

**RECREATION COMMITTEE**  
4:30 p.m., Tuesday, January 14, 2014

The Recreation Committee held its regular meeting at 4:30 p.m., Tuesday, January 14, 2014 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Buckhannon, Carroll and Harrington, Administrator Tucker, Recreation Director Page, Assistant to the Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Administrator Tucker 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. Election of Chair and Vice Chair**

Administrator Tucker opened the floor to nominations for Chair and Councilmember Buckhannon nominated Councilmember Carroll as Chair; Councilmember Harrington seconded and the election was unanimous for Councilmember Carroll.

Chair Carroll nominated Ryan Buckhannon as Vice Chair; Councilmember Harrington seconded and the election was unanimous for Councilmember Buckhannon.

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

**MOTION: Councilmember Buckhannon moved to approve the minutes of the regular meeting of November 4, 2013 as submitted; Councilmember Harrington seconded and the motion PASSED UNANIMOUSLY.**

4. **Citizens' Comments** – None

**5. Department Reports for November and December 2013** – Director Page

Director Page reported that adult athletics – 3-on-3 basketball, 6vs6 soccer and table tennis – have all ended, but will pick up again in March; co-ed volleyball will run through February. Youth basketball will wrap up in January. The Director explained that for basketball, baseball and soccer, IOP children and Sullivan's Island children share the same registration periods, but children from Mount Pleasant or the City of Charleston have a delayed registration period. All off-island children pay an additional fee of five dollars (\$5.00) to participate in sports at the IOP Recreation Center. Sports coaches are volunteers and usually parents; the emphasis for sports on the island is having fun, learning sportsmanship and socialization. Ben Hull is the Recreation Supervisor responsible for athletics for all ages, but all full-time employees in the Department multi-task as needed.

Will McElheny is responsible for special events, and he was quite busy in December with the Holiday Craft Workshop, the Holiday Street Festival, Santa's Cookie Workshop, Letters to Santa and Gingerbread House Decorating. Ninety-three (93) children attended the cookie workshop where they were each given four (4) cookies to decorate with as much icing and candy as they could pile up on each cookie. Upcoming events are Doggie Day at the Rec that is scheduled for Saturday, February 1, 2014 and Cupids Card Shoppe, an opportunity for island children to make Valentines for their loved ones.

Assistant Director Karrie Ferrell is responsible for programs and classes at the Recreation Center; some of the most successful ones are related to fitness and wellness, for example BOSU. There are also groups that simply gather at the Recreation Center who knit, play mah jongg or teach each other new line dances; there is also Mommy and me/Daddy and me that provides an opportunity for parents and their children to play and socialize with their peers. Kids Night Out is a program supervised by Recreation staff for children five through twelve (5-12) that is held on a Friday night several times a year; the children typically watch a movie, play games in the gym and eat pizza while their parents can go to dinner or a movie knowing their children are well-supervised and safe. The Middle School dances are always well attended; the dance in November drew two hundred eighty-five (285) and the December dance was attended by over three hundred (300) youths. Following the Charleston County School District's calendar, activities are planned for days when island children are out of school for holidays or teach in-service days; these activities are typically games of dodge ball, basketball or relays and occur from 1:00 p.m. to 3:00 p.m.

Responding to Councilmember Harrington's question about how these activities are broadcast, Director Page stated that the Department prints three (3) activity guides in the course of a year that describes the various programs and activities available at the Recreation Center. These guides are placed in various businesses on the island, as well as Wild Dunes, real estate offices, Water and Sewer Commission offices, City Hall and the Recreation Center. Attendance at Tae Kwon Do classes has dropped off recently, but the classes are still attracting a goodly number of participants. For some time, the Department struggled with getting a good tennis program going, but that is not the case today; the three to four (3-4) year old group was so large that it had to be divided into two (2) classes. Zumba has also been a very popular class; participation today is at twenty-five (25) persons per class.

Holly Norton is the regular Community Specialist, but she is currently on maternity leave, and Laura Togami is filling in until she returns. The primary responsibility for the Community Specialist is to ensure that the people entering through the front door get a good first impression of the Recreation Center and its personnel.

Shelia Redmon is the Parks and Facilities Specialist; she is responsible for housekeeping and maintenance. Director Page ventured to say that the IOP Recreation Center is one of the cleanest in the area. And Nick Bako, the Parks and Grounds Specialist maintains the grounds and exterior of the building; he makes sure the fields are lined, everything works properly and the area looks as good as is possible.

**6. Old Business – None**

**7. New Business**

**A. Discussion of FY15 Budget Process**

The Administrator commented that this subject was on the agenda of all standing committee meetings because the budget process has historically started with February meetings. Administrator Tucker reminded the Committee that the process begins with a review of the ten-year capital plan to determine what is to be replaced in FY15, what can be deferred to a future

year and what is to be added; from that listing, the capital budgets are generated. After committees consider the capital budgets, the operating budgets are presented for the same type of scrutiny, and, finally, staff offers the revenue budgets that have been meshed with the capital and operating budgets.

Based on comments staff members have heard in the last couple of budget cycles, staff is interested in giving Council more ownership in budgetary decisions. Staff has traditionally presented a balanced budget to City Council, but now questions that Council would prefer to make more decisions about which funds pay for which expenditures.

Chair Carroll stated his opinion that ninety percent (90%) of the people who use the Rec Center are residents, but Director Page countered that the percentage is close to seventy-five percent (75%). She explained that the island attracts a large number of people from the northern states in the winter months who take advantage of the facility and its many programs.

Administrator Tucker added that, with increasing frequency, the island is attracting visiting teams of lacrosse, basketball, soccer and baseball who are participating in some type of regional tournament; they rent houses on the island and use City facilities for practice.

**B. Award of Contracts in Excess of \$10,000**

**Award of a contract to Byrd's Taylormade Fencing, low bidder, in the amount of \$36,400 for the budgeted replacement of Clarkin Field fencing**

Director Page reported that the City had received three (3) bids for the fencing, and Byrd's Taylormade Fencing was the low bidder; the bid summary is on page 15 of the monthly report. AAA Fencing quoted thirty-five thousand dollars (\$35,000) for the new fencing, but their bid was the highest by the time they added the removal of the existing fencing. The Director indicated that she did a thorough vetting of Byrd's references and was assured that Byrd's is a reputable company that would do a good job for the City; therefore, the Director recommends awarding the contract to Byrd's Taylormade Fencing for thirty-six thousand four hundred dollar (\$36,400).

**MOTION: Councilmember Buckhannon moved to recommend a contract award to Byrd's Taylormade Fencing in the amount of \$36,400; Councilmember Harrington seconded and the motion PASSED UNANIMOUSLY.**

Councilmember Buckhannon asked how quickly Byrd's would be able to install the fencing once the contract is signed; Director Page responded that she was comfortable that the fencing would be in place before the season begins in March.

**8. Miscellaneous Business**

**Next Meeting Date: 4:45 p.m., Monday, February 10<sup>th</sup> in the City Hall Conference Room.**

**9. Adjourn**

**MOTION: Councilmember Buckhannon moved to adjourn the meeting at 5:13 p.m.; Councilmember Harrington seconded and the motion Passed Unanimously.**

Respectfully submitted:

Marie Copeland  
City Clerk