

**Recreation and Parks Advisory Board Meeting  
Wednesday, November 18, 2020- 7:00pm  
Department of Recreation Headquarters  
WebEx Video Meeting**

**Members Present:**

Sylvia Ramsey, Chair; Ed Coleman, Co-Chair; Dave Grabowski; Tom Franklin; Mavis Ellis; Eduardo S. Marin, Student Member

**Staff Present:**

A. Raul Delerme, Director; John S. Marshall, Bureau Chief of Parks; Laura T. Wetherald, Bureau Chief of Recreation; Robert T. Linz, Acting Bureau Chief of Capital Projects, Park Planning and Construction; Michael T. Milani, Bureau Chief of Administration; Ryan Etter, Recording Secretary

**Call to Order:**

Mrs. Ramsey called the meeting to order at 7:00pm.

**Public Comments:**

No Public Comments

**Approval of Minutes:**

Sylvia Ramsey made a motion to approve the October minutes. Seconded by Dave Grabowski. The motion carried unanimously.

**Director's Report:**

- New Executive Order from the Governor
  - Not accepting out of state teams or players for games and tournaments
- Installed over 500 signs to inform of safety protocols since the beginning of the Pandemic
- No indoor basketball or wrestling in the winter season
- Office staff has been put back on telework
  - Facility staff are on rotating schedules
  - Park staff on full time

- 50% capacity limits at Facilities and Historic Sites
- Only 10 people allowed for indoor rentals and pavilions
- No spectators allowed at indoor activities
- 1 parent/guardian allowed for outdoor activities

Bureau of Parks:

- Tree plantings:
  - Rockburn Branch Park: 263 trees planted on disc golf course; 136 trees planted in the forest conservation areas. Horticulture and Land Management staff are busy grinding the stumps.
  - Megan Mills completed species lists and placed or confirmed orders for 27 planting projects for the fall.
  - Peter Buppert oversaw the contractor planting of the leftover giveaway trees at West Friendship Park and Rockburn Branch Park.
  - Kyle Crouse developed species lists of trees to plant at forest conservation sites this fall.
  - Anna Schrad researched plants from Howard County Garden Club's historic plant bed design proposal.
  - Cheryl Farfaras assisted with a tree planting event (31 donated trees/shrubs total, including 10 from DNR Gift of Trees Program) in the South Wind habitat restoration project site.)
  - 2,453 total trees planted
- Zone 5 - Oakland Mills Tunnel: Staff beautified tunnel with paint, fixed guard rails, trimmed trees and added mirrors. Lights are powered by a solar panel.
- Contract rebid for landscape maintenance is scheduled for November 17th. Bid openings are December 2<sup>nd</sup>.
- Tim Maynard and Mike Shaw have been busy with managed hunts, which began October 13<sup>th</sup>.
- This month, Robinson Nature Center continued offering "Take Nature Home" kits for family's home schooling their kids but not comfortable coming to home school classes in person and continued with their "Nature Now" subscription. Robinson Nature Center also created "Take Home Halloween Tricks, Treats and Trees" kit for those wanting to celebrate its

special event from the comfort and safety of home. Through these programs, the Nature Center served 64 families and generated \$1,635 in revenue.

- Marisa Olszewski met with the Art Committee and Brian Campbell to create a species selection plan and discuss a draft layout for the window art on the Mezzanine level as part of their efforts to make the Robinson Nature Center's windows bird safe. She compiled and sent plans from this committee discussion and follow up emails to Beth Decker from Safe Skies Maryland who will be designing the artwork for these windows.
- Bollman Truss Bridge lighting in Savage will be held but with no ceremony or public gathering on the road. Lights will be installed 11/19/2020.
- The holiday train displays at the B&O Ellicott City Station Museum has been canceled.
- Updated Deer Tick study has been released

#### Bureau of Capital Projects, Park Planning and Construction:

- **Blandair Park Phase 3-** Project completion has been pushed back to late Winter/ Spring 2021. The contractor is finishing paving repairs, comfort station & the pavilion. Landscape replacements and reseeding tasks will be performed in the spring.
- **Blandair Park Phase 6-** Final comments on the proposal were discussed with WRA and we await a revised proposal.
- **South Branch Park-** The project has been completed and is open to the public. An electrical tie in will be scheduled in January. We are awaiting reimbursement of a \$100K bond bill and a \$50K donation from the Town of Sykesville.
- **The Patapsco Female Institute Historic Park Chapel Project-** We have requested a 300K State Bond Bill for the project. A site survey was conducted last week.
- **Centennial Park-** We have requested a \$500K State Bond Bill to assist with the ADA pathway and parking lot projects at the West area and South Lower boat rental areas.
- **Millie Bailey Park-** Millie Bailey Park is now open.
- **State Bond Bills were also requested for the following projects:** Harriett Tubman Center playground \$200K, Robinson Nature Center Amphitheater \$100K, Barnard Fort House Renovation project \$150K.

- **McAlpine Path Stream Stabilization-** Ecotone Contractors will begin work this winter to stabilize the stream that has been eroding closer to the pathway each storm event.
- **Holiday Hills Shade Structure-** The shade structure package has arrived and is being stored at CLP until installation is scheduled.
- **Cedar Lane Park Dugouts-** The dugout packages for Cedar Lane Park fields 2,3 &4 are being stored at CLP and will be installed after the building permit has been obtained.
- **David Force Park-** Two fiberglass bridges packages have been approved, and we await the Purchase Orders.
- **Schooley Mill Park-** The cricket field expansion project has been completed.
- **HS14-** We are actively assisting HCPSS with the Troy Park conversion process for HS14, currently waiting on HCPSS to provide a draft use agreement to complete the preliminary conversion review package for review by MD DNR and the NPS.
- **Savage Remainder-** The forest conservation issue has been resolved and we are now resolving debris pile issues.
- **Garden Plots-** We may need to find additional garden plot areas. Bryan had his annual walkthrough recently and the Columbia Gardeners were very grateful to be allowed to remain open. We are still waiting on Exelon/BGE to draft a new commercial license for the gardeners to be under the lines. There is currently an extension letter with an okay to continue use.
- **CIP Budget-** The CIP Budget has been completed and will be presented at next month's Board meeting.

**Bureau of Recreation:**

- Cricket Group donated to the United Way Campaign
- ClueDunit Mystery Activity to get people outside and explore the county has been developed.
- Facilities are remaining open
- Currently taking registrations for late fall, early winter programs
- Producing 2 summer guides
  - 1 for programs that will not be affected by COVID
  - 1 for programs we will know more about the closer to summer, regarding COVID

- RecZone has 160 children registered
  - Hoping to get school space back once schools open
- Screenings required when entering facilities
- Virtual Holiday Mart will take place on December 5<sup>th</sup>
  - Vendors will be available for question day of
- Movie Night at Meadowbrook Park
  - 30 families attended
  - Had designated area for each family to gather
- LERN Conference is completely virtual this year
  - Over 60 staff are attending
- Christine DiGioia is writing article for MRPA and LERN about how the Truck or Treat Event
  - Won award for program

**Bureau of Administrative Services:**

- Registration staff still going strong from home
- Budget prep for upcoming year.
  - Will need funds for:
    - Millie Bailey Park
    - Possibly Harriet Tubman Building
- Field rentals have made an increase compared to last year

**Old Business:**

No old business

**New Business:**

- Last meeting for Mavis Ellis
  - Leaving Board of Education
- Sylvia Ramsey's term on the Board expires May 2021
- Dave Grabowski was elected as new Chair of the Board
- Ed Coleman will continue as Co-Chair

Ms. Ramsey made the motion to adjourn the meeting. A second motion was made by Mr. Grabowski and Mr. Coleman. The meeting was adjourned at 7:53 pm.

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*Sylvia Ramsey*  
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Sylvia Ramsey, Chairperson

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*Raul Delorme*  
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Raul Delorme, Executive Secretary