

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

Conference Room
Beaufort Industrial Park, Building 102
Thursday, December 15, 2016
2:30 PM

Board Members Present: Tom Ertter (Vice Chairman), Ronald Campbell, Chuck Culpepper, Christian Kata, Mike Manesiotis, Dr. Gregory McCord

Board Members Absent: Arthur Middleton, Mike Manesiotis, Bruce Yeager

Staff Present: Shannon Loper (PALS Director), Phil Foot (Assistant County Administrator - Public Safety), Anny Binette (Aquatics), Vincent Leon (Aquatics), Logan Colburn (Athletics), Mark Rennix (Athletics)

Guest Present: Leroy Williams, Spencer Washington, Chanel Lewis, Alice Howard, Ben Thompson, Greg Bascol, Gibson Solomons, Missy Easter

CALL TO ORDER

Tom Ertter called the meeting to order at 2:30 PM. The pledge of allegiance was said by all present. Everyone introduced themselves.

PUBLIC COMMENT

Mr. Ertter explained that each person would present their case, the PALS Board would meet in Executive Session, and someone from the Board would get back to them with a response. Leroy Williams, representing the Northern Lady's Island Community Association, was asking about the number of people allowed at an event. He was questioning why an event held at the Broomfield Community Center in September had to pay a fee. Mr. Ertter said the Board would discuss this in Executive Session and let him know their decision.

APPROVAL OF SEPTEMBER 1, 2016 MINUTES

A motion was made by Mr. Ertter and seconded by Mr. Priester to approve the minutes of September 1, 2016 (backup). The minutes were approved unanimously.

PALS INTERIM FINANCIAL STATEMENT

Chanel Lewis presented the impact fees through November: 1) Bluffton - \$422,521 (FY 2017 year to date) compared to \$102k for this same time frame last year. There have been more building permits issued. Expenses \$104k (FY 2017 year to date) which covers bond interest so far this year and audio visual installed at Buckwalter. 2) Burton Wells - \$13,727 (2017 year to date) compared to \$2,187 for this same time frame last year. Again this is due to more building permits being used. 3) Lady's Island - \$15,873 (FY 2017 year to date) compared to \$14,586 for this same time frame as last year. 4) Saint Helena Island - \$10,857 (FY 2017 year to date) compared to \$19,375 for this same time frame as last year. Mr. Ertter said the Board's had previously recommended a format for the financial statement reports and asked that they be presented in advance of the meetings. We want to track

performance verses budget. Ms. Loper said she and the finance department, along with the PALS Finance Committee were working on that and hopes to have it in place before the next meeting.

NEW BUSINESS

- A. **City of Beaufort Police Department** – They want to request a waiver of the fees to use the Burton Wells parking area and back field for training purposes. MOTION: was made by Mr. Culpepper and seconded by Mr. Kata to allow the Beaufort Police Department the use of the Burton Wells grounds and facilities for training purposes without charging them a fee. It was approved unanimously.
- B. **FEE CHANGES AND ADDITIONS**
 - a. **Red Cross** – Fees have increased to \$8.00 per class. PALS will monitor the current fee since we just made the change in the fee.
 - b. **YMCA** – Proposal for Battery Creek is 80 non-county kids twice a week for 8 weeks at \$4.00 would be \$5,120.00. Proposal for Beaufort is 80 non-county kids three times a week for 8 weeks at \$4.00 would be \$7,680.00. 120 county kids three times a week for 8 weeks at \$2.00 would be \$5,760.00 YMCA is proposing \$500 per pool for 8 weeks. We will vote on this later when we have a quorum.
 - c. **Adult Softball** – Ms. Loper is requesting the Board allow the PALS staff to come up a fee next season for Adult softball. We want to reduce the number of games (from 15-18 games to 10-12 games) and lower fees to reflect this change. This is due to the damages from Hurricane Matthew and lack of space in the Bluffton area. There were no objections to this request.
 - d. **E-Mail Blasts & Signage** – We would like to charge \$100 for four (4) e-mail blasts and \$50.00 per month to advertise on the large new monitors at Buckwalter. The monitors will advertise what classes we are offering, list the schedules and locations of various games. We will approach this in the same way that we currently do with athletic and sports sponsorships. There were no objections to this request.
 - e. **Scholarships** – We would like to take the late fees and adult sports fines to be used for scholarships. We would still go through the Board for approval of the scholarship; however, this would be a way for us to raise more money for more scholarships. MOTION: was made by Mr. Kata and seconded by Mr. Priester to allow the late fees and adult sports fines be placed into a special scholarship account for the purpose of generating more revenue for scholarships. It was approved unanimously.
 - f. **Mom's Morning Out** - This is really Toddlers Morning Out and is geared for 2-3 years old. There would be no additional fees as the fee would be the same as anyone coming into the facility and would be incorporated into their membership. It would allow moms, dads, grandparents, etc. the opportunity to get out 1 or 2 mornings. We have purchased some toy trikes they can ride and some "Tire Twisters" for them to race with each other and would be meeting in the first classroom of Burton Wells. This is meeting the needs of the community and there were no objections to this request.
- C. **Food Drive** – We would like to have permission for occasionally have a food drive in lieu of charging admission. We would donate the food to United Way and those in need. There were no objections to this request.
- D. **Tour of Facilities** – Our previous facilities tour dates got cancelled due to Hurricane Matthew. We would like to recommend December 29th, January 19th or January 21st. Please let Shannon know which date you would like to tour the facilities so we will know what size vehicle to use.
- E. **Moving Kids Up In A Sport** - Current policy is having two PALS staff and an outside coach available for an evaluation for a child to move up. No child is allowed to move up more than one age group. The general consensus was that this should policy should be the exception and not the rule.
- F. **Holy Trinity School** – They would like to place mobile trailers at the Bob Jones field (this is the same location where the former Riverview Charter School used several years ago). This would give them six (6) additional

classrooms and run through 2024 with a possible extension to 2026. There would be minimal impact to the facility.

- G. **Field Usage – Schools** – The time change will eliminate use of current county fields listed in MOU for middle school baseball/softball. PALS would like to sit down with the school Athletic Directors to see if they can work things out. Dr. McCord said they would be meeting on Friday at 11:30 and PALS is welcome to attend. There was no further discussion.
- H. **PALS Organization Chart** – Shannon present the new organization chart for PALS (backup). Since Mr. Kata could not stay for the whole meeting, this item has been put on hold until the called meeting in January 2017.

DIRECTOR'S REPORTS

- A. **Island Recreation Association** – Frank Soule was not present to give an update on the Island Recreation Center. Ms. Loper said she knew they were struggling with field since Hurricane Matthew. PALS is trying to work with Island Rec in this area.
- B. **Athletics** – Basketball numbers to date are Beaufort 242 and Bluffton 561. Recently completed several district and state tournaments. In soccer our 8U team were the state champs, 12U team was runner up, and the 15U team was runner up. Football didn't do too well. Ms. Loper is going to the district meeting/retreat tomorrow and is going to petition the Board to see if we can be moved to Division 2 because our numbers aren't as large.
- C. **Aquatics** – Battery Creek – Vincent Leon gave the following report which covers September to December 8th: - Daily Swims – 157, Passes Purchased (weekly/monthly/yearly) – 33, Private Lessons – 5, Water Aerobics (daily) – 51 (November 3 – December 8). Future Programs – monthly Movie Nights. Bluffton - Vincent Leon gave the following report which covers September to December 8th: - Daily Swims – 306, Passes Purchased (weekly/monthly/yearly) – 84, Private Lessons – 48, Water Aerobics (daily) – 47 (November 3 – December 8), Water Aerobics (monthly) - 13. The swim teams keep this pool at capacity. Beaufort – Anny Binette gave the following report which covers September to December 8th: - Daily Swims – 167, Passes Purchased (weekly/monthly/yearly) – 46, Private Lessons – 9, Zumba (daily) 182. Program update – The Zumba instructor is changing from Gigi Mack to Samantha Slater. They plan on having Teen Night on the 3rd Friday of each month and a Movie Night on the last Friday of each month. PALS will have popcorn and water for the public to purchase. The movie nights cost will be the regular admission price for the pools. Lind Brown – We are currently looking into better ways to winterize this outdoor pool for the seven months that it is closed. Our water bill averages out to about \$600 per month for the seven month period. Chemicals run about \$300 per month for the seven month period. A pool cover is estimated around \$22,000. It would take us several years to pay for it but in the longer run it would be to our advantage.
- D. **Construction Project Update** - Buckwalter Expansion – The batting cages have been completed. There are three cages and a live tunnel. Coursen Tate Park – The Eagle Boys Scouts completed and donated some picnic tables for PALS. They turned out awesome.
- E. **Employee Update** – Denise Hamrick is retiring from PALS on January 6, 2017. She and her late husband, Terry, served as Santa and Mrs. Claus at the PALS recreation centers for several years. She was presented with a retirement cup on behalf of PALS. They will be missed by all.

ANNOUNCEMENTS

- A. **2017 Meeting Dates and Locations** – Starting in 2017 the PALS Board will start to meet every other month. We will rotate locations between Bluffton (Buckwalter Recreation Park) and the Beaufort location (Beaufort County Administration Building – Room 170).

B. Next Meeting – There is a special called meeting on January 3, 2017, to vote on some of the items that we could not vote on due to not having a quorum. The next Advisory Board meeting will be February 2, 2017 at the Buckwalter Regional Park.

EXECUTIVE SESSION

The motion was made by Mr. Ertter for the Board go into an executive session to discuss requests made during the public comments section of the meeting. The Board reconvened and Mr. Ertter said the individuals will be notified of the Board's decisions.

ADJOURNMENT

The meeting was adjourned around 3:00pm.