



### **Recreation Committee**

8:00 a.m., Monday, March 1, 2021  
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:**

All citizens who wish to speak during the meeting must email their first and last name, address and topic to [rhanna@iop.net](mailto:rhanna@iop.net) no later than **3:00 p.m. the day before the meeting**. Citizens who sign up to speak will receive an email with instructions to join the meeting via Zoom. All verbal comments will have a time limit of three (3) minutes. Speakers must turn on their video and make sure that their actual name shows up as their Zoom identifier, and mute themselves after their comments.

Citizens may also provide written 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** – February 1, 2021
3. **Citizens' Comments**
4. **Departmental Report** – Director Page
5. **Old Business**
  - a. Discussion of outlook for classes and activities in the Spring
  - b. Discussion of adjustments and impact related to COVID-19 on recreation programming
  - c. Discussion of potential partnership opportunities for recreation activities such as kayaking and paddle boarding
  - d. Update on implementation of Coastal Environmental Science education class
6. **New Business**
  - a. Discussion of FY22 Operating Budget for the Recreation Department
  - b. Update of implementation of Commercial Surf Instruction ordinance
  - c. Discussion of Summer Camp registration & preview of programming
7. **Miscellaneous Business**

Next meeting date: 8:00 a.m., Monday, April 5, 2021
8. **Adjournment**



**Recreation Committee Meeting  
8:00am, Monday, February 2, 2021  
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 Buckhannon, Pounds, and Smith

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Director Page, Director Kerr, Chief Cornett, City Attorney Hinchey

**2. Approval of the previous meeting's minutes – January 4, 2021**

**MOTION: Council Member Buckhannon made a motion to approve and Council Member Pounds seconded the motion. The motion passed unanimously.**

**3. Citizens' Comments – none**

**4. Departmental Reports – Director Page**

Director Page said registration for Spring adult sports as well as youth baseball has begun. Youth basketball ended the season well without any problems. Fitness classes remain popular as they are available in person and via Zoom. Staff is working on developing special interest classes and the potential to offer classes via Live Streaming.

Twenty-five socially distanced Keenagers participated in last month's gathering. The Front Beach Fest will be replaced by a drive-in movie (Sonic The Hedgehog) in the municipal parking lot on March 7. The Yard Sale will take place on April 17 with a reduced number of vendors. There will be no Easter Egg Hunt this year, but the Recreation and Public Safety Departments will be offering front yard visits by the Easter Bunny. Staff is also working on pairing Music in the Park with a movie on the recreation field to allow for social distancing.

**5. Old Business**

**MOTION: Council Member Pounds made a motion to reorder the agenda such that the discussion of Ordinance 2020-16 would be the first item discussed under Old Business. Council Member Buckhannon seconded the motion. The motion passed unanimously.**

**A. Discussion and consideration of proposed changes to Ordinance 2020-16 to allow surfing instruction on the beach under limited conditions**

Committee members discussed the need for City Council review of surfing instructors prior to allowing them to teach on the beach. Council Member Smith noted that the City of Folly Beach approves all their instructors at one meeting. Council Member Pounds noted this requirement could be changed after the first year of the program.

Administrator Fragoso asked Committee members to consider restricting the time of day in which lessons could occur to the morning hours since the afternoons are more populated with beachgoers. Council Member Buckhannon noted the success of a surf lesson depends on tidal and weather conditions. Chief Cornett said enforcement of specific start and stop times for lessons would be easier to enforce than lesson time limits. Director Kerr said that enforceability would always be a weakness since the intent is to keep the surfing instruction as invisible as possible.

**MOTION: Council Member Smith made a motion to go into Executive Session pursuant to §30-4-70(a)(2) to receive legal advice. Council Member Buckhannon seconded the motion. The motion passed unanimously.**

The Recreation Committee entered Executive Session at 8:27am.

The Recreation Committee returned from Executive Session at approximately 9:03am. Council Member Smith said that no decisions were made. She said she would like the ordinance to state the City Council has the right to restrict the number of surf instructor providers on the beach. She instructed staff to come up with a proper and efficient means to administer the guidelines in the ordinance.

**MOTION: Council Member Pounds made a motion to approve the ordinance as presented and to include the changes as discussed in Executive Session. Council Member Buckhannon seconded the motion. The motion passed unanimously.**

**B. Discussion of outlook for classes and activities in the Spring – covered in the departmental report**

**C. Discussion of adjustments and impact related to COVID-19 on recreation programming**

Director Page said she has reached out to Delta Pharmacy on the island to let them know the Recreation Center could serve as a vaccination location if needed.

**6. New Business**

**A. Discussion of potential partnership opportunities for recreation activities such as kayaking and paddle boarding**

Council Member Smith would like to explore more opportunities for the City to encourage kayaking and paddle boarding. She suggested reaching out to the Exchange Club about the possible use of their dock.

**B. Discussion of implementation of Coastal Environmental Science education class**

Director Page has spoken to DNR, the Audubon Society, and the Clemson Extension about environmental education classes. However, COVID has stunted the travel and instruction offered by these institutions. Council Member Smith suggested reaching out to the SC Aquarium and Coastal Expeditions to see if they would be interested in offering such instruction for adults.

**C. Discussion of FY22 10-year Capital Plan for the Recreation Department**

Administrator Fragoso reviewed the items that appear in 10-year Capital Plan in FY22 for the Recreation Department.

**7. Miscellaneous Business**

The next meeting of the Recreation Committee will be on Monday, March 1, 2021 at 8am.

**8. Adjournment**

Council Member Buckhannon made a motion to adjourn, and Council Member Pounds seconded the motion. The meeting was adjourned at 9:32am.

Respectfully submitted,

Nicole DeNeane  
City Clerk



# **RECREATION DEPARTMENT MONTHLY REPORT February 2021**

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

## **ATHLETICS**

### **Adult Athletics**

#### **Adult Spring Softball**

The registration fee was \$425 per team. Games are scheduled to begin March 4 and will be played Thursday evenings. A total of three teams (60 participants) have registered.

#### **Adult Spring 3 on 3 Basketball**

The registration fee was \$60 per team. Games will be played on Tuesday evening and are scheduled to begin March 2. A total of five teams (30 participants) have registered. COVID-19 guidelines have been developed for the safety of all participants.

#### **Adult Spring 6 vs. 6 Soccer**

The registration fee was \$250 per team. Games will be played on Tuesday evenings and will begin March 2. Five (5) teams (60 participants) have registered.

#### **Adult Spring Table Tennis Singles League**

The registration fee was \$10 per player. Games will be played on Tuesday afternoon and the season will begin March 2. A total of seven players have registered.

#### **Pickle Ball League**

Registration for Beginning and Intermediate Pickle Ball leagues will begin in the upcoming months.

#### **Adult Table Tennis League for Beginners**

Registration to participate in a beginners Table Tennis League will be announced in the upcoming months.

## **Youth Sports**

#### **Youth Baseball (Ages 3-12)**

Registration for baseball ended on February 12. Fast Start Baseball fees were \$20 for residents and \$45 for non-residents. Youth baseball fees for ages 5-12 were \$30 residents/\$55 for non-residents. The coaches meetings and skill evaluation for 9-12yr old league were held on February 22. COVID-19 guidelines have been developed for the safety of all participants.

#### **Youth Baseball Registration (as of February 22, 2021)**

Fast Start Baseball	Total: 32	IOP Resident: 14	Non-resident: 15	S.I.: 3
5/6 T-Ball	Total: 36	IOP Resident: 29	Non-resident: 5	S.I.: 2
7/8 Machine Pitch	Total: 39	IOP Resident: 29	Non-resident: 8	S.I.: 2
9-12 Youth Baseball	Total: 30	IOP Resident: 21	Non-resident: 7	S.I.: 2

### **Spring Break Soccer Camp**

The Recreation Department has partnered with Soccer Shots of Charleston to provide Spring Break Soccer camp on Monday, **April 5 through Friday, April 9** from 9:00 a.m. – Noon for ages 4 – 12 years. \$150 per child IOP Residents/\$155 per child Non-Residents

Minimum: 6 participants is required. Campers must provide their own snacks and water bottle

### **Kayak and Paddle Boarding**

Recreation staff reached out to the Isle of Palms Exchange Club to discuss opportunities for programming and/or activities for the Residents at the new dock located behind their facilities. After much discussion Kitty agreed to take the ideas and suggestions to the Exchange Club Board for consideration.

## **PROGRAMS AND CLASSES**

The Recreation Department Activity Guide for the fall is located on the City's webpage. Current classes, athletics and special events can be found in the update guide.

### **Cheernastics**

Cheernastics is full with twelve (12) students enrolled, class started Tuesday, February 16 at 5:00 p.m. The next session is scheduled for Tuesday, April 13. Instructor Kaylie Penninger

### **Chair Fitness: Senior Exercise Class**

Fourteen (14) seniors have been participating in the senior exercise class. Participants meet in the gymnasium for class and utilize chairs, resistance bands and light weights. The participants are able to social distance in the space and have plenty of room for walking type fitness for cardio. Class was designed for beginners. Class is \$5 per participant or monthly class pass of \$35. Instructor, Marie Keller.

### **Dog Obedience**

Both Kinderpuppy classes are full with six (6) participants, the 6:30 p.m. class is for small breed dogs and the 7:30 p.m. class is for large breed puppies. The next session of Kinderpuppy is scheduled to begin March 1 and both classes are already full. Instructor, Susan Marett

## **Fitness Classes**

**Suspension Training:** Class is full with eight (8) participants. Class is held on Mondays, Wednesdays & Fridays at 8:00 a.m. Participants are required to make reservations before attending classes. Class is held under the picnic shelter but has utilized the gymnasium on colder days. Instructor, Pat Boyd

**Core Strength:** Nine (9) participants have been attending class inside the facility in the High Tide/Low Tide Room. Seven (7) participants have been attending the class through the zoom option. All participants are required to reserve their space for classes in advance. The Zoom link is mailed out in a monthly calendar format. Classes are held Mondays, Tuesdays & Thursdays at 8:30 a.m. Monday class is live, in person class only. The Tuesday and Thursday classes have the zoom option for participants. Angela Reinhardt

**Barre:** The class currently has ten (10) participants, five (5) have been attending live classes and five (5) people have been attending through Zoom. Class is held on Fridays at 8:30 a.m. Barre is \$10 per class, \$32 for the month. Instructor, Angela Reinhardt

**Cardio and Core:** Three (3) people have been attending the evening cardio class. Class is held on Mondays at 5:30 p.m. Reservations are required. Instructor, Elizabeth Hudson

**Full Body Sculpt:** Five (5) people have been participating in the weights and strength class. Class is held on Tuesdays at 5:30 p.m. Reservations are required. Instructor, Elizabeth Hudson

### **Gymnastics**

Four (4) participants are enrolled in the 3 & 4 year old class that begins at 3:30 p.m. The 5 & up class is held at 4:15 p.m. is full with twelve (12) participants. The next session is scheduled for Tuesday, April 13. Instructor Kaylie Penninger

### **IOP Kids**

The IOP Kids program is full. Eight (8) students are enrolled on Mondays/Wednesday/Fridays and Tuesday/Thursdays.

Registration for the 2021-2022 school year is open. Monday/Wednesday/Friday class is full for next year but there are a few spaces available for Tuesday/Thursdays. Instructor: Cathy Adams.

### **Line Dancing**

Seven (7) people have been participating in the beginner class at 10:30 a.m. The Intermediate class meets at 9:30 a.m. with six (6) participants. Class are held on Thursdays.

### **Line Dancing Workshop**

A Line Dancing workshop was held on Saturday, February 20 from 10:00 a.m. – 4:00 p.m. Fourteen (14) participants attended. The workshop was well received and all participants were thankful for the opportunity. Instructor, Trisha Leonard.

### **Over 50 Fitness**

Class is held on Tuesdays & Thursdays from 2:30 p.m. – 3:30 p.m. Class is full with eight (8) participants. Instructor Judy Fischer.

### **Saturday Yoga**

Seven (7) people have been attending class, five (5) in studio and two (2) via zoom. The class drop in fee is \$12, no packages will be offered at this time. Participants are required to sign up in advance to reserve a space. Class is limited to 9 people, due to social distancing guidelines. Participants are required to bring their own yoga mat to class. Instructor Jen DeGoyler.



**Tae Kwon Do**

Tae Kwon Do classes are running smoothly. Youth and family classes meet on Mondays at 6:30 p.m. Adult open belt classes meet Wednesday evenings and Saturday mornings.

Instructor, Jack Emmel

**Tai Chi**

Four (4) ladies have been attending the class. Instructor, Connie Cossetti

**Tennis Lessons, Youth**

Tennis lessons continue to be popular and all levels and age groups continue to be full with a waiting list. The February session of tennis filled on the first day of open registration. The next session is scheduled for March. Registration began on Monday, February 8<sup>th</sup>. Age groups include 4 & 5 year old Tiny Tennis, 6&7 year old Red Ball, 9 & 100 year old Orange ball and 11 & up Green Ball. Class placement is based on skill level. Instructor, Corinne Enright.

**Tennis Lessons, Adult**

Adult lessons are held on Tuesdays at 8:30 a.m. and 9:30 a.m. Approximately 10-12 people have been participating. Instructor Corinne Enright

**Wood Carvers**

The wood carver group meets at 10:00 a.m. on Wednesdays in the Tadpole Room.

**New Classes for 2021****Little Lotus Yoga**

Yoga for kids is held every Tuesday at 12:00 noon. Participants can pay by the month or take advantage of the walk-in fee of \$10. Currently four (4) participants are enrolled in the class. Participants will grow into their own practice with games, music and age appropriate journaling. Instructor, Jen Rogers.

**PickleBall Lessons**

Pickleball lessons are full with nine (9) participants enrolled. Most participants are beginners and interested in learning the game. The next session is scheduled to start March 29, currently two (2) people are preregistered for that session. Instructor, Geri D'Italia

**Over 50 Yoga**

Class is held on Mondays and Wednesdays at 12:30 p.m. Participants can either take part by zoom or live in person. Live classes are limited to nine (9) people. Currently three (3) are taking class in person and four (4) are participating by Zoom. Instructor, Judy Fischer.

**Over 50 Pilates**

Class is held on Tuesdays and Thursdays at 1:30 p.m. Participants can take part live in person or by zoom. Class is limited to 9 spaced for live instruction. Currently four (4) are taking class in person and three (3) are taking part in the zoom sessions. Instructor, Judy Fischer.

### **FitBody in 50**

FitBody class is back, 50 minute workout to help participants reach their optimal level of fitness.. Four (4) people are enrolled in the class. Class is held Wednesdays and Fridays, class space is limited and advanced reservations are required. Instructor, Geri D'Italia

### **Special Interest Classes**

The Recreation Department partnered with SCDNR to host “**Bringing the Outside In**” series. This information has been and will be shared on Facebook. Individuals interested in participating can sign up through the Isle of Palms Recreation Department Facebook page.

**Seabirds in South Carolina** was the first session and was held on Thursday, February 25 from 3:00 p.m. – 4:00 p.m.

**Mariculture: Stocking Fish Species in South Carolina’s Waters** will be held Thursday, March 11 at 3:00 p.m.

The Recreation department, SCDNR and Clemson Extension have partnered to host a free virtual **Healthy Pond Series** on Thursday, March 4 at 2:00 p.m. It is a two (2) hour program. The workshop is designed to help participants identify the various components of Integrated Aquatic Plant Management. It will also help with the development of a successful plan for plant and algae management for individuals that may have a pond. This workshop will also introduce resources that are available for pond owners and the information that is available should they need assistance. There will be an opportunity to ask questions and receive input, suggestion and answers from Pond Management Professionals.

**Boater Safety workshop** will be held in person, following social distancing guidelines, at the Recreation building on Saturday, April 3, 2021. Class will begin at 9:00 a.m. and last until Noon.

### **Community Specialist**

#### **Daily**

Provided training for new part time staff on Front Desk operations.  
Reviewed the City’s website for updates and changes.  
Registered participants for programs, athletics and activities.  
Receive incoming calls and answered questions regarding Recreation operations.  
Checked in, recorded payments for class participants, cardio room usage and other activities.  
Emailed invoices to class participants.  
Notified participants when classes have been postponed or cancelled.  
Communicated with the Keenagers (seniors) often throughout the month.  
Update media/information center as needed.  
Posted necessary signage regarding classes, COVID and closures.  
Assisted with check in for youth basketball, cardio room and other activities

**Other**

Record and distribute minutes from weekly staff meetings  
Assisted with Keenagers Luncheon setup and clean up.  
Assisted with set up and cleanup of youth basketball and Table Tennis league.  
Set-up Zoom workout classes, as needed.

**Building Maintenance**

Cleaned and sanitized the front lobby daily.  
Sanitized Cardio room after every use.  
Assisted with sanitizing workout equipment after classes.  
Assisted with clean up and removal of hallway flooring and water removal after flooding caused from hot water heater.

**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.  
Flush floor drains as needed.  
Disinfected gymnastics equipment.  
Cleaned the toys.  
Disinfected exercise equipment and rooms.

**Revised Cleaning schedule:**

Disinfect whole facility upon opening every morning.  
Bathrooms are disinfected at least twice daily (around 7:20 AM and 10:45 AM) and deep cleaned and mopped every afternoon (2:30-3:30 PM).  
Classrooms are disinfected first thing in the morning (7:00-7:30 AM) and at least once when not in use throughout the day. The rooms are mopped or auto-scrubbed at least twice a week.  
High/Low Tide room is disinfected every day before and after class and the floors are dust mopped after every class and auto-scrubbed or mopped twice weekly.  
The playground is disinfected daily around 8:00 AM and/or when not in use.  
The cardio room is disinfected at least twice daily, typically after every use. The machines are wiped down, the floor is swept daily and mopped twice a week.  
Disposable paper towels are used to clean and wipe surfaces down, and disposable mops are used to clean the floors.

**Facility**

Assisted with the set-up of gymnasium and classrooms for daily scheduled programs, athletics, activities, meetings and special events.

**2/4, 2/5-** Met with **Evergreen Solutions** to discuss job duties and begin compensation study.

## **Interior Maintenance**

Serviced, lubricated and cleaned Cardio room equipment.

Unclogged toilets and drains as needed.

Replaced light bulbs and ballasts as needed.

Machine-scrubbed the facility halls, class rooms and gym floor.

Scrubbed tile and grout lines in the bathrooms and kitchen.

**2/5-** Replaced door closer on Magnolia side back entrance door and used that closer to replace the side entrance door closer (dog park side).

**2/6- Expansion tank for water heater burst in the morning and caused water damage throughout the main hallway. We had to rip up the flooring and it damaged the rear door. Will need to gather quotes to replace water heater and back door and get insurance adjuster to come inspect the damage to the floors.**

**2/8-** Reset fire alarm (Trouble 1 Supervisory M24 R/RM Tamper SW Z12) due to tank bursting.

**2/17-** Replaced 4 lightbulbs near exit doors in lobby.

**2/18-** Replaced 4 lightbulbs in Mag/Palmetto rooms.

**2/18-** Replaced lightbulb in Hi Tide room.

**2/18-** Repaired leak from screw hole in roof of Hi Tide room and replaced ceiling tile.

**2/18-** Moved bookcases, piano and other miscellaneous items out of Mag/Pal rooms for floor to be replaced next week.

**2/19-** Moved gymnastics equipment to the gym so they can redo the floors in Mag/Pal.

**2/22-** Vacuumed and disinfected upstairs storage rooms and equipment. Reset rat traps.

## **Exterior Maintenance**

Inspected and sanitized the playground.

Removed trash and debris from around the building.

Sprayed for wasps.

**2/16-** Pressure washed the concrete pad and repaired the ramp on the rear emergency exit.

**2/19-** Tried to identify source of leak in hallway that was dripping down into the lights. Found indentation on the roof but unsure if that is the cause.

## **Miscellaneous and Service Projects**

### **Hot Water Heater malfunction**

Saturday, February 6 at approximately 8:30 a.m. an employee reported to work and found alarms going off and water all in the hallway. He immediately called his Supervisor. The Director arrived on the scene along with Robert Asero from Public Works Department. Water was shut off once the leak was discovered. The pressure tank on the hot water heater sprang a leak and saturated most of the hallway flooring along with the Magnolia/Palmetto room. The Director notified the Recreation Staff to come in and assist with clean up. Restoration 1 Water Damage Experts were called along with the City Administrator. Recreation Staff along with the City Administrator removed most of the saturated hallway flooring. Fans were installed to dry out the facility. The Insurance Company was notified and inspected the damages. All the hallway flooring and flooring in the Magnolia/Palmetto rooms have been replaced and paid for by the City's insurance company. The hot water heater will be replaced on Monday, March 1 and paid for by the City.

**2/1- Carolina Gas-** Refilled propane tank for gym heaters.

**2/2- Berkeley Heating and Air-** Came out to inspect mini-split HVAC unit in maintenance office. Unit was not getting power.

**2/4-** Sent another technician out, told to get an electrician to figure out why we are not getting power to the disconnect on the rooftop (breakers not tripped). **2/22-** Scrapped away sealant from new gym unit as it was sagging off, will replace with new coat when it is warmer and not raining.

**2/8- J Stephens Plumbing LLC-** Came out to give estimate to replace water heater.

**2/9- Charleston Electric-** Checked power to breakers (voltage-good), found blown fuse in the disconnect on the rooftop. **2/12-** Replaced both ECNR20 fuses. After defrosting the coil, the mini-split in maintenance office is working properly.

**2/9- LimRic Plumbing, Heating and Air-** Came out to give estimate to replace water heater.

**2/10- Municipal Association of South Carolina- Rem Williams** (claims adjuster) came out to inspect water damage caused by pressure tank failure. Main hallway floor and hallway outside of the sprinkler room flooring were replaced. The Magnolia/Palmetto floors were also damaged and were also replaced.

**2/12- Blitch plumbing-** Came out to give estimate to replace water heater.

## **Parks & Grounds Maintenance**

### **Recreation Grounds**

Completed monthly inspections on playground equipment

Mowed and groomed grounds and athletic fields

Treated for fire ants, as needed

Filled holes in Bark Park and filled scooper boxes

Trimmed trees and bushes and removed old plantings and dead bushes around the facility

Prepared design for new plants and bushes around the facility and grounds

Installed mulch around the building

Contacted Cox Tree service for estimates to trim trees to relocate and install generator

Secured pricing for resurfacing or sealing 28<sup>th</sup> Avenue parking lot

Installed new swing seat in playground

### **Recreation Building**

Cleaned gutters

Checked roof for excessive leaves and debris

Supervised the cleaning of storm drain pipes connected to building downspouts

### **Athletic Fields**

Groomed and edged infields in preparation for upcoming seasons

Lined for weekly scheduled sport games

Repaired batting cages

Applied pre-emergent and other products as needed

Replaced lights and repaired softball scoreboard

Replaced bases in preparation for baseball and softball seasons

Inspected and repaired team benches for youth baseball.

Repaired backstop on baseball field

**Miscellaneous**

Assisted with removal of hallway flooring due to flooding

Secured bids on sidewalk repairs and replacement

Continue to work with Public Works Department on platform and electricity for generator

Securing prices and designs for Engraved Brick Paver walkway

Working with Robert Asero to purchase plants at wholesale for new plantings in the beds around the facility



**Isle of Palms Recreation Department  
ADULT 3on3 BASKETBALL  
COVID -19 Protocols  
2021**

Anyone who has a fever, or is experiencing any symptoms including but not limited to: cough, muscle aches, chills, shortness of breath, nausea/diarrhea, loss of smell/taste, fatigue, and / or headache is advised to stay home and not risk the well-being of others by attending activities. Temperatures will be taken upon entering, and anyone who has a temperature reading above 100.4 degrees will not be allowed to enter the facility.

- **ALL PERSONS OVER 2 YEARS OLD ENTERING THE FACILITY MUST WEAR MASKS AT ALL TIMES. Players ONLY may take them off while on the court, but must put them back on when on the bench.**
- All participants, event staff and attendees will be required to sign a waiver ONLINE prior to participation.
- Participants are only allowed to bring essential equipment (i.e. shoes, water bottle) into a facility. No bags/backpacks allowed. **Players may not bring their own ball.**
- IOP Recreation Staff will sanitize ball before, during and after games.
- Staff will be disinfecting common areas regularly including entry doors, check in, and bathrooms.
- Spectators may only bring essential items into the facility. **No bags of any kind.**
- All attendees will be reminded via signage to use hand sanitizer, and to **ALWAYS cough or sneeze into their elbow and NOT their hands.**
- Social distancing measures will be strictly enforced including seating on bleachers
- Players are required to use hand sanitizer prior to participation, and any time a player is substituted in or out of the game. Disinfecting supplies and hand sanitizer will be provided for each team on/near the scorer's table.

**In order to minimize the number of people inside the Recreation Building, The following procedures MUST be followed:**

- Everyone who enters the facility will have their temperature checked via a forehead thermometer. Anyone registering a temperature over 100.4 will not be permitted to enter and will be asked to leave, immediately.
- Only two (2) guests per player will be allowed in the facility.
- Bleachers will be limited in capacity, alternating rows.
- **Game nights, Teams must stay out of the building until they are notified by the IOP Rec. Staff member when it is time to go in. Guests should wait in cars and avoid gathering.** We will let the teams in once the team ahead of them leaves.
- Players should show up no sooner than ten (10) minutes before game time.
- Please exit BUILDING immediately following each game. Post-game meetings can take place outside. We cannot have teams waiting around inside the facility.

We will stagger start times for games whenever possible to ensure all teams are not arriving / departing at the same time.





**Isle of Palms Recreation Department  
YOUTH BASEBALL  
COVID -19 Protocols  
2021**

Anyone who has a fever of 100.4, or is experiencing any symptoms including but not limited to: cough, muscle aches, chills, shortness of breath, nausea/diarrhea, loss of smell/taste, fatigue, and/or headache is advised to stay home and not risk the well-being of others by attending activities.

- **Baseball Players will be required to wear a mask at all times except when they are actually/officially practicing or playing a game on the field. If on sidelines or in the dugout masks must be worn.**
  - **Coaches MUST wear a mask at all times.**
- All participants, coaches, event staff and attendees will be required to sign a waiver ONLINE prior to participation.
- Participants are only allowed to bring essential equipment (i.e. shoes, water bottle, helmet, bat and gloves) into the dugout.
- Bats will be provided for all age groups. Coaches, assistance coaches and umpires will help sanitize bats in between use for each player.
- Coaches / officials will sanitize equipment before, during and after games.
- All attendees will be reminded via signage to use hand sanitizer, and to **ALWAYS cough or sneeze into their elbow and NOT their hands.**
- Coaches are required to use hand sanitizer on all players, including themselves, prior to participation, and any time a player is substituted in or out of the game. Disinfecting supplies and hand sanitizer will be provided for each team's dugout.
- Umpires will remind teams that huddles must be spaced out (players stand 6 feet apart).
- Umpires will enforce no hand shaking after games or high fives during or after.
- Water fountains will be turned off, players must bring their own water bottles

- No sunflower seeds or gum chewing in player dugouts
- Spitting is not allowed at anytime before, during or after practices and/or games.

**In order to promote social distancing and eliminate groups of individuals gathering at the games, the following recommendations are offered and taking preventative measures are encouraged and recommended.**

- All spectators are encouraged to bring their own chairs to watch games. Bleacher seating will be limited and taped off to allow for social distancing.
- Social distancing measures will be strictly enforced
- All spectators will be asked to socially distance unless they share the same household
- Players should arrive no more than fifteen (15) minutes before game time or practice time.
- Please exit the FIELDS immediately following each game or practice. Post-game or practice group meetings will not be allowed. Teams gathered in group will not be allowed to hang around the baseball field(s) at any time.

Games times will be staggered for practices and games whenever possible to ensure that teams are off the field and out of the dugout before the next team arrives.

March  
2021

(843) 886-8294 [www.iop.net](http://www.iop.net)

## Programs, Athletics & Special Events

SUN	MON	TUE	WED	THU	FRI	SAT
	<b>1 <u>Easter Egg Registration</u></b> 8:00 Suspension Training 8:30 Core Strength/Bosu 9:00 IOP Kids 11:00 Pickle Ball 12:00 Mini Minnows 2:30 Senior Fitness 4:00 Baseball Practice 5:00 Cardio & Core 6:30 Dog Obedience 6:30 TKD	2 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 10:00 Table Tennis 10:45 Tai Chi 12:00 Little Lotus Yoga 3:30 Youth Tennis 3:30 Gymnastics 5:00 Cheernastics 4:00 Baseball Practice 5:00 Full Body Sculpt 6:15 Adult Soccer 7:00 Adult Basketball	3 8:00 Suspension Training 9:00 IOP Kids 10:00 Wood Workers 10:30 Fitbody in 50 <b>12:00 KEENAGERS</b> 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 6:30 TKD	4 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 9:30 Line Dancing 10:00 Table Tennis 1:30 Over 50 Pilates 2:30 Over 50 Fitness 4:00 Baseball Practice 7:00 Adult Softball	5 8:00 Suspension Training 8:30 Barre 9:00 IOP Kids 10:30 Fitbody in 50 12:00 Mini Minnows 4:00 Baseball Practice	<b>6</b> 9:00 TKD 10:00 Yoga <b><u>Drive-in Movie</u></b> 6:30pm Front Beach Big Municipal Lot Pavilion Dr. Lot Opens at 5:30pm <b>FREE EVENT!</b> 
7	8 8:00 Suspension Training 8:30 Core Strength/Bosu 9:00 IOP Kids 11:00 Pickle Ball 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 5:00 Cardio & Core 6:30 Dog Obedience 6:30 TKD	9 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 10:00 Table Tennis 10:45 Tai Chi 12:00 Little Lotus Yoga 1:30 Over 50 Pilates 2:30 Over 50 Fitness 3:30 Youth Tennis 3:30 Gymnastics 5:00 Cheernastics 4:00 Baseball Practice 5:00 Full Body Sculpt 6:15 Adult Soccer 7:00 Adult Basketball	10 8:00 Suspension Training 9:00 IOP Kids 10:00 Wood Workers 10:30 Fitbody in 50 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 6:30 TKD	11 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 9:30 Line Dancing 10:00 Table Tennis 1:30 Over 50 Pilates 2:30 Over 50 Fitness 4:00 Baseball Practice 7:00 Adult Softball	12 8:00 Suspension Training 8:30 Barre 9:00 IOP Kids 10:30 Fitbody in 50 12:00 Mini Minnows 4:00 Baseball Practice	13 9:00 Fast Start Baseball 9:00 TKD 10:00 Yoga
14	<b>15</b> 8:00 Suspension Training 8:30 Core Strength/Bosu 9:00 IOP Kids 11:00 Pickle Ball 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Basketball Practice 5:00 Cardio & Core 6:30 Dog Obedience 6:30 TKD	16 8:30 Core Strength 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 10:00 Table Tennis 10:45 Tai Chi 12:00 Little Lotus Yoga 1:30 Over 50 Pilates 2:30 Over 50 Fitness 3:30 Youth Tennis 3:30 Gymnastics 5:00 Cheernastics 4:00 Baseball Practice 5:00 Full Body Sculpt 6:15 Adult Soccer 7:00 Adult Basketball	17 8:00 Suspension Training 9:00 IOP Kids 10:00 Wood Workers 10:30 Fitbody in 50 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 6:30 TKD	18 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 9:30 Line Dancing 10:00 Table Tennis 1:30 Over 50 Pilates 2:30 Over 50 Fitness 4:00 Baseball Practice 7:00 Adult Softball	19 8:00 Suspension Training 8:30 Barre 9:00 IOP Kids 10:30 Fitbody in 50 12:00 Mini Minnows 4:00 Baseball Practice	20 9:00 Fast Start Baseball 9:00 TKD 10:00 Yoga
21	22 8:00 Suspension Training 8:30 Core Strength/Bosu 9:00 IOP Kids 11:00 Pickle Ball 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 5:00 Cardio & Core 6:30 Dog Obedience 6:30 TKD	23 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 10:00 Table Tennis 10:45 Tai Chi 12:00 Little Lotus Yoga 1:30 Over 50 Pilates 2:30 Over 50 Fitness 3:30 Youth Tennis 3:30 Gymnastics 5:00 Cheernastics 4:00 Baseball Practice 5:00 Full Body Sculpt 6:15 Adult Soccer 7:00 Adult Basketball	24 8:00 Suspension Training 9:00 IOP Kids 10:00 Wood Workers 10:30 Fitbody in 50 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 6:30 TKD	25 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 9:30 Line Dancing 10:00 Table Tennis 1:30 Over 50 Pilates 2:30 Over 50 Fitness 4:00 Baseball Practice 4:00 Acting workshop 7:00 Adult Softball	<b>26 <u>Easter Egg Reg. Ends</u></b> 8:00 Suspension Training 8:30 Barre 9:00 IOP Kids 10:30 Fitbody in 50 12:00 Mini Minnows 4:00 Baseball Practice	27 9:00 Fast Start Baseball 9:00 5-6 T-ball Games 9:00 TKD 10:00 Yoga
28	<b>29 <u>IOP Residents ONLY</u></b> <b><u>Summer Camp Reg.</u></b> 8:00 Suspension Training 8:30 Core Strength/Bosu 9:00 IOP Kids 11:00 Pickle Ball 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 5:00 Cardio & Core 5:15 7-8 Baseball Games 5:15 9-12 Baseball Games 6:30 Dog Obedience 6:30 TKD	30 8:30 Core Strength 8:30 Adult Tennis 9:00 IOP Kids 10:00 Table Tennis 10:45 Tai Chi 12:00 Little Lotus Yoga 1:30 Over 50 Pilates 2:30 Over 50 Fitness 3:30 Youth Tennis 3:30 Gymnastics 5:00 Cheernastics 4:00 Baseball Practice 5:00 Full Body Sculpt 6:15 Adult Soccer 7:00 Adult Basketball	31 8:00 Suspension Training 9:00 IOP Kids 10:00 Wood Workers 10:30 Fitbody in 50 12:00 Mini Minnows 12:30 Over 50 Yoga 2:30 Senior Fitness 4:00 Baseball Practice 6:30 TKD	<div><h1><u>EASTER DROP 2021</u></h1><div><h2>Saturday, April 3</h2><h2>9:00am</h2></div><p><b>Registration March 1 - March 26</b> <b>IOP Residents ONLY!</b></p><p>Sign up to have the Recreation, Police, and Fire Departments help the Easter bunny drop off a gift straight to your house!</p><p>Free enrollment/Limited space available!</p><p>Call 843-886-8294 to register.</p></div>		



**Isle of Palms Recreation Center**  
**#24 28th Avenue**  
**Isle of Palms, SC 29451**  
**(843)886-8294**



## MARCH CLASS SCHEDULE AND SPECIAL EVENTS

Reservation required for all fitness classes, call to reserve or to access Zoom classes

### Monday:

**SUSPENSION TRAINING** 8:00am  
  
**CORE STRENGTH/BOSU** 8:30am  
  
**OVER 50 YOGA** 12:30pm  
\*Zoom Option  
  
**SENIOR FITNESS** 2:30pm  
  
**CARDIO & CORE** 5:00pm

\* Cardio Room: 8:00am - 5:00pm

### Tuesday:

**CORE STRENGTH** 8:30am  
\*Zoom Option  
  
**TAI CHI** 10:45am  
  
**OVER 50 PILATES** 1:30pm  
\*Zoom Option  
  
**OVER 50 FITNESS** 2:30pm  
  
**FULL BODY STRENGTH** 5:00pm

\* Cardio Room: 8:00am - 5:00pm

### Wednesday:

**SUSPENSION TRAINING** 8:00am  
  
**FITBODY IN 50** 10:30am  
  
**OVER 50 YOGA** 12:30pm  
\*Zoom Option  
  
**SENIOR FITNESS** 2:30pm

\* Cardio Room: 8:00am - 5:00pm

### Thursday:

**CORE STRENGTH** 8:30am  
\*Zoom Option  
  
**LINE DANCING** 9:30am  
  
**OVER 50 PILATES** 1:30pm  
\*Zoom Option  
  
**OVER 50 FITNESS** 2:30pm

\* Cardio Room: 8:00am - 5:00pm

### Friday:

**SUSPENSION TRAINING** 8:00am  
  
**BARRE** 8:30am  
\*Zoom Option  
  
**FITBODY IN 50** 10:30am

\* Cardio Room: 8:00am - 5:00pm

### Saturdays:

**YOGA** 10:00am  
\*Zoom Option

### Sundays:

**CLOSED**

## SPRING BREAK SOCCER CAMP SOCCER SHOTS



Ages 4 - 12yrs      April 5 - 9      9:00am - 12:00pm  
\$150 Residents/Non-residents

### LOTTERY REGISTRATION DATES:



**Monday, March 29 - Friday, April 9, 2021 - Isle of Palms Residents Only**  
Residents can enter the lottery any time from March 29 - April 9. Entering early will not increase your chances of enrollment. Lottery will be run on Monday, April 12. After the lottery has been run, participants will receive an email stating enrollment or waitlist.

Children must be between the ages of 3 - 12 years old by September 1, 2020. Grandparents: Grandchildren need to reside 50 miles away or more in order to be registered. All siblings need to be registered for interested weeks of camp.

Enrolling in Summer Camp: Residents will be notified by email. Full payment is due once selected. Participants can fill forms out online or in person. Deposit for each week of camp is due once selected. Participants will be able to pay online or in person. Remaining balance of camp fees will be due 1 week prior to attending that week of camp

### DAY IN THE PARK

**Saturday, May 1**



#### Music

3:00pm - 7:00pm

Blue Plantation Group &  
Yeehaw junction

Bring lawn chairs and  
enjoy an afternoon of music in  
the park! Food Vendors onsite  
providing refreshments.

#### Movie

8:00pm



The Croods "New Age"  
on the multi purpose field  
**FREE EVENT!**

# March 2021

Isle of Palms Recreation  
Department

Reservation Required for all Classes

(843) 886-8294 [www.iop.net](http://www.iop.net)

- Payment Required to hold Reservations
- Zoom Classes Available: \*Z: email [kferrell@iop.net](mailto:kferrell@iop.net) to participate

## Cardio Room Hours: Monday – Friday 8am – 5pm

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> 8:00 Suspension Train 9am Core Strength/Bosu 2:30 Senior Fitness 5:00pm Cardio & Core	<b>2</b> 8:30 Core Strength *Z 10:45 Tai Chi 5:00 Full Body Strength	<b>3</b> 8:00 Suspension Train 10:30 Fit Body in 50 12:30 Over 50 Yoga *Z 2:30 Senior Fitness	<b>4</b> 8:30 Core Strength *Z 9:30 Line Dancing 10:30 Line Dancing 1:30 Over 50 Pilates *Z 2:30 Over 50 Fitness	<b>5</b> 8:00 Suspension Train 8:30 Barre *Z 10:30 FitBody in 50	<b>6</b> 10:00 Yoga *Z
	<b>8</b> 8:00 Suspension Train 9am Core Strength/Bosu 12:30 Over 50 Yoga 2:30 Senior Fitness 5:00pm Cardio & Core	<b>9</b> 8:30 Core Strength *Z 10:45 Tai Chi 1:30 Over 50 Pilates 2:30 Over 50 Fitness 5:00 Full Body Strength	<b>10</b> 8:00 Suspension Train 10:30 Fit Body in 50 12:30 Over 50 Yoga *Z 2:30 Senior Fitness	<b>11</b> 8:30 Core Strength *Z 9:30 Line Dancing 10:30 Line Dancing 1:30 Over 50 Pilates *Z 2:30 Over 50 Fitness	<b>12</b> 8:00 Suspension Train 8:30 Barre *Z 10:30 FitBody in 50	<b>13</b> 10:00 Yoga *Z
	<b>15</b> 8:00 Suspension Train 9am Core Strength/Bosu 12:30 Over 50 Yoga 2:30 Senior Fitness 5:00pm Cardio & Core	<b>16</b> 8:30 Core Strength *Z 10:45 Tai Chi 1:30 Over 50 Pilates 2:30 Over 50 Fitness 5:00 Full Body Strength	<b>17</b> 8:00 Suspension Train 10:30 Fit Body in 50 12:30 Over 50 Yoga *Z 2:30 Senior Fitness	<b>18</b> 8:30 Core Strength *Z 9:30 Line Dancing 10:30 Line Dancing 1:30 Over 50 Pilates *Z 2:30 Over 50 Fitness	<b>19</b> 8:00 Suspension Train 8:30 Barre *Z 10:30 FitBody in 50	<b>20</b> 10:00 Yoga *Z
	<b>22</b> 8:00 Suspension Train 9am Core Strength/Bosu 12:30 Over 50 Yoga 2:30 Senior Fitness 5:00pm Cardio & Core  <b>29</b> 8:00 Suspension Train 9am Core Strength/Bosu 12:30 Over 50 Yoga 2:30 Senior Fitness 5:00pm Cardio & Core	<b>23</b> 8:30 Core Strength *Z 10:45 Tai Chi 1:30 Over 50 Pilates 2:30 Over 50 Fitness 5:00 Full Body Strength  <b>30</b> 8:30 Core Strength *Z 10:45 Tai Chi 1:30 Over 50 Pilates 2:30 Over 50 Fitness 5:00 Full Body Strength	<b>24</b> 8:00 Suspension Train 10:30 Fit Body in 50 12:30 Over 50 Yoga *Z 2:30 Senior Fitness  <b>31</b> 8:00 Suspension Train 10:30 Fit Body in 50 12:30 Over 50 Yoga *Z 2:30 Senior Fitness	<b>25</b> 8:30 Core Strength *Z 9:30 Line Dancing 10:30 Line Dancing 1:30 Over 50 Pilates *Z 2:30 Over 50 Fitness	<b>26</b> 8:00 Suspension Train 8:30 Barre *Z 10:30 FitBody in 50	<b>27</b> 10:00 Yoga *Z



DRAFT #1

CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS

GL Number	Description	ACTUAL FY17	ACTUAL FY18	ACTUAL FY19	ACTUAL FY20	BUDGET FY21	YTD As Of 12/31/2020 (6 MOS)	Jan-Dec 2020 (12 MOS)	FORECAST FY21	INCREASE/ (DECREASE) IN FY21 BUDGET	BUDGET FY22	INCREASE/ (DECREASE) IN FY22 BUD	FORECAST FY23	FORECAST FY24	FORECAST FY25	FORECAST FY26
GENERAL FUND																
10-4810.5001	SALARIES & WAGES	345,866	347,796	364,045	379,099	368,534	185,083	385,368	360,000	(8,534)	380,359	11,825	389,868	399,615	409,605	419,845
10-4810.5002	OVERTIME WAGES	17,608	5,843	2,719	2,833	8,198	1,426	2,882	5,000	(3,198)	8,371	173	8,580	8,795	9,015	9,240
10-4810.5003	PART-TIME WAGES	184,353	195,657	195,375	150,844	200,000	63,897	136,111	150,000	(50,000)	200,000	-	200,000	200,000	200,000	200,000
10-4810.5004	FICA EXPENSE	39,804	40,800	41,865	39,796	44,120	18,629	38,990	39,398	(4,722)	45,038	918	45,781	46,543	47,324	48,125
10-4810.5005	RETIREMENT EXPENSE	42,493	47,593	53,076	57,707	63,712	30,069	58,985	61,769	(1,943)	68,261	4,549	73,952	75,801	77,696	79,638
10-4810.5006	GROUP HEALTH INSURANCE	58,833	55,369	64,643	57,056	59,742	30,337	59,847	59,742	-	58,289	(1,453)	61,203	64,264	67,477	70,851
10-4810.5007	WORKMEN'S COMPENSATION	12,391	10,929	10,919	9,873	13,030	6,862	10,451	13,030	-	13,390	360	13,725	14,068	14,420	14,780
10-4810.5008	UNEMPLOYMENT COMPENSATION	-	-	-	2,997	-	1,780	4,777	-	-	-	-	-	-	-	-
Subtotal Wages & Fringes		701,348	703,987	732,642	700,205	757,336	338,082	697,411	688,938	(68,397)	773,708	16,372	793,110	809,085	825,536	842,479
% Increase/(Decrease) from Prior \		4%	0%	4%	-4%	3%			-6%		12%		3%	2%	2%	2%
10-4820.5010	PRINT AND OFFICE SUPPLIES	10,519	9,544	9,940	8,720	10,500	1,650	4,303	10,500	-	10,500	-	10,500	10,500	10,500	10,500
10-4820.5014	MEMBERSHIP AND DUES	1,337	1,328	1,281	1,345	1,600	407	1,208	1,600	-	1,600	-	1,600	1,600	1,600	1,600
10-4820.5015	MEETINGS AND SEMINARS	1,381	1,332	1,272	328	2,000	295	295	2,000	-	2,000	-	2,000	2,000	2,000	2,000
10-4820.5016	VEHICLE, FUEL & OIL	2,760	3,218	2,919	2,070	3,500	937	1,896	3,000	(500)	3,000	(500)	3,000	3,000	3,000	3,000
10-4820.5017	VEHICLE MAINTENANCE	433	1,617	909	4,966	2,000	112	6,138	2,000	-	2,000	-	2,000	2,000	2,000	2,000
10-4820.5020	ELECTRIC AND GAS	34,600	39,280	32,628	27,872	37,000	15,678	27,350	35,500	(1,500)	35,500	(1,500)	35,500	35,500	35,500	35,500
10-4820.5021	TELEPHONE/CABLE	15,567	17,846	15,223	10,527	16,000	6,389	11,663	13,000	(3,000)	13,000	(3,000)	13,000	13,000	13,000	13,000
10-4820.5022	WATER AND SEWER	4,023	3,702	4,104	4,337	5,000	2,733	4,610	5,000	-	5,000	-	5,000	5,000	5,000	5,000
10-4820.5024	IT EQUIP, SOFTWARE & SVCS	-	-	-	-	-	-	-	-	-	23,000	23,000	18,000	18,000	18,000	18,000
10-4820.5025	NON-CAPITAL TOOLS & EQUIPMEN	1,767	1,296	1,831	1,734	2,200	1,577	1,577	2,200	-	1,500	(700)	1,500	1,500	1,500	1,500
10-4820.5026	MAINT & SERVICE CONTRACTS	45,164	34,108	39,562	38,478	41,600	31,743	50,181	41,600	-	36,600	(5,000)	36,600	36,600	36,600	36,600
10-4820.5027	MACHINE/EQUIPMENT REPAIR	2,746	350	591	1,564	2,500	851	1,824	2,500	-	2,500	-	2,500	2,500	2,500	2,500
10-4820.5041	UNIFORMS	1,739	1,403	1,593	36	1,950	281	281	1,950	-	1,950	-	1,950	1,950	1,950	1,950
10-4820.5044	CLEANING/SANITARY SUPPLY	5,296	4,953	5,589	6,344	5,500	153	2,811	5,500	-	5,500	-	5,500	5,500	5,500	5,500
10-4820.5049	MEDICAL AND LAB	675	675	579	1,344	800	554	1,472	800	-	800	-	800	800	800	800
10-4820.5062	INSURANCE	40,200	42,039	40,860	41,520	44,000	21,666	40,760	44,000	-	44,000	-	44,880	45,778	46,693	46,693
10-4820.5063	RENT AND LEASES	2,856	1,900	1,971	2,365	2,500	1,177	2,361	2,500	-	2,500	-	2,500	2,500	2,500	2,500
10-4820.5064	EMPLOYEE TRAINING	1,674	1,860	1,185	1,092	2,000	639	1,071	2,000	-	2,000	-	2,000	2,000	2,000	2,000
10-4820.5065	PROFESSIONAL SERVICES	105	105	120	120	120	-	120	120	-	120	-	120	120	120	120
10-4820.5079	MISC. & CONTINGENCY EXP	2,305	3,312	3,514	2,210	3,500	1,114	2,766	3,500	-	3,500	-	3,500	3,500	3,500	3,500
10-4830.5088	5 & UNDER GROUPS	605	590	469	271	750	268	347	750	-	750	-	750	750	750	750
10-4830.5091	PROGRAMS	2,543	2,855	2,949	1,360	3,500	1,291	1,509	3,500	-	3,500	-	3,500	3,500	3,500	3,500
10-4830.5092	SPECIAL ACTIVITES/EVENTS	20,553	23,074	22,675	22,544	24,500	10,396	20,043	24,500	-	24,500	-	24,500	24,500	24,500	24,500
10-4830.5093	SUMMER CAMPS	12,631	10,674	13,605	10,019	14,500	4,509	9,385	10,000	(4,500)	14,500	-	14,500	14,500	14,500	14,500
10-4830.5095	THEME ACTIVITIES	1,084	2,099	1,194	998	2,000	271	451	1,000	(1,000)	2,000	-	2,000	2,000	2,000	2,000
10-4830.5096	MIDDLE SCHOOL DANCES	1,725	2,371	-	-	-	-	-	-	-	-	-	-	-	-	-
10-4830.5097	ADULT SPORTS	12,905	12,192	12,987	6,389	13,000	3,042	3,886	8,000	(5,000)	13,000	-	13,000	13,000	13,000	13,000
10-4830.5098	YOUTH SPORTS	30,006	33,063	28,472	13,657	35,000	7,925	16,441	35,000	-	35,000	-	35,000	35,000	35,000	35,000
10-4830.5099	KEENAGERS	2,424	3,112	2,794	1,699	3,500	1,374	2,141	2,000	(1,500)	3,500	-	3,500	3,500	3,500	3,500
SUBTOTAL GEN FUND OPERATING		259,621	259,897	250,815	213,909	281,020	117,031	216,892	264,020	(17,000)	293,320	12,300	289,200	290,098	291,013	291,013
TOTAL GENERAL FUND		960,969	963,883	983,458	914,114	1,038,356	455,114	914,303	952,958	(85,397)	1,067,028	28,672	1,082,310	1,099,183	1,116,549	1,133,492
% Increase/(Decrease) from Prior \		4%	0%	2%	-7%	6%			-3%		12%		1%	2%	2%	2%

CITY OF ISLE OF PALMS **RECREATION DEPARTMENT** EXPENDITURE DETAIL - ALL FUNDS

NOTES

GENERAL FUND	
SALARIES & WAGES	FY22 Budget does not yet include a wage adjustment pending the results of the Wage & Comp Study currently underway. FY22-25 forecasts include a 2.5% merit pool.
OVERTIME WAGES	Forecast increase is 2.5% per year
PART-TIME WAGES	Instructor pay = 70% of revenues generated from participant fees, so this line item is tied to participation.
FICA EXPENSE	FICA rate is 7.65%
RETIREMENT EXPENSE	SCRS employer contribution rates are 17.56% in FY22 and 18.56% for FY23-26
GROUP HEALTH INSURANCE	PEBA rates + 5% increase on January 1
WORKMEN'S COMPENSATION	Based on current SCMIT rates and forecasted salaries.
UNEMPLOYMENT COMPENSATION	
PRINT AND OFFICE SUPPLIES	
MEMBERSHIP AND DUES	
MEETINGS AND SEMINARS	
VEHICLE, FUEL & OIL	
VEHICLE MAINTENANCE	
ELECTRIC AND GAS	
TELEPHONE/CABLE	
WATER AND SEWER	
IT EQUIP, SOFTWARE & SVCS	New IT account. Incls Rec Dept timekeeping (3k), New Saas version of Rec Trac for online registrations (15k Yr 1 and 10k after) and hardware replacements (5k)
NON-CAPITAL TOOLS & EQUIPMENT	Reduced for provision for computer hardware now in new IT account
MAINT & SERVICE CONTRACTS	Reduced for timekeeping (3k) and Rec Trac software maintenance fee (previously 2k) moved to new IT account
MACHINE/EQUIPMENT REPAIR	
UNIFORMS	
CLEANING/SANITARY SUPPLY	
MEDICAL AND LAB	
INSURANCE	Forecast 2% annual increase each year
RENT AND LEASES	
EMPLOYEE TRAINING	
PROFESSIONAL SERVICES	Annual backflow tests. Increase based on new price.
MISC. & CONTINGENCY EXP	
5 & UNDER GROUPS	
PROGRAMS	
SPECIAL ACTIVITES/EVENTS	
SUMMER CAMPS	
THEME ACTIVITIES	
MIDDLE SCHOOL DANCES	
ADULT SPORTS	
YOUTH SPORTS	
KEENAGERS	



DRAFT #1

CITY OF ISLE OF PALMS **RECREATION DEPARTMENT** EXPENDITURE DETAIL - ALL FUNDS

GL Number	Description	ACTUAL FY17	ACTUAL FY18	ACTUAL FY19	ACTUAL FY20	BUDGET FY21	YTD As Of 12/31/2020 (6 MOS)	Jan-Dec 2020 (12 MOS)	FORECAST FY21	INCREASE/ (DECREASE) IN FY21 BUDGET	BUDGET FY22	INCREASE/ (DECREASE) IN FY22 BUD	FORECAST FY23	FORECAST FY24	FORECAST FY25	FORECAST FY26
CAPITAL PROJECTS FUND																
20-4840.5025	NON-CAPITAL TOOLS & EQUIPMEN	2,201	30,984	28,596	6,042	7,000	-	6,042	7,000	-	7,000	-	20,000	20,000	20,000	20,000
20-4840.5026	MAINT & SERVICE CONTRACTS	22,165	14,236	79,229	34,747	-	-	16,752	-	-	33,857	33,857	33,857	33,857	33,857	67,713
20-4840.5085	CAPITAL OUTLAY	97,081	41,288	-	-	12,000	15,984	15,984	15,984	3,984	80,000	68,000	85,000	122,500	36,500	466,000
	TOTAL	121,447	86,508	107,825	40,789	19,000	15,984	38,778	22,984	3,984	120,857	101,857	138,857	176,357	90,357	553,713
	% Increase/(Decrease) from Prior \	168%	-29%	25%	-62%	-82%			-79%		426%		15%	27%	-49%	513%
MUNICIPAL ATAX FUND																
30-4820.5025	NON-CAPITAL TOOLS & EQUIPMEN	-	1,273	-	-	-	-	-	-	-	-	-	-	-	-	-
30-4820.5026	MAINT & SERVICE CONTRACTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
30-4820.5085	CAPITAL OUTLAY	72,750	2,044	21,736	-	-	-	(3,947)	-	-	-	-	34,000	49,000	14,600	186,400
	TOTAL	72,750	3,317	21,736	-	-	-	(3,947)	-	-	-	-	34,000	49,000	14,600	186,400
	% Increase/(Decrease) from Prior \	138%	-95%	555%	-100%	-100%			-100%					44%	-70%	1177%
HOSPITALITY TAX FUND																
35-4820.5025	NON-CAPITAL TOOLS & EQUIPMEN	-	-	-	-	-	-	3,815	-	-	-	-	-	-	-	-
35-4820.5085	CAPITAL OUTLAY	-	-	-	-	-	-	(3,815)	-	-	-	-	17,000	24,500	7,300	93,200
35-4830.5092	SPECIAL ACTIVITIES	-	-	32,636	30,398	28,000	3,637	13,481	7,500	(20,500)	33,000	5,000	33,000	33,000	33,000	33,000
	TOTAL	-	-	32,636	30,398	28,000	3,637	13,481	7,500	(20,500)	33,000	5,000	50,000	57,500	40,300	126,200
	% Increase/(Decrease) from Prior Year					-14%			-77%		340%		52%	15%	-30%	213%
STATE ATAX FUND																
50-4820.5025	NON-CAPITAL TOOLS & EQUIPMEN	-	1,273	-	4,114	-	-	4,114	-	-	-	-	-	-	-	-
50-4820.5026	MAINT & SERVICE CONTRACTS	-	-	30,237	-	-	-	-	-	-	-	-	-	-	-	-
50-4820.5085	CAPITAL OUTLAY	17,191	39,109	(5,804)	-	5,000	1,158	1,158	5,000	-	10,000	5,000	34,000	49,000	14,600	186,400
50-4830.5092	SPECIAL ACTIVITIES	50,889	45,564	13,050	7,500	12,000	91	7,591	1,000	(11,000)	16,000	4,000	16,000	16,000	16,000	16,000
	TOTAL	68,080	85,946	37,483	11,614	17,000	1,249	12,863	6,000	(11,000)	26,000	9,000	50,000	65,000	30,600	202,400
	% Increase/(Decrease) from Prior \	60%	26%	-56%	-69%	-55%			-84%		333%		92%	30%	-53%	561%
RECREATION BUILDING FUND																
68-4820.5013	BANK SERVICE CHARGES	46	16	-	-	-	-	-	-	-	-	-	-	-	-	-
68-4820.5026	MAINT & SERVICE CONTRACTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
68-4820.5065	PROFESSIONAL SERVICES	-	12,237	-	-	-	-	-	-	-	-	-	-	-	-	-
68-4820.5085	CAPITAL OUTLAY	2,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-
68-4830.5092	SPECIAL ACTIVITIES	15,746	10,631	13,238	5,168	15,000	2,117	2,430	5,000	(10,000)	15,000	-	15,000	15,000	15,000	15,000
	TOTAL	18,041	22,885	13,238	5,168	15,000	2,117	2,430	5,000	(10,000)	15,000	-	15,000	15,000	15,000	15,000
	% Increase/(Decrease) from Prior	102%	27%	-42%	-61%	13%			-62%		200%		0%	0%	0%	0%
GRAND TOTAL RECREATION																
	% Increase/(Decrease) from Prior \	18%	-6%	3%	-16%	-7%			-17%		27%		9%	7%	-11%	70%

NOTES

NON-CAPITAL TOOLS & EQUIPMENT	Provision for fitness room equipment replacements
MAINT & SERVICE CONTRACTS	Provision for facilities maintenance = .5% (FY22-FY25) or 1% (FY26+) of insured building value. A lesser maintenance % used for Rec Dept as this Dept has full-time maintenance staff.
CAPITAL OUTLAY	FY22 incl repl HVAC (\$16k only with failure), repl floor scrubber (\$8k), upgrade AV system for livestreaming (\$15k), construct platform to install former PSB generator (\$20k), brick paver sidewalk (\$15k) (offset by brick program and \$6k PARD grant) and install commercial grade timers for tennis/outdoor basketball courts (\$6k). Forecast period annual amounts = 50% of 10 Year Capital Plan Recreation totals.

NON-CAPITAL TOOLS & EQUIPMENT	
MAINT & SERVICE CONTRACTS	
CAPITAL OUTLAY	Forecast period annual amts = 20% of 10 Yr Cap Plan totals

NON-CAPITAL TOOLS & EQUIPMENT	
CAPITAL OUTLAY	Forecast period annual amts = 10% of 10 Yr Capital Plan totals.
SPECIAL ACTIVITIES	Holiday Fest (\$20,000), Front Beach Fest (\$10,000) and Sand Sculpting (\$3,000).

NON-CAPITAL TOOLS & EQUIPMENT	
MAINT & SERVICE CONTRACTS	
CAPITAL OUTLAY	FY22 incl replacement of playground equipment and/or scoreboards if needed (\$10k). Forecast period annual amts = 20% of 10 Yr Cap Plan totals

BANK SERVICE CHARGES	
MAINT & SERVICE CONTRACTS	
PROFESSIONAL SERVICES	
CAPITAL OUTLAY	
SPECIAL ACTIVITIES	Expenses related to IOP Beach Run

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## INTEROFFICE MEMORANDUM

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**TO:** DESIRÉE FRAGOSO, CITY ADMINISTRATOR

**FROM:** RON HANNA III, ASSISTANT CITY ADMINISTRATOR

**SUBJECT:** COMMERCIAL SURF INSTRUCTION

**DATE:** FEBRUARY 26, 2021

**CC:** RECREATION AGENDA PACKET

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Administrator Fragoso,

It is my intention in this memorandum to layout the process for how someone would apply for permission from City Council to conduct commercial surfing instruction on the beach at Isle of Palms. Firstly they would need to obtain the following documents:

- A City of Isle of Palms business license
- CPR Certification
- First Aid Certification
- Lifeguard Certification
- A first aid kit
- Liability insurance of at least \$1,000,000 which names the City of Isle of Palms as an additional insured

Then, each provider will be required fill out an online application containing a request for proof of the above information, as well as their contact information and a statement certifying that they have read the relevant sections of ordinance 2020-16 and will abide by it. Upon receipt of this application and associated documentation I will check for completeness and compile a packet for council to review and approve. This packet will be added to the next regular City Council meeting agenda packet and the relevant meeting will contain an agenda item for “Consideration of commercial surf instruction permission applications”. Then at the meeting City Council may consider the applications for permission at their discretion. If approved the applicants will be notified via email and phone.

Sincerely,

Ronald E. Hanna III, M.P.A.

Assistant City Administrator