

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
WORK SESSION MINUTES**

Saluda Shoals Park  
January 22, 2014  
6:30 p.m.

Members Attending: John Sowards, Scott Wilhide, Emily Shuman, Bruce Loveless, Bill Harmon. Non-members Attending: Elizabeth Taylor, Eve Mittendorf,

Elizabeth Taylor reviewed the agenda and requested an amendment to include Election of Officers; discussion occurred regarding the current officers. The 2014 ICRC Commission officer slate includes: Chairman, John Sowards, Vice-Chairman, Scott Wilhide and Secretary, Emily Shuman.

Chairman Sowards reminded the Commissioners that Elizabeth Taylor's performance review is completed in February and presented in March.

Elizabeth Taylor stated that the only anticipated agenda item for the February 2014 Commission meeting is awarding a design build contract to a site contractor for the development of Saluda Shoals Park East and Epting Camp. Due to a limited agenda in February, Ms. Taylor recommended the Commission cancel the February meeting and elect a Called Meeting if needed to award the design build contract; discussion occurred. Chairman Sowards directed the board to amend the agenda in General Session to include cancelling the regularly scheduled meeting in February.

Elizabeth Taylor shared with the Commission Palmetto Parkridge's invitation to have a private tour of the new hospital. Ms. Taylor also shared an invitation to the Senior Sweetheart Luncheon on February 13, 2014 at Crooked Creek Park.

Discussion occurred regarding Epting Camp park design as it relates to County setbacks; the current conceptual design does not include the setbacks as required by the County. Elizabeth Taylor shared staff is currently meeting with the adjacent property owners and asking them to consent to a variance setback. Chairman Sowards inquired on the development designer and architect's response to creating a conceptual design that does not meet County zoning requirements. Elizabeth Taylor responded that the architect's understanding of the County setback was based on a vertical line or from a corner of a building vs. an athletic field. Discussion occurred regarding redesign of facilities or receiving consent from adjacent property owners for a variance setback. Chairman Sowards directed Ms. Taylor to clearly communicate to the designer/architect that Irmo Chapin Recreation Commission will not be responsible to pay for a redesign.

Elizabeth Taylor requested the Commission plan to attend the First Pitch / Ribbon Cutting ceremony for the Seven Oaks Park baseball complex on March 15, 2014. Vice Chairman Wilhide reminded the Commissioners of the fundraiser golf tournament on March 14 to raise money for the Irmo Chapin Recreation Commission scholarship program. Commissioner

Loveless inquired on recognition or memorial for Dick DeMasi. Elizabeth Taylor shared discussion between staff on how to recognize Dick DeMasi's years of support of the community and coaching young players.

Commissioner Shuman requested Commissioner attendance at the upcoming Saluda Shoals Foundation Oyster Roast on February 23, 2014.

Chairman Sowards reminded Commissioners that Seven Oaks Park ball fields have been in use for 41 years; the renovation of the ball fields and tower is exciting. Chairman Sowards also noted that the financials reflect a significant deficit; this is because tax revenues have not yet been recorded. In addition, Chairman Sowards stated that although attendance was down for Holiday Lights due to the rain, the revenues were up; netting \$237,000 which covers 1/3 of park operating expenses. Last, the change order for Seven Oaks Park is to add additional work on the design build. Chairman Sowards shared that Nature's Theater and trails were submitted as possible projects for the Penny for Progress project list. Discussion occurred regarding regional and county wide significance the greenway trail would bring to the community.

Chairman Sowards requested Elizabeth Taylor present the Community Star award to Don Sylvestre in General Session. Chairman Sowards shared with Commissioner Harmon that each Commissioner rotates presenting EAGLE Scout project awards; Chairman Sowards volunteered to present the EAGLE Scout project recognition certificate to Nathan Yacobi in General Session.

Respectfully submitted,  
Eve Mittendorf  
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
GENERAL SESSION MINUTES**

Saluda Shoals Park  
January 22, 2014  
7:00 p.m.

Members Attending

John Sowards, Scott Wilhide, Emily Shuman, Bruce Loveless, Bill Harmon

Non-members Attending

Elizabeth Taylor	Eve Mittendorf	Jack Terrell	Jeanette Wells
Jay Downs	Nathan Yacobi	Ken Yacobi	Don Sylvestre

Chairman John Sowards called the meeting to order at 7:00 p.m. and delivered the invocation. Guests were welcomed.

**I. APPROVAL OF THE AGENDA**

A MOTION WAS MADE BY SCOTT WILHIDE TO AMEND THE AGENDA TO INCLUDE UNDER ITEM F. ELECTION OF OFFICERS AND ITEM G. CANCELLING FEBRUARY 26, 2014 REGULARLY SCHEDULED COMMISSION MEETING. SECONDED BY EMILY SHUMAN. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified of the meeting, it was posted on the website and a notice and agenda was posted at the park sites one week prior to the meeting.

**III. APPROVAL OF THE MINUTES**

Chairman Sowards submitted the October 23, 2013 minutes as presented; there being no objections the minutes were approved.

**IV. PUBLIC PRESENTATION**

**A. EAGLE Scout Project – Nathan Yacobi**

Chairman Sowards presented a certificate of appreciation to Nathan Yacobi for completion of an EAGLE Scout project at Saluda Shoals Park. Nathan's Eagle Scout project was building a maze for use at special events.

**B. Community Spirit Award – Don Sylvestre**

Elizabeth Taylor presented a community star to Don Sylvestre for his contributions and tremendous value to Irmo Chapin Recreation Commission and community.

**V. STAFF REPORTS**

Staff reports were submitted as presented.

Jay Downs shared an update on agency capital projects including Seven Oaks Park baseball tower, fields and gymnasium expansion. Saluda Shoals Park East and the Epting Camp property design and engineering is underway; the bids for the site contractors are due March 18, 2014 for Epting Camp. In addition, RFQs, request for qualifications for site contractors and design build contractors

will be advertised. Mr. Downs shared that the connecting road construction will be part of the Saluda Shoals Park East development.

## VI. NEW BUSINESS

### A. FY 14-15 Budget Timetable

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE FY 14-15 BUDGET TIMETABLE AS PRESENTED. BILL HARMON SECONDED. VOTE TAKEN. MOTION PASSED.

### B. Preliminary FY 14-15 Budget for Lexington County Council

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE FY 14-15 BUDGET FOR LEXINGTON COUNTY COUNCIL AS PRESENTED. BILL HARMON SECONDED.

Elizabeth Taylor shared that Irmo Chapin Recreation Commission (ICRC) will not be asking for any additional mileage increase. ICRC is requesting the current tax revenues, plus any growth and CPI that the County awards.

VOTE TAKEN. MOTION PASSED.

### C. Grant Approvals: Lexington County Tax Accommodation and Community Development Block Grant (CDBG)

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE GRANTS AS PRESENTED. SECONDED BY EMILY SHUMAN.

Elizabeth Taylor shared that agency policy requires Commission approval on grant applications exceeding \$10,000. The grant application for Lexington County Accommodation Tax is in the amount of \$50,000, which is used for marketing to promote tourism; this year staff is requesting the use for branding new facilities at Saluda Shoals Park. This grant requires no match. Chairman Sowards inquired if ICRC has received tax accommodation monies in the past. Elizabeth Taylor stated that ICRC has received tax accommodation grants every year since Saluda Shoals Park opened.

Elizabeth Taylor communicated that the Community Development Block Grant (CDBG) program, which generally is distributed to communities with below to moderate incomes has encouraged staff to apply for programmatic grants for the agency's special needs population. Ms. Taylor shared that there are three CDBG grants that staff is applying for; one is for \$17,550 for an afterschool program designed to meet the needs of the district's special needs population, the second is for \$24,470 for a career development/job training program for low income youth between the ages of 16-18 years old and the last is for \$62,000 for a special needs and senior citizen's transportation bus.

VOTE TAKEN. MOTION PASSED.

### D. Penny for Progress Projects

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE PENNY FOR PROGRESS IRMO CHAPIN RECREATION COMMISSION PROJECTS LIST. SECONDED BY EMILY SHUMAN.

Elizabeth Taylor shared that Lexington County will place a question on the November 2014 ballot for voters to consider a penny sales tax for the purpose of funding road and quality of life projects

in the county over the next eight years. A five member committee has been put together to review and recommend projects proposed by municipalities and special purpose districts. There are two projects identified in the ICRC 2009 Strategic Master Plan that are relevant for consideration by the Commission for submission: the Lower Saluda Greenway – a 10.5 mile multi-use paved pathway that will extend along the north side of the Saluda River from the Lake Murray Dam to the Three Rivers Greenway at Riverbanks Zoo. The second project for consideration is Nature’s Theater at Saluda Shoals Park.

VOTE TAKEN. MOTION PASSED.

E. Seven Oaks Park Change Order Approval

A MOTION WAS MADE BY BILL HARMON TO APPROVE A CHANGE ORDER RELATING TO DESIGN BUILD CONTRACTUAL WORK AT SEVEN OAKS PARK. SECONDED BY SCOTT WILHIDE.

Elizabeth Taylor communicated that staff is requesting Commission approval on a change order for \$395,471 for site work associated with the area around the ball fields at Seven Oak Park. Ms. Taylor stated that once a facility is designed the contract is amended through a change order process; this change order does not exceed amount budgeted for this project.

VOTE TAKEN. MOTION PASSED.

F. Election of Officers

A MOTION WAS MADE BY EMILY SHUMAN TO SUBMIT THE FOLLOWING 2014 IRMO CHAPIN RECREATION COMMISSION OFFICERS FOR COMMISSION APPROVAL: JOHN SOWARDS - CHAIRMAN, SCOTT WILHIDE - VICE CHAIRMAN, EMILY SHUMAN - SECRETARY. SECONDED BY BILL HARMON. VOTE TAKEN. MOTION PASSED.

G. ICRC Commission Meeting Cancellation – February 2014

A MOTION WAS MADE BY SCOTT WILHIDE TO CANCEL THE REGULARLY SCHEDULED COMMISSION MEETING IN FEBRUARY. SECONDED BY EMILY SHUMAN. VOTE TAKEN. MOTION PASSED.

**VII. EXECUTIVE DIRECTOR’S REPORT**

Elizabeth Taylor communicated staff has brought the Commission up-to-date on the current financials and development objectives of the agency; no other matters were presented.

**VIII. COMMISSION RESPONSE**

Chairman Sowards welcomed Bill Harmon to the Commission. Bill Harmon shared his appreciation for the opportunity to serve.

**IX. ADJOURNMENT**

There being no further business the General Session meeting adjourned at 8:00 p.m.

Respectfully submitted,  
Eve Mittendorf  
IRMO CHAPIN RECREATION COMMISSION