

**BEAUFORT COUNTY PARKS & LEISURE SERVICES  
ADVISORY BOARD MINUTES**

Conference Room  
Beaufort Industrial Park, Building 102  
Thursday, April 1, 2010  
2:30 PM

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**Board Members Present:** Arthur Middleton, Chairman  
Allan Stern, Vice Chairman  
Norman Varnes

**Board Members Absent:** Robert Anderson  
Terry Dingle  
William Brown  
Ronald Campbell  
Michael Manesiotis

**Staff Present:** Joseph Penale, Deputy Director of PALS  
Denise Hamrick, Administrative Assistant to PALS Director

**Guest Present:** Billie Lindsay, Beaufort County  
Judy Nash Timmer, Beaufort County Planning Department

**NO QUORUM**

**CALL TO ORDER**

The meeting was called to order by Arthur Middleton at 2:31 PM. Since there was not a quorum, Mr. Middleton explained that this meeting would be more or less an informational meeting. He also indicated that the Board would defer any motions or decisions until the next Board meeting.

**PLEDGE OF ALLEGIANCE**

All stood to recite the Pledge of Allegiance

**LADY'S ISLAND PARK UPDATE AND REVISED MASTER PLAN**

Judy Nash Timmer, chose to do a "rehearsal" presentation since there was no quorum and she would need to do the presentation at the next Board meeting.

**DEPUTY DIRECTOR'S REPORT**

PALS Director Cristina Roberson is out of town participating in FEMA training. Joseph Penale presented the Deputy Director's Report as follows:

A. Pals Program Updates

- 1) Aquatics Program Update - Water Safety Instructor course was completed by 7 people on March 17<sup>th</sup>. Three of the seven were PALS employees. Lifeguard Certification course is currently being conducted. We have 18 enrolled. Also due to the high demand for Lifeguard certification, we are planning on another course to be offered at the end of April. Bluffton Fins competitive swim team is up to 90 members. Bluffton Masters practice on Monday, Wednesday, and Friday mornings. Beaufort Masters practice on Monday, Wednesday, and Friday mornings. Water Aerobics are offered at noon on Monday, Wednesday, and Fridays at Beaufort Pool. Water Aerobics are offered on Tuesday and Thursday evenings at Battery Creek Pool.
- 2) Athletics Program Update - Baseball and Soccer are in the process of finalizing their game schedules. Baseball/Softball and Youth Soccer will start on April 10<sup>th</sup>. Adult Softball will start toward the end of April. Teams and schedules are not finished.
- 3) Centers Program Update - BLUFFTON CENTER - Intercession being held March 29<sup>th</sup> through April 5<sup>th</sup> averages 30 in attendance. Dance being held on Monday and Wednesday evenings averages 23 in attendance. Karate being held on Tuesday and Thursday averages 10 in attendance. Afterschool program is being held Monday through Friday. Senior Program averages 15 in attendance. Buckwalter Open Gym averaged 70 in attendance and 110 on Monday during vacation. BURTON WELLS - Aerobics classes average 12 in attendance. Afro Russe Dance/Ballet classes held Monday through Saturday average 6 in attendance. We have just started this program. After school program held Monday through Friday average 30 in attendance. Intercession camp held Monday through Friday average 6 regular and 3 walk-ins attending. Open Gym program average 35 in attendance. Taekwondo Lessons held on Mondays and Wednesdays average 9 in attendance. Various meetings and workshops held throughout the month average 145 in attendance. LIND BROWN CENTER - Salsa classes are offered on Tuesday evenings averages 10 in attendance. Belly Dancing Aerobics are offered on Thursday evenings averages 8 in attendance. Open Gym will be offered on Tuesday, Wednesday, and Thursday starting on April 6<sup>th</sup>. PORT ROYAL - Intercession being held March 29<sup>th</sup> through April 5<sup>th</sup> averages 8 in attendance. Bridge classes are offered on Monday and Tuesday mornings averages 20-30 in attendance. Watercolor classes are offered on Wednesday mornings averages 10 in attendance. Senior program is offered Monday through Fridays averages 15-20 in attendance. After school program is being offered. SCOTT CENTER offers senior programs and after school programs. BTW and DALE CENTERS senior programs average 198 in attendance. SUMMER CAMP will be offered June 14<sup>th</sup> through August 6<sup>th</sup> with registration dates being held April 12<sup>th</sup> through May 14<sup>th</sup>.

B. PALS Personnel Updates: Promoted 2 Recreational Aides to Recreation Leaders, hired 4 part-time Recreation Aides; hired Amy Matthews for Administrative Technician at Burton Wells; hired Denise Hamrick as the Administrative Assistant to the PALS Director; hired Shakeeya Polite as Fiscal Technician (she will start next week)

C. PALS Project Updates: BURTON WELLS PHASE II - Phase II meeting is scheduled for next week to discuss the design of the structures which include restrooms, picnic shelter, and gates. BUCKWALTER SKATE PARK opening was attended by about 75 skaters (Mr. Penale showed some slides of opening day). We have been averaging 30-40 skaters per evening. We have been getting calls from as far away as Atlanta to get information and hours of operation.

D. Expenditure Report

Department #	Revised Budget	Actual/Encumb.	Available
63310 – PALS Administration	\$361,931.00	\$295,230.04	\$66,700.96
63312 – PALS Aquatics	\$1,108,581.00	\$892,574.60	\$216,006.40
63314 – PALS Bluffton	\$876,425.34	\$616,235.88	\$260,189.46
63316 – PALS Athletic Programs	\$670,260.00	\$350,880.26	\$319,379.74
63317 – PALS Recreation	\$1,056,565.00	\$647,031.69	\$409,533.31

**FEE SCHEDULE CHANGE FOR SUMMER YOUTH PROGRAM**

Summer Youth Camp fees will be discussed at a later date.

**STANDING COMMITTEE REPORTS**

- A. Program Committee will be meeting on April 12, 2010 at 3:30 at Buckwalter to discuss scholarships and make recommendations on the process. We also need to nominate a new Chairman for that sub-committee. The current Committee consists of Bob Anderson, Mike Manesiotis, William Brown, and one vacant position.
- B. Long Range Committee is scheduled to meet in early May to provide input on upcoming RFQ for a Parks and Recreation Open Space update. We also have been in discussion with the Island Rec Center concerning scheduling the Hilton Head Islands fields. Currently PALS schedules everything on Hilton Head and the discussion is to turn over the scheduling of Hilton Head parks to Island Rec Center. We have a meeting on April 8<sup>th</sup> with the county staff, Town of Hilton Head staff, and Island Rec Center staff to go over that.

**QUESTIONS ASKED AT END OF MEETING**

Norman Varnes asked what "RFQ" stood for. It was explained that it stood for Request For Qualifications and was in reference to the Parks and Recreation Open Space Plan and would be countywide. As there no further questions, Mr. Middleton thanked Mr. Penale for his reports and indicated they were very detailed and to the point.

**CONTINUED DISCUSSION ON MEETING SCHEDULE**

Chairman Middleton indicated that as there was no quorum no further action could be taken regarding changing the PALS Advisory Board meetings to a quarterly basis. It could not be determined when the next meeting would be until a survey was taken of the Advisory Board. Chairman Middleton will be performing a telephone survey of the Board members to determine if they want to continue meeting monthly or change to a quarterly meeting. Chairman Middleton would also do a telephone survey of the Advisory Board members regarding the Summer Youth Camp fees. The results of both telephone surveys would be reported to Denise Hamrick who would indicate the results in the minutes.

**MEETING/ADJOURNMENT**

Chairman Middleton thanked everyone for attending the meeting. The next meeting would be announced once the telephone survey had been concluded. The meeting time and location will still be at 2:30 PM at the Beaufort Industrial Village, Bldg 2 in Beaufort, SC.

The meeting was adjourned at 2:59 PM.

**ADDENDUM TO MINUTES**

Based on a telephone and e-mail survey conducted the first week in April 2010 by Chairman Arthur Middleton, there was an unanimous decision to present to the County Council of Beaufort County a resolution to recommend changes to the fee schedule for Youth Summer Camp to include multiple sibling discounts. This resolution was approved by the Council County of Beaufort Council on April 12, 2010. The revised fee schedule is as follows:"

**BEAUFORT COUNTY PARKS AND LEISURE SERVICES - FEE SCHEDULE AS APPROVED BY  
BEAUFORT COUNTY COUNCIL ON 1-25-2010 - REVISED: 4/12/2010**

**ATHLETICS**

<b>Fee Type</b>	<b>Description</b>	<b>Rental Price</b>
Youth Sports Registration	Baseball, Basketball, Cheerleading, Soccer, and Softball	\$55.00
Youth Tackle Football Registration	for ages 8 and up, 2009 Fee 2010 Fee	\$65.00 \$75.00
Adult Sports Registration	Baseball and Softball Leagues	\$550.00
Adult Soccer Registration	6 on 6 Adult League	\$350.00
Concession Rental	Per day Per week, if present each day	\$25.00 \$25.00
Gym – Athletic Event	Athletic sponsored events, per hour	\$50.00
Gym – Special Event	Special Events	\$500.00
Gym – Additional Special Event fee	Special Events Cleaning Fee	\$150.00
Athletic Registration Sliding Fee for multiple siblings	1 <sup>st</sup> child 2 <sup>nd</sup> child 3 <sup>rd</sup> child 4 <sup>th</sup> child 5 <sup>th</sup> and more Must provide long form birth certificate to prove authenticity.	Regular fee \$10.00 off \$20.00 off \$30.00 off Free
Coaches Thank You Voucher	Volunteer coaches that complete a full season shall receive a thank you voucher redeemable for a year.	\$10.00
Sponsorship Fees	Banner Team Team and Banner League for age group Corporate	\$300.00 \$300.00 \$500.00 \$900.00 \$2500.00
<b>NO Charge for Outdoor Tennis and Basketball Courts or Indoor Racquetball Courts</b>		
Green Shell Picnic Shelter and Old Burton Wells Picnic Area	For three hours Additional fee per hour	\$50.00 \$10.00
Parks and Facilities for Special Events & Festivals	Fee for one day Additional day(s) Additional Security Deposit Lessee must provide copy of permits	\$500.00 \$100.00 \$500.00
Ball fields (soccer, football, baseball, & multi-purpose) <b>NO Rental Charge for Youth Sports</b>	With lights for up to 3 hours Without lights for up to 3 hours Additional fee per hour	\$75.00 \$50.00 \$10.00

POOLS

Fee Type	Description	Rental Price
Indoor/Outdoor Pool Rental	For up to 3 hours of use Additional fee per hour	\$200.00 \$70.00
Special	For pool sponsored events	\$1.00
Seniors daily admission	55 and over	\$2.00
Swim daily admission		\$3.00
Senior/County Individual Pass	Monthly	\$20.00
Individual Pass	Monthly	\$25.00
Senior/County Family Pass	2 adults and up to 4 minor children Monthly	\$25.00
Family Pass	2 adults and up to 4 minor children Monthly	\$30.00
Group Swim Lesson	Per person Minimum of 3 individuals for lesson Maximum of 10 individuals per Instructor	\$30.00
Individual Swim Lesson	Per person Up to 2 people	\$45.00
Lifeguarding Class	Per person Includes lifeguarding, first aide, AED, and CPR certifications	\$130.00
CPR Lesson	Per person CPR Certification	\$60.00
Lifeguard Challenge	Per person Updating certifications	60.00
CPR Challenge		\$20.00
Water Aerobics	Individual Fee	\$3.00
Water Aerobics Pass	Individual Monthly 10 sessions and must be used within 6 month period	\$25.00
Scuba	Daily For use of scuba equipment in pool	\$4.00
Camp Admission	Admission per child with organized group Such as Boys & Girls Club, school, etc.	\$2.00

**RECREATION AND CENTERS**

Fee Type	Description	Rental Price
Afterschool Program	Per child	\$50.00
Intercession	1 day	Free
	2-3 days in a week	\$10.00 per day
	4-5 days in a week	\$35.00 per week
Recreational Registration Sliding Fee for multiple siblings	1 <sup>st</sup> child	Regular fee
	2 <sup>nd</sup> child	\$10.00 off
	3 <sup>rd</sup> child	\$20.00 off
	4 <sup>th</sup> child	\$30.00 off
	5 <sup>th</sup> and more	Free
Must provide long form birth certificate to prove authenticity.		
Summer Camp Registration (8-weeks)	Regular camp rate- 1 <sup>st</sup> Child	\$285.00
	Reduced camp rate – 1 <sup>st</sup> Child	\$165.00
Summer Camp Registration for multiple siblings	Hours universally, 7:30 AM – 6:00 PM	
	Cost includes \$5.00 for additional t-shirt	
	2 <sup>nd</sup> child	\$10.00 off
	3 <sup>rd</sup> child	\$20.00 off
	4 <sup>th</sup> child	\$30.00 off
5 <sup>th</sup> and more	Free	
Community Room Rentals <b>Rental fees will only apply for rentals during non-business hours. There will not be a rental charge for community rooms during regular business hours.</b>	Small, up to 3 hours	\$30.00
	Large, up to 3 hours	\$75.00
	Additional fee per hour	\$10.00
Community Centers	Small	\$75.00
	Large	\$250.00
	Additional fee per hour	\$10.00
Chairs	Additional chairs needed for site rental	\$1.00
Tables	Additional tables	\$5.00

**ALL USAGE FEES FOR RECREATION CENTERS AND GYMS MUST BE PAID IN ADVANCE ALONG WITH \$200.00 REFUNDABLE SECURITY DEPOSIT BEFORE EVENT CAN BE PLACED ON CALENDAR.**

**REFUNDABLE SECURITY DEPOSIT FOR RENTAL OF COMMUNITY ROOMS IS \$50.00.  
NO SECURITY DEPOSIT FOR RENTAL OF BALL FIELDS EXCEPT FOR TOURNAMENTS.**

Based on Chairman Arthur Middleton's poll conducted the first week in April 2010, there was an unanimous decision to change the PALS Advisory Board meetings to a quarterly meeting. The meetings will be held on the first Thursday of March, June, September, December each year. The first quarterly meeting will be June 3, 2010. The PALS Advisory Standing Committees (Facilities, Finance, Long Range, and Program) meetings will be determined at a later date.

The new schedule is as follows:

Date	Time	Location
June 3, 2010	2:30 PM	Beaufort Industrial Village - Building 2
September 2, 2010	2:30 PM	Beaufort Industrial Village - Building 2
December 2, 2010	2:30 PM	Beaufort Industrial Village - Building 2
March 3, 2011	2:30 PM	Beaufort Industrial Village - Building 2
June 2, 2011	2:30 PM	Beaufort Industrial Village - Building 2
September 1, 2011	2:30 PM	Beaufort Industrial Village - Building 2
December 1, 2011	2:30 PM	Beaufort Industrial Village - Building 2

**\*Additional meetings may be called by the Chairman of the Advisory Board.**