

RECREATION COMMITTEE
9:00 a.m., Monday, April 6, 2015

The Regular meeting of the Recreation Committee was held at 9:00 a.m., Monday, April 6, 2015 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Buckhannon and Harrington, Chair Carroll, City Administrator Tucker, Recreation Director Page, Assistant Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Carroll called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. **Approval of previous meeting's minutes**

MOTION: Chair Carroll moved to approve the minutes of the regular meeting of March 2, 2015 as submitted; Council member Harrington seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments**

Chair Carroll commended the Recreation Department staff on a job well-done regarding the Easter Egg Hunt; Director Page said that she was very proud of Andy Sinwald and the rest of her staff.

4. **Departmental Report for March 2015 – Director Page**

Adult sports were in full swing according to the Director; in addition, the Rec staff was working on the 17th Annual Half Rubber Tournament scheduled for Saturday August 15th and Sunday, August 16th if necessary. Baseball for youth ages three (3) to twelve (12) were well underway with ninety (90) IOP residents participating. Plans for the IOP Beach Run scheduled for Saturday, July 25th are progressing; the Recreation staff expects to attract a large group of runner/walkers. For the first time, the walkers will be timed. The volleyball league for those who were not selected to play on the school teams was very popular for girls ten to fourteen (10-14); on Thursday nights Kreg Togami instructs as well. The programs and classes continue to go well. The Wellness Walkers had fifteen (15) to participate in the Friday walks in March. A new babysitting course will begin on Saturday, May 16th. Staff members are researching photography clubs in general to collect information on how the clubs run and the type of activities included. Camp Summershine will kick off the Water Safety and Community Education program with a week of education on sea life, a field trip with Barrier Isles Eco Tours, and in another week have a field trip to the Aquarium.

Councilmember Buckhannon suggested that one-day educational programs for adults would probably be well-received.

Chair Carroll proposed involving DNR and the Charleston County Lifeguards as resource material.

Continuing with the March report, Director Page said that the March Keenagers meeting had sixty (60) participants; members of IOP Police Department attended also and called BINGO and assisted with filling bags with candy for the Easter Egg Hunt.

The Island Gras event was well-attended on the afternoon of Saturday, March 7th. Musical performances were given by Haley Mae Campbell and the Dave Landeo Band; local business and organizations participated as well as eleven (11) craft vendors. Seventeen (17) children attended the St. Patty's Day Gold Hunt where they decorated bags to use for chocolate gold coins scattered throughout the playground area.

Director Page reported that she has been interviewing for camp counselors; registration for Camp Summershine and Wee Camp have been filled with five hundred twenty (520) campers. The sport camps still have openings.

The weather held and the annual Easter Egg Hunt was another huge success Director Page praised her staff for their preparation and execution. The annual Yard Sale is scheduled for Saturday, April 25th from 8:00 a.m. til noon; there will be fifty (50) booths set up between 27th and 29th Avenues on Hartnett Boulevard.

Upcoming events include Music in the Park scheduled for Saturday, May 9th from 1:00 p.m. til 4:00 p.m.; the musicians will be John Emil and *Yeehaw Junction* and *Long Island Café* will again offer food. The 27th Annual Piccolo Spoleto Sand Sculpting Contest will be on Saturday, May 30th beginning at 9:00 a.m.

Director Page stated that Friday, April 3 had been Nick Bako's last day and that she continues to interview for his replacement.

5. **Old Business – None**

6. **New Business**

A. Award of a contract to Carolina Sport Surfaces, Inc. in the amount of \$19,700 for resurfacing the tennis and basketball courts

MOTION: Chair Carroll moved to award the contract to Carolina Sport Surfaces as detailed above; Councilmember Buckhannon seconded

Director Page said that she had received three (3) estimates to re-surface the tennis and basketball courts, and Carolina Sports Services, who has performed the work in the past, submitted the lowest quote. The Director stated that the work would include filling in the cracks, removing two to three (2-3) layers and resurfacing; the job was funded through Municipal Accommodations Taxes and was budgeted at twenty-three thousand five hundred dollars (\$23,500).

VOTE: The motion PASSED UNANIMOUSLY.

Director Page commented that she would like to see changes to the City's Procurement Code to expedite purchases. Currently any expenditure more than ten thousand dollars (\$10,000) requires three (3) quotes, and approval from the Committee, Ways and Means and Council even when the item being purchased has been previously approved when added to the budget. For example, the job just approved cannot be executed until after the April Council meeting on April

28th. When asked by Councilmember Harrington what she would change, the Director stated that she would like for contracts up to twenty-five thousand dollars (\$25,000) and included in the budget to be approved by Committee only; purchases exceeding twenty-five thousand dollars (\$25,000) would require final approval from Ways and Means and City Council.

Councilmember Buckhannon stated that the change to Council approval for ten thousand dollars (\$10,000) was made because a majority of Council at the time did not believe that they were being sufficiently informed about spending by the City.

Administrator Tucker commented that most municipalities try to mirror the State's procurement code as closely as possible and that code has a threshold for approval at the Committee level of twenty-five thousand dollars (\$25,000).

B. Review of the Proposed FY16 Recreation Operating and Capital Budgets and Budgetary Tools

The Administrator explained that the cumulative effect of the one point six two percent (1.62%) cost of living adjustment (COLA) on the approved five percent (5%) merit pool resulted in a merit pool of two percent (2%). The Administrator also noted that this version of the budget does not reflect revenue or expenses associated with the managed beach parking program.

Capital Projects Fund

Non-capital tools and equipment	\$14,250
1 desktop computer and 3 pieces of Cardio equipment	
Maintenance	11,000
Replace 2 outdoor showers; reseal and Line the parking lot	
Capital Outlay	40,000
Replace gym scoreboard (if failure), replace HVAC in expansion (if failure) replace Toro groomer	

Municipal Accommodations Fee Fund

Maintenance	\$ 9,000
Replace webbing on playground structure; replace track-ride beam with wings for infinity structure	
Capital Outlay	33,500
Playground or replace exterior scoreboard (if failure), z-track mower. Replace tennis fencing	

<u>State Accommodations Taxes Fund</u>	
Capital Outlay	\$17,000
Replace Front Beach Christmas tree	
Special Activities	48,000
Various annual events	

7. Miscellaneous Business – None

Next Meeting Date: 9:00 a.m., Monday, May 4, 2015

8. Adjourn

MOTION: Councilmember Buckhannon moved to adjourn the meeting a 9:46 a.m.; Councilmember Harrington seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk