



The Town of Hilton Head Island
Parks & Recreation Commission Meeting
Thursday, September 9, 2021 at 3:30 p.m.

AGENDA

This meeting is being conducted virtually and can be watched via the [Town of Hilton Head Island Public Meetings Facebook Page](#)

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
4. **Roll Call**
5. **Swearing in Ceremony for Reappointed Commissioner Thomas Dowling**
6. **Approval of Minutes**
 - July 8, 2021
7. **Appearance by Citizens**

Citizens who wish to address the Commission during the meeting must contact the Board Secretary (341-4770) no later than 2:30 p.m. the day of the meeting. Citizens may also submit their comments in writing via the Town's Open Town Hall Portal (<https://hiltonheadislandsc.gov/opentownhall/>.) The Portal will close at 2:30 p.m. the day of the meeting. Comments submitted through the Portal will be shared with the Commission and made part of the official record.

8. **Reports**
 - **Island Recreation Association Update – Frank Soule**
 - **Parks and Recreation Master Plan Update – Taylor Ladd**
9. **Unfinished Business - none**
10. **New Business - none**
11. **Park Updates**
12. **Park Commissioner Comments**
13. **Adjournment**

Please note that a quorum of Town Council may result if four (4) or more Town Council members attend this meeting.



Town of Hilton Head Island
Parks & Recreation Commission
Regular Meeting
Thursday, July 8, 2021 – 3:30 p.m.
MINUTES

Present from the Commission: Ray Kisiah, *Chairman*, Jack Daly, *Vice Chairman*, Christina Kristian, William Zurilla

Absent from the Commission: Tom Dowling, Joe Monmonier, Jerry Okarma

Present from Town Council:

Present from Town Staff: Taylor Ladd, *Senior Planner*, Karen D. Knox, *Senior Administrative Assistant*

1. Call to Order

Chairman Kisiah called the meeting to order at 3:30 p.m.

2. Pledge of Allegiance to the Flag

3. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

Before the Swearing in Ceremony, Chairman Kisiah spoke honored his friend, Charles Perry who was the first Chairman of the Parks & Recreation Commission who recently passed away. Chairman Kisiah asked everyone to join him in a moment of silence in memory of Mr. Perry.

4. Swearing in Ceremony for Reappointed Commissioners

Diane Busch, Staff Attorney, performed the swearing in of reappointed Commissioners Jack Daly and Christina Kristian.

5. Election of Chairman and Vice Chairman – Commissioner Daly made a motion to nominate Commissioner Kisiah to remain as Chairman. Commissioner Kristian seconded. Chairman Kisiah accepted and the motion passed unanimously. Commissioner Kristian made a motion to nominate Commissioner Daly to remain as Vice Chairman. Commissioner Zurilla seconded. Vice Chairman Daly accepted and the motion passed unanimously.

6. Approval of Minutes

Commissioner Zurilla moved to approve the Minutes of April 8, 2021. Commissioner Kristian seconded. The Minutes were unanimously approved by a vote of 4-0-0.

7. Appearance by Citizens on Items Unrelated to Today's Agenda - None

8. Reports

a. Island Recreation Association Update – Frank Soule

Frank Soule was unable to attend the meeting.

b. Parks and Recreation Master Plan update – Taylor Ladd

Taylor Ladd stated staff joins the Commission in sending condolences to the Perry Family and are grateful for his dedicated work and passion for Parks & Recreation on the Island that has helped get us where we are today.

Ms. Ladd gave an update on the Parks & Recreation Master Plan and mentioned Chairman Kisiah asked her to touch on what the Commission can expect as their role in and the timeline for the upcoming park planning efforts.

Ms. Ladd advised as dictated by the mission and duties for this Commission, your role will continue to be filled in your capacity as a recommending body towards ensuring our Parks & Recreation system is excellent and effective for Island residents and visitors. For the three upcoming park projects, you will be called upon to participate in regular meetings and Workshops that we will be holding, and in some cases, those will be joint Workshops with Town Council and with our Consultants so that you can provide feedback at different intervals during the process. You will be invited to attend open houses and any other public engagement events that will be planned during this time. We also expect for the Commission to provide recommendations about the final park designs at intervals and the initial and final park designs for the three park sites for Town Council to take action on.

The three park sites are Chaplin Community Park, Crossings Park and Mid-Island Tract. Those are all recommendations that came out of our Parks & Recreation Master Planning process as three priority sites for the Town to focus on. They have been divided up across two projects. First, the Mid-Island Tract will be part of a larger holistic redevelopment strategy for the Mid-Island area. This is something that Town Council is very interested in seeing work together collectively because as we know, having a new park can really do leaps and bounds for re-vitalization in the community. We are looking to have the design work for the park work in tandem with a re-development strategy for the general Mid-Island area. For this, the Town received four competitive submittals for the project and our evaluator selected a team led by MKSK. They are a national planning urban design and architecture firm and currently they are also working with the Town on some land planning work for the corridor project. We will have our own Project Manager. They definitely have the capacity to work with us on these two fronts. Second, Crossings and Chaplin Community Park design process will be conducted concurrently together as one project under one consultant. We received six competitive submittals for design services

and selected a team led by Wood & Partners, our local landscape architect firm. They will be joined by Design Workshop as a design consultant.

In order to accommodate breaking up the three parks against two projects, the design teams will hold a joint meeting to vet the programs across the three park sites to ensure continuity in our amenity and recreation offerings. We want it to be very important and understood that the programming across the three parks needs to be looked at together and as part of the whole network. That is why we are going to bring both consultant teams together to get that hammered out and vetted. In the Fall and Winter last year, we worked with the community and put together a program list for the three parks so they will be taking those preliminary lists and taking it to the next step. That will lead into the development of the initial concept plans for the three parks. Currently the contracts for each of these consultant teams are being routed for approval. We will very soon be scheduling our kick off meeting where you will be able to meet our consultants and provide preliminary input with Town Council. We are going to be doing a marketing blitz around all of everything that is going to be happening so we make sure we have everyone from the community involved. The design process for all three parks will follow the same trajectory. MKSK will also be working on a redevelopment strategy so their team structure and what they will be doing will look a little different.

After a brief discussion, Chairman Kisiah asked Ms. Ladd if she would continue to be involved. Ms. Ladd said that as of today, she will be managing the Chaplin and Crossings projects and Jennifer Ray will be taking on the Mid-Island one. Chairman Kisiah cautioned the Commission to go through the process and see what the professionals have to say and not make up their minds until we hear what they have to say. I think if we do that we will come out with a real good product.

9. Unfinished Business - None

10. New Business – None

11. Park Updates - None

12. Park Commissioner Comments

Vice Chairman Daly mentioned when they set out designing Low Country Celebration Park there was always consideration of whether we want it to be event size, festival size, full size football field and amphitheater. There was the question of how much can you program during summer without it being too much. What Island Rec is doing on Thursday nights is right sized. They have amusements and things there for everyone and they have refreshments. The Chairman opened up the floor for public comment again. Several citizens spoke up and wanted to know how they get their voices heard as to what they would like to see. Chairman Kisiah mentioned as Ms. Ladd outlined, there will be many opportunities to give input to make sure we are listening and hearing what folks would like to see. One citizen voiced his concern over pathway safety and educating folks to the rules of the pathway system.

13. Adjournment

The meeting was adjourned at 4:10 p.m.

Submitted by: Karen D. Knox, Secretary

Approved: _____

DRAFT