

# St. Andrew's Parish Parks & Playground Commission

Meeting Minutes - August 23<sup>rd</sup>, 2007

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**Present:** Jeff Gladwell, John Johnston, Carol Etheridge, Ron Bailey, Kevin Walsh, Frank Stefan, Ron Koch, Lindsay Simpson, Rachel Ebaugh, CP Mize, Kevin Levine

**Call to Order:** Mr. Gladwell called the meeting to order at 7:02pm.

**Invocation and Pledge of Allegiance to the Flag:** Mr. Bailey led the Commission in prayer and the Pledge of Allegiance to the Flag.

**Approval of the July 26, 2007 meeting minutes:** Mr. Bailey made a motion to approve, which was seconded by Mr. Johnston. Motion carried unanimously.

**Approval of the July 2007 Financial Reports and Summary Balance Sheet:** Mr. Johnston made a motion to approve, which was seconded by Mr. Bailey. Motion carried unanimously.

**Staff Introductions:** Mr. Walsh first introduced Kevin Levine, who moved over from parks and playground to the fitness center Maintenance Supervisor. Mr. Levine will also continue to work part-time at the parks. Next, Rachel Ebaugh was introduced as the new Assistant Athletic Director. CP Mize, Assistant General Manager at St. Andrew's Family Fitness, was introduced next. Finally, Mr. Walsh introduced Lindsay Simpson who will be working as the Head Lifeguard at FFP. Mr. Gladwell welcomed them all and let them know if they ever need anything, just ask or call. After the new staff members left the meeting, Mr. Gladwell commended the staff on hiring good people, and stated that "good people make good agencies."

**Executive Director's Report:** Mr. Walsh thanked the Commission for the raise and the opportunity to give merit increases to staff because it's a great tool to show appreciation for their efforts. Mr. Walsh stated that he was on Lowcountry Live this morning representing municipal parks for the Darkness to Light "preventathon." He has been approached by the Miracle League to run a wiffleball league, which the City of Charleston has agreed to, and they will be meeting next week to discuss the details. Mr. Walsh and Mr. Gladwell met with Laurie Yarbrough and one of Mayor Riley's aids in regards to improving recreation in the West Ashley area. Mr. Walsh has talked with Ms. Yarbrough on ways to do this, and Ms. Yarbrough discussed these ways with her staff and received positive feedback. Mr. Walsh would like to start with the basketball league as a test pilot. St. Andrew's would run the league and bill the City of Charleston its share of the cost. He stated that there are a number of ways it can be run. This test pilot program would be a great way to build trust. Mr. Gladwell stated that in no way is St. Andrew's or the City of Charleston looking to dissolve either department.

**Deputy Director's Report:** Mr. Koch stated that the SCRPA State Conference begins on Sunday, with 800 people registered. He also stated the reservations for the NRPA Conference in Indianapolis, which is one month away, have been taken care of. St. Andrew's was mentioned on page 115 in Good Housekeeping magazine in regards to the NAYS parents program and the parent's code of ethics. Mr. Koch has sent the application for Excellence in Youth Sports award. St. Andrew's did not receive the agency of the year award through SCRPA this year. St. Andrew's is lacking in the number of parks owned as well as the number of non-athletic programs offered.

**General Manager's Report:** Mr. Stefan stated they have a few new full time staff members that have started in the past few weeks. He also stated that FFP was able to make a profit of \$22,000 in July.

### **Department Proposals**

*Marketing:* Mr. Stefan proposed to run a three day membership blitz September 6 - 8. This promotion would allow new members to join with no enrollment fees, plus one of the following: 1.) Join for one year and get one free month and \$12 of your first debit payment, or \$12 off you paid in full price, 2.) Join for 24 months and receive two free months, plus \$24 off your first month's debit, or \$24 off the price of a two year paid in full. Mr. Bailey made a motion to accept the proposal, which was seconded by Ms. Etheridge. Motion carried unanimously.

### **Unfinished Business:**

*Annexation update:* Mr. Walsh did not receive any annexation notices, but he did receive a copy of a request under the Freedom of Information Act from our attorney Trent Kernodle to Mr. Bedard, CFO with the City of Charleston, on how the City came up with its calculations in regards to property tax reimbursements.

*501(c)-3:* No update at this time.

*FFP Pool Renovations:* The changing rooms have been painted, showers enclosed, electrical wire pulled, ceiling grid started, water tank and water fountain purchased. Mr. Koch shared a handout with each project item, projected completion dates, as well as projected costs. Mr. Gladwell asked staff to stick to the estimated project completion of September 24<sup>th</sup>.

*St. Andrew's Hall of Fame:* Daruis Rucker developed a staph infection and had to cancel some of his summer tour dates. He is supposed to finish the tour at the end of October. St. Andrew's has started advertising for the next round of candidates.

*St. Andrew's Park at Hunt Club:* An email was sent to Cathy Ruff to find out where the County is with the grant process. She will be out of the office until Monday. An email was also sent to Mr. Lockwood with the National Forest Service, but no response has been received.

*Soccer Club Agreement:* The Drayton agreement was not yet presented to the Board of Education. The agreement will be presented on August 27<sup>th</sup>.

*10 Year Plan to Eliminate Tax Revenues:* Mr. Walsh stated that each department head is starting to think in terms of reducing the tax burden.

*PSD Agreement:* Ms. Etheridge said there has been no further discussion.

*Capital Improvement Plan:* There has been no significant movement. The new gym floor project will begin on Tuesday and should take one week to complete.

*Green Belt Funds:* Application has been prepared for two properties in the Pierpont area. Heron & Sass is doing an appraisal of the two properties. There will be a meeting on August 29<sup>th</sup> with the Greenbelt Committee at 3:00pm. St. Andrew's wants to use the properties as a passive park; mini soccer fields and a playground. Mr. Gladwell asked if it was worth the effort since the properties are so small. Mr. Walsh stated that if they are able to put in two mini soccer fields, it would be significant. St. Andrew's would be able to serve many kids with the two fields. Mr. Koch stated that there is a 4,400 square foot building on the property with running water and toilet facilities. A concession stand could be put in if needed. Colleen Condon from the Charleston County Council thought that it was a great idea.

**Adjourn:** The Commission adjourned unanimously at 8:10pm.