

Richland County Recreation Commission
Regular Board Meeting Agenda
July 16, 2018
6:00 PM

1. Call to Order:

Chair Shepard is scheduled to call the meeting to order.

2. Adoption of Agenda: (Action)

3. Minutes: (Action)

Chair Shepard will request the Board to approve minutes from the June 18, 2018 Regular Board meeting.

4. Public Input:

Citizens requesting to address the Board must sign up in advance prior to the beginning of the meeting and are limited two minutes each.

5. Financial Report: (Information)

Kasey Wilson will present to Board.

6. New Business:

None

7. Other Business:

None

8. Executive Session

A. Personnel Matters – Employee Request

B. Contractual Matter

9. Adjournment

**Richland County Recreation Commission
Regular Board Meeting Minutes
June 18, 2018
6:00PM**

Commissioners in Attendance:

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

Others in Attendance:

Mayor Bob Coble, Interim Parliamentarian

1. Call to Order:

Commissioner Clark called the meeting to order at 6:00pm.

2. Adoption of Agenda:

Motion to adopt the amended agenda made by Commissioner Shepard 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 May 21, 2018 Regular Board Meeting and Special Call Board Meetings May 17, 2018 and May 24, 2018 made by Commissioner Johnson and second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Cotten, Shepard, Venugopal and Lindsay.

4. Public Input:

Gloria J. Brown, REC Committee, complaint: arthritis class cancelled without notice to participants. Ms. Brown requested little libraries to be set up in the community parks for kids.

David Dawson, Polo Road Park Football, complaint: receiving request at the last minute for information and finding out information after the fact, specifically this season, the request for financial statements.

Hainsley Lewis, congratulated Board on the selection of the new Executive Director. Mr. Lewis invited Commissioners to the Annual Back to School Bash scheduled for August 25, 2018.

5. Financial Report: (Information)

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

Chair Clark thanked Staff and Mayor Coble for presentation of RCRC Budget to County Council.

Mayor Coble commended the Board and Staff on their achievements.

6. New Business:

None

7. Other Business:

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

- The Foundation along with the Commission awarded 15 youth summer camp scholarships totaling \$10,000; \$5,000 from the Foundation and \$5,000 from the Goodwill money (boxes located on RCRC properties)
- The Foundation is currently working with the Community Center Managers to bring a Jazz Festival to the Hopkins Adult Activity Center scheduled for September 22, 2018 at 10a.m.

- The annual open enrollment for full time employees starts in the Fall and at this time PEBA has not indicated a premium increase for 2019.
- Summer camps are up and running. The free program currently has 581 campers; every site is maxed out at 120. Currently the Stay & Play program which starts after the free program ends at 1:00pm, has 120 registered. The all day camp has 346 registered campers.
- Camp Sunshine is well underway with 55 campers registered which is max capacity for Camp Sunshine. Commissioners are invited to Camp Sunshine Drop-In on Thursday, June 28th from 10am-11am at Denny Terrace (invitation hand out)
- Pools are open and leak at Hopkins pool has been repaired. We do have a shortage of lifeguards so we are aligning our resources and continuing the search. We also hired another lifeguard today.
- Cameras have been installed at the following locations; Pine Grove, Upper Richland, AAC Parklane and Technology Center upgraded and additional cameras added and Denny Terrace.
- Property Management met with SCEG about the light at entry to Meadowlake Park and a spot for the pole has been marked, waiting on installation.
- Renovations at Trenholm Road Park have started.

Commissioner Lindsay questioned the Jazz Festival at the Hopkins Adult Activity Center.

Lisa Lewis-Hutcherson, stated that the RCRC Community Centers are doing a fund raiser to benefit the Foundation.

Discussion of field usage for Lacrosse.

Commissioner Lapin questioned delivery of buses.

Ms. Dickerson stated that we have one of the buses and the other one should be here this week.

Commissioner Lindsay stated that the game plan brochure looks great.

Commissioner Lindsay commented that the Volleyball Banquet was a great event.

Motion to go into Executive Session for a personnel matter-employee request, contractual matters-request for tailgate parking services at Perrin Thomas and league contracts made by Commissioner Johnson, second by Commissioner Shepard. Motion approved unanimously by all members present; Clark, Cotten, Lindsay, Johnson, Lapin, Shepard and Venugopal.

Entered Executive Session 7:00p.m.

8. EXECUTIVE SESSION:

Executive Session ended at 8:13p.m.

Chair Clark stated no action was taken in Executive Session.

Motion made by Commissioner Shepard for Richland County Sheriff's Department to an audit of the past three years on athletic contracts and Perrin Thomas, second by Commissioner Venugopal. Motion approved unanimously by all members present; Clark, Cotten, Shepard, Lindsay, Johnson, Lapin and Venugopal.

Motion made by Commissioner Shepard to adjust the hours of Staff at the Community Centers for Home Owner Association meetings and community meetings, second by Commissioner Johnson. Motion approved unanimously by all members present; Clark, Johnson, Shepard, Cotten, Lapin, Venugopal and Shepard.

9. Election of Officers:

Motion made by Commissioner Clark for Cynthia Shepard to be the Chair for the term 2018/2019, second by Commissioner Johnson. Motion approved unanimously by all members present; Clark, Shepard, Johnson, Cotten, Lindsay, Lapin and Venugopal.

Motion made by Commissioner Venugopal for Lisa Cotten to be the Vice Chair for the term 2018/2019, second by Commissioner Lindsay. Motion approved unanimously by all members present; Clark, Venugopal, Lindsay, Shepard, Lapin and Johnson.

Motion made by Commissioner Venugopal for Rob Lapin to be the Secretary for the term 2018/2019, second by Commissioner Johnson. Motion approved unanimously by all members present; Clark, Johnson, Lapin, Cotten, Lindsay, Venugopal and Shepard.

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

10. Adjournment

Meeting adjourned at 8:36 p.m.

Thomas Clark, Chair

Minutes approved on this _____ day of _____ 2018.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

CC: Cornelia Watts, Executive Assistant

FROM: Kasey Wilson, Director of Finance

DATE: July 11, 2018

RE: Monthly Financial Updates for June 2018

1. Finance

- a. We are at another fiscal year end and Finance has been very busy
- b. Reports showing expenditures might not be complete until the end of July since bills are still coming in and the expense will need to be posted to the prior fiscal year.

2. New Fiscal Year

- a. The current fiscal year began as of July 1st, so anything purchased on July 1st and after is going towards a new budget.
- b. An audit will begin soon with The Hobbs Group to audit the prior fiscal year financial data, policies and procedures.

3. Accounts Payable

- a. Accounts payable will take invoices and post them in June if they were purchased for the prior fiscal year all the way until July 31st.

4. Payroll

- a. Payroll just completed Longevity checks for staff that had more than 5 years with the SC State Retirement systems. Longevity is a bonus check that entitles RCRC employees with a percentage of their income based on years of service with the SC State Retirement Systems. 5-10 Years is a 2% bonus, 11-14 is a 3% bonus and 15 and above is 4%.

Attached:

- (A): Cash Flow for RCRC
- (C): Cash Flow for LinRick



ESTIMATED LINRICK CASH FLOW 17-18

July 2017 - June 2018 Actual Cash Balances

EXPENSES			REVENUES		COMPARE TO PRIOR FY	
MONTH	PAYROLL PAID TO RCRC	WH & OTHER CASH DISBURSEMENTS	GOLF REVENUE	CASH BALANCE	FY 16-17 ACTUAL CASH BALANCE	CASH BALANCE DIFF FROM CURRENT FY
JUL	\$ 29,214.34	\$ 37,491.14	BEGINNING BALANCE	\$ 31,126.96	\$ 7,316.62	23,810.34
AUG	\$ 40,925.35	\$ 30,242.92	\$ 74,831.12	\$ 39,252.60	\$ 32,594.40	6,658.20
SEP	\$ 19,735.07	\$ 22,924.70	\$ 59,680.83	\$ 27,765.16	\$ 38,334.65	(10,569.49)
OCT	\$ 42,595.14	\$ 31,063.58	\$ 63,166.69	\$ 48,272.08	\$ 12,282.28	35,989.80
NOV	\$ 25,414.89	\$ 17,421.87	\$ 52,610.96	\$ 27,224.32	\$ 16,336.43	10,887.89
DEC	\$ 17,024.41	\$ 17,143.35	\$ 47,699.28	\$ 32,086.84	\$ 24,980.00	7,106.84
JAN	\$ 62,338.56	\$ 18,766.68	\$ 40,650.24	\$ 38,569.32	\$ 30,275.80	8,293.52
FEB	\$ 18,629.82	\$ 14,334.56	\$ 47,899.10	\$ 5,363.18	\$ 14,217.31	(8,854.13)
MAR	\$ 33,601.31	\$ 28,609.87	\$ 50,973.07	\$ 23,371.87	\$ 15,904.99	7,466.88
APR	\$ 37,765.96	\$ 29,562.39	\$ 74,903.37	\$ 36,064.06	\$ 5,808.63	30,255.43
MAY	\$ 66,427.49	\$ 33,483.25	\$ 89,331.22	\$ 58,066.93	\$ 14,869.04	43,197.89
JUN	\$ 25,935.04	\$ 25,999.24	\$ 75,363.74	\$ 33,519.93	\$ 18,958.79	14,561.14
			\$ 85,052.44	\$ 66,638.09	\$ 31,126.96	35,511.13
Averages	34,967	25,587	63,514	35,948	20,231	15,717
	Average	Average	Average	Average	Average	Average
Notes:	* 3 Payrolls in a month					
	Longevity Pay					

**FOR
INFORMATION
ONLY
DIVISION REPORTS**



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

FROM: Felicia Venable, Community Relations Manager

DATE: July 10, 2018

RE: Monthly Updates

1. Department: Graphics Design/Webmaster

a. Advertising and Website

- Completed and corrected all graphic request
- Multiple updates to the webpage of events
- Created business cards for new and existing staff

2. Department: Community Relations

a. Agency Communications

- Updates to social media accounts promoting upcoming agency events.
- Continuation of weekly employee recognitions via email.
- Met with two new potential volunteers and administered background checks.
- Ordered promotional items for special events throughout the agency.

b. REC Connect

- Will highlight Parks and Recreation Month (July) Lifetime of Discovery at our parks and community centers.

c. Press Release

- Regularly Scheduled Board Meeting on Monday, June 18, at 6 pm.
- Independence Day closing on July 4, 2018.

d. Meetings and Events

- On June 19 at 9:00 meet with Andrew Scott to create promotional video for the Adaptive Recreation Division for Open House.
- Attended SCRPA Western/Central District Marketing Workshop on Thursday, June 21 at Greenville County Square.



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- Attended Staff Meeting on Thursday, June 28 from 9:00 – 9:30 am.
- Attended & assisted in Drop In Event at Adaptive Recreation Department on Thursday, June 28 at 10:00 am.
- Attended REC meeting at Gadsden Community Center on July 9 from 6:00 – 8:00 pm.
- Met on July 10 with Lauren Wells, Director of Development with IT-oLogy concerning a Google Sports Grant and developing a possible partnership.

3. Department: Special Events

a. Showtime Carousel

- Crane Creek Gym has been confirmed as venue.
- Porkchop Productions will perform Rapunzel on July 18, 2018

PTI Report

	PTI	JR PTI	Youth Arbitration	College Intern	Volunteer	Other	Total
District 1							
District 2	II						2
District 3	III						3
District 4	I						1
						Total	6

This is the total for complete and incomplete hours for CSW volunteers from 06/13/2018 until today which is 07/10/2018.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson

FROM: Lisa W. Lewis-Hutcherson

DATE: July 12, 2018

RE: Monthly Updates

1. Foundation:

- a. The Foundation will begin accepting applications for the Afterschool Program Scholarship on July 16th. The Afterschool Program Scholarship's purpose is to provide financial assistance to assist Richland County Recreation Commission (RCRC) Afterschool Program participants whose family may be dealing with an unexpected hardship. These scholarships will provide parents with a discount so that their child may attend a RCRC afterschool program.
- b. The Foundation is currently working on sponsorships for the "Mr. Richland County Football Player of the Year" Award. The date for this event is December 6, 2018.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission (Board Members)

FROM: David Stringer, Division Head of Human Resources

DATE: July 16, 2018

RE: Monthly Updates

1. Human Resources:

- a. Compensation - All full-time staff have received a minimum 3% cost of living increase effective July 1, 2018 as budgeted. Personal letters are being distributed to all employees;
- b. State Retirement - RCRC received notice that the employee contribution (9.0%) to State Retirement will not change for FY 2018/2019. However, the RCRC share (the percentage that RCRC contributes) will increase effective July 1, 2018. RCRC contributes 13.56% of employee's salaries. The new percentage will be 14.41%;
- c. Seasonal Hiring - Nine additional seasonal summer staff (lifeguards and camp counselors) have been hired since our last report in order to meet required ratios.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Cornelia Watts
FROM: William Daugherty
DATE: 7/11/18
RE: Monthly Updates for June/July

1. Department: IT Department

- a. Working with Spectrum to upgrade internet and cable service at Denny Terrace. Will have Spectrum move the internet service from upstairs to downstairs to make it more easily accessible.
- b. Working with AT&T to upgrade internet and phone service at the Kelly Mill concession stand and maintenance shop.
- c. Running server updates so email notifications can be sent through the Acumatica purchasing system.
- d. Had several service calls which included Trenholm, Friarsgate, St Andrews Pool (computer issues) St Andrews park and Maintenance, Forestlake (DVR issues) and Hopkins Maintenance, Hopkins Pool and New Castle (phone issues). All of which have been resolved and fixed.



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission
FROM: Connie Reaves, Director of Parks
DATE: July 11, 2018
RE: Monthly Updates

1. Department: Park Operations

- a. Blythewood Park – During the month of June 2018 we started our 11-12-year-old basketball league. With four games finished, the teams are preparing themselves to make a run in the playoffs at the end of the summer. Our "SoccerStart" program has increasingly gained participants since the conclusion of RCRC's soccer league. We are proud of the progress we have made and we look forward to more progress to come.
- b. Killian Park- Our activities for the month of June are as follows: Basketball Basics and Zumba Class. We have experienced growth in both classes and we are looking forward to this trend to continue. We are offering Free Play Volleyball and currently we're promoting to get more participation. We are also in the process of starting our Men's Industrial League back up.
- c. Meadowlake Park – Are you ready for another hot Summer? Apparently, the Women of Meadowlake Summer League Kickball League are. With a total of 8 teams consisting of new and veteran players on each team, these 100 women are ready to grind it out for another exciting summer of Kickball. This is the 3rd consecutive season that the athletic department and Meadowlake Park have successfully put this league into action. Each team plays 6 regular season games every Thursday, with the top 4 teams qualifying for a chance to win the summer championship. If you're wanting to see some exciting kickball action, make sure you stop by Meadowlake Park on Thursday evenings!

2. Department: Programming Division

- a. Richland County Recreation (RCRC) has a total of 1,327 registered campers for the Summer of Success Playground, Stay and Play, and Day Camps. The current revenue collected from these programs are \$179,096. RCRC Summer Camps provide recreational activities, arts-n-crafts, and lunch for each child. These programs are designed to ensure social equity by providing safe and fun recreational opportunities for youth in Richland County regardless of income.
- b. Read-A-Palooza will be held at St. Andrews Park on September 22, 2018. This event is a partnership with Look Mommy! Publishing LLC. Read-A-Palooza was previously held at Ed-Venture Children's Museum and was very well attended. This youth event encourages literacy in a fun and

interactive environment. The partnership includes a literacy coach visiting each RCRC Summer Camp site to inspire young readers, and the opportunity to promote RCRC classes, events, and programs.

3. Department: Adaptive Recreation

- a.** Camp Sunshine 2018 began June 11, 2018. Our days are filled with 50+ people with a variety of special needs. We provided a safe, fun environment with arts and crafts, story time/drama, music/movement, movies, games, sports, swimming and a variety of other activities.
- b.** “Lights, Action, Camera” was the theme for Session II of Camp Sunshine. Our campers rehearsed their dance and athletic moves as they prepared a talent show for parents and invited guests. We received comments from parents who were so excited about their camper’s participation. We concluded with a tour of our newly renovated building, a slide presentation, and served popcorn and drink.
- c.** Phase II renovations and final touches are complete.

4. Department: Adult Services and Community Center

- a.** Adult Community Center – The month of June has been productive for us here at the Adult Activity Center on Parklane. First Friday in June was a great success! Our 50+Line Dance Class is one of the largest classes that we offer here at the center. First Friday offers line dancers the opportunity to step outside of the class setting, learn new dances, show off learned dances, and fellowship with other dancer’s county wide. Saturday, June, 16, 2018 we offered a Women’s Self Defense Class instructed by the Richland County Sheriff’s Department. With over 20 women registered. The 4-hour course was offered free of charge for those 16 and over. All responses were positive. Friday, June, 22, 2018 we took 50 patrons to Cherokee, North Carolina to Harrah’s Casino.
- b.** Crossroads Community Center – Seniors visited the Eastover Library to participate in the senior day event. On June 19, 2018, the Seniors took a day trip to Aiken, SC. They had the opportunity to go pick fresh Peaches from the Titan Peach Farm. Our Seniors really enjoyed their time spent in Aiken. We have implemented the Teen Freedom Friday’s program, and extension of the Project R.E.A.D program.
- c.** Hopkins Park Adult Activity Center – Hot Topics class celebrated June birthdays on June 26, 2018. There were 20 patrons in attendance. The Arthritis Exercise Class continues to meet and is sustaining with 50 members. The class meets weekly on Monday and Thursday at 11:00 AM.
- d.** New Castle-Trenholm Acres Community Center – The Arthritis Exercise Class added 3 new patrons. The Jewelry Making Class added 5 new patrons. A portable sign was placed on the road in front of the center to advertise the activities and classes that are offered here with the expectation of drawing new patrons. Shortly after the sign was placed, The Arthritis Exercise class gained 2 new patrons as a result of the new signage



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Richland County Recreation Commission, Board Members

FROM: Billy Crouch, Division Head of Property Management

DATE: 07-11-2018

RE: Monthly Department Updates

Administrative and General Update

- Installed construction fencing at Polo Rd. Project.
- Continued working with the architect and RC plan review on Polo canteen.
- Started renovations at Trenholm Park.
- Installed new HVAC units at Friarsgate, ACC and Upper Richland
- Installed new netting at SAP, MP, SFP, FGP, KRP, EOP, BP, NSP and CRP
- Started all field maintenance
- Reworked the infield at NSP field 2, removed infield lip, reworked irrigation and reestablished the infield-outfield grass line
- The new handicap bus was put in service

District 1 Maintenance

- St. Andrews- cut, trim, trim shrubs and drag and work 3 baseball fields
- Bluff rd.- cut and trim
- Ballentine- cut and trim
- Denny Terrace- cut, trim, trim shrubs, cut down hanging limbs behind the building and clear the walking trail
- Dutch Fork Tennis Center- cut, trim and removed dead trees
- Friarsgate- cut, trim, added clay and removed lips from baseball fields
- Jordan Memorial Boat Ramp- cut and trim
- Olympia- cut, trim, trim shrubs
- Perrin Thomas- cut, trim, and work baseball field
- Piney Grove- cut, trim and trim shrubs
- Ridge Wood- cut, trim, removed old planters box and covered up sink hole
- Serenity- cut and trim
- Starlite- cut, trim and replace park rules sign

District 2 Maintenance

- Remove a broken table out of Meadowlake park and replaced it with a new table.
- Remove some stuff from a storage unit and took it to Bluff road park.

DIVISION REPORT -

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- We sprayed for weeds at all the parks in the district.
- Routine cutting, blowing off parking lots, walking trails, basketball courts, tennis courts, Sidewalks, And Dugouts.
- Wash all the trucks every other week on payday.
- We drag and mark fields 1 and 3 at Meadowlake park for kickball every Thursday.
- Drag and mark the ball field at Killian park for adult softball every Tuesday.
- We laid and marked a football field at Killian park.

District 3 Maintenance

- Routine cutting and trimming throughout parks
- Baseball field construction on field 4 North Springs Park
- Table and Chair request
- Assisted with moving pottery molds from storage to bluff rd. park
- Sprayed all fence lines for weed control
- finished pressure washing of building in Dist. 3

District 4 Maintenance

- Normal monthly routine maintenance to include grass cutting, trimming, edging sidewalks, trash, leaves and debris removal from park grounds. Blowing off all parking lots, walkways, dugouts, entrances, tennis courts, outdoor basketball courts, and etc. for all parks in the district.
- Drag and work up infields and practice areas weekly.
- Helped to deliver ceramic molds to Bluff Rd. Park on 6/26/18.
- Prepared Gadsden Park for outdoor event on 6/28/18.

Turf Management

- Installed new filter system and tank at polo pump house.
- Replaced gate valves at Kelly mill and polo.
- Treated for ants at parks with community events.
- Assisted in field reconstruction at NSP.
- Installed hose quick coupler at BWP
- Sprayed first app of herbicides for nutsedge at KM.
- Sprayed herbicides at GP, HP, EP, CRP, and GFSC



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Construction and Facility Repair

- Continued work on Trenholm Park
- Continued work on Polo Rd.
- Assisted on field maintenance at NSP
- Installed new baseball netting
- Repaired various fencing
- Removed dead trees at Trenholm Park



DIVISION REPORT -

"Enriching Lives, Connecting Communities"

TO: Tara Dickerson, Chief of Staff

FROM: Bob Hickman, Division Head, Safety, Security, Risk Management & Recreation

DATE: July 10, 2018

RE: Monthly Updates

1. Department: Security

- a. Continuing to coordinate with Sheriff's Department, Forest Acres, Irmo, and with Columbia Police Department to maintain Property Protection status.
- b. Maintaining coordination with Guard One security to facilitate officers at designated events.
- c. Visiting parks to discuss current issues surrounding Safety/Security.
- d. Continuing to work with staff for camera status and upgrades.
- e. Working with staff to institute Sign In procedures in our parks.
- f. Cameras being renovated, added to sites.

2. Department: Safety

- a. No First Aid/Driver Improvement classes were scheduled during the month of June.
- b. Continuous and on-going inspections of all playgrounds, grounds, signage, buildings, including bleachers, AED, First Aid Kits, SDS, Exit Lights, Emergency lighting, Video Surveillance system, Fire extinguishers/ alarms for safety issues
- c. Still awaiting funds to relocate/renovate playground area at Olympia Park
- d. Awaiting tunnel and panels for Crane Forest Playground.

3. Department: Risk Management

- a. Our Risk Management Department is moving under Human Resources.

4. Department: Aquatics

- a. All Lifeguards hired, as of first week of July. Excellent staff, getting things done.
- b. Researching cost for Shade Sails at Trenholm and St. Andrews Pools.
- c. Have started teaching swim lessons at all pools.
- d. Coordinating pool reservations and rentals for the summer.

5. Department: Recreation

- a. LinRick- Revenue is up, expenses also down from the prior month. June was the best year in the past



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nine years.

- b. Kelly Mill- No rentals scheduled.
- c. Athletics-Coordinating park field rentals when Community Leagues release fields.
- d. Spring Shin Kickers and Youth Flag Football are over for season.
- e. Our Spring Adult kickball League held its first Spring Kickball Banquet. Past and present players in attendance from over 20 teams. Music, Dancing & Photos.
- f. Working with Victory LAX SC, our lacrosse league to assist with field usage requirements.
- g. Tennis: At RCTC, morning and evening tennis lessons have started.
- h. Tennis: Had to temporarily close two courts at Blythewood Park. Both courts had a crack. Property Management has started repair process on these two courts.
- i. Summer basketball is off to a great start. Starting in early June, our four districts have a whopping 98 teams. District championship games will be conducted during the last week of July, with County Championship game during the first week of August.
- j. Athletic department is currently working with Pop Warner Football for Fall Leagues



"Enriching Lives, Connecting Communities."

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CHIEF OF STAFF REPORT

July 16, 2018

TO: Richland County Recreation Commission Board

FROM: Tara Dickerson, Chief of Staff

Good afternoon commissioners:

I would like to bring you up to speed on events that have occurred since the last board meeting in June:

1. North Springs field 4 is being totally renovated. The infield is being graded with new irrigation to the infield and outfield. The property management team is using this field as a pilot project in hopes to renovate more fields in house in the future.
2. The property management team installed backstop and side netting on 10 baseball fields.
3. I received an ombudsman complaint regarding overgrown vegetation at RCRC's property located on Marley Drive. The property management team is addressing this issue and I will follow up when the work is completed.
4. Athletic staff, property management staff and myself toured some athletic fields in Lexington County to include the new Midlands Complex. We took note of LED lighting, turf management and general maintenance and upkeep of the facilities. This information is being used to help assess the current condition of our facilities and fields.



Nationally Accredited:
The Richland County Recreation Commission became South Carolina's first nationally accredited parks and recreation agency in 2006.

Equal Opportunity Statement: The Richland County Recreation Commission is dedicated to the concept of equal opportunity. The Commission will not discriminate on the basis of race, color, religion, sex, age, disability, national origin, or marital status, in its employment practices or in the participation policies for its facilities.

5. Summer of Success summer camps are up and running. The Jumps Camp at Eastover will end before summer camps are over. We are working to get a definite date from Jumps. RCRC is prepared to take the camp over and run it for the duration of the summer.
6. All full-time employees received a minimum 3% cost of living increase which was effective July 1, 2018.
7. We have a total of 1,327 registered campers for the Summer of Success Playground, Stay and Play and Day camps with a total of \$179,096 collected from these programs.
8. Staff has assessed the multipurpose field lights at Meadowlake Park. These lights will work for evening activities if we add additional lights to the poles and reposition some of the existing lights. The rough estimate to add taller fencing around the perimeter of the field will cost \$25/linear foot.
9. The F3 athletic group has requested to place pull up bars at Ballentine Park. Staff is looking into this request and acquiring necessary paperwork to include hold harmless agreement and waiver of fees form. Staff doesn't see an issue with this request as long as a hold harmless agreement is in place. Once documents are received staff will review with contractual attorney.



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