



# The Town of Hilton Head Island Regular Parks & Recreation Commission Meeting

Thursday, July 26, 2012

3:30 p.m. – Benjamin M. Racusin Council Chambers

## AGENDA

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As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Freedom of Information Act Compliance**  
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
4. **Swearing in Ceremony for New Members** Janet Noonan and Theresa P. Bennett  
*Performed by: Mayor Pro Tem Ken Heitzke*
5. **Election of Chairman & Vice Chairman**
6. **Approval of Minutes**
  - a. Regular Parks & Recreation Commission Meeting of April 12, 2012
7. **Appearance by Citizens on Items Unrelated to Today's Agenda**
8. **Reports**
  - a. Update from Island Recreation Association – Mr. Frank Soule
  - b. County Funding – Mr. Frank Soule
  - c. Update from Mr. Frank Babel, Bicycling Advocate
9. **Unfinished Business**
10. **New Business**
  - a. Mid-year grant summary – Marcy Benson
  - b. Recommendation on the Proposed Shelter Cove Community Park – Potential Park Elements
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.

**The Town of Hilton Head Island  
Parks & Recreation Commission  
Thursday, April 12, 2012  
3:30 p.m.**

**Members Present:** Jack Hamrick, Peter Keber, Heather Rath, Timothy Singleton, Marc Stuckart

**Members Absent:** Daniel Gafgen

**Town Staff:** Scott Liggett, Julian Walls, Anne Cyran

**Other:** Frank Soule, *Island Recreation Association*

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**I. Call to Order**

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

**II. Pledge of Allegiance to the Flag**

**III. Freedom of Information Compliance**

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

**IV. Approval of Minutes**

The minutes of March 8, 2012 were approved as presented.

**V. Appearance by Citizens:**

A citizen with the sailing & rowing club announced that on Friday, April 20, 2012 at 6:30pm there will be a presentation “Flying on Water” America’s Cup by Golden Gate Yacht Club Vice Commodore Tom Ehman at the Hilton Head Island High School – V Pac Center.

**VI. Reports**

**Update from Island Recreation Association.** Mr. Frank Soule reported on the following:

- 600 kids are signed up and playing soccer.
- The dome came down from pool. The pool has been re-plastered and retiled and filled up by Fire & Rescue. We are working to make the pool more ADA compliant – a second lift has been added to assist in getting a person in and out of the pool per Federal requirements.
- WingFest was rained out at 2:00 p.m.

Commissioner Rath commended Mr. Soule and the Island Recreation Center staff for the tremendous job with the Easter Eggstravaganza at Shelter Cove Community Park. Mr. Soule estimated that approximately 2,500 people were in attendance for the one and a half hour event. Commissioner Rath also stated that more bike racks are desperately needed at Shelter Cove Community Park.

**VII. Unfinished Business:** none

**VIII. New Business**

**Capital Improvement Program Fiscal Year 2013 Proposed Priority List.** Mr. Scott Liggett stated the he is seeking this Commission's endorsement of the FY2013 Proposed Priority Projects as well as the Capital Improvement Project (CIP) for the upcoming fiscal year and seeking the Commission's recommendation that Town Council consider these projects and that they be funded in the upcoming fiscal year budget.

- Staff recommends \$60,000 in FY13 funding for the "Honey Horn Access Improvements (including pathway) Project" to extend the pathway portion of the proposed project to a suitable terminal point interior to the Honey Horn property.
- Staff completed the "Driessen Beach Park Boardwalk Expansion" during FY12. Staff recommends that \$50,000 be budgeted in FY13 to construct an improved maintenance access way behind the baseball fields at Crossings Park.
- This item remains intact: funds to expand the tennis courts at Chaplin Park. Funding for Island Recreation Center Enhancements. \$700,000 funding in FY13 represents the Sailing & Rowing project.
- A new wrinkle: Town Council elected to purchase the Life Span building. This building has the potential to house a Senior Center. Expectation is that Town Council is receptive to some funding to pursue that in FY13.
- Staff recommends funding to develop Collier Beach Park.

Chairman Stuckart inquired about the Memorandum of Agreement with Beaufort County. Mr. Liggett replied that a meeting is set to take place on Monday, April 16, 2012. Town Council recently authorized the execution of that Agreement for the Town, Beaufort County and Island Recreation Association.

Commissioner Singleton commended Mr. Liggett and staff for all the work that has been done – in particular upgrades to pathways along U.S. 278. Commissioner Singleton asked when Jarvis Park and Green Shell will move up on the Priority List.

Mr. Liggett stated that upgrades funded in this fiscal year will be completed this fiscal year. Jarvis Park and Green Shell are in short term (1-3 years).

Commissioner Singleton stated that he appreciates priorities but speaking from a social economic situation and a Native Islander standpoint, those parks need work. They are beautiful areas but are going down fast.

Mr. Liggett suggested the Commissioners reach out to park users to find out what type of enhancements the community wants.

Commissioner Hamrick made a motion to accept the FY2013 Proposed Priority Projects as well as the Capital Improvement Project (CIP) for the upcoming fiscal year and that this Commission

recommends to Town Council to consider these projects and that they be funded in the upcoming fiscal year budget. Commissioner Singleton seconded.

**IX. Updates - none**

- X. **Park Commissioner Comments:** Commissioner Rath stated she is in favor of Mr. Liggett's suggestion of a community forum. That is a great way to address the wants and needs of the community.

Commissioner Singleton suggested including the Town Council member for that ward in the community meeting to discuss what is going on – an information session. A workshop with a structured purpose.

Commissioner Hamrick agreed that Green Shell and Jarvis Park need to be added to a higher priority.

Chairman Stuckart stated that he will work with Commissioner Rath and Mr. Liggett to work out details for a workshop.

**XI. Adjournment**

There being no further business, the meeting adjourned at 4:11p.m.

Respectfully submitted by Eileen Wilson

Approved by: \_\_\_\_\_  
Marc Stuckart, Chairman



# **TOWN OF HILTON HEAD ISLAND**

*Community Development Department*

**TO:** Parks and Recreation Commission  
**FROM:** Marcy Benson, *Senior Grants Administrator*  
**DATE** June 29, 2012  
**SUBJECT:** 2012 Mid-year Grant Summary

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Attached please find the annual mid-year summary of grant and award activity for the 2012 calendar year

**Quarterly Grant Update (Calendar Year)**

**July 2012**

**Grants Awarded in 2012 Calendar Year**

<b>Funding Source</b>	<b>Project</b>	<b>Amount Awarded</b>	<b>Notification Date</b>
ATAX	Municipal Town Operations – Tourism Support (2013 Forward Funding Request)	\$878,106 (requested \$1,103,876)	02/02/2012
Municipal Association/SCMIT	Public Works Equipment Cost Sharing Program	\$452.96	03/06/2012
SCPRT/PARD (FY 2011 & FY2012)	Jarvis Creek Park Upgrades (Play structure)	\$14,795.71 (FY11= \$9,065.11 & FY 12= \$5,730.60)	06/08/2012
<b>Total</b>		<b>\$893,354.67</b>	

**Grants Reimbursed in 2012 Calendar Year**

<b>Funding Source</b>	<b>Project</b>	<b>Amount Awarded</b>	<b>Date Reimbursed</b>
SCDHEC/OCRM	Port Royal Beach Renourishment Project (2010 grant award)	\$774,528	04/18/2012
<b>Total</b>		<b>\$774,528</b>	

**Grants Applied For in 2011& 2012 Calendar Year (Pending Award Notification)**

<b>Funding Source</b>	<b>Project</b>	<b>Amount Applied For</b>	<b>Date Application submitted</b>
SCPRT/Recreational Trails Program	US 278 Multi-Use Pathway from Fresh Market Shoppes to Long Cove	\$100,000	04/11/2012
SCPRT/Recreational Trails Prg.	Gardner Drive Multi-Use Pathway	\$100,000	04/11/2012
Dept. of Homeland Security (Assistance to Firefighters Grant)	Stove Top Fire Stop Extinguishers	\$3,000	04/20/2012
<b>Total</b>		<b>\$203,000</b>	

**Grant Applications Denied or Declined in 2012 Calendar Year**

<b>Funding Source</b>	<b>Project</b>	<b>Amount Applied For</b>	<b>Notification Date</b>
DHA/FEMA Assistance to Firefighters Grant	25 on board vehicle cameras	\$257,500	01/19/2012
SC Budget & Control Board	HHPSD project/DO system for aeration	\$160,000	01/20/12 HHPSD declined funding reimbursement due to underestimated initial project costs.
<b>Total</b>		<b>\$417,500</b>	



# **TOWN OF HILTON HEAD ISLAND**

*Department of Community Development*

**TO:** Parks & Recreation Commission  
**FROM:** Heather L Colin, AICP, *Development Review Administrator*  
**CC:** Charles F. Cousins, AICP, *Director of Community Development*  
**DATE:** July 18, 2012  
**SUBJECT:** Proposed Shelter Cove Community Park – Potential Park Elements

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## **Recommendation:**

Staff recommends that the Parks & Recreation Commission make a recommendation to Town Council to approve the attached list of potential park elements to be used to further develop detailed plans for permitting and construction.

## **Summary:**

As part of the Mall redevelopment plans, a community park is proposed to be relocated from its current location to a larger space behind the existing mall that encompasses more of Broad Creek. The plans show various elements for illustrative purposes and at this point staff is requesting direction on the elements that may be included in more detailed design and permitting.

## **Background:**

Town Staff, Island Recreation Association and the mall developers (Blanchard and Calhoun, Mark Senn) have met on a couple of occasions to discuss the potential land swap for the park and how it can be designed and constructed to meet everyone's needs. The general design principles include a park that is flexible for various types of events, while encouraging regular day to day use in a passive manner. The elements of the park are listed in the attached list.

## **Proposed Shelter Cove Community Park**

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07/23/2012

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### Proposed Uses:

1. Community Park for Island wide events (Wing Fest, Snow Day, Italian – American Festival, etc.); and
2. Other events related to the Mall redevelopment.

### Proposed Physical Improvements:

1. Large open space
2. Electrical hook-ups and water spigots (located on the edges of open space)
3. Parking throughout the mall development and on-street parking
4. Internal pathways with connectivity to other public pathways
5. Bike racks
6. Wi-Fi
7. Playground with picnic shelter
8. Restroom and storage building
9. Site furnishings including benches, picnic tables, trash receptacles, arbor swings, etc.
10. Low-level (security) lighting
11. Pier/Dock
12. Signature element such as a fountain and/or public art piece

