

**RECREATION AND PARKS BOARD  
OF ST. MARY'S COUNTY  
Meeting of Thursday, November 1, 2012  
MINUTES**

**BOARD MEMBERS PRESENT:** Richard Buckler, Chairperson; Robert Hicks, Vice-Chairperson; J. Bradley Clements, Phil Cranford, Sabrina Hecht, Julie Lemmon, Tom Nelson and David Phalen.

**RECREATION AND PARKS STAFF AND OTHERS PRESENT:** Brian Loewe, Director; David Guyther, Parks Manager; and Kathy Bailey, Recorder.

**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**

**Robert Hicks moved, seconded by Tom Nelson, to approve the minutes of October 4, 2012; motion carried 8-0.**

**UPDATE ON TOBACCO POLICY FOR COUNTY PARKS**

Director Loewe provided the Board with information that staff collected on what other counties are doing to address the issue of smoking/tobacco use in parks.

- Counties that prohibit smoking in parks are: Allegany - City of Cumberland; Harford; Howard; and Queen Anne's.
- Counties that have policies/signage: Prince George's; Montgomery; St. Mary's; Charles; Anne Arundel; Carroll; Kent; Wicomico; Cecil; Dorchester; and Garrett.
- Counties that do not have a smoking policy at this time: Calvert; Baltimore County; Baltimore City; Frederick; Somerset; Talbot; Washington; Worcester; and Caroline.

Chairman Buckler noted it would be good to know if other counties are experiencing any difficulties with tobacco free policies in Parks. Director Loewe continues to discuss this issue with county staff for park policy changes for consideration in the future. No smoking zones, educational initiatives, and signage continue to be discussed. Enforcement continues to be an item for discussion with tobacco free policies.

**PARKS DIVISION REPORT**

Director Brian Loewe introduced David Guyther, Parks Manager, who provided an update on Parks Division activities and projects. Highlights included:

- Hurricane Sandy – Mr. Guyther noted that damage to parks and public landings from the storm was relatively minor; including a few downed trees in parks, some minor damage to decking on piers; and various limbs and debris.
- Chaptico Park Field Renovation – Field number two is currently closed for renovations.
- Stormwater Management Ponds – are being monitored and addressed as needed.
- Carver Heights Community Park Pavilion – installation began about two weeks ago; the project should be finished around December 1<sup>st</sup>.
- Equipment – Mr. Guyther reported that the Division has received several new pieces of

equipment. This includes two replacement tractors and two replacement trucks.

- Nicolet Skate Park – staff is still working to address issues with patrons not wearing helmets and the proper safety gear. Vandalism has increased with the decrease in park attendant supervision. After-hours entry has also been a problem; the Sheriff's Department has been assisting staff with surveillance at the skatepark.

## **FY14 CAPITAL BUDGET DISCUSSION**

Director Loewe reviewed projects for the upcoming draft FY14 Capital Budget submission. Projects discussed included:

- Recreation Facilities and Park Improvements
- Three Notch Trail Phase VI
- Park Land and Facility Acquisition
- Piney Point Lighthouse Museum
- St. Clement's Island Museum Renovations
- Three Notch Trail Phase VII
- Leonardtown Park
- Elms Beach Park Improvements
- Chaptico Park – Phased Development
- Derelict Boat Removal
- Piney Point Public Landing

Draft changes from FY13 approved budget include:

- **Park Land and Facility Acquisition** - Decrease of \$90,000 from Prior Approval due to not receiving the FY13 POS allocation. The FY13 POS allocation will be split and distributed in FY14 and FY15. The Department will be notified of the amount prior to the adoption of the FY14 CIP budget and it will be reflected at that time.
- **Three Notch Trail Phase VII** – Moved from Balance to Complete to FY19.
- **Chaptico Park Phased Development** – Moved from Balance to Complete to FY19.
- **Piney Point Public Landing** – Originally scheduled for FY17; moved forward to FY13 due to State grant approval.

## **PROJECT UPDATES**

### Three Notch Trail Phase VI

- The design drawings are nearing completion; the engineer is working with local and state agencies on revisions needed to the plans (DPW&T for storm water management and SHA Office of Structures for the pedestrian bridge).
- Staff hopes to have the final review meeting with SHA and other agencies in the near future.
- Anticipate the project will be out to bid in fall 2013.

### Charlotte Hall Athletic Fields

- The project is now out to bid. The bid was placed on eMarylandMarketplace on October 26<sup>th</sup>; the pre-bid meeting is scheduled for November 9<sup>th</sup>; and the bid closing date is December 14, 2012.

### Lancaster Park – Civil War Memorial and Interpretive Center

- The Bond Bill grant agreement for the Civil War Memorial and Interpretive Center is scheduled to be signed by the State Board of Public Works on December 19<sup>th</sup>.

### Lancaster Park Improvements Design and Engineering for Athletic Fields and Parking

- The solicitation for the design and engineering for the Lancaster Park Improvement project is now closed. The pre-bid meeting was held on September 27<sup>th</sup>; the bid closing date was October 25<sup>th</sup>.
- The project calls for constructing two multi-purpose athletic fields, parking and a new entrance road.

### Design and Engineering for the New Leonardtown Park

- The solicitation is also now closed for the design and engineering for the Leonardtown Park Project. The pre-bid meeting was held on September 27<sup>th</sup>; the bid closing date was October 25<sup>th</sup>.

### Public Landings

- The River Springs pier replacement project is now complete.
- The Fox Harbor pier project is expected to be completed in the next few weeks.
- The St. George's Island project will begin following completion of the Fox Harbor project.

## **OTHER BUSINESS**

The Board decided not to hold a January 2013 meeting due to the date's close proximity to the New Year's holiday.

## **SCHEDULING OF NEXT MEETING**

The next meeting of the Recreation and Parks Board is scheduled for Thursday, December 6, 2012 at 5:30 p.m. in the Chesapeake Building in Leonardtown.

## **ADJOURNMENT**

The meeting was adjourned at 6:15 p.m.

*Kathy Bailey*

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Kathy Bailey, Recorder

Minutes approved by the Recreation and Parks Board on December 17, 2012.