

APPROVED MINUTES  
CHARLESTON COUNTY PARK & RECREATION COMMISSION  
REGULAR COMMISSION MEETING  
861 RIVERLAND DRIVE, CHARLESTON, SC, 29412  
MONDAY, MARCH 25, 2019

**Commission Members Present:** Mr. Collin Bruner, Mr. Eduardo Curry Ms. Dale Aren, and Ms. Mattese Lecque

**Commission Members Absent:** Mr. Teddy Manos, Ms. Lisa King, and Mr. Andy Thomas.

**Staff Present:** Mr. Kevin Bowie, Mr. Charlie McManus, Ms. Gina Ellis-Strother, Mr. Greg Elliott, Ms. Jan Coulter, Ms. Patty Newshutz, Mr. Steve Hutton, Mr. Tommy Hale, and Ms. Shanté Ellis.

**Legal Counsel Present:** Mr. Dwayne Green

**Guests Present:** None

**I. Call to Order and Welcome**

A. Introduction of Guests and Notification to Media

The Charleston County Park & Recreation Commission met on Monday, March 25, 2019 at the CCPRC Headquarters, Charleston, SC. Mr. Bruner, Commission Vice-Chair, called the meeting to order and welcomed those in attendance. Mr. Bruner informed those present that notification of the meeting was sent to the local news media and others requesting notification.

**II. Public Comments**

A. None

**III. Approval of Minutes**

A. (ACTION) Approval of minutes of February 25, 2019 Regular Commission Meeting

Motion to approve the minutes of the February 25, 2019 Regular Commission Meeting was made by Ms. Lecque, seconded by Mr. Curry, and approved by the Commission. (#057-1819)

B. (ACTION) Approval of minutes of March 18, 2019 Finance Committee Meeting

Motion to approve the minutes of the March 18, 2019 Finance Committee Meeting was made by Ms. Aren, seconded by Mr. Curry, and approved by the Commission. (#058-1819)

**IV. Old Business**

A. None

**V. New Business**

A. Planning and Capital Projects Report

Mr. Bowie presented an update on the following Commission approved Capital Projects:

- **Current Bids**
  - Phase 2 Construction for Stono Creek County Park
- **Ongoing Capital Projects:**

- West County Aquatic Center
- Folly Beach County Park - Construction of New Amenities
- Whirlin' Waters Attraction – *The Washout*
- Wannamaker County Park Dog Park
- Old Towne Creek County Park
- Beachwalker Park Boardwalk and Gatehouse Replacement
- (Americans with Disabilities Act) ADA Transition Plan Consultant
  - Mr. Hutton noted that the ADA was passed 29 years ago, but noted that the act is pretty complex. He stated that staff have done their best to comply as new projects come on, but noted they need assistance planning agency-wide compliance. He stated that the consultant will provide the following:
    1. review facilities, program, polices, procedures, website, etc. as they relate to the ADA's requirements;
    2. staff training guidance;
    3. engage community input;
    4. create a formal transition plan that will serve as a roadmap for improvements.
  - Ms. Lecque asked if the plan could potentially ask the agency to retrofit its facilities. Mr. Hutton noted that it would depend on the year of installation, but overall the transition plan would give guidance as best solutions. Ms. Lecque asked if money was included in the next years budget. Mr. Bennett noted that the plan would be used to plan and budget for recommended projects.
  - Mr. Bruner asked for clarification on the title of transition plan. Mr. Hutton confirmed that it is a standard title. Ms. Newshutz noted that plan is a part of a 2010 enforced compliance procedure for the act. Mr. Bruner asked if 2010 facility grandfathering was no longer an option. Ms. Newshutz and Mr. Bennett confirmed. Mr. Bowie noted that the Department of Justice is responsible for the enforcement of the act.

## B. Financial Report

Mr. McManus presented and reviewed the financial reports for the month of January. Mr. McManus also reviewed the checks over \$7500 report. There were no further questions from the Commission.

- a. (ACTION) Consultant Services for Access Audit and ADA Transition Plan: 2019-2023

Motion to approve to enter into a contract with The WT Group, LLC Accessibility Practice in the amount of \$112,156.00 with funds coming from Planning and Development Operating budget was made by Ms. Aren, seconded by Mr. Curry, and approved by the Commission. (#059-1819)

- b. (ACTION) Rural Recreation Grounds Maintenance Services Contract Approval

Motion to enter into a contract with Smalls Family Tree & Landscape in the not to exceed amount of \$ 11,760 with the funds coming from the Community Recreation General Maintenance budget. was made by Ms. Lecque, seconded by Mr. Curry, and approved by the Commission. (#060-1819)

- c. (ACTION) FY 2019-2020 Budget Approval

Motion to accept the FY 2019-2020 budget and submit to the Charleston County Budget Office was made by Mr. Curry, seconded by Ms. Lecque, and approved by the Commission. (#061-1819)

C. Commission Highlight: CAPRA Accreditation

Mr. Bowie gave an update on CCPRC's progress regarding CCPRC's pursuit of National Recreation and Parks Association's (NRPA) 2019 Commission for Accreditation of Park and Recreation Agencies (CAPRA) Re-Accreditation. He noted that CAPRA's Commission assigned three visitors to conduct an on-site review from April 1-4. Mr. Bowie noted there are 169 agencies accredited nationally and only four agencies in South Carolina. He stated the Accreditation includes a total of 151 standards including 37 fundamental standards. Mr. Bowie stated that to be re-accredited CCPRC must meet all of the fundamental standards and 95% (or 108) of the non-fundamental standards. David noted that staff have been give the goal to meet 151 standards. Mr. Curry asked how many standards are currently met. Mr. Bowie confirmed 151 standards were met via our self-assessment. Mr. Bennett noted that the visitors will indicate during their visit if they disagree with the standard being met. Mr. Bowie reviewed the following five-year re-accreditation process phases:

- Development of self-assessment report
- On-site visit
- Accreditation Commission's review and decision during the NRPA Annual Conference in the fall.

Mr. Bowie invited the Commission to help welcome the CAPRA visitor's during a reception that will be hosted April 1 at the Pelican Watch Shelter from 5:30 pm to 7:30 pm.

D. Executive Session (Legal Matters)

Motion to enter into Executive Session to discuss legal matters was made by Ms. Lecque, seconded by Mr. Curry, and approved by the Commission. (#062-1819)

Upon coming out of Executive Session, the Commission Vice-Chair stated that legal matters had been discussed.

Motion to permit legal counsel Hamlin O'Kelly to negotiate settlement terms for three lease sites on CCPRC's behalf regarding a pending legal matter was made by Mr. Curry, seconded by Ms. Lecque, and approved by the Commission. (#063-1819)

**VIII. Next Meeting**

Regular Commission Meeting, Monday, April 15, 2019, 5:30pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 6:29 pm.

Respectfully submitted,



Teddy Manos, Chair



Shanté Ellis, Executive Administrative Manager