

## RELATED PROJECTS

At the present time, there are several CIP projects at the park underway:

- **Stabilization of the Woodlawn Historic Stone Barn** – The Board approved a development plan to stabilize the barn and study its future use as a Visitors Center for the Rural Legacy Trail. Short-term stabilization construction within the barn is expected during FY 2004.
- **Extension of the water and sewer lines** - This project extends the water and sewer lines to serve all the functions on the property. The design is complete and the work is scheduled to begin in the spring of 2004. The design has taken into account the projected future use of the Stone Barn for a Visitors Center and the improvements to the police facility.
- **Replacement of fencing and addition of fourth pasture** - In Fiscal Year 2003, CIP money provided the Park Police with the ability to replace failing fencing and to add a fourth pasture. This new pasture also created a buffer between the Rural Legacy Trail entrance and the Park Police/Maryland State Police operations. The addition was timely, as Homeland Security issues following terrorist attacks on September 11, 2001 mandated police operations tighten security and public access. This was especially important to the Maryland State Police Aviation unit as their operation and fuel storage is on a terror target list.

Three related projects are:

- **Rural Legacy Trail** - The Rural Legacy Trail is 1.5 miles in length and was once part of the Underground Railroad. The trailhead is at Woodlawn Special Park. The Quakers regularly used it as a means of reaching the Sandy Spring Meeting House. The trail was officially opened on November 3, 2001 during the celebration of Maryland State Emancipation Day. It is complete with the exception of signage. This trail leads from Woodlawn to the Sandy Spring, past the Quaker meetinghouse and currently terminates at the Sandy Spring Museum. The trail is a part of the extended Northwest Branch trail system.
- **Red Door Store Property Management Plan** - The development of a management plan is currently underway

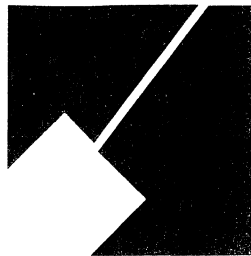
for the site and should be completed in late 2003. The management plan addresses the maintenance and management of the property and will include recommendations regarding the Red Door Store itself, the cleanup and restoration of meadows and forests, restoration of the stream through the property, and the relation of the park to the mulching operation on the adjacent property.

- **State Highway Administration Projects**

The Maryland State Highway Administration's (SHA) Consolidated Transportation Program includes the following projects within the study area:

- **Maryland 108/Maryland 650 Intersection Improvements:** This includes turn lanes, crosswalks (at MD 108/MD 650 intersection), sidewalks (along the south side of MD 108 to the west of MD 650 and along the west side of MD 650 to the south of MD 108, and a Class I bikeway along the north side of MD 108. The project design is nearly complete; however, it is not currently funded for construction.
- The SHA completed improvements at the nearby intersection of Norwood Road and Ednor Road/Layhill Road in 2001 as part of its Congestion Relief Study project. Additionally, the Montgomery County Department of Public Works and Transportation (DPWT) completed its Norbeck Road Extended project in December 2002.

M-NCPPC



MONTGOMERY COUNTY DEPARTMENT OF PARK &amp; PLANNING

THE MARYLAND-NATIONAL CAPITAL  
PARK AND PLANNING COMMISSION8787 Georgia Avenue  
Silver Spring, Maryland 20910-3760

May 7, 2003

**MEMORANDUM**

**TO:** Ellen Masciocchi, Park Development Division  
**VIA:** William H. Barron, Community-Based Planning Division  
**FROM:** Calvin Nelson, Jr., Community-Based Planning Division *CA*  
**SUBJECT:** Woodlawn Cultural Park

---

Thank you for the opportunity to provide comments on the feasibility study for Woodlawn Cultural Park. Woodlawn Manor is located within the southern portion of the Rural Legacy Area. Following is information pertaining to Woodlawn Manor that is from pp. 17-19 of the *1998 Adopted and Approved Sandy Spring/Ashton Master Plan* (attached).

*The Rural Legacy Trail would extend from the Woodlawn Manor Park to the Sandy Spring village center and museum (See Figure 10). The Trail would link these features and also commemorate the Underground Railroad activities of the general area through interpretive signs and programs. Many of the features along the Trail are part of the Friends Settlement, one of the oldest settlements in the county. These features are listed in Table 1 in the sequence that would be experienced traveling by foot or horseback from Woodlawn Manor to the Sandy Spring village center – just as many residents of the area did in the past and will be able to do again the future as this Plan is implemented.*

Plans for Woodlawn Cultural Park should make provision for public access for all users of the Rural Legacy Trail. The Trail starts at Woodlawn Manor Park and developers of recent residential developments within the Rural Legacy Area have dedicated parkland and built their portion of the trail.

- **Establish a Rural Legacy Trail to commemorate the area's history.** The Rural Legacy Trail is an important element in preserving the rural character of the area and providing access to the features (see Table 1) associated with the community's heritage. The Rural Legacy Trail would extend from the Woodlawn Manor Park to the Sandy Spring village center and museum. (See Figure 10). The Trail would link these features and also commemorate the Underground Railroad activities of the general area through interpretive signs and programs. Many of the features along the Trail are part of the Friends Settlement, one of the oldest settlements in the county. These features are listed in Table 1 in the sequence that would be experienced traveling by foot or horseback from Woodlawn Manor to the Sandy Spring village center—just as many residents of the area did in the past and will be able to do again in the future as this Plan is implemented. Only a small fraction of the features are designated historic resources, however. In 1987, the County Historic Preservation Commission recommended a much larger area for designation but the Planning Board, at that time, determined that planning or land use approaches were more appropriate to preserving some of the special features of the area. Parks Department studies will define further the exact alignment of the Rural Legacy Trail, connections to the Northwest Branch Trail, and the best method of implementation. The possibility of funding from State programs should be pursued. Consideration should also be given to acquisition of access easements as well.
- **Identify and protect significant views along the Rural Legacy Trail.** To make the experience of walking on the Rural Legacy Trail authentic, the views from the Trail must be protected. This setting, identified in Figure 11, includes the vistas which follow the woodland edges and gentle ridges. The purpose of the setting is to evoke the historical and cultural heritage of the Sandy Spring, Meeting House Road and Underground Railroad. The setting would enable visitors to “walk through the past” and see views that would have been characteristic of the area in the last century.

*The traveler along the Rural Legacy Trail should be able to imagine the magnitude of the task of clearing and farming such an area. The traveler should also be able to reflect upon the isolation and danger for an escaped slave navigating such expanses of open land, perhaps following the small streams that traversed the landscape, in order to reach a safe haven on the Underground Railroad.*

The strategy that would protect the setting would be the preservation of the entire 374 acres as rural open space. This strategy, however, would come with a substantial price tag since it would require the purchase of land or scenic easements. The Plan's intent to create a “rural neighborhood” would also be lost. Therefore, the setting and views have been analyzed to identify the highest priority vistas and those areas suitable for development to achieve the goal of protecting the setting, preserving the open space, and accommodating development of rural neighborhoods. As shown in Figure 11, there are areas (shown as the “Edge”) where development can be accommodated.

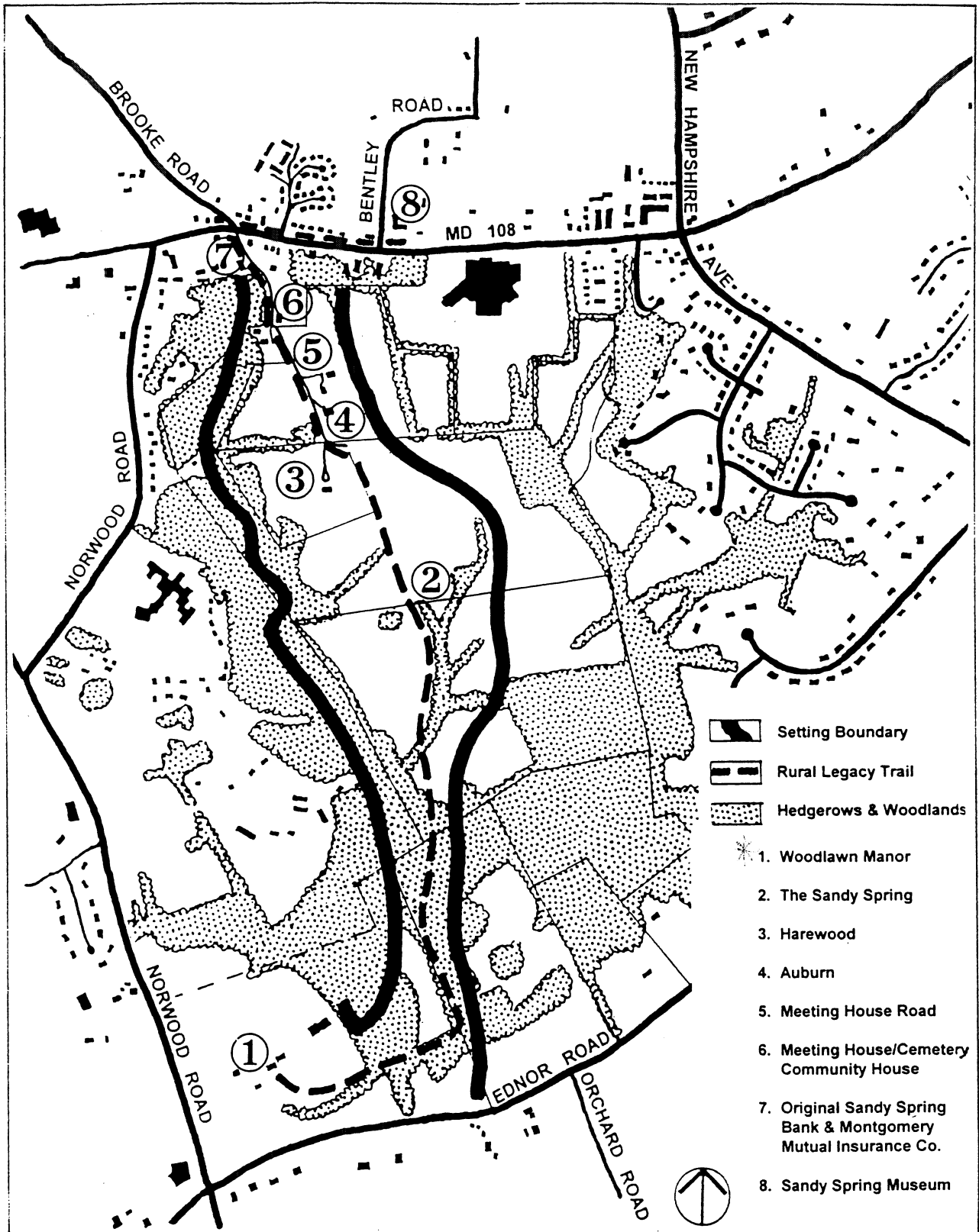
## TABLE 1

### SPECIAL FEATURES OF THE RURAL LEGACY AREA

1. **Woodlawn Manor** - With its wood rail fence and pastures and grazing horses, Woodlawn Manor announces the entry to Sandy Spring. Sitting back from the road, the 1815 homestead, barn and out buildings is located on over 100 acres of rural land. Now owned by M-NCPPC. Woodlawn Manor was one of the early Quaker homesteads associated with the Thomas family.
2. **The Sandy Spring** - This is The Sandy Spring that gave its name to the settlement.
3. **Harewood (Johnson Homestead)** - Established in 1793, Harewood is associated with the Stabler and Brooke families. It served as Sandy Spring's first post office. Harewood and its immediate setting is designated as a historic resource.
4. **Auburn Farm (Hodges Homestead)** - Auburn and its pastures rest against the Friends Meeting House, Cemetery, and Community House. This farm connects the village and Harewood and the surrounding lands. Auburn, along with Harewood, is part of the legacy of the original Sandy Spring settlement.
5. **Meeting House Road** - This is the path that led to the center the original community. A walk down Meeting House Road presents a picture of the most important elements of the original settlement: the fields, the homesteads, the place of worship and instruction, and the bank.
6. **The Sandy Spring Friends Meeting House, Cemetery and Community House** - This Friends Meeting House is grounded in history and continues today. The Community House is used for teaching. The small cemetery joins it to the Meeting House.
7. **The Sandy Spring Bank and the Montgomery Mutual Insurance Company** - These buildings mark the village center and were two of the original institutions of their type in the County.
8. **The Sandy Spring Museum** - This museum is a collection of the history of the Sandy Spring/Ashton community. The museum was founded by local residents who have contributed to it from family archives and personal collections.

# SPECIAL FEATURES WITHIN THE RURAL LEGACY SETTING

FIGURE 10



**Woodlawn Cultural Park  
Park Police Special Operations  
Maryland National Capital Park & Planning Commission  
Montgomery County, Maryland**

**Program of Requirements  
and Employee Summary  
for  
Feasibility Study**

**August 28, 2002**

**Program of Requirements Notes:**

Items in italics are changes/revisions since prior printing (8/23/02)  
Item H5 was deleted because it was a duplicate of item G12  
8 pages

**Employee Summary Notes:**

Page 2 was added since prior printing (8/23/02)  
2 pages

**Prepared by:**

**Park Development Division  
MNCPPC-MC  
9500 Brunett Avenue  
Silver Spring, MD 20901**

**Steve Tucker, Lieutenant, Special Operations  
Cristy Payne, Barn Manager  
Ellen Masciocchi, Planner, Park Development Division  
Eileen Emmet, Architect, Park Development Division**

PROGRAM OF REQUIREMENTS  
POLICE SPECIAL OPERATIONS  
WOODLAWN CULTURAL PARK

August 28, 2002

<b>A. Private/Secure Spaces in Headquarters Building (A)</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
A1	Lieutenant Office	1	150		
A2	Sergeant Office	3	100 each		
A3	General Office	1	200		
A4	Women's Locker/Rest Room	1	200		
A5	Men's Locker/Rest Room	1	300		
A6	Kitchen Area/Lunchroom	1	120		
A7	Police Radio/Computer Server Room	1	48	6'x8'	

<b>B. Public Spaces in Headquarters Building</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
B1	Reception	1	150		
B2	Conference/Training/Roll Call Room	1	400		
B3	Equip. Storage for Conference	1	50		
B4	Women's Public Restroom	1			
B5	Men's Public Restroom	1			
B6	Vending Area	1	50		

<b>C. Support Spaces in Headquarters Building</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
C1	Mechanical Room	1			
C2	Electrical Closet	1			
C3	Tele/Comm Room	1	50	6'x 8'	
C4	General Storage	1	100		
C5	Janitor's Closet	1	20		

<b>D. Motorcycle Shop</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
D1	Service Bays	2	400	10'x20' ea	
D2	Motorcycle Parking	1		3'x8'	12 each
D3	Motorcycle Trainers	1		3'x8'	5 each
D4	Motorcycle Maintenance Equipment	1		10'x12'	
D5	Office Area	1	120	6'x20'	
D6	Parts & Equipment Storage	1	50		

<b>E. Bicycle Shed</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
E1	Bicycle Storage	1	240	12' d	22 bikes



PROGRAM OF REQUIREMENTS  
POLICE SPECIAL OPERATIONS  
WOODLAWN CULTURAL PARK

August 28, 2002

<b>F. Indoor Arena</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
F1	Arena	1		100'x200'	
F2	Lounge/Observation Area	1			see notes

<b>G. Barn/Stables (Note G)</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
G1	Barn Manager Office	1	150	10'x15'	
G2	Unisex Restroom	1	40		
G3	Horse Stalls	24		14'x14'	
G4	Medical Stall	1		14'x20'	
G5	Wash/Grooming Stalls	2		14'x14'	
G6	Laundry Room	1		12'x12'	
G7	Tack Room	1		14'x20'	Verify size
G8	Small Hay Storage	1		12'x12'	
G9	Tool Storage	1		12'x12'	
G10	Feed Room	2		12'x12'	
G11	Storage	1		24'x24'	
G12	Stocks Area	1		20'x36'	

<b>H. Barn Outbuildings (Note H)</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
H1	Square Hay Storage	1			
H2	Round Bale Storage	1		12'x24'	
H3	Bedding Shed (sawdust)	1		10'x30'x20'h	or larger
H4	Barn Storage	1		24'x24'	

<b>J. Farm Equipment Storage (Note J)</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
J1	Chain Drag	1		6'x5'	
J2	Gator (golf style cart)	2		5'x8'	
J3	Tractor	1		5'x16'	
J4	Manure Spreader	1		5'x14'	
J5	Harrow	1		5'x7'	
J6	Super Rake	1		7'x6'	
J7	Power Washers	2		4'x6'	

PROGRAM OF REQUIREMENTS  
POLICE SPECIAL OPERATIONS  
WOODLAWN CULTURAL PARK

August 28, 2002

<b>K. Outdoor Facilities</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	Notes
K1	Outdoor Riding Ring	1		100'x200'	
K2	Round Pen	1		60' dia.	
K3	Medical Paddock	1		80'x160'	

<b>L. Pastures</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	
L1	Pastures	4	33 acres		
L2	Run-in Sheds	4		16'x36'	

<b>M. Canine</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	
M1	Canine Training Area	1		150'x250'	
M2	Canine Storage Shed	1		10'x10'	

<b>N. Other</b>					
Item	Room	Number Rooms	Net Area sf	Min. Dimension	
N1	Motorcycle/Bicycle Training Area				see notes

<b>P. Special Operations Division Vehicle Parking</b>					
Item	Room	Number Spaces	Net Area sf	Min. Dimension	
P1	Employee Vehicles	5			standard
P2	Employee Patrol Vehicles	10			standard
P3	Visitor Vehicles	5			incl h/c
P4	Spare Vehicles	5			standard
P5	Barn Trucks	2			standard
P6	Horse Trailers	4			standard
	Subtotal	31			
P7	Truck & Trailer combos	2			38' long

PROGRAM OF REQUIRMENTS  
 POLICE SPECIAL OPERATIONS  
 WOODLAWN CULTURAL PARK

August 28, 2002

<b>A. Private/Secure Spaces in Headquarters Building</b>	
Item	Notes
A	General Note current heat is electric w/propane and outdoors above grade no natural gas on site
A3	General Office two workstations, incl. mailboxes, copy area and K9 officer's use
A4	Women's Locker Room <i>OK to provide one male/female locker room if separate changing room is provided</i> 10 lockers, 1 shower stall, 2 toilets
A5	Men's Locker Room <i>OK to provide one male/female locker room if separate changing room is provided</i> 20 lockers, 1 shower stall, 2 toilets
A6	Kitchen Area/Lunchroom sink w/disposal, dishwasher, refrigerator, microwave w/room for small table and chairs
A7	Police Radio/Computer Server Room closet w/racks to charge batteries, and hold generator

<b>B. Public Spaces in Headquarters Building</b>	
Item	Notes
B1	Reception include area for public phone and intercom includes circulation, small seated waiting area, no security desk
B2	Conference/Training/Roll Call Room large enough for 20 people (2 each per table w/chairs) plus five persons standing, incl. Instructor. include provisions for video equipment
B3	Equip. Storage for Conference directly accessible to Conference Room.
B4/5	Women's and Men's Public Restroom one toilet is sufficient

<b>C. Support Spaces in Headquarters Building</b>	
Item	Notes
C1	Mechanical Room emergency generator to serve this building and Barn Manager's Office (Outdoors OK) also to serve automatic waterers provide adequate clearances around equipment

PROGRAM OF REQUIRMENTS  
 POLICE SPECIAL OPERATIONS  
 WOODLAWN CULTURAL PARK

August 28, 2002

<b>D. Motorcycle Shop</b>	
Item	Notes
D1	Service Bays cruiser repair bay used to repair and install lights, radio and other equipment used for repair of all Park Police cruisers) motorcycle repair bay needs to be full size bay. need maneuvering room for portable lift equipment. provide full-size garage doors, min. 7' w. x 9' h. provide height for suburban's and pick-up's with light on roof, min. 7' clear height
D2	Motorcycle Parking 12 motorcycles (3'x8' each) currently 4 motorcycles side by side take up 15'x9' area
D3	Motorcycle Trainers long-term storage parking: used only a few times a year can stack behind above-mentioned Motorcycle parking; place deep in building 5 motorcycles (3'x8' each)
D3	Motorcycle Maintenance Equipment sandblast parts cleaner, air compressor, oil barrels
D5	Office Area workbench, tools storage, mechanic desk w/repair records and files
D6	Parts & Equipment Storage min 24" deep, current 24 linear feet, top shelf no higher than 84"

<b>E. Bicycle Shed</b>	
Item	Notes
E1	Bicycle Storage current need is 12 bikes; within 5 years 6-10 more anticipated include maneuvering area to remove bikes from racks some bikes can be hung include shelving for storage of cones, spare parts, work rack and filing cabinet may be two 10'x12' pre-fab buildings or <i>may be combined with Motorcycle Shed</i>

<b>F. Indoor Arena</b>	
Item	Notes
F	General Note Any storage needed will be put into Barn Storage
F2	Observation Area not separate room -- up to a dozen spectators, bleacher style seating

PROGRAM OF REQUIRMENTS  
 POLICE SPÉCIAL OPERATIONS  
 WOODLAWN CULTURAL PARK

August 28, 2002

G. Barn/Stables	
Item	Notes
G	General Note provide concrete paved area at outside edges of barn entry for horses provide hose bibs at paved areas for washing horses (not separate outdoor wash area)
G1	Barn Manager Office two workstations w/computer, one for manager, one for groom, plus legal files additional lounge or table seating for up to 4 persons, incl. volunteers place to go to get warm or cool -- to rest
G2	Unisex Restroom near Manager's office
G3	Horse Stalls minimum 12' wide aisles <i>is wide enough for tractor</i>
G5	Wash/Grooming Stalls Heated
G6	Laundry Room provide commercial washers and dryers provide area for hanging blankets and cabinets/shelves for storage provide deep sink for tack cleaning, etc. locate adjacent to tack room and manager's office
G7	Tack Room 24 each of saddles, bridles, halters, blankets, etc. locate centrally near office
G8	Small Hay Storage will need two rooms, if two wing scheme
G10	Feed Room does <u>not</u> have to be near Laundry will need two rooms, only if two wing scheme should be either side of wash/grooming rooms each room have: metal feed bins and storage for up to 40 bags storage for up to 20 large feed buckets, feed cart provide small refrigerator (one total) provide medicine cabinet adjacent to refrigerator
G11	Storage Adjacent to barn. Include storage for muck buckets, blankets. etc.
G12	Stocks Area actual stocks measure 4'x8'x8'h for farrier (blacksmith) and vet locate inside barn

PROGRAM OF REQUIRMENTS  
 POLICE SPÉCIAL OPERATIONS  
 WOODLAWN CULTURAL PARK

August 28, 2002

<b>H. Storage Buildings</b>	
Item	Notes
H	General Note delivery quantities below are based on current information in future quantities will remain the same, frequency will increase
H1	Can be above barn in loft or in outbuilding 300-400 bales delivered every 3-5 months by tractor trailer
H2	Round Bale Storage 15-20 bales delivered 2x/year
H3	Bedding Shed (sawdust) 10 yard load delivered 4x/year by tractor trailer deep, narrow building, tall enough for tractor/trailer to back in
H4	Barn Storage OK as separate bldg, but near barn basic bulk storage: for trunk and additional blanket storage

<b>J. Farm Equipment Storage</b>	
Item	Notes
J	General Note this equipment does not have to be indoors, just under cover
J3	Tractor <i>5' width is with bucket down</i> must be able to drive all the way through barn often stored connected to the Manure Spreader for a total of 30' length
J4	Manure Spreader must be able to drive all the way through barn
J5	Harrow hooks to the back of the tractor, left unhooked unless being utilized

PROGRAM OF REQUIREMENTS  
 POLICE SPECIAL OPERATIONS  
 WOODLAWN CULTURAL PARK

August 28, 2002

<b>K. Outdoor Facilities</b>	
Item	Notes
K1	Outdoor Riding Ring must be irrigated
K2	Round Pen Supply/Storage/Misc. Office
K3	Medical Paddock paddocks are areas without grass and are smaller than pastures

<b>L. Pastures</b>	
Item	Notes
L1	Pastures, also called Fields, are grassy areas maintain existing pastures double fencing around perimeter and at Legacy Trail they currently have 26 fenced areas, with '03 fence project will have additional 7 acres Montgomery County requirement 2 acres/horse for 1st horse, 1 acre/horse thereafter best practice 1.5 acres/horse
L2	Run-in sheds one in each pasture, one smaller in medical paddock can re-use two of the existing Amish sheds if required (ea. 12'x36' for approx. 5 horses)

<b>M. Canine</b>	
Item	Notes
M1	Canine Training Area locate remotely, requires 6' high fence needs electric and water (one frost free tap) funding available from the Parks Foundation
M2	Canine Storage Shed for obstacles, etc

<b>N. Other</b>	
Item	Notes
N1	Motorcycle/Bicycle Training Area current 70'x70' paved area is nice but for future can double up over other paved areas do not plan as an additional paved area

<b>P. Special Operations Division Vehicle Parking</b>	
Item	Notes
P3	Visitor Vehicles include required H/C accessible spaces in this number, option for remainder at Mansion
P4	Spare Vehicles these are non-assigned, extra fleet vehicles for occasional use locate near headquarter's building if possible

PARK POLICE SPECIAL OPERATIONS DIVISION  
WOODLAWN CULTURAL PARK  
EMPLOYEE SUMMARY

August 28, 2002

Current typical scenario:		Future typical scenario:	
Typical Shifts: 10 hour day		Typical Shifts: 10 hour day	
Core Hours: 9 am to 7:00 pm		Core Hours: 9 am to 7:00 pm	
On Site: 9-10:00 am and 6-7:00 pm		On Site: 9-10:00 am and 6-7:00 pm	
Shift A: Sunday through Wednesday:		Shift A: Sunday through Wednesday:	
1	Sergeant	1	Sergeant
6	Officers	6	Officers
7	Total	7	Total
Shift B: Wednesday through Saturday:		Shift B: Wednesday through Saturday:	
1	Sergeant	1	Sergeant
6	Officers	6	Officers
7	Total	7	Total
Wednesday Training Day (Note 3) (combines Shift A & B)		Wednesday Training Day (Note 3) (combines Shift A, B, C)	
10 hour day, on-site 9-7:00 pm		Shifts A&B: 10 hour day, on-site 9-7:00 pm	
		Shift C: 8 hour day, on-site 9-5:00 pm	
1	Lieutenant (Note 1)	1	Lieutenant (Note 1)
2	Sergeant	3	Sergeant
12	Officers	18	Officers
15	Total on-site personnel	22	Total on-site personnel
Other Staff Shifts: 8 hour day		Other Staff Shifts: 8 hour day	
Core Hours on Site: 8 am to 4:00 pm		Core Hours on Site: 8 am to 4:00 pm	
Monday through Friday		Monday through Friday	
1	Lieutenant (Note 1)	1	Lieutenant (Note 1)
1	Barn Manager	1	Barn Manager
1	Groom	2	Groom
Saturday and Sunday		Saturday and Sunday	
1	Groom	1	Groom
Note 1:	Same individual	Shift C: 8 hour day	
Note 2:	A shift is a group of officers working for the same Sergeant. They work the same hours. and week days.	Core Hours: 3 pm to 11:00 pm	
		On Site: 3-4:00 pm and 10-11:00 pm	
		Mon, Tues, Thurs, Friday	
		1	Sergeant
Note 3:	Patrol Division covers responsibilities of Spec. Ops. Division on Training Day	6	Officers
		7	Total



PARK POLICE SPECIAL OPERATIONS DIVISION  
WOODLAWN CULTURAL PARK  
EMPLOYEE SUMMARY

August 28, 2002

Horse Training:

8 week basic class (all classroom first couple days)

2 week advanced class

Wednesday: weekly certification/refresher training, either horse or motorcycle (not both)

Motorcycle Training:

2 week basic class

Wednesday: weekly certification/refresher training, either horse or motorcycle (not both)

Bicycle Training:

1 week basic class

monthly certification/refresher training, does not interfere with other training

Canine Training:

daily exercise and training of individual dogs, usually in evening

monthly certification/refresher training of canine teams (4 dogs/4 officers)

daily and monthly training does not interfere or overlap with other training

Quarterly Training:

Horse/Motorcycle/Bicycle/Canine as mentioned above

in place of daily training

plus visiting agencies, i.e. horse training with PG Spec Ops Division or U.S. Park Police  
classroom for 20 will accommodate additional visitors

Typical training day consists of:

9:00 am, shift starts with one hour of classroom

10:00 am, classroom

2:00 pm, prep horses

2:30 pm, rider training in the outdoor ring

5:30 pm, put horses up and turn horses out to field

7:00 pm, shift ends

Roll-call:

Ideally in secure area of building, but not required if space is limited.

If in secure area, provide room for 8 persons at table, up to 2 standing.

Informal roll-call involves small amount of training, taking notes, watching videos or tv

OK to design one option incorporating into A3 General Office

More formal roll-call will be held in Classroom/Training Room in unsecure area.