

**Richland County Recreation Commission
Regular Board Meeting Minutes
Monday, June 20, 2011
6:00PM**

Commissioners in Attendance:

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

RCRC Staff in Attendance:

James Brown, III
Kenya Bryant
Curt Wilson
Ronnie Kinnett
Taurus Lewis
Leigh Cheatham
Robert Allen
E. Rutherford
Trent Saverance
Marta Aldinger
Freddie Foust
Tony Cooper
David Stringer
Comilla Sampson
Cornelia Watts

Others in Attendance:

James Bridgett, Jr. Consultant/Parliamentarian

1. Call to Order:

J. Marie Green, Chair called the meeting to order at 6:00pm and welcomed any special guest.

2. Adoption of Agenda:

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

3. Approval of Minutes:

Motion to approve minutes from May 16, 2011 meeting made by Commissioner Furgess and second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Lewis, Furgess, Mickens, Latiff, Weiss and Mickens.

4. Public Input:

Mr. Hainsley Lewis announced and invited everyone to their annual back to school bash scheduled for August 20, 2011 starting at 9:00a.m. The event will take place at the Crane Creek recreational building located between the church and the old school. Mr. Lewis reported that this is their sixth year giving away school bags with supplies and in the past they have distributed over 600 bags along with door prizes. Mr. Lewis stated that there will be lots of fun and entertainment including marching bands from Eau Claire, Keenan and Columbia High Schools. Mr. Lewis stated that if the Commission would like to donate anything, they would gladly accept and distribute. Mr. Lewis asked Mr. Brown if it would be possible, that on August 20th he could point at the spot where the equipment and trucks are kept and tell the people, that cleared spot is where your gym will be. Mr. Brown advised that this will not happen right now but he will discuss it with him later.

5. Financial Report: (Information)

Mr. Curt Wilson, Business Systems, reviewed Cash Flow Projections for May included in the Board's package. Mr. Wilson, in review, stated that our auditors recommended that we have at least 50% of our budget in the bank at June 30th and that has been our goal and the reason is because our funding comes in January and February. Mr. Wilson stated that we need to sustain the Commission from July 1 thru the middle of January, when we receive our major funding. Mr. Wilson reported that we are short but we are working on it. Mr. Wilson stated that June is the last month of the fiscal year and we do not close out as early as we do the other months, sometimes holding it open until the end of July to capture all expenses that comes in after July 1st that really belong in this fiscal year. Financial reports may not be ready for the July Board meeting.

Mr. Wilson reported that the budget ordinance was adopted on June 2, 2011 and the Commission was funded to the CAP, and also the CAP was only about \$34,000 below what we asked for. Mr. Wilson stated that during the next few months, Management will be looking through the budget making adjustments.

Mr. Wilson reported that revenue at LinRick was better this month than it was May of last year and expenses also dropped. Even though year-to-date versus year-to-date last year revenue was still about 3 ½ % below where it was last year, expenses have dropped considerably due to management overseeing and keeping things in line. Net assets are about \$26,000 above where they were last year even though revenue is down.

6. LinRick Golf Course Budget: (Action)

Mr. Robert Allen, Director of Facilities, reviewed the LinRick Budget included in the Board's package, stating that it was basically the same budget that was submitted last year. Mr. Allen reported that after research, he has found that golf is down everywhere and it seems that the only courses that are seeing any kind of increase are along the Grand Strand, Charleston and Hilton Head. Mr. Allen stated that the only substantial increase in the budget is for the lease purchase of the mower that the Board previously approved and it has tremendously helped cutting time. Mr. Allen reported that summer help was not hired this year for cutting grass; the full time staff is handling it. Mr. Allen stated that they are doing everything that they can to hold their weight and believes that the economy will have to turn around to get golfers back out.

Mr. Allen reported that they have tried offering coupons, advertised in the Gamecock a student special, email blast to all Richland County employees a discount, and approached Corporate leagues to boost participation. Mr. Allen stated that they are also looking into putting a stand alone website for LinRick. Mr. Allen stated that they have continued to reduce expenses and everyone that he has talked with agrees that this is the best that LinRick has ever looked.

Commissioner Lewis asked about the response from county employees after the discount email. Mr. Allen stated that it did not pan out like he thought it would. Commissioner Lewis asked if the discount would be available for State employees and Robert answered, "yes." Mr. Allen stated that they should send it out to State employees and they are also working on things for November, December and January, the slowest months.

Commissioner Latiff asked if there are any youth programs in the summer. Mr. E. Rutherford stated that he runs the Columbia Chapter for the South Carolina Youth Golf Association and LinRick is the official course for the First Tee but we don't have any youth programs or summer camps. Mr. Rutherford stated that it has been tried over the years, but there has not been an interest and he believes that it is the location. He added that if we had the funding to get the kids to LinRick, we could do something. Mr. Allen stated that we are working with First Tee down town to get some youth programs lined up through them and use LinRick in the afternoons.

Motion to approve the LinRick budget as presented by staff made by Commissioner Weiss and second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Weiss, Furgess, Lewis, Latiff, Martin and Mickens.

7. Bond Construction Update: (Information)

Mr. Ronnie Kinnett, Property Management, reported that everything was going well with the bond projects. Mr. Kinnett reviewed Bond update included in the Board's package. Mr. Kinnett stated that at this point as far as we can see from the construction side, we are slightly under budget.

Commissioner Furgess asked if the picnic shelters can be rented out for family reunions and if all parks have shelters.

Taurus Lewis stated that the shelters can be rented for \$10 an hour and most of the parks do have shelters excluding the community centers. Mr. Brown added that we are in the process of upgrading some of the parks. Commissioner Furgess stated that this is a good source for revenue during the spring and summer months for family reunions.

Commissioner Mickens gave Kudos for the great job done at Polo Road Park. Mr. Kinnett stated that the development at Polo Road has made the Kelly Mill Project a lot easier to sell because the public realizes the work that we are trying to do at all the sites and how much Polo Road has transformed. Mr. Kinnett added that they had a really productive meeting with Woodlake Home Owners Association.

Commissioner Weiss asked, "How did the meeting go?" Mr. Kinnett replied, "It went really, really well; there was discussion about having access from the subdivision into the park and we told them that we are your neighbors and that would be up to you as a subdivision." Mr. Kinnett stated that we are putting up a fence for security reasons and they decided at this point that they want their entrance to be through the main entrance up front.

Commissioner Weiss thanked Ronnie and Tony for meeting with Mr. Furchess and him on June 1st. The meeting was like a new member orientation for the bond construction committee. Mr. Kinnett thanked both Commissioners for volunteering to do yet, something else for free and noted that both Mr. Weiss and Mr. Furgess have construction type backgrounds, which helps. Commissioner Weiss stated that the next meeting will be towards the end of the summer or beginning of fall unless there is a problem.

8. Executive Director Report: (Information)

Mr. James Brown, III reported as follows:

AGENCY UPDATES

- The Self Assessment for CAPRA was submitted Friday, May 20th and we have received very positive feedback about the document from the Visiting Team. The next step is the team will be arriving on Monday, July 18th, and begin the assessment on the 19th and leave on the 22nd. A breakfast reception is tentatively being planned for the morning of 19th to welcome the visitors to

our agency. We are inviting the board members, County Council, the Legislative Delegation and key staff to attend;

- The Parks and Athletic staff set an agency record this summer with over 900 children signing up for summer basketball. This is a park ran program, where teams from each park will play against each other and a county wide champion will be crowned at the end of the season.
- Working in partnership with the Department of Social Services (DSS) to offer free park ran programs to foster children who would not have the opportunity. Also, working with the Youth Arbitration Program ran by the Richland County Sheriff's Department to offer community service opportunities for youth and teens that have been through Pre-Trial Intervention.

SPECIAL EVENTS

- The Bluff Road Park Demolition Ceremony is scheduled for this Friday, June 24th at 10:00 a.m. Guest Speakers: Senator Darrell Jackson, Chairperson J. Marie Green, County Councilman Kelvin Washington and Reverend Charles Epps;
- The Inaugural Employee Appreciation Day went very well. I would like to thank Commissioners Green, Latiff and Furgess for attending;
- With July being National Parks and Recreation Month, the agency has decided to take part in a national contest conducted by the National Recreation and Parks Association. The contest is called Rock Your Park and gives patrons of our parks a chance to pledge to recreate each of the 5 weekends in the month of July and register to win an iPod Touch. The flyer is attached to your report.

PARK IMPROVEMENTS

- Friarsgate baseball field improvements are complete and the final report for the PARD Grant was submitted to the SC Parks, Recreation and Tourism Department;
- The resurfacing of the tennis courts at Meadowlake and North Springs Park are almost complete and will be reopened sometime next week;
- New computers have been ordered for the Clyburn Technology Center and are currently being installed. The older computers were out of date and patrons along with instructors were complaining, so an upgrade was needed. New computers for the parks are also being installed;
- Currently in the process of fixing the roof at Crane Creek Community Center, the portion over the school is complete and the portion over the cafeteria is 50% complete. Mr. Bryant and myself will be conducting a walk through with the principal to identify other improvement items;
- The improvements at Caughman Road Park have begun. As of now, the landscaping in front of the park is complete and additional lights have been added to the back parking lot and in the playground area. (a list of the improvements is attached);

- The picnic shelter at Trenholm Park was torn down today and will be rebuilt as a larger structure; we are also addressing landscaping and building issues;
- Landscaping at Meadowlake and North Springs Parks are complete, while Friarsgate is also in progress. The agency purchased Keep Off the Grass signs to prevent patrons from damaging the grass. (sign attached)

Commissioner Lewis commented that he wants to thank Mr. Brown and staff for embracing the opportunity to serve the children who are in the custody of the state of South Carolina foster children.

Chair Green thanked staff for the invitation to Eastover Park last week for Employee Fun Day. Chair Green stated that everything was wonderful, the food was good and the park was nice and well kept; great job.

9. Other Business:

Mr. Ronnie Kinnett, Property Management, stated that as part of the CAPRA accreditation process, we are required to have a policy on environmental sustainability. Policy 12018 Environmental Sustainability was distributed to Board and Mr. Kinnett apologized that it was not included in the Board package. Mr. Kinnett presented the policy and offered to answer any questions.

Commissioner Weiss asked if there was any consideration to adding in Section 2 the new Leeds program. Mr. Kinnett stated that we do not have the budget for LEEDS, and we would love to get to that some day. Mr. Kinnett reported that we are doing everything we can with the budget guidelines that we have to be energy efficient. Mr. Kinnett stated that many of the architects that we have are LEED certified.

Commissioner Lewis asked if this a new policy and Mr. Kinnett answered, "Yes." Commissioner Lewis asked if it is going to cost us anything and Mr. Kinnett stated that he is doing these things already.

Commissioner Latiff questioned the recycling program, which is a big issue for some of our people, and the cost associated with transportation of the recyclable goods. Mr. Kinnett stated that this is a new program and we were able to get a grant for the recycling containers for all the parks and there will be some financial burden for fuel to transport. Mr. Bryant added that we also have an agreement with Sunoco paper recycling and they pick up for free.

Motion to adopt the Environmental Sustainability Policy made by Commissioner Latiff and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Latiff, Weiss, Martin, Mickens, Lewis and Furgess.

Mr. Bryant reported that Brandolyn Blanding won Employee of the Quarter.

Motion to go into Executive Session to discuss two contractual matters and one Personnel matter made by Commissioner Lewis and second by Commissioner Mickens. Motion approved unanimously by all members present; Green, Lewis, Weiss, Mickens, Martin, Furgess and Latiff.

10. EXECUTIVE SESSION

Commissioner Latiff left Executive Session at approximately 7:30PM.

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

Commissioner Weiss stated that no votes were taken, no business was conducted other than what was on the agenda.

Motion to enter into a partnership with Richland County to explore land acquisitions, design and construction, including Candlewood and Crane Creek made by Commissioner Lewis and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Weiss, Furgess, Lewis, Martin and Mickens.

Motion to uphold the decision of the staff regarding grievance hearing that was heard tonight made by Commissioner Weiss and second by Commissioner Mickens. Motion approved unanimously by all members present; Green, Mickens, Martin, Weiss, Lewis and Furgess.

11. Election of Officers:

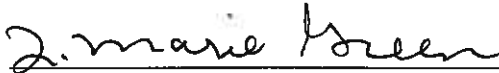
Chair Green opened the floor for nominations for 2011-2012 officers.

Commissioner Weiss made a motion to nominate the following officers for 2011-2012 as follows: J. Marie Green, Chair; Barbara Mickens, Vice Chair; and Todd Weiss, Secretary. Commissioner Furgess seconded the motion and the motion carried unanimously by all members present; Green, Mickens, Weiss, Martin, Lewis and Furgess.

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

12. Adjournment:

Meeting adjourned at 8:45p.m.



J. Marie Green, Chair

Minutes approved on this 18th of July 2011.