

APPROVED MINUTES  
CHARLESTON COUNTY PARK & RECREATION COMMISSION  
REGULAR COMMISSION MEETING  
861 RIVERLAND DRIVE, CHARLESTON, SC, 29412  
MONDAY, MARCH 16, 2020

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

**Commission Members Absent:** Mr. Eduardo Curry

**Staff Present:** Mr. David Bennett, Mr. Kevin Bowie, Mr. Charlie McManus, Mr. Phil Macchia, Ms. Gina Ellis-Strother, and Ms. Shanté Ellis

**Legal Counsel Not 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, March 16, 2020 at the CCPRC Headquarters, Charleston, SC. Mr. Manos, Commission Meeting Chair, called the meeting to order and welcomed those in attendance. Mr. Manos 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 minutes of February 24, 2020 Commission Finance Meeting

Motion to approve the minutes of the February 24, 2020 Commission Finance Meeting with the recommended updates was made by Ms. Lecque, seconded by Mr. Taggart, and approved by the Commission. (#044-1920)

B. (ACTION) Approval of minutes of February 24, 2020 Regular Commission Meeting

Motion to approve the minutes of the February 24, 2020 Regular Commission Meeting with the recommended updates was made by Ms. Lecque, seconded by Mr. Bruner, and approved by the Commission. (#045-1920)

C. (ACTION) Approval of minutes of March 5, 2020 Commission Finance Meeting

Motion to approve the minutes of the March 5, 2020 Commission Finance Meeting with the recommended updates was made by Mr. Bruner, seconded by Ms. Lecque, and approved by the Commission. (#046-1920)

**IV. Old Business**

A. None

## V. New Business

### A. Planning and Capital Projects Report

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

#### 1. Cooper River County Park (CRCP)

- Marina Update
  - Transworld is on-site making electrical repairs to A and B docks.
  - ATM, our contractor, completed the scope of work drawings to achieve five to seven-years of stabilization repairs. Staff will prepare the project bid based on their findings. The bid will include hurricane damage repairs and stabilizing the docks.

#### 2. Folly Beach County Park (FBCP)

- The project reached substantial completion on March 9. Staff anticipated a soft opening on March 21, but with the current international challenges this date is being reconsidered by Executive Management. The ribbon cutting was postponed.

#### 3. Stono River County Park (SRCP)

- The ribbon cutting was postponed, but staff do expect to open to the public when it's ready unless otherwise instructed.

#### 4. Sol Legare Boat Landing

- The facility closed on March 9 to begin construction.

#### 5. Folly Beach Pier (FBFP)

- Staff continue to await the final permit from the USA Core of Engineers (USACOE).
- Staff met with Pier 101 staff to discuss the current planning process.

Mr. Manos asked Mr. Bennett to give an update on the agency's response to COVID19. Mr. Bennett noted that all events and programs through May 10 are cancelled. Facility reservations for the next two weeks have also been cancelled. He noted that he's forwarding the internal staff announcements to the Commission to keep all parties informed. Mr. Manos noted that Commission Meetings, including sub-committees, will be fluid and he'll work with Executive Management to determine which meetings are essential to host and if need be conference calls will be scheduled for those that are unable to attend. He reiterated that the Commission is always open and available to hear from the public. Mr. Bennett noted that he'll be in direct contact with the Commission and Mr. Bowie will continue to keep staff informed.

Mr. Manos inquired about how the public is being notified. Ms. Gina Ellis-Strother noted that the website, social media have been updated and a direct email will be sent shortly.

Mr. Manos inquired about the financial impacts of the closures. Mr. McManus noted that prior to the meeting he ran a projections report using last year's revenues and expenses during this time of year. He stated that the agency netted \$1.4M over the next eight weeks last year. He noted that the agency reserves could cover the unexpected revenue lost; however, if closure extends past eight weeks, this approach will need to be reevaluated. He noted that the cottages and campground continues to be open.

Mr. Manos inquired as to how part-time staff are being impacted. Mr. McManus noted that overall there is \$5M gross wages annualized. The majority of those cost are seasonal employees for the waterparks and Holiday Festival of Lights. If the closures extend to the waterpark season, those expenses may not materialize, but the \$4M in revenue may also not materialize. Mr. McManus noted that Executive Management is already looking at those potential impacts across the board. Mr. Manos asked if the current part-time employees are protected and not being impacted for the next eight weeks. He also asked about how the next group of seasonal staff are being trained/onboarded during this time. Mr. Macchia noted that with the parks staying open currently they will be employed if they were scheduled. Mr. Macchia stated that if closure is required that will become part of Executive Management's discussion topics. He stated that the challenge will be as the agency ramps up for the waterpark and daycamp season, seasonal staff will be brought in on schedule to be trained and ready to open. Mr. Macchia noted that the trainings will be modified to accommodate the federal and state mandates. Safety precautions and procedures will be reiterated to seasonal staff and parents as needed. Mr. Bennett noted Executive Management will meet weekly or daily as needed to discuss financial and staff impacts. Mr. Manos noted that everyone is facing this, but expressed the Commission's appreciation of Executive Management's leadership despite the level of difficulty that dealing with COVID-19 has placed on the agency. He offered the Commission's assistance as needed.

## B. Financial Report

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

### a. (ACTION) 5-Year Capital Improvements Plan

Mr. Manos and Mr. McManus noted that the plan and budget was reviewed with the Commission Finance Committee during their March 5, 2020 meeting.

Mr. Bruner asked for clarification on whether or not teleconference members were allowed to make, second, or approve motions. Mr. Manos noted that there was a physical quorum present. Mr. Greene stated that he spoke with Mr. Manos and Mr. Bennett prior to the meeting. He stated that usually CCPRC meetings would not permit teleconference attendance. He noted that, in light of the Governor's recent COVID19 decree, that the circumstances warrant a non-conventional approach to the extent that it can be distinguished as to who is saying what on the teleconference. He stated that there was not anything that the agency would need to worry about regarding FOIA or any other state provision that he was aware of. Mr. Manos clarified that, if a quorum is physically present, the motions and seconds should be made by those that are present.

Motion to approve the 5-year CIP Plan as presented by Staff was made by Ms. Lecque, seconded by Mr. Bruner, and approved by the Commission. (#047-1920)

The motion passed unanimously (Ms. King and Ms. Aren were both affirmative votes via teleconference).

b. (ACTION) FY 2020-2021 Budget

Motion to approve the FY 2020-2021 budget and submit to Charleston County Budget Office was made by Ms. Lecque, seconded by Mr. Bruner, and approved by the Commission. (#048-1920)

The motion passed unanimously (Ms. King and Ms. Aren were both affirmative votes via teleconference).

C. Charleston County Parks Foundation Update

Ms. King stated that page 18 of the Commission Report has a brief synopsis of the Board's new officers. She noted that the Pass It Forward Project received a small grant from Bishop Gasdsen. The Sun's Out Pale Ale made it's debut on March 8 during the Reckoning in the Park event. The Genesis Project was being coordinated in conjunction with the season opening of the West County Aquatic Center on May 2. Due to the recent closures requirement, the event was cancelled. The McLeod Plantation Project had a poetry series planned for March 28 that is also cancelled. The Pass It Forward Project's Listen to Spring event scheduled for March 21 was cancelled. However, the June 2 Sunset Cruise is still scheduled. For FY1920, the fundraising goal is \$149,900 and as of February 25, 2020 48% of the goal (\$71,417) has been reached. The Board approved a fundraising goal of \$181,000 for next fiscal year.

Ms. Lecque commended the Board for their fundraising efforts. Ms. King stated that the Board is a great group and it's been a good rebirth of the Foundation over the past few years. She noted that they are still looking for people to join the Board. Mr. Manos thanked Ms. King for the detailed and positive report.

D. May Meeting Reschedule

Mr. Bennett noted that the May Meeting date will remain the same, May 18, 2020. Due to the COVID19 stipulations, all staff training and travel has been cancelled. This includes an event that had a date conflict with the original meeting date that required Executive Management and Commission travel.

## VIII. Next Meeting

Regular Commission Meeting, Monday, April 20, 2020, 5:30pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 6:07 pm.

Respectfully submitted,



Teddy Manos, Chair



Shanté Ellis, Executive Administrative Manager