



HORRY COUNTY GOVERNMENT PARKS AND OPEN SPACE BOARD MEETING AGENDA

Tuesday, July 13, 2021 12:00 pm
Horry County Government & Justice Building, Room B, 2nd Floor
1301 Second Ave, Conway, SC 29526

- 1. *Call to Order***
 - 2. *Pledge of Allegiance***
 - 3. *Invocation***
 - 4. *Introduction of Board Members***
 - 5. *Minutes***
 - Approval of April 6, 2021 Minutes
 - Review of May 4, 2021 Minutes
 - 6. *Public Input***
 - 7. *Old Business***
 - Open Space Fund – Update
 - Aynor Fire Tower Property – Potential Funding
 - 8. *Presentation***
 - Parks and Recreation Budget and 10-Year Capital Improvement Plan Overview
 - 9. *Discussion***
 - Board Member Updates
 - Staff Updates
 - 10. *Nomination and Election of Officers***
 - 11. *Announcements***
 - Next Keep Horry County Beautiful Litter Coordinators Meeting – August 24, 2021 at 11:30am at the Horry County Government & Justice Center, Multipurpose Room B
 - Next Parks and Open Space Board Meeting – August 10, 2021 at 12:00pm at the Horry County Government & Justice Building, Multipurpose Room B
 - 12. *Adjourn***
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that the Board has voted in favor of utilizing the Fund in the past. Mr. Kevin Kiely inquired if the Open Space Fund has a specific time requirement in which the funds must be spent. Ms. Cowen stated that there is no requirement for when the money must be spent, however there are requirements outlined by the Land Development Regulations about the manner in which the Funds may be spent. Chairman Gause inquired if the Funds could be lost if they remain unspent. Ms. Cowen stated that these Funds roll-over from year-to-year.

Sandridge Community Park - Update

Chairman Gause announced the Agenda topic and asked staff to proceed with the update. Ms. Cowen stated that Staff has been coordinating with Mead and Hunt, SCDOT and the Ride Program Manager on the planning, design, community outreach, Public Information Meeting, and future potential improvements to the Sandridge Community Park as a result of the Conway Perimeter Road – El Bethel Road Extension. Ms. Cowen showed the Board a series of images which illustrated where the road would traverse the park and impact the current basketball courts, playground, and one picnic shelter. Due to these impacts and the source of the original funding through the Land Water and Conservation Fund for the land and amenities at the Park, a conversion plan must be approved by the National Park System and South Carolina Parks, Recreation, and Tourism (SC PRT). Ms. Cowen showed the Board two designs which utilize two potential properties and amenities to address these impacts. Public input is being sought through community meetings and a survey which has been advertised through post card mailings, social media, and press releases.

Mr. Melvin Spain inquired about the amenities in the design for the park. Ms. Cowen stated that the public input, in addition to the available funding, would be used to guide which amenities would be proposed in the designs submitted to the National Park System and the SC PRT. Mr. Spain asked for clarification about when the community would be able to see the finalized design for the park. Ms. Cowen stated that the design proposals would be completed on April 28, 2021 and presented to the public during a Public Information Meeting at the Conway Senior Center beginning at 6:00pm. The final design is dependent on which property owner, from the two proposals, is willing to sell a portion of their property to the County as an addition to the park. Chairman Gause reiterated to the Board that this is an opportunity for Board members to engage with their communities and garner additional involvement from the public and elected officials on needed projects.

NEW BUSINESS

Aynor Fire Tower Property – Potential Property Purchase

Chairman Gause announced the Agenda topic and asked staff to review the decision memo for the Board. Ms. Cowen stated that the 2020 Parks and Open Space Plan calls the need to expand the Michael Morris Graham Park, as demand merits. The Plan specifies the need to work with the South Carolina Forestry Commission to diversify recreational activity types, provide additional trails, and potentially co-locate the future Aynor Recreation Center at this location. Ms. Cowen also stated that this potential purchase is supported by IMAGINE 2040. Ms. Cowen went on to state that the land acquisition would not need to go before the Planning Commission under a 540 Review because it is adjacent to and would be an addition to an existing Horry County Park. Ms. Cowen showed the Board a series of images of the parcel boundaries, the fire

tower that is currently on the property, and the Michael Morris Graham Park. Chairman Gause noted that Districts 9, 10, and 11 represent the largest land masses in the County and the difficulty in planning for the residents in those districts. Suzanne Pritchard inquired about the roadway that traverses the Fire Tower property. Ms. Cowen stated that the roadway is an unpaved Horry County right-of-way which previously was a State road. In addition, there is potential that the neighboring property owner may desire the road to be closed to traffic and the road currently has litter issues according to the Keep Horry County Beautiful Annual Litter Index.

Chairman Kevin Gause entertained a motion to support the potential purchase of this property. Mr. Thomas Mezzapelle made a motion. Mr. Robert Ziegler seconded the motion. There was no discussion. ***The motion to support the purchase of the Aynor Fire Tower Property – PIN# 234-00-00-0046 as an addition to the Michael Morris Graham Park carried unanimously.***

Aynor Fire Tower Property – Potential Funding

Chairman Gause announced the Agenda topic and asked staff to review the decision memo for the Board. Ms. Cowen stated that there may be additional needed funding for the purchase of the Aynor Fire Tower Property. Potential needed funding could contribute to the costs of a survey or a Phase 1. Ms. Cowen stated that the last survey that was completed for this property was completed in 1933. There are \$8,996.25 in the Open Space Fund which could be utilized to contribute towards this project. Suzanne Pritchard inquired about the stipulations associated with the \$8,996.25. Ms. Cowen stated that the \$8,996.25 could be used towards acquisition, improvement, expansion, implementation and maintenance of parks and recreational facilities. Ms. Cowen went on to clarify that if the entirety of those funds were utilized for this project that a zero balance would remain for those purposes.

Chairman Gause inquired if there were additional projects in the near future which may require these funds. Kevin Kiely suggested that there may be additional funds needed at Huger Park and beautification along the Carolina Forest Blvd medians. Ms. Cowen stated that Open Space Funds could also be used to implement the beautification and projects outlined in the Parks and Open Space Plan or any future projects that arise. Chairman Gause reiterated the abundance of amenities in the Carolina Forest area and the lack of amenities in the rural parts of Horry County. Mr. Kiely noted that a portion of the funds could be reserved for all projects. Chairman Gause inquired about the potential for the funds to be split or be revisited at a later time. Ms. Cowen clarified that the Board could earmark any amount that they desired, break up the funds for different projects in any way they wanted, and also come back and revisit the topic at any time. Mr. Ziegler inquired if the project would be delayed if the Board did not allocate Open Space Fund money. Ms. Cowen stated that the project would not be delayed if the Board did not allocate funds. Mr. Kiely inquired if Open Space Funds could be taken from criteria 1 stipulated in the Land Development Regulations which state that funds will go towards the purchase of open space. Ms. Cowen stated that she believed that it clearly fell within criteria 2 which stipulates acquisition, improvement, expansion, implementation, and maintenance of parks and recreation facilities.

Mr. Ziegler made a motion to defer the discussion until the May 6, 2021 meeting. Mr. Robert Kiely seconded the motion. There was no further discussion. ***The motion to defer the***

discussion to provide funding for the potential Aynor Fire Tower property purchase carried unanimously. The Board instructed staff to consult with legal counsel about the use of the Open Space Fund.

DISCUSSION

Board Member Updates

- Suzanne Pritchard, District 1 – Vereen Gardens foot traffic is picking up. The Angel Statue has been replaced.
- Kevin Kiely, District 3 – The Carolina Forest Blvd expansion project has been expanded due to weather related issues. The Bike Path on the southern portion has not been started yet. Inquired about the Huger Park Workshop and the Keep Horry County Beautiful Beautification Workshop
- Robert Ziegler, District 4 – the Discovery Trail Installation on April 17th beginning at 10:00am.
- Thomas Mezzapelle, District 9 – The North Strand Recreation Center has had increased user ship. Splinter City has had a great deal of success.
- Sarah Diaz, District 8 – CCU will begin back in person in the fall.
- Melvin Spain, District 7 – The building at the Sandridge Community Park has been removed and the gate has rusted out. Thanked Planning Staff for coming out to speak with the community about the park.
- Kevin Gause, District 10 – Baseball and Softball beginning again in Loris.

Staff Updates

Paul McCulloch, Parks and Recreation Director, thanked the Board for their kind comments about Vereen Memorial Gardens and stated that a new video had recently been released highlighting the park on their YouTube Channel. There would also be a 5K race at Vereen Memorial Gardens during the Blue Crab Festival on May 15th. The race will be a mixture of trails and boardwalk. Mr. McCulloch noted that there have often been over 100 visitors at a time at Splinter City and that the County has been pleasantly surprised at the response at the park. In addition, Mr. McCulloch noted that a new gate has been ordered for Sandridge Community Park, which will be installed in the coming weeks. Mr. Spain inquired about the hours of operation for the park. Mr. McCulloch stated that by ordinance the gate should remain open from sunrise to sunset, unless there is a special event.

ANNOUNCEMENTS

Discovery Trail Installation and Keep Horry County Beautiful Recognition Event–
Saturday, April 17, 2021 at the South Strand Recreation Center

Sandridge Community Park Public Information Meeting – April 28, 2021 at 6:00pm at the Conway Senior Center, 1519 Mill Pond Road, Conway SC 29526

Next Parks and Open Space Board Workshop – May 4, 2021 at 12:00pm at the Horry County Government & Justice Building, Room B

Chairman Gause inquired if the Beautify Carolina Forest representatives could attend the workshop as well. Staff stated that they would invite Betsy Fay to represent Beautify Carolina Forest.

ADJOURN

With no further business, Chairman Kevin Gause entertained a motion to adjourn. Mrs. Diaz made a motion and Mrs. Pritchard seconded. The motion carried unanimously and the meeting was adjourned at approximately 12:53 pm.

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BEAUTIFICATION AND MAINTENANCE PLANNING WORKSHOP

Vice Chairman Johnson announced the Agenda topic and asked Staff to give an overview of the topic. Ashley Cowen At the November 2020 Parks and Open Space Board (POSB) Meeting, the Chairman of Keep Horry County Beautiful (KHCB), Ms. April O'Leary, requested support from the POSB on discussions that had been previously brought up during KHCB Committee Meetings regarding a potential Beautification and Maintenance Plan. Staff was instructed at the March 2021 POSB meeting to invite KHCB members to a future Workshop to discuss the potential for this effort.

April O'Leary, Keep Horry County Beautiful stated that the purpose and scope of the proposed effort is to target areas of the county with the greatest additional need of litter reduction attention. Mrs. O'Leary stated that targeting could be based on existing beautification efforts, the Annual Litter Index, and known areas of need for litter adoptions. Mrs. O'Leary went on to state that the plan could be an additional chapter or section in the existing Parks and Open Space Plan and that a maintenance component could be utilized to educate staff and as guidance for future types of plants, watering schedules, and general other maintenance needs. Mrs. O'Leary stated that the elements of the potential plan could be implemented by Parks and Recreation staff, litter crews, volunteers, and community organizations depending on the location, projects, and needs.

Lisa Davis inquired about the current condition of the South Strand Recreation Center Discovery Trail garden and other beautification efforts that the Board had implemented in previous years. Ms. Cowen stated that the Discovery Trail garden was seeing an expected amount of new-installation plant die-off and that the Horry County Parks and Recreation grounds crews were caring for the plants as expected.

Dr. Sarah Diaz asked if there was a horticulturist available to assist the County with future Beautification efforts. Mrs. O'Leary stated that there was not presently a specialized horticulturalist on staff, however in the future she hoped that the County would seek Arborist certification for staff. Vice Chairman Johnson suggested that plant identifiers be placed next to plants of significance so that the public and grounds crew would be able to know which plants and gardens required special care. Mr. Johnson also suggested that signs identify which entity or volunteer organization to call in the case that maintenance is needed.

Betsy Faye stated that Beautify Carolina Forest utilizes volunteers for all of their litter cleanup and beautification efforts. Mrs. Faye went on to state that Beautify Carolina Forest allows individuals or communities to adopt areas to maintain. The organization depends on private donations and volunteer labor to care for their entire service area. Mrs. Faye stated that increased enforcement for litter violators and additional adoption groups are needed in Carolina Forest to account for increases in litter and beautification along primary roadways.

Mrs. O'Leary suggested that a potential local business program could be developed to place signs acknowledging beautification and litter reduction assistance in exchange for incentivizing others to also beautify and/or adopt areas to maintain. Mrs. O'Leary suggested that some chain stores get financial support from corporate offices to beautify their store fronts. Ashley Cowen

stated that the Parks and Recreation Department had been looking into a Park Adoption Program which would allow community organizations or individuals to adopt areas to do maintenance on parks or sections of parks. Mrs. Cowen suggested that this idea could be retrofitted to also include gardens and other areas of beautification need. Mr. Paul McCulloch stated that there are a number of existing garden clubs that are actively involved at some of the facilities already. Lisa Davis suggested that this program could be an excellent way to get local businesses involved in giving back to the community in which they are located.

DISCUSSION

Board Member Updates

- Samuel T. Johnson Jr., District 11 – Seeding of the field at Michael Morris Graham will begin this week. There are roughly 10-11 acres to be seeded.
- Kevin Kiely, District 3 – The Carolina Forest Blvd bike path on the west side should be done by the end of June. Inquired about the Huger Park Workshop.
- Robert Ziegler, District 4 – The Greater Burgess Community Association is pushing for a bike path along Holmestown Road. South Strand Recreation Center is seeing heavy use with volleyball, softball, and baseball. The Summer Adventure Camp at South Strand Recreation Center will start after school ends.
- Lisa Davis, District 6 – Community is pushing for a sidewalk along Palmetto Point Blvd.
- Sarah Diaz, District 8 – CCU is in final exams. Students lead bike rides through the Waccamaw Wildlife Refuge at the end of the semester.

Staff Updates

Ashley Cowen provided the Board with an update on the installation of the Discovery Trail at the South Strand Recreation Center. Ms. Cowen showed the Board pictures of the installation event. Ms. Cowen stated that public input would be accepted on the 6(f) Conversion for impacts caused by the Ride 3 extension of El Bethel Road (also known as the Conway Perimeter Road Phase II) through May 19th, 2021. Ms. Cowen also announced that the resolution to support the potential purchase of the Aynor Fire Tower Parcel would go before the Infrastructure and Regulation Committee on May 11, 2012 at 2:00pm. Lastly, Ms. Cowen updated the Board on the status of the Parks and Open Space Plan adoption process. Ms. Cowen stated that the Plan would go before County Council for 2nd Reading on May 4th and 3rd Reading and Public Hearing on May 18th.

ANNOUNCEMENTS

Next Keep Horry County Beautiful Meeting – May 25, 2021 at 11:30am at the Horry County Government & Justice Building, Room B

Next Parks and Open Space Board Workshop – July 13, 2021 at 12:00pm at the Horry County Government & Justice Building, Room B

Kevin Kiely inquired about potential reappointment. Mr. Kiely stated that his term would be over on June 30, 2021 and he would like to seek reappointment. Ms. Cowen stated that Mr.

William Kevin Gause, Mr. Thomas Mezzapelle, and Mrs. Suzanne Pritchard's terms were also expiring on June 30, 2021. Ms. Cowen explained the process for seeking reappointment to the Board.

ADJOURN

Seeing no further discussion, Vice Chairman Johnson adjourned at approximately 1:00 pm.



Horry County Parks and Open Space Board
Briefing Memorandum
Horry County, South Carolina

Date: July 13, 2021
From: Planning
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Senior Planner
Cleared By: Leigh Kane, Interim Deputy Planning Director
Regarding: Open Space Fund - Update

ISSUE:

What is the status of the Horry County Open Space Fund?

CONCLUSION:

The Horry County Open Space Fund has a \$43,235.00 account balance.

BACKGROUND:

The Horry County Parks and Open Space Board is responsible for administering the Horry County Open Space Fund and any open space mitigation banks that are established through the Board. Both of these mechanisms are intended to be used to help implement the Parks and Open Space Plan, which is intended to provide comprehensive guidance for areas of open space, significant environmental and natural resources, and recreational sites to be acquired, leased, preserved, protected, maintained or developed through County funds.

In 2000, the Horry County Open Space Fund was established to provide developers with an option to pay a fee-in-lieu of required open space. The fund can also include appropriations from County Council or donations. ***The Open Space Fund must be spent according to guidelines from the County's Land Development Regulations.*** A developer also has the option to establish an Open Space Mitigation Bank to meet existing and future open space requirements through an offsite location within priority acquisition areas that meet the criteria list for significant properties defined within the Board's establishing (Sec. 15-126).

To date, six projects have paid into the Open Space Fund:

1. Kayak Cove Phase 1 (District 5) in February 2017, totaling \$19,920;
2. Kayak Cove Phase 2 (District 5) in January 2019, totaling \$9,920;
3. The Cottages at Carolina Forest (District 5) in January 2019, totaling \$5,165;
4. Liberty Oaks (District 5) in May 2020, totaling \$6,722;
5. Woodland Subdivision (District 5) in March 2020, totaling \$1,750; and
6. Kingston Bluff (District 9) in September 2020, totaling \$7,508.

The Parks and Open Space Board has voted to utilize the fund on four occasions:

1. \$1,000 towards the survey of 3.96 acres for the transfer to the Bike & Run Park
2. \$1,750 to the Born Learning Trail Sidewalk at the James R. Frazier Community Center
3. \$2,000 to the Loris Nature Park Amphitheater improvements

4. \$4000 to the South Strand Recreation Center RTP Grant Match for the Paving of the Born Learning Trail

ANALYSIS:

The Horry County Open Space Fund has a \$43,235.00 account balance. These funds must be spent according to 2008 Horry County Land Development Regulations which states that funds from each fee must be used in the following manner:

	Manner which funds MUST be used	Total	Spent to Date	Remaining Funds
1	Fifty (50) percent will go to purchase open space throughout Horry County.	\$ 25,492.50	\$ 0.00	\$ 25,492.50
2	Twenty-five (25) percent will go to the Horry County Recreation Fund for acquisition, improvement, expansion, implementation and maintenance of parks and recreational facilities	\$ 12,746.25	\$ 3,750.00	\$ 8,996.25
3	Twenty-five (25) percent may go to other uses such as grant matching for natural resources or recreational purchases, purchasing access to beaches, rivers or waterways, or the acquisition of right-of-ways for or installation of the East Coast Greenway.	\$ 12,746.25	\$ 4,000.00	\$ 8,746.25



Horry County Parks and Open Space Board
Decision Memorandum
Horry County, South Carolina

Date: July 13, 2021
From: Planning
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Senior Planner
Cleared By: Leigh Kane, Interim Deputy Planning Director
Regarding: Aynor Fire Tower Property – Potential Funding

ISSUE:

Would the Parks and Open Space Board like to contribute Open Space Funds towards the potential purchase of the Aynor Fire Tower Property as an addition to Michael Morris Graham Park?

PROPOSED ACTION:

Allocate a portion of the Open Space Fund towards the land purchase.

RECOMMENDATION:

Staff recommends approval.

BACKGROUND:

The Horry County Parks and Open Space Board voted unanimously to support the potential purchase of the Aynor Fire Tower Property PIN# 234-00-00-0046 on April 6, 2021. Horry County Council voted unanimously to support the potential purchase of the Aynor Fire Tower Property through Resolution #65-2021 on May 18, 2021.

The Horry County Parks and Open Space Board is responsible for administering the Horry County Open Space Fund and any open space mitigation banks that are established through the Board. Both of these mechanisms are intended to be used to help implement the Parks and Open Space Plan, which is intended to provide comprehensive guidance for areas of open space, significant environmental and natural resources, and recreational sites to be acquired, leased, preserved, protected, maintained or developed through County funds.

ANALYSIS:

Additional funds may be needed to complete the purchase of the Aynor Fire Tower parcel as an addition to the Michael Morris Graham Park. These funds would potentially be used to perform an appraisal, Phase 1, survey, and closing costs (title search, attorney's fees, and title insurance) for potential purchase of the parcel. The following are the approximate costs of each of the needed items:

Appraisal: \$2,200
Survey: \$ 2,500

Phase 1: \$2,000
Closing Costs: \$1,500

The Horry County Open Space Fund has a \$43,235.00 account balance. Article 4- Design Standards, section 6-3 Options for Providing Open Space Off-Site, states that 25% of fee-in-lieu

funds “will go to the Horry County Recreation Fund for acquisition, improvement, expansion, implementation and maintenance of parks and recreational facilities throughout the County. It is within the purview of the Parks and Open Space Board to utilize the Open Space Fund to provide funding for this project up to \$8,996.25.



Horry County Parks and Open Space Board
Briefing Memorandum
Horry County, South Carolina

Date: July 13, 2021
From: Planning
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Senior Planner
Cleared By: Paul McCulloch, Parks and Recreation Department Director
Leigh Kane, Interim Deputy Planning Director
Regarding: Parks and Recreation Budget and 10-Year Capital Improvements Plan

ISSUE:

What is the status of the Horry County Parks and Recreation Budget and the 10-year Capital Improvements Plan?

CONCLUSION:

Parks and Recreation is operating under a \$10,471,876 budget for FY 2022. There are seven projects from the approved 10-year Capital Improvement Plan scheduled to proceed in FY 2022.

BACKGROUND:

Horry County Council approved third reading of Ordinance 33-2021 to raise revenue, make appropriations and adopt the budget for FY 2022 on June 15, 2021. The ordinance contains the County's 10-year Capital Improvement Plan which includes \$4,285,000 in planned Recreation related projects in FY 2022.

ANALYSIS:

In FY 2022, Horry County Parks and Recreation will receive 1.6 mil from property taxes (which equates to approximately \$4,305,782 in FY 2022), projected \$925,000 in program fees, \$200,000 in hospitality fees, \$1,960,000 in licenses/permits, and \$9,000 on interests on investments. This totals roughly \$7,471,876. In addition, the Recreation Fund has a fund balance of \$3,000,000. Total projected revenues and fund balance for FY 2022 is \$10,471,876.

Parks and Recreation is operating with projected expenditures of \$6,721,876. The FY 2022 budget includes expenditures for personnel costs, contractual services, supplies and materials, distribution to municipalities, agency contributions, program and athletic expenses, and additional operating costs. Horry County Parks and Recreation maintains a budget for 122 authorized positions, 87 of which are part-time employees. There has been significant need-based growth in the past 10 years. Parks and Recreation provides over 80 recreational facilities including six Recreation and Community Centers, 28 parks, and 27 boat landings.

In FY 2022, Horry County's 10-year Capital Improvement Plan includes funds for the following projects:

Green Sea Floyds Lighting	\$1,100,000
Michael Morris Graham Lighting	\$1,100,000
Carolina Forest Soccer Fields	\$584,668
Aynor Soccer Field	\$100,000
Pave Simpson Creek Park Walking Path	\$15,332
Pave Carolina Forest Playground Parking Lot	\$40,000
Parks & Fields – Tourist Related	\$535,000
Recreation Facilities – Life Cycle	\$750,000