

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY
Meeting of Thursday, March 3, 2011
MINUTES**

BOARD MEMBERS PRESENT: Lisa Wainger Rush, Chairperson; Richard Buckler, Vice-Chairperson; Al Harrison, Robert Hicks, Julie Lemmon, Tom Nelson and David Phalen.

MEMBERS ABSENT: Patrick Dugan and Sabrina Hecht.

RECREATION AND PARKS STAFF AND OTHERS PRESENT: Phil Rollins, Director; Arthur Shepherd, Recreation Division Manager; and Kathy Bailey, Recorder.

CALL TO ORDER

The Board meeting was called to order by Lisa Rush, Chairperson, at 5:35 p.m., in the Chesapeake Building.

APPROVAL OF MINUTES

Robert Hicks moved, seconded by David Phalen, to approve the minutes of January 6, 2011; motion carried 7-0.

RECREATION DIVISION REPORT

Arthur Shepherd provided an update on Recreation Division activities and programs.

- The Will Smith Youth Basketball Leadership Awards were held on February 18th at Great Mills High School.
- The Youth Basketball Goodwill Games will be played March 9th, 10th & 11th.
- The painting project at Leonard Hall Recreation Center is moving forward and is about 70% complete.
- The Carver Afterschool program staff noted that youth that participate in the program have made notable academic improvements.
- This year's summerstock musical will be "The Music Man." Shows usually average about 400-500 attendees per show.
- Staff is moving forward with plans and meetings for this fall's Youth Football season with three clubs.
- The Great Mills Pool was closed from January 10th through February 14th to have the pool water heater replaced. While the pool was closed, repairs were made to the facility and the bath house floor was re-painted.
- The Competitive Cheerleading teams were congratulated for recent competitions in Ocean City.
- R&P has learned that the SMCPS may be closed on Friday's this summer as a cost saving measure; this would impact summer camps and programs planned in the schools. Some camps will be held at Carver and Hollywood Recreation Centers. Summerstock musical rehearsals may be impacted.

FY12 R&P DRAFT BUDGET

Mr. Rollins reported that the Commissioners approved the FY12 draft Capital Improvements Budget for public hearing on April 26th. The draft budget includes all R&P proposed projects in the handout previously provided to the Board.

Mr. Rollins provided a handout detailing the FY12 R&P requested Operating Budget. It included

information on the FY11 approved budget; FY12 baseline budget; and FY12 requested budget. Highlights from the FY12 requested Operating Budget include:

Administration - \$73,534 decrease due to the frozen Museum Coordinator position; \$101,498 increase for merit (if approved) and fringe benefits within the Administration, Parks, and Museum Divisions; \$500 decrease in fuel and oil for vehicles; \$6,595 increase for printer toner previously budget in IT Department.

Parks Division - \$30,611 decrease for lease payments on previously purchased trucks; \$2,500 decrease in grass cutting; \$4,262 increase in utilities and supplies.

Museum Division - \$2,065 increase in utilities, supplies and contractual services; \$2,386 decrease for copier costs and mileage reimbursements.

Grants - \$800 decrease under Service Contract/portable toilets and disposal services.

Recreation Activity Fund - \$60,461 increase as a result of new programs; \$38,125 increase for park entrance fee proposal for Elms Beach and Myrtle Point parks.

Wicomico Shores Golf Course Enterprise Fund - \$118,349 decrease for hourly staff hours; \$10,713 increase in merit (if approved) and fringe benefits; \$42,000 decrease in non-recurring equipment; decrease of \$116,702 for supplies, utilities, food, insurance, etc.

This resulted in an overall decrease of \$163,663 over the FY11 approved budget.

Additionally, all Departments were asked to identify reductions totaling 10% over the baseline budget. The reductions identified included:

Parks Division - \$294,336 decrease in operating supplies, portable toilets, dumpsters, grass cutting, one hourly Groundskeeper for hours at Chancellor's Run Regional Park and elimination of hourly Park Attendant hours.

Museum Division - \$51,335 decrease in operating supplies, reduction in Museum Assistant hours and elimination of hourly Park Attendant hours. Eliminate hours for Boat Captain and all associated expenses such as slip rental, fuel, vehicle maintenance and insurance.

These additional 10% reductions totaled \$345,671.

LAND PRESERVATION, PARKS AND RECREATION PLAN UPDATE

Mr. Rollins provided an overview of the process to update the County's Land Preservation, Parks and Recreation Plan (LPPRP). The LPPRP serves as the County's master plan for parkland acquisition, recreational program needs and recreational facility development.

Environmental Resources Management, Inc. has been awarded the contract to facilitate the update of the plan. The plan will include three defined elements of land preservation and recreation planning: recreation and parks, agricultural land preservation, and natural resource conservation. The Plan content requirements for the 2012 local LPPRPs are:

- Recreation and Parks Element: This is the major focus of the 2012 LPPRP; this element will address the recommendations for parks and recreation made in the 2009 State LPPRP. The plans must incorporate the State goals for recreation and parks, in addition to local goals as appropriate for each jurisdiction.

- Agricultural Land and Natural Lands/Resources Elements: An update on the progress of local programs since the 2005 LPPRP. The information needed to update and coordinate these elements into the plan will be provided by St. Mary's County Government staff.

The plan will include the required narratives, detailed inventories, program and facility assessments, maps, and recommended direction for recreation, parks and open space protection in St. Mary's County. The plan will be closely coordinated with, and expand upon, the vision, policies, objectives and goals of the 2010 St. Mary's County Comprehensive Plan: Quality of Life in St. Mary's County – A Strategy for the 21st Century.

The project kick-off meeting with County staff from the Departments of Recreation and Parks, Land Use and Growth Management, and Economic and Community Development was held today. The project timeline is as follows.

- Introductory presentation to R&P Board with the opportunity for public input – April 2011
- First Draft LPPRP presented to R&P Board – August 2011
- Draft to Planning Commission - October 2011
- Draft to BOCC - November 2011
- Final Draft LPPRP due to State agencies – January 1, 2012
- Final LPPRP Due to State – July 1, 2012

PROJECT UPDATES

Mr. Rollins provided an update on several R&P Capital Projects.

- The contractor is expected to remobilize shortly on the Three Notch Trail Phase V project. A grand opening / ribbon cutting ceremony is anticipated for late spring / early summer.
- Staff is also working on a coordinated signage project for the trail. A graphic design firm has been hired to design the interpretive panels and the trail head at John Baggett Park.
- Design and engineering solicitation for Phase VI of the trail should be out to bid in the near future.
- The solicitation for construction of the Charlotte Hall athletic fields should also be out to bid in the near future.
- Three public landing pier replacements will be moving forward this year; they include Fox Harbor, St. George's Island and River Springs landings. A recent agreement that resolves a long-standing property dispute with an adjacent property owner will allow the Fox Harbor project to move forward.
- Staff continues to communicate regularly with the Unified Committee on Afro-American Contributions (UCAC) on plans to develop a memorial at Lancaster Park that will recognize the contributions of the United States Colored Troops, and all Union soldiers and sailors from St. Mary's County, who fought during the Civil War. One of the former "Flat Tops" buildings has been preserved and is planned to be an interpretive / community center as part of the project.

ELECTION OF OFFICERS

The Nominating Committee (Patrick Dugan, Tom Nelson and Al Harrison) presented the slate of officers for the coming year. The slate consisted of: Lisa Wainger-Rush, Chairperson, and Richard Buckler, Vice-Chairperson. No other nominations were received.

Robert Hicks moved, seconded by David Phalen, to approve the slate of officers for 2011 as presented. Motion carried 7-0.

ALCOHOL CONSUMPTION PERMIT RQUESTS

Mr. Rollins presented five requests for Alcohol Consumption Permits from the Friends of the St. Clement's Island and Piney Point Museums and the Optimist Club of the Seventh District for events to be held at Museum Division facilities. Requests included:

- Annual meeting of the Friends of the SCIM & PPLM - April 3, 2011
- Jazz and Seafood Festival - July 9, 2011
- Chamber of Commerce After Hours - July 27, 2011
- Blessing of the Fleet Weekend – September 30 – October 2, 2011
- Friends of the Museum Volunteer Pot Luck dinner – December 13, 2011

Robert Hicks moved, seconded by Tom Nelson, to approve the Alcohol Consumption Permits for the Friends of St. Clement's Island and Piney Point Museums and the Optimist Club of the Seventh District. Motion carried with all in favor.

OTHER BUSINESS

Mr. Rollins informed the Board of proposed legislation that could have a negative impact on Program Open Space funding. The Board agreed to send letters to the St. Mary's County Delegation in support of preserving Program Open Space funding.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, April 7, 2011, at 5:30 p.m., in Chesapeake Building in Leonardtown.

ADJOURNMENT

The meeting was adjourned at 6:35 p.m.

Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on April 7, 2011.