



**Recreation Committee**  
5:00 p.m., Tuesday, April 3, 2018

The regular meeting of the Recreation Committee was held at 5:00 p.m., Tuesday, April 3, 2018 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Moye and Smith, Chair Buckhannon, Administrator Tucker, Director Page, Assistant Administrator Fragoso and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Buckhannon called the meeting to order and acknowledged that the press and public were duly notified of other meeting in accordance with the Freedom of Information Act.

2. **Approval of Previous Meeting's Minutes**

**MOTION: Councilmember Moye moved to approve the minutes of the regular meeting of March 6, 2018 as submitted; Councilmember Smith seconded and the motion PASSED UNANIMOUSLY.**

3. **Citizens' Comments**

Coach Bayer has indicated that he is in route.

4. **Department Report – Director Page**

Director Page stated that very little had changed since last month's report; because this week is spring break, very little was happening at the Rec Center – many residents were out of town. Adult sports and youth baseball started the last week of March. Since the Committee planned to discuss fees, the Director listed the programs offered at the Rec in the report; she noted that several activities did not have a fee attached to them, such as wood carving, mahjong, the knitting group, the walking group, the writers' group, etc. The monthly Keenagers luncheon will be tomorrow. The Wellness Challenge from March was to walk to Disneyland in California, and it will continue into April. As always, the Easter Egg Hunt held last Saturday was a huge success; the Director had nothing but compliments for Weston Smith, the new Recreation Supervisor for Special Events, who did an excellent job considering this was only his second event. Upcoming events are the Yard Sale on April 14<sup>th</sup>, Music in the Park on May 5, Sand Sculpting on June 9<sup>th</sup>, the Beach Run on July 21<sup>st</sup> and the Half Rubber Tournament on August 18<sup>th</sup>. Registration for summer camps will begin on Monday, April 9<sup>th</sup> at 7:00 a.m. for residents of the Isle of Palms and Sullivan's Island.

3. **Citizens' Comments**

Coach Kevin Bayer stated that he has been coaching wrestling at all levels for thirty-three (33) years; he moved to the Charleston area in 2015 and has actively supported USA Wrestling, the governing body of amateur wrestling in the country. He was approached by the President of USA Wrestling South Carolina to start up beach wrestling along the coast. The goal is to establish sand wrestling in the coastal communities to compose a league that would ultimately hold a tournament that would send a group to the national championship held at Carolina Beach, North Carolina. The Committee listened to what Mr. Bayer had to say, but the consensus was that beach wrestling was not something the City wanted to sponsor. Mr. Bayer was directed to The

Windjammer, the County Park and Santti's in Mount Pleasant as possible locations that could accommodate his event.

## **5. Old Business**

### **A. Consideration of potential Farmers' Market changes for 2018**

Director Page recalled that she had been charged with determining ways that the Farmers' Market could be held at the Rec Center, and she presented the Committee with three (3) scenarios. The first two (2) were very similar; they show the proximity of the soccer fields to the market as it would be set up since the season for the two (2) would overlap. These drawings show the market set up around the circle in the driveway; the third drawing has the Farmers' Market set up like the Yard Sale, in the rights-of-way on Hartnett Boulevard.

Councilmember Moye thanked the Director for her efforts because it gave the Committee an alternate as it makes decisions for 2018. He also noted that, if the markets were to be held at the Rec Center, beer and alcohol could not be offered.

Assistant Fragoso reported that she had further communication with the County Parks and Recreation; they had received the City's application and indicated that they were interested in holding the Farmers' Market again and that they were willing to accept two hundred dollars (\$200) for parking for the four (4) markets in September and one hundred dollars (\$100) for the markets in October for a total of twelve hundred dollars (\$1,200). They also stated that they were not interested in being the beer and alcohol vendor but were not opposed to another vendor doing it; Assistant Fragoso recommended that the City engage one (1) vendor for beer and alcohol sales per market.

Chair Buckhannon did not think it would be problematic to have more than one (1) vendor selling beer and alcohol; one (1) vendor might want to sell only craft beers while another might want to sell Budweiser or Michelob with burgers. The idea of charging the beer and alcohol vendors a higher fee for participating in the market was broached.

Director Page stated that a limit to the number of vendors would need to be established, and Assistant Fragoso repeated that a recommendation from the volunteer managers was to reduce the number of vendors to about twenty-five (25). They also plan to screen the vendors to reduce duplications because they learned that the vegetable farmers do not like to compete against one another.

Assistant Fragoso also asked the Committee if they had given more thought to the request from the volunteers to be paid; she also pointed to the budget from 2017 and proposed budget for 2018 showing a major reduction in revenue anticipated in 2018 due to the reduction in the number of vendors and the increase in the marketing expenditure. Assistant Fragoso stated that she had made it clear to the volunteer managers that, if they were compensated, she would not be involved this year.

Councilmember Moye suggested paying the volunteers a percentage of the proceeds from market if the Committee was in favor of compensating them. He also suggested giving them the budget and letting them manage it as they see fit and to pay them, possibly, fifty-percent (50%) of net proceeds with their knowledge that the only way to increase proceeds would be to decrease expenses.

Administrator Tucker reminded the Committee that the volunteers who serve on BOZA, the Planning Commission and ATAX were not compensated for their service to the City.

Since these volunteers would be involved in a revenue producing venture, the Committee saw these volunteers in a different light.

The Administrator recommended that the volunteers have a written agreement with the City defining what their responsibilities were and what the City would be responsible for, and Chair Buckhannon asked that a draft of the agreement be available for the Committee to review at the next meeting.

Assistant Fragoso opined that the City should cover the parking fees to the County Park, and the Committee agreed.

**B. Update on opening the Rec Center on Sunday**

Director Page indicated that she did not have an update and that the challenges remain, but she and her staff would do as the Committee requests.

Councilmember Smith confirmed her understanding that the expense to the City would be approximately ten thousand dollars (\$10,000), and that she saw it as an opportunity to put together programs for residents. She thought that the opening could begin with the start of school.

Chair Buckhannon recommended that the cost of Sunday afternoon opening be included in the FY19 budget so it could begin in the fall.

Director Page distributed a handout that showed which other local Recreation Centers were open on Sundays on the first page and a sample of rules for adult open gym time on the second page. She added that she was willing to try full court basketball for adults on Saturday.

Councilmember Moye thought that opening on Sunday afternoons could start after Labor Day.

**C. Consideration of policies related to the message boards**

Administrator Tucker explained that the City continue along the same path understanding the complications that exist or it could restrict messaging to City activities. She noted that many non-profit organizations exist whose message is not compatible with a family beach. She stated that the City could write its own policy similar to the one included in the meeting packet

**MOTION: Chair Buckhannon moved to write a policy limiting the content on the City's message board to City activities; Councilmember Moye seconded and the motion PASSED UNANIMOUSLY.**

**D. Consideration of user fee changes and opportunities to serve residents first**

Director Page distributed a second handout relative to non-resident user fees; again she had reached out to Recreation Departments in other local municipalities to learn what their policies were compared to the Isle of Palms. The Director added a flat twenty-five dollars (\$25) to the registration fees for youth basketball, soccer and baseball for non-resident participants; to do that would increase revenue for the Rec Center by sixty-six hundred dollars (\$6,600) annually. If camp fees for participants were increased by twenty dollars (\$20), the increase to revenue would be ten

thousand dollars (\$10,000), and an increase of twenty-five dollars (\$25) would increase revenue by seventeen thousand five hundred dollars (\$17,500).

**MOTION: Councilmember Moye moved to increase the non-resident fee for youth athletics by \$25 in 2019; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

**MOTION: Chair Buckhannon moved to increase the fees for the athletic camps and for Camp Summershine by twenty dollars by \$20 in 2019; Councilmember Moye seconded and the motion PASSED UNANIMOUSLY.**

## **6. New Business**

### **A. Discussion off summer camp registration**

Councilmember Smith asked that this item be on the Agenda because she has been told that some members of the community were concerned about not getting their child or grandchild enrolled because they could not be in line at the Rec Center at 7:00 a.m. on the day registration began.

Director Page stated that registration begins at 7:00 a.m. on Monday morning and that she was not responsible for some parents deciding to camp out to be among the first in line. She reported that last year, they started at 7:00 a.m. and by 9:30 a.m. everyone had registered. When the door opens, everyone in line is given a number and a piece of paper to complete with the child's name and the week(s) for which he/she is to be enrolled; three (3) computers are used to input the information. She recalled that one (1) man complained last year, but his children did get enrolled. As for grandparents, if they live on the island and their grandchildren live more than fifty or sixty (50 – 60) miles away and will be staying with their grandparents during the summer, the children are allowed to register.

An issue with on-line camp registration would be that it eliminates the ability to confirm a registrant's place of residence, especially with grandchildren.

Councilmember Smith commented that 7:00 a.m. on a weekday was not easy for parents, working or not working, for registration of any kind; they were busy getting the kids off to school or kids off to school and themselves off to work. She thought Saturday registration would be better.

Director Page said they could try it next year.

### **B. Discussion of full court basketball time for adults**

Chair Buckhannon noted that this subject had been covered earlier in the meeting.

### **C. Review of FY19 Recreation Budget for additions and deletions to be considered at the April 11<sup>th</sup> Budget Meeting**

Administrator Tucker began with an explanation of the Fund Balance Schedules for better understanding for the Committee members concentrating on the effects of the City's reserve funds for future purchasing. She also reminded the Committee that the only source of funds for the Capital Projects fund was the positive net results of the General Fund.

When the Committee reviewed the Capital Budget, Director Page stated that to have on-line registration would be a luxury, but that it was not a necessity and could be deferred to an out year reducing the Capital budget requests for FY19 by thirty-one thousand four hundred dollars (\$31,400). The items to be replaced only with failure were a piece of playground equipment or an outside scoreboard, the replacement of outside water fountains, and the replacement of an HVAC system.

In the review of the Operating Budget, the Administrator stated that no additional personnel were anticipated in the coming year, but that part-time wages needed to be increased to include the wages for being open on Sunday afternoons beginning in the fall.

**7. Miscellaneous Business - none**

**Next meeting date: 5:00 p.m., Monday, May 7, 2018 in the Conference Room**

**8. Adjournment**

**MOTION: Councilmember Moye moved to adjourn the meeting at 7:15 p.m.; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk



# **RECREATION DEPARTMENT**

## **MONTHLY REPORT**

**April 2018**

**STAFF:** Norma Jean Page, Recreation Director  
Karrie Ferrell, Assistant Director (programs)  
Aaron Sweet, Recreation Supervisor (athletics)  
Robert Asero, Parks & Grounds Supervisor  
Weston Smith, Recreation Supervisor (special events)  
Holly Norton, Community Specialist  
Joshua Key, Parks & Facilities Specialist

## ATHLETICS

### **Adult Spring Softball**

Games are played on Wednesday and Thursday evenings.

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

The next league will begin in September 2018.

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

Games are being played on Tuesday evenings.

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

Games are being played on Tuesdays.

### **Children and Youth Baseball**

Fast Start and T-Ball play on Saturdays.

Machine Pitch play on Mondays.

Youth teams play on Mondays and Thursdays.

## SPECIAL EVENTS

### **Keenagers**

The Keenagers senior social meeting was held on April 4<sup>th</sup> with forty one (41) people attending. The next meeting is scheduled for Wednesday, May 2<sup>nd</sup>. This will be the last meeting until September.

### **Summer Camp**

All sections of Wee Camp and Camp Summershine have been filled.

### **Music in the Park**

Saturday, May 5<sup>th</sup> from 1:00 p.m.-4:00 p.m. Bluegrass bands *Sweet Potato Pie* and *The Palmetto Blue Band* will perform. *Mazyck's Grille*, *Holy City Popcorn*, *Poppy's Farmstand Lemonade*, and *Sunset Slush and Italian Ice* will offer food and refreshments. Participants are encouraged to bring their lawn chairs and/or blankets.

### **Sand Sculpting Competition**

The 30<sup>th</sup> Annual Piccolo Spoleto Sand Sculpting Competition will be held on Saturday, June 9<sup>th</sup> beginning at 9:00 a.m. on Front Beach. Categories include: Adult (21 and older), Family (at least one adult & one child), Young Adult (ages 15-20), Children (ages 14 and under), Best Architectural, Most Creative, and Best in Show – Overall.

### Isle of Palms Beach Run

The Isle of Palms Beach Run is scheduled for Saturday, July 21<sup>st</sup>; the Beach Run consists of 5K/10K runs, 5K walk and Youth Fun Runs. The 5K/10K events will begin at 8:00 a.m.; Youth Fun Runs will begin around 9:00 a.m.

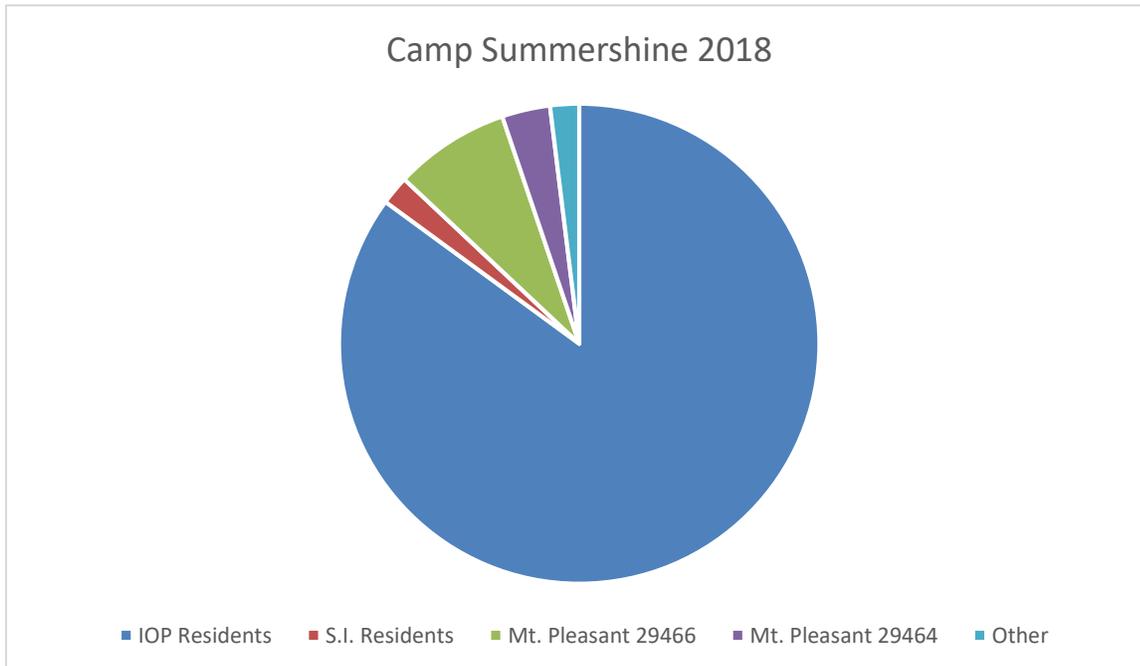
### 20<sup>th</sup> Annual Half Rubber Tournament

The 20<sup>th</sup> Annual Half Rubber Tournament is scheduled for Saturday, August 18<sup>th</sup> and Sunday, August 19<sup>th</sup> if needed. Games will begin at 8:00 a.m.

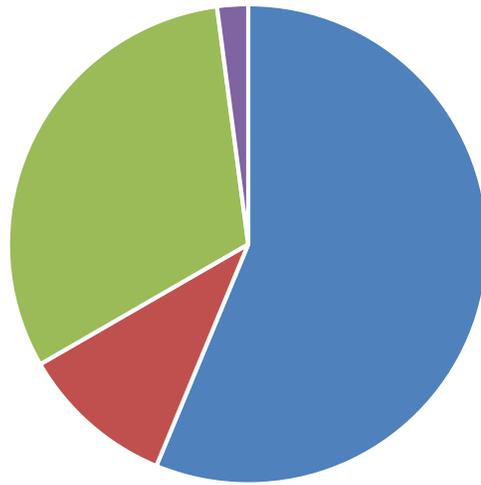
### OTHER WORK PERFORMED

- Updated information boards at Connector and Breach Inlet.
- Attended district meeting for South Carolina Recreation and Parks Association
- Removed rusted benches at 14<sup>th</sup> and Ocean Boulevard.
- Marked fifteen (15) circles around fire hydrants on Palm Boulevard.
- Replaced filter in the water fountain at City Hall.
- Picked up trash and debris along Palm Boulevard.

### SUMMER CAMP REGISTRATION



### Summer Athletic Camps 2018



■ IOP Residents ■ S.I. Residents ■ Mount Pleasant ■ Other

#### **Summer Athletic Camps:**

Basketball (5-9 years)

Basketball (10-14 years)

Volleyball (June)

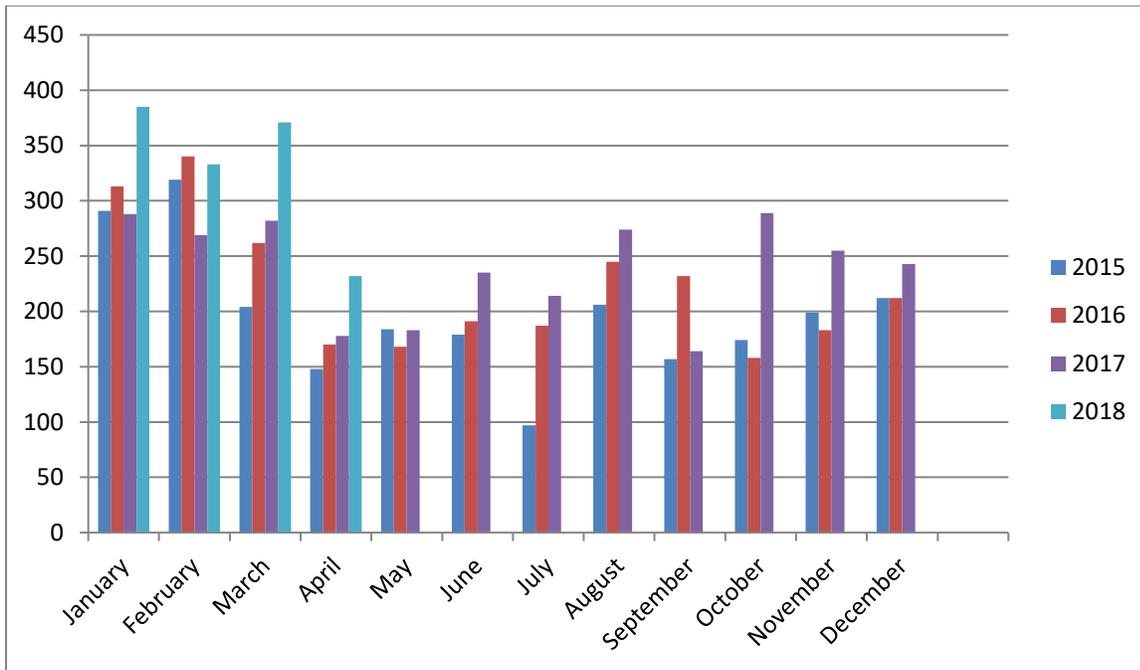
Volleyball (August)

Soccer

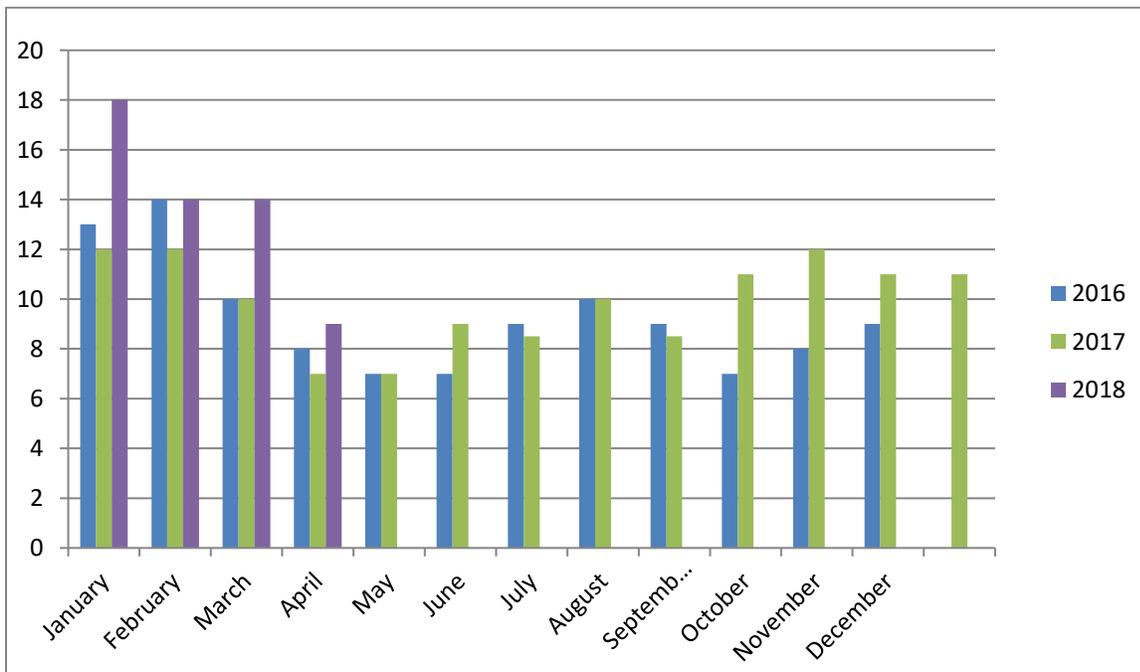
Intermediate Tennis

Tiny Tennis

## CARDIO ROOM ATTENDANCE



## CARDIO ROOM AVERAGE DAILY ATTENDANCE



## 2018 IOP Farmers Market Management Proposal & Budget

### Management Responsibilities:

- Collect Applications to Jury and Select Vendors
- Assign Vendor Dates and Booth Space
- Set up Online Program to Monitor and Collect Vendor Payments
- Organize and Manage Database
- Promote Market via Social Media and Posters/Postcards
- Coordinate Citizen Volunteers
- Coordinate with CCPRC Staff
- Weekly On-site Management of Market from 2-Close
- Select and Coordinate Weekly Entertainment
- Develop Sponsorship Packages and Relationships
- Coordinate with IOP Businesses for Sale of Beer/Wine (if applicable)
- Coordinate with IOP City Admin and Council
- Place Promotional Wire Signs Along Roads
- Design 2018 Poster/Postcard
- \*with use of 2017 promo material

### Hourly Management Breakdown:

- On-Site Management: 5hrs/jwk x 8wks = 40 hours
- Vendor Coordination: 2hrs/wk x 10wks = 20 hours
- Database Management: 2hrs/wk x 10wks = 20 hours
- Market Promotion: 2hrs/wk x 14wks = 28 hours
- Entertainment Coordination: 1hr/wk x 8wks = 8 hours
- Sponsorship Coordination: 1hr/wk x 10wks = 10 hours
- CCPRC & IOP City Coordination: 1hr/wk x 10wks = 10 hours
- TOTAL: 136 hours

### Requested City Involvement:

- Promote Market via IOP City Social Media and City Billboards
- Outline Vendor Spaces Weekly
- Update and Post Vendor Application on City Website

## 2018 Proposed Budget

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### Revenue

Vendor Fees - Limit of 25 vendors per market. \$20 vendor fee per space, per week	4,000
City of Isle of Palms contribution for parking	1,200
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	<b>5,200</b>

### Expenses

Promotional Materials	1,000
Additional Signs	300
Entertainment	800
Chs County Rental fee	1,200
Manager Compensation - \$200/ market, \$100/weather cancellation	1,600
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	<b>4,900</b>

### Net Proceeds

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**300**