

APPROVED MINUTES  
CHARLESTON COUNTY PARK & RECREATION COMMISSION  
FINANCE COMMITTEE MEETING  
861 RIVERLAND DRIVE, CHARLESTON, SC, 29412  
MONDAY, MARCH 18, 2019

Committee Members Present: Mr. Eduardo Curry, Finance Committee Chair, Ms. Dale Aren, and Ms. Mattese Lecque, Mr. Teddy Manos, Commission Chair, and Mr. Collin Bruner, Commission Vice-Chair

Staff Present: Mr. David Bennett, Mr. Kevin Bowie, Mr. Charlie McManus, Mr. Phil Macchia, Mr. Greg Elliott, Mr. Tommy Hale, and Ms. Shanté Ellis

**I. Call To Order and Welcome**

A. Introduction of Guests and Notification to the Media

The Charleston County Park and Recreation Commission Finance Committee met on Monday, March 18, 2019 at the CCPRC Headquarters, Charleston, SC. Mr. Curry called the meeting to order and welcomed those in attendance. Mr. Curry informed those present that notification of the meeting had been sent to the local news media and others requesting notification and asked that the record reflect the Commissioners present.

**V. New Business**

A. 2020 Budget Presentation

Mr. Curry gave an overview of the meeting structure.

Mr. Bennett reviewed the budget timeline and process that staff took to create the budget. He noted that the proposed budget was based on the agency's mission and vision statement. He noted that the budget process takes six months and kicked off at the Division Director's Retreat in September. He noted that the 2020 Budget reflects the following highlights:

- Increased services – the agency will open five new facilities and renovate six facilities;
- No additional staff requests;
- No additional tax requests;
- Five new softwares installed in the last three years;
- Radio replacement;
- Compensation and Reclassification Study;
- Transfers
  - General Fund to our Capital Reserves for the upcoming projects
  - Charleston County Parks Foundation (CCPF) expense forgiveness.

Mr. McManus reiterated the major budget impacts of the proposed budget:

- No increase in operating Mills.
- Total revenues for the General Agency Fund is \$33,002,016 which is a 5% increase over the FY 2018-2019 budget, due mainly to an increase in property taxes received due to a reduction in Countywide Tax Incremental Financing, a pickup of 1% in growth, and overall increase in property valuations together with a moderate increase in agency charges and fees.
- Due to construction upon the commencement of the pier replacement project in 2020, a budgeted reduction of approximately \$200,000 in revenue from the Folly Beach Fishing Pier.

- The budget includes \$120,000 of bank interest received as the market moves into a higher interest rate environment.
- FY 2019-2020 will see a complete year of operations of a new waterpark feature at Wannamaker County Park's Whirlin' Waters as well as a new dog park, a new West County Aquatics Center in the town of Hollywood, and the Stono River County Park on Johns Island.
- The budget includes a 2% cost of living increase for all salaried staff and a \$400,000 allowance for adjustments to various salaried positions upon the recommendations from the unfinished Compensation and Reclassification Study currently under way, and a \$0.25 per hour increase for all part-time staff.
- The budget includes an employer increase of 1% in the SC Retirement System, an 8% increase in Health insurance premiums, and a 3% increase in Workers Compensation premiums.
- The agency retirees increased by 7 to 24 in 2019, which resulted in a \$95,000 increase in retiree benefit expenses.

Mr. McManus defined the following funds: General Agency, Capital Projects, Debt Service, and CCP Foundation. Mr. Bennett noted that the agency is 50% tax dependent and noted that it is unusual to the industry is standardly 95% tax dependent.

Mr. McManus noted that the agency gained efficiencies due to software updates and was able to adjust staff numbers to reflect the increased efficiencies.

Mr. Manos ask how the CCPF transfer works and what it means. Mr. McManus explained that the General Agency paid for expenditures on behalf of the Parklands Foundation and as donations were received, 10% of the donation was contributed to the expenses. Mr. Manos asked Mr. McManus to confirm that it is just a fund category. Mr. McManus confirmed. Mr. Bennett noted that if approved this would allow Marketing to promote that 100% of the donations go to increased services to the public. Mr. McManus stated that the transfers will clear up both balance sheets. Mr. McManus noted that due to the increase in contractor pricing and availability there has been an increasing number of projects that have needed self-funding to complete.

Mr. Bowie clarified that while this year's budget includes close to half a million dollars to replace approximately two hundred 800 MHz radios the technology is critical for coordination of normal operations, special events and emergencies. He explained the need to switch from a slow-methodical radio replacement strategy to an accelerated radio replacement strategy was due to a soon ending state contract that would cause the future rates to increase drastically.

Mr. Manos asked for clarity if the compensation study covers all employees. Mr. Bennett confirmed.

Mr. Bennett asked the Commissioners to review the proposal and direct questions to him, Mr. Bowie, or Mr. McManus prior to the next Commission Meeting.

Mr. McManus complimented staff on using the new software to better interpret data and create a more concise and clear proposed budget.

Ms. Lecque asked if staff feel like they have presented what they feel is the best budget. Mr. Bennett confirmed, but noted that they are ready make adjustments based on the Commission's approved recommendations.

There being no further business, the meeting adjourned at 6:21 pm.

Respectfully submitted,



Eduardo Curry, Finance Committee Chair



Shanté Ellis, Executive Administrative Manager