# Richland County Recreation Commission Regular Board Meeting Minutes January 28, 2013 6:00PM

### **Commissioners in Attendance:**

Barbara Mickens, Vice Chair G. Todd Weiss, Secretary Wilbert Lewis Weston A. Furgess, Jr. C. Todd Latiff

#### RCRC Staff in Attendance:

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

#### Others in Attendance:

James E. Bridgett, Jr., Consultant/Parliamentarian

#### 1. Call to Order:

Vice Chair Mickens called the meeting to order at 6:00p.m. and welcomed any special guest.

## 2. Adoption of Agenda: (Action)

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

## 3. Approval of Minutes: (Action)

Motion to approve the minutes from the December 17, 2012 Regular Board Meeting made by Commissioner Latiff and second by Commissioner Furgess. Motion approved unanimously by all members present: Furgess, Lewis, Latiff, Weiss and Mickens.

## 4. Public Input:

No Public Input

## 5. <u>Financial Report:</u> (Information)

Mr. Curt Wilson, Business Systems, reported that the Commission made it through December and January without using a Tax Anticipation Note, which is always good news from a financial stability standpoint. Mr. Wilson stated that looking ahead to next December and January it looks more critical since the Commission's cash flow has declined during the current fiscal year. Mr. Wilson explained that there are a lot of factors that can change in the long range forecast between now and next December and January. There is a strong possibility that we may need a TAN next December.

Mr. Wilson reported that the budget cycle starts this week and we are currently putting together our plan and over the next two months we will be developing our next funding request for fiscal year 2013-2014.

At LinRick, after several months of beating previous years' revenue, December fell short of last December by 19.1% which was attributed to bad weather. This also caused a dip in annual fees. LinRick is still 8.1% ahead of last years' total revenue.

Commissioner Weiss asked if the numbers on the spread sheet for January are accurate and have we gotten in anything from the County.

Mr. Wilson stated that the spread sheet included in the package is prior to receipt of January's payment from the County on the 17<sup>th</sup>.

Commissioner Latiff asked if Mr. Wilson stated in his report that he is projecting a potential deficit next January.

Mr. Wilson answered, "Correct."

Commissioner Latiff asked "If we have any idea how much that is? I know it's based on projection."

Mr. Wilson stated that there are a lot of factors involved. If you take a look at the cash flow report and look at what the starting balance was for this year and subtract the projection for June 30, 2013, that is the negative impact that will affect next year's balances.

Commissioner Latiff asked if when he talks about a TAN, is he referring to a Tax Anticipation Notice.

Mr. Wilson answered, "Correct, and that would carry us through until the January allotment comes in from the County and we have never had to do a TAN in prior years."

Commissioner Weiss asked if it is one time of the year when the OPEB is due or is paid like an accrual?

Mr. Wilson stated that there are several ways to pay; monthly, semiannually, annually. We decided to pay annually at the end of January because that is when the major funding comes in from the County.

## 6. <u>Bond Construction Update:</u> (Information)

Mr. Ronnie Kinnett, Property Management, reviewed Bond Construction Updates included in the Board's package.

Commissioner Weiss asked what options to we have to prevent theft of the HVAC units.

Mr. Kinnett stated that we are pursuing several options. Mr. Bryan Crider along with the Construction Department has built steel cages around the units, similar to a lion's cage. We have also installed more cameras and we are presently experimenting with a new sound system where it makes a loud sound with flashing lights when someone vibrates or moves the unit.

### 7. Executive Director Report: (Information)

Mr. James Brown, Executive Director, reported Agency updates as listed on handout to Board.

#### 8. Other Business:

Commissioner Weiss reported that the Construction Ad Hoc Committee met on January 8, 2013 and the issue that came before the Board at the last meeting regarding the Dennis Corporation was discussed. (Letter to Dennis Corporation distributed to Board) The Committee felt like this was a matter between LTC Associates and the Dennis Corporation, with whom they have the contract. The contract is not with the Richland County Recreation Commission and we did not feel like it was up to us to get involved. Commissioner Weiss stated that he felt like the letter explaining this to the Dennis Corporation should come from a Staff member but Mr. Cooper corrected him, in that it is really from the full committee.

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

### 9. Executive Session:

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

Commissioner Weiss stated that during Executive Session no votes were taken, only information was shared from Staff.

Motion made by Commissioner Weiss to accept MB Kahn's contract amendment for additional Construction Management Services for Phase II Projects under the 2008 General Obligation Bond, second by Commissioner Lewis. Motion approved unanimously by all members present; Mickens, Weiss, Lewis, Furgess and Latiff.

Motion made by Commissioner Weiss to accept LCM's request for additional fee for documentation of compliance of the new County Tree Ordinance Phase II Project of the 2008 General Obligation Bond second by Commissioner Furgess. Motion approved unanimously by all members present; Mickens, Furgess, Weiss, Lewis and Latiff.

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

## 10. Adjournment:

The meeting adjourned at 7:04 p.m.

Minutes approved on this 25th day of <u>felman</u> 2013.