

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

Crooked Creek Park

June 4, 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, which included approval of the budget and a policy change on e-cigarettes. Discussion occurred regarding e-cigarettes and the unknown adverse effects to the public as well as the perception to the public. Elizabeth Taylor updated the Commission regarding a meeting with Mr. DeMasi; staff will present a proposal to the family for a plaque or memorial representing Dick DeMasi's years of service. Ms. Taylor also shared that she met with Beth DeRidder with the Mungo Foundation to discuss the Foundation's goals for the St. Andrews community including revitalization of Whitehall homes, beautification program for Seven Oaks Park, as well as investment in the ICRC afterschool program and youth scholarship programs at Seven Oaks; staff agreed to write a proposal. Elizabeth Taylor shared appreciation to Commissioner Loveless for setting up the meeting

Elizabeth Taylor reminded the Commission of the upcoming groundbreaking for Saluda Shoals Park East; it is anticipated that Councilman Todd Cullum, Reverend Walkup-Bird, approximately 85 people from the public and media will be attending the groundbreaking. Emily Shuman shared that an individual presented to the Saluda Shoals Foundation consideration of a feasibility study on the Nature's Theater. Emily Shuman thanked Commissioner Loveless for his participation in the beautification project in Irmo.

Bill Harmon raised question about the retaining wall around the parking area at Seven Oaks Park. Elizabeth Taylor stated that the wall has been comprised and the contractor is responsible to fix. Discussion occurred regarding completion date for Seven Oaks Park; the contractor gave a completion date of December; the architect stated that was not acceptable. Elizabeth Taylor shared that a recommendation is being made to the Commission for Coogler Construction to perform the site work at the Epting Camp park location; they were low bid. Ms. Taylor shared that the next Commission meeting is scheduled in September.

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

Respectfully submitted,

Eve Mittendorf

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GENERAL SESSION MINUTES**

Crooked Creek Park

June 4, 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

Jim Wellman

Jay Downs

Jason White

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 June 4, 2014 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 23, 2014 and May 21, 2014 minutes as presented; there being no objections the minutes were approved.

**IV. STAFF REPORTS**

Staff reports were submitted as presented.

**V. NEW BUSINESS**

**A. FY 14/15 Budget Adoption**

A MOTION WAS MADE BY BILL HARMON TO APPROVE THE FY 14/15 BUDGET AS PRESENTED. BRUCE LOVELESS SECONDED. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

Chairman Sowards thanked Elizabeth Taylor and staff for their hard work.

**B. OP4 – Public Use Policy**

Chairman Sowards communicated a change to the policy has been recommended by staff to ban e-cigarettes from the parks as well as traditional tobacco products.

A MOTION WAS MADE BY EMILY SHUMAN TO APPROVE CHANGING THE PUBLIC USE POLICY TO INCLUDE A BAN ON E-CIGARETTES AS PRESENTED. BILL HARMON SECONDED. VOTE TAKEN. COMMISSIONER WILHIDE VOTED NO. COMMISSIONER LOVELESS, COMMISSIONER SHUMAN AND COMMISSIONER HARMON VOTED YES. MOTION PASSED.

### C. CONTRACT AWARD – EPTING CAMP

Chairman Sowards communicated that the recommendation by staff is to award the site work for Epting Camp to Coogler Construction. Elizabeth Taylor shared that staff advertised and received bids for the site work on the Epting Camp site on April 22, 2014; the bids have been evaluated by the evaluation team; Coogler Construction was the low bid and all licenses and bonding capacity has been reviewed. Staff recommends awarding the bid to Coogler Construction for \$3,591,000.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE CONTRACT AWARD RECOMMENDATION TO COOGLER CONSTRUCTION, INC. AS PRESENTED. SECONDED BY BRUCE LOVELESS.

Chairman Sowards asked if this bid is consistent with estimates for the work on the Epting Camp project. Elizabeth Taylor stated the bid came in slightly under the original estimate. Chairman Sowards thanked Elizabeth Taylor, Jay Downs and other professionals who participated in the evaluation and bidding process as well as meeting the goal of selecting a capable confident contractor.

VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

### VI. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor communicated that the spring athletic programs are coming to a close; summer safari and summer camps are on schedule. Ms. Taylor informed the Commission that the summer safari program and other camps employ 111 part-time positions throughout the summer. Additionally, the children's theater program sold out for Beauty and the Beast production with approximately 1400 people in attendance. Chairman Sowards shared that the children's theater program was teetering on elimination and two private donors contributed to ensure the program continued. Chairman Sowards thanked staff for sustaining the children's theater program and using the donations effectively in making the program work for the children in this community. Elizabeth Taylor stated staff very much appreciated the Commissioner's support in ensuring the children's theater program not only sustained, but flourished; currently there are children on a waiting list wanting to participate in this program.

Elizabeth Taylor also shared that Love, Loss and What I Wore was put on by the Trustus Theater at Saluda Shoals Park; the therapeutic recreation program continues to thrive; Pickin' and Piggins was successful with 23 cook teams and attendance of approximately 400 people. Elizabeth Taylor thanked Jim Wellman and Jack Terrell for their efforts in the success of that event. The Saluda Shoals Foundation welcomed three new members; Greg Downs, John Garrison, and Rhonda Rawl. The Foundation participated in the Midlands Give Event; a one day call to action for the community to support a non-profit of their choice, conducted by the Central Carolina Foundation. The Saluda Shoals Foundation received approximately \$8000 from this event.

Ms. Taylor communicated the agency is approaching year-end and in good shape; it is anticipated the agency will exceed the financial goals for the year. The groundbreaking at Saluda Shoals Park East is a milestone in the life of Irmo Chapin Recreation Commission and community; staff is anticipating approximately 85 people will attend; the Foundation is providing lunch and staff will be available to give riding tours of the property after the ceremony.

## **VII. COMMISSION RESPONSE**

Commissioner Loveless shared his appreciation to the entire team on reaching the milestone with the BC Components site and the expansion of Saluda Shoals Park. Commissioner Harmon complimented the staff and shared appreciation on all the programming efforts throughout the agency. Commissioner Shuman shared the community's excitement regarding the Saluda Shoals Park development. Chairman Sowards shared the positive feedback and excitement of the community.

Respectfully submitted,  
Eve Mittendorf  
IRMO CHAPIN RECREATION COMMISSION