

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

Seven Oaks Park

May 27, 2015

6:30 p.m.

Members Attending: John Sowards, Scott Wilhide, Emily Shuman, Bruce Loveless, Bill Harmon Non-members Attending: Elizabeth Taylor, Eve Mittendorf, Jay Downs, Jack Terrell, Ashley Smith, Jeanette Wells

Elizabeth Taylor shared with the Commission sponsorship updates for the new soccer complex; Palmetto Health Parkridge is the primary sponsor of the fields in the amount of \$210,000 over 5 years; Bi-Lo will sponsor the concession building in the amount of \$15,000 over three years. Commissioner Loveless inquired on provisions of the sponsorships regarding concession opportunities for other vendors. Elizabeth Taylor stated no agreements have been made regarding concessions; Bi-Lo's sponsorship is only for the concession building. Ms. Taylor communicated the individual field sponsors that will be recognized in the General Session are Hampton Inn on the Lake at Harbison, Carolina Ale House, Coca Cola, SC Farm Bureau Mutual Insurance Co and the Prysman Group.

Elizabeth Taylor reviewed the agenda items: Commissioner Harmon agreed to present the EAGLE Scout project certificate to Dylan Wilcox; agenda items for Commission consideration and vote are: FY 15/16 budget adoption, DOT grant, and architect contract change order for the New Chapin Park. Discussion occurred regarding health benefits and custodial services. Elizabeth Taylor shared staff continue to review health benefit claims history. In addition, staff continue to investigate custodial services used by facilities and organizations with similar customers, facility set-up and general maintenance and cleaning needs.

Elizabeth Taylor requested a correction of the Central Midlands DOT Grant approval under New Business, Item b; the correct match amount is \$9750. Ms. Taylor communicated the agenda also includes approval of a change order on the design build agreement with Loveless Contracting for portions of the New Chapin Park. Chairman Sowards inquired on the reasons for the change order. Elizabeth Taylor shared the change order includes the construction and walls of the baseball backstops, dugout roofs, sidewalks and mow strip. Discussion occurred regarding design/build construction services and the change order process that occurs as the facilities are being designed.

Elizabeth Taylor gave an update on the bond request; the public hearing is scheduled June 9, 2015; the final reading is June 23, 2015. Ms. Taylor thanked County Council members Johnny Jeffcoat and Phil Yarborough for their support. Commissioner Wilhide inquired if the public meeting is an ICRC meeting. Elizabeth Taylor stated County Council handles the public meeting.

Elizabeth Taylor shared an update on Nature's Theater. Discussion occurred regarding site relocation, and The Girl's Scouts site preference at SSP East. Commissioner Wilhide inquired on reasons for relocation. Elizabeth Taylor communicated the theater consultant raised concern regarding the current site including: theater operations, hydrology, cost to ready current site, operations and use of River Center, logistical concerns, lack of visibility of the Theater, and access. Discussion occurred regarding design of the theater and future donations.

Elizabeth Taylor invited the Commission to Jeanette Wells' retirement drop-in, May 28, 2015. Discussion occurred regarding replacement of the position. Elizabeth Taylor shared with the Commission organizational changes including a Park Director to oversee all operations at Saluda Shoals Park and a lead ranger for educational programing and park activities.

Elizabeth Taylor communicated a change in construction drawings at Saluda Shoals Park; the additional cost is \$15,000, which is split between the agency, consultant and contractor.

The Commission moved to the General Session at 7:00 p.m.

Respectfully submitted,  
Eve Mittendorf

IRMO CHAPIN RECREATION COMMISSION

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COMMISSION MEETING  
GENERAL SESSION MINUTES**

Seven Oaks Park  
May 27, 2015  
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	John Cantey	Dylan Wilcox	Chris McKinney
Jack Shuman	Alison Shuman	Ashley Smith	Mr. and Mrs. Wilcox

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**

Chairman Sowards submitted the May 27, 2015 agenda as presented; there being no objections the agenda was approved.

**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 April 29, 2015 minutes as presented; there being no objections the minutes were approved.

**IV. PUBLIC PRESENTATION**

**A. EAGLE Scout Project – Dylan Wilcox**

Commissioner Harmon presented a certificate of recognition to Dylan Wilcox for his EAGLE Scout project; the project included building and installing a deck patio at the Environmental Center. Commissioner Harmon inquired on the number of hours to complete the project. Dylan Wilcox responded over 60 hours. Chairman Sowards congratulated Mr. and Mrs. Wilcox on their support of Dylan. Commissioner Sowards also shared Commission and staff appreciation of Dylan Wilcox's work and for successfully completing the EAGLE Scout project.

**B. Sponsorship Recognition – Ashley Smith**

Ashley Smith, Market Development Director, recognized the premier sponsors at Saluda Shoals Park East and also expressed appreciation for their support and sponsorship. Marty Bridges, Chief Systems Performance, Palmetto Health Parkridge is the premier sponsor for The Fields at Saluda Shoals Park; Mike Dorroh, Store Director, Bi-Lo committed to sponsoring the concession building; Leah Hardy and Melissa Ayer with the Hampton Inn on the Lake at Harbison sponsored a field for three years; Tyler McBride with Coca-Cola has committed to a field sponsorship for three years; Alison Shuman with the SC State Farm Bureau Mutual Insurance Company will be a field sponsor for three years; Maggie Janssen, Marketing Manager North American for Prysmian Group committed to a field sponsorship for three years and Gail Urban with Carolina Ale House will be the premier food establishment and has elected to be a field sponsor for three years. Chairman

Sowards and Ashley Smith shared Commission and staff appreciation for each of the sponsors and their commitment to the community.

## V. STAFF REPORTS

Staff reports were submitted as presented.

Jay Downs presented an update on capital projects. Seven Oaks Park is completed. Saluda Shoals Park East, 5 of the 6 soccer fields will be sprigged by June 6<sup>th</sup> and development of the connector road is beginning. Mr. Downs shared the dog park constituents have been notified regarding the connector road and renovation plans for the dog park. The building structures, restrooms, and concessions are scheduled for completion by September. Chairman Sowards thanked Jay Downs for his continued effort on the construction projects.

## VI. NEW BUSINESS

### A. FY15/16 Budget Adoption

A MOTION WAS MADE BY SCOTT WILHIDE TO ADOPT THE FY15/16 BUDGET. SECONDED BY EMILY SHUMAN. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

### B. Central Midlands DOT Grant

Chairman Sowards communicated a change in staff recommendation regarding the ICRC match amount from \$13,000 to a match of \$9750.

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFFS RECOMMENDATION TO SUBMIT A CENTRAL MIDLANDS DOT APPLICATION FOR A CUTAWAY VEHICLE AT SEVEN OAKS PARK. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

### C. Architect Contract Change Order – New Chapin Park

Elizabeth Taylor communicated ongoing contractor provisions occur based on the design build process; following are items included in the change order for the New Chapin Park:

Backstops - \$103,212  
Columns - \$51,712  
Sidewalks/Flatwork - \$191,475  
Concrete Mow Strip - \$17,513  
Bond Increase - \$3,795  
Total Change Order - \$367,707

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE STAFF RECOMMENDATION ON CHANGE ORDERS RELATING TO DESIGN BUILD CONTRACTUAL WORK AT CHAPIN PARK WITH LOVELESS CONTRACTING. SECONDED BY BILL HARMON. BRUCE LOVELESS RECUSED HIMSELF FROM THE VOTE. ALL COMMISSIONERS VOTED IN FAVOR WITH COMMISSIONER LOVELESS RECUSING HIMSELF. MOTION PASSED.

## VII. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor shared events in May including Aladdin and Pickin Piggini; Midlands Gives brought in \$10,340 for Saluda Shoals Park; on May 9th the ICRC youth track regional meet occurred with 350 participants. The First Saluda Shoals Music Festival was held and had approximately 350 participants; 850 Lexington County employees and their families enjoyed a day at Saluda Shoals Park; Elizabeth Taylor communicated that Lexington County Council shared their appreciation for making that event

such an enjoyable day. Elizabeth Taylor stated summer sports are underway and going well; a new volleyball league started and will meet on Friday evenings; nearly every week of summer safari is full with registered children. Ms. Taylor stated nutritious morning snacks will be given to campers; this is provided by a nutritious initiative program through Irmo High School. Elizabeth Taylor also communicated Seven Oaks Park is experiencing steady growth in fitness programs; 2 - 3 new passes are sold per day; the community is excited about the new facility. In addition, Saluda Shoals Park is a finalist in the 2016 US Quidditch world cup bid; 84 teams will participate over 4 days; this includes up to 2300 room nights with an estimated \$1M economic impact. Elizabeth Taylor stated Ashley Smith is doing a great job and working closely with the sports council. Elizabeth Taylor thanked Jeanette Wells for 13 years of service with Irmo Chapin Recreation Commission. Ms. Taylor stated Jeanette has re-confirmed how significant Saluda Shoals Park is to the community and she has been an inspiration; Jeanette will be missed. Elizabeth Taylor invited the Commission to join staff for a drop-in at the Environmental Education Center in honor of Jeanette Wells.

#### **VIII. COMMISSION RESPONSE**

Commissioner Shuman thanked staff and stated it is a privilege to be a part of the Commission. Bill Harmon echoed Commissioner Shuman's comments. Commissioner Loveless thanked Jeanette Wells for her service and stated she will be missed. Commissioner Wilhide thanked Jeanette Wells for her knowledge and enthusiasm. Jeanette Wells thanked the Commission for their trust and commitment in her. Chairman Sowards stated Jeanette Wells made a difference in people's lives and thanked her for everything she has done for the agency and community.

There being no further business the General Session meeting adjourned at 7:45 p.m.

Respectfully submitted,

Eve Mittendorf

IRMO CHAPIN RECREATION COMMISSION