

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY
Meeting of Thursday, November 6, 2008**

MINUTES

BOARD MEMBERS PRESENT: Richard Buckler, Robert Hicks, Coleman Hillman, Thomas Nelson, David Phalen and Lisa Wainger-Rush.

BOARD MEMBERS ABSENT: Patrick Dugan and Robert Richardson.

RECREATION AND PARKS STAFF PRESENT: Phil Rollins, Director, Recreation and Parks; Arthur Shepherd, Recreation Division Manager; and Kathy Bailey, Recorder. Mr. William Franklin was present to make a presentation on disc golf.

CALL TO ORDER

The Board meeting was called to order by Coleman Hillman at 5:35 p.m. in Room 14 of the Potomac Building in Leonardtown.

APPROVAL OF MINUTES

David Phalen motioned, seconded by Robert Hicks, to approve the minutes of September 4, 2008 as amended (to show Richard Buckler and David Phalen present); motion carried with all in favor. Lisa Wainger-Rush motioned, seconded by Thomas Nelson, to approve the Special Meeting minutes of September 24, 2008; motion carried with all in favor.

RECREATION DIVISION REPORT

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

- The Fall Fitness Festival was held on Saturday, November 1st. The event was held in cooperation with St. Mary's Hospital and included many educational sessions, health and fitness vendors and health screenings.
- The first season for the cheerleading program associated with youth basketball is off to a great start with about 70 children enrolled.
- The Gymnastics Center registration is up by approximately 29 percent this session. This may be attributed to the Olympic year and the addition of new staff at the Center.
- Indoor sports registration is currently open with registration about the same as this time last year.
- Enrollment in before and after school programs is about the same as last year with 207 children enrolled. The Maryland State Department of Education held a site visit at the Judy Center at Green Holly School on October 2nd for the Center's accreditation; the visit went well and staff is waiting for final approval for validation.
- AED devices have been installed at all recreation facilities and staff has been trained on their use. The Department of Public Safety obtained grant funds to purchase the equipment.

RAISING COMMUNITY STANDARDS – FALL REPORT

Mr. Shepherd introduced Kyle Kebaugh, new Sports Coordinator, to the Board. Kyle replaced Todd French who recently moved back to Delaware. Mr. Kebaugh graduated from Great Mills High School and Shepherd University; he received his Master's Degree in 2008 from Indiana University at Pennsylvania. His duties with the Department will include the Raising Community Standards program, youth basketball and cheerleading and programming at the Carver Recreation Center.

Mr. Shepherd referred to the Raising Community Standards fall report handout provided to Board members. He noted the following fall statistics:

2007	#of Teams	#of Coaches	Number Checks	% of Checks	Disqualified	Completed Training %
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	256	391	293	75%	3	222	57%
2008	#of Teams	#of Coaches	Number Checks	% of Checks	Disqualified	Completed Training	%
	246	434	405	93%	2	368	85%

Mr. Shepherd pointed out that an additional 112 background checks were done since last fall. Approximately 93% of coaches completed the background checks and about 85% of coaches completed training. Next year, staff would like to have all the background checks and training done before the first league practice. It is a challenge to make sure all those coaching are having the required checks and training. In the near future, the R&P website will include a list of certified coaches. Staff has developed a brochure on the program and it is available at recreation centers, the main office and at the libraries.

Thomas Nelson asked if other background checks can be submitted and used to meet standards of the County's program; Mr. Shepherd stated that a new background check is required each year from Southeastern Security Inc. (SSI) for the County's program. Mr. Kebaugh is looking into the option of having coaches submit their background check applications online directly to SSI. Lisa Wainger-Rush asked about the availability of on-line coaches training. Mr. Kebaugh stated that the first training has to be done in person; after that renewals can be done on-line. The leagues can also use an equivalent training program if approved by the Department. Mr. Rollins stated that the biggest challenge is that the County can only pay for checks on two coaches per team, but some teams may have multiple coaches per team. This will need to be addressed in the future as the goal should be to have all those coaching kids go through the background check process.

UPDATE ON GRASS INFIELD AT CHANCELLOR'S RUN REGIONAL PARK

Mr. Rollins updated the Board on the status of the grass infield discussion at the Chancellor's Run Regional Park 90' baseball field. Mr. Don Degraves, American Legion Baseball, and Ms. Donna Bowles, St. Mary's American Little League, attended the September 4th R&P Board meeting to express support for improvements at the Chancellor's Run Regional Park 90' baseball field. Since that time staff, County Commissioners and leagues have continued to discuss the issue. The financial aspects – whether or not there is adequate funding to make all the proposed changes and future maintenance costs – are the main concerns. The new fencing and addressing the drainage issues will be done whether or not the grass infield and irrigation project moves forward.

DISC GOLF PRESENTATION

Mr. Rollins introduced Mr. William Franklin who provided a Power Point handout on disc golf. Mr. Franklin contacted Mr. Rollins a few months ago on the possibility of installing a disc golf course in a County park. Disc golf is a low impact sport for all ages that's played much like regular golf, except small Frisbee type discs are used. Disc golf courses traditionally have served to bring additional users into parks and provide another great alternative for fitness and recreation. Staff is currently exploring the possibility of installing the course at Lancaster Park, on the south parcel of the former Lexington Manor, with some unused grant funding. If that is approved by the grantor, Mr. Rollins will speak to the Commissioners about this idea.

Mr. Franklin stated that the disc golf course is inexpensive to install and can make use of land that is unsuitable for other sports. The course can be installed for \$10,000 to \$20,000 depending on the grade of equipment used and if a professional is hired to layout the course. Once installed, the course has few maintenance costs. The game can be played on a year round basis.

Robert Hicks asked about the life expectancy of the baskets. Mr. Franklin stated that depends on the type of material used in the construction; he would recommend galvanized steel. Mr. Buckler asked how many acres the course would require; Mr. Rollins stated that would be determined after talking with a disc golf course designer; he thinks there's plenty of land available for the course. Mr. Hicks asked if there has been any other discussion on uses of the parcel. Mr. Rollins stated that would be identified when a master plan is done; however, intense development would not be allowed

per AICUZ regulations. David Phalen asked about buffer zones around the walking trails. Mr. Rollins stated that the appropriate buffers would be maintained for walkers and disc golfers. Mr. Franklin recommended that anyone interested should visit the pdga.com website.

Richard Buckler motioned, seconded by David Phalen, to express support for the disc golf course project at Lancaster Park; motion carried 5-0; while Lisa Wainger-Rush expressed no opposition to the project, she abstained from voting as she had concerns about demand for the facility at this time.

FY10 CAPITAL BUDGET DISCUSSION

Mr. Rollins provided a handout of the FY09 – FY14 six-year Capital Program. Some highlights included:

- Choptico Park Phased Improvements – For design/engineering in FY10 and construction in FY11.
- Charlotte Hall Athletic Fields – Funding for design and possibly engineering in FY09 and construction in FY10. Staff has requested a cost proposal from a County contractor for the design work; that will be presented publicly at an upcoming R&P Board meeting.
- Parkland and Facility Acquisition – Future allocations for parkland acquisition are uncertain depending upon future Program Open Space (POS) funding.
- Recreation Center Improvements – This project will enable some minor improvements at various recreation centers in FY09 through FY13.
- Gymnastics Center – Funding for design and engineering is projected for FY11 and construction for FY12.

Projects discussed for possible inclusion in the FY10 Capital Project submittal include:

- Master Plan for the South Parcel of Lexington Manor
- Chancellor's Run Regional Park - maintenance shed
- Baseball Field Fencing Project – Seventh District Park and Cecil Park
- Wicomico Shores Public Landing – replace gazebo, restroom facility and playground
- Asphalt Overlay Project – park entrance roads
- Pedestrian Pathway at Nicolet Park – to help alleviate issues with informal pathways in the park

Ms. Wainger-Rush asked if the Department has considered using some of the new pervious concrete products. Mr. Rollins stated yes, the Department has done some research on these products; however, it may not work for the pathways at Nicolet due to the grade and drainage problems in the area where the pathway would be constructed.

PROJECT UPDATES

- **The Wicomico Shores Golf Course Clubhouse** renovation and expansion project is now complete. A ribbon cutting ceremony for the project was held on Tuesday, September 30, 2008. The Clubhouse features the new "The Riverview" restaurant; banquet facilities will also be available.
- **Beavan Property** – The contract of purchase and sale for the Beavan property was recently signed by the BOCC; the POS application for the property is scheduled for the State Board of Public Works agenda on November 19th.
- **Three Notch Trail** – Mr. Rollins reported that Phase II of the trail, from the Northern Senior Activity Center to just past the County line, is now complete. The ribbon cutting for this phase was held on October 14, 2008. Mr. Rollins thanked Mr. Hillman for attending the ceremony on behalf of the Board.
 - **TNT Phase IVA** – is currently under construction and should be completed later this winter or by early spring.
 - **TNT Phase V** – design and engineering is nearly complete for this phase. This phase should be out to bid next spring.
- **Cecil Park Tennis Courts** – The ribbon cutting ceremony for the Cecil Park tennis courts renovation and expansion project was held on October 21st. Mr. Rollins thanked Mr. Hillman for attending.
- **Seventh District Park Tennis Courts** – Mr. Rollins reported that the resurfacing of the Seventh District Park tennis courts is also complete.
- **Choptico Park Parking Expansion** – Mr. Rollins reported that this project is underway to add additional parking at Choptico Park; staff anticipates this project will be complete and ready for spring use.
- **Park Maintenance Facility Addition** – The project has been bid and the County will make an award for the

project in the near future.

OTHER BUSINESS

Mr. Rollins informed the Board that a request for an alcohol consumption permit was received from the Museum Division for a volunteer appreciation holiday party to be held at the Piney Point Lighthouse Museum on December 9th. **Lisa Wainger-Rush motioned, seconded by Robert Hicks, to approve the Alcohol Consumption Permit for the volunteer holiday party at the Piney Point Lighthouse Museum. Motion carried with all in favor.**

EXECUTIVE SESSION

Robert Hicks motioned, seconded by David Phalen, to meet in Executive Session to discuss matters of property acquisition and personnel as provided for in Article 24, Section 4-210(a) 1 and 11. Motion carried 6-0.

Present: Richard Buckler, Robert Hicks, Coleman Hillman, Thomas Nelson, David Phalen, Lisa Wainger-Rush, Phil Rollins and Kathy Bailey.

Authority: Article 24, Sections 4-210(a) 1 & 11.

Time held: 7:00 p.m. – 7:18 p.m.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, December 4, 2008, in the public meeting room of the Chesapeake Building, at the Governmental Center, in Leonardtown.

ADJOURNMENT

The meeting was adjourned at 7:20 p.m.

Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on December 4, 2008.