



The Town of Hilton Head Island
Parks & Recreation Commission Meeting
Thursday, February 10, 2022, 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. **Approval of Minutes**
 - January 13, 2022
6. **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.
7. **Reports**
 - a) **Bike Walk Hilton Head Island – Frank Babel**
8. **Unfinished Business**
9. **New Business**
 - a) **Overview of Commission Role and Mission – Taylor Ladd**
10. **Updates**
 - a) **Park Updates – Aaron Black**
 - b) **Staff Report – Taylor Ladd**
11. **Park Commissioner Comments**

12. **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, January 13, 2022 – 3:30 p.m.
MINUTES

Present from the Commission: Ray Kisiah, *Chairman*; Thomas Dowling; William Zurilla; Jerry Okarma; Christina Kristian; Mike Manesiotis

Absent from the Commission: Jack Daly, *Vice Chairman*

Present from Town Council: Bill Harkins; Tom Lennox; Glenn Stanford; Tamara Becker

Present from Town Staff: Jeff Buckalew, *Interim-Director of Infrastructure Services*; Angie Stone, *Assistant Town Manager*; Jennifer Ray, *Capital Program Manager*; Aaron Black, *Facilities Manager*; Taylor Ladd, *Project Manager*; Carolyn Grant, *Communications Director*; Karen 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.

4. Roll Call – All Commissioners were present except for Vice Chairman Daly who was excused.

5. Approval of Minutes

- December 9, 2021

Commissioner Zurilla moved to approve. Commissioner Kristian seconded. The Minutes were unanimously approved.

6. Appearance by Citizens - There were no requests from citizens to appear before the Commission.

7. Reports

- a) **Island Recreation Association Update** – Frank Soule reported on the following:
- IRC was closed for several days in December for a deep high-level cleaning. Both gymnasium floors were also resurfaced.
 - The Senior programs continue to be very successful with exercise classes and board games.
 - Winter adult programming in swimming, volleyball and pickleball have been well attended.
 - 300 children have signed up for youth basketball and 100 children signed up for flag football program.
 - The following events are coming up: Snow Day, Seafood Festival, and Wing Fest 25th Anniversary.

8. Unfinished Business

a) **FY23 CIP Planning – Jennifer Ray**

Jennifer Ray reviewed the list of FY23 CIP Proposed Priority Projects for parks and stated the Committee's recommendation will go to the Planning Commission-CIP Committee for their consideration and then to the Full Planning Commission before it goes to Town Council as part of their budget for adoption in June.

The Commissioners asked if any progress has been made concerning Barker Field. Ms. Ray noted the Town Manager has been in discussions with the County Administrator. At this time nothing has been brought forward to Town Council, but it appears that it is headed in the right direction. Staff is optimistically including it on this list and hopefully in the coming months we will be able to share some details.

Commissioner Dowling moved to approve the FY23 CIP Proposed Priority Projects List as presented. Commissioner Zurilla seconded. The motion was unanimously approved.

9. New Business

a. **Discussion of Park Maintenance – Aaron Black**

Aaron Black gave an overview of Facilities Management, including performance expectations such as responding to issues in a timely manner, performing maintenance to standard and with consistency, strengthening the Town's partnership with Island Rec. and working with the CIP team.

Mr. Black also advised the Commissioners of a mobile app called See Click Fix where if you see an issue anywhere on the Island you can easily put in a request to get it fixed. The requests go straight to Facilities Management.

Following Mr. Black's presentation, he answered questions from the Commission.

10. Park Updates – Taylor Ladd

Taylor Ladd noted staff is anticipating Town Council will be having a Workshop in February to discuss the Mid-Island Tract and Redevelopment strategy project. That meeting will be followed up in March by a Workshop with Town Council to look at the Chaplin and Crossings Redevelopment projects. Ms. Ladd reminded the Commissioners that at the February meeting we will have a review of Rules & Procedures and I will be going over your role and mission to make sure we are all on the same page.

11. Park Commissioner Comments

Chairman Kisiah stated he was very excited about the possibility of Barker Field, and it is great to have Aaron Black on board. This is a very exciting time to be involved in parks and recreation on Hilton Head Island.

12. Adjournment

By unanimous vote, the meeting was adjourned at 4:35 p.m.

Submitted by: Karen D. Knox, Secretary

Approved: [Date]

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov