

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY
Meeting of Thursday, June 16, 2011
MINUTES**

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

MEMBERS ABSENT: Julie Lemmon and Sabrina Hecht.

RECREATION AND PARKS STAFF AND OTHERS PRESENT: Phil Rollins, Director; and David Guyther, Parks Manager. Ron Kocka, Assistant Scout Master; Kelly Borden, Scout Leader; Brian Kocka, Scout, and Trisha Kocka, Parent; were present for the recognition ceremony for Boy Scout Troop 303.

CALL TO ORDER

The Board meeting was called to order by Lisa Wainger-Rush, Chairperson, at 5:30 p.m., in the Chesapeake Building.

APPROVAL OF MINUTES

Richard Buckler moved, seconded by Robert Hicks, to approve the minutes of April 7, 2011; motion carried 7- 0.

THREE NOTCH TRAIL PROJECT

- Phase V Completion – Mr. Rollins informed the Board and the viewing public that construction on Phase V of the trail from John V. Baggett Park at Laurel Grove to MD Route 5 in Mechanicsville is essentially complete. A few punch list items remain before final acceptance of the project and those are expected to be done in the near future. A ribbon cutting ceremony will be held later this year.
- Phase VI Design & Engineering – It is expected that the contract for design and engineering of Phase VI of the trail, from MD Route 5 to MD Route 236 in New Market, will be awarded in the near future. Work on this design project should be begin later this summer or by early fall.
- Signage Project – Mr. Rollins provided a slide show and handouts of the draft concept plan for the interpretive signage and trail head project for the trail. The panels will include historical information on the railroad, Charlotte Hall and Mechanicsville; environmental information; and rules and regulations. The firm of Experience Design, Inc. has been hired to design the signage, trail heads and a brochure. It is anticipated they will finish their work in August and then the fabrication of the panels and trail heads can be put out to bid this fall.

OTHER PROJECT UPDATES

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

- Charlotte Hall Athletic Fields - The County expects to award a contract for the Charlotte Hall athletic fields in the near future.
- Leonardtowntown Park Design – Funding was approved in the FY12 CIP for design and engineering for a new community park at the Hayden Farm property. The park is envisioned to include multi-purpose athletic fields, a playground, parking and restroom facilities.
- Lancaster Park Design – Funding was also approved in the FY12 CIP for design and engineering for additional parking and multi-purpose fields for youth sports at Lancaster Park.
- UCAC Civil War Memorial Project – The County continues to work with the Unified Committee on African American Contributions on the Civil War Memorial project at Lancaster Park. It is anticipated that construction will begin in late fall 2011 and that the memorial will be completed in spring 2012.
- LPPRP Update – The consultant has been working to complete the LPPRP draft for July distribution. This will be publicly discussed during the August R&P Board meeting. Mr. Rollins noted that more than 350 responses to the LPPRP web survey have been received to date; the survey closes on June 30th.

PARKS DIVISION REPORT

David Guyther, Parks Division Manager, provided an update on projects and activities of the Parks Division. Highlights included:

- The new stage was used for the County's Flag Day event and all went well with set-up and break-down of the new mobile stage. This is a used, mobile platform stage and was purchased with some surplus funds remaining from another project. The stage can be set-up by one or two people and involves very little manpower, compared to the old stage. This stage replaces the old plywood riser type stage.
- Lancaster Park – Repairs were made at field one to prevent the bank from eroding.
- Mr. Rollins noted that implementation of the weekend fee policy at Elms Beach and Myrtle Point parks seems to have helped alleviate some of the problems with overcrowding experienced at these two parks.

RECOGNITION OF BOY SCOUT TROOP 303 FOR CECIL PARK PEDESTRIAN BRIDGE REPLACEMENT PROJECT

Mr. Guyther introduced Ron Kocka, Assistant Scout Master and others from Troop 303. Brian Kocka and other scouts and volunteers conducted a volunteer Eagle Scout project to replace the pedestrian bridge at Cecil Park. A slide show was provided showing the various steps of the project. R&P staff provided certificates of appreciation to the scouts and volunteers for their hard work on the project.

OTHER BUSINESS

- Scheduling the Next Meeting – The next meeting of the Recreation and Parks Board will be held on August 4, 2011; the consensus was to cancel the July meeting due to the July 4th holiday.
- Recreation Division Manager Position – Mr. Rollins informed the Board that the vacancy announcement for the Recreation Division Manager position was recently advertised. The position became vacant upon the retirement of Arthur Shepherd, long-time Recreation Division Manager.
- Football Program - Mr. Rollins informed the Board that the football clubs have decided to participate in the Metropolitan Washington American Youth Football League this fall. Recreation and Parks will not be directly involved with running the league as was the case last season. R&P will still be handling the background checks and coaches training; R&P will also be providing field space for practices and games.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, August 4, 2011, at 5:30 p.m., in Chesapeake Building in Leonardtown.

ADJOURNMENT

The meeting was adjourned at 7:05 p.m.

Kathy Bailey, Recorder, (from video recording)

Minutes approved by the Recreation and Parks Board on August 4, 2011.