

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY
Meeting of Thursday, February 7, 2013
MINUTES**

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

MEMBERS ABSENT: Phil Cranford and J. Bradley Clements.

RECREATION AND PARKS STAFF AND OTHERS PRESENT: Brian Loewe, Director; David Guyther, Parks Manager; Tyrone Harris, Park Operations Coordinator; Kenny Sothoron, Sports Coordinator; and Kathy Bailey, Recorder. Members of Boy Scout Troop 303.

CALL TO ORDER

The Board meeting was called to order by Richard Buckler, Chairperson, at 5:30 p.m., in the Chesapeake Building.

APPROVAL OF MINUTES

Bob Hicks moved, seconded by Lisa Wainger-Rush, to approve the minutes of December 17, 2012; motion carried 8-0.

RECREATION DIVISION REPORT

Brian Loewe, Director, introduced Kenny Sothoron, Sports Coordinator, who provided a sports update for the Board. Items included:

- Punt Pass and Kick – Four local youth attended the PPK regional competition on December 3rd.
- Winter Youth Basketball – There are 77 teams this year; Will Smith awards will be held on March 16th at Leonardtown High School.
- Youth Soccer – Approximately 60 teams this season.
- Youth Boys Lacrosse – Currently 13 teams this season.
- Open Skate Night – January average attendance for four nights was 137 people and the average revenue each night was \$909; this is a very popular program.
- Adult Ladies Basketball League – This new league meets at Margaret Brent on Sundays.
- Over 35 Men's Basketball – Playoffs for this league have begun.

PRESENTATION OF CERTIFICATES OF APPRECIATION

David Guyther, Parks Division Manager, presented certificates of appreciation to Bowen Plagge and Boy Scout Troop 303 (and parent volunteers) for placing roofing over dug outs at the 90' ball field at Cecil Park. This was part of Bowen's Eagle Scout project.

PARKS DIVISION REPORT

Director Loewe introduced Tyrone Harris, Park Operations Coordinator, who provided a report on spring park operations. Tyrone's report included updates on the following:

- Start dates for sports such as spring soccer, baseball, softball, and lacrosse range from February 25 through May 1st.
- Tournament scheduling is in full swing, with approximately six scheduled to date.

- Special events include opening day for leagues; St. Mary's Hospital Fit and Healthy fair; a 5K walk on the Three Notch Trail; and a rental at Lancaster Park.
- Skatepark – Open daily from 9:00 a.m. until dusk.
- Sprayground – Opens on Memorial Day weekend.
- Parks and Restrooms – Park attendants return April 1st; restrooms open then and events in parks will be in full swing.
- Waterfront Parks – Elms and Myrtle Beach park attendants start May 1st and are on-site through Labor Day.
- Concessions at Chancellor's Run Park – To open in March for tournaments; will be open through summer and fall.
- Chancellor's Run Activity Center – Hosted over 500 events, meetings and activities in 2012

Director Brian Loewe introduced David Guyther, Parks Manager, who provided an update on other Parks Division activities. Highlights included a Power Point presentation of pictures and updates for the following projects:

- River Springs public landing pier replacement – now complete
- Fox Harbor public landing pier replacement – now complete
- St. George Island public landing pier replacement – nearly complete
- Carver Heights Community Park picnic pavilion – now complete

BUDGET UPDATES

Director Brian Loewe provided an update on the FY14 Operating and Capital Budget submission for Recreation and Parks.

Operating Budget

FY2013 approved - \$7,754,007; FY2014 requested - \$7,837,292

Operating Budget changes include:

- Administration – \$4,725 in increases for additional background checks.
- Parks Division – \$8,600 in decreases for non-recurring equipment; \$10,350 increase in non-recurring equipment; \$5,078 decrease for lease payment on previously purchased replacement trucks; \$17,500 increase in utilities; \$7,027 increase for trash removal; \$2,000 increase for janitorial services; \$7,500 increase for Park Attendant hours.
- Museum Division – No changes.
- Recreation Division Activity Fund – \$4,808 increase is a result of the overall realignment of programs.
- Wicomico Golf Course Enterprise Fund - \$18,961 decrease for debt service (clubhouse payment); \$2,250 increase for replacement uniforms; \$27,744 in other cost changes; \$37,000 increase for replacement mowers.

Mr. Loewe provided a handout of the proposed R&P Capital Program. Capital Program changes include:

- Three Notch Trail Phase VII – construction moved from FY19 to FY18.
- Leonardtown Park – Additional \$150,000 in funding for possible site remediation.

Lisa Wainger-Rush noted that now may be a good time to look at land acquisition for parks and facilities due to current market conditions and available balance of Program Open Space funds.

PROJECT UPDATES

Three Notch Trail Phase VI

- The design drawings are nearing completion; the engineer is working with local and state agencies on revisions needed to the plans (DPW&T for storm water management and SHA Office of Structures for the pedestrian bridge).
- Staff has scheduled the project final review meeting with SHA and other agencies for March 7th.

Charlotte Hall Athletic Fields

- The project bids were opened on December 14th and it is anticipated a contract will be awarded in the near future. This project will require close coordination with the SMC Public Schools as the project is adjacent to Lettie M. Dent Elementary School.

Lancaster Park – Civil War Memorial and Interpretive Center

- The Bond Bill grant agreement for the Civil War Memorial and Interpretive Center was signed by the State Board of Public Works on December 19th. Staff has completed the scope of work for the design/build project; the project is anticipated to be out to bid in the near future.

Lancaster Park and the New Leonardtown Park Design and Engineering Projects

- The design and engineering contract for Lancaster Park was recently awarded to Loiederman Soltész Associates, Inc.; it is anticipated the contract for Leonardtown Park will be awarded in the near future.

ELECTION OF OFFICERS

David Phalen, Julie Lemmon and Lisa Wainger-Rush served as the nominating committee for the annual election of officers. **David Phalen moved, seconded by Robert Hicks to approve the recommended slate of Dick Buckler as Chairperson and Tom Nelson as Vice-Chairperson for calendar year 2013; motion carried with all in favor.**

OTHER BUSINESS

Director Loewe noted that Meghan McLean, the new Child Care Coordinator for the Recreation Division, began work on Monday, March 4th.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, March 7, 2013, at 5:30 p.m., in the Chesapeake Building in Leonardtown.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on March 7, 2013.