

**IRMO CHAPIN RECREATION COMMISSION
WORK SESSION MEETING**

Seven Oaks Park

May 24, 2017

6:30pm

Attending: Elizabeth Taylor, Mark Smyers, John Sowards, Bruce Loveless, Bill Harmon, Tim Stewart, Emily Shuman, Sidney Rohrig

Elizabeth updated the Commissioners on interviews being held for Mark Smyers position as Saluda Shoals Park Director, two interviews today (May 24), five tomorrow (May 25). Elizabeth explained the high number of applicants being interviewed due to the interest of internal candidates; Elizabeth stated management staff enjoys coaching and giving the employees opportunities for growth, learning more about the candidates, and giving the younger staff a chance to go through the process which helps them understand the strategic side of things. Mark Smyers described the potential of our young professionals, "we want to help them grow". Emily Shuman asked about the specific opportunities for the younger staff to grow and learn; Elizabeth answered national conference training, state/local conference, and other opportunities their supervisors believe would be beneficial (i.e. supervision, budget management).

Elizabeth stated the meeting with The Boudreaux Group went well. The most significant change The Boudreaux Group is looking at, as far as design, is to move closer to existing infrastructure. Elizabeth explained the change is not a number that could easily be quoted in the meeting; The Boudreaux Group is working on that now. Shaw Industries is considering giving ICRC a piece of land along the border, allowing more flexibility. That decision is progressing up the ladder at Shaw Industries Corporate. Dolly Patton has written a plan for the fundraising piece for Nature's Theater. Discussion occurred regarding key leadership gifts. Mark explained that the donors will be the ones to start movement.

Elizabeth moved to the action items on the agenda, asked if there are any questions about the budget amendments, adoptions, or the GO Bond. The budget amendments are plus/minus throughout the year, necessary for an audit. Chairman Sowards explained why it is necessary to make it a formal process to show documentation of moving monies from one column to the next. Elizabeth described they usually are grants, anticipated/non-anticipated grants, dog park fence that carried over into 2017, net affect is a decrease in the General Fund Revenue and expenditures by 124.5K. In Special Revenue Fund, ICRC received 36.5K in delayed invoices relating to the flood, replacing an HVAC unit. Supplement the General Fund with the Special Revenue Fund, we will not move as much money over to General Fund, which will reduce the expected revenue by adjusting the contingency account.

Chairman Sowards discussed a new state law that makes it mandatory for local government be admitted to the state health plan if they apply, ICRC will be accepted into the State Health Plan. Elizabeth stated that would make a tremendous impact on the bottom line of our budget in a positive way. Elizabeth communicated the budget as it stands now, is what the Commissioners are asked to approve, not including the State Health Plan reductions.

Elizabeth began conversation about the bond resolution petition; the bond issuance that was approved by County Council for capital improvements over the course of 5 years, County Council has authorized the Commission to issue up to 2M. Elizabeth stated this will be the first of those issuances, we are asking for 400K to spend on capital projects as part of the budget last month that the Commission will approve tonight.

Elizabeth updated Bruce Loveless on Saluda Shoals Park Director interviews. Bruce Loveless asked if it will be filled internally or externally, if the position was advertised, and who is on the interview board. Elizabeth and Mark answered, no clear answer on replacement yet; Elizabeth,

Mark, and Jack Terrell on interview board; advertisement on NRPA, SCRPA, ICRC website, and Indeed.com.

Chairman Sowards moved conversation to resolutions, stated it's been presented, now approving again formally. Chairman Sowards asked what Jay Downs will share about capital projects update. Elizabeth explained there is still grading left to be done at Melvin, measures put in place at tennis courts, problems occurred with Splash (i.e. computer elements), rain has slowed process; holding retainage until fixed. Chairman Sowards asks if retainage is enough to get retention. Elizabeth explained they are working hard on it. Conversation about the engineer on the job and visiting Melvin Splash.

Elizabeth added that Children's Theater will be attending the General Session to perform. Chairman Sowards said the Children's Theater performance is the highlight of the year for Commission Meetings.

Chairman Sowards shared a compliment from the public regarding Melvin Park. Bruce Loveless complimented on the benches that were donated to Saluda Shoals Park. Discussion occurred regarding location of the benches.

Respectfully submitted,
Sidney Rohrig
Recording Secretary
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION
GENERAL SESSION MINUTES**

Seven Oaks Park

May 24, 2017

7:00pm

Members Attending

John Sowards, Bill Harmon, Tim Stewart, Emily Shuman, Bruce Loveless

Non-Members Attending

Elizabeth Taylor	Mark Smyers	Jay Downs	Jack Terrell
Jim Wellman	John Cantey	Jennifer Riddle	Lindsey Hudson
Ray Jones	Sidney Rohrig Children's Theater		

Chairman Sowards called the meeting to order at 7:15pm and delivered the invocation. Guests were welcomed.

I. 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.

II. APPROVAL OF THE MINUTES

Chairman Sowards submitted the April 26, 2017 minutes as presented; there being no objections the minutes were approved.

III. PUBLIC PRESENTATION

A. Children's Theater

Chairman Sowards announces the meeting as being Elizabeth Taylor's last as Executive Director and introduces Children's Theater. Performances included acts from: Wizard of Oz, Midsummers Night Dream, Mulan, and Elf. Lindsey Hudson, Jennifer Riddle, and Jordan O'Keefe read "The Giving Tree" to Elizabeth Taylor; they thank Elizabeth for giving her guidance. Chairman Sowards thanks the Children's Theater for the wonderful rendition and reminder of how special the Children's Theater program is; thanks the audience for attending.

IV. STAFF REPORTS

Staff reports were submitted as presented. Jay Downs addresses grassing and grading at Melvin, storm water control taking place, most of the punch list is taken care of. Jay states that sprigging athletic fields will take place June 6; still working with Church leadership to buy into CCP access parking project; dog park shelter is on the way; continuing engineering with Nature's Theater project. Chairman Sowards thanks Jay Downs for participation in The Boudreaux Group conversation.

V. NEW BUSINESS

A. FY 16-17 Budget Amendments

General Fund: The initial FY16/17 budget for ICRC was approved by the Commission in May 2016. At that time, we had not yet received approval of a RTP grant in the amount of

\$100,000. That grant was not awarded. We are reducing our budget grant income by \$100,000 and our capital budget by the required \$125,000.

We received approval from DOT to purchase a van for patient transportation at SOP. The revenue for this grant is expected to be \$45,000, while the matching portion is \$9,000. This leaves us with a new capital expenditure of \$54,000.

In our FY 2016 budget, we allocated \$28,000 to install a fence around the dog park at SSP. That project was not finished until FY16/17. This will require an amendment of our capital budget for FY16/17.

The net effect, including those items proposed below, will result in a net decrease in our General Fund revenue and expenditures of \$124,500.

Special Revenue Fund: In FY16/17, we have received \$36,500 in delayed invoices relating to the 2015 flood. While at the River Center, we are faced with replacing an HVAC unit. The cost of that expected repair is \$33,000. As this is in the Special Revenue Fund, we can cover this by reducing the transfer to the General Fund. In the General Fund, we will reduce the expected revenue by adjusting our contingency account. This will result in no change and no net effect in our Special Revenue Fund revenue or expenditures.

Staff Recommendation: We recommend that the Commission approve the amended General and Special Revenue Fund budgets as requested.

Motion was made: Bill Harmon
Seconded by: Tim Stewart
Motion passed unanimously

B. FY 17-18 Budget Adoption

The budget process has been developed according to the guidelines, processes, and schedules approved by the Commission and required by County Council. The total General Fund Budget is \$6,323,943. The Special Revenue Fund Budget is \$4,765,934. The combined total is \$11,089,877.

Staff Recommendation: That the fiscal year 2018 budget presented at the April 26th, 2017 budget work session be adopted by the Commission and posted on our website.

Motion was made: Bruce Loveless
Seconded by: Bill Harmon
Motion passed unanimously

C. GO Bond Resolution

Staff Recommendation: We recommend that the Commission approve the related resolution authorizing the Executive Director to pursue the issuance of a short term bond not to exceed \$400,000 for the purposes of making capital improvements, acquiring equipment, and related improvement to real property.

Motion was made: Bruce Loveless
Seconded by: Tim Stewart
Motion passed unanimously

VI. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor shares her appreciation of Children' Theater, commenting on the amount of talent there is among the youth. Chairman Sowards asks if that was the same Children's Theater that almost came to extinction that was rescued at a Commission Meeting at Crooked Creek Park.

Elizabeth gives update on athletic department and sports tourism: The Clash, first outdoor volleyball tournament that were held at the fields at Saluda Shoals Park, attracted players from six states, drew about 1000 spectators, there was a 275K impact based on report from Experience Columbia South Carolina Sports; Melvin Park and Seven Oaks Park will host seven USSSA baseball tournaments; two Top Gun baseball tournaments, three WFC softball tournaments; five 5K runs at Saluda Shoals Park; the Eclipse 5K will be run at August 19, 2017, the evening prior to the Solar Eclipse that promises to bring over one million to the Columbia area being referred to as ground zero for this history solar event, sponsored by the Saluda Shoals Foundation. Elizabeth communicates that ICRC had a great spring athletic season; Allstar baseball will begin in mid-June; summer camp and Summer Safari registration is strong; working with Lexington County Sheriffs' Department on Summer Adventure Squad program at Saluda Shoals Park, stemming from the Sheriffs' Department asking the rangers to take at-risk youth on a river trip, now trying to expand that program, total of six series of outdoor adventures planned, Saluda Shoals Foundation helping; Splash Pads are busy, there is a healthy competition between Melvin Park and Saluda Shoals Park on how many Splash bands are sold; tax receipts and Special Revenue Income remain on track to meet the year end projections, expenditures are slightly below projections, on track to finish the year in a good place.

Elizabeth Taylor states that this is her last Commission Meeting as Executive Director; takes the time to reflect: "Most everybody in the room here have known me primarily in the role of Executive Director, but so many of my fondest memories take me all the way back to a crowd office shared by five other staff members at an old Chapin complex. That's where my first office was, and that was where my first part-time job was, as part-time Center Supervisor for the Seniors Program in 1986. I was a young, working mother trying to keep a lot of balls in the air and I can remember the day that Belinda Rhodes and I agreed that we would never work full-time again, 20 hours a week was all we could say grace over. We could have never imagined that she'd become the Director of a park in Chapin and I the Director of the Agency. You know, this period in your life you look back and you think 'life's funny like that', you just can't see what the future is going to hold. In 1986 there was no Crooked Creek Park, Saluda Shoals Park, or Melvin Park. Seven Oaks Park was the flagship of the Midlands. I took a full-time job as the Senior Services Director there. We started a Meal Site program with no money. I remember asking Richard Kohn, 'Can we start a Meal Site program' and he said 'If it doesn't cost anything, knock yourself out'. A year later, it was fully funded by a federal grant and you know the rest of that story. Some of the finest people I have ever known were the seniors in the program. I will never forget them. I still hear from their children. In those days, children tried out for spots on the A team roster and the B team rosters were full at Seven Oaks Park. I got to know John Sowards as an impassioned baseball coach for 8 and 9 year old boys on these fields here; and Jack Terrell as the Athletic Coordinator, he was a newlywed and a new father. We all spent a lot of hours on the baseball fields. Then there was a wild idea that we would build a park along the river on the SCE&G property. I'd always be ready for the next challenge, and I'd raise my hand and ask that I'll help, and they said 'yeah, you can' and they let me help. In 1997, we passed a referendum that would make Saluda Shoals a reality, and that was 20 years ago. Saluda Shoals Park, really looking back, I can see Saluda Shoals Park set the course for the future of not only ICRC but also for this community in so many ways. Just as these new facilities that we recently completed are going to have a major impact on the future of these communities over the next 20 years. Along the way, we've celebrated life's joys and mourned each other's losses, and lived in community together. The work I've enjoyed here

has provided so much more than a way to make a living. It's contributed and will continue to contribute to a rich and meaningful and always colorful life. I thank the Commission for the opportunity you given me to lead and your support and friendship along the way. I'll never forget that. I thank staff for your support that you've so generously given that has led us to the place of success that we find ourselves. Together, I think we've got a lot to be proud of and I'll always be grateful for our time together. But most importantly, I look forward to what the future holds, most of what has not even been dreamed yet. I may not be in an office or in a park, but I'll always be one of ICRC's greatest cheerleaders. One thing I know is, if this team believes in it, they can make it happen. And I wish every one of you all the best that life has to offer. I will be visiting often. Thank you.

VII. COMMISSION RESPONSE

Chairman Sowards comments that the emotion in the room should speak for itself. Bill Harmon communicates his appreciation for when the Children's Theater come to perform, the athletic and senior programs. Bill Harmon mentions "The Giving Tree" reading, states there could have been thousands lined up that would want to extend their thanks to Elizabeth Taylor, pointing out how many lives Elizabeth has touched, that this doesn't happen without leadership, and it's apparent Elizabeth has a passion and a work ethic that make dreams become reality. Bruce Loveless extends his love to Elizabeth. Chairman Sowards seconds Bill Harmon's words and Bruce Loveless' emotions; announces Elizabeth's retirement celebration to be held June 29, 2017.

There being no further business, the Commission adjourned the General Session at 8:01pm.

Respectfully submitted,
Sidney Rohrig
IRMO CHAPIN RECREATION COMMISSION