

**IRMO CHAPIN RECREATION COMMISSION  
WORK SESSION MEETING**

Crooked Creek Park

September 19, 2018

6:30pm

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

Mark Smyers communicated an update on Mungo Park building; discussion occurred regarding a business plan, building use, operations, maintenance, and possible leases. Commissioner Boyd inquired on the size of the building. Mark Smyers replied the exterior roof is approximately 7000 sq.ft. Mr. Smyers communicated that Trevetts has approached staff about the sale of a SSP East parcel. Mr. Smyers shared that currently there is a monitoring well on the property; Trevetts asked if the well could be removed. Mr. Smyers committed to investigating the possibility of decommissioning the well prior to the sale of the property.

Mark Smyers invited the Commissioners to a Foundation meeting on September 23, 2018. Mr. Smyers asked Commissioners to share availability for a strategic planning meeting in October; Commission agreed to October 15, 2018. Vice Chairman Loveless requested the Executive Director meet with each Commissioner prior to the planning meeting; the strategic planning process is new for some board members and it would be informative to understand the history and process. Commissioner Sowards inquired on the overall goal of the strategic planning process. Mark Smyers shared the goal is to mirror what staff did the last time and give the public a voice; the Commission will give high level direction in this process. Vice Chairman Loveless inquired if the objectives from the last strategic master plan were met. Mr. Smyers replied, not the greenway trail or nature's theater. Vice Chairman Loveless shared that the last planning process rebuilt trust in the community. Chairman Harmon communicated that the Commission will not set the strategy in this process. Commissioner Stewart shared the Commission will assist staff in setting the outer limits.

Mr. Smyers shared an update on the inclusive playground; as of May 2<sup>nd</sup> the estimated cost of the playground was \$1.4M; the actual cost with additional equipment allowance is \$1.5M. Mark Smyers shared an update on the fundraising plan, which includes Nephron pledge of \$75K over three years and \$50K pledge from Mungo Foundation. Mr. Smyers shared that as a part of the funding pledge, it has been requested to complete a value engineering analysis in order to best accomplish the development goal. Mr. Smyers presented a chart reflecting the project progress; the funding includes the Foundation commitment of \$100K over two years and \$300K from CDBG for equipment. Discussion occurred regarding funding, equipment, amenities, and play surface. Commissioner Boyd inquired on the turnover rate for the play/turf surface. Mr. Smyers stated that the artificial turf has a more favorable life cycle than pour-n-play. Mr. Smyers stated he would provide Commissioner Boyd the numbers. Commissioner Sowards and Commissioner Stewart communicated the importance of including the platform swing in the value engineering exercise.

Commissioner Sowards inquired if the Board will receive year-end financial numbers. Mr. Smyers stated the audit will be presented next month; however, staff can provide a year-end summary for Commission review.

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**

Crooked Creek Park  
September 19, 2018  
7:00pm

Members Attending

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

Non-Members Attending

Mark Smyers, Eve Mittendorf, Jay Downs, Jason White, Dolly Patton, John Cantey, Mark Baker, Jim Wellman

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 May 23, 2018 minutes as presented; there being no objections the minutes were approved.

**III. STAFF REPORTS**

Staff reports were submitted as presented. Jay Downs shared an update on Melvin Park; the 20 x 30 shelter including a sidewalk, sodding and irrigation was completed. Mr. Downs communicated that staff continues to look for alternative options for the emergency access road at Crooked Creek Park; Great Southern Homes is working with the HOA for approval to access through their neighborhood; Lexington County has property adjacent to a detention pond, which accesses Crooked Creek, but it does not seem conducive for safe access. Mr. Downs shared that the deadline to spend the PARD portion of the emergency access project is May 30, 2019. Jay Downs communicated that all the resurfacing and striping is completed at Saluda Shoals Park and Seven Oaks Park. Mr. Downs shared the inclusive playground project timeline: April 13 – Advertise for playground equipment only, May 3 – Receive bids for playground equipment, May 3-15 – Review and select vendor for playground equipment, May 15 – Begin to finalize construction documents and specifications, May 23 – seek Commission approval of playground equipment, May 24 – Release PO to vendor for playground equipment, June 1 – Bid documents advertised for remainder of inclusive playground project, June 18 – Begin reimbursement process. The \$300,000 Community Development Block Grant (CDBG) was received and equipment was purchased for the inclusive playground. Two bids were received for construction of the playground on August 9, 2018; bids are good until November 7, 2018. Mr. Downs shared conceptual drawings of the inclusive playground. Discussion occurred regarding location of equipment, amenities, and fall surface. Vice Chairman Loveless inquired on the location of the playground and meeting DHEC's requirements on soil disturbance. Mr. Downs shared that staff has involved AECOM in the process. Commissioner Sowards communicated that under the voluntary cleanup contract a restrictive covenant was signed that has limitations on digging or disturbing soil at Saluda Shoals Park East location. Vice Chairman Loveless communicated that staff should get a letter from DHEC showing approval for development in that area. Mark Smyers stated he would follow-up on what was needed. Discussion occurred regarding visitor access to the inclusive playground, safety around the water feature, perimeter fencing and greenspace. Commissioner Boyd inquired on additional staffing. Commissioner Sowards shared that current staff should regularly patrol the

playground to ensure public safety. Mark Smyers inquired on the life cycle of the turf grass. Jay Downs stated approximately 10-15 years. Commissioner Boyd inquired how that compares to the current playgrounds. Mr. Downs communicated that most of the current playgrounds have mulch material for fall surface.

#### **IV. NEW BUSINESS**

##### **A. FY 17-18 Annual Report**

A MOTION WAS MADE BY JOHN SOWARDS TO APPROVE THE FY 17/18 ANNUAL REPORT AS PRESENTED. SECONDED BY BRUCE LOVELESS.

Chairman Harmon communicated that the annual report was well done. Mark Smyers shared that Lori Shaffer, Marketing Director, does an excellent job refining and presenting the annual report.

VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

##### **B. Target Athletic Grant**

A MOTION WAS MADE BY JOHN SOWARDS TO APPROVE STAFF'S RECOMMENDATION ON THE TARGET ATHLETIC GRANT. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

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

Mark Smyers shared over the course of the summer there were 126 specialty camps conducted district wide with a total of 1911 participants and summer safari had a weekly average of 342 participants over 10 weeks. Therapeutic Recreation added 111 participants. Total camps for the summer included 5448 participants. Mr. Smyers shared that staff partnered with several organizations to offer two camps for at-risk youth in our community. In Irmo, staff partnered with Lexington County Sheriff's Department and Riverland Hills Baptist Church. The funding for this program was provided by the Saluda Shoals Park Foundation. In Chapin, staff partnered with St. Francis of Assisi Episcopal Church. Mark Smyers shared that the splash pads were successful with Melvin Park selling 9117 wristbands and Saluda Shoals selling 9758 for a total of 18,875 splash pad participants. The summer rain slowed the tube and kayak sales. Mr. Smyers complimented the maintenance team on diligently keeping up with all the mowing. The new school year included three additional afternoon safari sites: Irmo Elementary, Lake Murray Elementary and Chapin Elementary; total participation district wide in the afternoon safari program is 1045. Mark Smyers shared that staff have moved from planning to execution for Holiday Lights. Mr. Smyers commended staff on preparing for the hurricane and getting facilities back-up efficiently after the storm.

#### **VI. COMMISSION RESPONSE**

Commissioner Sowards shared thanks to staff. Commissioner Stewart thanked staff and complimented Jay Downs for his presentation on the inclusive playground. Commissioner Boyd shared appreciation to staff. Chairman Harmon thanked Jay Downs and Dolly Patton on the inclusive playground and thanked Mark Smyers for his leadership.

There being no further business, the Commission adjourned the General Session at 8:00p.m.

Respectfully submitted,  
Eve Mittendorf  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION