

**Richland County Recreation Commission  
Regular Board Meeting Minutes  
Monday, February 28, 2011  
6:00PM**

**Commissioners in Attendance:**

J. Marie Green, Chair  
Charles Epps, Vice Chair  
G. Todd Weiss, Secretary  
Wilbert Lewis  
Barbara Mickens  
George Martin  
Weston A. Furgess, Jr.

**RCRC Staff in Attendance:**

James Brown, III  
Kenya Bryant  
Ronnie Kinnett  
Taurus Lewis  
Curtis Wilson  
Tara Dickerson  
Tony Cooper  
David Stringer  
Robert Allen  
Bob Hickman  
Connie Reaves  
Leigh Cheatham  
Tiyana White  
BJ Belville  
Doug Elliott  
Comilla Sampson  
Cornelia Watts

**Others in Attendance:**

James Bridgett, Jr. Consultant/Parliamentarian

**1. Call to Order:**

**Chair J. Marie Green called the meeting to order at 6:00p.m.**

**2. Adoption of Agenda:**

**Motion to adopt the agenda made by Commissioner Weiss and second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Weiss, Furgess, Mickens, Epps, Martin and Lewis.**

### **3. Approval of Minutes:**

**Motion to approve minutes from the January 24, 2011 meeting made by Commissioner Mickens and second by Commissioner Epps. Commissioner Lewis questioned the comment on page seven of seven, in reference to a question that he asked at last meeting made by Mr. Bridgett. Commissioner Lewis asked, "Does the comment accurately represent your response, particularly the statement that says RCRC laws?" Mr. Bridgett answered, "Basically yes. RCRC was established by a statue of the state legislature." Commissioner Lewis stated that RCRC does not make laws but he understands that the comment is in reference to the statue that is in place. Commissioner Lewis stated that no change is necessary. Motion approved unanimously by all members present; Green, Mickens, Epps, Lewis, Martin, Weiss and Furgess.**

### **4. Public Input:**

Mr. Hainsley Lewis, Crane Creek Community, reported that he met with a delegation from RCRC last Thursday, headed by Mr. Brown along with Mr. Kinnett, Mr. Cooper and Mr. Wright. Mr. Lewis stated that he was very pleased with the progress made on the selection of the site for the Crane Creek gym. Mr. Lewis expressed his thanks on behalf of the Crane Creek, Lincolnshire, Hollywood Hills and the other surrounding communities for the progress so far and we hope progress will continue to be made so that one day we can say, "Yeah, there it is."

### **5. Introduction of Construction Management and Architectural & Engineering Firms:**

Mr. Ronnie Kinnett, Property Management, reported that it has been a very busy time for all of us at the Recreation Commission and he thanked the Athletic Department and everyone who has pitched in to help. Mr. Kinnett stated the Ad Hoc Committee has entered into contracts and wanted to give the Board the opportunity to meet the teams for Phase 2 of the Bond. There are two Construction Management Teams and two Architectural & Engineering Firms. Mr. Kinnett named the lead individuals of the teams as follows: MB Kahn, Construction Management Services- Mr. Bill Cram and Mr. Robbie Brax; DESA/CDI, Construction Management Services- Ms. Diane Sumpter, Mr. Daniel Lavender, Mr. Nathaniel Spells and Mr. David Myers; Boudreaux Group, Architectural & Engineering Firm- Ms. Heather Mitchell and Mr. Chris Beard; LTC Associates, Architectural & Engineering- Mr. Wes Taylor.

Chair Green stated that on behalf of the Board of Commissioners, "Thank you and we are looking forward to moving into the new buildings and making our constituents very happy and thank you for everything that you do."

### **6. Bond Construction Update: (Information)**

Mr. Kinnett, Property Management, reviewed Bond construction projects included in the Board's package. Mr. Kinnett reported that we are starting to do so many things now, but will try to keep the Bond Update as brief as he can.

Commissioner Weiss stated that the Polo Road Soccer league started today and his wife said that she could not find a place to park. Commissioner Weiss expressed his and his wife's concern regarding the completion date for the parking lot at Polo Road. Mr. Kinnett stated that we are ahead of schedule and the paving should be finished by Friday.

Commissioner Weiss asked, "How close are we to deciding on a site for the Administration building?" Mr. Kinnett stated that due to a contractual matter, this item will be presented in Executive Session.

**7. Disposal of Old Tennis Center Building: (Action)**

Mr. Kinnett stated that with the construction of the new Richland County Tennis Center, the double wide modular office building is no longer needed. Property Management's staff has checked and if the Commission approves, this building could be disposed of through the State of South Carolina General Services Division of the South Carolina Budget and Control Board Surplus Property Office. According to information that was received, the building could be sold on site and it would become the building's buyer's responsibility to bear all cost associated with removal, relocation and set up of the building. If the Commission chooses this option, then he would suggest that we offer the building as is with no warranties. Mr. Kinnett reported that after research, the value of double wide modular office buildings on the internet are plenty and there is a wide range of asking and selling prices. Mr. Kinnett stated that he found three sold units and five units for sale. The research shows an average sale price of \$11.87 per square foot compared to an asking price of \$23.48 per square foot. The Richland County Tennis Center building is a 24 x 60 feet, 1440 square feet and using the averages, the building's sale price could be \$17,099.35. The building's average asking price would be \$33,805. Mr. Kinnett stated that it would be his recommendation to dispose of the modular building through the State of South Carolina General Services Division Surplus Property Office. Mr. Kinnett recommended that we set a minimum asking price of \$17,000 which is the average price for units sold and hopefully we will receive a higher bid.

Mr. James Brown, Executive Director, stated that while Mr. Robert Allen, Director for Recreation, has expressed interest in moving the building to the LinRick Golf Course to be used for office space. Mr. Allen is investigating the cost involved or getting it moved for free. Mr. Brown stated that this could be a second option.

Chair Green asked, "Should we put it on hold until you get the information that you need?" Mr. Brown stated yes, because he just got this information this evening.

Mr. Kinnett asked if it would be proper to move forward with his recommendation in the event that LinRick does not want the building.

Chair Green, along with the Board and Mr. Brown agreed.

Mr. Kinnett recommended that if we do not find a need for the building within the Commission, with Mr. Brown's approval, he will move forward with having the modular

building sold through the State of South Carolina General Services Division Surplus Property Office with an asking price of \$17,000.

**Motion to accept the recommendation of Mr. Kinnett as stated made by Commissioner Lewis and second by Commissioner Mickens. Motion approve unanimously by all members present; Green, Mickens, Lewis, Martin, Epps, Furgess and Weiss.**

**8. Financial Report: (Information)**

Mr. Curt Wilson, Business Systems, reviewed Projected Cash Flow included in the Board's package. Mr. Wilson reported that funding from the County through February is about 88% of our total funding for the year so as far as cash flow goes, we are in great shape for the balance of this fiscal year. We are now in the middle of our budget cycle and we received a letter from County Council last month that gives us a little insight and again it was almost verbatim as last year; for millege agencies, please don't expect to receive any more money next year than you received this year. Mr. Wilson stated that since we are in a bond building stage, this makes it more difficult because we have additional operating expenses as the bond comes to fruition. We do have a meeting this Wednesday with representatives of County Council and hopefully at the meeting we will get a little more in depth insight and guidance as to the funding we will receive next year. Mr. Wilson reported that the request has gone out to all Directors to get their budget request in by Friday and he has been working on the budget model. Over the next few weeks management will be working on the budget and preparing a budget presentation for the Board. Mr. Wilson reported that our first payment was made into the OPEB Trust in January. This big payment was included in the budget for the first time and next year it will be the same amount. We have to be revaluated every two years, so this coming fiscal year is the year that we will be revaluated. This means that next year we will pay the same thing as we did this year but in the following year it could be more, less or the same depending on the evaluation which includes a lot of factors like number of employees and number of spouses on insurance, but it will not be changing for another year and a half. Mr. Wilson reported that at LinRick although they were closed for almost a week in January because of inclement weather, they had a great January. The revenue was 12% higher than last January and February was a great month. They are still behind for the year but they are slowly picking up and hopefully with good weather we will be back on line with last year.

**9. Policy Updates: (Action)**

Mr. David Stringer, Human Resources, reported that there are seven policies that were included in the Board's package for approval. Mr. Stringer reviewed the policies and opened the floor for questions and comments during the review.

Commissioner Lewis referenced that throughout the Public Use of Facility Policy there is reference made to having the discretion to either wave or reduce fees, in which he stated that he is fine with that, but is there some particular guidance that we use. Mr. Stringer

stated that there is a separate policy on waiver of fees and there is a form that the individual or group would fill out and we would bring to the Board for review.

Commissioner Weiss asked for clarification if the 10% is for everything that the league charges someone, whether it is equipment or whatever. Mr. Stringer answered, "Correct, if it is a \$100 package fee then it is \$10 that they pay RCRC for each individual.

Commissioner Weiss asked, "And they are OK with that?" Mr. Allen answered, "For the most part. There is one league that is not real happy but we are working on some other options." Mr. Stringer added that we have held meetings with the leagues to discuss it.

Mr. Stringer reported that research was done on the Child Abuse Registry that DSS keeps as noted by Commissioner Lewis at the last meeting and found that it is \$8.00 per check. Mr. Stringer stated that at this point that we feel pretty comfortable that the background check we are proposing required in the Youth Community League Background Checks Policy which includes a national background check, sex offender registry and social security and address trace will disclose any criminal offenses.

Commissioner Lewis stated that he is comfortable with the level of background checks.

Mr. Stringer introduced a new policy, 5025 through the Athletic Department, Baseball and Softball Tournament Field Rental Fees. Mr. Stringer stated that we have a lot of people who use our fields to host tournaments and we want to be able to receive some of the proceeds because there are a lot of expenses associated with it on our part and this will help offset it. Mr. Allen explained that the reason this policy came about is because we have a number of request from outside organizations to use our facilities on the weekend. This does not include our community youth leagues. This has caused staffing and maintenance issues and cost and this is a start to getting money to put back into our operational cost.

Commissioner Weiss asked if these fees are in line with what we see statewide other parks charging. Mr. Allen stated that we have surveyed 22 different park agencies from Georgia, North Carolina and South Carolina and these are pretty much middle of the road. Mr. Allen explained that we cannot compete with some of the big tournament venues because we don't really have a tournament venue where we have entrance and concession control and that is why this is broken down into two tiers of pricing.

Chair Green asked if tier one is the one that we can control entrance and Mr. Allen stated yes, for the most part.

Commissioner Weiss stated that on the reservation process, that his concern is that you have two groups, both asking for the same weekend, how is that going to be resolved. Mr. Allen responded right now we are opening it up first come first serve. I can see down the road with more interest in our facilities, talking with other agencies they

actually go into the bid process for certain weekends for certain fields and whoever puts up the most money gets the facility, which could be an option for us down the road.

Commissioner Weiss stated that he was recently contacted by an old friend involved with AAU and that he was not aware what a big game this is in the state and fact that we are writing a policy to address this is very much needed at this time because we have to make it fair to all and serve our clients in a better way and I think this policy states it pretty well.

Commissioner Weiss asked if the policy had been discussed with the folks that rent from us and Mr. Allen stated that it has been discussed and everyone is pretty much on board. Mr. Belville added that we did not give exact prices but gave them ball park figures, waiting on Board approval before sharing the prices.

Commissioner Epps commented that he thinks this is a good thing because a lot of the private leagues and AAU leagues are really money making venues now, it cost to play and at one time it didn't cost. Mr. Allen stated that our recreational leagues will take precedent over field usage. Commissioner Epps stated that he appreciates this and would like to see our community leagues continue what they are doing.

Chair Green stated that she appreciates all the hard work and research done by the Athletic Department.

Commissioner Weiss stated that with regards to policies 12005 and 12072, that he was very leery on passing a policy on something that we basically do because when you put it in a stated policy, not from the sense of the precedent that it sets, but rather without getting into the language of each policy, I just want to make sure that it is nothing in here that people on down the line, years from now, will come back and try to use this policy against us in the language that it has.

Mr. Kinnett stated that the policy was set up to meet the guidelines set by CAPRA. This is a mandatory requirement or we cannot be certified. We tried to address the issues that CAPRA had and for the most part, there is not very much here that is not just based upon sound ecological principles, or that is required by Richland County Ordinance. Mr. Kinnett stated he has sent this forward as our plan with our civil engineers with the development that is going on now and neither civil engineering group has had an issue with it.

Commissioner Weiss stated that you can see why I asked and Mr. Kinnett expressed that he was a little worried about this himself.

Commissioner Furgess asked if we have also looked at what FEMA wants in it because a lot of this will be passed down to FEMA. Mr. Kinnett stated that the section under Richland County Recreation Commission Development of land and facilities, under

standards for land development codes, this pretty much follows what we are mandated to do with the county through FEMA, state and federal levels.

Commissioner Lewis asked Commissioner Weiss if it was his concern as to how it helps us to have it in a policy. Commissioner Weiss answered, "I just didn't want to not overstate it or be too restrictive in the sense that if it went beyond what the current laws are, people will use it against us." Commissioner Weiss added that as long as we are comfortable that this is in line with the other regulations that are already there then he has no problem with it.

**Motion to approve the seven policies presented by staff made by Commissioner Weiss, second by Commissioner Lewis.**

Mr. Lewis noted for clarification and stated that he hoped Commissioner Epps concurred with him that while organizations like AAU do make money, I also believe that they serve children and families and do good things, so I don't know if any reporters are here or not but our minutes are available to the public so I don't want them to think that we are anti organizations that even though they make money, they do serve some good purposes as well but I concur with your comment, but I just wanted to make a clarification on that. Chair Green stated that she agrees and she believes that Commissioner Epps stated that there is some good in what they do and we appreciate that.

James Brown, Executive Director, commented that Taurus Lewis and Connie Reaves are doing an excellent job in monitoring that situation.

**Motion approved unanimously by all members present; Green, Lewis, Mickens, Martin, Epps, Furgess and Weiss.**

Mr. Stringer distributed ID badges to the Commissioners.

Mr. Stringer reported that as they were looking into the background check policy and looking into that registry for child abuse, they noted that we could probably use some training for our staff on identifying child abuse and how to react to it when it does occur and Felecia Veneable from our afterschool and day camp department is going to work on coordinating that with DSS.

Commissioner Lewis stated that he was glad to hear that and he thinks it is an excellent strategy to address some of those issues and not just totally rely on the registry checks but ongoing training and observation is very good.

**10. Executive Director Report: (Information)**

James Brown, Executive Director, reported Agency updates, special events, park improvements and news items as listed on handout to Board members.

Mr. Brown advised two items for discussion in Executive Session.

Chair Green commented that the staff has been busy and things are looking good. Ms. Green stated that she is very happy and the other Commissioners are as well and she would like to congratulate everyone on a good job.

Kenya Bryant, Assistant Executive Director, stated that he would like to thank Leigh Cheatham, Director Communications, for her hard work on the articles in the newspaper and Southern Living.

**11. Other Business:**

Chair Green stated that this is Commissioner Epps' last night of service and she requested on behalf of the Board that Commissioner Epps return to the next scheduled Board meeting to receive a plaque in appreciation for his service. Chair Green commented that the dedication to serve as a volunteer for five years is a lot of effort and we only hope that you are replaced, as we all will be one day, with someone who is as dedicated to doing a good job as you are and we can't thank you enough.

Commissioner Epps stated that he will continue to support the Commission and his work with the kids at the parks. He thanked everyone and expressed that he has enjoyed working with everyone over the years and commended all for a great job.

**Motion to go into Executive Session for the purpose of discussing a contractual matter made by Commissioner Weiss and second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Epps, Weiss, Lewis, Martin, Furgess and Mickens.**

**12. Executive Session**

**Motion to come out of Executive Session made by Commissioner Epps and second by Commissioner Martin. Motion approved unanimously by all members present; Green, Martin, Epps, Lewis, Weiss, Martin and Furgess.**

**Chair Green stated that no actions were taken in Executive Session.**

**Motion to approve Option A presented by Ronnie Kinnett made by Commissioner Weiss and second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Weiss, Lewis, Mickens, Furgess, Martin and Epps.**

**Motion to adjourn meeting made by Commissioner Furgess and second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Lewis, Furgess, Epps, Martin, Mickens and Weiss.**



**12. Adjournment:**

Meeting adjourned at 8:00p.m.

*J. Marie Green*

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J. Marie Green, Chair

Minutes approved on this *2/28* of *March* 2011.