

APPROVED MINUTES  
CHARLESTON COUNTY PARK & RECREATION COMMISSION  
REGULAR COMMISSION MEETING  
VIRTUALLY VIA CHARLESTONCOUNTYPARKS.COM  
861 RIVERLAND DRIVE, CHARLESTON, SC, 29412  
MONDAY, FEBRUARY 22, 2021

**Commission Members Present:** Mr. Collin Bruner, Mr. Eduardo Curry, Ms. Dale Aren, Ms. Lisa King, Ms. Mattese Lecque, Mr. Teddy Manos, and Mr. Brad Taggart

**Staff Present:** Mr. David Bennett, Mr. Kevin Bowie, Mr. Charlie McManus, Mr. Phil Macchia, Ms. Gina Ellis-Strother, Mr. Greg Elliott (via teleconference), Ms. Jan Coulter (via teleconference), Ms. Renee Dickinson (via teleconference), Mr. Steve Hutton (via teleconference), Ms. Patty Newshutz (via teleconference), Mr. Tommy Hale (via teleconference), Ms. Marcie Chiappone, Ms. Lisa Knisley-White (via teleconference), Ms. Melissa Muse (via teleconference), Mr. Tonya Brown (via teleconference), and Ms. Allison Foster (via teleconference).

**Legal Counsel Present:** Mr. Dwayne Green (via teleconference)

**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, February 22, 2021 at the CCPRC Headquarters, Charleston, SC and virtually via [www.charlestoncountyparks.com](http://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. On behalf of the Commission, Mr. Bruner presented Mr. Manos, the outgoing Commission Chair, with a plaque thanking him for his service as Commission Chair from 2019-2021.

**III. Approval of Minutes**

A. (ACTION) Approval of minutes of January 25, 2021 Regular Commission Meeting

Motion to approve the minutes of the January 25, 2021 Regular Commission Meeting was made by Ms. Lecque, seconded by Mr. Curry, and approved by the Commission. (#026-2021)

**IV. Old Business**

A. None

**V. New Business**

A. Planning and Development (P&D) Update

Mr. Bowie presented an update on the following Commission approved Capital Projects:

- **Folly Beach Fishing Pier**

- Mr. Bowie stated that the apron is being installed and noted the features of the hurricane resistant structure.
- **Johns Island County Park**
  - Mr. Bowie confirmed that construction is delayed due to shortages in delivery of materials. However, public opening is still anticipated in April 2021.
- **Stono River County Park (SRCP)**
  - The US Department of Agriculture and Clemson Cooperative Extension have identified trees at this location that are infested with the Asian Long-horned Beetle. Mr. Bowie noted that approximately 30 Maple and Elm Trees have been affected. The facility will be closed beginning February 22, 2021 for up to two weeks to allow for the safe removal of infested trees that will be studied and then destroyed. There are plans to plant new trees in this area.
  - Ms. Aren inquired about the history of the berm between the main island and small island located at Stono River County Park (SRCP). Mr. Macchia stated that he will inquire with P&D staff and report back. Ms. Aren inquired as to why there is no water access or kayak launch at the SRCP site. Mr. Macchia stated that water access was researched during the planning phase for the facility. However, challenges with connecting the water access point to the accessible land area were uncovered. He noted that water access opportunities will be revisited in future plans for developing SRCP.
- **Cemetery Preservation Management Plan**
  - Mr. Bowie stated that this plan will provide guidelines for preserving, managing, and maintaining these sites.
- **JICP and PICP Archeological Surveys**
  - Mr. Bowie confirmed that the preliminary site surveys and shovel tests are complete. This plan will assist in the development of new master plans for both sites and protection of cultural resources.
- **Long Leaf Pine Restoration at Two Pines**
  - Mr. Bowie reported 20,000 long leaf pines were planted on 40 acres to assist in returning the facility's ecosystem to its native state.
  - Ms. Aren inquired about the status of connecting Stono River County Park to the West Ashley Greenway. Mr. Macchia confirmed Planning and Development (P&D) staff are working with Charleston County and currently going through the public review process. Mr. Bowie stated that this is part of a larger road project involving the Main Road, Highway 17 and Bees Ferry Road. Widening the bridge for pedestrian/bike lanes is also being considered.
- **Old Towne Creek County Park**

Ms. Aren requested an update. Mr. Bowie confirmed that there is an upcoming meeting to discuss Request for Proposals (RFPs) for this site. He hopes to have an update in a few months.

## B. Financial Report

Mr. McManus presented and reviewed the checks over \$7500 and financial reports for the month of December. He noted that the General Agency Operations are very close to last year's figures. This year's fund balance is approximately \$2.5M less than last year; the agency is right on track to meet budget as we move ahead. There were no further questions from the Commission.

## C. Rural Recreation Project Update

Mr. Bennett emphasized the importance of highlighting the agency Rural Recreation Department and Core Value Committees.

Mr. Macchia and Ms. Newshutz presented and reviewed the following Rural Recreation Project Update:

Community Recreation: How it has been accomplished -

- i. Capital Improvement Projects (CIP);
- ii. Partnerships with other government organizations;
  - a. Haut Gap Middle School – partnered with CCSD
  - b. West County Aquatic Center – partnered with the Town of Hollywood;
- iii. Parks & Recreation Development Fund
  - a. (PARD Grants) small projects/improvements to existing facilities
  - b. Schroder Community Center – installation of new gym floor
  - c. Thompson Hill – resurfacing basketball courts and skimmed the infield of the baseball field;
- iv. Technical Assistance Program
  - a. PRC offers planning assistance to organizations in smaller communities that lack internal staff resources. This service is provided to help present their ideas in a visual way. Often to gain more support for projects; and
- v. Recreation Programs
  - a. Youth sports, after school programs and interpretive and recreational programs.

Community Recreation's Initiatives:

- i. New:
  - a. Park & Recreation Development Fund
    - PARD Grants and new partnerships – seek to add amenities to existing facilities that serve the community;
    - Ten-Mile Neighborhood Association – playground installation completed;
    - Citizens of Sol Legare –basketball court resurfaced and the addition of playground and tables. The project is anticipated to be complete in March 2021; and
    - South Santee Community Center – needs an outdoor area upgrade – plans are in the works for FY21-22;
  - b. Small Project Grants
    - PRC assists with the county-wide distribution of the State's PARD funds aimed to assist smaller, underserved communities with small projects. Selected projects will support the mission of PRC, benefit the public, and the local organization will maintain the property;
- ii. Continuing:
  - a. Technical Assistance Program; and

- b. Recreation Programs
- iii. Capital Improvement Projects (CIP) - Expanding Partnerships:
  - a. Wiltown Community Center – PRC assisted with design of new community center. P & D staff are working on an RFP with consultants to prepare for construction with a potential completion timeframe within FY22-23; and
  - b. Edisto Island Community Recreation Area – There are 12 acres available to be used for recreation. PRC is working on developing a master plan to serve this community.
    - i. Through a grant from the Charleston County Greenbelt Program, 145 acres of land on Clark Road has been purchased by Edisto Island Youth Recreation.

Mr. Bennett reviewed the PRC's internal PARD Grant Distribution Procedure.

#### D. Core Value Committee Report

Ms. Ellis-Strother presented the Core Value Committee Report.

A set of 11 values were established in 2009 to guide the agency and staff on how to conduct themselves in everything they do by:

- a. Embedding – embedded within CCPRC's culture the set of values is actively embraced, consistently practiced, and whole heartedly celebrated in everything we do.
- b. Expanding – established an extension of resources for each division to utilize. Cross departmental committees work on initiatives that support the agency's strategic plans and goals.
- c. Investing – developed a pathway for the agency's future leaders to build leadership skills and be mentored by senior leadership as they serve in the Chairperson role of various core value committees.

#### Core Values Program

- a. 46% of full-time staff participate in the committees and serve a two-year term.
- b. Current partnerships include the Lowcounty Food Bank, American Red Cross, Adopt-A-Highway, and Rite Aid Pharmacy.
- c. Guest speakers are invited to share their knowledge of how to expand with the core values; recent speakers include Chris Singleton, Neelay Bhatt, and Lavanda Brown.
- d. Education – Annually award two Certified Parks & Recreation Professional Scholarships and publish a monthly safety newsletter.

There are nine active committees:

- a. Stewardship Core Value –
  - a. Mission: Preserving and conserving cultural, natural and historical resources.
  - b. Current task: Participate in the Adopt-A-Highway program by completing four litter sweeps along Riverland Drive and Maybank Highway by December 2021;
- b. Health & Wellness –
  - a. Mission: Providing and promoting healthy lifestyle opportunities.
  - b. Current task: Develop plans for a smoke-free park system. Promote a health and wellness lifestyle. Engage more staff in the fitness challenges;
- c. Safety –
  - a. Mission: Ensuring safe and secure environments.

- b. Current task: Reduce Worker's Compensation claims by providing safety awareness and preventative training to staff while benchmarking their progress over 3 years;
- d. Diversity & Inclusion –
  - a. Mission: Creating a park system that reflects the diversity of our community.
  - b. Current task: Developing and implementing procedures for gaining a more diverse applicant pool for position openings;
- e. Accessibility –
  - a. Mission: Removing barriers to make programs and facilities accessible to all.
  - b. Current task: Assist in educating all Parks and Recreation staff on accessibility equipment, resources, etc. available to the public at their facility by October 2021;
- f. FUN –
  - a. Mission: Delivering fun to customers.
  - b. Current task: Ensure fun in the workplace and beyond by offering activities like disc golf, ice cream treats, oyster roasts and camping at JOICP this year;
- g. Leadership –
  - a. Mission: Providing professional staff development.
  - b. Current task: With the support of Human Resources, implement the Supervisor Training Retreat for 80 full-time managers by end of 2021;
- h. Legacy –
  - a. Mission: Maintaining a vision for the future while sustaining a healthy park system.
  - b. Current task: Salvage, produce, authenticate, and sell slices of the Folly Beach Fishing Pier to our community while raising funds for the Charleston County Park Foundation. Goal: to sell all 5,000 slices; and
- i. Customer Service –
  - a. Mission: Always focusing on you.
  - b. Design and implement a 'secret shopper' program.

#### E. PGA Update

Mr. Macchia shared the following information regarding the 2021 PGA golf tournament.

- a. Background
  - i. Professional Golfers' Association of America (PGA) approached PRC in 2019 to discuss the potential use of Beachwalker Park for the 2021 PGA Tournament.
  - ii. PRC met with the PGA in 2020 to work on needs and assess the impact to the community (traffic, impact to the island, and previous history/lessons learned from the 2012 tournament).
  - iii. COVID slowed down the conversation as the PGA worked with the Governor and SC Commerce on attendance levels.
- b. PGA/Beachwalker Park (BWP) Intended Use:
  - i. PGA intends to use BWP for RV camping for players and caddies.
  - ii. Tournament dates:
    - 1. May 17-18 – Practice Rounds
    - 2. May 19-23 – Tournament
  - iii. PRC and PGA agree to start the lease on Saturday, May 15 at 6am through Tuesday, May 25 at midnight. The use agreement was confirmed for \$15,000.
  - iv. BWP will not be open to the public at this time; 10 operating days.

#### F. 2021 Commission Committee Assignments

Mr. Bruner stated there are currently two standing committees; the Finance Audit Committee and the Strategic Planning Committee. He informed that there will be an addition of the Personnel Committee. This committee will work with the Executive Director on personnel matters and when directed by the Commission, will meet to evaluate the performance of the Executive Director. The Finance Audit Committee will work with the Executive Director and Chief Finance Officer on financial matters when directed by the Commission. This committee will meet to review the annual audit and budget. The Strategic Planning Committee will work with the Executive Director and Associate Executive Director on long-range planning issues. When directed by the Commission, this committee will meet to assist in developing a strategic plan to include a 10-year comprehensive plan and 5-year capital improvements plan (CIP) and assist in developing gap CIP projects.

Mr. Bruner noted that the following Commission Committee assignments will ensure active participation on two committees for each Commissioner:

**Personnel Committee**

Mr. Curry – Chair  
Ms. Aren - Member  
Ms. Lecque - Member

**Finance Audit Committee**

Ms. Aren – Chair  
Full Commission - Members

**Strategic Planning Committee**

Mr. Taggart – Chair  
Mr. Manos - Member  
Ms. King - Member

Mr. Bruner noted that Ms. King will continue as the Charleston County Parks Foundation Liaison.

**VII. Next Meeting**

Finance Committee Meeting, Thursday, March 11, 2021, 4:30pm at CCPRC Headquarters, Charleston, SC  
Regular Commission Meeting, Monday, March 15, 2021, 5:30pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 6:28 pm.

Respectfully submitted,



Collin Bruner, Chair



Marcie Chiappone, Executive Administrative Associate