

Richland County Recreation Commission
Regular Board Meeting Minutes
January 22, 2018
6:00PM

Commissioners in Attendance:

Thomas Clark, Chair
Robert Lapin
Cynthia Shepard
Jermaine Johnson, Sr.
Donzetta Lindsay

RCRC Staff in Attendance:

Tara Dickerson
David Stringer
Bob Hickman
Connie Reaves
Kasey Wilson
Marta Cleary
Mike Marshall
Tiyana Henley
William Daugherty
Shaunta Cleveland
Randolph Anderson
Cornelia Watts

Others in Attendance:

Mayor Bob Coble, Interim Parliamentarian

1. Call to Order:

Commissioner Clark called the meeting to order at 6:05pm.

2. Adoption of Agenda:

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

3. Minutes:

Motion to approve minutes from the December 18, 2017 Regular Board Meeting made by Commissioner Lindsay and second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Shepard, and Lindsay.

4. Public Input:

Ms. Juliette Greenlee, voiced concerns of the community use of the Crane Creek Community Center which was leased to the Carolina School for Inquiry Ms. Greenlee stated that the school requires a year in advance notice of use.

Commissioners requested copy of lease with the school.

Ms. Barbara Roach, Meadowlake Homeowners Association, distributed handout and thanked Board for waiver last month. Ms. Roach voiced concerns over entrance to Park and asked that it be made a clear turn in.

Mr. Hainsley Lewis, Lincolnshire Community, voiced concerns of the building removals at the site and community use of the Crane Creek Community Center.

Chair Clark advised that the Board will look into the issues.

Ms. Tara Dickerson, Chief of Staff, stated that she would help in facilitating use with the school principal.

Mr. David Dawson, representing football at Polo Road Park, expressed his appreciation and thanks on behalf of the kids and his staff for the hard work that was put in at the Park.

Ms. Gloria Brown, thanked Ms. Dickerson for work done in the bathroom. Ms. Brown voiced concerns on instructor for arthritis class (both instructors scheduled off) and temperature of room during quilting class.

Ms. Dickerson stated that she would look into the instructors' scheduling and Marta Cleary, Property Management, reported on HVAC repair.

Ms. D'Andrea Outten-Brown, expressed her appreciation to Kasey Wilson for promptly handling the trip refund issue. Ms. Outten-Brown requested a better printer at the James Clyburn Technology Center.

5. Financial Report: (Information)

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

6. New Business:

Tara Dickerson, Chief of Staff, introduced Frannie Heizer, RCRC Bond Attorney who also assist RCRC with lease purchases. Ms. Dickerson stated that Ms. Heizer will present information and resolution regarding the lease purchase for the mini buses and adult leader bus that we are desperately in need of.

Ms. Heizer stated that she has for the Board's consideration a resolution authorizing the Recreation Commission of Richland County to enter into a lease purchase agreement in the amount of not to exceed \$245,000 for the purpose of purchasing vehicles and mini buses. Ms. Heizer stated that by adopting this resolution you would be authorizing staff to do a RFP to local banks to see who would enter into the lease purchase with the Commission. We would then take bids, taking the low bid and move forward on the transaction. Documents involved would be the lease purchase agreement and it would be similar to a transaction if you were financing the purchase of the vehicles with the bank except that because you are a special purpose district, you can only borrow money in limited ways; state law requires that you either issue a bond or enter into a transaction like a lease purchase. Ms. Heizer stated that she understands

that the initial payments for this have already been included in the budget and she thinks it will be a four or five-year transaction and each year the annual payments would be included in the budget and at the conclusion of the transaction, the title of the vehicles would be clear titles and come back to the Commission. Ms. Heizer reported that she does not know now what the interest rate would be but this would be tax exempt debt meaning that the bank would not have to declare the interest as income for purposes of its federal income taxation.

In summary, Ms. Heizer advised that the resolution that the Board adopts authorizes the transaction and delegates to your Chief of Staff to go out and issue the request for bids or request for proposals and accept the low bid. Ms. Heizer stated that probably by the next Commission meeting or April we will have the money in the bank.

Ms. Dickerson explained that the buses that we have are 10 to 14 years old and they are not in good condition and she does not feel comfortable transporting our seniors and our children in the buses that we currently have.

Chair Clark stated that they would revisit the issue after Executive Session.

7. Other Business:

A. David Stringer, Human Resources, presented policy updates for Policy No. 087 Fraternization and Policy No. 050 Dress Code included in the Board's packet.

Mr. Stringer handed out a second draft of the Dress Code policy stating that after looking at the budget the Administrative Staff has been added.

Motion to approve Policy No 050 Dress Code made by Commissioner Shepard, second by Commissioner Johnson. Motion approved unanimously by all members present; Clark, Johnson, Shepard, Lapin and Lindsay.

Motion to approve Policy No. 087 Fraternization made by Commissioner Lapin, second by Commissioner Johnson. Motion approved unanimously by all members present; Clark, Johnson, Shepard, Lapin and Lindsay.

B. Tara Dickerson, Chief of Staff, presented Agency updates:

1. Verified with County that millidge agencies will be required to submit 18/19 budget and staff is currently working on budget for presentation to Board for approval prior to presenting to County.
2. RCRC is now the owner of property located at 3603 Beatty Road, located adjacent to St. Andrews Park.
3. We were notified of some pond/dam issues at our property located at 225 Rimer Pond Road, caused by the otters and beavers. The pond has been pumped down about ten feet and working on repairing dam.
4. The Finance Department is working with auditor to set up a reserve fund account which was one of the items suggested by the Matrix group.
5. Mr. Hickman along with the Athletics Department is working to get Lacrosse started and we are partnering with Victory Lacrosse to offer a free clinic at Meadowlake Park on Saturday, January 27th. We have also expanded our partnership with Lexington County Parks and Irmo Chapin to start a league.
6. The Foundation received a \$2500 contribution from First Citizens Bank for athletic program scholarships and they have also partnered with Adaptive Rec to host the Tee Them Up Golf Tournament on March 15th and LinRick Golf Course and the purpose is to raise awareness about therapeutic recreation and individuals with disabilities. The funds will go to help take children with special needs to the Charleston Museum and the remainder will be used for scholarships through the year.
7. RCRC will now offer birthday celebration packages for kid ages 3-12 with a choice of the Play Ball Sports Fun or the Messy Birthday Madness. Information is listed on our website and in the Game Plan.
8. Annual Report and Game Plan provided for your information and they are also located on our website.
9. We are currently accepting applications for our Property Management Division Head as well as a full time custodian for Meadowlake Park and updates were sent through email.
10. Two Commissioners need to be elected to serve on the Foundation Board which is outlined in the Foundation By-laws and hope this will move the Foundation in the right direction and start to make it a more profitable arm of the Agency.

Motion made by Commissioner Shepard to elect Commissioners Jermaine Johnson and Donzetta Lindsay to serve on the Foundation Board, second by Commissioner Lapin. Motion approved unanimously by all members present; Clark, Lapin, Shepard, Lindsay and Johnson.

Ms. Dickerson introduced new full time staff; Shaunta Cleveland, interim Manager here at the Adult Activity Center and Javon James, Assistant Manager at Meadowlake Park.

Commissioner Lapin inquired about softball league decisions.

Ms. Dickerson explained the process of league play and RCRC league play.

Commissioner Johnson inquired about free play for volleyball in Lower Richland.

Ms. Connie Reaves, Division Head Parks, stated that Park Manager can set up time for free play.

Commissioner Lapin stated that the Board should plan to meet with County Council on a quarterly basis which could prove to be very productive.

Motion to go into Executive Session to discuss a personnel matter regarding the Compliance Officer position made by Commissioner Johnson, second by Commissioner Lapin. Motion approved unanimously by all members present; Clark, Lindsay, Shepard, Johnson and Lapin.

Entered Executive Session 7:15p.m.

8. EXECUTIVE SESSION:

Executive Session ended at 8:19pm.

Chair Clark stated no action was taken in Executive Session.

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

9. Adjournment

Meeting adjourned at 8:20 p.m.



Thomas Clark, Chair

Minutes approved on this 26th day of February 2018.