

**Richland County Recreation Commission  
Regular Board Meeting Minutes  
November 20, 2017  
6:00PM**

**Commissioners in Attendance:**

Thomas Clark  
Lisa Cotten  
Robert Lapin  
Cynthia Shepard  
Jermaine Johnson, Sr.  
Donzetta Lindsay  
Stephen Venugopal

**RCRC Staff in Attendance:**

Tara Dickerson  
David Stringer  
Bob Hickman  
Connie Reaves  
Kasey Wilson  
Lisa Lewis-Hutcherson  
Mike Marshall  
Tiyana Henley  
Tracey Underwood  
Cornelia Watts  
Brandolyn Blanding

**Others in Attendance:**

Mayor Bob Coble, Interim Parliamentarian

**1. Call to Order:**

Commissioner Clark called the meeting to order at 6:03pm.

**2. Adoption of Agenda:**

**Motion to adopt the agenda made by Commissioner Johnson and second by Commissioner Lindsay. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Cotten, Shepard, Venugopal and Lindsay.**

**3. Minutes:**

**Motion to approve minutes from the October 16, 2017 Regular Board Meeting, Special Call Meetings for October 18, 2017, October 19, 2017, October 24, 2017, November 1, 2017, November 9, 2017 and November 13, 2017 made by Commissioner Shepard and second by Commissioner Cotten. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Cotten, Shepard, Venugopal and Lindsay.**

**4. Public Input:**

Sean King, representing Lacrosse Recreation League, requested feedback on steps to getting practice facilities, short term and larger game facilities in Richland county long term.

Chair Clark stated that staff will follow up on the request.

Barbara Roach, President of Meadowlake Homeowners Association, thanked the staff for the new chairs. Ms. Roach voiced concerns that part-time employees wear something identifiable with RCRC, clean floors at Meadowlake and also they need more trash cans.

Hainsley Lewis, Crane Creek community representative, praised Mike Marshall and RCRC staff for the excellent program held at Crane Creek gym on November 11<sup>th</sup>, Boys to Men.

Commissioner Johnson stated that he heard great things about the program and congratulated Mike Marshall and staff on the event.

## **5. Financial Report: (Information)**

Kasey Wilson, Financial Operations, reviewed financial reports included in Board's packet.

## **6. New Business:**

David Stringer, Human Resources, presented new policy, requested by the Board, Policy No. 087 Fraternization for action.

Policy deferred to regular scheduled meeting in December.

## **7. Other Business:**

Tara Dickerson, Chief of Staff presented updates and events as follows:

- Halloween events were well attended and successful around the County with participation from the Richland County Sheriff's Department and Columbia Housing Authority.
- The After School program is in full swing and they are also working closely with the Columbia Urban League on providing a summer camp for teens in the Richland County area.
- You are invited to attend Mr. Richland County High School Football Player of the Year Award scheduled for Thursday, December 7, 2017 from 7:00-8:30p.m. This is a private formal banquet to recognize the 5 final candidates.
- Breakfast with Santa is one of the Commission's annual events and will be held December 2<sup>nd</sup> at Richland Fashion Mall. We offer this event in partnership with the Columbia Children's Theatre. Children will enjoy a picture with Santa, breakfast from Chick fil a, various activities and a performance of "The Best Christmas Pageant Ever" by the Columbia Children's Theater.
- Renovations to Camp Sunshine are in progress; cabinets and floors will be installed this week and the camp area is scheduled to re-open at the beginning of December.
- Polo Road demolition is scheduled to take place this week. The dugouts can be built in house but we will have to submit a request for proposal for the concession stand because we currently do not have anyone on staff

with a general contractor's license. The bid process will take a few months, which will likely delay the promised opening which was scheduled for spring 2018.

- Staff has been looking at additional ways to increase the safety at our facilities. We plan to begin implementing a sign in method across all parks and AAC's after the first of the year. This method will be incorporated into our current MYREC software.
- I was contacted by Richland County Penny Tax regarding the proposed pathway that would extend from Mallet Hill Road to Alpine. I met with the program manager and engineer handling the project to discuss the scope as follows: 10ft wide 4 feet deep asphalt pathway that extends 1.7 miles and they are asking that the Commission take ownership of the pathway once it is constructed and if they can't find an agency to take ownership then they will disband the project.
- RCRC concerns regarding this project: liability and insurance (will meet with agent from insurance reserve fund to discuss), no lights or call boxes currently part of the project, can't currently quantify the costs we could incur but would like to know that we have support from our funding source to maintain the project and additional manpower to maintain the pathway.
- RCRC suggestions: consider maintaining a portion of the pathway in front of our existing property and have another agency such as SCDOT or Richland County Public Works maintain the rest and if we decide to move forward, we could potentially ask for the paving of our existing maintenance drives behind the ballfields to be paved as a consideration for accepting ownership.

Per Policy No. 8015 Public Use of Facilities, the following organizations request waiver of fees:

**The Town of Eastover** is requesting a fee waiver for a youth explosion event at Eastover Park. This event is in partnership with a local church St. Phillip A.M.E. on December 2, 2017 at Eastover Park. They are also requesting 200 chairs and 15 tables which the park doesn't have, so we are asking that they provide their own.  
**Recommendation of staff is for a 50% waiver (\$97.50, full waiver \$195.00)**

**Springwood Lake United Neighborhood (recognized by Richland County Neighborhood Council)** is requesting a few waiver for the Adult Activity Center on Parklane Road for their annual neighborhood holiday celebration on Saturday, December 8, 2018. The event is from 5:00-10:00p.m. which is outside of normal business hours.

**Recommendation of staff is for a 50% wavier (\$400, full waiver \$800)**

**The Columbia Kendo Club (501c3 Martial Arts Club)** is asking for a waiver of fees for the annual Kendo Tournament on April 13-15, 2018 at St. Andrews Park.

**Recommendation of staff is for a 50% waiver (\$667.50, full waiver \$1335.00)**

**The Richland County Sheriff's Department Alumni Association (501c3)** is requesting a waiver of fees for December 12, 2017 for a holiday gathering at North Springs Community Center.

**Recommendation of staff is for a 50% waiver (\$90.00, full waiver \$180.00)**

**Motion to accept staff's recommendations on waivers presented made by Commissioner Venugopal, second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Venugopal, Shepard, Cotten, Lindsay, Johnson and Lapin.**

**Motion to go into Executive Session to discuss a personnel matter made by Commissioner Venugopal, second by Commissioner Lindsay. Motion approved unanimously by all members present; Clark, Venugopal, Lindsay, Shepard, Cotten, Johnson and Lapin.**

**Entered Executive Session 6:48p.m.**

## **8. EXECUTIVE SESSION:**

**Executive Session ended at 8:22pm.**

Chair Clark stated no action was taken in Executive Session.

Commissioner Johnson left meeting during Executive Session.

**Motion to adjourn meeting made by Commissioner Venugopal, second by Commissioner Lapin. Motion approved unanimously by all members present; Clark, Cotten, Venugopal, Lapin, Shepard, and Lindsay.**

**9. Adjournment**

Meeting adjourned at 8:25 p.m.



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Thomas Clark, Chair

Minutes approved on this 18<sup>th</sup> day of December 2017.