



Recreation Committee

5:00 p.m., Wednesday, July 13, 2020
1207 Palm Boulevard, Isle of Palms, South Carolina

Virtual Meeting Due to COVID-19 Pandemic:

The public may join the virtual meeting by clicking here: <https://www.youtube.com/user/cityofisleofpalms>

Public Comment:

Citizens may provide public comment here:
<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of previous meeting's minutes** – June 1, 2020
3. **Citizens' Comments** – Citizens may submit written comments here: <https://www.iop.net/public-comment-form>. Comments received prior to the meeting will be entered into the record.
4. **Departmental Report** – Director Page
5. **Old Business**
6. **New Business**
 - a. Update on summer camps
 - b. Consideration of surfing lessons at the Recreation Center
 - c. Discussion of outlook for classes and activities in the fall
 - d. Discussion of beach parking at Recreation Center
7. **Miscellaneous Business**

Next meeting date: 5:00 p.m., Monday, June 1, 2020
8. **Adjournment**



**Recreation Committee Meeting
5:00pm, Monday, June 1, 2020
Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to order

Present: Council members Popson, Moye and Smith

Staff Present: Administrator Fragoso, Director Page, Asst. Director Farrell

2. Approval of the previous meeting's minutes – May 13, 2020

MOTION: Council Member Moye made a motion to approve and Council Member Popson seconded the motion. The motion passed unanimously.

3. Citizens' Comments – none received

4. Departmental Reports – Director Page

Director Page reviewed highlights of her activities report. She said the Farmer's Market will again be held on Wednesdays and is scheduled to begin on July 8. Tennis Camp begins in June and Basketball Camp is slated for August. Plans are being made for the Half-Rubber Tournament on August 22 and the Community Yard Sale on September 19. She anticipates being able to host virtual exercise classes via Zoom thanks to the help of Asst. Administrator Hanna. She also reported that camp counselor training has begun.

Director Page pointed out the results of the MUSC Back-to-Business review for the Recreation Department were attached to the agenda and said it has been very helpful. She said staff continues to do online training through MASC and participating in weekly meeting with regional recreation departments.

She reported that the basketball court has proven to be the only place on the grounds where it has been a challenge to get people to follow the social distancing rules. Staff monitoring of all areas will continue until the social distancing order is lifted.

Director Page said that all parents who have signed up their children for summer camp have been asked to sign a waiver about the risks related to COVID-19.

5. Old Business

Discussion of phased reopening plan for the Recreation Center

When asked about the possibility of the Recreation Center hosting drive-in movies, Director Page said it is possible if done in the municipal lot, but probably not a good idea this time of year due to the heat.

Council Member Moye reported that he had been approached by several families about the possibility of a surf camp through the Recreation Department and asked Asst. Administrator Hanna and Director Page to look into it.

6. New Business -- none

7. Miscellaneous Business

The next meeting of the Recreation Committee will be on Monday, July 13, 2020 at 5pm.

8. Adjournment

Council Member Popson made a motion to adjourn, and Council Member Moye seconded the motion. The meeting was adjourned at 5:25pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



RECREATION DEPARTMENT MONTHLY REPORT June 2020

STAFF: Norma Jean Page, Recreation Director
Karrie Ferrell, Assistant Director (programs)
Aaron Sweet, Recreation Supervisor (athletics)
Christopher Bako, Parks & Grounds Supervisor
Andrea Harrison, Recreation Supervisor (special events)
Holly Norton, Community Specialist
Joshua Key, Parks & Facilities Specialist

ATHLETICS

Adult Athletics

Fall 2020 Adult Athletics

Team registration will begin July 20th for the adult fall athletics until August 14th.

Adult Softball

Registration fees are \$425 per team. A captain's meeting will be held prior to the league.

Adult Spring 3 on 3 Basketball

Registration fees are \$60 per team. A captain's meeting will be held prior to the league.

Adult Spring 6 vs. 6 Soccer

A captain's meeting will be held prior to the league with Captains who registered for the Spring 2020 league. This league is Full based on the postponement of the Spring 2020 league and those teams who had registered.

Adult Fall Table Tennis Singles League

Registration fees are \$10 per person. The league will begin in September.

Youth Athletics and Athletic Camps

Rising Stars Basketball Camp (ages 5-15)

Enrollment Total = 43

Girls Volleyball Camp (ages 10 – 15)

Enrollment Total = 16

Get Your Spike on Volleyball Camp (ages 10 – 16)

Enrollment Total = 20

Fall 2020 Youth Soccer

Youth soccer registration will begin July 20th and will end on August 14th. Children ages 3-12 years old can register for this league. The first week of registration will be for IOP/SI residents, non-residents can begin to register starting on July 27th. Resident fees are \$20 for Fast Start Soccer (3-4yr) or \$30 for Youth Soccer (5-12yr), non-residents are \$45 for 3/4yr old soccer and \$55 for 5-12yr old soccer. Practices will begin in September.

Upcoming Events

Isle of Palms Beach Run

The Isle of Palms Beach Run is still scheduled for Saturday, July 25, 2020. We are working with Race management to evaluate the possibility of conducting this race, following the Governor's orders and also supporting social distancing. If held there will be no awards ceremony, water stations, walk up registrations or after party with food. To follow the Governor's orders the race would be limited to 200 runners plus no more than 50 volunteers/spectators with staggering start times for runners. We are investigating the possibility of changing this to a virtual race due to the limitations on numbers and the rate of growth with COVID-19.

22nd Annual Half Rubber Tournament

The 22nd Annual Half Rubber Tournament is scheduled for Saturday, August 22nd. The captains' meeting/check in will begin at 7:30 a.m., and games will begin at 8:00 a.m. The registration fee is \$25 per person. Teams may consist of 3 or 4 players. Tournament information has been posted on www.halfrubber.com along with the City of Isle of Palms website.

PROGRAMS AND CLASSES

June 2020

Monday, June 1 the Recreation Building and Cardio room re-opened along with limited programming.

Cardio Room

The Cardio Room opened Monday, June 1 from 8:00 a.m. – 5:00 p.m. Only 2 -3 participants will be allowed in the room at one time. Equipment is limited and every other machine has been labeled Do Not Use to allow for adequate social distancing. Equipment is cleaned by staff every hour and/or after every use. Disinfectant spray, wipes and hand sanitizer are available for all participants.

Dog Obedience

Dog Obedience classes will resume Monday, July 6 at 6:30 p.m. and 7:30 p.m. Class started in March and participants attempted to finish classes virtually with no success. There are six (6) participants in each class. Susan Marett will finish the training classes over the next 4 weeks for participants. The next set of classes will be scheduled in September. Instructor, Susan Marett

Fitness Classes

Pat Boyd and Angela Reinhardt have been onsite teaching fitness classes through the month of June. All classes started off outside with little to no equipment. Pat Boyd has been teaching an outdoor Suspension Training/Body weight class. Class is limited to 6 people due to the amount of suspensions straps and space. Participants bring their own water and mats.

Angela Reinhardt moved her fitness class inside to the High Tide/Low Tide Room. Class is limited to 9 people as per Governor's orders using the 5 people per 1000sq foot. The indoor class also has a zoom option that allows participants to follow the workout from home. All classes are \$8 per class, class packages are available as well.

Suspension Training: Full with six (6) participants. Class is held on Mondays, Wednesdays & Fridays at 8:00 a.m. under the picnic shelter. Instructor, Pat Boyd

Core Strength: Three - Four people have been attending class live in person. Four – six people have been attending the Zoom class from home. Class is held on Tuesdays & Thursdays at 8:30 a.m. Instructor, Angela Reinhardt

Barre: Four people have been attending class live in person. Four – six people have been attending the Zoom class from home. Class is held on Fridays at 8:30 a.m. Barre is a \$10 per class. No class package is offered at this time. Instructor, Angela Reinhardt

Isle of Palms Farmer's Market

The City of Isle of Palms and the Recreation Department continue planning the Farmer's Market. Due to the uptick in COVID-19 cases the market was postponed until August 8. The season will run Wednesdays August – September from 3:00pm – 6:30pm. The Recreation Department continues to reach out to vendors and secure them for the upcoming season.

Saturday Yoga

Class will resume Saturday, July 11 at 10:00 a.m. Class will be a drop in fee of \$12. No packages will be offered at this time. Participants will need to call and reserve their space, class will be limited to 9 people. All participants will need to bring their yoga mat to class.

Instructor Jen DeGoyler.

Tae Kwon Do

Youth and adult Tae Kwon Do classes started Saturday, June 6. Participants have been utilizing the gymnasium for both classes with the recommended 5 people per 1000sq feet. Fifteen(15) – Twenty (20) have been attending. Due to the stress of the pandemic, instructor Jack Emmel offered free classes through the month of June and July.

Tennis Camps

Orange Ball Tennis Camps was held Monday, June 8 – Thursday, June 11 from 9:00 a.m. – 12:00 p.m. Nine (9) youth participated. Red Ball Tennis Camp was held Monday, June 22 – Thursday, June 25 from 9:00 a.m. – 12:00 p.m, Seven (7) youth participated. Tennis Camp participants checked in at the Tennis Courts, all participants had their temperatures checked and recorded upon arrival. Hand sanitizing station was made available at the courts and disinfectant wipes were available through the tennis instructor. The next Orange Ball camp is scheduled for Monday, July 20 – Friday, July 24 from 9:00 a.m. – 12:00 p.m. There are seven (7) participants registered at this time.

Miscellaneous

- Constant communication with Instructors about closings and updates as we received them. In discussions about class format and changes that might have to take place with CDC guidelines moving forward with opening.
- Zoom Meetings with Department Heads, Recreation Committee, District Recreation Administrators and followed along with all City Council meetings to be informed of the most up to date information.
- Emergency Management Committee: Working with other departments within the City to edit and prepare a citywide Emergency Management Plan that is executable and informative to all departments.

SPECIAL EVENTS**Piccolo Spoleto Sand Sculpting Contest**

The annual contest scheduled for Saturday, May 30 was cancelled due to COVID-19 in efforts to avoid the spread of the virus and to adhere to the Governor's orders and guidelines from the City of Isle of Palms and other agencies.

Isle of Palms Connector Run and Walk for the Child, Inc

Staff continue to meet virtually with the Isle of Palms Exchange Club to plan and organize this event that is scheduled for October 3, 2020. Danny White with RMS, Chief Cornett and Louise

Hardy met with the Recreation Director to discuss a new race route that would begin and end on the Front Beach area. There is much discussion regarding the race and will it take place this year due to COVID-19. No decision has been made at this time and the Board expects to make a decision at the August meeting.

Camp Summershine

Summer Camp Counselors began work on Monday, June 1 to prepare games and activities for the Island children. Due to COVID-19 Counselors were instructed on proper sanitation and cleaning procedures. Fire Department provided the necessary CPR certification and re-certification. Wynette DeGroot from Human Resources provided orientation and reviewed the employee handbook and how it pertains to them as a City Employee.

Sunday, June 28 we were notified that a Summer Camp Counselor did not feel well and was going to get a COVID-19 test. The Recreation Center was immediately closed. All Recreation staff, parents of campers, players and participants that had been in the building or participated in any program, inside or outside, the week of June 22 were notified of the situation. The parents of campers scheduled for camp the week of June 29 were notified that camp was suspended until further notice. Camp Staff and Full-time staff that may have had contact with the individual were advised to quarantine for the appropriate amount of time and if they had symptoms to immediately get tested. We contacted MUSC Health and advised them of the situation and the actions we were taking and to receive any recommendations or suggestions. Tuesday, June 30 the entire Recreation building, even rooms where this Counselor had not be in were cleaned, sanitized and disinfected by a third party company.

Wednesday, July 1 the Counselor called to advise the test was positive. Once again, all Employees, parents of campers and class participants were notified of the positive test. We again reached out to MUSC Health with our plan of actions. Recreation Employees whether they had contact with the subject or not scheduled appointments with their personal physicians to receive a COVID-19 test. So far all test have come back negative. Monday, July 13 will be twenty-two (22) days since the Counselor first had symptoms. Once again I reached out in an email to MUSC Health and discussed opening Summer Camp on Monday, July 13. Regina Fraiya from MUSC responded and also included links to the CDC and SCDHEC guidelines which we used to develop the camp procedures for this year.

Ms. Page,

I appreciate your thoroughness and dedication to safety.

It appears you are following recommendations for employee testing, monitoring and/or quarantine. Review of your current risk mitigation strategies appear in-line with current guidelines for day camp.

Please let me know if there is anything else I can help you with.

Thanks, Regina

Regina A. Fraiya MSN, RN, CPNP

Liaison Manager

Medical University of South Carolina

The following are Guidelines and Procedures that have been and are being used for Summer Camps and this information was sent and will be sent to the parents of all campers.



These regulations have been established by the Isle of Palms Recreation Department in compliance with CDC, MUSC, South Carolina Recreation Parks Association recommendations set forth for summer camp agencies.

Summer Camp Guidelines and Procedures

Drop Off: 8:30am – 9:00am daily, there will be a car line on 28th Ave, stop at the Tent

- Parents/Guardian stay in vehicles. Parents will not be permitted in the Recreation Center during camp hours, except for emergency situations.
- Campers will have their temperatures recorded daily, at drop off and recorded.
- After the camper has been checked in they will go to their designated camp area
- Campers will not be checked in after 9:00am. There will be NO late drop off.

Golf Carts will be treated as cars and will need to wait in car line.

Pick-Up: Camp will be dismissed at 3:00pm. Supervision is not provided after 3:30pm.

- Car riders will be released to parents in car line, please be patient during this process
- Walkers/Bike Riders: Children that have a written permission to ride or walk home will be released at 3:00pm. They will not be allowed to hang out once camp is dismissed

Early camp dismissal: (campers having appointments/needing to leave early from camp)

- Call 843-886-8294 when you arrive to pick up your child, Recreation Staff will escort child to your vehicle and sign out at that time.
- Children leaving early from camp will not be allowed to return to camp that day.

Illness:

- **Do Not** send your child to camp with any illness. **Do Not** send your child to camp with a fever.
- Camper temperature checks will be taken and recorded in the morning and again at noon.
- Campers who become ill at camp will be placed in isolation. Parents will need to make arrangements to have the child picked up within 1 hour of call.

Restroom/ Hand Washing schedules

- Restroom breaks will be built into the schedule. Individual restroom trips will be discouraged due to the scheduled sanitation procedures.
- Restroom breaks will be staggered.
- Hand washing will be encourage often, Staff will monitor and make sure proper hand washing technique is taking place. Please take the time to teach your child proper handwashing method. At least 20 seconds.
- Campers are encouraged to bring hand sanitizer, The Recreation Department will have a supply for camp

- Hand sanitizing stations have been placed in the gym, classrooms and outdoor areas. They will be utilized by campers and counselors often.

Group Activities

- Campers will be placed in small groups 8:1 ratio or less, most likely by age
- Campers will stay with counselor and small group for the week
- No large group games will take place
- Field Trips have been cancelled
- Proper footwear for running and outdoor games should be worn daily.
- Campers will be spending a large amount of time outdoors, Remember to apply sunscreen daily and bring refillable water bottle
- Snack: Recreation Department will provide prepackaged snack for campers
- Lunch: Campers will provide lunch, no vending machines will be available during camp hours. Staff will wear gloves and masks while assisting campers with lunches. NO microwave use for camp, please send ready to eat options. There will be NO food sharing

Staff Requirements

- Temperature checks recorded daily
- Wear gloves and masks when appropriate
- Sanitize work stations after activities
- Active observation of group and any sickness of group members.
- Facilities/building will be cleaned and sanitized as soon as camp ends in preparation for the next day of camp.
- Recreation Staff will send weekly email reminders and schedules

We will continue to monitor all federal, state and local guidelines regarding COVID-19 and will make changes to camp procedures as needed.

WHAT TO BRING TO CAMP: Gear Bag- BRING EACH DAY

- Refillable Water Bottle- labeled
- Sunscreen- labeled
- Medications- (labeled & will be kept in office/ counselor area)
- LUNCH- Non-microwaveable food. Use of microwave will not be permitted during camp.
- Food allergy, dietary need, and other medical paperwork
- **Tuesday BEACH DAY- WEAR BATHING SUIT TO CAMP** and bring a dry change of clothes for the afternoon.

WHAT NOT TO BRING TO CAMP:

- Toys from home
- Cell phones or other electronic devices.



Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to be spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

The City of Isle of Palms Department of Recreation has put in place preventative measures to reduce the spread of COVID-19; however, The City of Isle of Palms Department of Recreation **cannot guarantee** that you or your child(ren) will not become infected with COVID-19. Further, **attending City of Isle of Palms Department of Recreation programming could increase** your risk and your child(ren)'s risk of contracting COVID-19.

.....
By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending City of Isle of Palms Department of Recreation program and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at City of Isle of Palms Department of Recreation programming may result from actions, omissions, or negligence of myself and others, including, but not limited to, City of Isle of Palms Department of Recreation employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance or participation in City of Isle of Palms Department of Recreation programming ("Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless the City of Isle of Palms Department of Recreation, its employees, agents and the representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of and related thereto. I understand and agree that this release includes any Claims based on actions, omissions, or negligence of the City of Isle of Palms Department of Recreation, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any City of Isle of Palms Department of Recreation program.

Signature or Parent/Guardian

Date

Print Name of Parent/Guardian

Date

Community Specialist

Communication:

Checked City website for updates and changes.
Watching Zoom meeting to stay up to date with any changes due to Covid-19 and any new policies.
Taking reservations and payments for workout classes.
Answering incoming class to the Recreation Department.
Created and displayed signage around the Recreation Department.

Programs:

Assisted with setup for Zoom workout classes.
Assisted with summer camp, tennis camp, and volleyball camp when needed.

Building Maintenance:

Cleaned and sanitized the front lobby daily.
Cleaned and sanitized the Cardio room after every use.
Cleaned and sanitized workout equipment after classes.

Parks & Facilities

Housekeeping

Performed routine housekeeping duties.
Completed monthly safety inspections.
Cleaned and serviced housekeeping maintenance equipment.
Replaced and refilled air fresheners and other sanitary devices.
Cleaned and sanitized all gymnastics equipment and exercise equipment

Facilities Preparations

Assisted with the set-up for various activities and classes
6/2- Moved equipment to prepare for Summer Camp program
6/8- Setup for Elections.
6/12- Attached water line to big slide for Wee Camp. Cleaned out 5 pools for camp.

Interior Maintenance

Machine-scrubbed the facility halls, class rooms and gym floor.
Dusted book shelves in Magnolia room.
Scrubbed tile and grout lines in the bathrooms and kitchen.
Sanitized bathrooms, door handles and high touch areas several times daily
6/1- Replaced water filters in refrigerators in kitchen and break room.
6/10- Replaced lightbulb in Minnows room.
6/11- Replaced water filter for icemaker. Descaled and sanitized ice maker.
6/12- Assembled TV and rolling cart for camp.
6/25- Replaced lightbulb in Minnows bathroom and hallway outside housekeeping closet

Exterior Maintenance

Inspected equipment, collected lost & found items and removed debris around playground

Frequently sprayed playground equipment and picnic tables

6/15- Disinfected police trailer.

6/18- Disinfected Council Chambers and City Hall.

Service Projects

6/1- Liberty Fire Protection- performed Annual Fire Extinguishers Inspection. Two extinguishers needed re-foamed. **6/16-** brought back refilled extinguishers and performed Hydrotest.

6/5- Termite inspection- no signs were found.

6/19- East Coast Pest Control- performed their monthly pest control spray

6/30 Sweet Grass Properties – Cleaned, Sanitized and disinfected the entire facility after employee tested positive for COVID-19.

PARKS & GROUNDS MAINTENANCE

Recreation Building and Activities

Completed monthly inspections and reports

Attended staff meetings

Viewed City Council meetings online to keep up to date

Attended CPR recertification class.

Assisted with set up of Volleyball, Tennis and Summershine camps.

Recreation Grounds

Cleaned trash and debris from grounds

Pulled/sprayed weeds from beds around building, as needed

Applied fire ant spray as needed on fields, walkways and picnic shelter

Edging of all walkways weekly

Removed and trimmed shrubs as needed

Replaced several Dog poop bag dispensers

Playground

Removed trash/recycling weekly

Re-leveled playground weekly

Safety check of playground

Re-set border spikes, as needed

Sprayed herbicide to control weeds in mulch

New playground chips installed by LowCountry Mulch

Basketball and Tennis Courts

Cleaning of courts daily

Picked up water bottles and trash

Installed all basketball goals as requested

Sprayed for fire ants

Edging of grass around courts

Sprayed herbicide for weed control around perimeter of fence

Baseball (Scalise) Field

- Groomed and edged infield
- Sprayed for fire ants as needed
- Sprayed weed killer to dug outs and infield
- Mowed field weekly
- Applied insect control to turf

Softball (Clarkin) Field

- Applied herbicide on field and dugouts
- Sprayed for fire ants as needed
- Groomed and edged infields
- Mowed field weekly
- Applied insect control to turf

Soccer Field

- Mowed weekly
- Adjusted seasonal irrigation
- Sprayed selective herbicide to combat dollarweed

Bark Park

- Filled holes as needed
- Filled scoopers as needed
- Applied ant control
- Adjusted dog park fence and gate

Multi-purpose Field

- Picked up debris and maintained area as needed
- Sprayed for fire ants
- Spot sprayed broadleaf weed control

Equipment

- Cleaned and serviced Toro Workman and golf cart
- Cleaned and performed maintenance on mowers
- Oil changed and radiator flush on R-1 Explorer

Other

- Assisted DPW in mowing of Waterway & Palm Boulevard

**ISLE OF PALMS RECREATION
PARKING SPACES**

**27TH Avenue – Paved & Lined
(between Hartnett & Waterway Blvd)**

**54 lined spaces
3 Handicap**

**Hartnett – Grass
(between 27th & 28th)**

25 spaces

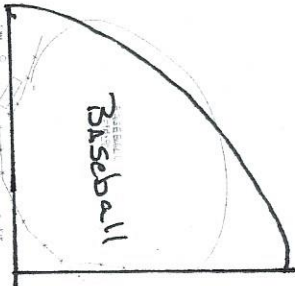
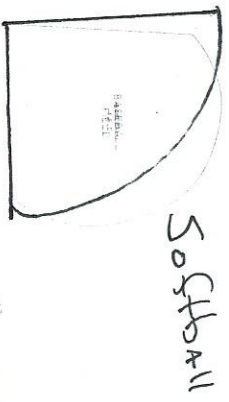
**Hartnett – Grass
(between 28th & 29th)**

25 spaces

28th Avenue – Paved & Lined

**56 spaces
5 Handicap**

27th Avenue 54 Spaces + 3 Handicap 27th Avenue 60' R/W



Batters

Basketball

Basketball

Tennis

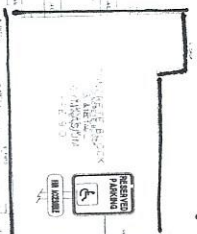
25 Spaces
27th - 28th HARTNETT

28th Avenue 60' R/W

11

11

28th Avenue



5 Handicap

DOG PARK



28th Ave 56 Parking Spaces
5 Handicap -
61

Soccer

25 Spaces
28th - 29th HARTNETT

29th Avenue 60' R/W



Untitled Map

Write a description for your map.

Legend
Isle of Palms Recreation Dept



Google Earth

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