



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

Thursday, October 24, 2013

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. **Approval of Minutes**
  - a. Regular Parks & Recreation Commission Meeting of July 11, 2013
5. **Appearance by Citizens on Items Unrelated to Today's Agenda**
6. **Unfinished Business**
7. **New Business**
  - a. Proposed 2014 Parks & Recreation Commission Schedule of Meetings
  - b. Proposed Shelter Cove Community Park – Conceptual Master Plan
8. **Park Updates**
9. **Park Commissioner Comments**
10. **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, July 11, 2013  
3:30 p.m.**

**Members Present:** Theresa Bennett, Peter Keber, Fred Lowery, Heather Rath, Andrew Schumacher

**Members Absent:** Janet Noonan

**Town Council:** William Harkins, *Mayor Pro-Tem*; Lee Edwards

**Town Staff:** Scott Liggett, Marcy Benson, Nicole Dixon, Bryan McIlwee, Teri Lewis

**Other:** Frank Soule, *Executive Director for Island Recreation Association*

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**I. Call to Order**

Vice Chairman Rath 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. Swearing In of New Commissioner.** Mayor Pro-Tem William Harkins performed the swearing in ceremony of new Commissioner, Andrew Schumacher.

**V. Election of Chairperson and Vice Chairperson.** Commissioner Bennett nominated Commissioner Rath for Chairperson. Commissioner Rath accepted the nomination. The Commission voted unanimously to elect Commissioner Rath as Chairperson for the term July 2013 to June 2014. Commissioner Rath nominated Commissioner Keber for Vice Chairperson. Commissioner Keber accepted. The Commission voted unanimously to elect Commissioner Keber as Vice Chairperson for the term July 2013 to June 2014.

**VI. Approval of Minutes**

The minutes of the regular Parks & Recreation Commission Meeting of June 13, 2013 were approved as presented.

**VII. Appearance by Citizens** – Mr. Frank Babel, Cycling Advocate, gave an update on the following:

- Pathways are in great shape – they are being refurbished.
- There is a new pathway at Leg ‘o Mutton and at Wexford to Fresh Market.
- Three new crosswalks were installed for safety purposes.
- The kiosk project is complete; a collaboration of the Bicycle Advisory Committee, Town of Hilton Head Island, Rotary and the Women’s Auxiliary.
- Currently have 30 volunteer bike ambassadors who provide direction, safety tips, first aid and more.
- Upcoming Events: Pedal 4 Kids in September and then the 350/30 Celebration.

Chairperson Rath stated that the new crosswalk near Yacht Cove is getting a lot of use but the problem is visitors are riding bicycles on the opposite side of the street facing traffic and in the Yacht Cove turn in lane. Bike pathways need to be built there as soon as possible.

Chairperson Rath stated that the kiosk located near Pineland Station is a great location and receives a lot of use.

Chairperson Rath stated that she has witnessed a lot of spandex riders in the street not going with the flow of traffic and inquired as to what other communities are doing about this. Mr. Babel replied that the spandex riders are permitted to ride on the street, with the flow of traffic, as far to the right as practical. There are too many obstacles (pedestrians, strollers etc.) on the pathway for a "spandex rider". If they are riding against the flow of traffic, that is an enforcement issue.

## VIII. Reports

- **Update from Island Recreation Association.** Mr. Frank Soule reported on the following:
- Moving into the new Senior center located at 58 Shelter Cove Lane. Hope to have a grand opening in September.
- The new parking lot is underway.
- Overview of the parks survey – received 139 opinions on our parks – all good.
- July is National Parks and Recreation month – received a proclamation from Town Council. For National Parks and Recreation month, we received a donation to plant flowers at Jarvis Creek Park.
- Working with Alex Brown and Councilman Marc Grant as a way to reach out to native communities about various programs such as Gator Football by sending updates to churches and POA leaders.
- Working with the Boys & Girls Club for a transportation grant for next summer.
- Beaufort County is in the process of doing a budget amendment due to a technical error so that the \$75,000 will be included in the coming fiscal year on top of the \$140,000 that was budgeted.

Commissioner Lowery asked how many public pools are in Beaufort County. Mr. Soule replied that there are five: a part-time pool in Beaufort then three year-round pools and the Island Recreation Center. Commissioner Lowery asked about usage based versus allocation of funds by Beaufort County. Mr. Soule replied that the County funds its pool a little over \$300,000, the Island Recreation Center operates at a little over \$200,000. Our participation levels are equal to the three pools in Beaufort and almost all three pools together we do about 64,000; they do 65,000.

Mr. Soule stated that the Island Recreation Association will continue to apply pressure to Beaufort County to not only continue funding but for a much needed increase in funding. Mr. Soule stated that citizen involvement is necessary in moving forward with requests for funding.

Chairperson Rath stated that old tournament signs at Chaplin Community park need to be removed. Mr. Soule replied that they would be removed.

**IX. Unfinished Business:** none

**X. New Business**

**Grant Updates:** Ms. Marcy Benson reviewed the annual mid-year summary of grant and award activity for the 2013 calendar year. Ms. Benson is in the process of applying for three new grant applications. Two are from the SC Department of Parks & Recreation & Tourism for their Recreational Trails Program. The Town is applying for the Pembroke Drive pathway and the Gardner Drive pathway – for the full grant amount of \$100,000 each; construction is intended for later this year. The third grant application is to SC DHEC for a watershed based plan at the headwaters of Broad Creek in the amount of \$50,000.

**Proposed Park Name Approval:** Ms. Dixon and Mr. McIlwee presented this agenda item. Town Council purchased a tract of land for development as a neighborhood park and water access facility located at 133 Squire Pope Road. The property sits along the waters of Skull Creek. The goal and intent of the park name is to provide a clear and brief name that emphasizes the park's function, location, physical features, or association with Hilton Head Island. Staff recommends the name of Skull Creek Community Park and Dock.

Commissioner Lowery has recommendation for the name: “Rowing and Sailing at Skull Creek Park”

Chairperson Rath: open for comments.

Councilman Edwards: At the Town Council retreat we discussed why this park was being developed. There were two main motivators: teach young people how to row and sail and how to compete. The other is for neighboring citizens to have access to fish, crab, and have community gatherings. The Town currently has seven beach parks, seven community parks, and seven recreational or athletic parks. We do not have a Town paid for park that provides access to the water. To name this park anything other than “rowing and sailing” would be a missed opportunity.

Mayor Pro-Tem Harkins stated he was in support of Councilman Edwards position. This park is a unique site that provides opportunity to access water for everyone. It is critical that rowing & sailing be included in the name of the park.

Mr. David Erdman, President and Coach of Hilton Head Island H.S. Rowing Team, stated that one of the objectives for the rowing community is to attract universities, colleges and prep schools in the Northeast and the Mid-West to come to Hilton Head Island and row in February, March and April to boost tourism during a slow time here tourist wise. Mr. Erdman agrees that rowing and sailing should be included in the name of the park.

Dr. Lou Strayer stated that this park is for non-motorized vessels and so the word dock should not be in the name of the park but rowing and sailing should be included in the name.

Mr. Frank Soule stated that rowing and sailing needs to be in the title as a key component for marketing.

Commissioner Lowery made a motion to recommend to Town Council the name Rowing & Sailing Center at Skull Creek Park - park says it is for the community; the word community should be eliminated because it makes it too long. Commissioner Schumacher seconded. Chairperson Rath stated "I would like to add the word community when it gets to Town Council if you would consider that." The motion was approved unanimously.

**XI. Park Updates - none**

**XII. Park Commissioner Comments**

Commissioner Bennett complimented Town staff on the new Xeriscape sign located on the pathway.

Commissioner Lowery thanked Facilities Management for clearing shrubbery that intruded on the pathway in the South Forest Beach area.

Chairperson Rath stated the swing at Jarvis Creek Park is great and getting a lot of use. The next scheduled Parks & Recreation Commission meeting is Thursday, August 8 at 6:00 p.m. at the Island Recreation Center to encourage more community involvement in our meetings.

**XIII. Adjournment**

There being no further business, the meeting adjourned at 4:40 p.m.

Respectfully submitted by Eileen Wilson

Approved by: \_\_\_\_\_  
Heather Rath, Chairperson

Town of Hilton Head Island

**2014 Parks and Recreation Meeting Dates**

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**2<sup>nd</sup> Thursday of every month at 3:30 pm**

Benjamin M. Racusin Council Chambers

One Town Center Court

January 9, 2014	July 10, 2014
February 13, 2014	August 14, 2014
March 13, 2014	September 11, 2014
April 10, 2014	October 9, 2014
May 8, 2014	November 13, 2014
June 12, 2014	December 11, 2014



# **TOWN OF HILTON HEAD ISLAND**

*Department of Community Development*

**TO:** Parks & Recreation Commission  
**FROM:** Jennifer B. Ray, *ASLA, Urban Designer*  
**CC:** Charles F. Cousins, *AICP, Director of Community Development*  
**DATE:** October 14, 2013  
**SUBJECT:** Proposed Shelter Cove Community Park – Conceptual Master Plan

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## **Recommendation:**

Staff recommends that the Parks & Recreation Commission review and comment on the attached Conceptual Master Plan for the proposed Shelter Cove Community Park.

## **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 Conceptual Master Plan has been developed based on the program reviewed by this Commission as well as the Public Facilities Committee, and approved by Town Council.

## **Background:**

Town Staff, the mall developers (Blanchard and Calhoun, Mark Senn), Island Recreation Association, and the Shelter Cove Harbour Company have met on several occasions with members of Blanchard and Calhoun's design team, Wood+Partners, to discuss the design for the community park. The general design principles include a park that is flexible for various types of events, while allowing and encouraging regular day-to-day use in a passive manner.

The Proposed Physical Improvements approved in September 2012 include the following:

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

## **Proposed Shelter Cove Community Park**

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Key features of the park as shown on the attached master plan (prepared by Wood+Partners, dated October 1, 2013) include a park entry with water feature; a central event lawn including shade structures, seating areas, and an event plaza with potential for public art; a festival lawn including a playground with shade sails, restrooms, and a sunset pavilion; a waterfront pedestrian promenade including arbor swings and interpretive signage; picnic shelters; a performance lawn including an elevated performance plaza and open air shelter; and a garden lawn with “back-of-house” staging. A long boardwalk with open-air pavilion at terminus is being considered in conjunction with the event plaza.



OPEN AIR PAVILION



OPEN AIR BOARDWALK PAVILION



OPEN AIR BOARDWALK PAVILION



ARBOR SWING



PERFORMANCE LAWN



ELEVATED DECK/EVENT PLAZA



WATERFRONT PARK



PLAYGROUND WITH SHADE SAIL



SHADE STRUCTURE



MOVEABLE CHAIRS FOR PEOPLE WATCHING



SHADE STRUCTURE



WATER FEATURE

SUNSET PAVILION AND RESTROOMS WITH WEST FACING PATIO  
SUNSET LAWN  
PLAYGROUND WITH SHADE SAIL

PEDESTRIAN ACCESS  
SERVICE ACCESS

BUMP OUTS WITH SEATING EVERY 200'

BOARDWALK (20') WITH PAVILION AT TERMINUS  
EVENT PLAZA WITH POTENTIAL FOR PUBLIC ART

SHADE STRUCTURE WITH BOSQUES (MOVEABLE CHAIRS FOR PEOPLE WATCHING)

PROMENADE WITH INTERPRETIVE SIGNAGE

PICNIC SHELTER

PEDESTRIAN PROMENADE

ARBOR SWINGS (TYP.)

ELEVATED PERFORMANCE PLAZA WITH OPEN AIR SHELTER

GARDEN ROOM AND "BACK OF HOUSE" STAGING

FESTIVAL LAWN

EVENT LAWN

FESTIVAL LAWN

PERFORMANCE LAWN

GARDEN LAWN

PICNIC SHELTER

PEDESTRIAN ACCESS

LOW WALL

SEAT STEPS

WATER FEATURE

MAIN PARK ENTRY

PEDESTRIAN ACCESS

LOW ORNAMENTAL FENCE WITH PLANTINGS

BIKE CORRAL

GATED SERVICE ACCESS

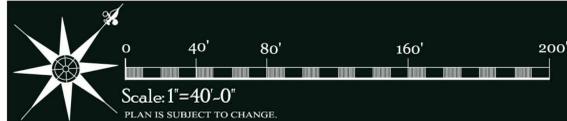
AERATING FOUNTAIN



LOW PLANTINGS AT STREET PARKING



ORNAMENTAL FENCE



# SHELTER COVE COMMUNITY PARK Preliminary Concept Master Plan

Hilton Head Island, SC  
October 1, 2013

Prepared By:

**Wood+Partners Inc. WPI**  
Landscape Architects  
Land Planners