



HORRY COUNTY GOVERNMENT PARKS AND OPEN SPACE BOARD MEETING AGENDA

Tuesday, August 10, 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
 - Review of July 13, 2021 Minutes
 - 6. Public Input**
 - 7. New Business**
 - Keep Horry County Beautiful Appointment
 - 2021 Meeting Calendar and Locations
 - Parks and Open Space Board Bylaws
 - 8. Old Business**
 - Open Space Fund – Update
 - Aynor Fire Tower Property – Potential Funding
 - 9. Discussion**
 - Little River
 - Bucksville Landing
 - 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 – September 7, 2021
 - 12. Adjourn**
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STATE OF SOUTH CAROLINA)
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COUNTY OF HORRY) **Horry County Parks & Open Space
Parks & Open Space Board Meeting
Tuesday, April 6, 2021**

The Horry County Parks and Open Space Board met on Tuesday, April 6, 2021 at 12:00 noon at Horry County Government & Justice Building, Room B, 1301 Second Ave, Conway, SC 29526. The following Parks & Open Space Board members were present: William Kevin Gause, Suzanne Pritchard, Kevin Kiely, Robert Ziegler, Sarah Diaz, and Thomas Mezzapelle.

Staff present included: Senior Planner, Ashley Cowen; Parks & Recreation Director, Paul McCulloch, and Administrative Assistant Valeria Vargas.

Board members absent: Austin Cooke, Samuel T. Johnson, and Lisa Davis.

The following visitors were in attendance: none.

CALL TO ORDER

Chairman Kevin Gause called the meeting to order at approximately 12:03 pm and led the Pledge of Allegiance. Chairman Gause gave the invocation.

INTRODUCTION OF BOARD MEMBERS

Chairman Kevin Gause welcomed Mr. Melvin Spain, newly appointed Board member from District 7. Chairman Gause asked all board members to introduce themselves and announce their County Councilman.

MINUTES

Approval of August 11, 2020 Minutes

Mr. Gause entertained a motion to approve the minutes from the March 8, 2021 Meeting. Mr. Robert Ziegler made a motion to approve the minutes. Dr. Sarah Diaz seconded the motion. There was no discussion. *The Board voted unanimously to approve the minutes from the March 8, 2021 Parks and Open Space Board Meeting.*

PUBLIC INPUT

There was no public input.

OLD BUSINESS

Open Space Fund - Update

Chairman Gause announced the Agenda topic and asked staff to proceed with the update. Ashley Cowen stated that the balance on the Open Space Fund account is \$43,235.00. Ms. Cowen then outlined the six (6) projects that have paid into the Fund and the four (4) occasions

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 spend, 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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STATE OF SOUTH CAROLINA)
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COUNTY OF HORRY) **Horry County Parks & Open Space
Parks & Open Space Board Meeting
Tuesday, May 4, 2021**

The Horry County Parks and Open Space Board met on Tuesday, April 6, 2021 at 12:00 noon at Horry County Government & Justice Building, Room B, 1301 Second Ave, Conway, SC 29526. The following Parks & Open Space Board members were present: Lisa Davis, Samuel T. Johnson Jr., Kevin Kiely, Robert Ziegler, and Sarah Diaz.

Staff present included: Senior Planner, Ashley Cowen; Parks & Recreation Director, Paul McCulloch, and Planning and Zoning Technician Susan Miller.

Board members absent: Austin Cooke, Melvin Spain, William Kevin Gause, Susanne Pritchard, Thomas Mezzapelle.

The following visitors were in attendance: April O’Leary, Keep Horry County Beautiful Chairman; Betsy Faye, Beautify Carolina Forest.

CALL TO ORDER

Vice Chairman Samuel T. Johnson called the meeting to order at approximately 12:04 pm. Seeing no quorum was present, the Board proceeded with the meeting in the form of a workshop. Vice Chairman Johnson led the Pledge of Allegiance and gave the invocation.

INTRODUCTION OF BOARD MEMBERS

Vice Chairman Johnson asked all board members to introduce themselves and announce their County Councilman.

MINUTES

Approval of April 6, 2021 Minutes

No vote could be taken on the Minutes due to a lack of quorum. *The Approval of the April 6, 2021 Minutes will be addressed at the next Parks and Open Space Board Meeting.*

PUBLIC INPUT

There was no public input.

OLD BUSINESS

Old Business could not be addressed due to lack of quorum. *Old Business contents will be addressed at the next Parks and Open Space Board Meeting.*

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 a 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 at 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.

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

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.

STATE OF SOUTH CAROLINA)
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COUNTY OF HORRY) **Horry County Parks & Open Space
Parks & Open Space Board Workshop
Tuesday, July 13, 2021**

The Horry County Parks and Open Space Board met on Tuesday, July 13, 2021 at 12:00 noon at Horry County Government & Justice Building, Room B, 1301 Second Avenue, Conway, SC 29526. The following Parks & Open Space Board members were present: Samuel Johnson Jr., Suzanne Pritchard, Robert Ziegler, Melvin Spain, and Thomas Mezzapelle.

Staff present included: Senior Planner, Ashley Cowen; and Office Manager, Nancy Tindall.

Board members absent: Austin Cooke, Lisa Davis, Dr. Sarah Diaz, William Kevin Gause, and Kevin Kiely.

The following visitors were in attendance: Susan Platt, Vice Chairman of Horry County Historic Preservation Commission.

CALL TO ORDER

Vice Chairman Samuel Johnson Jr. called the meeting to order at approximately 12:05 pm. The Mr. Johnson explained there was no quorum present. Therefore, the Board would not be proceeding in a Workshop format and not voting on the Minutes, Old Business, nor Nomination and Election of Officers. Vice Chairman Johnson led the Pledge of Allegiance. Melvin Spain gave the invocation.

INTRODUCTION OF BOARD MEMBERS

Vice Chairman Johnson asked all Board members to introduce themselves and announce their County Council District.

MINUTES

Approval of April 6, 2021 Minutes

No vote could be taken on the Minutes due to a lack of quorum. *The Approval of the April 6, 2021 Minutes will be addressed at the next Parks and Open Space Board Meeting.*

Review of April 4, 2021 Minutes

No vote could be taken on the Minutes due to a lack of quorum. *The Approval of the May 4, 2021 Minutes will be addressed at the next Parks and Open Space Board Meeting.*

PUBLIC INPUT

Susan Platt, Vice Chairman of the Horry County Historic Preservation Commission, gave a brief explanation of Historic Districts and the Historic Preservation Commission’s interest in the Little River waterfront. Mrs. Platt requested that the Parks and Open Space Board look into the

potential purchase or leasing of a property with a historic tree in Little River. In addition, Mrs. Platt explained there was also a parking area and green space on Mineola which could be used as festival space for events and artists and inquired if the Board could look into the use of that parcel as well.

Vice Chairman Johnson asked staff to prepare a information on Mrs. Platt's request for a future meeting. Further, the Board directed staff to place this topic on the following Meeting Agenda.

OLD BUSINESS

Old Business could not be addressed due to lack of quorum. *Old Business contents will be addressed at the next Parks and Open Space Board Meeting.*

PRESENTATION

Parks & Recreation Budget and 10-year Capital Improvement Plan Overview

Vice Chairman Johnson introduced the topic and asked staff to provide an overview. Ashley Cowen gave a presentation of the Parks and Recreation Department FY 22 Budget and CIP. She reviewed the projected income and expenses, as well as one-time funding projects. Some of the projects mentioned were Recreation Centers, Vereen Memorial Gardens, Rural Civic Arena, Little River Waterfront Park, South Strand Recreation Center, and Huger Park. Melvin Spain inquired about improvements to the Sandridge Park. Ms. Cowen stated that improvements to Sandridge Park would be based on the RIDE 3 project budget and the timeline for that project based on the Conway Perimeter Road construction.

DISCUSSION

Board Member Updates

- Thomas Mezzapelle, District 9 – North Strand usage has been fairly typical and activities have been normal for this time of year. Myrtle Beach Area Mountain Biking Association (MBA2) has seen some reorganization and will be re-orchestrating how they handle trail maintenance. Disk golf has been very widely used.
- Melvin Spain, District 7 – “Smurf Day” was celebrated at Sandridge Park (a day to commemorate the life of child who was killed at the entrance to the park). Paintball events have also been held recently at the park. They are planning something for Labor Day. Mr. Spain also stated a locked gate had been installed at the park.
- Samuel Johnson Jr., District 11 – The girls and boys are competing in State Championships in softball and baseball. They have teams playing soccer as well. He stated they had sprayed and fertilized the fields at Michael Morris Graham getting them ready for football. Mr. Johnson also announced his son would be playing football for CCU.
- Robert Ziegler, District 4 – The South Strand Recreation Center had been very active with soccer, baseball, and softball. Pickleball interest is increasing. He mentioned pickle ball courts at Wilderness Park and the increased use at Enterprise Landing.

- Suzanne Pritchard, District 1 – She stated everything is very busy at Vereen Memorial Gardens and in North Myrtle Beach. The North Myrtle Beach Sports Complex is on the NMB budget for expansion.

Mr. Johnson inquired if staff could look into the condition of the Bucksville Landing dock, which appeared to need repairs. He stated that the areas surrounding the dock could also use some improvements. Mr. Johnson requested that staff look into the FEMA parcels which the County owns as future parkland for that community.

Staff Updates

Ms. Cowen stated that third reading for Impact Fees is on the County Council Agenda for that evening. She also stated there are three (3) vacant seats on the Keep Horry County Beautiful Board.

Samuel Johnson requested that the Board change their meeting times to 1:00 PM. Ms. Cowen explained that the Board could vote on that change at a future meeting if they would like to add that to the next agenda. Ms. Cowen also stated that if it interested the Board, the Meeting location could also be changed or rotated on a monthly basis to the various Recreation Centers or sites around the County. Ms. Cowen went further to note that the Board could also choose to address revisions in their ordinance and bylaws which may allow them to transition from the Planning and Zoning Department to the Parks and Recreation Department, if they saw that transition as beneficial. After some discussion, the Board requested staff to draft changes to the Board's bylaws and ordinance for further review at their next meeting. The Board also requested staff that the meeting time and location topic be added to the next meeting Agenda.

ANNOUNCEMENTS

Next Keep Horry County Beautiful Litter Coordinator's Meeting– August 24, 2021 at 11:30 AM at the Horry County Government & Justice Center, Multipurpose Room B

Next Parks and Open Space Board Meeting – August 10, 2021 at 12:00 pm at the Horry County Government & Justice Building, Multipurpose Room B

ADJOURN

With no further discussion, Bob Ziegler made a motion to adjourn. Thomas Mezzapelle seconded the motion. The motion carried unanimously, and the meeting was adjourned at approximately 12:42 pm.

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

Date: August 10, 2021
From: Parks and Recreation
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Deputy Director
Cleared By: Paul McCulloch, Director
Regarding: Keep Horry County Beautiful Appointment

ISSUE:

Should Horry County Parks & Open Space Board appoint the applicant to fill the vacant appointment on Keep Horry County Beautiful Board of Directors?

PROPOSED ACTION:

Vote to appointment the applicant to fill the vacant position on Keep Horry County Beautiful Board of Directors.

RECOMMENDATION:

The applicant should be given a few minutes to describe their interest in the committee and the assets they will bring to the table.

BACKGROUND:

The Parks and Open Space Board appoints at-large members to the Keep Horry County Beautiful Committee. The Board currently has three vacancies. Two vacancies have a term expiring on December 31, 2022 and the other vacancy has a term expiring on December 31, 2023. Horry County has received one application to fill the unexpired positions.

ANALYSIS:

Lanie Karstrom has not previously, nor does she currently serve on any Horry County Boards or Commissions. Ms. Karstrom is willing and eligible to serve in this capacity. Appointment by the Parks and Open Space Board to the Keep Horry County Beautiful Committee will result in Ms. Karstrom fulfilling the remainder of whichever term she is appointed, at which point, she would be eligible to be appointed to her first full 3-year term.

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APPLICATION FOR KEEP HORRY COUNTY BEAUTIFUL

NAME: Lanie Karstrom DATE 7/13/21

ADDRESS: [REDACTED]

TELEPHONE NUMBER: [REDACTED] (home) [REDACTED] (work)

DATE OF BIRTH 08/01/1997

YOUR COUNCIL MEMBER / DISTRICT: Orton Bellamy, District 7

HAVE YOU EVER BEEN CONVICTED OF A FELONY? NO (yes) NO (no)

HAVE YOU BEEN ARRESTED OTHER THAN A MINOR TRAFFIC ACCIDENT
WITHIN THE PAST TEN (10) YEARS? NO (yes) NO (no)

BACKGROUND INFORMATION: (Please provide in detail or attach a resume).

EDUCATION: Included in attached resume

WORK:

Included in attached resume

CIVIC ACTIVITIES:

Served on the litter index for the last two sessions, organized and participated in multiple clean ups including kayak cleanups and cleanups along our beaches and parks. Other experiences listed in resume.

LIST PREVIOUS SERVICE ON HORRY COUNTY BOARDS OR COMMISSIONS
(indicate dates of terms):

N/A

DUAL OFFICE HOLDING: Do you presently serve on any County or State Board or Commission?

No

If appointed to an Horry County Board or Commission, I understand that I will be expected to attend all meetings of that Board or Commission. The only reason I would not attend would be because of illness or pressing personal commitments. I also understand that if I am absent from three (3) consecutive meetings without a valid reason, the Council will consider this as a voluntary resignation. I am willing to abide by these attendance regulations. By acceptance of the appointment, I pledge my time and abilities to serve on any board or commission to which I am appointed.


Signature

7/13/21

Date

LANIE KARSTROM

Well-educated and experienced Science and Research Professional with a Bachelor of Science in Marine Science 5/2019. Passion for field research and environmental education, having completed key projects including Sea Turtle Conservation and Research with Ecology Project International in Costa Rica, Coastal Carolina University Ghost Crab and Phytoplankton Research, and coordination of multiple sustainability based programs at Coastal Carolina University. Currently staffed full time as the Waste Diversion Coordinator at Coastal Carolina University.

EDUCATION & TRAINING

Bachelor of Science in Marine Science and a minor in Environmental Science

Coastal Carolina University, 5/2019

Cumulative GPA : 3.842

Proficient in: Microsoft Excel, Arc GIS

Related Course Work: Intro to Geographic Information Systems, Long-term Climate and Landscape Change

Academic Activities:

- Co-Founder and President of Jane Goodall's Roots and Shoots chapter at Coastal Carolina University (1/2017-1/2018), Advisor: Dr. Robert Young
 - Research presentation and paper evaluating the effects of beach erosion on Leatherback sea turtle nesting habits in Costa Rica (5/2018), Advisors: Dr. Eric Rosch and Dr. George Boneillo
 - Presented poster at the Undergrad Research Symposium evaluating soil characteristics for land-use implications (12/2018), Advisor: Dr. Angelos Hannides
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RELEVANT EXPERIENCE

Pacuare Nature Reserve in Costa Rica – Intern (5/2018)

Costa Rica Sea Turtle Facility

- Completed 2-weeks of intensive work at Pacuare Nature Reserve in Costa Rica through the Ecology Project International (EPI).
- Completed nightly censuses in search of nesting leatherback sea turtles; walked 6 km on the beach at the reserve at different designated hours of the night.
- Measured and tagged each turtle; relocated the eggs/nest as required.
- Aided in nest excavation to support any hatchling sea turtles who were stuck in the nest after most of the nest had hatched several days prior.

Coastal Carolina University Phytoplankton Research – Intern (1/2016)

Conway, SC

- Completed 50+ hours in the lab identifying local species of phytoplankton and calculating their abundances.
- Gained field experience in collecting water samples from multiple locations including Springmaid and 2nd Ave Pier in Myrtle Beach, SC

Coastal Carolina University Ghost Crab Research – Intern (8/2015)

Myrtle Beach, SC

- Assisted Dr. Rosch and other students in collecting data pertaining to coastal ecology and Ghost crab behavior.
- Completed a personal research project and paper determining the relationship between Ghost crab burrows and sand moisture.

OTHER WORK EXPERIENCE

Sustain Coastal, Coastal Carolina University– Eco-Rep (1/2018-5/2019)

Sustainability Initiative

- Responsible for organizing events on campus promoting sustainability including Pop-up Thrift Shop, an event oriented towards promoting reuse of clothing to reduce contribution to landfill, Weigh the Waste, which raises awareness of food waste in the dining halls on campus, and coordination of multiple Farmers Markets and Sustainability Fairs on campus, bringing over 20 local vendors in contact with students on campus.
- Presented to over 20 classrooms, reaching an upwards total of 300 students about the on-campus Sustainability Initiative. Also designed and presented a talk to approximately 100 members of the CCU Chapter Alpha Delta Pi about the growing concerns of climate change.
- Organization of multiple on and off campus clean ups for multiple groups including fraternities and sororities, as well as other environmental oriented groups on campus.

Sustain Coastal, Coastal Carolina University– Green Team Member (1/2018-5/2019)

Sustainability Initiative

- Key member of the student led recycling program on campus.
- Responsible for collecting recycling from all academic offices, buildings, residents halls, and sporting events.
- Participated in multiple Zero-waste events including football and baseball games, diverting $\pm 90\%$ of all waste generated from the landfill.

Chemistry Department, Coastal Carolina University– Student Grader (1/2019-5/2019)

- Student Grader for Erin Parker, Ph.D.
- Responsible for grading 40+ chemistry lab reports weekly.

Sustain Coastal, Coastal Carolina University- Waste Diversion Coordinator (7/2019-Present)

Sustainability Initiative

- Supervisor of 12-14 students that make up the student led recycling team.
- Ensure that recycling, solid waste, and compost operations are completed daily, communicating with internal and external stakeholders throughout processes.
- Hire and manage staff for daily collection of recyclables and solid waste from all 229 central recycling locations.
- Manage and assist during large scale reduction events such as Zero Waste Football.
- Respond to work orders, customer requests and collection needs, including athletic events and special events.



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

Date: August 10, 2021
From: Parks and Recreation
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Deputy Director
Cleared By: Paul McCulloch, Director
Regarding: 2021 Meeting Schedule

ISSUE:

What meeting time and location should the Parks and Open Space Board adopt for the remainder of the 2021 calendar year?

PROPOSED ACTION:

Option 1: Change the meeting time for the Parks and Open Space Board;

Option 2: Change the meeting location for the Parks and Open Space Board to pre-determined locations for each meeting;

Option 3: Keep the meeting schedule and location as previously decided.

RECOMMENDATION:

Staff has no recommendation.

BACKGROUND:

In both 2018 and 2019, the Parks and Open Space Board met on the 2nd Tuesday every-other month at 12:00 noon in Multipurpose Room B of the Government and Justice Center in Conway. On occasion, the Board has held Meetings or Workshops at the South Strand Recreation Center, the Carolina Forest Recreation Center, and at the Queens Cove Park. The Board must hold at least four (4) meetings annually, at least one (1) each quarter.

ANALYSIS:

The Parks and Open Space Board's By-Laws state in Article VI, Section I the following:
"Meetings be held quarterly (every three months) in a public facility accessible and open to the general public. The date, time, and location of each meeting will be set prior to the meeting. Board members shall be notified via telephone and/or email of short notice changes or meeting cancelations."

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

Date: August 10, 2021
From: Parks and Recreation
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Deputy Director
Cleared By: Paul McCulloch, Director
Regarding: Parks and Open Space Board Bylaws

ISSUE:

Should the Board recommend adoption of amended bylaws to Horry County Council?

PROPOSED ACTION:

Recommend adoption of the amended bylaws.

RECOMMENDATION:

Staff recommends approval.

BACKGROUND:

The Parks and Open Space Board bylaws were originally adopted on April 19, 2011 by County Council Resolution R-41-11. The Resolution simultaneously established Keep Horry County Beautiful as a subcommittee of the Parks and Open Space Board. The main contents of the bylaws for the POSB are Purpose and Duties (Art. II), Officers (Art. III), Membership and Attendance (Art. IV), as well as Election and Designation of Officers (Art. V), Meetings (Art. VI) and the Keep Horry County Beautiful (KHCB) Committee (Art. VII).

ANALYSIS:

The amendments within the bylaws include the following:

- Address change from the Planning and Zoning Department at the Government and Justice Center 1301 Second Ave, Suite 1D09, to the Parks and Recreation Department at the Cochran Building 2830 Oak Street.
- Article V Section I was amended as follows: “The director of the Horry County Planning and Zoning or his/her designee shall designate a secretary to the Board” changed to “The Director of the Horry County Parks and Recreation Department or his/her designee shall designate a staff liaison to the Board.”

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**BY-LAWS
OF THE HORRY COUNTY
PARKS AND OPEN SPACE BOARD**

**ARTICLE I
Name and Address**

The name and address of this board is Horry County Parks and Open Space Board, ~~1301 Second Avenue, Suite 1D09~~2830 Oak Street, Conway, SC 29526.

**ARTICLE II
Purpose and Duties**

The Horry County Parks and Open Space Board shall have the following purposes and duties:

Section I. To promote the preservation and connectivity of open space, scenic areas and vistas, greenways, squares, or village greens.

Section II. To promote the protection and conservation of environmental or natural resources.

Section III. To promote the expansion of quality open space for a wide range of recreational opportunities including playgrounds, playfields, plazas, parks, mini-parks, picnic areas, bicycle or hiking trails, or golf courses for all county residents.

Section IV. To promote tourism emphasizing open space, recreational sites, and natural resources of Horry County.

Section V. To promote education, awareness, and research relating to environmental and natural resources.

Section VI. To assist in coordinating activities with other local and regional organizations, businesses and governmental agencies active in the preservation of open space, recreational sites, and natural resources;

Section VII. To prepare and submit to the Horry County Council a parks and open space plan as a comprehensive guide 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, such as the Horry County Open Space Fund.

Section VIII. To provide for the establishment, appointment, structure and regular conduct of meetings of a Keep Horry County Beautiful (KHCB) Committee, as a certified affiliate of Keep America Beautiful, Inc.

ARTICLE III Officers and Their Duties

Section I. The officers of the Board shall consist of a chairman, vice-chairman and secretary.

Section II. The chairman shall preside over all meetings and represent the Board when the Board is not in session. The chairman shall have the duties normally conferred by parliamentary procedure on such officers.

Section III. The vice-chairman shall perform the duties of the chairman in his/her absence.

Section IV. The secretary shall ensure that accurate records of each meeting are kept and that all correspondence directed by the Board is accomplished. The secretary shall assist the chairman in preparation of the agenda for the meetings, prepare and send out notices for regular and special meetings, prepare and distribute minutes of Board meetings, and establish and maintain the Board's files.

ARTICLE IV Membership and Attendance

Section I. The Board shall consist of eleven (11) members, who must reside in Horry County.

Section II. Members shall be appointed by County Council to serve staggered four-year terms. All terms shall commence July first and end June thirtieth of the appropriate year. Unexpired terms shall be filled for the duration of the term in the manner prescribed for the original appointment.

Section III. Members shall be permitted to serve two (2) consecutive terms. A member can be reappointed to the board after the initial two (2) consecutive terms is separated by a vacancy from the board of at least one (1) calendar year. Members, who are partially filling out an original term of less than two (2) years, shall be eligible to complete that term plus two (2) full terms before vacating office. Partial membership terms being fulfilled for more than two (2) years, shall be considered as a full term.

Section IV. An attendance roster, including the names of members who attended and who did not attend, shall be included in the minutes of each meeting.

Section V. Absence by any member from three consecutive meetings without a valid reason, such as illness or pressing personal commitments, shall be considered a voluntary resignation by the member.

Section VI. The secretary of the Board shall notify the Clerk of County Council of resignations due to absence from meetings and other resignations and vacancies within thirty days of the effective date thereof.

Section VII. Any member of the Board may be recommended for removal for cause by a vote of a two-thirds majority of the Board. Written notice of the recommendation shall be given to the county administrator within five days of the meeting in which the recommendation is officially made.

ARTICLE V

Election and Designation of Officers

Section I. The chairman and vice-chairman shall be elected from the Board's membership at the first meeting subsequent to July first each year. The ~~D~~irector of the Horry County ~~Planning and Zoning~~ Parks and Recreation Department or his/her designee shall designate a ~~secretary~~ staff liaison to the Board.

Section II. The chairman and vice-chairman shall be elected for a term of one year and shall be eligible to succeed themselves.

Section III. Nominations for chairman and vice-chairman shall be made from the floor. The nominee for each office receiving a majority vote of the Committee shall be declared elected.

Section IV. Vacancies in offices shall be filled immediately for unexpired terms by regular election procedures.

ARTICLE VI

Meetings

Section I. Meetings will be held quarterly (every three months) in a public facility accessible and open to the general public. The date, time, and location of each meeting will be set at the prior meeting. Board members shall be notified via telephone and/or e-mail of short-notice scheduling changes or meeting cancellations.

Section II. A majority of the appointed membership [fifty (50) percent plus one (1)] of the Board shall constitute a quorum. A quorum shall be present before any business is transacted, except that less than a majority of the membership may come together for the purpose of adjourning until a later date.

Section III. All business and recommendations of the Board must be approved by a majority of the members present and voting.

Section IV. A record of the vote of each member on all business and recommendations shall be recorded as part of the minutes of each meeting. The chairman shall vote on each issue brought before the Board.

Section V. Special meetings may be called by the chairman. It shall be the duty of the chairman to call such a meeting when requested to do so in writing by a majority of the members of the Board. The secretary shall notify all members of the Board not less than twenty-four hours in advance of such meeting.

ARTICLE VII

Keep Horry County Beautiful (KHCB) Committee

Section I. The Board shall establish the Keep Horry County Beautiful (KHCB) Committee, as a subcommittee.

Section II. The Board shall initially appoint a Board of Directors for the KHCB Committee.

Section III. The Board of Directors shall adopt and amend Rules of Procedure with approval of the Horry County Parks and Open Space Board. These Rules of Procedure shall determine Purposes, Duties, and Membership as well as regulate Officers, their Duties, Terms and their Election. Also Rules of Procedure shall include Meeting requirements, a Mission Statement and shall regulate the Board of Directors, their Duties, Terms and Election.

Section IV. The Board of Directors shall fill vacancies on the KHCB Committee in accordance with Rules of Procedure. Nominations from the general membership are encouraged, provided the nominee agrees to serve.

ARTICLE VIII

Amendments

These by-laws may be amended by a majority vote of the Board, subject to approval by Horry County Council.

ARTICLE IX

Rules

The Board shall from time to time, as the need arises, adopt rules by which to conduct its business. Adoption of these rules will require an affirmative vote by a majority of the Board. All matters not covered by these by-laws or rules adopted hereunder shall be decided by reference to Robert's Rules of Order.

COUNTY OF HORRY)
)
STATE OF SOUTH CAROLINA)

RESOLUTION _____

**A RESOLUTION OF THE HORRY COUNTY PARKS AND OPEN SPACE BOARD TO
HORRY COUNTY COUNCIL RECOMMENDING APPROVAL OF THE AMENDED
BYLAWS.**

WHEREAS, Horry County Council appointed members of the Horry County Parks and Open Space Board who have knowledge, experience, proficiency and/or expertise in the fields of open space, recreation, natural resources, or development; and

WHEREAS, Horry County recognizes the importance of providing high quality active and passive recreation facilities and programs to promote the mental, physical, and social well-being of its citizens; and

WHEREAS, the Horry County Parks and Open Space Board was established to promote and expand quality open space to meet a wide range of recreational needs for all county residents and visitors; and

WHEREAS, the Parks and Open Space Board is charged with and therefore developed the Horry County Parks and Open Space Plan 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 as part of Horry County's parks and open space network; and

WHEREAS, the Parks and Open Space Board has been charged with the general powers, duties, and responsibilities to make recommendations, coordinate activities, undertake projects, and encourage development of all categories of open space, recreational facilities, and areas of environmental and natural resources in Horry County.

BE IT, THEREFORE, RESOLVED THAT:

The Horry County Parks and Open Space Board supports approval of the attached amended bylaws and recommends approval to Horry County Council.

AND IT IS SO RESOLVED.

Dated this 10 day of August , 2021.

HORRY COUNTY PARKS AND OPEN SPACE BOARD

William Kevin Gause, District 10
Chairperson

Samuel T. Johnson, District 11
Vice-Chairperson

Suzanne Pritchard, District 1

Lisa Davis, District 6

Austin Cooke, District 2

Melvin Spain, District 7

Kevin Kiely, District 3

Sarah Diaz, District 8

Robert Ziegler, District 4

Thomas Mezzapelle, District 9



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

Date: August 10, 2021
From: Parks and Recreation
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Deputy Director
Cleared By: Paul McCulloch, 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	\$ 8,746.25



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

Date: August 10, 2021
From: Parks and Recreation
Division: Infrastructure and Regulation
Prepared By: Ashley Cowen, Deputy Director
Cleared By: Paul McCulloch, 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.