kids to Park Day Proclamation

The Kids to Park Proclamation is being presented to Recreation & Parks at the May 16 Mayor & Council meeting. We are looking for a board member to help accept the proclamation.

Reimagining RedGate

The project team is currently going through the community input process. The online survey is still up online and will be through Memorial Day.

Re: Subcommittee Reports

- a) **Glenview Mansion (Tom & Dirk)**
Nothing new to report.
- b) **Swim & Fitness Center (Jack)**
The committee brought back up the desire to recognize Bob Taylor, who was a valued member, as part of one of the art installations. (Karla shared the city's Naming Policy with the board)
Work is being ramped up to get the outdoor pool ready for the season.
The outdoor fitness pool will likely open in the next few days.
The hiring event at the Swim Center at the end of March brought 14 individuals who applied for positions.
Fifty swimmers tried out for the RMSC program. There are currently 365 in this program.
- c) **Recreation and Parks Foundation (Chip)**
The Foundation will be manning a couple of beverage booths at Hometown Holidays, selling beer, water, and soda. Chip will be seeking volunteers to help with sales on Saturday and Sunday.
- d) **Arts**
Gateway Art Project (Tom)
Tom asked about the original art piece chosen and if the funds are still secured. Tim confirmed that the funds are secure. Tim also advised that the city is looking for another location for the chosen pieces of art.
Swim Center Art Project (Jack):
Project is moving ahead. With the passing of Bob Taylor, there was discussion within the committee to make some sort of dedication. The Naming & Dedication Policy to be shared by Karla.
Skate Park Art Project ():
Councilman Pierzchala shared that a winner was chosen, and was privy to some pictures. More information will be obtained.
- e) **RedGate Park (Kirsten)**
The open house was set up with numerous stations showing renderings of different parts of the park. There were about 150 people that came through. People were pleasantly surprised at the options being considered for the amphitheater. There was overwhelmingly positive feedback on the nature playground. The community gardens were a little controversial. Those who came to the open house were very appreciative of the opportunity to provide input and interact with the project members. The project team is sorting through the comment cards and the online survey for will remain open

until Memorial Day.

Re: Old Business/New Business

New Business

- **Parkland Dedication & Payment in Lieu**

The attached documents are for the board to review in preparation for discussion at the May 19th meeting. Jim Wasilak with Planning & Development will be in attendance to review and allow the board to ask questions and provide input.

- **Board Vacancy**

Jonathan Weiss has resigned from the board. The City Clerk has been made aware, so we formally have a vacancy to fill.

Re: Adjournment

The meeting adjourned at 8:32 pm

The next meeting: May 19, 2022, at 7:00 pm Virtual