

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

Conference Room
Beaufort Industrial Park, Building 102
Thursday, November 3, 2011
2:30 PM

Board Members Present: Arthur Middleton, Chairman
Terry Dingle
Tom Ertter
Mike Manesiotis
Al Stern, Vice Chairman
Norman Varnes

Board Members Absent: Ronald Campbell
Chuck Culpepper

Staff Present: Joseph Penale, PALS Interim Director
Denise Hamrick, PALS Administrative Assistant

Guest Present: Morris Campbell, Community Services Director
Alan Eisenman, Finance Department
Shannon Loper, Finance Department
Alfred Given, Community of Hope
Larry Holman, Beaufort County Black Chamber of Commerce

CALL TO ORDER

Arthur Middleton, Chairman of the Advisory Board, called the meeting to order at 2:30 PM. The pledge of allegiance was said by all.

APPROVAL OF SEPTEMBER 1, 2011 MINUTES

The minutes from the September 1, 2011 Advisory Board meeting were unanimously approved.

PUBLIC COMMENT

There was no public comment.

PALS INTERIM FINANCIAL STATEMENT AS OF SEPTEMBER 30, 2011

Alan Eisenman, Beaufort County Finance Department, presented the PALS Unaudited and Preliminary Financial Statement as of September 30, 2011. The General Fund revenues are at 29% of budget which is a good sign. Compared to this time frame last year we have an increase of revenue of about \$20,000. Our expenditures are about 20% of budget. Our Special Revenue Funds have to be used for a special designated area or purpose. The fund balances which are of special notice are: PALS Capital Program - \$8k, PALS Impact Fees - \$2.7M, State PARD Grants - zero balance, Summer Nutrition Grant - \$34k and Special Events \$2,500. The Special Revenue Funds Impact Fees fund balances by locations are as follows: Daufuskie - \$483, Bluffton - \$1,371,464, Port Royal - \$21,151, Lady's Island - \$302,941, and St. Helena - \$809,798. The only thing I've added different to the Impact Fees is which part is encumbered (has a purchase order already attached to it and we are obligated to pay) and unencumbered. These financials are posted on the Internet under the Finance Department's web site and are

available for viewing at any time at [bcgov.net/departments/administration/finance/financial reports/fiscal year 2011/fourth quarter/PALS financials](http://bcgov.net/departments/administration/finance/financial%20reports/fiscal%20year%202011/fourth%20quarter/PALS%20financials). Alan asked if there were any questions and there were none.

DIRECTOR'S REPORT

Joe Penale presented a proposal by Circle of Hope Coalition to lease the Charles Lind Brown Community Activity Center by hooking up with PALS and extend the hours of the center. Currently our operating hours are Monday thru Friday from 10:00 am to 6:00 pm. They want to add some evening hours. Our only thing we are concerned about is losing the gym for our basketball program. So if there could be some type of workable agreement we would like the Board's approval to continue researching this idea. He thinks it is a good idea to work with the community and open this center a little bit longer than it is currently opened. Terry mentioned that he had concerns about us losing the gym also but feels that can be worked out. He feels that any program that can support the community and also help PALS is great and feels we should work together. Al asked about the liability insurance. Joe said that would be worked out if we went forward. Terry made the motion that PALS be allowed continue to go forward with the Circle of Hope Coalition to accomplish a mutual agreement. We would meet back at a later date with the results. It was seconded and approved unanimously.

Basketball numbers are up 33% countywide. Our numbers are down 23 North of the Broad and up 56 south of the Broad. Our total numbers so far for this season are 934. The questions was asked about why we were down north of the Broad. Joe said we were still adding teams and the numbers will also increase once the middle schools cuts have been made and those kids sign up.

STANDING COMMITTEE REPORTS

Program / Finance Committee – The staff was asked to come up with some recommendations/adjustments to some of the fees so we could increase the revenues. They did that and then it went before the Finance Department along with the Advisory Board Program and Finance Committees. This proposal is a result of those recommendations. A question was asked about the tennis court / racquetball reservations. Joe explained that these have always been a first come, first served basis. It would still be on a first come, first serve basis but say you wanted to play every Monday at 9:00 then we would charge you for that as it would be a reservation. If you just wanted to play randomly, then we would not charge you for that. Al asked if it affected any tennis group that wants to use it for maybe a tournament or event. Joe said yes. Tom commented that one topic that you receive a difference between what we voted on and approved before and what is in the proposal you are looking at today as it relates to registration fees specific youth athletics and the realization that there is a cost difference between football and cheerleading or between soccer and baseball. What you'll see in the proposed registration fee is different numbers to reflect that cost. That is the major difference between what we proposed before and what is in the current budget. Al asked if the Hilton Head courts between the rec center and the schools are under bid or if they charge for use of the courts. Joe said he didn't think they charged and that was an agreement between the school district and the Town of Hilton to get those reopened to the public. Al stated that the original PALS Board recommendation that was going to Council to get approved had a total savings or estimated difference between what was then current on the proposal of \$48,500. This has a total difference of \$236,000 on the plus side so basically we are tendering the same registration fee as today. We are generating just a hair under \$200,000 of additional revenue. Al moved that the proposed fee schedule be sent to County Council for approval and implementation. The motion was seconded and approval was unanimous. The proposal will go before the Community Services Committee meeting for their approval and then to County Council for final approval,

MEETING/ADJOURNMENT

Arthur thanked everyone for attending the meeting. The next Board meeting will be held on February 2, 2012 at 2:30 PM at the Beaufort Industrial Village, Bldg 2 in Beaufort, SC unless there is a called meeting.

The meeting was adjourned at 2:51 PM.

ATTACHMENT: Proposed Fee Schedule Effective January 1, 2012 and PALS Fee Analysis

BEAUFORT COUNTY PARKS AND LEISURE SERVICES

FEE SCHEDULE AS APPROVED BY
 BEAUFORT COUNTY COUNCIL ON 1-25-2010; REVISED: 4/12/2010
 PROPOSED EFFECTIVE DATE: Jan 1, 2012

ATHLETICS

Fee Type	Description	Rental Price
Youth Sports Registration	Baseball/Softball	\$65.00
	Cheerleading	\$55.00
	Soccer and Basketball	\$60.00
Youth Football Registration	Flag Football (Ages 4 – 7)	\$55.00
	Tackle Football (Ages 8 – 12)	\$75.00
Adult Sports Registration	Baseball and Softball Leagues	\$550.00
Adult Soccer Registration	6 on 6 Adult League	\$400.00
Concession Rental	Per day	\$25.00
	Per season	\$300.00
	Non Profit Per season	\$150.00
Gym – Athletic Event All usage fees for gym rentals must be paid in advance along with a \$200.00 refundable security deposit before the event can be placed on calendar.	Athletic sponsored events, per hour Refundable Security Fee	\$50.00 (200.00)
Coaches Thank You Voucher (Head Coach Only)	Volunteer coaches that complete a full season shall receive a thank you voucher redeemable for a year.	(\$25.00)
Sponsorship Fees	Banner	\$300.00
	Team	\$300.00
	Team and Banner	\$500.00
	League for age group	\$900.00
	Corporate	\$2500.00
	Summer Camp Sponsor	\$400.00
	Soccer cup sponsor	\$2000.00
Green Shell Picnic Shelter and Old Burton Wells Picnic Area	For three hours	\$75.00
	Additional fee per hour	\$20.00
Parks, Facilities and Gym for Special Events Special Events – Such as large events of 100+ people, festivals, athletic tournaments, events that charge entrance fee, sell items.	Fee for one day	\$500.00
	Additional day(s)	\$100.00
	Additional Security Deposit	\$500.00
	Special Events Cleaning Fee (per day) Lessee must provide copy of permits	\$150.00
Tennis Courts (If reserved)	Up to 3 hours	\$50.00
	Additional fee per hour	\$10.00
Racquetball Court (If reserved)	Week in advance 1 court for 1 hour per group	\$5.00
Ball fields (Baseball/Softball) No security deposit for rental of ball fields except for tournaments.	With lights for up to 3 hours	\$75.00
	Without lights for up to 3 hours	\$50.00
	Additional fee per hour	\$10.00
Ball fields (Soccer, football, & multi-purpose) No security deposit for rental of ball fields except for tournaments.	With lights up to 3 hours	\$105.00
	Without lights for up to 3 hours	\$80.00
	Additional fee per hour	\$10.00
NO Rental Charge for Youth Sports Charge for youth teams not participating in the recreation program	Charge for Youth Field Use / Teams per 3 months	\$250.00

LATE FEES ARE \$25.00 FOR ATHLETICS, AFTER SCHOOL, & INTERSESSION

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POOLS

Fee Type	Description	Rental Price
Indoor/Outdoor Pool Rental	For up to 3 hours of use	\$200.00
Lane Rental per hour	Additional fee per hour	\$70.00
Special	For pool sponsored events	\$4.00
Seniors daily admission	55 and over	\$1.00
Swim daily admission		\$3.00
Senior/County Individual Pass	Monthly	\$4.00
Individual Pass	Monthly	\$25.00
Senior	2 adults and up to 4 minor children Monthly	\$30.00
Family Pass	2 adults and up to 4 minor children Monthly	\$35.00
Group Swim Lesson	Per person Minimum of 3 individuals for lesson Maximum of 10 individuals per Instructor	\$35.00
Individual Swim Lesson	Per person (Up to 2 people)	\$50.00
Lifeguarding Class	Per person Includes lifeguarding, first aid, AED, and CPR certifications	\$160.00
CPR Lesson	Per person (CPR Certification)	\$80.00
Lifeguard Challenge	Per person (Updating certifications)	\$85.00
CPR Challenge		\$30.00
Water Aerobics with County instructors	Individual Fee	\$4.00
Water Aerobics Pass with County instructors	Individual Monthly 10 sessions and must be used within 6 month period	\$30.00
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

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RECREATION AND CENTERS

Fee Type	Description	Rental Price
After School Program	Per child per month	\$75.00
Summer Camp Registration <ul style="list-style-type: none"> • Summer Camp is 8 weeks • Hours Universally – 7:30am – 6:00pm • Additional T-Shirts - \$5.00 	Regular Camp Rate	\$325.00
	Reduced Camp Rate	\$195.00
Intersession (All Day)	1 day per month	Free
	2 or more days per month Non-participant fee per day	\$10.00 per day \$15.00 per day
Community Center Rentals (if available) All usage fees for recreation centers must be paid in advance along with a \$200.00 refundable security deposit before the event can be placed on calendar.	All centers (1-3 hours) Additional fee per hour Refundable Security Fee Cleanup Fee Will Be Required (Additional cleaning fee may apply if left in poor condition)	\$150.00 \$50.00 (\$200.00) \$50.00
	<u>Non Profits - 1 Week (If Space Available)</u> <u>Non Profits - 2 Weeks (If Space Available)</u>	\$750.00 \$1,000.00
Community Room Rentals – For profit Revenue based classes or meetings All usage fees for community room rentals must be paid in advance along with a \$50.00 refundable security deposit before the event can be placed on calendar. There will not be a rental charge for community rooms during regular business hours for non-profit groups.	Small Rooms Per day (1-3 hours) Large Rooms Per day (1-3 hours) Additional fee per hour Refundable Security Deposit	\$75.00 \$100.00 \$20.00 (\$50.00)
Parks, Facilities and Gym for Special Events Special Events – Such as large events of 100+ people, festivals, athletic tournaments, events that charge entrance fee, sell items.	Fee for one day Additional day(s) Additional Security Deposit Special Events Cleaning Fee per day Lessee must provide copy of permits	\$500.00 \$100.00 \$500.00 \$150.00

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