

PARKS COMMISSION AGENDA

March 11, 2014

1. Approval of Minutes of February 4, 2014
2. Old Business
 - a) Mural Contest
 - i) Design Update
 - ii) 2ND Friday Arts Night – 5to 8 PM, Friday, March 14, 6:30 Presentation to Artists
 - iii) Sponsorships
3. New Business
 - a) FY 15 Program Open Space Annual Program “Wish List”
 - b) Spring Celebration – April 19, 2014
 - c) Take Pride in Berlin Week – April 19-26
 - i) Clean-Up Day April 26
 - d) Tripoli Street Development – Patricia Dufendach
 - e) MDOT Workshop Update – Patricia Dufendach
4. Berlin Youth Program Update
5. Other

MINUTES – PARKS COMMISSION
February 4, 2014

A meeting of the Berlin Parks Commission was held on Tuesday, February 4, 2014 at 5:30 PM. Board members Loretta Brown-Briddell, Patricia Dufendach, Bruce Hyder and Mike Wiley were present as well as Deputy Town Administrator Mary Bohlen. Ann Ashton and Erika Rittling of the Mural subcommittee were also present as well as Kate Patton of the Lower Shore Land Trust.

The Commission reviewed the Minutes of January 7, 2014. Ms. Dufendach moved to approve the Minutes as written and approval was unanimous.

Ms. Hooper had joined the meeting in progress.

Ms. Ashton presented her draft design for the mural. She had used elements of the majority of the students' entries to create an overall design. Discussion of the design followed with several suggestions for minor changes/inclusions. The Board also discussed prizes for the students. Ms. Bohlen reminded the group that the intent had never been to select a 1st, 2nd, or 3rd prize winner and that, with only 9 entries, giving each entrant a small prize should not present a problem. She would look into purchasing art kits of the same type as one Ms. Dufendach had purchased several months prior.

Ms. Bohlen also reminded the Commission that the Worcester County Arts Council would be featuring the entries at the March 4, 2014 2nd Friday Art Stroll as part of their Student Art Month. Ms. Ashton indicated that she would have a mural design ready for display along with the students' art.

Ms. Patton was before the Commission to discuss possible locations for rain gardens and/or pollinator gardens. Possible locations in Burbage and Henry Parks were discussed. Ms. Bohlen also noted that the Town had a number of upcoming stormwater projects that could possibly incorporate rain gardens. Discussion continued.

The Commission also discussed a project idea that Ms. Patton had posted on the Take Pride in Berlin Facebook page regarding the creation of natural play spaces. Ms. Bohlen noted that, while Clean-Up Day in the parks was still planned, the actual clean-up of the parks seems to take less time and effort each year, so focusing more on project-related activities would be a good alternative. She noted that she would begin reaching out for Take Pride Week over the next few weeks, and Ms. Patton indicated that she would explore one of the ideas noted in the natural play spaces blog.

Ms. Bohlen noted that the Maryland Department of Transportation would be holding a bicycle/pedestrian initiatives workshop on February 27th. Ms. Bohlen and Ms. Patton would be attending and she invited the Parks Commission members to attend as well.

Discussion followed regarding the recent Mayor and Council action regarding the conveyance of a portion of Commodore Street. Ms. Bohlen brought their attention to a response to their January 8, 2014 letter from Mayor Williams.

Sponsorship of the landscaping areas in the parks and downtown followed. Mr. Wiley noted that the Arts & Entertainment Committee wanted the downtown areas to have a more consistent look. Ms. Bohlen noted that Main Street and the A&E Committee would work together on that and that the areas in the parks were the only areas under Parks Commission control.

Ms. Dufendach moved to adjourn and the meeting adjourned at approximately 6:55 PM.

Respectfully Submitted,

Mary T. Bohlen
Deputy Town Administrator
Liaison to the Parks Commission



Mayor & Council of Berlin

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March 25, 2014

Worcester County Department of Recreation & Parks

Attn: Lisa Gebhardt

6030 Public Landing Road

Snow Hill, Maryland 21863

Dear Ms. Gebhardt:

Enclosed, please find the Town of Berlin's FY15 Program Open Space Annual Program. Attachments are as follows:

1. POS Annual Program for Development
2. Eight Vision Consistency Statement
3. Town Map with parks located
4. Location maps:
 - a. John Howard Burbage Park
 - i. Existing Layout
 - ii. Vision
 - b. Stephen Decatur Park showing proposed area for Tot Lot Expansion
5. Project Chart with updated funding

Berlin has no plans for property acquisition at this time.

If there are any questions, please contact me at 410-641-4314 or mbohlen@berlinmd.gov.

Sincerely,

Mary T. Bohlen
Deputy Town Administrator

**PROGRAM OPEN SPACE ANNUAL PROGRAM FOR DEVELOPMENT
FISCAL YEAR 2015**

Source of Funds (for Annual Program Only)

<u>Sponsor</u>	<u>Project Name, Project Description</u>			<u>Acreage Project</u>	<u>Total</u>	<u>Local</u>	<u>State(POS Local Funds)</u>	<u>Federal</u>
BERLIN								
1	John Howard Burbage	Map 300	Parcel 1629	+/- .5				
		Development of Complete specs for improvements			\$5,000.00	\$500.00	\$4,500.00	
		Development of area into neighborhood park		+/- .5	\$50,000.00	\$5,000.00	\$45,000.00	
2	Stephen Decatur Park:	Map 302	Parcel 873					
	Tot Lot – expansion of area			.5+/-	\$10,000.00	\$1,000.00	\$9,000.00	
TOTALS					\$165,000.00	\$16,500.00	\$158,500.00	

TOWN OF BERLIN
FY2015 Proposed Program Open Space Projects
Eight Visions Consistency Statement
March 11, 2014

John Howard Burbage Park is an aesthetic park adjacent to the municipal Power Plant/Public Works facility. Stephen Decatur Park is a general use parks offering picnic, playground, and fitness facilities, as well as a nature pond and trail. The Town of Berlin would like to undertake the projects listed on the Annual Program to increase the aesthetics and use of Burbage and Stephen Decatur Parks (at this time there are no projects planned for this year's submission for Henry Park).

The proposed projects are consistent with the Eight Visions in that proposed additional development will occur within or adjacent to areas already used for and suitable for park development. No wetlands or other sensitive areas are being removed or infringed upon. The proposed projects are on land already in use as public parks in existing population centers and the land is protected from undesirable development. No impact to the Chesapeake Bay and/or its tributaries will occur. No consumption of resources will take place and the land resources are being preserved by not allowing development. By increasing the potential for recreational use of these areas, the potential for economic development will increase by offering more to attract visitors and new residents to the Town.

The Town allocates funds each year in its annual budget to the maintenance and development of our park areas which are handled by the Town's Public Works Department. A volunteer Parks Commission oversees project planning and advises and makes recommendations to the Mayor and Council regarding the parks.

DEVELOPMENT PROJECTS:

1. **JOHN HOWARD BURBAGE PARK:** Named for Berlin's longest-serving Mayor, Burbage Park is a small "aesthetic" park located directly in front of the municipal Power Plant and Public Works campus. The Park is within two blocks of Berlin's downtown, on William Street, a main thoroughfare for both vehicle and pedestrian traffic and surrounded by residential neighborhoods and developments. Though long-named a park, the area has never truly been developed into an area for use by citizens or visitors. In 2009, the Town of Berlin, using Program Open Space funds, developed a Comprehensive Parks Plan that made a number of suggestions for the improvement and development of Burbage Park as a casual-use, as opposed to recreational, park.

The Berlin Parks Commission has recommended to the Mayor and Council that the concept put forth in the Comprehensive Park Plan be explored in depth. The

first priority of this Annual Plan is to contract for detailed design work, including cost estimates for the development of this area. Plans may include landscaping, reading “nooks” and other quiet activities. Once this aspect of the project is complete, the Town can move forward with the actual development of the property.

2. **STEPHEN DECATUR PARK:** Expansion of the Tot-Lot area of Stephen Decatur Park continues to be a priority. This expansion will include increased square footage to allow for more picnic facilities and improved access particularly for strollers and wheelchairs. This project will not impact any sensitive areas and all work will encompass areas already used as parkland.

**Worcester County
Program Open Space Grants
Town Of Berlin**

Grant Number	Project Name	Grant Name	BPW Award Date	Total State Funding (as re-programmed)	Total Reimbursements Already Received	Pending Reimbursements To Be Received	POS Grant Balance
4789-23-169	William Henry Park	Park Fencing	3/15/06	\$48,707.78	\$48,707.78	\$0.00	\$0.00
5476-23-190	Town of Berlin	Parks Planning Grant	11/19/08	\$16,775.64	\$16,775.64	\$0.00	\$0.00
5480-23-192	Stephen Decatur Park	Fitness Trail Stations	11/19/08	\$26,780.40	\$26,780.40	\$0.00	\$0.00
5481-23-193	Stephen Decatur Park	Nature Trail/Picnic Area/Signs	11/19/08	\$4,070.70	\$4,070.70	\$0.00	\$0.00
6021-23-227	William Henry Park*	Basketball Courts renovation	11/19/12	\$37,805.34	\$37,805.34	\$0.00	\$0.00

*The above project was funded by re-programming unspent funds from all previous projects.

(Update/Verify Chart)

Total:	\$134,139.86	\$134,139.86	\$0.00	\$0.00
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