

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
Seven Oaks Park  
January 24, 2007**

**6:15 p.m. Work Session  
7:00 p.m. General Session**

**AGENDA**

Call to Order and Invocation  
Welcome

- |             |  |       |       |
|-------------|--|-------|-------|
| <b>I.</b>   | <b>*APPROVAL OF THE AGENDA</b>                                   |       |       |
| <b>II.</b>  | <b>REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT</b>            |       |       |
| <b>III.</b> | <b>*APPROVAL OF THE MINUTES – November 29, 2006</b>              | Pages | 1-6   |
| <b>IV.</b>  | <b>COMMUNICATIONS FROM THE PUBLIC</b>                            |       |       |
| <b>V.</b>   | <b>PUBLIC PRESENTATION</b>                                       |       |       |
|             | A. C.A.S.T. (Carolina Actors with Special Talents)               |       |       |
|             | B. Eagle Scout – Erik Meredith                                   | Page  | 7     |
| <b>VI.</b>  | <b>STAFF REPORTS</b>   | Pages | 8-22  |
| <b>VII.</b> | <b>NEW BUSINESS</b>  |       |       |
|             | *A. FY 07–08 Budget Schedule                                     | Pages | 23-24 |
|             | *B. Preliminary FY 07-08 Budget for Lexington County Council     | Pages | 25-26 |
|             | *C. Lexington County Accommodations Tax Grant                    | Page  | 27    |
|             | *D. DOT Grant – Senior Services Bus                              | Page  | 28-29 |
|             | *E. Public Meeting – LWCF & Recreational Trails Program Projects | Page  | 30    |
| <b>IX.</b>  | <b>EXECUTIVE DIRECTOR’S REPORT—Dan Wells</b>                     |       |       |
|             | A. Upcoming Events   | Page  | 31    |
| <b>XI.</b>  | <b>COMMISSION RESPONSE</b>                                       |       |       |
| <b>XII.</b> | <b>ADJOURNMENT</b>   |       |       |

**\* Denotes Commission Action Needed**

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
WORK SESSION MINUTES**

Seven Oaks Park  
January 24, 2007  
6:15pm

Members Attending: Tom McLean, John Sowards, Scott Wilhide, Carl Hust, Bruce Loveless, Dan Wells, Eve Mittendorf, Joey Holleman

Dan Wells presented an overview of the agenda items as follows:

- a. Discussion occurred regarding the ICRC Afternoon Safari program and the status of the school district's decision to handle their afterschool programs. Dan Wells replied that no decisions have been made at this time.
- b. A recommendation was made to amend the agenda to include an Executive Session.
- c. Discussion occurred regarding demolition of the building at BC Components.
- d. Dan Wells distributed information regarding upcoming events: a Foundation event on the new Lake Murray Dam, Summer movie series, BBQ at Saluda Shoals Park. Mr. Wells requested the Commission to advise if they had concerns or opposed Budweiser being an event sponsor at the BBQ; Commissioners stated they had no problem with the Budweiser sponsorship.
- e. Mr. Wells communicated that this would be the last season for the Chapin Community Theater.
- f. Mr. Wells distributed an article from The State newspaper on the CAST members from ICRC's special needs program. Mr. Wells also thanked and commended Joey Holleman on a great article. John Sowards thanked Mr. Holleman for doing the story. Dan Wells communicated that a table will be set-up in General Session for the Commissioners to walk by and the CAST members will sign the article. John Sowards commended Mr. Wells for arranging this opportunity.
- g. Bruce Loveless asked what type of revenues Blood Moon provided. Dan Wells communicated \$20-\$25K. Discussion occurred regarding the lack of adult actors to perform the event, the amount of staff time and the strain on maintenance staff to prepare for Blood Moon and Holiday Lights during the same time frame. Bruce Loveless asked Mr. Wells to check into the Columbia College drama/acting department to see if they have an interest in providing actors for this event. Discussion occurred regarding other revenue producing events. Mr. Wells replied that staff is looking at an arts festival, which will be a one weekend event. This event is not expected to produce the amount of revenue that Blood Moon produced, but will be a good community event with anticipation of future growth.

The Chairman requested to adjourn the work session and move to the general session.

Eve E. Mittendorf  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
GENERAL SESSION MINUTES**

Seven Oaks Park  
January 24, 2007  
7:00pm

Non-members Attending

Dan Wells	Elizabeth Taylor
Eve Mittendorf	Jack Terrell
Jim Wellman	Belinda Rhodes
Jeanette Wells	Jamie Frasier
Jay Downs	Art Guerry
Don Sylvestre	R.L. Cross
Erik Meredith	

Members Attending

Tom McLean  
Scott Wilhide  
John Sowards  
Carl Hust  
Bruce Loveless

The meeting was called to order by the Chairman, Tom McLean. Tom McLean delivered the invocation. Guests were welcomed.

**I. APPROVAL OF THE AGENDA**

A MOTION WAS MADE BY SCOTT WILHIDE TO AMEND THE AGENDA TO INCLUDE AN EXECUTIVE SESSION. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION APPROVED.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified and a notice and agenda posted at the park sites one week prior to the meeting.

**III. APPROVAL OF THE MINUTES**

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT THE MINUTES AS PRESENTED. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION APPROVED.

**IV. COMMUNICATIONS FROM THE PUBLIC**

The Chairman opened opportunity for the public to speak.

1. Art Guerry, 6332 St. Andrews Road, Columbia, SC 29212  
Communicated his appreciation for the walking path between Whitehall and Seven Oaks Park; also requested the Commission consider naming the walkway the "Art Guerry Walkway."
2. Wanita Welch, 5938 McMillan Court, Columbia, SC 29212  
Complimented the Commission and Jamie Frasier for their commitment to the special needs community and stated her sincere appreciation.

## **V. PUBLIC PRESENTATION**

### **A. CAST Presentation – Debra Leopard, Director**

Ms. Leopard thanked the Commission for their support and for making special needs programs a priority and the CAST program a reality.

### **B. EAGLE Scout – Erik Meredith**

Tom McLean presented a certificate to Erik Meredith in recognition for the project of creating a natural walking trail through the Native Plant Garden behind the Environmental Education Center.

## **VI. STAFF REPORTS**

Tom McLean asked the Commission if there were any questions or comments on staff reports. Dan Wells highlighted the following under the foundation and enterprise report: the revenues on a monthly basis increased over last year; the budget for the River Center was \$289K for the year, to date the River Center is at \$300K booked with 5.5 months remaining in the fiscal year. John Sowards inquired if the agency is tracking where the visitors are coming from, i.e., in-district. Dan Wells replied that 50% of Saluda Shoals Park visitors are from outside of the district. Mr. Wells also communicated that ICRC did receive full funding for the Palmetto Pride grant; \$8000 will be used for landscaping at the entrance of Saluda Shoals Park. Staff is in the process of applying for the Developmental Disabilities grant.

Mr. Wells also communicated that the trail system at Saluda Shoals Park is nearly complete; waiting for the pedestrian bridge to be installed, which is scheduled to happen sometime in February or early March. A ribbon cutting for that trail is on April 14. The Environmental Center continues to see an increase in visitors; 49,000 have visited this year compared to 34,000 last year. John Sowards shared his appreciation with Dan Wells and staff for supporting the EAGLE Scout projects and encouraging that program to grow. Dan Wells communicated that the credit primarily goes to Jeanette Wells and staff at the Environmental Center.

Dan Wells announced that the Daddy – Daughter dance at Crooked Creek Park is expecting to be a sold out event. John Sowards inquired if this program is offered at Seven Oak Park. Mr. Wells replied, yes. The art show at CCP is scheduled March 19. The staff at Seven Oaks Park is developing some new programs that were developed out of customer surveys and input from the instructors. The senior services department sent a letter of appeal out to people who have used some of our programs to try to raise money to help subsidize the operation of the senior meal program. The effort has raised approximately \$5,575. John Sowards asked what the total subsidy is going to be out of the agency budget to serve senior meals. Mr. Wells replied approximately \$70,000.

Last, district athletics will begin registration for baseball, softball, track and registration will run through February 22, 2007. Mr. Wells reviewed the administration report and communicated the expenditures in the general fund are below 50% of budget, revenues in the special revenue fund are above what staff anticipated half way through the year and expenditures again are below.

## VII. NEW BUSINESS

### A. FY 07/08 Budget Schedule

A MOTION WAS MADE BY JOHN SOWARDS TO APPROVE STAFF RECOMMENDATION ON THE BUDGET PROCESS TIMETABLE. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED.

### B. Preliminary FY 07/08 Budget for Lexington County Council

Dan Wells communicated that the agency is not looking for a tax increase this year; with the retirement of the CCP bond the agency is asking the council to consider moving the millage used for CCP bond over to maintenance and operations, which is 1.67 mills. Bruce Loveless stated that by moving the millage over to maintenance and operations there would be no net increase to the tax payers. Dan Wells replied, correct.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE PRELIMINARY FY 07/08 BUDGET FOR LEXINGTON COUNTY COUNCIL. SECONDED BY JOHN SOWARDS.

John Sowards communicated his approval of posting budget information on the ICRC website and asked Commissioner Wilhide to amend his motion to include posting the preliminary budget on the website.

A MOTION TO AMEND WAS MADE BY SCOTT WILHIDE TO INCLUDE POSTING THE PRELIMINARY FY 07/08 BUDGET ON THE ICRC WEBSITE. VOTE TAKEN. MOTION APPROVED.

### C. Lexington County Accommodations Tax Grant

The Lexington County Accommodations Tax Grant is for the promotion and marketing of Holiday Lights. Mr. Wells communicated that no match is required for this grant.

A MOTION WAS MADE JOHN SOWARDS TO APPROVE THE LEXINGTON COUNTY ACCOMMODATIONS TAX GRANT APPLICATION. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED.

### D. DOT Grant – Senior Services Bus

Dan Wells stated that this grant is for a new senior services bus with a \$10,000 match, which would likely come out of next year's budget.

A MOTION WAS MADE BY JOHN SOWARDS TO APPROVE STAFF RECOMMENDATION ON THE DOT GRANT FOR A SENIOR SERVICES BUS. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED.

### E. Public Meeting – LWCF & Recreational Trails Program Projects

Dan Wells communicated that staff is requesting Commission approval of the date February 6, 2007 at Seven Oaks Park to hold the public meeting for public input on the LWCF and RTP projects.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE STAFF RECOMMENDATION ON THE PUBLIC MEETING FOR LWCF AND RTP PROJECTS. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION APPROVED.

## **VIII. EXECUTIVE DIRECTOR'S REPORT**

Dan Wells welcomed two new hires to Irmo Chapin Recreation Commission: Heather Hayes and Sven Micolowsky. A BBQ and ribbon cutting is scheduled on April 14, a Foundation fund raiser event on the dam is scheduled for May 10 and Mud Mania is scheduled for May 9 at Seven Oaks Park.

## **IX. COMMISSION RESPONSE**

Carl Hust commended Jeanette Wells and staff for their service and assistance with a senior workshop that was held at the Environmental Center. John Sowards thanked Mr. McLean for his service in the past year as chairman and would like him to be considered as chairman again in 2007. Mr. Sowards also thanked Commissioner Loveless for his work in building the Commission's relationships with Lexington County Council and last complimented Dan Wells and staff for good visitation attendance, revenue and utilization numbers in our parks. Bruce Loveless stated his appreciation for the signed CAST article and thanked John Sowards for his time spent with Council leaders. Scott Wilhide thanked Jamie Frasier and staff for a great therapeutic recreation program and thanked Jeanette Wells for her efforts in providing the EAGLE Scouts opportunity to implement and complete their projects. Tom McLean concurred with all the Commissioner's comments and stated that he considers it a privilege to serve on the Commission. Mr. McLean also commented that staff consistently amaze him in the accomplishments and success of the programs and facilities. In addition, Chairman McLean thanked Art Guerry for his contributions to the trail at Whitehall and Seven Oaks Park.

## **X. EXECUTIVE SESSION**

Chairman Tom McLean communicated at 7:45p.m. the Commission will move into Executive Session to discuss personnel matters.

The Commission returned to General Session at 8:25p.m.

## **XI. ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 8:25p.m.

Respectfully submitted,  
Eve E. Mittendorf, Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION  
EXECUTIVE SESSION**

Seven Oaks Park  
January 24, 2007  
7:45pm

**NON-MEMBERS PRESENT**

**MEMBERS PRESENT**

Tom McLean  
Scott Wilhide  
John Sowards  
Carl Hust  
Bruce Loveless

**I. CALL TO ORDER**

The meeting was called to order by the Chairman, Tom McLean, at 7:45 p.m.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified and a notice and agenda posted at the park sites one week prior to the meeting.

**III. EXECUTIVE SESSION**

Several items related to personnel were discussed; no action was taken during the meeting.

A MOTION WAS MADE BY COMMON CONSENT TO RETURN TO PUBLIC SESSION.

John Sowards  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION