

**IRMO CHAPIN RECREATION COMMISSION
WORK SESSION MEETING**

Seven Oaks Park
May 23, 2018
6:30pm

Attending: Mark Smyers, Eve Mittendorf, Bill Harmon, Bruce Loveless, Tim Stewart, John Sowards, Gary Boyd

Mark Smyers communicated an update on the inclusive playground project; the low bid is Miracle Equipment. Mr. Smyers shared that staff is seeking approval for the recommendation to purchase equipment for the inclusive playground; Ray Jones, Chair of Saluda Shoals Park Foundation, will present the goals of the Foundation's fundraising efforts through the summer; a more accurate number of fundraising dollars will be given in September; the Commission can then provide direction on how to move forward. Chairman Harmon asked Mr. Smyers to keep the Commission apprised.

Discussion occurred regarding equipment, budget, and fundraising. Mr. Smyers communicated that he will present in September the scope of the inclusive playground project including development and funding. Vice Chairman Loveless inquired on the status of the Nature's Theater monies. Mark Smyers shared that staff continue to communicate with Nature's Theater donors and how they would like to allocate their donations, including an option to refund. Mr. Smyers shared that the Foundation currently has \$1,130,220 in monies pledged and received, plus an anticipated Foundation donation of \$50,000 for FY 18/19; additionally there are in-kind pledges for landscaping and site work in the amount of \$74,000 for a total of \$1,254,220.

Mark Smyers provided an update on Mungo Park; the building has potential to be a revenue source for supporting the expenses of Mungo Park. Discussion occurred regarding investment into the building and donations from the Mungo family for maintenance and/or renovations. The Commission directed Mr. Smyers to continue to explore a plan for usage and renovation of the building.

Mr. Smyers shared that the land sale for the Saluda Shoals Park East frontage property on Bush River Road has finalized and the monies have been placed back into Fund 40. Mark Smyers communicated that the agenda includes a budget amendment; the net effect reduces our revenue and expenditures by \$58,720; the agenda also includes the budget adoption, approval of the GO Bond Resolution Petition and a staff recommendation for the purchase and installation of new recreational software.

There being no further business the Commission moved to General Session.

Respectfully submitted,
Eve Mittendorf
Recording Secretary
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION
GENERAL SESSION MINUTES**

Seven Oaks Park
May 23, 2018
7:00pm

Members Attending

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

Non-Members Attending

Mark Smyers, Eve Mittendorf, Ray Jones, Jay Downs, Dolly Patton, Andrea Harris, Jennifer Riddle, John Cantey, Mark Baker, Jim Wellman, Tiffany Dinsmore, Lynn Campbell, Marty Bridges

Chairman Harmon called the meeting to order at 7:00pm 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 April 25, 2018 minutes as presented; there being no objections the minutes were approved.

III. PUBLIC PRESENTATION

A. Ray Jones, Chairman, Saluda Shoals Foundation

Ray Jones thanked the Commission for recognizing the loss of Lee Wolfe and the prayers for her family and friends from the board. Mr. Jones shared the Foundation excitement about the universal playground project, which will provide kids and adults of all type of abilities to enjoy; the board members have donated and pledged \$23,000 to this project and the board members will be involved in a silent campaign, naming rights, and a large donor event at Parker Poe on August 23, 2018. Ray Jones thanked the Commission for their support of the Foundation and partnership in this project. Commissioner Stewart and Vice Chairman Loveless thanked Ray Jones for his presentation.

A. Children's Theater

Jennifer Riddle introduced cast members who performed scenes from the plays, Robin Hood, Legally Blond, Lion King Jr. and High School Musical. Jennifer Riddle also shared the High School Musical will be Tiffany Dinsmore's last show as the director of the Irmo Chapin Recreation Commission's Children's Theater. Chairman Harmon thanked Tiffany Dinsmore for her direction and support of Children's Theater and

thanked the performers for doing such a wonderful job. Vice Chairman Loveless also shared appreciation for the performance.

IV. STAFF REPORTS

Staff reports were submitted as presented. Jay Downs shared that the PARD grant for the shelter at Melvin Park is near completion. Commissioner Sowards asked how many people the shelter will accommodate. Mr. Downs stated it is a 20 x 30 shelter that accommodates 30-35 people. The parking lot resurfacing at Seven Oak Park fields 5 and 6 has been completed; resurfacing project for Saluda Shoals Park is next week. Jay Downs shared that the first part of the inclusive playground project, which is purchasing the play equipment, is on the agenda for Commission approval; the remainder of the project will be bid and then submitted for Commission approval at a later date. Mr. Downs communicated that a new maintenance shed was installed on the east side of Saluda Shoals Park for equipment; staff is working on a volunteer maintenance agreement with the Mungo Park neighbors to assist in mowing and maintaining park property; park audit teams have completed their audit and action plans have been drafted. Chairman Harmon thanked Mr. Downs for his update.

V. NEW BUSINESS

A. FY 17-18 Budget Amendments

Chairman Harmon communicated staff is requesting Commission approval on a budget amendment; the net effect reduces revenue and expenditures by \$58,720.

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE STAFF'S BUDGET AMENDMENT RECOMMENDATION. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

B. FY 18-19 Budget Adoption

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE THE FY 18/19 BUDGET AS PRESENTED AND POST ON THE ICRC WEBSITE. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

C. GO Bond Resolution

Chairman Harmon shared staff's recommendation to authorize the Executive Director to pursue the issuance of a short-term bond not to exceed \$400,000 for the purpose of making capital improvements, acquiring equipment and related improvement to real property.

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE STAFF'S RECOMMENDATION ON THE GO BOND ISSUANCE. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

D. RFP Award – Recreational Software

Chairman Harmon shared staff's recommendation to authorize awarding the RFP for new recreational software to PerfectMind.

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE STAFF'S RECOMMENDATION FOR THE RFP AWARD, PURCHASE AND IMPLEMENTATION OF PERFECTMIND'S RECREATIONAL SOFTWARE SOLUTION. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

E. Bid Award – Inclusive Playground Equipment

Chairman Harmon shared that staff bid, advertised and met the Community Development Block Grant (CDBG) requirements for the \$300,000 for the purchase of inclusive playground equipment; staff's recommendation is to go with the lowest bid.

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE STAFF'S RECOMMENDATION TO AWARD THE BID TO CHURCHICH RECREATION AND DESIGN. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

VI. EXECUTIVE DIRECTOR'S REPORT

Mark Smyers shared appreciation to Children's Theater cast for their performance, thanked Ray Jones for his presentation and Jay Downs for the capital projects update.

Mr. Smyers shared that The Clash tournament on April 28th and 29th brought in 450 teams, from six different states and drawing in over 1000 spectators; the estimated economic impact is \$275,000. The Jazz Series was very successful, bringing in over 450 participants. The series was held on the Environmental Education Center deck at Saluda Shoals Park; the Saluda Shoals Foundation helped to offset the cost of the Jazz Series. The spring athletic season has come to a close with over 1800 athletes participating in our programs. Mr. Smyers shared his personal experience in watching the participants gain skills in teamwork, sportsmanship, achievement, conflict, commitment and the potential for developing lifelong friendships.

Mark Smyers thanked everyone for a great ribbon cutting ceremony for the Michael J. and Mary Meech Mungo Park. Mr. Smyers also shared the sad loss of a Saluda Shoals Park Foundation board member, Lee Wolfe. Lee Wolfe was a treasure in this community and was a Foundation board member for six years; Lee shared her life with so many people, she was a great ambassador of Saluda Shoals Park and she will be solely missed.

VII. COMMISSION RESPONSE

Commissioner Sowards shared condolences for the loss of Lee Wolfe and Gayle McLean. Vice Chairman Loveless echoed Commissioner Sowards. Vice Chairman Loveless thanked Commissioner Sowards for having the foresight in understanding the importance of Children's Theater and personally ensuring its continued success.

Commissioner Stewart echoed previous comments on the loss of Lee Wolfe and Gayle McLean; thanked staff for their efforts with the ribbon cutting and shared excitement for the inclusive playground. Commissioner Boyd communicated on the behalf of the Board condolences to the families for their loss. Commissioner Boyd thanked staff and thanked Marty Bridges for his contributions. Chairman Harmon recognized the Children's Theater cast and the importance of the diversity of ICRC's programs. Chairman Harmon shared personal sadness and condolences to the Wolfe family; thanked staff for their continued hard work and shared excitement about the inclusive playground.

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

Respectfully submitted,
Eve Mittendorf
Recording Secretary
IRMO CHAPIN RECREATION COMMISSION