

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

BOARD MEMBERS PRESENT: Richard Buckler, Chairperson; Phil Cranford, Tom Nelson, Lisa Wainger-Rush and Ashley Varner.

MEMBERS ABSENT: Sabrina Hecht, Robert Hicks, Julie Lemmon and David Phalen.

RECREATION AND PARKS STAFF AND OTHERS PRESENT: Brian Loewe, Director; David Guyther, Parks Manager; Jessica Hale, Recreation Division Manager; Christina Bishop, Therapeutic Recreation Specialist; Kyle Kebaugh, Sports Coordinator; and Kathy Bailey, Recorder. Also in attendance were Titus Greene, from Longhorn Steakhouse; and Russ Cole, NYSCA Coach of the Year. Jim Gotsch, of Loiederman Soltesz Associates, Inc., was present for the Lancaster Park Improvement project presentation.

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

Phil Cranford moved, seconded by Lisa Wainger-Rush, to approve the minutes of February 7, 2013; motion carried 5-0.

INTRODUCTION OF NEW BOARD MEMBER

Chairperson Dick Buckler introduced Ashley Varner, Director of Operations, for the Division of Supporting Services, St. Mary's County Public Schools. Mr. Varner will serve on the Board as the representative from the St. Mary's County Public Schools.

RECREATION DIVISION REPORT

Brian Loewe, Director, introduced Jessica Hale, Recreation Division Manager, who provided an update on Recreation Division programs and activities. Items included:

- Spring Program Guide – The spring program guide is now available. The newly designed guide has been well received; number of copies has been reduced to save on printing; the guide is publicized on the web and available at R&P sites and facilities.
- Easter Festival – The annual Easter Festival will be held on Saturday, March 30th.
- Verbic Memorial Golf Tournament – The annual Verbic Memorial Golf Tournament will be held on June 7th.
- School Age Center New Location – parents are being surveyed for a new school age center site at Ridge Elementary School for school year 2013-2014.
- Summer Camps – Summer camp registration is now open.
- Summerstock – Performance dates are July 19-21st & July 26-28th; at Great Mills HS School

Great Mills Swimming Pool – Ms. Hale outlined two projects being planned for the pool. One is the installation of a security camera system and the other involves filling in the unusable kiddie pool to allow for additional picnic areas.

Lisa Rush asked when the bench will come back to the women's locker area; Ms. Hale will check on that.

Paralympics Program - Ms. Hale introduced Christina Bishop, Therapeutic Recreation Specialist, who provided an update on the Paralympics program. She provided a slide show with pictures of program highlights. A Paralympic Sports Bocce program has been established and is scheduled to begin in April; she continues to work with Parks staff in the construction of the Bocce courts at CRRP. The TRS will be attending the annual Paralympic Leadership conference in April. PSSM will be hosting training for coaches and volunteers on March 16th for the Track and Field program. A Paralympic Sports Club from New Jersey has volunteered to come down and train coaching staff. All track and field equipment has been purchased.

PRESENTATION OF CHECK FROM LONGHORN STEAKHOUSE

Mr. Loewe introduced Mr. Titus Greene, Manager, from Longhorn Steakhouse, who presented a check for \$1,943 for the Paralympics Program. Recreation and Parks recently partnered with Long Horn Steak House for a Friends and Family fund raising event for the Paralympics program.

RECOGNITION OF NYSCA COACH OF THE YEAR

The Recreation and Parks Board and Department presented a plaque to Mr. Russ Cole who was recently named Coach of the Year by the National Youth Sports Coaches Association. Mr. Cole is a volunteer coach with the Pax River Raiders football club.

PARK POLICIES AND PROCEDURES

Mr. Loewe and David Guyther, Parks Manager, discussed recommended changes to the Parks and Procedures Manual. Most were administrative changes; however, there is a new policy on memorials in parks. After some discussion, the Board requested some additional information on the memorials criteria and process for the next meeting.

LANCASTER PARK IMPROVEMENTS – CONCEPT PLAN

Mr. Loewe introduced Jim Gotsch, of Loiederman Soltesz Associates, Inc., who presented the preliminary concept plan for the Lancaster Park Improvement project. The project consists of the construction of additional multi-purpose athletic fields, parking and an entrance road within John G. Lancaster Park at Willows Road. Site assets and development constraints were noted. The scope is to develop two large multi-purpose fields; staff is looking at making one a regulation sized field and the other a practice field (or smaller game field). About 100 parking spaces are planned. Entrance improvements will need to be made as part of the project; the scope of these improvements is not completely known at this time.

BUDGET UPDATES

Director Loewe provided an update on the FY14 Operating and Capital Budget submission for Recreation and Parks. He noted that the Department's Operating Budget request will be reviewed by the BOCC on March 12th. This included the request for additional funding for background checks. The Capital Budget request saw no changes to date; however, a project was added for the Nicolet Park entrance.

PROJECT UPDATES

Three Notch Trail Phase VI

- Staff scheduled the project final review meeting with SHA and other agencies for March 7th; however, that was rescheduled to March 20th due to inclement weather conditions.

Charlotte Hall Athletic Fields

- The construction project was recently awarded to Jimmy Richards & Sons Excavating. This project will require close coordination with the SMC Public Schools as the project is adjacent to Lettie M. Dent Elementary School.

Civil War Memorial and Interpretive Center

- The solicitation for the design/build project for the renovation and reuse of the remaining "Flat Tops" house for the Civil War Interpretive Center should be out to bid in the next few weeks. The Interpretive Center is intended to include displays and information about the Civil War Memorial as well as African American history and contributions in St. Mary's County. The center will also provide space for meetings and community activities, as well as public restrooms for the memorial park and the adjacent pavilion.

Leonardtown Park Design and Engineering Project

- The design and engineering contract for the new Leonardtown Park was recently awarded to Loiederman Soltesz Associates, Inc.

OTHER BUSINESS

Mr. Loewe presented three requests for Alcohol Consumption Permits from the Friends of the St. Clement's Island and Piney Point Museums, the Optimist Club of the Seventh District and the St. Clement's Hundred for events to be held at Museum Division facilities. Requests included:

- Membership Reception – March 14, 2013
- Jazz and Seafood Festival - July 13, 2013
- Chamber of Commerce After Hours – July 24, 2013
- Blessing of the Fleet Weekend –October 4, 5 & 6, 2013
- Volunteer Potluck Dinner – December 10, 2013

Tom Nelson moved, seconded by Lisa Wainger-Rush, to approve the Alcohol Consumption Permits for the Friends of St. Clement's Island and Piney Point Museums, the Optimist Club of the Seventh District, and the St. Clement's Hundred. Motion carried with all in favor.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, April 4, 2013, at 5:30 p.m., in the Chesapeake Building in Leonardtown.

ADJOURNMENT

The meeting was adjourned at 7:00 p.m.

Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on April 4, 2013.