



March 8, 2024

MEMORANDUM

TO: Commissioners of St. Mary's County
David Weiskopf, County Administrator

FROM: Arthur Shepherd, Director, Recreation and Parks

SUBJ: Monthly Status Report for February 2024

ELMS BEACH PARK RP1601- 19350 Back Door Road Lexington Park, MD 20653

www.stmaryscountymd.gov/docs/elmsbeachpark.pdf

- *Property*
 - Leased through the Maryland Department of Natural Resources
 - 476 acres shared with St. Mary's County Public Schools Elms Environmental Education Center
- *Development*
 - This is a heavily used park, which is constrained by limited parking and lack of suitable restroom facilities. The park is most heavily used on the weekends, especially holiday weekends in the summer.
 - Renovations envisioned for the site include but are not limited to, comfort station and storage, flush vault latrine system, pavilion, upgraded utilities, trails, new attendant station, site amenities and playground and an enhanced entrance road and parking lot.
- *Constraints*
 - Planning, design and construction must involve DNR.
 - Entirely within the Research Conservation Area of the Chesapeake Bay Critical Area, land use regulations are MOST restrictive.

• *Funding*

Previous	FY24	FY25	Total
\$2,318,986	\$435,000	\$1,078,541	\$3,832,527

• *Master Plan*

- The Master plan was adopted by the Commissioners of St. Mary's County on August 29, 2017, www.stmaryscountymd.gov/docs/elmsbeachmasterplan.pdf

- *Architect and Engineering*
 - A contract was awarded to CBSInc. on February 10, 2023, to provide services based on the approved Master Plan.
- *Construction*
 - *Construction earmarked for FY25.*
- *Recent Accomplishments*
 - Kick off meeting held with Department staff, CSBInc, and DNR on February 27, 2023.
 - Perc Test application submitted 3/14/23; testing suspended 3/22/23; additional application submitted for a second location to be completed upon testing re-opening. **PERC COMPLETED January 24, 2023.**
 - CSBI Inc submitted a design draft for the restroom/comfort station and attendant facility.
 - Department staff submitted drawings to DNR for review.
 - Draft plans have been developed by LSI and a design and permit pre meeting with LUGM personnel to review designs was held on August 23rd.
 - A progress meeting with design staff, project manager and DNR was held on Sept. 7, 2023. Discussions were held about facility design, parking and process.
 - Three parking proposals were developed and submitted to R&P Staff. The option with 160 spaces was chosen which triggered additional work not on the scope. Staff are awaiting a submission to increase the contract for the additional spaces and stormwater required.

SNOW HILL PARK RP1901- 26590 South Sandgates Road Mechanicsville, MD 20659

www.stmaryscountymd.gov/docs/snowhillpark.pdf

- *Property*
 - purchased in March 2017 with the use of REPI funding through the Navy, Maryland Program Open Space and the Commissioners of St. Mary's County.
 - 163 acres on the Patuxent River
- *Development*
 - The Park is envisioned to include, but not limited to beach access, hiking and nature trails, forested/conservation areas and nature interpretation, fishing, canoeing, and kayaking, motorized boat ramp and pier, picnic areas, playground, parking, and restrooms.
- *Constraints*
 - Conservation easement with the NAVY that restricts the uses of the property in perpetuity and requires annual monitoring and reporting.
 - Nearly 30-acres of land continues to be actively farmed.
 - Significant archeological area found; disturbance restricted in this area.
 - Approximately 93-acres are within the Critical Area and considered Research Conservation Area of the Chesapeake Bay Critical Area thus land use regulations are MOST restrictive.
 - Forest covers approximately 86 acres of the site, concentrated the southern end of the park and along the eastern boundary and qualifies as habitat for forest interior dwelling species (FIDS).
- *Funding*

Previous	FY24	FY25	Total
\$5,075,000	\$286,405	\$300,000	\$5,661,405

- FY26 Request: \$1,000,000 – Phase two construction
- \$500,000 State Grant for the construction of the boat ramp
- *Master Plan*
 - Final draft presented to Commissioner of St. Mary's County on June 7, 2022
 - Commissioners scheduled public hearing on June 28, 2022
 - Master Plan was adopted by the CSMC on 9.12.23
 - www.stmaryscountymd.gov/docs/Snow_Hill_Community_Park_Master_Plan_FINAL.pdf
- *Architect and Engineering*
 - A contract was awarded to A Morton Thomas on April 19, 2021, to provide Architect and engineering services for a kayak launch on Roslin Creek, Boat Launch area on the Patuxent River and associated parking areas and entrance road.
 - A purchase order was requested to provide Architect and engineering services for the entrance retaining wall and easement in August of 2023.
- *Construction*
 - Boat ramp, Kayak launch, entrance road and parking expected to start in Spring of 2024.
 - FY26 Playground, Nature Center, Boardwalk, Living Shoreline and Beach Expansion
- *Recent Accomplishments*
 - AMT staff met onsite for final stormwater planning on 6.27.23.
 - Updated design plans sent to NAVY 4/14/23; approved with no changes 6.20.23.
 - Staff received a DEMO permit adding the old pavilion and pool pump house.
 - Tennis Courts and pavilion will be demolished at the same time once the new pavilion is constructed.
 - Staff have submitted playground/pavilion site plans for permitting and upon permit review it was found the design will need to be approved by the Critical Area Commission.
 - AMT staff are receiving Minor Site Plan (Boat and Kayak Launch) comments and addressing the comments. Once all received and addressed Final plans will be set for permitting.
 - Staff droned the park to take photos of existing conditions for easement reporting to the NAVY.
 - Geotechnical engineers will be on site to perform digs for the proposed retaining wall.
 - AMT is in contact with LUGM staff to discuss a fee in lieu of mitigation plantings.
 - Department staff received approval from the Planning Commission for a surface transfer for the construction of a new waterfront playground and pavilion.
 - Staff have requested a new proposal to design the park road from the new entrance to connect to the paved area in the Boat/Kayak launch design.
 - Designs were submitted for development and permitting review on January 5, 2024.
 - The old Boathouse was damaged in a storm and is threatening to fall into the River, staff have submitted demolition permit requests to the county and have requested quotes from Marine contractors to have the old boat house and pier removed. No additional State permits will be required.

MYRTLE POINT PARK RP2005- 24050 Patuxent Boulevard California, MD 20619

www.stmaryscountymd.gov/docs/myrtlepointpark.pdf

- *Property*
 - 192 acres property on the Patuxent River
 - Acquired in 1997 for 1.75 million with Program Open Space Funding
- *Development*
 - Current use includes hiking, biking, fishing, picnicking and water access.
 - Invasive Species mitigation project completed in 2017.
 - Current Shoreline resiliency project with DPW&T
 - Future developments include accessible walkways, interpretive signage, canoe/kayak launch, picnic and play areas, nature /visitor center, restrooms, parking and more.
- *Constraints*
 - Property is mixed with mature and re-growth forest, FIDS Areas, tidal wetlands and historic easements.
 - Program Open Space use restrictions
 - Old master plan that may have outdated information.
- *Funding*

Previous	FY24	FY25	Total
\$275,000	\$125,000	\$0	\$400,000

- *Master Plan*
 - The Master plan was adopted by the Commissioners of St. Mary's County in 1998; rescinded by CSMC in 1999.
 - New Master Plan developed in May 2005.
- *Architect and Engineering*
 - Award was made to Maginnis Del Ninno Architects on December 8, 2023,
- *Construction*
 - TBD
- *Recent Accomplishments*
 - **Walk through on property with Department staff, Design Consultants and subcontractors completed on January 24, 2024.**

SPORTS COMPLEX RP1904

- *Property*
 - Property target: St. Mary's Crossing property.
- *Development - TBA*
- *Constraints*
 - Previous development plans/studies focused on multipurpose fields and indoor facilities. Recently constructed Turf Fields negated the need for multipurpose fields. The scope of the project needs discussion.
- *Funding*

Previous	FY24	FY25	Total
\$202,000	\$125,000	\$0	\$327,000

- Fully executed Legislative Bond Grant of \$150,00 received from State December 2022.
- *Architect and Engineering- TBD*
- *Construction-TBD*
- *Recent Accomplishments*
 - Phase 1 study completed by the Maryland Stadium Authority in October 2020
www.stmaryscountymd.gov/docs/SMCsportscomplexfinalreport2020.pdf
 - Department staff emailed Maryland Stadium Authority (MSA) to discuss a phase two study in February 2022.
 - In February 2022, department staff emailed the State grant division to inquire if the Bond grant can fund the study. Response indicated that most likely it was considered a feasibility study and therefore not eligible for reimbursement but once a full description of the study was obtained staff will send it to the state for final review and decision.
 - The Project Manager contacted State Grants Division with revision of scope to preliminary design.
 - Director and Project Manager had a meeting with MD Stadium Authority staff and discussed the next phase: Preliminary Design.
 - This phase two would include high level concept plan, geotechnical, environmental, archaeological studies, site constraints and risk.
 - Historical cost for this phase: \$300,000 to \$350,000 and it could vary depending on final scope and project parameters.
 - CSMC must concur on property and send a letter to MD Stadium Authority requesting them to undertake the project and state their commitment of funding.
 - Department Staff have been in contact with Maryland Stadium Authority to discuss a Phase two study to include a high-level concept plan, geotechnical, environmental, archaeological studies, site constraints and risk.
 - A quote was received on July 21, 2023, for \$275,000 from MSA.
 - A letter requesting a phase 2 project was approved and sent to MSA by the CSMC on August 22, 2023.
 - The project was presented to the MSA Board for approval on October 3.
 - A general outline of the process and a timeline of events is as follows.
 - **MOU signed by the Commissioners of St. Mary's County on January 30, 2024, and forwarded to the Maryland Stadium Authority.**



Procurements for Subsequent Services (Due Diligence)	763 days
MSA and Client Define Scope, Price, Funding, Etc.	120 days
MSA Board of Directors (BOD) Approves Request to Proceed with Effort	1 day
MGA Budget Committee Review and Comment Period	30 days
MSA and Client Negotiate MOU with Client	30 days
BOD Approve/Execute MOU	30 days
MSA Return Executed MOU and Invoices Client for Study	7 days
MSA Receives Funds from Client for Study	30 days
MSA Prepares/Issues Request for Proposal for Services	60 days
Procure Services	120 days
Execute Services (Typically 9 to 12 Months Depending on Scope)	365 days

THREE NOTCH TRAIL PHASE VII - RP1501 - www.stmaryscountymd.gov/docs/threenotchtrail.pdf

- *Property*
 - Consists of approximately 3.3 miles from Wildwood to the Trailhead property in Hollywood.
- *Development*
 - The multi-use trail is 10 ft. wide and includes signage, benches and landscaping.
 - The trail is being constructed of an asphalt surface and boardwalk in areas where an asphalt trail can't be built and is ADA compliant.
- *Constraints*
 - Due to possible archeological concerns crossing the St. Johns property special provisions will be required during construction.
 - Offsite stormwater management has been determined as necessary.
 - One property easements required.
 - Construction must follow several permit regulations including the Army Corp of Engineers requirements and Maryland Historic Trust guidance.
- *Funding*

Previous	FY24	FY25	Total
\$6,113,496	\$0	\$0	\$6,113,496

- FY26 request \$1,677,055
- Grant funding was secured from Transportation Alternatives Program (\$3,510,803) and Maryland Program Open Space (\$110,000).
- **MD Bikeways grant extension denied (\$683,000). The Department applied for and was awarded in September of 2023 an FY24 Bikeways Grant with an increase of \$517,000 for a total grant of \$1,200,000.00. Grant accepted and signed MOU sent to the State on 12/5/23.**
- *Master Plan- N/A*
- *Architect and Engineering*
 - Contract awarded on March 13, 2017, to A. Morton Thomas
 - Project has experienced numerous delays in progress due to COVID, staff turnover, recertification of NEPA and the purchase of the Hollywood Volunteer Rescue Squad property for trailhead use.
 - Design and engineering on the trailhead property will begin Spring 2024.
- *Construction*
 - Anticipated Notice for bid, Spring 2025
- *Recent Accomplishments*
 - Department staff, AMT and procurement had a meeting with the State to discuss the requested changes by the State to the invitation to bid.
 - AMT is finalizing the 100% plans and waiting on a few State comments to complete the Stormwater Management design. **Target Submission is February.**
 - A fee in lieu of 110,000 SF of planting was agreed on by staff. The fee will be less than the cost to plant and it eliminates extensive planting on the newly acquired Trailhead property to allow for max use and it eliminates the need for offsite mitigation.
 - **Department staff are researching a potential conservation easement on another county owned parcel.**
 - MOU with Transportation Alternatives was submitted to the State on 12/4/23.

- **Department staff have reached an agreement with property owners regarding the purchase of a very small piece of property and a temporary construction easement. The legal Department is working on the contract of sale.**

SHANNON FARM PARK RP1905- 48055 Long Lane, Lexington Park, Maryland <https://arcg.is/1neGP4>

- *Property*
 - purchased in September of 2014 with the use of REPI funding through the Navy.
 - 212 acres on the Chesapeake Bay with 3,000 liner feet of shoreline.
- *Development*
 - The Department intends to provide the citizens of St. Mary's County an additional community park as well as access to the beach and water. Amenities are to include, parking, beach access, nature trails, restrooms, and playgrounds.
- *Constraints*
 - Conservation easement with the NAVY that restricts the uses of the property in perpetuity and requires annual monitoring and reporting.
 - The property is heavily wooded and undeveloped with nearly half the property in the critical area, including over 60 acres of wetlands.
 - The size and location of the forests qualifies as habitat for forest interior dwelling species (FIDS).
 - There are significant areas of wetlands on the property.
- *Funding*

Previous	FY24	FY25	Total
\$2,725,520	0	0	\$2,725,520

- FY26 Request \$5,372,034
- *Master Plan*
 - The Master plan was adopted by the Commissioners of St. Mary's County on January 31, 2023. www.stmaryscountymd.gov/docs/shannonfarmmasterplan.pdf
- *Architect and Engineering*
 - A contract was awarded to A Morton Thomas on December 2019 to provide services to develop a Master Plan and complete design and engineering based on the plan.
 - Site plans development currently underway.
- *Construction*
 - Beach access and amenities construction is planned for FY25
 - Shoreline Erosion Protection is planned for FY26
- *Recent Accomplishments*
 - *Master Plan adoption by Commissioners of St. Mary's County January 31, 2023*
 - Staff walked the park to take photos of existing conditions for easement reporting to the NAVY, significant shoreline erosion was observed.
 - Staff contact DNR to visit the property and work on an erosion plan.
 - *AMT submitted Minor Site plan draft to R&P for review. The Department approved and the plan was sent to the NAVY on 8.25.23. The NAVY has a 60-day review period.*

- **The site plan was sent to LUGM for final review on 9.26.23 and staff sent all comments and revised plans for final permit review on December 22, 2023.**
- *Additional borings will be needed in the new parking lot area and scheduled for December.*
- **The Critical Area Commission has requested a full walk through of the proposed trail and a date has been scheduled for February 2024.**

LEXINGTON MANOR PASSIVE PARK - RP2002- 21675 South Coral Drive Lexington Park, MD 20653
www.stmaryscountymd.gov/docs/lexingtonmanorpassivepark.pdf

- *Property*
 - The park site is composed of two parcels—the north parcel is approximately 34 acres, and the south parcel is approximately 50 acres and is the location of the Disc golf course.
- *Development*
 - Nearly completion, improvements consist of: Onsite Stormwater management, new restroom, pavilion, wellness stations, food truck pull offs with electric, Disc Golf course improvements, removable bollards installed, new entrance, improved streets and sidewalks, connections to Lancaster Park, streetlights, 2 parking lots, stage area, brush clearing and more.
- *Constraints*
 - The entire park property is subject to the Air Installation Compatible Use Zone (AICUZ) and Aircraft Accidental Potential Zone II (APZ II) for high noise and accident potential and has development restrictions.

- *Funding*

Previous	FY24	FY25	Total
\$1,214,298	\$0	\$0	\$1,214,298

- \$600,000 in State funds.
- Additional Grant funds were obtained through Program Open Space of \$250,000 for the addition of four wellness stations and a new pavilion.
- *Master Plan*
 - The Master plan was adopted by the Commissioners of St. Mary’s County in July 2019.
www.stmaryscountymd.gov/docs/lexmanormasterplandraft.pdf
- *Architect and Engineering- N/A*
- *Construction*
 - Still to come: Community Gardens, Pollinator gardens and Arts Park contributions.
 - **Permits were received to construct the Lei Drive Stage. A purchase order has been processed and staff are awaiting the beginning of construction. Target date for construction completed the end of March.**
- *Recent Accomplishments- ARTS PARK*
 - Meeting with Arts Council regarding murals on the Interpretative Center and Restroom Building and a sculpture project.
 - The Arts Council has reached out to local artists to form a team and met on site 4/15/23.

- Application was sent to Maryland Historic Trust for permission to do the mural on the Interpretative Center. It was reviewed during the 4/18/23 Easement committee meeting and the project was denied. Other projects within the park will continue.
 - The Arts Council has established a steering committee for the work at the park and the first meeting was held July 19, 2023.
 - **The Arts Council have begun the mural on the Lexington Manor Passive Park restrooms.**
- *Recent Accomplishments- COMMUNITY GARDEN*
 - Community Garden quotes have been submitted for purchase orders; orders will be made upon the signature of MOU and permits.
 - An MOU has been signed by the Community Development Corporation and the CSMC on August 1, 2023.
 - Permit documents were received, and work has begun. The garden has been tiled and the water has been run to the site.
 - **The fence and sidewalk work has been completed, and inspections complete. Shed permit has been received, work should start in early February with target of completion prior to April.**

ST. INIGOES LANDING PL-1703- 46621 Beachville Road, St. Inigoes MD
www.stmaryscountymd.gov/docs/stinigoeslanding.pdf

- *Property*
 - 14.55 acres of land on Smith Creek.
 - Landing amenities include a pier and boat launch area, parking, boarding pier, floating dock, small pavilion, and seasonal portable toilets.
- *Development*
 - The project will consist of dredging, boat ramp, finger pier and wing wall replacement and extension.
- *Constraints*
 - The entire property is within the critical area and contains areas of wetlands.

- *Funding*

Previous	FY24	FY25	Total
\$250,00	\$250,000	\$0	\$500,00

- Prior approval of \$250,000 Waterway Improvement grant.
 - A second grant for \$250,000 has been awarded and was approved by the CSMC agenda August 1, 2023.
- *Master Plan- N/A*
- *Architect and Engineering*
 - Project awarded in December 2022 to Southern Maryland RC&D Board, Inc.
- *Construction*
 - In June of 2021 a Bathymetric Survey conducted by MD DNR showed significant sediment in the boat ramp area and it was suggested the original project of finger piers and wing wall replacement was put on hold to address all concerns within one project.
 - RFP for construction planned for Spring 2024

- *Recent Accomplishments*
 - Staff submitted an FY24 application for an additional \$250,000 Waterway Improvement Grant to fund the additional work.
 - Staff held an onsite meeting with Southern Maryland RC&D Board, Inc in January 2023.
 - Surveys have been conducted and preliminary plans have been received by the Department and DNR for review.
 - **Staff received the first design draft and submitted it to the State for comment on 10/26/23. No comments have been received.**

MUSEUM DIVISION

- Museum Division held a training session for Museum Assistants; well received.
- SCIM held its annual Appraiser Fair – 103 tickets sold; 85 attended (2023=167)
- Division Manager gave a lecture at the Leonardtown Library: *Targeting Lighthouses: The Civil War on the Potomac River*
- Staff worked with Amy Carter and the PIO on a Black History Month video featuring county-owned sites of relevance.

PARKS DIVISION

Grounds Maintenance

- Staff blew off leaves and debris, pruned and limbed trees, mulched, weeded and cleaned out flower beds and entrance gardens at the Board of Elections, Sheriff Office District 1 Outpost, St. Clements Island Museum, Lexington Manor Passive Park, Lancaster Park, Three Notch Trail, Nicolet Park, Baggett Park, Fifth District Park, Dorsey Park, Great Mills Pool, Cecil Park, Chancellors Run Regional Park, Hollywood Soccer Complex, Cardinal Gibbons Park, and Seventh District Park.
- Crews combo-planed and dragged ballfield infields at Baggett Park, Country Lakes Athletic Field, Leonardtown Elementary School, Bannaker Elementary School, Miedzinski Park, Lancaster Park, Chancellors Run Regional Park, Cardinal Gibbons Park, Carver Heights Community Park, Jarboesville Park, Hollywood Recreation Center, Hollywood Elementary School, Spring Ridge Middle School, Carver Elementary School, and St. Andrews Estates Park.
- 68 trees at Cardinal Gibbons Park were dug up and transplanted at Cecil Park, Abells Wharf Landing, and Dorsey Park.
- Workers cleaned out and mulched the sediment ponds along Three Notch Trail.
- Staff seeded soccer fields at Fenwick Park, Cecil Park, and Hollywood Soccer Complex.
- Crews repaired damages in the outfield and around the perimeter of Field# 1 at Dorsey Park caused by Energy Select.
- Crews spread topsoil around Field# 13 at 5th District Park to fill in ruts made by Energy Select.
- Removed 3 dead trees at Lancaster Disc Golf Course and filled in holes from tree stump removal at Lexington Manor Passive Park.
- Staff laid out and paint striped lines on the Lacrosse Fields at Dorsey Park and Lancaster Park and marked the corners on soccer fields # 1 and #3 at Chancellors Run Regional Park.
- Crews cut down trees and pushed trees back from blocking the hiking trails at Myrtle Point Park.
- Staff filled in holes and drug gravel entrance roads and parking lots at Cardinal Gibbons Park and Hollywood Soccer Complex.

FACILITY MAINTENANCE

- Staff pressure washed the new restroom building at Chaptico Park.
- Crews removed the asphalt curbing and ramp at Baggett Park, installed CR6, 6x6 posts, and new signs in preparation for the new overflow parking area.
- Staff installed shelving in the storage closets of the new restroom building at Chancellors Run Regional Park and stocked both restroom buildings with cleaning supplies.
- Staff painted the restroom floors in the Hall of Fame Building at Chancellors Run Regional Park.
- Staff painted parking lines on the overflow parking area at Lancaster Park and installed 6x6 posts and cable fencing to close the entrance to overflow parking area.
- Staff moved the painted benches from storage and put them back in place at Lexington Manor Passive Park.
- Workers buffed and waxed the tile floor inside the Hall of Fame Building.

RECREATION DIVISION

- Swim lessons, session 3, started at the Wellness and Aquatics with 378 participants.
- Therapeutic Recreation Kids Club was held at Leonardtown Middle School Annex on Friday, February 9th with 8 participants—the most since pre-pandemic.
- The St. Mary's Gymnastics Academy participated in the 2024 Win Win Classic Meet February 24-25. The USAG Level 2 Team was awarded 3rd place overall. The Platinum team was awarded 2nd place, Level 6 was awarded 3rd place, and Gold level received 2nd place.
- Youth basketball had 18 3rd/4th grade teams finish their season while the inaugural season for the 1st/2nd grade league had their season extended to the first weekend in March for make-up games. The 5th/6th, 7th/8th, 9th/10th and Select teams finished up their regular seasons and headed into playoffs in March.
- Preparations were finalized for summer camp registrations to open on March 1st. Seven weeks of summer fun camps at 3 locations, a 5-week therapeutic recreation camp, 21 sports camps, 9 swim camps, and 6 gymnastics camps are planned. In addition, the department is partnering with SMCPS to offer 23 sports academies for youth in grades 3-8 at the 3 high schools.

GOLF DIVISION

	February 2024	February 2023	February 2022
Rounds of Golf	1,365	1,531	1,249

Rounds breakdown:

- Feb 2024- member rounds 379; regular rounds 894; other rounds 92 ; total 1365
- Feb 2023- member rounds 400; regular rounds 992; other rounds 139; total 1531
- Feb 2022- member rounds 310; regular rounds 875; other rounds 64; total 1249
- Feb 2021- member rounds 196; regular rounds 394; other rounds 10; total 53
- Feb 2020- member rounds 520; regular rounds 609; other rounds 45; total 1,174
- Second month in a row in which rounds were below average. Though there was an absence of snow events, there were several wet weekends. The typical busiest days – Tuesday & Thursday – experienced inclement weather conditions.

- The course hosted the “Leap Year Tournament” on Thursday, February 29. Participation was limited, but all enjoyed the set up.
- Both men’s and women’s leagues held their annual meetings. Rules were set for this season. Both leagues will start play the week of April 14th.
- The report from The USGA has been reviewed. Projects have been started to bring the course into the shape our golfers would like to see.
- 1259 is the 18-hole equivalent.