

RECREATION COMMITTEE

Isle of Palms, South Carolina

January 9, 2007

The regular meeting of the Recreation Committee was held at 5:30 p.m. on Tuesday, January 9, 2007 in the Recreation Center, #24 Twenty-eighth Avenue, Isle of Palms, South Carolina. Present were Chairwoman Rice, Committee members Councilman Buckhannon and Councilwoman Hanbury, City Administrator Tucker, Recreation Director Page and Assistant Recreation Director Ferrell.

1. **Call to Order.** Councilwoman Rice called the meeting to order and stated that members of the press and the public had been duly notified in accordance with State Law. Councilwoman Rice noted that all Committee members were present. She welcomed two (2) citizens, Annie Rice and Bailey Harper.

Councilwoman Rice congratulated Recreation Department staff for a great year in 2006 and commented that the City's employee adjustments have been an asset to the department.

2. **Election of Chair**

MOTION: Councilwoman Hanbury nominated Councilwoman Rice as Chair; seconded by Councilman Buckhannon; MOTION UNANIMOUSLY PASSED.

Councilwoman Rice expressed her appreciation for the vote.

MOTION: Chairwoman Rice nominated Councilwoman Hanbury as Vice-Chair; seconded by Councilman Buckhannon; MOTION UNANIMOUSLY PASSED.

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

Councilwoman Hanbury corrected the November 8, 2007 minutes as follows:

Page 3, Item 7B, Paragraph 4, Line 2 (regarding the Crab Pot Players). Replace the sentence starting with "She noted" with the following correction:

"She noted that a recent news item indicated the Crab Pot Players would be performing a new play at a Sullivan's Island church.

MOTION: Councilman Buckhannon made a motion to approve the November 8, 2006 minutes with the correction attached; seconded by Councilwoman Hanbury; MOTION UNANIMOUSLY PASSED.

4. **Citizens' Comments.**

Annie Rice, 292 Forest Trail – Miss Rice addressed the Committee regarding the middle school dance, noting she and her friends are not pleased with the dance contest as it consumes a lot of time during the event. She also spoke about the replacement cost for middle school dances passes, suggesting that the cards cost \$2.00 instead of \$5.00 for replacement. She suggested the

City have themes for the dances, she complained about the DJ, indicating he would not consider song requests she and her friends have made.

Councilwoman Hanbury commented she has been to a few of the dances and noted that many of the children do not dance. She expressed concern about the DJ playing requested music and asked for clarification. Recreation Director Page stated that, while she cannot speak to the particular song requests made by Annie Rice, she did clarify that the DJ receives numerous song requests, some of which she refuses to allow to be played. Recreation Director Page suggested Annie Rice and her friends develop a list of preferred songs for her to review and forward to the DJ. Discussion continued about song selections. Thereafter, the Committee discussed the replacement fee for dance passes. Recreation Director Page noted that replacing cards was a labor-intensive effort for staff, with twenty-nine replacement passes issued at the last dance. She submitted that, in addition to the cost of the staff's time, paying for replacement passes would teach the children responsibility. The Committee suggested lowering the replacement pass to \$2.00. Additionally, Miss Rice asked for a second jump castle. Then, the Committee discussed dance themes.

The Committee decided to move consideration of the East Cooper Triathlon up in the order of business.

7. NEW BUSINESS

(C) **East Cooper Triathlon** – Mr. King with East Cooper Triathlon event provided the Committee with a brief overview of the event scheduled for April 22, 2007, pending the City's approval. He noted that the race course and event would be conducted the same as last year, with anticipated 2007 participation remaining level with 2006 participation at approximately 200 racers. He noted that only Fourteenth Avenue, from Palm Boulevard to Ocean Boulevard intersections, would be impacted by the event, with other roads remaining open. Mr. King noted that the finish line would be off-island. He reported that the Public Safety Committee approved this race at last night's meeting.

MOTION: Councilman Buckhannon made a motion to recommend approval of the East Cooper Triathlon on April 22, 2007; seconded by Councilwoman Hanbury; MOTION UNANIMOUSLY PASSED.

The Committee returned to the published agenda.

5. Recreation Department Report. Recreation Director Page reviewed the November/December 2006 monthly report (**Exhibit A**) and answered Committee member questions. Highlights included: review of current and upcoming activities and classes; experimenting with activities brochures to market events and activities; Blues Bash February 10-11, 2007; and Doggie Days at the Rec event on March 10, 2007, the Easter Egg on Saturday, April 7, 2007 and the Bicycle Rodeo on April 28, 2007. The Committee discussed the flooring issue at this time (comments placed in Old Business under topic heading). Thereafter, the Committee discussed the assistance Director Page is giving the Administrator in following up on the website matter. Administrator Tucker expressed her appreciation for Director Page's

assistance with this matter, noting that she has not been happy with the work product, to date. The Committee discussed the website and list serve.

6. Old Business.

A. Status of Recreation Center flooring.

During the Recreation Department Monthly report, the Committee discussed the status of the athletic flooring, with Recreation Director Page noting that two vendors are now in litigation, Taylor Adhesives and Consolidated Specialties. The Committee stressed the need to have the flooring resolved and to get the City Attorney involved in demanding from the City's contacts, LS3P and Harbor Construction that the City's flooring problem be resolved as soon as possible. Committee members noted that the athletic flooring was very expensive and a change order was approved to purchase the adhesive seal in order that the City could have a warranty on the floor. They noted that now the sealant has not worked properly and, regardless of which vendor or manufacturer is to blame, as the customer, the City should expect swift resolution to this matter. After some further discussion, City Administrator Tucker noted that the Recreation Director has been pursuing this matter as a punch list item; however, at this point the City Attorney should review the contract to see if the City has provided the contractually requisite amount of time for the contractor/builder to rectify the punch list. She noted that Recreation Director Page has been retaining written proof of the City's repeated attempts to have the contractors rectify this problem. After further discussion, Administrator Tucker noted she and Recreation Director would pursue the City's legal options on this matter. She repeated her request for clarification of what the Committee demanded of the contractor. The Committee repeated they wanted the flooring fixed.

B. Analysis regarding reconfiguration of ballfields.

Recreation Director Page reported she has a meeting with Warren Pruitt with ADC next week to review the ballfield survey. She reported that the next step would be to gather the specs on the ballfields and discuss alignment with ADC.

C. Discussion regarding special event permit process

Recreation Director Page noted three proposed permits she provided for the Committee's reference (**Exhibit B**). She suggested the Committee review the three documents, extract the desired language from each so that a unique permit could be crafted that would meet the needs of the City. Councilwoman Hanbury asked for clarification that the Recreation Department events would not need to go through the permit process. Recreation Director Page noted that in other municipalities, special events permits would be completed by applicants who are not part of the City or an employee, for example kayaking event, Beach Sweep, Connector Run, Taste of the Island event. She noted that City events, such as the Easter Egg Hunt, should not be subject to this special event permit process. She then suggested that the Committee decide to which department the permits should be processed (City Hall, Recreation Department, etc). Councilwoman Hanbury suggested that the City scrutinize the ordinances that would impact some of these events, to make sure there is compliance. Director Page suggested that a copy of relevant City ordinances should accompany a special event permit approval form, depending on the type of event requested. The Committee thought Director Page's suggestion was good.

Councilwoman Hanbury noted that weddings on the beach are a popular attraction and there is not a permit process for this matter. Recreation Director Page suggested the weddings on the beach issue be addressed and the Committee agreed with her. The Committee decided to review the three examples and return with feedback for a master permit.

7. New Business

A. Discussion of Recreation Center goals and programs for 2007

Councilwoman Hanbury suggested that the Committee closely consider the Recreation Director's list of goals established from July 1, 2006 – June 30, 2007. Councilman Buckhannon suggested that most people operate on a calendar year, not a fiscal year. Councilwoman Hanbury suggested that the Committee review the department goals twice per year. She suggested a review of the department's mission statement. Recreation Director Page noted that the goals are often tied to the budget cycle, which is why she established the timeline along the fiscal year. Councilman Buckhannon noted that some goals do not have to cost money. Councilwoman Hanbury suggested the Committee review the goals at home and re-address them at the February meeting. The Committee concurred with Councilwoman Hanbury.

B. Discussion regarding development of a 10-year plan for the Recreation Department and programs.

Councilwoman Hanbury noted that she would like time dedicated for the Committee to review the long-range vision for the department; however, due to the length of the meeting tonight, she asked that this matter be discussed at a later meeting.

8. Miscellaneous.

Middle School Dance Pass – Replacement

Chairwoman Rice re-visited the issue of the Middle School Dance replacement pass cost. Councilman Buckhannon suggested that the actual City expense of replacing the pass would drive the replacement pass cost. The Committee discussed the event and debated the cost of replacement cards. Administrator Tucker suggested the department input the information in a computer database and check off the pass with the computer system on the dance evening. Chairwoman Rice questioned why the children were not a computer system, particularly as children cannot bring in purses and bags. Recreation Director Page noted that a computer check-off system on dance night would be time consuming and departmentally labor intensive. She noted that, on dance night, replacement passes are being purchased up to 8:00 p.m. Chairwoman Rice stressed the need to reduce the cost of the replacement pass. After further discussion, the Committee instructed the department to review the replacement cost.

Next meeting: 5:30 p.m., Tuesday, February 6, 2007 at the Recreation Center.

There being no further business, the meeting was unanimously adjourned at 7:10 p.m.

Respectfully submitted,
Carol Rice, Chairwoman