

St. Andrew's Parish Parks and Playground Commission

May 28, 2020 Meeting Minutes

Page 1 of 3

Present:

Commission: Mike Eykyn, John Johnston, Carol Etheridge, David Glover, Ron Bailey

Staff: Kevin Walsh, Joddi Collins-Gray, Susan Klugman, Rachel Ebaugh, Brian Burke

Public: None

Call to Order: Mr. Eykyn called the meeting to order at 7:04 PM

I. Invocation and Pledge of Allegiance to the Flag: Ms. Ebaugh led the Commission in the invocation and Pledge of Allegiance.

II. Public Comments: None at this time

III. New Business:

A. Commission Policy Review – None at this time

IV. Approval of the April 30, 2020 Minutes: Mr. Johnston made a motion to approve the April 30 minutes. Ms. Etheridge seconded the motion. The motion passed unanimously.

V. Approval of the April 2020 Financial Statements: Mr. Etheridge made a motion to approve the financial reports. Mr. Johnston seconded the motion. The motion passed unanimously.

VI. Executive Director's Report: The proposal is going back to the Greenbelt Committee with a much stronger position. Mr. Walsh will be attending the June 10 subcommittee meeting and the full board meeting on June 24. The Commission appointments for Ms. Etheridge and Mr. Glover are up for renewal in June, 2020.

VII. DEPARTMENT REPORTS

A. Administration & Finance Report: Ms. Klugman reports that the HR and Finance team is very busy now that camp will be starting soon. We are ramping up our hiring to meet demand. She noted that the new hire orientation process has been completely reworked to meet new physical distancing guidelines.

B. Parks and Playground Report: Ms. Collins Gray noted that there have been many changes over the last several days and weeks. We received word that baseball will be able to start on June 1 and rosters are being updated now. Unfortunately, several coaches will not be able to move forward with the new season, so the athletic team is working on securing coaches for all of the teams. Summer camps will start on June 9 with a 1:8 ratio. Our maximum participation number will be 96. Camps at Family Fitness Plus are being revamped and most specialty camps have been canceled with the exception

St. Andrew's Parish Parks and Playground Commission

May 28, 2020 Meeting Minutes

Page 2 of 3

of Fishing Camp. We will have approximately 40 children at FFP which is now a full day camp. Procedures are being written for all three locations that meet with state and federal guidelines regarding cleaning and sanitation which includes monitoring temperatures and increased frequency of cleaning. Ms. Collins Gray also reported that Katie Denton has resigned her position to become a Spanish teacher and volleyball coach at West Ashley High School.

- C. eTrak Report:** Ms. Ebaugh noted that eTrak call volume has picked up with reopenings happening across the country.
- D. Fitness Center Report:** Mr. Burke noted that the fitness center has reopened on Monday, May 18 with attendance at about 25% of normal capacity. Guidelines are being followed using input from state and federal partners and include industry standards. Fitness classes will be open soon. Swim lessons started this week. We will start the membership drafts on June 15 and Mr. Burke noted that most members are happy that we have reopened.

VIII. Department Proposals — New:

- A. FFP Membership Promotion:** None at this time

IX. Unfinished Business:

- A. Phased Reopening Plan:** Mr. Walsh noted that the Phased Reopening Plan is available at www.standrewsparks.com. He thanked Katie Denton for her work on creating a Google Document that can be shared on the home page.
- B. FY 20-21 Budget:** Mr. Walsh and Ms. Klugman met with the County Budget Office, who recommends that we roll the enterprise fund into the general fund effective July 1, 2020. This would put the entire budget under Council Council approval. Mr. Johnston made a motion to approve, which was seconded by Mr. Glover. The motion passed unanimously. The Budget Office also recommends requesting the maximum millage increase of 20.2 mills. Mr. Johnston moved to increase our request for a millage increase to 20.2. Mr. Bailey seconded and the motion passed unanimously.
- C. Annexations Update:** None at this time.
- D. Capital Improvement Plan:** Mr. Jonas received the new truck on Wednesday at the dealership in Columbia. Mr. Walsh thanked Mr. Jackson for bringing the issue of the basketball court at Ponderosa. It is estimated that it will cost approximately \$20,000 to resurface the courts and Mr. Walsh noted that he has updated our capital improvement plan to reflect the estimate and moved it to a higher priority.
- E. St. Andrew's Parks Foundation:** No report at this time.
- F. eTrak Financing Options:** Mr. Johnson made a motion to enter into executive session at 7. Mr. Glover seconded the motion and the motion was passed unanimously.

St. Andrew's Parish Parks and Playground Commission

May 28, 2020 Meeting Minutes

Page 3 of 3

The Commission left executive session at 8:07 PM. No motions were made and no votes were taken.

- X. Adjournment:** Mr. Bailey made a motion at 8:09 PM to adjourn the meeting. Mr. Johnston seconded the motion. The motion passed unanimously and the meeting was adjourned.