Richland County Recreation Commission Regular Board Meeting Minutes Monday, July 18, 2011 6:00PM

Commissioners in Attendance:

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

RCRC Staff in Attendance:

James Brown, III Kenya Bryant Curt Wilson Tara Dickerson Ronnie Kinnett Taurus Lewis Tony Cooper Leigh Cheatham Andrea Fripp Cornelia Watts

Others in Attendance:

James Bridgett, Jr. Consultant/Parliamentarian Chris Beard, Architect Boudreaux Group Reilly Moore, PATCH.com

1. Call to Order:

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

2. Adoption of Agenda:

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

3. Approval of Minutes:

Motion to approve minutes from June 20, 2011 made by Commissioner Latiff and second by Commissioner Martin. Motion approved unanimously by all members present; Green, Latiff, Martin, Furgess and Weiss.

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4. Public Input:

Mr. Lee Edens stated that he spoke with Mr. Brown before the meeting and his concern is being addressed. Mr. Edens advised that in the past he usually contacts Mr. Brown to voice his concerns but he has been out of the state and just returned on yesterday. Mr. Edens stated that there is a RCRC summer camp at Crane Creek and it was brought to his attention that there was a problem with using the bus to take the kids on trips. After speaking with Mr. Brown, he agreed and advised that this is being addressed. Mr. Brown also explained that in the past all the camps would get use of the bus at least once a week for trips and staff is working on this issue.

Mr. Hainsley Lewis reminded everyone of the Annual Back to School Bash on August 20, 2011. He stated that copies were mailed to Board members but they have not been received, so he will resend them. Mr. Lewis distributed flyers to serve as an invitation and asked that RCRC participate in the parade. Mr. Lewis stated that the back to school bash is sponsored by the Lincolnshire Deputy Buchanan Youth Organization. Communities that are involved are as follows: Lincolnshire, Starks Terrace, Hollywood Hills, Highland Forest, Crane Crossing and Rock Gate. Mr. Lewis reported that over 600 kids are served every year and donations will be gladly accepted.

5. Presentation by Architects:

Mr. Ronnie Kinnett introduced Mr. Chris Beard, Architect for the Richland County Recreation Commission's new administrative offices as well as the Richland County Tennis Center and the Adult Activity Center for Garners Ferry Road.

Mr. Kinnett stated that a lot of work has gone into the design, development and layout. Mr. Kinnett reported that one of the unique features of the building is that there is not a lot of wasted space; we are trying to design things to be as efficient as possible bringing all divisions together under one roof. Mr. Kinnett noted that this was one of the issues that CAPRA had with RCRC when they did our first certification; that our office was inadequate and this is the answer.

Mr. Chris Beard thanked the Board on behalf of the Boudreaux Group for choosing their firm. Mr. Beard presented images of the RCRC new administrative building to be located across the street from the Adult Activity Center. Mr. Beard explained that the idea is to put the building a little further back off the street than the other buildings with parking in the front. The building will be a little taller than the other buildings, showing a presence. He stated that there are a lot of trees on the site and the maintenance building will be set back in the woods, not visible from the street. Mr. Beard reported that they are about midway through design and currently on schedule; and right at budget based on the last estimate.

Commissioner Weiss asked if there will be a fence around the maintenance equipment in back Mr. Beard stated that there will be a chain linked fence.

Richland County Recreation Commission Regular Board Meeting July 18, 2011 Recorded By: Cornelia Watts Commissioner Latiff stated that it is a beautiful building and at any time that you can utilize or use recyclable materials; please consider doing so.

Commissioner Furgess asked if the building was close to green design. Mr. Beard explained that there will be automatic sensors on toilet bowls and sinks; and the lights will be on a timer with emergency lighting. The green screen in the front is green design, and by putting our sunshades on the windows blocking the sunlight, it is reducing the heating and mechanical load for the building and this was one of the challenges with how we had the building faced.

Mr. Beard stated that there were some concerns about the filling station being right next to the building but they are going to propose some fencing and landscaping.

Commissioner Furgess asked, "What is the buffer zone between the station and the building?" Mr. Beard stated that the buffer is ten feet.

6. Bond Construction Update: (Information)

Mr. Ronnie Kinnett, Property Management, reviewed bond construction update included in the Board's package.

Mr. Kinnett reported that there were concerns from neighborhoods adjourning Kelly Mills about the noise level from a soccer field in the area. Mr. Kinnett stated that a noise study was conducted by S&ME on July 6th and the findings were distributed to the Board members along with the OSHA decibel levels.

Commissioner Weiss stated that some of his neighbors insisted that we look into this more and he applauds the staff for doing this. Commissioner Weiss asked if he could give a copy of the study to the President of his Homeowner's Association, because he believes this proves our point. Chair Green advised yes.

Commissioner Furgess asked if the homeowners mentioned anything about lighting. Mr. Kinnett reported that they did have some concerns, but he explained that RCRC adheres to the lighting ordinances and standards for Richland County which are very particular about having the lighting down and concentrated on the actual fields.

7. Grievance Policy Revision: (Action)

Mr. David Stringer, Human Resources, reported that at the June 20th meeting a question came up about attorney involvement during grievance hearings. Management has looked at this along with RCRC's attorney and now recommending the new wording highlighted on page three of the policy included in the Board's package reading "If the employee is going to be represented by an attorney during the appeal hearing, the employee must inform RCRC at least 5 days in advance of the hearing and furnish the name of the attorney."

Chair Green asked if RCRC would have an attorney present and Mr. Stringer answered, "Yes."

Richland County Recreation Commission Regular Board Meeting July 18, 2011 Recorded By: Cornelia Watts After discussion, motion to approve the recommendation of staff for the new wording in the Grievance Policy for item 7.2 was made by Commissioner Latiff and second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Latiff, Furgess, Martin and Weiss.

8. Executive Director Report: (Information)

James Brown, Executive Director, introduced Ms. Andrea Fripp, Development Director. Mr. Brown reported that she will be doing major fund raising to help with improving RCRC facilities.

Mr. Brown reported agency updates as follows:

- The CAPRA Visitation Team has arrived and will begin the assessment tomorrow morning after the Welcome Breakfast. The staff is prepared and ready and is confident that we will be reaccredited.
- A few weeks ago I was contacted by Councilman Jim Manning about land located near Forest Lake Park. The Richland School District 2 administrative building is located next to the park and they are looking to expand their offices. We currently have a long term lease agreement with the school, which means the district owns the land that the Rec Center and playground are on. The plan for expansion may involve the District having to move the playground from its current location, which is close to the road, to being close to the Rec Center. The District will inform us as to when the plans for expansion are complete and when construction will start.

PARK IMPROVEMENTS

- Bluff Road Park Recreation Center was officially demolished on July 5 & 6. The media was invited to come out and get video or take pictures of the demolition in progress. WACH ran a story on their 10 pm newscast July 5 and WLTX ran a story on July 6 in their 6:00 pm news. This was great positive coverage for the beginning of the new Bluff Road Park recreation center.
- The resurfacing of the tennis courts at Meadowlake and North Springs Park are complete and have been reopened for play.

- TenniCo did a great job on the courts and we have received rave reviews from patrons;
- The new computers at the Technology Center have been installed and are running properly. I want to say thank you to Tara and the IT staff for working so quickly on this project. New computers for the parks are also being installed;
- The roof projects at Crane Creek have been completed:
- The improvements at Caughman Road Park are still ongoing. The roof is being renovated this week, the landscaping is complete and more improvements around the baseball fields will be made:
- The picnic shelter at Trenholm Park has been replaced and looks great. We found a drainage issue around Trenholm Pool and the Construction Department is addressing it by installing new piping and drains around the pool. We are also changing the landscaping in the front of the Rec Center and making other improvements;
- Landscaping at Forest Lake Park and Friarsgate Park are in progress.

9. Other Business:

No other business.

10. Executive Session:

No items for Executive Session.

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

11. Adjournment

Meeting adjourned at 6:45p.m.

Minutes approved on this 26th of September 2011.