



# COMMUNITY PARKS AND PLAYGROUNDS (CPP) PROGRAM FY2027

## Application and Project Agreement

**CPP PROJECT #** 8006-11-330

**A. PROJECT INFORMATION:** Complete this form digitally unless otherwise indicated. Handwritten submissions will not be accepted.

**Park Name:** Broadford Lake Park

**Project Name:** Oakland Youth Baseball & Softball Fields Restoration

1675

**Street Address:** 123 Recreation Lane

**City/Town:** Oakland

**County:** Garrett

**Zip:** 21550

**County Tax Map:** 078F

**Grid:** 0008

**Parcel:** 0008

**Lot:** NA

**SDAT Account Identifier:** 12-16-014834

District-Subdivision-Account Number or Ward-Section-Block-Lot (as applicable)

**MD Legislative District:** 01A

Click [here](#) to find the 2022 Legislative District (Number 1-47)

**Confirm the project location is eligible for Community Parks and Playground Program**

**Funding:** Project location must be within the blue areas on [this map](#). Eligible



**Previous DNR/Land Acquisition and Planning (LAP) projects at this location:**

Note that this application may only contain project elements that have not been funded by CPP or Program Open Space (POS) Local grants in the last 20 years or Local Parks and Playground Infrastructure (LPPI) grants in the last 15 years.

See Attachment outlining improvements over-time. Please note that prior awarded CPP and POS funds have not been used to renovate the 3 fields. Project #5328-11-167, Oakland Broadford Park Ball Field Improvements, was to improve the 2 Adult Softball Fields closer to Broadford Road. Also, note that Project #7535-11-292, Broadford Park Ballfield Improvements, was used for the planning from Boekholder & Associates and repairing the dugouts.

**Project Period:** **From:** 5/1/2026  
**To:** 10/31/2027

**Date of Letter of Acknowledgement (DNR Use Only)**  
**Estimated Date of Completion**



## B. PROJECT DETAILS:

**1. Type of project:**(Select one) Development



**2. Project Description** (Please summarize the proposed project in 2-3 sentences. Attach a separate sheet to provide a further narrative of the project as needed.):

Renovate three youth ballfields at Broadford Park by restoring crown and drainage, installing new infield mix, and reseeding outfields—within the existing footprint. This will extend the fields' useful life ~25 years. The existing fields are +40 years old, and beyond their useful life, causing issues with completing scheduled practices and games.

**3. Public need for the proposed project:** Explain why this project is being developed/acquired and how it relates to other local facilities/plans.

The 40+ year-old playing surfaces routinely pond and fail after modest rainfall, forcing cancellations and creating uneven, unsafe conditions for youth play. Broadford Park is Oakland's primary youth diamond complex; keeping it functional is essential to local access and program continuity. The Town's 2025 Comprehensive Plan prioritizes maintaining and enhancing community recreation assets—trails, signage, and amenities—and specifically calls for enhanced recreational opportunities at Broadford Lake, in response to the local policy.

**4. Public benefits associated with the proposed project:** How do these benefits address the purpose of the Community Parks and Playgrounds Program? Would this project provide access for a segment of the community that is in need of additional park facilities and greenspace? If so, please describe how.

Safer, resilient fields reduce cancellations, support consistent programming over 200 games per year for 400+ youth and families, and strengthen regional league play with nearby communities. The project sustains a high-use hub for youth development, OYBSL mobilizes 100+ volunteers while lowering annual maintenance burdens, aligning with Oakland's Community Facilities goals to protect and enhance public recreation infrastructure.

**5. Low impact development techniques incorporated in the proposed project:** What measures will be used to minimize the effect of stormwater runoff? What environmentally sensitive materials and/or green building techniques will be used in your proposed project?

No new impervious area is created. The scope restores natural drainage via proper crowning, uses erosion/sediment controls (e.g., stabilized construction entrances, compost filter socks), salvages/reuses materials where feasible, specifies locally available infield mix, and commits to rapid stabilization with seed/blankets and a post-construction maintenance plan. BYCO is fully Licensed and Insured in Maryland (MHIC #162195).

**6. Playground Surfacing:** If this project includes installing playground surfacing materials, please confirm that the materials do not include more than 90 parts per million (ppm) of lead, or a component product, material, or substance to which PFAs (per- and polyfluoroalkyl) chemicals are added. (Select one):

Project does not include playground surfacing



**C. DEVELOPMENT SECTION**Check this box if this is a Development Project: ☒

(skip to Section D if this is an acquisition project)

**1. Itemized Cost Estimate:** Round to the nearest dollar:

Item Description	Estimated Cost
Field Renovation - Mobilization Grading & Drainage	\$ 329,000.00
Infield Mix	\$ 10,500.00
Sod Farm Grass Seeding	\$ 23,500.00

**Total project cost:** \$ 363,000.00**2. Development Project Costs and Funding Request:**

<b>CPP Funds Requested:</b>	<b>\$ 163,000.00</b>	45 %
<b>Local Funds:</b>	\$ 100,000.00	28 %
<b>Other Funds</b> (specify below):	\$ 100,000.00	28 %
<b>Total Project Cost:</b>	<b>\$ 363,000.00</b>	

If "Other Funds" are expected to be used for this project, please identify the source and amount and include any in-kind contributions from other sources for the implementation of this project.

Other Funds:

Local Bond Initiative (Working with Senator McKay &amp; Delegate Jim Hinebaugh) of \$100,000.00

Local Funds:

Committed by the Garrett County Commissioners up to \$100,000.00 and OBSL Community Raised Funds of \$26,952.00

+

**3. Proposed project timeline, if funds are awarded:**

Note: This is for FY 2027 funding. Costs incurred prior to project funding notification date will not be eligible for reimbursement.

**a. Design Start Date** (if applicable) 05/16/2023    **b. Design End Date** 10/10/2023  
**c. Construction Start Date** 07/15/2026    **d. Construction End Date** 10/30/2027



**D. PROPERTY ACQUISITION SECTION**Check this box if this is an Acquisition Project: ☐

(If this project is a development project complete Section C and go to Section E.)

**1. This is a(n) (select one)****a. Nearest town or community served:****b. Deed acres:** (in acres) **c. Acres to be funded with this acquisition:****d. Existing park acreage:** **e. Planned ultimate acreage:** (in acres)**f. How many acres are:**

Wooded: Agricultural: Floodplain:

In the Critical Area: Non-Tidal Wetlands:

**g. The topography is flat, steep, sloping or other (describe):****h. Road Frontage in feet:****Paved:****Unpaved:****i. This property is:**

If improved, list all current improvements – identify size, condition, and future use of each improvement:

**2. Explain Zoning:****a. Current Land Use:****b. Is the property currently being utilized at its highest and best use?****c. Highest and Best Use:** Developable potential - # of lots:**d. Subdivided?** If Yes, # of lots: Average size of lots: (In acres)**e. Utilities Available:** Water Sewer Electric Gas Phone**f. Environmental Hazards:**

If there are any hazards, list them and identify how they will be addressed:

**3. Infrastructure: Will the development planned for this site result in an increased demand on existing infrastructure (roads, utilities, etc.)?**

If yes, please explain the impact on the infrastructure and how this will be addressed:

**4. Potential Conflicts: Are there any potential conflicting uses or possible non-compatible uses being planned (e.g., road widening, utility easements, etc.) which might require a Land-Use Conversion?**

If yes, please explain the impact on the infrastructure and how this will be addressed:

**5. Interim Use: Will there be an interim use on the property prior to park development, including rental, lease, and/or other management techniques?**

If yes, please describe the interim use in detail. (Note that any interim use must have prior approval by DNR.)

**6. How will the property be managed and funded for the intended use?:**

**7. Seller's Name:**

**8: Title will be held by:**

Name of County/Municipality

**9. Appraisal Values:** Place the higher appraisal value first and lower appraisal value second.

**Name of Appraiser:**

**Appraisal Amount:** \$ per acre:

**Date of Appraisal:**

**Name of Appraiser:**

**Appraisal Amount:** \$ per acre:

**Date of Appraisal:**

**10. Appraisal Evaluation**

**a. Spread between appraisals:**

If the value of the high appraisal is more than 20% greater than the low appraisal, please explain:

**b. Average of appraisals:**

If the cost of the acquisition is not equal to the average of the two appraisals, please explain:

**c. Is the appraisal value reasonable relative to the area? (select one)**

If not, please explain:

**d. The appraisals were performed by licensed real estate appraisers with qualifications consistent with industry standards and all applicable Local, State and Federal statutes and regulations.**

**Initial Here:**

## **11. Acquisition Project Costs and Grant Request**

### **a. Direct**

(Land Costs)

### **b. Incidentals**

(Complete chart below)

### **c. Total**

**Incidental Costs Itemized (due diligence costs):**

**Item\***

**Cost**

\*i.e. appraisals, surveys title work, closing costs

## **d. Acquisition Project Costs and Funding Request:**

**CPP Funds Requested:** %

**Local Funds:** %

**Other Funds:** %

**Total Project Cost:**

**If "Other Funds" are expected to be used for this project, please identify the source and amount and include any in-kind contributions from other sources for the implementation of this project.**

## **12: Acquisition Project Period:**

**From:**

Date of Letter of Acknowledgement (DNR Use Only)

**To:**

Estimated Date of Closing (Must be filled in by Applicant)

**E. Applicant Information and Authorization:**

**1. Applicant:** Town of Oakland MD

**3. Point of Contact Name:** Valerie Stemas

**5. Department:**

**7. Mailing address:** 15 S 3rd St

**8. City/State/Zip:** Oakland, MD 21550

**9. Phone Number:** 301-334-2961

**10. Email address:** vstemac@oaklandmd.gov

**2. Federal ID#** 52-6000081

**4. Title:** Town Administrator

**6. Organization:** Town of Oakland



# DECLARATION OF ADHERENCE TO AWARD CONDITIONS/REQUIREMENTS AND LOCAL GOVERNMENT AUTHORIZATION

I have read and agree to adhere to all award eligibility requirements and conditions for all submitted projects including:

1. All projects must comply with all applicable Local, State, and Federal statutes and regulations.
2. All projects shall be open for public use at all reasonable hours and times of the year, according to the type of area and facility.
3. All projects shall be open to entry and use by all persons, regardless of race, color, religion, sex, age, handicap, marital status, sexual orientation, gender, or ancestry or national origin, and shall be operated in compliance with Title VII of the Civil Rights Act of 1964, P.L. 88-354 (1964) and its amendments, the Americans with Disabilities Act of 1990, P.L. 101-336 and its amendments, and Section 20-601 et. seq. (Discrimination in Employment) of the State Government Article of the Annotated Code of Maryland (2014 Repl. Vol. and 2016 Supp.)
4. All projects must be consistent with National Playground Safety Standards and with the Americans with Disabilities Act.
5. All development projects must have a minimum twenty (20) year life span. Conversions of project use will require replacement with a project of equal or greater recreational use, recreational area, and equal or greater monetary value approved by the Community Parks and Playgrounds Program. Acquisition projects must be maintained for public use in perpetuity. Conversion of use of land will require replacement with land of equal or greater recreational use, acreage, and equal or greater monetary value approved by the Community Parks and Playgrounds Program.
6. All projects are within the applicant's jurisdiction and the applicant holds the right to develop on the property.
7. A Community Parks and Playground funding acknowledgement sign will be installed prior to the completion of the project.

## LOCAL GOVERNMENT AUTHORIZATION

Community Parks and Playgrounds projects are to be administered in accordance with the Program Open Space (POS) Grants Manual. As the authorized representative of this Political Subdivision, I read the terms of the "Project Agreement and General Conditions" of the POS Grants Manual and I agree to perform all work in accordance with the Manual, POS Law and Regulations, Special Conditions of the Community Parks and Playgrounds Program and with the attachments included herewith and made a part thereof.

If unable to sign this section in Adobe please print this page, sign, scan and send in e-mail with the rest of this document

Signature



Andrew Sauder  
Mayor  
Oakland, MD  
2025-08-19 14:37:06

Date 8/20/2025

Print Name Andrew Sauder

Title Mayor, Town of Oakland, MD

### PROGRAM ADMINISTRATIVE REVIEW (DNR Use Only)

Date:

By:

Department of Natural Resources – Community Parks and Playground Approval:

BPW Approval Date:

BPW Agenda Item Number:

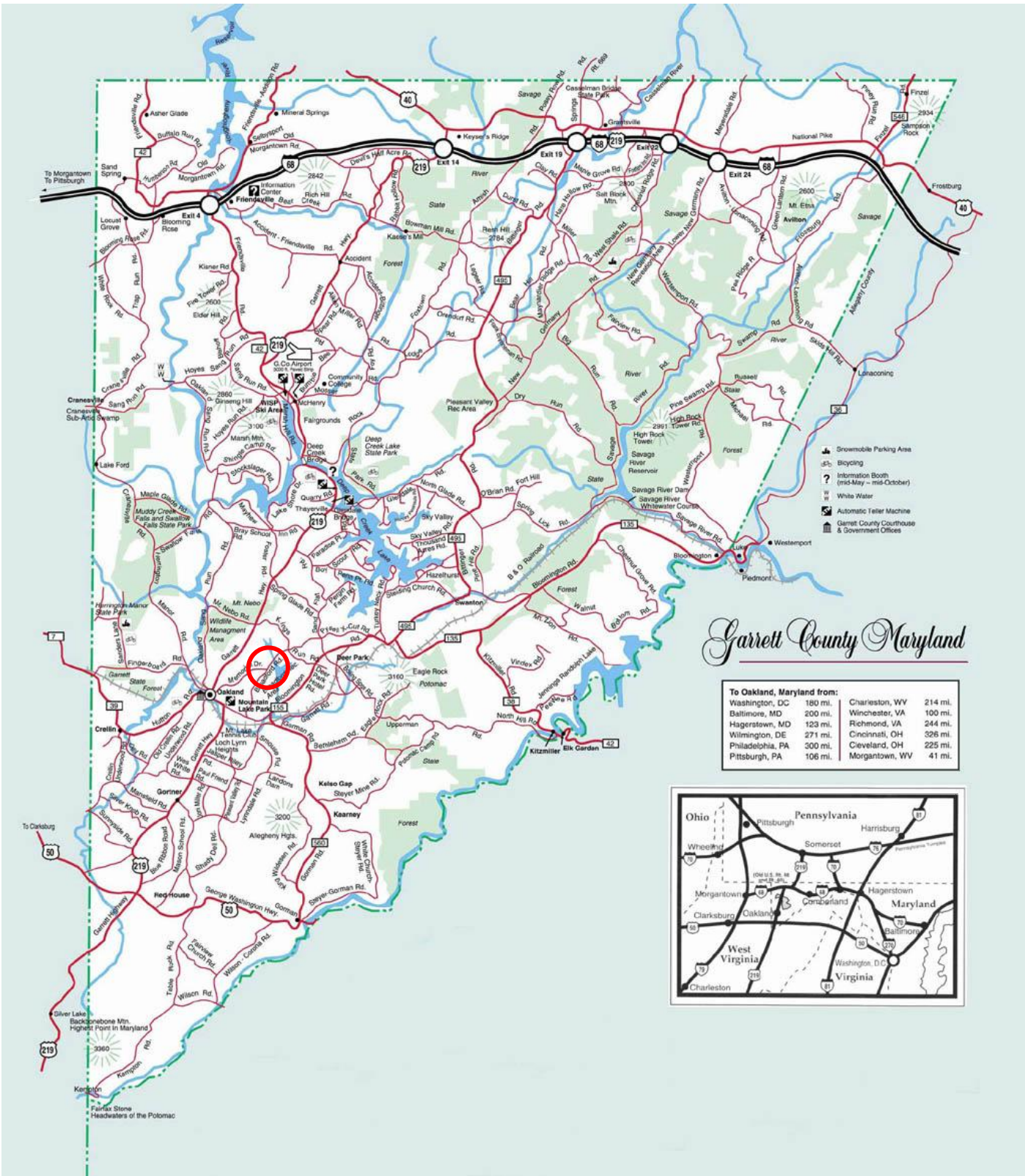
Signature:



# ATTACHMENT #1 Area Map

PARK NAME Broadford Park

PROJECT NAME Oakland Youth Baseball & Softball Fields Restoration



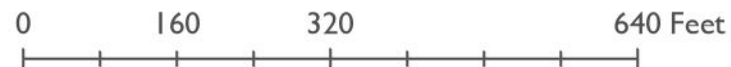




- Parks
- Tax Parcel
- Site Plans
- Site Plans

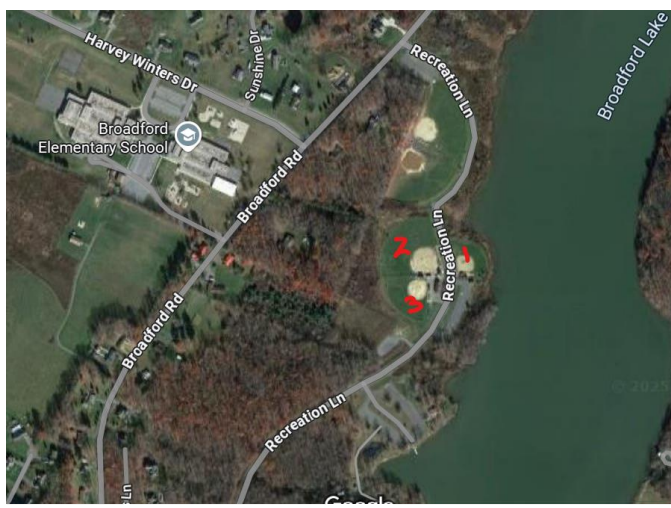
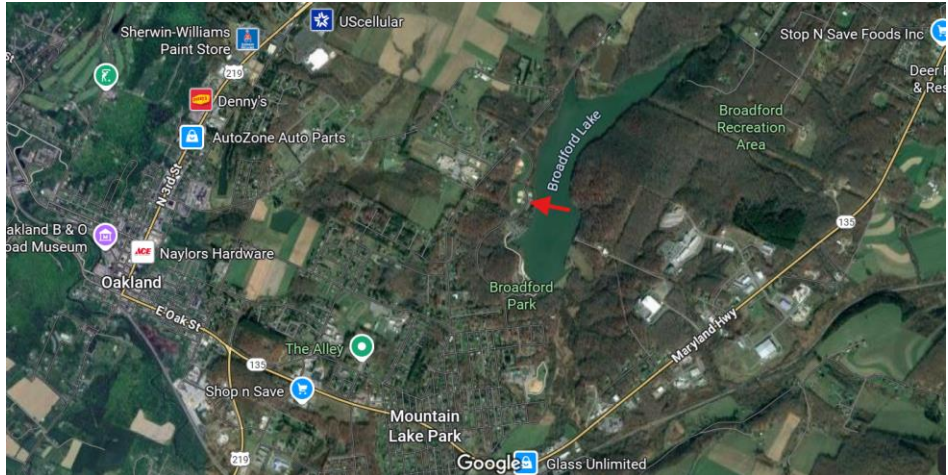
- Trails
- Lake or Pond
- Garrett Road Centerlines

Site Map for CPP  
Park: Broadford Park  
Project: Oakland Youth Baseball & Softball Fields Restoration  
Local Sponsor: Town of Oakland



Prepared By: Garrett County Government  
Date: August 1, 2025









## Planning and Land Management Department Garrett County Government

203 South Fourth Street, Room 208  
Oakland, Maryland 21550  
swigfield@garrettcountrymd.gov

Tel 301.334.7477  
Fax 301.334.7469

Mayor Andrew Sauder  
Oakland Town Hall  
15 S Third Street  
Oakland, MD 21550

Re: Attachment #3 CPP FY 2027 Application Consistency Letter

Dear Mayor Sauder,

The Garrett County Planning & Land Management Department has reviewed the above-referenced Community Parks & Playgrounds (CPP) application for renovation of three existing youth ballfields at Broadford Park (re-crown infields, correct drainage, reseed outfields; no expansion of footprint; no new impervious area).

Based on our review, the project is **approved by the Local Planning Agency** and determined to be **consistent** with adopted and guiding plans, including:

- **Garrett County LPPRP (2022):** Supports maintaining and enhancing community recreation facilities; advancing health, access, and multi-jurisdictional partnerships (Goals 1, 2, 3, 5, and 6).
- **Town of Oakland Comprehensive Plan (2025 Draft):** Community Facilities & Services policies to reinvest in high-use public recreation assets and enhance recreation opportunities at Broadford Lake; emphasis on resilient, accessible facilities.
- **County public health priorities:** Increasing opportunities for youth physical activity and safe, family-oriented recreation.

The project is within an established park, utilizes best practices for stormwater (restoring crown and positive drainage), and has no adverse impacts on water, sewer, roads, schools, or other public facilities. Improvements will reduce weather-related closures, improve safety and playability, and sustain regional league use that benefits Oakland and surrounding communities.

Please contact our office with any questions. We appreciate the Town's continued stewardship of Broadford Park and support the timely advancement of this application.

Sincerely,

A handwritten signature in purple ink that reads "Siera Wigfield".

Siera Wigfield  
Senior Planner

### **LPPRP 2022 Recreation Goals**

GOAL 1: Provide diverse recreational experiences and opportunities readily accessible to residents and visitors, meeting current and future community needs.

GOAL 2: Revitalize municipalities and community spaces to enhance residents' quality of life making Garrett County a desirable place to live, work, play, and visit.

GOAL 3: Maximize investments in public school facilities to support and complement community recreation opportunities to learn, play, and connect.

GOAL 4: Promote non-profit organizations to provide inclusive recreation programming that contribute to the health and well-being of residents of all ages and abilities

GOAL 5: Foster collaborative partnerships to leverage strengths and resources to expand, maintain, and promote an identifiable image of Garrett County recreation experiences for residents and tourists.

GOAL 6: Expand the network of multi-use trails linking parks, schools, and community destinations to provide safe connections for transportation and recreation whilst decreasing the reliance on automobiles.

GOAL 7: Determine the need for an oversight for County parks and recreation. Work with the local municipalities and other local agencies to collectively market, maintain and develop resources and services to provide the best recreational experience for residents and visitors of Garrett County



# Ball Fields at Broadford Park (February 2024)







# Minor League Field

(Constructed 1980's)







Little League  
Field 2024 (30  
Min. Light Rain)

Infield / Outfield grass lip & no crowning = standing water

