



The Town of Hilton Head Island
Parks & Recreation Commission Meeting
Thursday, March 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**
 - February 10, 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) **Island Recreation Association – Frank Soule**
8. **Unfinished Business**
9. **New Business**
 - a) **Town Parks Overview, Part 1: Regional, Community and Mini Parks – Taylor Ladd**
10. **Updates**
 - a) **Park Updates – Aaron Black**
 - b) **Rowing and Sailing Center – Nicole Dixon**
 - c) **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, February 10, 2022 – 3:30 p.m.
MINUTES**

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

Present from Town Council: Bill Harkins; Glenn Stanford

Present from Town Staff: Angie Stone, *Assistant Town Manager*; Jennifer Ray, *Capital Program Manager*; Aaron Black, *Facilities Manager*; Taylor Ladd, *Project Manager*; 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.

5. Approval of Minutes

- January 13, 2022

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

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

7. Reports

a) Bike Walk Hilton Head Island – Frank Babel

Frank Babel reported on biking on Hilton Head Island and the Bike Walk Hilton Head Island Group. After Mr. Babel's presentation, he answered questions from the Commission. Chairman Kisiah thanked Mr. Babel for his report.

8. Unfinished Business - None

9. New Business

a. Overview of Commission Role and Mission – Taylor Ladd

Taylor Ladd gave an overview of the Purpose and Duties of the Parks & Recreation Commission. After Ms. Ladd's presentation, she answered questions from the Commission. The Commission acknowledged the importance in understanding their role, to take it seriously and to do a great job promoting Parks and Recreation on Hilton Head Island.

10. Updates

a) Park Updates – Aaron Black

Aaron Black reviewed SeeClickFix and the MyHHI application. Mr. Black gave an update on the various initiatives Facilities Management is undertaking in Parks prior to the start of the tourist season.

Following the presentation, Mr. Black answered questions from the Commissioners. The Commission observed that if things are not maintained it doesn't matter how good your program is. They are supportive of the work Mr. Black is doing with the Facilities team. A great maintenance program is what makes our Parks worth going to see.

b) Staff Report – Taylor Ladd

Taylor Ladd reported the next scheduled meeting is March 10th. Town Council had a Workshop this week about Mid-Island. The Council Workshop for Chaplin and Crossings will take place in the Spring. The CIP Budget for FY2023 is going before the Planning Commission on February 16, 2022. The Commission's Semi-Annual Update with Town Council is scheduled for March 15, 2022. Town Council has started meeting in person again this week. The plan, pending our pandemic numbers will be to slowly re-integrate Boards and Commissions back to in person meetings as we dial in the process with Council.

Chairman Kisiah stated he attended the Town Council Workshop on the Mid-Island Tract, and this is such an exciting time to be involved in Parks and Recreation on this Island. The Mid-Island Tract is going to something very special.

11. Park Commissioner Comments

12. Adjournment

The meeting was adjourned at 4:52 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



TOWN OF HILTON HEAD ISLAND

Staff Memo

TO: Parks & Recreation Commission
FROM: Nicole Dixon, AICP, CFM, Development Review Program Manager
VIA: Shawn Colin, AICP, Senior Advisor to the Town Manager
CC: Teri Lewis, AICP, Development Services Manager
DATE: March 2, 2022
SUBJECT: Rowing & Sailing Center Proposed Shed

Hilton Head Island Crew, which operates under the Palmetto Rowing Club, is proposing to fund and construct a 12-foot by 12-foot storage shed within the existing fenced storage yard at the Rowing and Sailing Center at Squire Pope Community Park. The shed will provide enclosed shelter for rowing machines, measuring devices and other equipment currently being destroyed because of exposure to the elements.

Once constructed, the Town will partner with the Palmetto Rowing Club to provide maintenance of the structure, which is consistent with how the maintenance of the covered boat storage structure is handled.

From: [David Erdman](#)
To: [Dixon Nicole](#)
Subject: Proposal to Add a Storage Shed inside the Rowing and Sailing Center
Date: Wednesday, February 23, 2022 8:35:28 PM
Attachments: [89D24989-F1C1-4913-A04F-CC507B707024.heic](#)

THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION

My name is David Erdman and I am Founder, Member of the Board, Coach and Treasurer of the Hilton Head Island Crew.

We row out of the Rowing and Sailing Center at Squire Pope Community Park, 167 Squire Pope Road, built from funds we raised.

Our one issue is lack of indoor storage space.

We have rowing machines, with drive mechanisms that rust and measuring devices which the salt air destroys and we need to get them indoors out of the elements, especially in our off seasons.

We have some indoor storage space in the Bathroom building, 163 Squire Pope Road but it is inadequate to store all of our weather sensitive equipment.

Our proposal: We want to build a wooden storage shed, 12 feet by 12 feet at the base, 8 feet high with a roof slanted from 8 feet to 14 feet to blend in and match the roof line of the existing building.

The shed would be built inside the footprint of our fenced in Boat Shed all the way to the left side, when facing the front, and all the way to the back. It will be unobtrusive and most casual visitors to the park will not be aware of it.

It will be built by our members using funds we are raising.

David A. Erdman



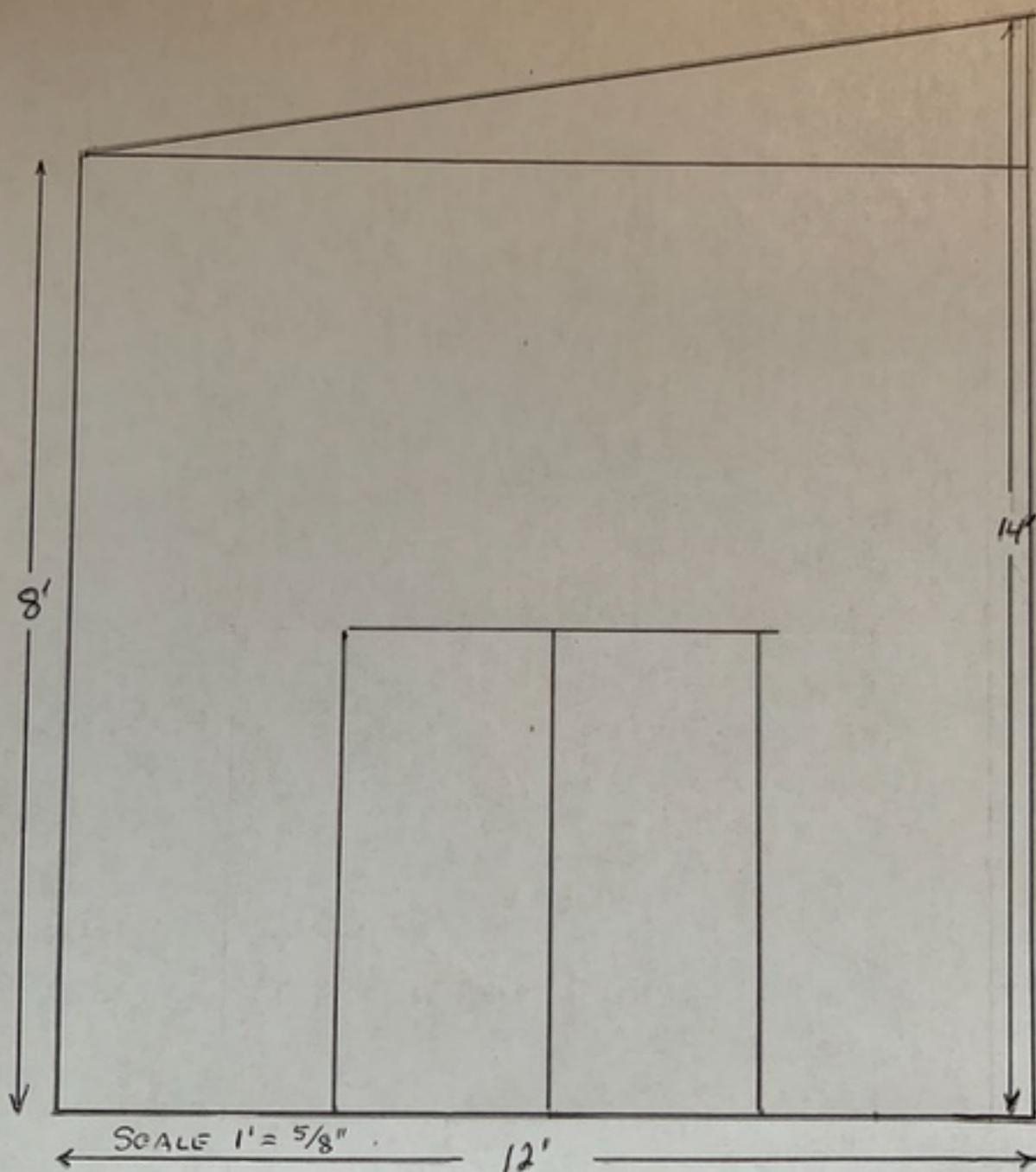
- Attachments:
1. A Picture of the Front of the Boatshed.
 2. A picture of the Left doorway into the Boatshed.
 3. A picture inside the Left Doorway of the back fence where the Storage shed will be built.
 4. A top view of the Storage shed, illustrating the size and placement of the Storage Shed.
 5. Front Sketch of HHIC Storage Shed







STORAGE SHED



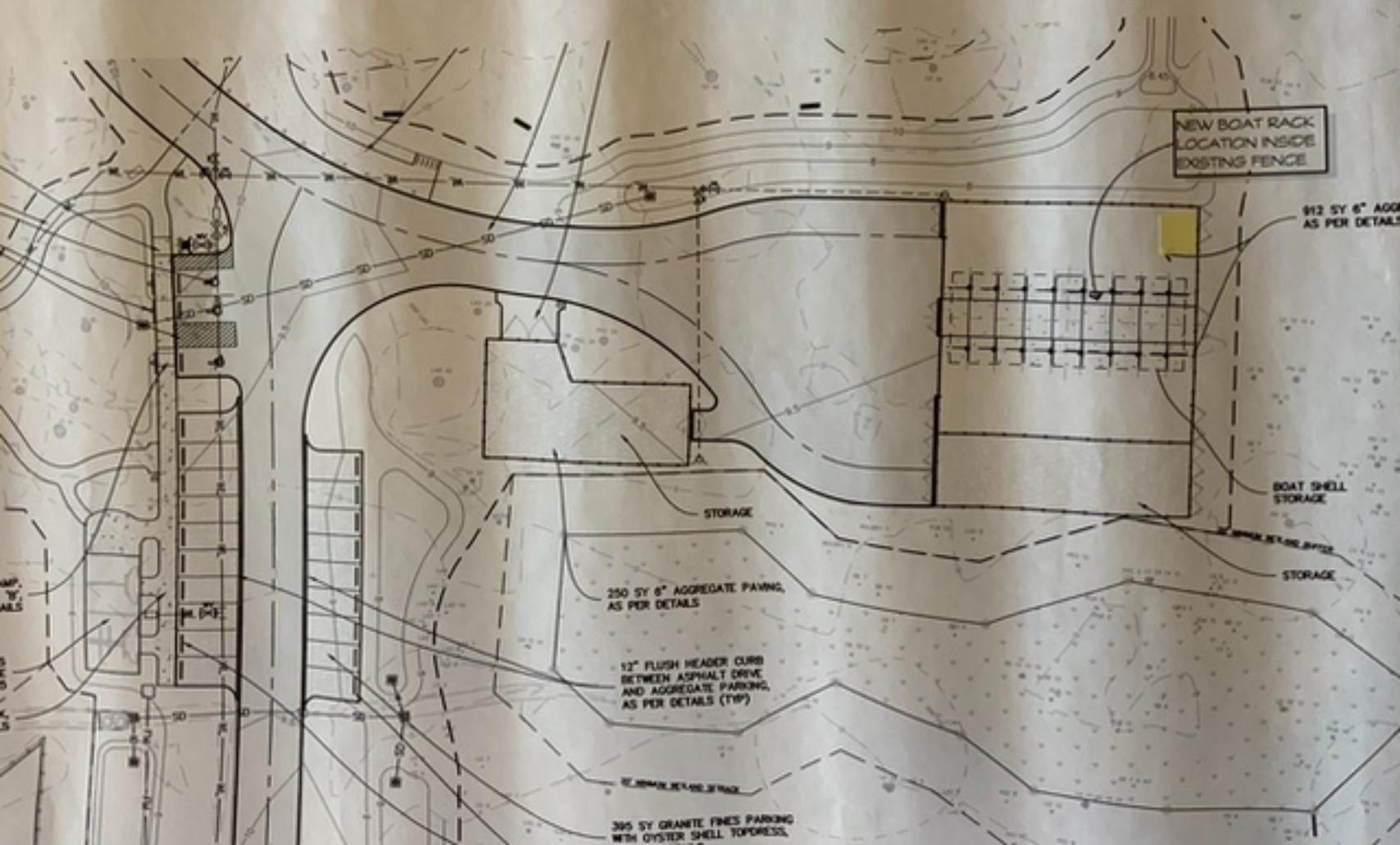
DAE
2/23/22

COND
RACK

BUILDING PLAN

SCALE: 1/4"=1'-0"

1
A-1



NEW BOAT RACK
LOCATION INSIDE
EXISTING FENCE

912 SY 6" AGGREGATE PAVING
AS PER DETAILS

STORAGE

250 SY 6" AGGREGATE PAVING
AS PER DETAILS

12" FLUSH HEADER CURB
BETWEEN ASPHALT DRIVE
AND AGGREGATE PARKING
AS PER DETAILS (TYP)

BOAT SHELL
STORAGE

STORAGE

395 SY GRANITE FINES PARKING
WITH OYSTER SHELL TOPDRESS

SITE DEVELOPMENT PLANS
TOHHI ROWING & SAILING CENTER
 Hilton Head Island, South Carolina



PLAYGROUND - 47' X 53';
 PLAYGROUND BY ROCKS &
 ROPES OR EQUAL AND 12"
 DEPTH SAFETY SURFACE
 (ENGINEERED WOOD FIBER)
 INSTALLED AT GRADE UNDER
 PLAYGROUND EQUIPMENT
 AND FEATHERED OUT TO
 MATCH EXISTING GRADE AT
 SIDEWALKS (CONTACT
 CHURCHICK RECREATION &
 DESIGN 843-757-3156).
 PROPOSED 2020
 CONSTRUCTION

GREENE PINKNEY MID OHIO
 SECURITIES
 6400 S. LAGOON DRIVE
 PANAMA CITY BEACH FL
 32408
 R511 007 000 006A 0000

RESTROOMS AND
 KAYAK STORAGE
 FFE:10.25

20' ADJACENT
 USE SETBACK

30' ADJACENT
 USE SETBACK &
 EXISTING TYPE C
 BUFFER

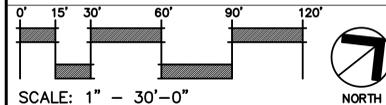
30' ADJACENT
 USE SETBACK &
 EXISTING TYPE C
 BUFFER

34 PARKING SPACES (GRANITE FINES
 PARKING SPACES WITH OYSTER SHELL
 TOPDRESS PER DETAIL 6/L2). PROPOSED
 2020 CONSTRUCTION.

INSTALL 4' WIDE STRIP OF BERMUDA SOD
 AROUND PERIMETER OF NEW PARKING
 SPACES. ANY TURF DISTURBED BEYOND
 THIS LIMIT SHALL BE REPLACED AT
 CONTRACTOR'S COST. PROPOSED 2020
 CONSTRUCTION.

INSTALL SILT FENCE SUFFICIENT TO
 PROTECT THE STORM WATER BASINS
 (ONE EACH SIDE) AND AT 4' OFF THE
 LIMITS OF NEW PARKING SPACES.
 PROPOSED 2020 CONSTRUCTION.

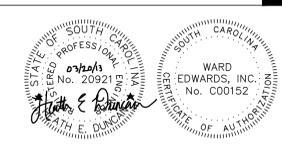
PROPOSED 2020 CONSTRUCTION - MARCH 3, 2020



SURVEY INFORMATION, COMPILED FROM SURVEY BY SEA ISLAND LAND SURVEY, LLC.
 FILE 7-1242 DATED 11/06/12.
 PLAN IS SUBJECT TO CHANGE.



NO.	DESCRIPTION	DATE
A.	RELEASED FOR PERMITTING	03-20-13
	RELEASE SCHEDULE	



DRAWN BY:
 WGP
 CHECKED BY:
 SPC

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REVISION	DATE BY

DATE
 12-17-2012
 PROJECT NUMBER
 01-12033
 SHEET TITLE
 STAKING
 PLAN

SHEET NUMBER
C.04