

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

Crooked Creek Park

March 25, 2015

6:30 p.m.

Members Attending:

John Sowards, Scott Wilhide, Bruce Loveless

Non-members Attending:

Elizabeth Taylor, Eve Mittendorf

Bill Harmon

Members Absent: Emily Shuman

Elizabeth Taylor presented an overview of the agenda items as follows:

Ms. Taylor updated the Commission regarding status of current architect, project manager and contractor for facility development.

Elizabeth Taylor shared that Jake Moore is interested in donating property for park development and use. Discussion occurred regarding potential use, current plans and resources for master development. Commissioner Harmon suggested the possibility of a disc golf course; discussion occurred regarding various uses. Chairman Sowards suggested accepting it as a charitable gift.

Elizabeth Taylor shared that the Open House for Seven Oaks Park is scheduled for May 19, 2015 at 4:00 p.m. Vice Chairman Wilhide will preside. The Chase Loveless Memorial Scholarship golf tournament was a huge success; \$19,000 was raised, 116 golfers and 47 sponsors. Elizabeth Taylor shared that Lexington Richland School District V has agreed to \$25,000 for landscaping the hill at Seven Oaks Park; staff will provide the plan and take care of the maintenance. Chairman Sowards inquired about the Mungo donation. Elizabeth Taylor shared that the Mungos donated \$50,000 for the front of Saluda Shoals Park East.

Ms. Taylor also communicated the agenda includes recognizing Dr. Lou Rigley; resident scientist and contributor to the environmental education program at Saluda Shoals Park. Scott Wilhide will present the Community Star in recognition of Dr. Rigley's contributions and volunteer time. Jay Downs will give a report on the new development. Discussion occurred regarding Epting Camp and the status of the Core of Engineers' authorization and Lexington County permits. Staff received easement letters from the utility companies: Dominion, SCE&G and Santee Cooper; The City of Columbia letter is still needed. Elizabeth Taylor shared an update on the Saluda Shoals Park property; the bridge is under construction, curbing has started and the lights are installed. John Sowards inquired on the ribbon cutting at Saluda Shoals Park East; Elizabeth Taylor replied the ribbon cutting is tentatively scheduled for Fall 2015.

Ms. Taylor requested Commission amend the agenda to remove Item 6.B. Phase 1B Site Work; until staff receive final determination on the pond at Epting Camp; the grading and site work are pending. The Accommodations Tax grant requires Commission approval to accept \$20,000 for sports tourism in 2015-2016. Additionally, staff are requesting Commission approval on awarding the splash pad contract for the New Chapin Park to Carolina Recreational.

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

Respectfully submitted,

Eve Mittendorf

Recording Secretary

IRMO CHAPIN RECREATION COMMISSION

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

Crooked Creek Park
March 25, 2015
7:00 p.m.

Members Attending

John Sowards, Scott Wilhide, Bruce Loveless, Bill Harmon

Members Absent

Emily Shuman

Non-members Attending

Elizabeth Taylor	Eve Mittendorf	Jack Terrell	Jay Downs
Jason White	Chris McKinney	Jeanette Wells	Jim Wellman
Dr. Lou Rigley	Ida Rigley		

Chairman John Sowards called the meeting to order at 7:00 p.m.

I. APPROVAL OF THE AGENDA

A MOTION WAS MADE BY SCOTT WILHIDE TO AMEND THE AGENDA TO REMOVE ITEM 6.B – PHASE 1B SITE WORK NEW CHAPIN PARK AND THE EXECUTIVE SESSION. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED 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

The minutes were approved by general consent.

IV. PUBLIC PRESENTATION

A. Community Star – Dr. Lou Rigley

Chairman Sowards shared the importance of the Community Star Award by providing the Commission a way of saying thank you and to recognize community members who distinguish themselves in making a positive difference in people's lives. Commissioner Wilhide presented the Community Star to Dr. Rigley and shared Commission and staff appreciation of Dr. Rigley's contribution to the Nature Interpreter program and as an education advisor for environmental science.

Additionally, staff value and appreciate Dr. Rigley's willingness to share knowledge in other subject curricular and the support provided to staff in achieving goals by making measuring and calculation tools.

Dr. Rigley thanked staff and Commission. Chairman Sowards thanked Dr. Rigley for his contributions and the difference he has made in enriching the lives of children, staff and community members. Commissioner Harmon shared appreciation and asked Dr. Rigley how to maintain that legacy and is there anything staff could do to booster the program. Dr. Rigley stated, staff continuing to share the program with enthusiasm. Commissioner Wilhide thanked and shared appreciation. Elizabeth Taylor shared appreciation and shared highest regard from staff in helping achieve educational endeavors. Jeanette Wells shared appreciation of Dr. Rigley's guidance in educational programming and capturing the interest of children.

V. STAFF REPORTS

Staff reports accepted as submitted.

Jay Downs presented an update on capital projects: the Seven Oaks Park athletic complex is completed, including landscaping. Mr. Downs reviewed the status of the operational systems at Seven Oaks Park: HVAC and lighting; staff and contractors are reviewing a punch list, and the County and Fire are scheduled for inspection; certificate of occupancy should be received next week. Mr. Downs also shared that bids are being received for the new gymnasium floor in the existing gym; staff are looking at ways to improve the sound and white lighting has been installed. The bids are going out in April for a tot lot and lighting of the Seven Oaks Park football field. The development of Saluda Shoals Park East continues; the lighting for the soccer fields are completed, staff should receive clearance from the county shortly; road development can begin. Epting Park development is waiting on the Core of Engineers to provide the County appropriate information for approval; this delay is partly due to the purchase and re-engineering of the additional 16 acres. An RFP was put out for bid for the Splash Pad; after approval, design will begin. Leaphart Elementary landscaping between the park and school is moving along. Chairman Sowards inquired if the retaining wall has been rectified. Jay Downs said yes. Chairman Sowards inquired on the status of Dick Demasi's plaque. Jack Terrell is working with Dickey to create a recognition plaque. Elizabeth Taylor asked Mr. Downs when to anticipate receiving the change order for the Epting Camp additional site work and what is the recommendation for Commission review and approval. Mr. Downs stated the goal is to get the contract and County permits in the next week or two for Commission approval. Ms. Taylor requested Commission guidance regarding a special called meeting for approval of the Epting Camp change order on site work. Chairman Sowards stated once the recommendation is in order with all appropriate paperwork the Commission will come together for vote.

VI. NEW BUSINESS

A. Accommodations Tax Grant

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFF RECOMMENDATION ON THE ACCOMMODATIONS TAX GRANT AS PRESENTED. SECONDED BY BILL HARMON. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

B. Phase 1B Site Work – New Chapin Park

Removed from agenda.

C. Splash Pad Contract Award – New Chapin Park

Chairman Sowards shared the staff recommendation which includes design and construction of a splash pad to hold up to 100 people, approximately 3500 square feet, and not to exceed \$250,000.

Elizabeth Taylor communicated Carolina Recreational presented a very innovative design; the president of the company is the engineer on the project and presented a nice product. Staff recommends awarding the splash pad bid to Carolina Recreational.

A MOTION WAS MADE BY BRUCE LOVELESS TO ACCEPT STAFF RECOMMENDATION ON THE EPTING CAMP SPLASH PAD BID TO BE AWARDED TO CAROLINA RECREATIONAL. SECONDED BY BILL HARMON. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

VII. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor shared the success of the Chase Loveless Memorial Scholarship golf tournament fundraiser; 477 children will be able to participate in athletic programs, \$20,000 was raised, 116 golfers participated and 46 sponsors supported this event. Ms. Taylor thanked staff for their hard work and for a successful fundraising event. Staff received notification that ICRC has received three development block grants for a total of \$58,000. Ms. Taylor shared the grant monies are for a therapeutic recreation sensory room and athletic equipment for the scholarship program. Elizabeth Taylor thanked staff for working hard on the CDBG grant and continuing to explore that funding source. Elizabeth Taylor shared that the facility field sponsorship initiative is showing great promise for Saluda Shoals Park East; currently ICRC has \$42,000 committed for field sponsorships and a \$200K sponsorship pending. Staff has set a goal of May 1st to have all the field sponsorship opportunities sold.

Ms. Taylor shared appreciation to the Lexington Richland School District V for their commitment in the re-landscaping between Leaphart Elementary and Seven Oaks Park. Saluda Shoals Foundation campaign is exceeding the annual campaign goal and the oyster roast raised \$24,000. The installation of the Saluda River batik by Mary Edna Frasier at the environmental education center was well attended by donors and the art community; Spring sports has started; 1840 children are participating, which is up from 1570 last spring. Saluda Shoals Park East has been awarded the largest youth soccer state tournament on November 13 and 14, 2015; the event will bring in 60 teams and families to the Irmo area. Final budget will be submitted this week in preparation of Commission budget work session in April.

VIII. COMMISSION RESPONSE

Chairman Sowards communicated that the Executive Session, to discuss personnel issues, was removed from the agenda; the Commission will share for the record in General Session the Executive Director's annual performance evaluation. Chairman Sowards thanked Elizabeth Taylor for her leadership, the unprecedented success of the agency, the success in the development and re-development of ICRC parks, as well as the success in developing positive public relations in the community. Commissioner Harmon communicated that Ms. Taylor emulates true leadership; she clearly connects with the community and has a cohesive dedicated staff; all needed to reach the success the agency is experiencing. Commissioner Wilhide shared appreciation of Elizabeth Taylor for changing the culture of the organization in a positive way; for staff, elected officials and community. Commissioner Loveless thanked Ms. Taylor for creating an environment in which feedback from the community is positive.

IX. ADJOURNMENT

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

Respectfully submitted,
Eve Mittendorf
IRMO CHAPIN RECREATION COMMISSION