

**RECREATION AND PARKS BOARD  
OF ST. MARY'S COUNTY  
Thursday, February 4, 2016**

**MEETING MINUTES**

**MEMBERS PRESENT:** Tom Nelson, Chairperson; Richard Buckler, Vice-Chairperson; Doug Bellis, Valerie Brosky, Jake Heibel, Caroline King and Fred Parker.

**MEMBERS ABSENT:** Patrick Murphy and Ashley Varner.

**RECREATION AND PARKS STAFF AND OTHERS PRESENT:** Brian Loewe, R&P Director; David Guyther, Parks Division Manager; Tyrone Harris, Facilities Coordinator; and Kathy Bailey, Recorder. Also in attendance was Carolyn Laray, Tourism Division Manager, Department of Economic Development.

**APPROVAL OF MINUTES**

**Doug Bellis moved, seconded by Fred Parker, to approve the minutes of January 7, 2016 with one change; motion carried 7-0.**

**ST. MARY'S COUNTY TOURISM MASTER PLAN**

Carolyn Laray, Tourism Division Manager, SMC Department of Economic Development, provided a presentation on the efforts underway to develop the County's first Tourism Master Plan. The objective of the plan is to create a path forward for sustainable tourism development. Plan components are two fold and include: 1) research and analysis to help define specific priorities and areas of focus for the master plan; and 2) strategy for development and implementation of specific projects, initiatives and investments to drive tourism development moving forward. Also, another initiative of the plan is the South County action plan, which is a subcomponent of the master plan and will serve to kick start tourism growth in the southern portion of the County. So far, the top five improvements called for are: water/beach access; existing site improvements; outdoor concert/performing arts center; transportation infrastructure; and pedestrian and cycling trails.

**PARKS DIVISION REPORT**

Director Brian Loewe introduced David Guyther, Parks Manager, who provided a report on activities of the Parks Division. Highlights included a PowerPoint presentation with the following updates:

- Overseeding at various fields
- General maintenance and repairs to equipment
- Asphalt walkway repairs and landscaping
- Replacement pipes under roadways at Chancellor's Run and Cecil Parks
- Gymnastics Center floor replacement

**PARK POLICIES & PROCEDURES MANUAL UPDATE**

David Guyther and Tyrone Harris, Facilities Coordinator, provided an overview on a policy that staff would like to incorporate in the Park Policies & Procedures Manual. Staff is recommending a new policy on remote controlled vehicles to say: the use of remote controlled airplanes, cars/trucks, rockets, helicopters and drones etc. is not permitted in any County park.

**Fred Parker moved, seconded by Jake Heibel, to approve the policy with one grammatical change; motion carried with all in favor.**

## PROJECT UPDATES

Mr. Loewe provided an update on the status of several park and facility improvement projects.

### Three Notch Trail Phase VI

- Construction is currently underway on this five mile section of trail which runs from MD Route 5 in Mechanicsville to MD Route 236 in New Market.
- Signage and beacons are being installed over the winter.
- Anticipated opening in spring 2016; construction is approximately 85% complete.

### Lancaster Park

- Project is expected to be rebid in the near future and a contract awarded this spring.

### Parks and Facilities Improvements for FY2016

- Nicolet Park Skatepark - Old rubber surfacing has been removed and new surfacing will be installed this spring.
- CRRP – Asphalt overlay to be completed this spring.
- Softball/Baseball field fencing – project is nearly complete.

## FY2017 BUDGET UPDATES

Mr. Loewe provided a handout on the FY2017 Recreation and Parks Department requested budget which detailed the changes over the FY2016 approved budget. Also included was the line item for non-profits, as that represents realignment to departments from the prior year. Other changes included: decreases for non-recurring equipment; increases for new equipment items; funds to cover increases in the minimum wage for hourly employees; and funds to cover new furnishings and walkways at the Piney Point Lighthouse Museum.

## ELECTION OF OFFICERS

Caroline King presented the slate of officers for 2016 as: Tom Nelson for Chairperson and Doug Bellis for Vice-Chairperson. **Dick Buckler moved, seconded by Fred Parker, to approve the slate of officers for 2016 as presented; motion carried with all in favor.**

## NEXT MEETING OF R&P BOARD

The next meeting of the Recreation and Parks Board is scheduled for Thursday, March 3, 2016.

## ADJOURNMENT

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

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Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on April 7, 2016.