



**COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND
DEPARTMENT OF PARKS & RECREATION
ADVISORY BOARD MEETING**



Kent County Community Center * 11041 Worton Rd., Worton * MD 21678

**November 17, 2025 at 5:30 PM
Kent County Community Center**

MINUTES

In Attendance: Jill Coleman, Director, Department of Parks and Recreation; Nathaniel Copper, Member; Carrie Klein, Deputy Director, Department of Public Works; Faye Little, Member; Rick Myers, Chair; Rachel Strong, Student Representative; Jane Welsh, Member; and Haili Walbert-Davis, Clerk.

CALL TO ORDER

Mr. Myers called the meeting to order at 5:33 p.m.

MINUTES

Mr. Myers asked for a motion to approve the August 18, 2025 meeting minutes as written. Ms. Welsh made a motion to approve the minutes as written, and Ms. Strong seconded the motion; the motion passed with all in favor.

OLD BUSINESS

Parks

- Program Open Space (POS) and Local Parks and Playground Infrastructure (LPPI) Grant Projects Updates (Carrie Klein):
 - We have begun obtaining pricing for the dog park and dugout projects at Worton Park, our latest POS initiatives. Quotes for the fencing have been received, and during the first week of December, we will present them to the County Commissioners for approval. Provided that supplies are available, fencing for the dugouts at Volunteer Field is expected to be completed in February. The dog park fencing timeline will depend on the final size of the area and the cost of running water and a few other items. Weather permitting, work on both projects should begin in February, with completion anticipated in March—just in time for the spring sports season.
 - The old concession stand at Worton Park: The structure has been renovated and is being converted into a storage facility for Parks and Recreation and Grounds & Building Maintenance. Electrical work has been completed, the roof has been replaced, and the only remaining tasks are power washing and painting the structure. The project is expected to be completed by the end of this year. Ms. Coleman noted that the red shed previously located there has been removed, providing a much better view of the playground. Ms. Klein added that the well has also been capped and demolished.
 - Ballfield Enhancements: KNC Grounds began work two weeks ago, laser grading the fields, rebuilding the pitching mound at Orem, and installing pitching rubber and sideline grass.
 - Restroom Renovations: The restroom renovations are approximately 80% complete. The project includes new plumbing, new flooring, exterior repainting, installation of an awning over the entry area, new sod, upgraded sidewalk, and improved lighting. Upon completion, a remote timed locking system will be added, and if funds remain, a security camera will be installed to monitor the facility.

- Betterton Boardwalk LPPI project: We have \$241,000 in LPPI funding for the boardwalk replacement, which includes accessibility improvements. We have been working with outside engineers but continue to encounter additional issues. As of last week, the estimated cost to complete the project has increased to \$378,000. Additional funding is available through DNR, and we are working with our grants manager to determine if some of those funds can be used to complete the project. If necessary, we will phase the work—beginning with demolition and reconstruction of a portion of the boardwalk—then seek additional funding to finish the remainder.
- Park Rules Signage (Jill Coleman): The new universal park rules signage that the Board approved back in February has been delivered and will be installed at all parks by March 1st.
- Still Pond Park Concept and Site Plan (Jill Coleman): Ms. Coleman said the Board decided to table this project at the last meeting until everyone has had the opportunity to review the plan. She explained that, depending on how the Board chooses to proceed and develop the site, progress will occur in phases over a 5–10 year period. She noted that now is the time for the Board to request changes to the plan and decide how to move forward. The Board agreed that a site visit would be beneficial to make an informed decision. Ms. Welsh asked what the next step should be, and Ms. Coleman reiterated that the project will be completed in phases over a 5–10 year period, depending on the amount of funding received each year or the amount the Board allocates annually for the project.
 - Ms. Welsh made a motion to schedule a site visit to evaluate the site and review the plan, and Mr. Myers seconded the motion; the motion passed with all in favor. A discussion followed regarding the best time to meet at the site, and it was decided that spring would be ideal to take advantage of longer daylight hours.
- Turner’s Creek/Toal Park – Natural Lands Project for habitat restoration update: (Carrie Klein): Ms. Klein said the grant funding has been approved, and Washington College will manage the project at the two designated areas for the next three years. She noted that at the end of this past season, boom spraying was conducted for invasive weeds at Turner’s Creek, and the team will return in the spring to seed.
- Granary Funds (Jill Coleman): There is \$33,000 in Granary funds that need to be spent down. Ms. Coleman said that after discussing it with Ms. Klein, they feel the best use of the funds would be to apply them toward future POS funding for upgrades to the building and restrooms.
- Ms. Klein said that for traffic flow at Worton Park, the entrance will remain two-way, but the loop will become one-way by the beginning of next week. She noted that the Roads Division is installing new signage and arrows, and the Maintenance Division will be repainting the speed bumps around the loop.
- Ms. Klein said that once a few more projects are completed, they plan to hold a grand reopening at Worton Park.
- Ms. Klein said a new digital sign is scheduled to be installed at Worton Park during the week of December 1.

Recreation (Jill Coleman)

- The new treadmill that we ordered has arrived, it is hooked to Wi-Fi and is being used; it is a great addition to our fitness room.
- Pete Landon, Director of the Office of Emergency Services, assisted us in selecting an emergency phone for our parks. Ms. Coleman said she will meet with Scott Boone, Director of Information Technology, this week to determine if the selected phone will function as needed. She stated that our goal is to have a phone installed and operational in each of our parks by April 1. For parks that have an AED, the phone will be placed directly next to it; for those without an AED, the phone will be installed in a location

where people are most likely to congregate. The phones are designed to dial 911 only in case of an emergency.

NEW BUSINESS

Election of Officers

- Ms. Welsh made a motion to elect Rick Myers as Chairman of the Board, and Ms. Little seconded the motion; the motion passed with all in favor.
- Mr. Myers asked for a motion to elect a Vice Chairman of the Board. Ms. Coleman stated that at the last meeting, Commissioner Nickerson was nominated for Vice Chairman of the Board and had questioned whether his current role on the Board permits him to serve in that capacity. Ms. Coleman said that after reviewing the bylaws, it was determined there is no restriction preventing him from serving in that role.
- Ms. Welsh made a motion to elect Commissioner Nickerson as Vice Chairman of the Board, and Mr. Myers seconded the motion; the motion passed with all in favor.

Parks (Jill Coleman)

- We have applied for and received a \$10,000 grant to install a solar well for the garden at Turner's Creek. We need approximately \$15,000 more, and our grant writer is assisting us in applying for additional funding. The vegetable garden is maintained by Wayne Gilchrest, with help from our summer camp participants. The vegetables grown there were donated to the local food pantry.
- Mr. Myers commented that patrons have mentioned the field name signs located on the backstops are difficult to see. Ms. Coleman said the signs can be easily relocated if anyone has suggestions for better placement. Ms. Klein said she will assess the areas to see if she can determine a more suitable location.
- POS funding was awarded for our second mobile mat at Betterton Beach. We are awaiting the official documentation, after which we can place the order for the additional mat.
- We were awarded a \$2,500 mini-grant from the Kent County Health Department to conduct and offer free CPR training classes for the public.
- We conducted a survey of Kent County High School students for our afterschool program to encourage more participation at the Kent County Community Center. Students expressed interest in competitive basketball and volleyball tournaments and requested new Nintendo Switch games. We are offering free Facility Access Cards to all high school students in Kent County through the month of December. So far, we have distributed 62 free access cards.

Recreation (Jill Coleman)

- Ms. Coleman informed the members that their meeting packet contains the 2025 Winter Program Guide. She said the Guide includes all of the programs that Parks and Recreation will offer during the winter season.
- Washington College hosted a basketball clinic for our youth, with 47 participants.
- Washington College also hosted a softball clinic for our youth. Ms. Coleman noted that Washington College has been a great partner.
- We had a record number of sign-ups for our co-ed softball league. There were 10 teams in the summer and 8 teams in the fall—two more teams than we had in each league previously.
- Our youth basketball program saw a 35% increase in registration this year. We continue to play against Queen Anne's County, and over the past couple of years, we have won at least one or two championships.

- This year, we participated in four Trunk or Treat events. While handing out candy, we also distributed our program information. These events serve as great outreach opportunities to encourage more people to use the Community Center.
- Full-time staff held a pumpkin contest, which was displayed at the Community Center and posted on Facebook. This year's winner was Ginny Faust. The contest was very competitive, and the winner received a trophy.
- A major capital budget request this year will be for new sand for the pool filters at the KCCC pool. The estimated cost is approximately \$20,000.
- This year, new universal pool rules signage will be posted at all pool sites.
- A Thanksgiving gratitude display board is posted in the lobby. If you are grateful for something, please write it on a feather and add the feather to "Frankie" the turkey.

COMMENTS, QUESTIONS, or REPORT OUTS (All Members)

- None.

ADJOURNMENT

Mr. Myers asked for a motion to adjourn the meeting. Ms. Welsh made a motion to adjourn the meeting, and Mr. Myers seconded the motion; the motion passed with all in favor. The meeting was adjourned at 6:16 p.m.

NEXT MEETING:

Monday, February 9, 2026, 5:30 PM
Kent County Community Center/Meeting Room
11041 Worton Road, Worton