

Unapproved Minutes
Charleston County Park & Recreation Commission (CCPRC)
Regular Commission Meeting
861 Riverland Drive, Charleston, SC, 29412
Monday, January 24, 2022

Commission Members Present: Mr. Collin Bruner, Ms. Michelle Brandt (via teleconference), Ms. Lisa King, Ms. Mattese Lecque, Mr. Teddy Manos (via teleconference), and Mr. Brad Taggart.

Commission Members Not Present: Mr. Eduardo Curry.

Staff Present: Mr. David Bennett, Mr. Kevin Bowie, Mr. Charlie McManus, Mr. Phil Macchia, Ms. Gina Ellis-Strother, Ms. Christine Volousky (via teleconference), Ms. Patty Newshutz (via teleconference), Ms. Renee Dickinson (via teleconference), Mr. Steve Hutton (via teleconference), Mr. Tommy Hale (via teleconference), Ms. Shanté Ellis, Ms. Marcie Chiappone, Ms. Lisa Knisley-White (via teleconference), and Ms. Melissa Muse (via teleconference).

Legal Counsel Present: Mr. Dwayne Green.

Guests Present: None

I. Call to Order and Welcome

A. Introduction of Guests and Notification to Media

The Charleston County Park & Recreation Commission met on Monday, January 24, 2022 at the CCPRC Headquarters, Charleston, SC and virtually via www.charlestoncountyparks.com. Mr. Bruner, Commission Chair, called the meeting to order and welcomed those in attendance. Mr. Bruner informed those present that notification of the meeting was sent to the local news media and others requesting notification.

II. Public Comments and Presentations

A. None

III. Approval of Minutes

A. (ACTION) Approval of December 13, 2021 Regular Commission Meeting Minutes

Motion to approve the minutes of the December 13, 2021 Regular Commission Meeting was made by Ms. King, seconded by Ms. Lecque, and approved by the Commission. (#033-2122)

IV. Old Business

A. None

V. New Business

A. Planning and Development (P&D) Update

Mr. Bowie reviewed the following:

a. Baker Request for Proposal (RFP)

Staff are making good progress. They have determined best practices for public advertisement. They've also started drafting the areas of the RFP including the:

- selection process;
- proposal requirements;
- selection criteria;
- submittal requirements;
- negotiations; and
- selection process timeframe.

Staff continue to collect the needed attachments. They anticipate public advertising to begin in February.

b. Folly Beach Pier Update

The work on the diamond area continues to progress well.

c. Caw Caw Interpretive Center

Folkland's proposal was accepted for \$34,750. Folkland has a current contract with the South Carolina Department of Natural Resources (SCDNR). The project will need a repair permit from the United States Army Corps of Engineers (USACE).

d. South Santee Senior and Community Center

The project is awaiting the completion of the basketball court renovation and the placement of site furnishings.

e. Johns Island County Park - 4583 River Rd Property Donation

The property could not be closed until Jan 3, 2022. Staff are awaiting the owner to share their intentions for the property since the close didn't meet their end of calendar year deadline. Mr. Bruner stated that there's still a property line issue. Mr. Bowie stated that staff will need to mitigate how to be good neighbors.

f. Laurel Hill County Park

Mr. Bowie shared property maps better outlining the impacts of the All American Boulevard highway extension. The Town of Mount Pleasant has condemned the portion of the property that is needed for the extension from the Wells Fargo Trust. CCPRC staff have

asked for a curb cut to access the property from the newly planned highway. Mr. Bowie reminded the Commission that the property is leased to CCPRC.

g. Wannamaker Portable Restroom

Mr. Bowie reminded the Commission of the fire at the Wannamaker Concession/Restroom building. A temporary rental restroom was placed at the site (near the playground). As staff were going through the budget process, staff recommended a cost saving solution. He stated that the current average monthly cost of the restroom rental was \$16,169. From July to November, the agency spent over \$64,676. Staff recommend purchasing a unit for \$87,543. Once the new building is complete, staff plan to use the unit at the Holiday Festival of Lights (HFOL) and special events. The unit would also hold a salvage value.

h. Rural Recreation Court Repairs

Mr. Bowie shared photos of recent staff walkthroughs of Haut Gap and Thompson Hill basketball courts. To repair the cracks and increase the quality of the courts staff have investigated procurement under the State Contract with Carolina Sport Surfaces for \$51,180.

i. James Island County Park – Splash Zone Mechanical Building Roof Replacement

Mr. Bowie noted the Invitation for Bid (IFB) to replace the (27-year old asphalt shingled) roof at the Splash Zone Mechanical Building had 4 firms respond. IPW Construction Group had the lowest cost qualified bid for \$50,182. The new roof will be made of stone coated steel with a 50-year guarantee.

B. Financial Report

Mr. McManus presented and reviewed the checks over \$7500 and financial reports for the month of November. There were no further questions from the Commission.

a. (ACTION) Splash Zone Mechanical Building Roof Replacement

Motion to enter into a contract with IPW Construction Group, LLC for the Roof Replacement at the Splash Zone Mechanical Building at JICP in the amount of \$50,182.00 with the funds coming from the approved CIP budget was made by Ms. Lecque, seconded by Mr. Taggart, and approved by the Commission. (#034-2122)

b. (ACTION) Rural Recreation Ball Court Repairs

Motion to enter into a contract with Carolina Sport Surfaces for the court resurfacing and repairs at Thompson Hill and Haut Gap in the amount of \$51,180.00 with the funds coming

from the approved CIP budget was made by Ms. King, seconded by Ms. Lecque, and approved by the Commission. (#035-2122)

c. (ACTION) Wannamaker County Park Portable Restroom Purchase

Mr. McManus stated that the procurement policy allows for an emergency use of financial resources. Mr. Bennett noted that staff collected three quotes and the current vendor would allow the fastest turnaround to delivery.

Motion to purchase a Portable Restroom Trailer from NRT Sales in the amount of \$87,543.00 with the funds coming from the Wannamaker County Park Operating Budget Line was made by Mr. Taggart, seconded by Ms. Lecque, and approved by the Commission. (#036-2122)

d. (ACTION) 2022 Bond Direct Placement

Motion to request a public hearing on the issuance of direct placement Bonds in an amount not to exceed \$8,000,000 was made by Ms. Lecque, seconded by Mr. Taggart, and approved by the Commission. (#037-2122)

C. Election of Officers

Motion to nominate Collin Bruner for the office of Chair, Eduardo Curry for the office of Vice Chair, and Brad Taggart for the office of Secretary/Treasurer was made by Ms. Brandt, seconded by Ms. King, and there being no other nominations, Collin Bruner, Eduardo Curry, and Brad Taggart were elected by acclamation. (#038-2021)

Motion to amend the agenda to add Committee Appointments was made by Ms. Lecque, seconded by Ms. King, and approved by the Commission. (#039-2021)

D. Committee Appointments

Mr. Bruner announced his re-appointment of Ms. King as the Commission Liaison to the Charleston County Parks Foundation, Inc. He also announced his appointment of Mr. Taggart as Chair of the Finance Committee, Ms. Brandt and Ms. Lecque to serve on the Personnel Committee with Mr. Curry serving as Chair, Mr. Taggart and Mr. Manos to serve on the Strategic Planning Committee with Ms. Brandt serving as Chair.

E. Commission Highlight: 2021 Holiday Festival of Lights (HFOL)

Mr. Macchia presented updates regarding the 32nd annual event. He stated the staff's focus for this show was its communication to the public, offering a quality light show experience, and providing exceptional services.

The Marketing team utilized a multi-point communication strategy to educate the public on CCPRC's tiered pricing and its advantages. Messaging emphasized the benefits of purchasing online tickets

and helped address quickly moving through the line which included price savings. HFOL received a record \$240,000 worth of TV coverage including information about peak versus regular night.

To ensure a quality experience staff created a new HFOL Steering Committee to address day to day facets of the show, management topics, direction for the show, and established a leadership direction for the future of the show. Marketing drove business to an online platform with almost 28% of guests entering via mobile ticketing. Staff focused on moving crowds towards attending during non-traditionally busy nights with price incentives. Gifts shops opened early and during the day to allow extended shopping experiences. Staff worked with a local radio station to provide quality nightly musical entertainment. Santa came to town a week earlier. Staff changed how the train is loaded to serve more customers. They also continued the expansion of using Full-time Staff to operate the show. LED lighting upgrades continued and the show is now 90% LED.

Mr. Macchia shared the following exceptional service facts for 2021:

- 232,342 visitors - 4th highest of all time;
- 62,748 vehicles - 3rd highest of all time;
- record gross revenue;
- this year's ornament sold out;
- inclusive Santa family attendance numbers doubled;
- 28 schools participated in the Greeting Card Competition;
- a record number of climbers used the Portable Climbing Wall; and
- 15 nights of value-added entertainment were offered.

F. Executive Session – Legal Matters

Motion to enter into Executive Session to discuss a legal matter was made by Mr. Taggart, seconded by Ms. Lecque, and approved by the Commission. (#040-2122)

Upon coming out of Executive Session, the Chair stated that legal matters were discussed, and no action was taken.

Motion to accept the settlement and conclude the legal matter as outlined during the Executive Session was made by Mr. Taggart, seconded by Ms. Lecque, and approved by the Commission. (#041-2122)

VI. Next Meeting

Regular Commission Meeting, Monday, February 28, 2022, 5:30 pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 6:22 pm.

Respectfully submitted,



Collin Bruner, Chair



Shanté Ellis, Executive Administrative Manager