

**Richland County Recreation Commission
Regular Board Meeting Minutes
Monday, October 18, 2010
6:00PM**

Commissioners in Attendance:

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

RCRC Staff in Attendance:

James Brown
Kenya Bryant
Curt Wilson
Ronnie Kinnett
Taurus Lewis
Tony Cooper
Robert Allen
David Stringer
E. Rutherford
Cornelia Watts

Others in Attendance:

James E. 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 Furgess and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Furgess, Weiss, Lewis, Martin, Mickens and Epps.

3. Approval of Minutes:

Motion to approve minutes from September 20, 2010 made by Commissioner Epps and second by Commissioner Furgess. Motion approved unanimously by all members present: Green, Epps, Furgess, Mickens, Lewis, Martin and Weiss.

4. Public Input:

Mr. Hainsley Lewis from the Crane Creek Community asked the Board about the status of the gym and moving the equipment from the Crane Creek site. He first asked about moving the equipment in December 2008 and was told that it would be looked into and he has not heard anything. Mr. Lewis expressed his concern for the children in the Crane Creek community to have a place to play by the spring to help keep them off the streets.

Mr. Kinnett, Property Management, responded by stating that the move of the equipment is a part of moving the main office and the Construction Department and this can not occur until we have developed a site to move to. Regarding the gym, Mr. Kinnett stated that the Crane Creek gym and the move of the main office is in the current bond phase that we are now working on, but it will not take place before the spring. Mr. Hainsley Lewis stated that he asked the Commission some time ago when Rev. Epps was Chair, to look into the possibility of developing the stretch of land which borders the church and was told that he should contact the church about the land. Mr. Lewis stated that he did not think it was his responsibility but rather the Commissions'. Chair Green asked Mr. Kinnett if he knew about the strip of land and Mr. Kinnett stated that he was familiar with the land and if he is not mistaken after checking the GIS site, the land is private property belonging to the church. Commissioner Lewis stated that these concerns were brought before the Board in December 2008 and asked if there is something we can do now to address these issues. Mr. Brown stated that this is the first time he has heard about a stretch of land and Mr. Lewis added that he has not brought this matter up during Mr. Brown's administration. Mr. Brown stated that the gym and moving the main office are both in the current Bond Phase but we cannot move the site until a property has been identified. Mr. Brown stated that he could talk to the Church about donating the property. Commissioner Epps stated that back when Mr. Lewis brought up the property, Mr. Leopard researched the land and found out that it did belong to Zion Chapel Baptist Church and the church uses the land for church activities and the daycare at the church. Commissioner Epps asked if there is anywhere else that we can move the equipment, maybe some property that is not being used by the Commission. Mr. Kinnett responded by stating that Districts 2 and 3 would need to stay there. The large equipment is for the Construction Division along with the construction trucks which are fenced in a secure area, also some personnel and offices are located there. Mr. Kinnett stated that unfortunately, we do not have a place to accommodate the equipment along with staff and support areas and he apologized that it is a time consuming process. Mr. Bryant added that the Crane Creek project was moved up from Phase 3 to Phase 2 so that the equipment could be moved to free up the property for the gym. Commissioner Epps stated that we may be looking at up to two years and Mr. Kinnett stated that this is possible. Chair Green thanked Mr. Lewis for his concerns and advised that we will continue to look at ways to alleviate the problem as soon as possible.

5. Financial Report:

Mr. Curt Wilson, Business Systems, reviewed the cash flow chart included in the Board packet. Mr. Wilson reported that the first three months on the report are actual figures completing the first quarter which gives a good snapshot of where we are with cash flow.

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Mr. Wilson stated that we continue to work diligently on our cash flow management. Mr. Wilson explained that to put things in perspective, this year our funding level is \$510,000 more than it was two years ago but this year in our first quarter we received \$261,000 less than two years ago, funding is shifting to January and February. We get 75% of our funding in these two months and then we have to manage that money for the whole year to make sure that we do not run out by December. The cash flow is on schedule and it looks like we are doing well for the first quarter. Mr. Wilson stated that he would like to commend Mr. Brown and his support staff for being strict on reviewing all expenses. Mr. Wilson reported other funding received in September, two donations for \$1,100 for wheelchair tennis.

Mr. Wilson reported that LinRick is facing the same problem as the Commission, the Commission depends on funding from the County and LinRick depends on revenue that they make from golf operations. The first quarter of LinRick for this year is down 25% from first quarter last year. They are bringing down expenses but revenue ended up being a little below expenses. Mr. Wilson stated that the rounds and green fees were the lowest that he has seen in a long time and cart fees were the lowest in eight year. Mr. Wilson stated that he had hoped to present the external annual audit tonight but the County Treasurer's office is going through a software conversion and some of the reports required were not available. We just received the reports last week, causing the auditor's to move on to another project. The auditors need to come back and complete the audit and we should be ready to present at the next board meeting.

Commissioner Furgess stated that when he came on board in February during the first quarter, it was stated that LinRick was down in revenue because of the rainy weather and he questioned if there were changes in the second and third quarters or is it that people are just not playing golf. Mr. Wilson explained that our first quarter is July through September and January through March is our third quarter. Mr. Rutherford, LinRick Supervisor, stated that he thinks it is a combination of both the economy and the weather. Mr. Rutherford added that he has been in the golfing industry for 20 years and this has been the worst year-round weather that we have had. Mr. Rutherford stated that we had a cold rainy winter and a very hot and dry summer. Combined with the economy, it has been like a double whammy. Mr. Rutherford noted that they probably could have survived well with one or the other, but the combination of both at the same time has had a dramatic effect on LinRick. Mr. Rutherford reported that September was pretty good and so far in October we are up about 18%. Mr. Robert Allen, Director of Facilities, added that three months ago he called around to some of the local courses and they were down anywhere from 25% up to 40% and he believes that it is not just golf but the leisure industry overall due to the economy.

Commissioner Weiss stated that there was an article in the Sun and he also heard on the radio about how far golf was down going into the start of the tourism season and a lot of the courses both public and private are hurting and a lot are for sale.

Mr. Allen reported that LinRick has cut the afternoon prices, got on the email blast for the County reducing rates for county employees, not only recreation but fire and police. We have also worked out a deal with WACH TV for passes to publicize the course. Mr. Allen stated that we have a commercial on channel 6, WACH FOX TV 57.

Commissioner Lewis reported that his church, St. John Baptist Church, recently had a golf tournament at LinRick in honor of Idris Brooks and the feedback about the staff was outstanding and he expressed his thanks to everyone for the hospitality and services provided.

Commissioner Epps asked, "Now that we have entered into a new budget year, how do you forecast RCRC's status after implementing the furlough and RIF?" Mr. Wilson stated that after one quarter we are on track but the big question is what is the county going to do for us when we start working on the budget in January and February. Mr. Wilson noted that if they put the lock down on us and other Special Purpose Districts like they did this year, then we may be faced with more difficult decisions, but hopefully we will get the funding and be able to move forward. Mr. Wilson added that it is a little too early to determine without feedback from the County and the bills are just now going out this month for property taxes.

6. Resolution to Join Municipalities Association of South Carolinas' (MASC)

OPEB Trust:

Mr. Curt Wilson, Business Systems, reviewed the GADSBY 45 ruling explaining that it is a new accounting procedure that was implemented by the Government Accounting Standards Board where state and local governments have to start to fund other post employee benefits (OPEB). Mr. Wilson reported that we incorporated this into this year's budget which is one of the things that caused concern because it is quite a bit of money, and it was approved by the Board. Mr. Wilson stated that to complete this we now have to join an irrevocable trust where we can deposit that money. The trust that we have been working with to get through all the regulations was the South Carolina Other Retirement Benefits Employee Program which is managed by the Municipal Association of South Carolina. Mr. Wilson stated that he had both the attorney and auditor look at the resolution and our attorney made some revisions to meet his satisfaction and our auditor said several of their clients had become members and that it satisfies the requirements of the new ruling GADSBY 45. Mr. Wilson read a few names from a list of the municipalities that have joined; City of Rock Hill, City of Florence, West Columbia and Spartanburg Water System. Mr. Wilson stated that we are asking for permission to join this trust and set up the account.

Commissioner Mickens asked if there were any local governments that are members and Mr. Wilson stated that most are municipalities and he also noted that our County is not a member and he does not see any counties listed, but the list is dated 2008 and it is a fairly new ruling.

Chair Green asked if this is a prerequisite to be a member before we can start paying the money into it and Mr. Wilson answered "yes."

Commissioner Weiss asked if they in any way tell us what to put in, or in other words, do we have to determine that. Mr. Wilson stated that the amount is determined by an Actuary Group which was Millman who did the study and we have to have a study done every two years from now on and it is based on past, present and future retirees for the organization. Mr. Wilson noted that they did the study and we paid \$5,000 getting a discount because we worked through the group to get the study done, normally it is about \$10,000.

Commissioner Furgess asked if people would have an option to stay with the current Retirement System or would everyone have to go to this one. Mr. Wilson stated that it is a requirement that it be funded for the organization, not the individual and it is for the employer's portion of the retiree benefits. The employee will still get their insurance just like they do now. Mr. Stringer, Human Resources, added that this is to ensure that when people retire there is money in there to keep the plan going in the future. Commissioner Furgess asked if this is a pension and Mr. Wilson advised no, this is medical; pension is totally separate.

Commissioner Epps asked if we have anything in place as far as medical already and if so what are the pros and cons of the two. Mr. Stringer stated that presently we pay as we go, this will insure that money is put aside for the future to pay for the insurance and Commissioner Furgess asked, "meaning it would be guaranteed," and Mr. Stringer answered "right." Mr. Wilson noted that if we do not do this, then this becomes an expense on the balance sheet of the organization and it will keep building to where you will have so much debt on the books that we will probably never receive another bond issue.

Commissioner Mickens asked if this is only for the employer and Mr. Wilson advised yes, that this will insure that the employer is able to pay for their portion of insurance for retirees in the future because retirees don't pay the whole bill, they only pay an employee portion.

Mr. Stringer stated that at some point in the future there will be so much money in the account that we will not have to pay as we go; we should start saving at some point in the future. Mr. Wilson stated that in about 10 to 13 years from now the insurance bills that we pay for our organization will be paid out of this money.

Motion to approve the organization to join the South Carolina Other Retirement Benefits Employer Program made by Commissioner Lewis and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Weiss, Lewis, Epps, Martin, Furgess and Martin.

7. Bond Update:

Mr. Ronnie Kinnett reviewed the Bond Update report included in the Board package. Mr. Kinnett reported that overall the program is on schedule. St. Andrews is slightly behind schedule and it may go out for bid next weekend or the weekend after depending on permitting. Mr. Kinnett noted a correction to the report on the bid advertisement for Polo Road Park showing this coming weekend 10/22, 23 & 24, but the bid went out last weekend. Mr. Kinnett stated that the report also shows that the bids for abatement and building demolition for Cross Roads Community Center are due in November but we are running ahead of schedule and hope to receive bids this Wednesday for abatement and Thursday for the building demolition. Mr. Kinnett reported that a Design meeting was held last Friday, October 15, 2010 on the Bluff Road project to decide the location of the new building and it will sit about where the old one is. The playground and picnic shelter will have to be moved.

Commissioner Weiss asked in regards to Polo Road is it typical for them to take five or six months and Ronnie advised yes.

Commissioner Lewis stated that it would help when reading the report to know the difference in project design 100% complete and project design slightly behind schedule for the same project. Mr. Kinnett apologized for the confusion and explained that project design is complete but slightly behind schedule is referencing the bid process, getting the bid out due to permitting issues.

Commissioner Weiss stated that he and a friend visited the parks where the fences were done and they really look great.

Chair Green referenced the demolition bid coming in on Thursday, once they are in, how long after that before things will get started. Mr. Cooper stated that hopefully once the bids come in and they are within budget, then immediately we will get started on the abatement, then the demolition.

8. Hickory Ridge Property Request:

Mr. Kinnett reported that on September 22, 2010 that he contacted the property owner E. D. Sauls Realty Company and spoke with Mr. Thurman Sauls. Mr. Kinnett reported that he advised Mr. Sauls that the Recreation Commission wanted to inquire about the possibility of developing property parcel #R22007-05-10 in the Hickory Ridge Sub-Division. Mr. Kinnett reported that Mr. Sauls said Representative Bales had already contacted him and that he was not interested in donating the site also advising that Representative Bales told him that he was looking for funds to purchase the site.

Mr. Brown added that he spoke with Mr. James Brown in the Delegation Office and he advised that they were planning to get with Representative Bales to find funding to purchase the property.

9. Hopkins Park Field Report:

Mr. Kinnett reported that on September 27, 2010 that he spoke with Ms. Ellen Leggett about the Hopkins Park Football League's request to have a full size high school football field marked on the existing baseball field. Mr. Kinnett advised that Ms. Leggett stated that Pop Warner told her that they needed 130 yards by 80 yards. Mr. Kinnett reported that after talking with Mr. Keith Seymour, the Pop Warner Assistant Football Commissioner, he said that they needed a 120 yard by 60 yard field with 5 yard end zone buffers and 10 yard sideline buffers at a minimum totaling 130 yards by 80 yards or 390 feet by 240 feet. Mr. Kinnett reported that even with the first base fence removed on the baseball field, we do not have the room needed to accommodate this size field. Mr. Kinnett advised that he called Ms. Leggett and explained that the field footprint was too large even with the sideline fence removed and she understood and expressed her appreciation of me trying to work this out. Ms. Leggett advised that she would inform the league Tuesday night, September 28, 2010. Mr. Kinnett stated that he told Ms. Leggett that if she needed him to meet with the league or any additional information to let him know and he added that he also placed a follow-up call to Ms. Leggett on October 14, 2010 and she advised him that she explained the problem to the league and said that they knew that it was a long shot and appreciated our efforts.

10. Administrative Policy Review:

Mr. David Stringer, Human Resources, reported as a part of the CAPRA recertification we have to re-evaluate all of our policies. There are 17 sections in the Administrative Manual and we are planning to bring a few to each Board meeting to get through them. Mr. Stringer distributed policies for Tennis and Communications with updates and changes highlighted.

Commissioner Lewis asked if any of the changes or updates changed the intent of any of the policies and Mr. Stringer advised no.

Commissioner Weiss referenced Policy #13025, Media Relations, stating that four people at the Richland County Recreation Commission are authorized to make contact with the media and his question was how many was it before, three. Mr. Stringer advised it was three.

Commissioner Lewis stated that last year he was advised by the South Carolina Cancer Society and they told him that when they attempted to put flyers in our facilities advertising the African American Health Fair that they were told that they could not post the flyers. Commissioner Lewis questioned if there is a policy stating who and what kind of flyers can be posted at our facilities for events. Mr. Bryant stated that events such as that can come to the Board for approval if time permits to post but our policy states that unless it has something to do with Richland County or it is something that we are involved in, then it can not be posted. Commissioner Lewis asked that if it is the current policy that if it is sponsored by Richland County Government then it is authorized under

policy and if it is outside of Richland County government then it has to be brought before the Board for approval.

Mr. James Bridgett recommended to remove the word new from the Cardio Tennis Program promoted by the USTA.

Motion to approve policies with changes and updated made by Commissioner Furgess and second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Lewis, Furgess, Weiss, Mickens, Martin and Epps.

11. Interim Executive Director Report:

Mr. James Brown, Interim Executive Director, advised a personnel issue for Executive Session.

12. Other Business:

None

Motion to go into Executive Session to discuss a contractual personnel matter made by Commissioner Lewis and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Lewis, Weiss, Epps, Mickens, Furgess, and Martin.

13. Executive Session

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

Chair Green stated that no votes or action was taken in Executive Session.

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

14. Adjournment:

Meeting adjourned at 7:35p.m.

J. Marie Green
J. Marie Green, Chair

Minutes approved on this 16th of November 2010