

**IRMO CHAPIN RECREATION COMMISSION  
WORK SESSION MEETING**

Crooked Creek Park

March 28, 2018

6:30pm

Members Attending: Bill Harmon, Bruce Loveless, Tim Stewart, John Sowards, Gary Boyd

Non-Members Attending: Mark Smyers, Eve Mittendorf

Mark Smyers presented an overview of the agenda; a certificate will be presented to William Webb for completion of an EAGLE Scout project at Saluda Shoals Park. Morgan Grimball will present a conceptual drawing of the inclusive playground. Chairman Harmon shared the presentation is for information only; no action required.

Mr. Smyers shared that an Executive Session is on the agenda to discuss contractual opportunities. Chairman Harmon communicated that the executive session may be waived in order to discuss in public session. Discussion occurred regarding set-backs, easements, retention pond and boundaries. Commissioner Stewart asked if the monies from the sale of the property go into the general fund. Mark Smyers stated yes; staff would request a budget amendment. Discussion occurred regarding a 2-3 year budget obligation for repayment of fund 40; Commissioner Sowards inquired if the preliminary budget includes repayment. Mark Smyers stated yes.

Discussion occurred regarding the safety, trail clean-up, club house use, and revenue opportunities of the Rawls Creek property. Mark Smyers communicated that at this time no money has been associated with investing in the club house. Discussion occurred regarding temporary power; Vice Chairman Loveless offered to work with the utility company to get temporary power to the facility in order to better investigate usable space.

Commissioner Sowards noted there was no agenda item listed under New Business for approval of contract for sale of property; as a result, no Commission action can be taken after Executive Session. Mark Smyers shared a new community spirit award program; including three tiers of opportunity to recognize individuals who make a substantial difference in Irmo Chapin district community. Commissioner Sowards inquired if there are individuals that have not been recognized for years of commitment to ICRC; will they be included as a possible community spirit award recipient. Mark Smyers stated yes.

Respectfully submitted,  
Eve Mittendorf  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION  
GENERAL SESSION MINUTES**

Crooked Creek Park

March 28, 2018

7:00pm

Members Attending

Bill Harmon, Bruce Loveless, Tim Stewart, John Sowards, Gary Boyd

Non-Members Attending

Mark Smyers, Eve Mittendorf, Jay Downs, Jim Wellman, John Cantey, Jason White, Mark Baker, Chris McKinney, Morgan Grimball, William Webb, George Health, Barbara Health, Joshua Webb, Mr. and Mrs. Webb

Chairman Harmon called the meeting to order at 7:00 pm 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 Harmon submitted the January 24, 2018 minutes as presented; there being no objections the minutes were approved.

**III. PUBLIC PRESENTATION**

A. EAGLE Scout Project – William Webb

Commissioner Sowards presented a certificate in recognition of an EAGLE Scout project at Saluda Shoals Park. The EAGLE Scout project was to design, build and install seven bat boxes throughout the park. William's project has created additional habitat, each bat box can house over 50 bats and one bat can consume up to 1200 mosquitos per night. Commissioner Sowards thanked William and his family for selecting an Irmo Chapin Recreation Commission park for the location of his EAGLE Scout project.

A. Inclusive Playground – Morgan Grimball

Chairman Harmon welcomed Morgan Grimball with Grimball Codell Landscaping. Morgan Grimball presented a conceptual drawing of the inclusive playground; including parking for approximately 60 cars, sidewalk, cross bridge, rain garden, walkway system, playground for 2-5 year olds, playground for older children, elevated grassy knoll, tree house with river motif, pour-in-place surface, swings, restrooms, and a wheel chair swing; the wheel chair swing will be fenced for safety. Chairman Harmon asked how deep the water is in the rain garden. Mr. Grimball stated 2-4 feet; it will contain ornamental growth and is a natural water runoff. Discussion occurred regarding landscaping, open space, future picnic shelter, parking and funding. Mark Smyers shared the intent of the Foundation to continue raising money to reach \$1.5M. Due to a grant ICRC received, \$300,000 must be spent this fiscal year for playground equipment. Vice Chairman Loveless asked how much the Foundation has raised so far. Mark Smyers stated approximately \$1M. Discussion occurred regarding bidding costs, construction fees, permitting, build-out phases, and playground features.

A MOTION WAS MADE BY COMMISSIONER SOWARDS TO RECESS. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED.

Chairman Harmon reconvened the General Session meeting.

Discussion occurred regarding the grant requirement to purchase the playground equipment by fiscal year end and RFP/bid solicitation for construction drawing by mid-May.

A MOTION WAS MADE BY COMMISSIONER SOWARDS TO ALLOW STAFF TO PROCEED WITH SOLICITATION OF CONSTRUCTION BIDS FOR THE INCLUSIVE PLAYGROUND. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED.

#### **IV. STAFF REPORTS**

Staff reports were submitted as presented.

Jay Downs shared an update on Melvin Park. Staff received a grassing bond (\$40K) from the County and land disturbance permits have been released; the SWPP (storm water permit plan) DEHEC was satisfied; the warranty & lien releases have been obtained and all retentions have been paid; construction begins on a 20 x 30 shelter next to the splash pad and play area beginning in April.

Mr. Downs communicated that staff continues looking for alternative options for the Crooked Creek Park emergency access; staff met with Park West (Greater Southern Homes) and there may be opportunity to create an access from the Park West neighborhood to the park. Beautification continues on Kiawah Road; the water meter has been installed. The Saluda Shoals Park road repair and resurfacing project is out for bid; the pre-bid is scheduled for April 2, 2018 and the bid opening is scheduled for April 12, 2018.

Jay Downs shared that the inclusive playground project is underway; staff has been working with a primary stakeholder group to identify needs alongside of the consultant. Staff has been working with the architect to design a restroom facility that exceeds typical ADA usage. The anticipated time frame is: program set Jan 15, survey acquired Feb 15, schematic/DD's 100% March 1, bid April 15--May 15, award - May 30, construction June 1--Oct 15, 2018.

The Rawls Creek trail clean up and assessment is underway; including establishing zones, infrastructure (power/ water/sewer/storm drainage), structural, buildings, pathways, signage, degree of maintenance, program potential and budgetary impact.

Commissioner Sowards inquired on receipt of remaining FEMA money. Jim Wellman stated that approximately \$15,000 is remaining on one work sheet; there is an additional \$50,000 remaining on another work sheet; staff is waiting on the State to release.

#### **V. NEW BUSINESS**

No new business

## **VI. EXECUTIVE DIRECTOR'S REPORT**

Mark Smyers shared that in sports tourism US Quidditch selected Irmo Chapin Recreation Commission as one of its finalist to host the 2019 national championship; Sports Events Magazine announced the ultimate soccer and lacrosse destination as The Palmetto Health Fields at Saluda Shoals Park; one of the largest outdoor volleyball tournaments in the southeast will be held at Saluda Shoals Park and is expected to attract over 900 players with over 1000 spectators. Daddy daughter date night had over 660 participants district wide. CAST performed to an audience of over 300 at Harbison Theater; the theater time was donated by Harbison Theater. The Chase Loveless Memorial Golf Tournament was held on March 16<sup>th</sup>. Mr. Smyers thanked Vice Chairman Loveless and staff for making this event successful; the event was a record year with 25 teams and brought in over \$20,000 in scholarship monies. Staff is working hard on budgets and will be ready to present a proposed FY18/19 budget for Commission consideration at the April Commission meeting. Mark Smyers congratulated John Cantey as the agencies new recreation superintendent; staff is currently recruiting for the new Seven Oaks Park director.

## **VII. COMMISSION RESPONSE**

Vice Chairman Loveless thanked staff and Ashley Smith for a wonderful job on the Chase Loveless Memorial Golf Tournament. Gary Boyd recognized Brian Riddle on doing an outstanding job for the agency and also shared appreciation for Jay Downs and what he contributes to the agency. Chairman Harmon thanked staff.

## **VIII. EXECUTIVE SESSION**

Chairman Harmon waived the Executive Session.

A MOTION WAS MADE BY BRUCE LOVELESS TO ADJOURN. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED.

There being no further business, the Commission adjourned the General Session at 8:30 pm.

Respectfully submitted,  
Eve Mittendorf  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION