

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

Crooked Creek Park
March 22, 2017
6:30p.m.

Members Attending: John Sowards, Bill Harmon, Tim Stewart, Emily Shuman, Bruce Loveless
Non-members Attending: Elizabeth Taylor, Eve Mittendorf, Mark Smyers

Elizabeth Taylor presented an overview of the agenda items. Elizabeth Taylor shared an update on Melvin Park; a punch list of items have been given to the contractors to complete; Commissioner Loveless met staff and contractor on site to review repair of concrete, grading, and repair of one of the dugouts. Commissioner Shuman inquired on the safety of the dugouts. Elizabeth Taylor communicated that fencing will be installed around the dugouts. Commissioner Stewart inquired on the possibility of fencing or a hand rail behind the netting at home plate to ensure public safety. Discussion occurred regarding gate location, field access, grading and drainage.

Elizabeth Taylor stated the Boudreaux Group will present the design and cost for Nature's Theater for Commission and staff information. Discussion occurred regarding the cost and additional contractor evaluations to see if there are possible options to get the cost closer to budget. Chairman Sowards shared that the Boudreaux Group's estimates are architect estimates and are not construction drawings and contractor estimates. Commissioner Shuman inquired on handicap accessibility to the theater. Elizabeth Taylor shared one option is to access the theater near the loading dock. Elizabeth Taylor stated the Boudreaux Group is presenting a conceptual drawing in General Session and encouraged the Commission to ask questions.

Elizabeth Taylor shared that John Eckstrom and Doug Trevett inquired on purchasing additional land around their current property to expand their businesses. Elizabeth Taylor asked if the Commission is interested in pursuing these inquires. Chairman Sowards stated yes; the Commission directed Elizabeth Taylor to ask the owners to make an offer and the Commission would review and consider.

The Commission moved to General Session at 7:09 p.m.

Respectfully submitted,
Eve Mittendorf
IRMO CHAPIN RECREATION COMMISSION

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

Crooked Creek Park
March 22, 2017
7:00 p.m.

Members Attending:

Members Attending: John Sowards, Bill Harmon, Tim Stewart, Emily Shuman, Bruce Loveless

Non-members Attending

Elizabeth Taylor	Eve Mittendorf	Jack Terrell	Jason White
Jeanette Wells	Mark Smyers	Jim Wellman	Jack Shuman
Heather Mitchell	David Wiesendanger	Michael Wenzinger	

Chairman John Sowards called the meeting to order at 7:10 p.m. and delivered the invocation. Guests were welcomed.

I. AGENDA

Agenda submitted as presented.

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 January 25, 2017 minutes as presented; there being no objections the minutes were approved.

IV. PUBLIC PRESENTATION

A. Plant Inventory – Jeanette Wells

Jeanette Wells presented a plant inventory of Saluda Shoals Park; the inventory includes native and non-native plants, various species, and photos of plants within the park. The database is accessible by staff, public, and universities on a local park intranet drive. Chairman Sowards presented a canvas photo from the Commission and staff in appreciation for Jeanette's work and dedication to the plant inventory project.

B. Nature's Theater – Boudreaux Group

The Boudreaux Group presented architectural cost estimates and a conceptual drawing of Nature's Theater. Heather Mitchell, David Wiesendanger, and Michael Wenzinger with the Boudreaux Group shared that the aspects considered included: design, site location, programming needs and space, technical needs, and the current budget. Discussion occurred regarding parking, covered seating, ADA access, cost saving options and additional cost evaluations. Chairman Sowards thanked the Boudreaux Group for their presentation.

V. STAFF REPORTS

Staff reports were submitted as presented. Jay Downs presented an update on capital projects. Mr. Downs stated major construction at Melvin Park is completed; staff is working on obtaining the final documents, warranties and punch list items. Jay Downs shared with the Commission that the County requires mulching in areas where grassing is not established and is part of a grassing bond to ensure there is no runoff. Jay Downs shared that the tennis courts at Seven Oaks Park have been taken down; the hard surface is there until the area can be permanently grassed.

Commissioner Loveless inquired if the grading was substantially completed at Melvin Park. Mr. Downs responded that the document of substantial completion has not been received. Commissioner Loveless shared concern regarding drainage near the tennis courts. Jay Downs communicated he would contact the engineer and have them look at the areas of concern. Chairman Sowards thanked Jay Downs for his work on all the new development at ICRC.

VI. NEW BUSINESS

A. Lexington County Accommodations Tax

Elizabeth Taylor communicated the Lexington County Accommodations Tax application and request was for \$30,000; this grant is to support the Sports Tourism bid requirements and marketing efforts.

B. Richland County Accommodations Tax

Elizabeth Taylor shared that Ashley Smith presented to Richland County Accommodations Tax Board and requested \$10,000 for sales and marketing efforts to bring large scale tournaments to ICRC facilities; staff is requesting approval to accept the grant if awarded.

A MOTION WAS MADE BY BILL HARMON TO ACCEPT STAFF'S RECOMMENDATION ON LEXINGTON COUNTY ACCOMMODATIONS TAX GRANT APPLICATION AND AWARD AS WELL AS RICHLAND COUNTY ACCOMMODATIONS TAX GRANT APPLICATION AND AWARD. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

VII. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor thanked staff and Commission on the successful grand opening of Melvin Park. Ms. Taylor shared an update on sports tourism; the regional Quidditch tournament was held in February resulting in approximately \$200,000 in economic revenue; Saluda Shoals Park will be the venue for the largest outdoor volleyball tournament in April and attract approximately 900 players and 1000 spectators. Athletic programming shows an increase in Chapin and Irmo; therapeutic recreation soccer program has 42 children participating. The Saluda Shoals Foundation has two new board members: Kaaren Hampton and Xanna Garner. Ms. Taylor congratulated the Foundation and staff on a successful oyster roast; the event grossed approximately \$25,000. The Chase Loveless Memorial Scholarship golf tournament was very successful. Elizabeth Taylor thanked Commissioner Loveless, Jack Terrell, Ashley Smith and Mark Smyers for all their effort; the tournament netted approximately \$15,000 plus an additional \$10,000 from the Mungo Foundation; staff is also working on a CDBG grant for \$20,000 for the scholarship fund. Elizabeth Taylor reminded the Commission the April meeting will begin with a budget work session at 5:30 p.m. at Saluda Shoals Park.

VIII. COMMISSION RESPONSE

Commissioner Loveless thanked staff for a successful golf tournament for the Chase Loveless Memorial Scholarship Fund. Vice Chairman Harmon thanked staff for the Grand Opening event at Melvin Park. Commissioner Stewart shared the positive comments from the public during the Grand Opening at Melvin Park. Chairman Sowards shared disappointment in the cost estimates for Nature's Theater; if it is not possible to complete this project within budget, the bond issued for this project cannot be prepaid and the Commission will need to decide what to do within the legal confines of the bond.

There being no further business the Commission adjourned the General Session at 8:35 p.m.

Respectfully submitted,

Eve Mittendorf

IRMO CHAPIN RECREATION COMMISSION