

**RECREATION AND PARKS BOARD  
OF ST. MARY'S COUNTY  
Meeting of Thursday, June 5, 2008**

**MINUTES**

**BOARD MEMBERS PRESENT:** Patrick Dugan, Chairperson, Robert Hicks, Coleman Hillman, Thomas Nelson, David Phalen, and Andrew Roper.

**BOARD MEMBERS ABSENT:** Robert Richardson, Richard Buckler and Lisa Wainger-Rush.

**RECREATION, PARKS AND COMMUNITY SERVICES STAFF AND OTHERS PRESENT:** Phil Rollins, Director, Recreation, Parks & Community Services (RP&CS); Arthur Shepherd, Recreation Division Manager; Gary Reed, Gymnastics Coordinator; David Guyther, Parks Manager; and Kathy Bailey, Recorder.

**CALL TO ORDER**

The Board meeting was called to order by Patrick Dugan, Chairperson, at 5:35 p.m. in Room 14 of the Governmental Center in Leonardtown.

**APPROVAL OF MINUTES**

**Robert Hicks motioned, seconded by Andrew Roper, to approve the minutes of April 3, 2008. Motion carried 5-0; Coleman Hillman abstained from voting as he was not present during the April meeting.**

**David Phalen motioned, seconded by Robert Hicks, to approve the Executive Session minutes of April 3, 2008. Motion carried 5-0; Coleman Hillman abstained from voting.**

**FY09 APPROVED COUNTY BUDGET**

Mr. Rollins referred to a budget handout which was previously e-mailed to Board members. The Board of County Commissioners (BOCC) adopted the FY09 County budget on Tuesday, May 27, 2008. Highlights from the RP&CS budget are as follows.

<b>Department/Spending Unit</b>	<b>FY08 Approved Budget</b>	<b>FY09 Approved Budget</b>
Administration	\$1,001,031	\$1,051,868
Parks Division	\$1,958,862	\$2,013,884
Grants – Parks Division	\$134,000	\$134,000
Museum Division	\$559,664	\$564,450
R&P Enterprise Subsidy	\$0	\$50,000
<b>Subtotal – Recreation and Parks</b>	<b>\$3,653,557</b>	<b>\$3,814,202</b>
<b>Dollar/% increase over FY08 Approved</b>		<b>\$160,645/4.4%</b>
<b>Enterprise Funds</b>		
Recreation Division Activity Fund	\$2,726,421	\$2,817,523
Wicomico Shores Golf Course	\$1,330,342	\$1,676,108
<b>Subtotal – Enterprise Funds</b>	<b>\$4,056,763</b>	<b>\$4,493,541</b>
<b>Total Department – Recreation and Parks</b>	<b>\$7,710,320</b>	<b>\$8,307,743</b>

- Community Services Division transferred to new Department of Human Services
- \$50,000 in County funds appropriated to off-set operation of Great Mills Swimming Pool

- New positions – two park positions requested; none were funded
- Replacement Parks dump truck requested but not funded
- \$91,000 increase in the Recreation Division Activity Fund is attributed to new programs, building usage fees and pay adjustments for hourly employees
- \$181,800 increase related to operation of expanded Golf Course Clubhouse, Restaurant and Banquet Room
- \$80,000 increase related to future retiree's health for full time merit employees at Wicomico Shores Golf Course

#### **FY09 –FY14 Capital Improvements Program**

##### **Projects removed from plan**

- Chancellor's Run Baseball Field
- Myrtle Point Park
- Mobile Entertainment Stage

##### **Projects moved forward**

- Chaptico Park – Phased Development
  - Equestrian facilities replaced with athletic fields
  - FY10 architect/engineering; FY11 construction

##### **Projects deferred**

- Wicomico Shores Public Landing – Parking
  - Moved from FY09 and FY10 to FY10 and FY11 as land has not been acquired

##### **Projects with changes in plan and/or funding**

- Charlotte Hall Athletic Fields – Construction of multi-purpose playing fields
  - Original project - \$1,100,000
  - Revised project - \$ 575,000

##### **Museum Collections Storage Facility**

- Original project - \$350,000
- Revised project - \$150,000
- Grant from the County to the Friends of the Museum

##### **Park Land and Facility Acquisition**

- Original project - \$3,068,762
- Revised project - \$2,508,662
- Decrease in Program Open Space (POS) funding from \$216,450 to \$123,100 due to State's fiscal situation (FY'09 – FY'14)

##### **Park Roads and Parking Lot Improvements**

- Original project - \$576,000
- Revised project - \$376,000
- Decrease in funding due to removal of Elms Beach Park project in FY'10

##### **Three Notch Trail – Phases V – IX (\$10,504,875)**

- **Phase V** – Laurel Grove to Mechanicsville (John Baggett Park to MD 5, 3 mile section) 1,542,000 Program Open Space (POS) funding decreased from \$215,000 to \$123,000 due to State's fiscal situation. The State's shortfall will be picked up by \$60,000 in National Recreational Trails grants and requesting an additional \$31,900 in County funding for FY09.
- **Phase VI** – Mechanicsville to New Market (MD 5 to MD 236, 5 mile section) - \$2,730,625 moved to out years.
- **Phase VII** – Wildewood to Hollywood (FDR Blvd. to Hollywood, 4 mile section) \$2,184,500 moved A&E (\$212,500) to FY11 and construction to FY'13 (\$1,972,000). Program Open Space (POS) funding decreased from \$215,000 to \$123,100 due to State's fiscal situation. The difference will be picked up by National Recreational Trails grants (\$90,000) and \$1,900 in additional County funding for FY13.
- **Phase VIII** – Hollywood to Oakville (Hollywood Road to Friendship Road, 4.5 mile section) \$2,602,125 – moved to out years.

- **Phase IX** – Oakville to Baggett Park in Laurel Grove - \$1,445,625 – moved to out years.

Robert Hicks asked how long the trail project will be delayed by pushing some of the phases to the out years. Mr. Rollins responded this would push the project out another five to ten years. He noted that funding and priorities for the future can change over time.

### **LEXINGTON MANOR “FLAT TOPS” VIDEO**

The Lexington Manor “Flat Tops” video was shown to the Board and the viewing public. Mr. Rollins thought it would be useful for the Board to view the video since the property is adjacent to John G. Lancaster Park. A project to conduct master planning for the 50 acre Lexington Manor southern parcel will be brought forward in FY10.

### **PARKS DIVISION REPORT**

David Guyther, Parks Division Manager, provided an update on the following Parks and Public Landing projects.

- Staff is working to assemble and install the pavilion at Lancaster Park.
- The Tall Timbers pier project is now complete.
- Elms Beach Park floating pier project is now complete.
- Staff set-up for five special events in June; this was a busy month for staff in setting up and taking down the stage, tents, podium and other items needed for each event.
- The “bubble” was recently taken off the Great Mills Swimming pool.
- The control link field lighting controls have been installed and are operational.
- Staff is working to construct a small block building at Dorsey Park for the electrical controls at the ball fields.
- He noted it’s been a challenge to prepare and maintain the athletic fields this season as they are all being used more heavily.

Mr. Hicks asked about the condition of the soccer fields at Chancellor’s Run Regional Park. The cool and wet spring has kept the Bermuda grass from coming completely out of dormancy. The same problem is occurring at the Wicomico Shores Golf Course.

Mr. Guyther noted that fencing will be installed near field one at Chancellor’s Run Regional Park.

Chairman Dugan asked if staff could direct him to a County or State agency regarding the proliferation of aquatic grasses at Forest Landing and if these grasses are beneficial or harmful to the environment. He says it’s difficult to launch a boat there at this time. Mr. Rollins suggested he contact Maryland DNR with the question.

### **RECREATION DIVISION REPORT**

Arthur Shepherd, Recreation Division Manager, provided an update on Recreation Division programs and activities. He referred to the spring 2008 handout he provided on the Community Standards in Youth Sports Initiative. The report listed each league and provided detail on the number of teams; potential number of coaches; actual number of coaches; number and percentage of background checks performed; disqualified checks; number of coaches that completed training; and the date the information was received. The County pays for two background checks per team; some leagues are paying for additional checks. The process of staff being at league meetings to collect the background check forms is working very well; most spring leagues had 100% compliance for the background checks. Staff plans to work on increasing the percentage of coaches participating in the coaches training. Also, the R&P Board will review the criteria for disqualifiers in August to see if modifications need to be made.

Mr. Shepherd informed the Board and those viewing that the Department’s twelve summer camps and fourteen sports camps still have openings. The New Horizons camp for those with disabilities is also being held this summer. Citizens may contact the main office or visit the Department’s website for information.

The Department co-sponsored the Hershey Track and Field program this spring. Mr. Julian Tyer, with Leonardtown High School, contacted Mr. Shepherd to develop the program partnership this spring at Leonardtown High School.

Nineteen young people participated in the event; the winners will go on to the Churchill High School meet. Those that qualify at this meet will be eligible participate at the national meet in Hershey, PA.

## RECOGNITION OF GYMNASTICS ACHIEVEMENTS

Mr. Shepherd thanked the many participants, parents and supporters of the Gymnastics Center who were present for the Board's presentation of certificates of achievement to the Gymnastics Competitive Team. The following are highlights of the program and center:

- The leased facility is approximately 12,000 s.f.
- The lease is about \$85,000 per year; the program is a \$240,000 per year operation
- Approximately 350-400 youth participate in the recreational program each year.
- About 50 young people are enrolled in the competitive program.
- There are 22 staff members at the center

At this time, Chairman Dugan, Mr. Shepherd, Gymnastics Coordinator Gary Reed, and Mr. Rollins presented the first, second and third place winners at Maryland State Meets with certificates of achievement. Winners included: Jessica Dembrow, Julie Walker, Delaney Madden, Athena Cohen, Erica Skinner, Marina Cox, MacKenzie Hudson, Emily Moslener, Leah Hoeffercamp, Kaitlin Fischer, Annie Imhoff, Marissa Mercier, Haley Clark, Lindsay Mercier, Sarah Adler, Shelby Gassie, Alexa Nutter and Lydia Jewell. The Center's very talented coaches were also recognized.

## PROJECT UPDATES

Seventh District Park - Mr. Rollins thanked Board members Bob Richardson, Bob Hicks, Dick Buckler and Tom Nelson for attending the ribbon cutting ceremony for the Seventh District Park improvement project on Tuesday, June 3.

Three Notch Trail – Mr. Rollins stated that Phase II of the trail is moving forward a little slower than expected due to the wet spring season. It is anticipated that the project will be completed by late summer or early fall.

Wicomico Shores Golf Course Clubhouse – The renovation and expansion of the Wicomico Shores Golf Course Clubhouse is moving forward as scheduled. Staff anticipates the project will be completed by late summer 2008.

John G. Lancaster Park – In addition to the installation of the picnic pavilion at Lancaster Park, the County is constructing a pedestrian pathway around the perimeter of the park. This will tie into the former road system at the Lexington Manor property.

Chaptico Park – Plans are nearing approval to add additional parking at Chaptico Park. Depending upon weather conditions, this project should be completed by fall 2008.

### Other Items

- The Scott Verbic Memorial Golf Tournament will be held on Friday, June 13 at Wicomico Shores Golf Course. All teams are filled, but Board members are encouraged to attend to show support for the event.
- Historic St. Mary's City will host a Trails Day Fun Run & Walk on Saturday, June 7 at 8:00 am; registration begins at 7:00 am.

A draft letter of support for the FY09 National Recreational Trails grant was provided for Board consideration and approval. **Andrew Roper motioned, seconded by Coleman Hillman, to approve the letter of support for the FY09 National Recreational Trails grant for Phase V of the Three Notch Trail. The motion carried 6-0.**

## SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Monday, July 7, 2008 at 5:30 p.m., in Room 14, of the Potomac Building, Governmental Center, in Leonardtown.

## ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

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Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on July 7, 2008.