

RECREATION COMMITTEE
4:00 p.m., Tuesday, February 1, 2011

The regular meeting of the Recreation Committee was held at 4:00 p.m., Tuesday, February 1, 2011 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Buckhannon and Duffy, Chair Bergwerf, City Administrator Tucker, Recreation Director Page, Assistant to the Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Bergwerf 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: Councilmember Duffy moved to approve the minutes of the regular meeting of January 6, 2011 as submitted; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** – None

4. **Departmental Report for January 2011** – Director Page

Director Page reported that acting classes started late in January with twenty-two (22) youths; the classes run for six (6) weeks and will conclude with a performance for family and friends. Auditions for the spring production of "Peter Pan" will be held on Tuesday, March 22. The adult hip-hop fitness class drew twenty-two (22) adults to its first class, and hoops for adults had eight (8) participants. In January, fifty-three (53) Keenagers attended a potluck lunch and played Bingo. The next Middle School dance will take place on Friday, February 18; the theme for this dance is "Neon – Glow in the Dark." School's Out activities in January were "Minute to Win it" and dodge ball; a total of one hundred four (104) youths participated over the two (2) days. Zumba continues to be a very popular class; fifty (50) ladies participated in January. At the conclusion of the "Writing Your Memoirs" course, participants will hold a public reading to share their stories. Registration continues for spring athletics. Upcoming events include the first Half-Rubber Tournament in the area on Saturday and Sunday, March 27th and 28th, Lowcountry Blues Bash on Saturday and Sunday, February 5th and 6th, Cupid's Card Shop on Thursday, February 10, Doggie Day at the Rec on Saturday, February 26th and the annual yard sale on Saturday, April 16th.

Councilmember Duffy queried Director Page about the events taking place at the Recreation Center on Wednesday, February 23rd that prevent the Planning Commission from holding the parking forum there. The Director responded that classes and play practices were scheduled for the Magnolia, Palmetto and the High Tide/Low Tide Rooms, and basketball games would be in the gymnasium.

Administrator Tucker noted that the City has initiated a dialogue with the Exchange Club for the availability of their building for the forum.

5. **Old Business**

Administrator Tucker announced that Director Page's birthday would be February 2.

6. New Business

Administrator Tucker stated that the Committee would be looking at the FY12 Capital Budget for the Recreation Department for the first time at this meeting to see the Department's needs for the coming year, as well as a look at the ten-year (10-year) plan.

Chair Bergwerf asked the Administrator whether the City had yet gotten an indication about how Property Taxes Revenue collections would compare to the FY11 budget; the Administrator responded that those revenues are still unknown.

Administrator Tucker made the following general observations on the FY12 Capital Budget:

- Replace/purchase new cardio equipment, which was not included previously;
- Replace administrative vehicle that has been deferred twice; the vehicle has seventy-two thousand (72,000) miles, and brakes, tires and the heater have been recently replaced; and
- Purchase additional portable stages; the City owns three (3) 4x8 sections that are used for the Connector Run, Christmas tree lighting, events at the Rec Center, etc.

Councilmember Buckhannon questioned the large expenditures listed in years FY13 and FY19 in the "Additional/replacement playground or scoreboard equipment;" Councilmember Duffy recalled from last year that these two (2) expenditures were combined onto one (1) line. Director Page and Administrator Tucker agreed to investigate further for the next meeting.

Recreation Department – FY12 Capital Budget

Additional/replacement playground or scoreboard equipment	\$10,000
Sound System for High Tide/Low Tide Rooms (deferred twice)	5,000

Director Page explained that the sound system would be used for the exercise classes; the actual number of persons who participate in these classes is being compiled. The instructors use a boom box presently. Costs for a new system would include speakers, a headset for the instructor electrical wiring and installation; a sound system was included and eventually cut from the budget for the building. The costs indicated are from a quote the Director received. The Committee decided to defer this expenditure until FY13 and suggested that the Director shop for a much lower priced alternative.

Rec Trac software upgrade (swipe-card systems in FY12)	3,500
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The Director reported that the quote came in at \$5,414; this software will accommodate the growing numbers of people who prefer to pay per class. She described a typical evening when participants line up at the desk to pay for a class and wait for personnel to record the information in the computer; the wait time would be virtually eliminated if participants could simply swipe their cards and go into classes. The Committee supported this expenditure as one to make the Department more efficient and to provide better tracking of participation. Since the Mount Pleasant Recreation Department uses the same system, Administrator Tucker suggested that the Director contact them to learn how they feel it has helped, or not helped, the Department.

Replace admin vehicle (deferred twice)	25,000
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The Committee unanimously agreed to defer this replacement until FY13.

Replace staff computers (6 computers/4 yr. average life = approx. 1.5/yr.)	900
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Administrator Tucker indicated that the City purchases its computers on state contract pricing. Councilmember Duffy asked whether the state had a lease program whereby a vendor guarantees equipment and software with an automatic upgrade after three or four (3-4) years; he also

voiced concern over the City's reliance on Chief Buckhannon as its IT person since he will retire at some point in the not-too-distant future.

Purchase additional portable stages	15,000
Director Page stated that she would like the opportunity to verify the cost estimates. Chair Bergwerf asked to know the amount the City spends annually to rent stages.	
Replace/add water fountains (outside) (Youth Baseball Field in FY12)	6,000
Director Page explained that this particular fountain has rusted, and she is trying to locate more economical fountains in hopes of lowering the cost.	
Replace soccer goals	5,000
These are the two (2) smaller goals for the 7-8 year olds; the quote came in at \$3,200. The Committee agreed to defer this replacement until FY13 at a cost of \$4,000.	
Replace/purchase new cardio equipment (approx. 2 pieces/yr.)	7,500
Director Page reported that money had been spent in FY11 to repair and maintain the equipment, which is heavily used; the motors on the two (2) treadmills were replaced. The cardio equipment was purchased in 2005. Councilmember Buckhannon commented that the budget document appeared to reduce the replacement schedule from five (5) years to three (3) years; he stated that the repairs that had been done could increase the life span of the equipment. Chair Bergwerf indicated that she could not support replacing equipment that was still working. Councilmember Duffy suggested increasing the maintenance expense for the equipment and deferring any purchases until a five-year (5 yr.) staggered replacement schedule is developed.	
PARD grant to offset Recreation expenses	(2,000)
This grant is not always offered; IOP typically uses the funds to offset the cost of replacement playground equipment.	

Special Projects

Reserve funds to reconfigure ball fields and replace lights	150,000
Chair Bergwerf asked how much was in the reserve fund presently and was told the fund would exceed three hundred thousand dollars (\$300,000) with this addition. Director Page recalled that the quote to reconfigure the fields was updated last year and came in around two million dollars (\$2,000,000). Administrator Tucker suggested keeping these funds in the budget until the Committee can evaluate against revenues. Councilmember Buckhannon expressed his agreement and added his concern that the lighting for the ball fields will fail and this fund will become seed money to replace them. According to the Director, the most recent cost estimate to replace the lights was approximately three hundred fifty thousand dollars (\$350,000).	

Facility Maintenance

Top-dress playground	5,000
Recurring annual expense.	
Sand/clay mix for athletic fields.	2,000
Recurring annual expense.	
Replace metal doors on gymnasium	5,000
Director Page stated that she had an estimate of \$4,051 to replace the three (3) exterior metal doors to the gym that have rusted.	

The total Capital Budget for the Recreation Department was reduced from Two hundred thirty-two thousand nine hundred dollars (\$237,900) to one hundred ninety-seven thousand three hundred dollars (\$197,300).

7. Miscellaneous Business

Director Page reported that the heater/air conditioner in the cardio room is broken; the model is no longer manufactured and parts are very difficult to acquire. If the parts can be found, the repair cost is estimated to be between twelve and seventeen hundred dollars (\$1,200-1,700); the cost of a replacement unit is twenty-seven hundred fifty dollars (\$2,750). The replacement cost is not included in the budget; Administrator Tucker indicated that the funds would come from Capital Projects as an unbudgeted expenditure.

MOTION: Councilmember Duffy moved to approve the expenditure of \$2,750 to replace the heating/air conditioner unit in the cardio room; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

The Committee agreed to hold its meetings in Council Chambers in the future.

Director Page announced that she has hired Christina Willson as Community Specialist.

Next Meeting Date: 4:00 p.m., Tuesday, March 1, 2011.

8. Adjourn

MOTION: Councilmember Buckhannon moved to adjourn the meeting at 5:08 p.m.; Councilmember Duffy seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk