

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY**

Meeting of Thursday, March 4, 2004

MINUTES

Board members present: Coleman Hillman, Vice-Chair; Kaki Burruss, Dorothy Gass, Greg Hambright, Jody Payne, Robert Richardson and Andy Roper.

Board members absent: Sam Brown and Robert Harper.

Recreation and Parks staff present: Phil Rollins, Director of Recreation and Parks (R&P); Arthur Shepherd, Recreation Division Manager; and Kathy Bailey, Recorder.

CALL TO ORDER

The Board meeting was called to order by Coleman Hillman, Vice-Chair, at 5:30 P.M. in Room 14 of the Governmental Center in Leonardtown.

APPROVAL OF MINUTES

Greg Hambright motioned, seconded by Kaki Burruss, to approve the minutes of February 5, 2004. Motion carried 6-0 (Andy Roper abstained from voting since he was not present during the February meeting).

RECREATION DIVISION REPORT

Director Phil Rollins introduced Arthur Shepherd, Recreation Division Manager, who provided an update on Recreation Division projects and programs.

Sports Tournament Field Use Fees – Mr. Shepherd provided a handout of proposed Tournament Fees. The proposal includes two categories of fees: one for non-profit groups and one for groups that would make a profit.

	Non-Profit	Profit
Registered team	\$25 per team	\$35 per team
Day game (CRRP only)	\$20 per game	\$30 per game
Night games (all parks)	\$35 per game	\$45 per game

Additional costs:

Vendor permit	\$100 per tournament	\$150 per tournament
Tables and chairs	\$25 (1 table/4 chairs)	\$25 (1 table/4 chairs)
Mound installation	\$25 per hour (labor)	\$25 per hour (labor)
Inclement weather Quick Dry)	\$15 (bag of Quick Dry)	\$15 (bag of Quick Dry)

R&P staff will be present at all park and athletic field sites that utilize more than one field. Tournament representatives are responsible for making sure all trash is placed in the

appropriate receptacles. Field maintenance is provided at Chancellor's Run Regional Park only.

Robert Richardson noted that there is a difference between the length of games for baseball and softball; Mr. Shepherd stated that was considered in developing the average fee.

Mr. Richardson asked for clarification on the difference between profit and non-profit organizations. Mr. Rollins stated that an organization/team would be considered non-profit if all the proceeds from the tournament were going back to the non-profit organization to run the program. Example: a local non-profit youth soccer program such as St. Mary's South Soccer League and for profit Greyhound Soccer tournaments.

Kaki Burruss asked for clarification regarding the per team fee and per game fee. Mr. Rollins stated that all teams pay the per team fee, they pay the per game fee only if they host games at Chancellor's Run Regional Park, and pay the night game fee if hosting a night game at any park.

Robert Richardson motioned, seconded by Andy Roper, to approve the proposed schedule of Tournament Fees. Motion carried 7-0.

Raising Community Standards in Youth Sports – Arthur Shepherd updated the Board on the progress of the Raising Community Standards in Youth Sports initiative. He reported that meetings were held with youth sports leagues in January and February and another meeting is scheduled in March. He noted that league representatives have been very cooperative in helping staff develop the plan to be proactive in promoting positive athletic experiences for youth. During the May Board meeting, staff will present the plan to the R&P Board; youth sports league representatives will also be invited to the meeting.

Carver Recreation Center – Grand Opening and Open House - The Carver Recreation Center Grand Opening and Open House celebration, planned in conjunction with the Boys and Girls Clubs of Southern Maryland, will be held on Thursday, April 1, 2004, from 4:00 p.m. until 7:00 p.m. The April 1st R&P Board meeting will also be held at Carver Recreation Center at 6:30 p.m.

“High Hopes for Everyone” Disability Awareness Day – The Commission for Persons with Disabilities, along with Recreation and Parks, will sponsor the fourth annual Disability Awareness Day on Saturday, March 27, 2002, from 1:00 p.m. until 4:00 p.m., at Leonard Hall Recreation Center. Many activities and exhibits will be available; free kites for the first 300 visitors.

Easter Festival – R&P will host the annual Easter Festival on Saturday, April 10, 2004, beginning at 10:00 a.m. The event features a traditional egg hunt, pony rides, drawings for prizes, attractions, costumed characters, face painting and concessions.

FY2005 R&P BUDGET

FY2005 Capital Budget - Mr. Rollins provided an updated Capital Projects budget handout to the Board. The new handout includes one change from information previously provided to the Board – the addition of a new project, the Charlotte Hall

Community Recreation Center. The BOCC recently decided to move forward with the Northern County Senior Center project and have added funds in FY05 (\$225,000) for design and engineering and funds for construction in FY06 (\$2,275,000) for a multi-generational facility at the site.

The projects included in the draft FY2005 Capital Budget included the final phase of Nicolet Park – 200,000; Three Notch Trail - \$150,000 for each year from FY05-FY10 to continue development of the trail (\$100,000 per year in grant funding; \$50,000 in County funds); Parks ADA - \$239, 970; Piney Point Lighthouse Museum shore erosion - \$265,000 (interest free state loan); tennis court replacement - \$60,000 moved from FY06 to FY07; and the Piney Point Lighthouse Museum Phase II - \$275,000 in FY05 and \$100,000 in FY06-FY10 (renovations to relocate the Lighthouse Museum). No changes were noted to the information provided last month regarding public landing improvement projects.

Ms. Burruss asked about the status of the Lancaster Park walking trail; Mr. Rollins stated that project was not selected for inclusion in the FY2005 budget due to funding constraints. The project will be considered again during the FY06 budget process.

The BOCC will consider the proposed FY05 Capital Budget on Tuesday, March 9 and are expected to approve the document to take to public hearing.

FY2005 Operating Budget - Mr. Rollins noted that the R&P Operating Budget consists of Administration, Park Maintenance, Museums and Teen Center funding (the Wicomico Shores Golf Course and Recreation Division are self-supporting Enterprise Fund operations). He noted that staff was provided with direction to submit a “flat” budget with the exception of personnel merit increases and increases due to health insurance costs; a list of potential reductions; and a list of additional requests for funding. That information was previously e-mailed to Board members. Budget work sessions between staff and the BOCC are underway; the BOCC is expected to adopt a draft Operating Budget on March 30. The draft will be presented to the public at various public hearings.

PROJECT UPDATES

Three Notch Trail - Mr. Rollins informed the Board that plans are moving forward for phase one of the Three Notch Trail. Phase one will begin at Route 236 in New Market and proceed north to the Northern County Senior Center in Charlotte Hall. Mr. Rollins has been meeting individually with property owners contiguous to phase one of the trail. He reported that the individual meetings have been productive in answering questions, addressing concerns and gathering support and acceptance for the project. Staff anticipates construction on phase one will begin this spring and be completed in summer 2004.

Nicolet Park - The Nicolet Park Phase two project will go out to bid in the near future and construction is expected to begin this spring; staff anticipates the project will be completed in fall 2004. Phase two construction includes site work, paved walkways, a picnic pavilion, two basketball courts and a baseball/softball field. Mr. Rollins reported staff recently received word from the Maryland Department of Health and Mental Hygiene that a variance will be issued in the near future for the two items that previously held up the sprayground project (which was funded in phase one of Nicolet Park).

Chaptico Park - Phase one of Chaptico Park continues to move forward; staff anticipates that the contractor will continue with earthwork now that the weather is improving. Work has also begun on the restroom/concession facility. Final approval for the BMX facility is expected in the near future; the Southern Maryland BMX group continues to work on fundraising and volunteer efforts for the project.

Wicomico Shores Golf Course Clubhouse - Mr. Rollins informed the Board that two proposals were received for the new Wicomico Shores Golf Course Clubhouse. Both proposals were significantly over budget. Staff met with both contractors and the architect to come up with potential savings for the project. After reviewing the proposals, the BOCC decided to cancel the current solicitation. The BOCC will be appointing members to the new Wicomico Shores Golf Course Advisory Board in the future. The WSGC Advisory Board will be tasked with reviewing the options of redesigning the proposed plans for the new Clubhouse, start over with a design-build process, or to re-evaluate renovation of the existing facility. Recommendations will be presented to the BOCC in April.

OTHER BUSINESS

Alcohol Consumption Permit - Alcohol consumption is generally not allowed in County parks and facilities. The R&P Director has the authority to approved Alcohol Consumption Permits for those reserving picnic pavilions who wish to serve alcohol; the R&P Board approves other requests for alcohol consumption in parks and facilities. He provided Board members with copies of an application from the Southern Maryland Society who wish host an event at St. Clement's Island Museum and to serve alcohol during the function.

Andy Roper motioned, seconded by Dorothy Gass, to approve the request for alcohol consumption during the Southern Maryland Society function to be held at the Museum on April 10, 2004. Motion carried 7-0.

Greg Hambright asked if there are any upcoming issues or projects that R&P staff will be seeking input or assistance from the Board in the near future. Mr. Rollins stated that staff and the Board will be evaluating the future of Carver Recreation Center.

Staff will be presenting additional information to the Board in the near future regarding the RecPlex proposal. The RecPlex proposal envisions a partnership whereby the County would provide the land and some of the infrastructure and the group would build and manage an indoor recreation facility. They propose that R&P lease one of the courts for \$100,000 per year. The BOCC asked staff to provide a response to the proposal and R&P staff expressed concerns with the RecPlex business plan and projections. Staff is concerned with paying the lease and covering program costs. Since this was an unsolicited proposal, the BOCC would like to gather information from other vendors who could provide the same or similar service. Mr. Rollins is developing a draft request for interest for the project and will provide the information to the Board for input during the April meeting.

SCHEDULING OF NEXT MEETING

The next meeting of the Recreation and Parks Board of St. Mary's County will be held at 6:30 P.M. on Thursday, April 1, 2004 at the Carver Recreation Center in Lexington Park.

ADJOURNMENT

The meeting was adjourned at 6:30P.M.

Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board May 6, 2004.

A tape recording of the meeting is kept on file in the Recreation and Parks' office for one year.

cc: Board of County Commissioners
County Administrator
St. Mary's County Department Heads
Recreation and Parks Department Division Heads