



TOWN OF SUMMERVILLE PARKS & RECREATION DEPARTMENT
"Creating Sense of Place Through Parks & Play"

TO: Beth Messervy, Town Clerk

CC: Colin Martin, Town Administrator
Tim Orvin, Parks & Recreation Asst. Manager

FROM: Amy Evans, Parks & Recreation Director

DATE: February 10, 2020

RE: Parks & Recreation Committee Minutes

The Parks & Recreation Committee met on Monday, February 10, 2020 in Council Chambers in the annex building at 200 South Main Street. Committee members Bob Jackson and Aaron Brown were present. Committee member Kima Garten-Schmidt was absent. Also present were Director of Parks and Recreation Amy Evans and Assistant Manager Tim Orvin. Members of the press were duly notified and present.

Chairman Jackson called the meeting to order at 5:32PM.

Tim Orvin reported that the Town is still working to smooth out the property where the ice skating rink was set up.

Steve Doniger with DREAM gave a report on the financials and attendance of the ice skating rink. The gross revenue from the ice skating rink was \$210,956. Per the agreement with the Town of Summerville, DREAM returned 90% of the net revenue to the Town in the amount of \$61,605.84. Mr. Doniger stated that DREAM would like to continue the event for 2020. Committee member Bob Jackson suggested that DREAM work on getting more sponsorship money.

Mr. Brown made a motion, seconded by Mr. Jackson to adjourn the meeting. The meeting adjourned at 5:48pm.

Sincerely,

Amy Evans
Parks & Recreation Director

Mayor
Ricky Waring

Council Members:
Bob Jackson,
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh



Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

PUBLIC WORKS STANDING COMMITTEE OF COUNCIL

There was not a meeting of the Public Works Standing Committee on Monday, February 10, 2020 because a quorum of members was not present.

**TOWN OF SUMMERVILLE
FINANCE COMMITTEE REPORT
February 10, 2020**

The Finance Committee met on Monday, February 10, 2020 in Council Chambers on the third floor of the Annex building at 200 South Main Street. Present were Mayor Waring and Committee members Bob Jackson, Aaron Brown, Terry Jenkins and Bill McIntosh. Committee members Walter Bailey and Kima Garten-Schmidt were absent. Also present were Town Clerk Beth Messervy and Town Attorney G.W. Parker. Other staff members, members of the press and members of the public were duly notified and also present.

Welcome	Mayor Waring welcomed everyone and called the meeting to order at 6:06pm.
Presentation of Financial Report	Andrew Shelton presented the January 2020 financial report. The report was accepted as information.
Financial Requisitions	<p>Mr. Brown made a motion, seconded by Mr. Jackson, to issue a purchase order to Civitas, LLC for \$33,750 for the consultation and completion of the CDBG Consolidated Plan and Annual Action Plan, to be paid with Community Development Grant Funds. Some discussion followed. The motion carried unanimously.</p> <p>Mr. Jenkins made a motion, seconded by Mr. Jackson to authorize the Town Administrator to enter into an Agreement with Found Design, LLC (d.b.a., MERJE), in the amount of \$48,950 for the purposes of conducting a study and preparing a plan for the implementation of a wayfinding signage and brand incorporation program for the Town. Some discussion followed. The motion carried unanimously.</p> <p>Mr. Jenkins made a motion, seconded by Mr. Brown, to review and vote on the Police Department financial requisitions as a group and the Fire Department financial requisitions as another group. The motion carried unanimously.</p> <p>Mr. McIntosh made a motion, seconded by Mr. Brown, to approve the following financial requisitions for the Police Department:</p> <ol style="list-style-type: none"> i. Authorization to issue a purchase order to Axon Enterprises in the amount of \$62,779.04 (new Tasers). Funds to come from 2020 Budgeted Funds on State Contract Funds. This is on a State Contract. Request from the Police Department. ii. Authorization to issue a purchase order to Motorola Solutions in the amount of \$420,060.69 (Police and Fire Department radio encryption and upgrades) 2020 Budgeted Capitol Funds on State Contract. Request from the Police Department. iii. Authorization to issue a purchase order to Low Country Harley Davidson in the amount of

- \$71,782.58. (2 fully outfitted police motorcycles) This was completed by bid process. 2020 Budgeted Capitol Funds. Request from the Police Department.
- iv. Authorization to issue a purchase order to Santee Automotive \$429,562.00 for (14) Dodge Durangos State Contract. 2020 Budgeted Capital Funds. Request from the Police Department.
 - v. Authorization to issue a purchase order to West Chatham Warning Devices \$97,942.47 for equipment/outfitting vehicles State Contract. 2020 Budgeted Capital Funds. Request from the Police Department.

The motion to approve all financial requisitions for the Police Department carried unanimously.

Mr. Jenkins made a motion, seconded by Mr. Brown, to approve the following financial requisitions for the Fire Department:

- vi. Authorization to issue a purchase order to Safe Air Systems in the amount of \$40,823.35 for the purchase of a Self-Contained Breathing Apparatus (SCBA) fill system. Funds to come from fund balance. Request from Fire Department.
- vii. Authorization to issue a purchase order to Safe Industries in the amount of \$1,449,909.00 for the purchase of a tractor drawn aerial apparatus to replace an existing apparatus. Funds to come from Hospitality Tax Budget. Request from Fire Department.

The motion to approve all financial requisitions for the Fire Department carried unanimously.

Mr. Jackson made a motion, seconded by Mr. Jenkins to approve a change order in the amount of \$4,980 to Johnson Controls for the New Security Camera System for the Town Parking Garage. The motion carried unanimously.

Mr. Brown made a motion, seconded by Mr. Jackson, to approve the request for a budget adjustment to reduce the Parks and Recreation Division Budget in the amount of \$198,662 and to increase the Streets Department in the amount of \$198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department.

Mr. McIntosh called a point of order that the Finance Committee did not have the authority to make budget adjustments and that this item and the budget adjustment for the Police Department would have to have two readings of Council.

Some discussion followed. The following items were moved to the Thursday Council meeting for first reading:

- a. Request for a budget adjustment to reduce the Parks and Recreation Division Budget in the amount of \$198,662 and to increase the Streets Department in the amount of \$198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department.
- b. Request for a capital budget adjustment from the Police Department in the amount of \$67,644.93 to cover associated costs for the purchase of new police vehicles. Vehicles that were ordered will not be produced. Funds to come from Fund Balance.

Discussion of Upcoming Council Agenda Items	N/A
Adjourn	Mr. Jenkins made a motion, seconded by Mr. Jackson, to adjourn. There being no further business, the meeting adjourned at 6:37pm with a unanimous vote.

Respectfully submitted,


Beth Messervy
Town Clerk