

**Richland County Recreation Commission
Regular Board Meeting Minutes
Monday, September 20, 2010
6:00PM**

Commissioners in Attendance:

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

RCRC Staff in Attendance:

Kenya Bryant
David Stringer
Ronnie Kinnett
Taurus Lewis
Tony Cooper
Leigh Cheatham
Douglas Elliott
Melissa Holman
Tiyana White
BJ Bellville
Comilla Sampson
Cornelia Watts

Others in Attendance:

James E. Bridgett, Jr., Consultant/Parliamentarian
Mandie Mills, President Blythewood Youth Football
Lena Carroll Clay, Director Ardyss International

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

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Recorded By: Cornelia Watts

3. Approval of Minutes:

Motion to approve minutes from July 21, 2010 and July 26, 2010 made by Commissioner Furgess, second by Commissioner Epps. Motion approved unanimously by all members present; Green, Furgess, Epps, Weiss and Martin.

4. Public Input:

Master Sergeant Harold F. Smith, Jr., representing the Hopkins area, stated that there is much concern in the community about the use of the football fields, which has been an ongoing issue as far as trying to understand why we can't use our facilities for what it was intended for. Sergeant Smith stated that recently a fence was put in, but they cannot get it moved to meet with the requirements of Pop Warner for football. Sergeant Smith reported that they have the measurements to get the fence issue fixed so that we can meet Pop Warner requirements and use the field for what it was designed for.

Commissioner Lewis and Commissioner Mickens entered meeting at 6:05p.m.

Chair Green asked Sergeant Smith to repeat his position for Commissioners Lewis and Mickens, who just entered the meeting.

Sergeant Smith restated his position advising that he is representing Hopkins Park where there is a football team which has been there for quite some time but there is an issue where they can't use the facilities for their own home games. Sergeant Smith stated that they are spending money at other facilities to call their home field when, in fact they have a home field but can't use it and the community wants to understand why they can't use their facility for what it was designed for.

Commissioner Epps asked Sergeant Smith if he was referring to the facility or the fields and Sergeant Smith advised both, but the main issue right now is letting the boys play on their own home field. Commissioner Epps asked if they were in a private league and Sergeant Smith advised that they have been with the Pop Warner League for some time and in order to use the field, they have to meet the Pop Warner requirements. Sergeant Smith stated that the request has been made several times to move the fence line that was recently put in, but for some reason we can't get the fence moved and we want to know why.

Commissioner Epps asked if this issue has been discussed with any Richland County Recreation Commission personnel besides the Park Director and one of the citizens from Hopkins answered, "James Brown." Chair Green asked Mr. Bryant if he would respond in the absence of Mr. Brown. Mr. Kenya Bryant, Interim Assistant Executive Director, stated that they met a couple of months ago with the Hopkins Advisory Council and actually walked the field before the fence was put in. Mr. Bryant stated that the issue with the fence is that the lighting on the field is in cement and can't be moved and the fence is up to the lights, so if moved, the lights would be on the field. A citizen from

Hopkins advised that they have papers that show what they want moved and it is only ten yards and there are no light poles involved.

Mr. Ronnie Kinnett, Property Manager, looked at the papers and asked for clarification on exactly where they want the fence moved and the citizen stated along first base line which would give them ten yards.

Chair Green asked Mr. Kinnett to meet with Sergeant Smith to work on the issue of moving the fence line.

Motion to get Mr. Kinnett and the Athletic Department to meet with Hopkins group to work on the field issue made by Commissioner Furgess, second by Commissioner Mickens. Motion approved unanimously by all member present; Green, Furgess, Mickens, Epps, Lewis, Weiss and Martin.

5. Blythewood Youth Football Association (BYFA) Request: (Action)

Mandie Mills, President Blythewood Youth Football Association, stated that they are a member of the Pop Warner organization and utilize the fields in Blythewood. Ms. Mills expressed her appreciation on behalf of the league for the professionalism and respect shown at Blythewood. Ms. Mills stated that the Association is requesting funds to help offset the cost for lighting of the facility. Ms. Mills reported that they do not play games at the facility due to the condition of the field, we have outsourced our games sites elsewhere, but we do use the facility for practice and because we practice in the evenings we need to provide lighting. There is no lighting on the field so we order in light towers and for the last four years we have paid anywhere from \$2500 to \$4000 during the season. Ms. Mills stated that we addressed the Board in 2008 for assistance but did not in 2009, however due to the economic hardships of our families in the area, we are asking that the Board meet us half way with the lighting. Ms. Mills reported that she has provided the Board with an invoice from Blanchard CAT totaling over \$3700 for this season and requesting that the Board meet them half way with the funds so that they do not have to pass the cost on to the participants.

Commissioner Epps asked if they were playing on Richland County Recreation's property and Ms. Mills advised yes and they pay facility usage fees for their participants to play on the field.

Mr. Ronnie Kinnett pointed out that they play at the Bethel Hanberry Elementary School and Richland County Recreation does have a joint use agreement with them to use the athletic facilities behind the school, so it is not technically our property, but we do use it with the school's permission.

Chair Green questioned if this is a situation that we need to get a committee to look at for details. Mr. Bryant advised that we have done this in the past. In 2008 financial records show that the Board agreed to supplement the lighting request in the sum of \$1000. Mr.

Kinnett added that this is a school site that has no lighting at all so what they have done is use temporary generator based lighting for practices.

Commissioner Lewis asked in response to the request, does the Administration have a recommendation for the Board. Mr. Bryant advised that since we have done it in the past that the recommendation is to grant the request after getting an itemized bill.

Motion to go half on the \$2500 for lighting with the Blythewood Youth Football Association for lights on field at the Bethel Hanberry School made by Commissioner Epps, second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Epps, Weiss, Martin, Lewis, Furgess and Mickens.

6. Ardyss International Proposal: (Action)

Ms. Lena Clay, with Ardyss International, stated that this organization implements and conduct health workshops and provide health products to help the community to stay fit. Ms. Clay stated that they have been granted the opportunity to conduct some of the workshops here at this facility. We will be implementing a documentary on weight loss following people on how they progress with their weight loss to become healthier. Ms. Clay stated that she is requesting to utilize the fitness room in the Adult Activity Center to work with those candidates that will be participating in the program. Ms. Clay advised that they will pay for their membership on a monthly basis as other users of the facility. Ms. Clay requested support from the Board in allowing them to use the facility while documenting the reality piece of following the candidates. Ms. Clay advised that she would work closely with the Director to coordinate a schedule that will be beneficial to the facility as well as the candidates for the documentary so that we are utilizing the room during the non peak hours.

Chair Green asked Administration for feedback.

Mr. Kenya Bryant reported that Staff met with Ms. Clay and liked the idea. Participants in the documentary will sign waivers not holding Richland County Recreation Commission liable for anything that might happen, participants will pay the \$20 monthly usage fee and scheduling will not interfere with Richland County Recreation Commission activities. Mr. Bryant recommended that we support the project.

Chair Green asked for a clarification on the membership fee and Melissa Holman explained that it is a \$20 monthly fee that the participants will pay, the same as our regular participants, except they will not be using the fitness room during peak hours.

Commissioner Epps asked if this is a non profit organization and Ms. Clay stated that she has a brochure and explained that Ardyss International provides health garments to doctors as well as chiropractor offices to help correct posture and aid with patients trying to loose weight.

Chair Green asked Ms. Clay if it is for profit or nonprofit and Ms. Clay advised that Ardyss International is profit but the workshops are nonprofit. Ms. Clay explained that there is no charge for participating in the workshops to learn how to become healthy and fit.

Chair Green stated that taking into consideration that Ardyss International is a for profit organization what is the recommendation of Administration.

Mr. Kenya Bryant stated that after meeting with representatives of Ardyss International and reviewing the proposal outlining each participant paying the \$20 usage fee, Staff recommends support of the proposal.

Motion to approve the Ardyss International proposal recommended by Staff made by Commissioner Lewis, second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Weiss, Lewis, Epps, Martin, Furgess and Mickens.

7. RCRC Fees and Scheduling for Athletic Leagues: (Action)

Mr. Doug Elliott, Athletic Department, reported that at last Board meeting he presented a preliminary report of independent league presidents and representatives feedback which represented 75% of participating leagues. The report revealed unanimous acceptance of all updates and proposed changes. The last meeting representing the remaining 25% of league participants was held August 25, 2010, again receiving a majority approval rating. Mr. Elliott explained that currently Richland County Recreation Commission collects a flat rate of \$3.00 per child and the proposed policy starting January 2011 will change to collecting a flat rate of 10%.

Commissioner Lewis stated that he was very pleased with the progress that has been made and the fact that the community had the opportunity to respond to the proposal, satisfying his concerns expressed at previous meetings.

Motion to approve fee schedule effective January 2011 made by Commissioner Furgess, second by Commissioner Lewis. Motion approved unanimously by all members present; Green, Furgess, Lewis, Epps, Mickens, Martin and Weiss.

Commissioner Epps left meeting at 6:30p.m.

8. Bond Construction Update:

Mr. Ronnie Kinnett, Property Management, reviewed projects currently under contract included in the Board package. Mr. Kinnett reported that the determination has been made to construct the new Bluff Road Recreation Center on the site of the existing Center and project design is 10% complete and we are currently working on pre bid construction cost estimates for the project.

Commissioner Lewis commented that he attended a meeting about the Broad River Corridor and Councilwoman Dickerson was there as well, and questions were asked about where we were with St. Andrews Park. Commissioner Lewis stated that he referred them to the website and advised that we were on schedule but would like specific dates when construction will start and projected completion date to share with the community and Councilwoman Dickerson.

Mr. Kinnett advised that he would get the information to Commissioner Lewis after the meeting and explained that we are going through the permitting process and we are currently on schedule. Commissioner Lewis asked if the construction update is continuous on the website and Mr. Kinnett advised that the updates are posted after each Board meeting, but he has a more detailed report that he can share.

Commissioner Weiss stated that at the end of last Board meeting it was stated that we were going to get with Structioners regarding the Pro Shop. Mr. Kinnett advised that it is in contract negotiation and Mr. Cooper should have more information to share in Executive Session.

9. Hickory Ridge Property Report:

Mr. Kinnett, Property Management, reported that at the request of the Board, he researched the Hickory Ridge Property by way of the Richland County Government online GIS website and obtained the following information:

1. The property is listed on the Richland County Tax Map as parcel #R22007-05-10 and is currently owned by E D Sauls Construction Co, 4060 W. Beltline Blvd.
2. This is an 8.3 acre track located in the Hickory Ridge Sub Division. The property is south and adjacent to a 10.03 acre lake.
3. The property is currently zoned RS-MD (Residential, Single-Family-Medium Density).
4. It would appear (from GIS area photos) that approximately 40-50% of the property is located in a FEMA Flood Zone. (Federal Emergency Management Agency).
5. Wetlands border the western property boundary. Access to the property is from the east off Hickory Ridge Road.
6. The property is listed as non-agriculture.

Mr. Kinnett advised that to gain a better understanding of the site and its possible use for a county park, he would recommend a site visit to inspect the property and if the Board is interested, he will contact the owner to see if he is willing to donate the property to the Richland County Recreation Commission for park use and request permission to inspect the site.

Chair Green directed Mr. Kinnett to continue the research on the property and report findings at the next regularly scheduled Board meeting and then the Board would report back to Representative Jimmy Bales.

10. CAPRA Update:

Mr. David Stringer, Human Resources, reported that it has been four years since the Richland County Recreation Commission became the first and only accredited agency in the state of South Carolina and it is now time for re-accreditation. Mr. Stringer reviewed the Re-Accreditation Process included in the Board package ending with the Timeline as follows: June 1, 2011 the self assessment is due, August 2011 on-site visit by Evaluators and hopefully re-accreditation in October 2011 at the NRPA Annual Congress and Exposition.

Chair Green commented that even though the self assessment is due June 1, 2011, the process will start much sooner and Mr. Stringer stated that the process has already started and a lot of progress has been made.

Commissioner Weiss asked why is it that other agencies in the state are not going after the accreditation and Mr. Stringer stated that the 144 standards to be met can be mind boggling and it is a daunting process, taking about two years. Mr. Kinnett added that there are other agencies trying but have not made it yet, some have dropped out and restarted. Mr. Kinnett stated that he is scheduled to attend a meeting in October to give assistance with the process. Mr. Stringer stated that they have also met with the City of Columbia to explain the process. Commissioner Weiss noted that this speaks volume for our organization that we are up for re-accreditation before others in the state reach accreditation. Commissioner Lewis echoed Commissioner Weiss' note and commended the agency for setting high standards. Chair Green thanked the Staff and stated that the Board is here for any needed assistance.

11. Interim Executive Director Report:

Mr. Kenya Bryant, Interim Assistant Executive Director, reported in the absence of Mr. James Brown, III. Operational hours for the Adult Activity Center will be changed back to 8:00am from 6am, Monday through Friday, because we do not have the participation to constitute having a staff member present. A study was conducted and it showed that three to five members came in and on most days arriving at 7:30am. The study was also done on Saturday hours where we have two staff members present from 8:00am until 2:00pm and participation does not support staff time so we propose to open the facility for rentals only. The facility does very well with rentals on Saturday. Mr. Bryant reported that this year at the SCRPA conference in Hilton Head, Tara Dickerson from our Community Relations Division was selected as the South Carolina Recreation Parks Association Central District Merit Award winner and she was also chosen as the Statewide Merit Award winner. This award is for someone who shows outstanding performance in the field of recreation programming and job performance. Ms. Dickerson was unable to attend the meeting tonight but will be at the October meeting. Commissioner Lewis stated that in her absence, "let's give her a round of applause." Ms. Leigh Cheatham from Community Relations, stated that Ms. Dickerson was very appreciative and expressed how much the award meant, dedicating it to her mother. Mr. Bryant advised personnel and contractual matters for Executive Session.

12. Other Business:

No other business. Commissioner Lewis recognized Ms. Chapman, one of his students from Columbia College working on an assignment for class to observe a board meeting.

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

13. Executive Session

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

Chair Green noted that no action was taken in Executive Session


Motion to remove the Richland County Recreation Foundation as a department of the Richland County Recreation Commission back to its original independent status made by Commissioner Furgess, second by Commissioner Mickens. Motion approved unanimously by all members present; Green, Mickens, Furgess, Lewis, Weiss and Martin.

Motion to take the Staff's recommendation to enter into contract with Firm 1 (MB Kahn) and Firm 2 (DESA/CDI) to provide Construction Management Services for Phase Two of the General Obligation Bond made by Commissioner Weiss, second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Furgess, Weiss, Martin, Lewis and Mickens.

Motion to accept the lowest responsive and responsible bid(s) for Package "C" – Re-bid (Outdoor Restrooms/Picnic Shelter/Racquetball Courts) of the Bond Projects pending that they do not exceed their budgeted amount as a whole made by Commissioner Weiss, second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Weiss, Furgess, Martin, Mickens and Lewis.

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

14. Adjournment:
Meeting adjourned at 8:15p.m.


J. Marie Green
J. Marie Green, Chair

Minutes approved on this _____ of _____ 2010.