



The Town of Hilton Head Island
Parks & Recreation Commission Meeting

Thursday, June 9, 2022, at 3:30 p.m.

REVISED AGENDA

The Parks & Recreation Commission meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers.

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**
 - May 12, 2022
6. **Appearance by Citizens**

Citizens may submit written comments via the ([Town's Open Town Hall Portal.](#)) The Portal will close at 4:30 p.m., the day prior to the scheduled meeting. Comments submitted through the Portal will be provided to the Commission and made a part of the official record.
7. **Reports**
8. **Unfinished Business**
9. **New Business**
 - a) **Summer Community Survey Overview – Taylor Ladd**
10. **Updates**
 - a) **Park Maintenance – 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, May 12, 2022 – 3:30 p.m.
MINUTES**

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

Present from Town Staff: Josh Gruber, *Deputy Town Manager*; Jennifer Ray, *Capital Program Manager*; Aaron Black, *Facilities Manager*; Taylor Ladd, *Project Manager*; Karen Knox, *Senior Administrative Assistant*

Present from Town Council: David Ames

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 members were present.

5. Presentation of the Town's Crystal Award to outgoing Commissioner Jerry Okarma

Josh Gruber presented the Town's Crystal Award to outgoing Commissioner, Jerry Okarma.

6. Approval of Minutes

- April 21, 2022

Commissioner Kristian moved to approve. Commissioner Manesiotis seconded. The Minutes of April 21, 2022, were unanimously approved.

7. Appearance by Citizens

Public comments concerning agenda items were submitted electronically via the Open Town Hall HHI portal and will be made part of the official record.

Mr. Frank Soule, Island Recreation Association advised the Commissioners on the following:

- Senior programs are going well.
- The pool has been extremely busy especially since the Bluffton pool has been closed.
- Summer sports camp registration is going well. Coach Payne is doing his All-American Football Camp which everyone is excited about.
- Low Country Celebration Park is going to be excellent as a Special Events Park. The Oyster Fest will be back there again.
- The Mother-Son event was very successful.
- Summer Jams will be starting next month as well as Party in the Park.

Mr. John Parsons representing the Eco-Heritage Advisory Coalition spoke to the Commission regarding environmental issues and historical issues and the Sea Islands Eco Heritage Trail.

Mr. Alex Cruden, President of Hilton Head Island Pickleball Club spoke to the Commission about Pickleball Courts.

8. Reports

9. Unfinished Business

a) Town Parks Overview, Part 2: Neighborhood, Sports and Special Use Parks – Taylor Ladd

Taylor Ladd reminded the Commission this presentation is about our current park system with a review of the adopted recommendations that are in the Master Plan and Our Plan. A park is classified based on the types of amenities it provides, its size, service area and how it is accessed. Classifying parks is integral to the planning process. Ms. Ladd reviewed Neighborhood Parks (Greens Shell Park and Old Schoolhouse Park (Adrianna Lane); Sports Parks (Crossings Park and Bristol Sports Arena, Barker Field and Extension and Cordillo Tennis Courts; Special Use Parks which include Honey Horn, Historical Mitchelville Freedom Park, County Boat Ramps and Docks and Beach Parks. After her presentation, Ms. Ladd answered questions posed to her from the Commission.

10. New Business

a) Parks and Recreation Master Plan Review: Introduction – Taylor Ladd

Taylor Ladd reviewed with the Commission the Parks and Recreation Master Plan Review process and went over the Purpose, Vision, Goals, Workbook and Scorecard and the Next Steps, along with the Vision for the Master Plan Review.

Ms. Ladd advised the Commission staff is putting together a Workbook and a Scorecard that the Commission will receive prior to the next meeting. It will be a working document that includes a list of all the recommendations and action items as they are organized in Our Plan with notation on prior input from the community.

Ms. Ladd advised that staff will be doing a survey during the Commission's summer recess. The survey this summer will be short and very directed to obtain specific input that relates to what we want to know.

Chairman Kisiah thanked Taylor for doing this and stated there is still a lot more that folks would like to see. To do that we need to make sure we understand where we are, not only in a timeline, but through that process.

11. Updates

a) Staff Report – Taylor Ladd

Taylor Ladd advised the Committee that May is National Bike Month. The next meeting is June 9th followed by summer recess. The Workshop for Mid-Island was cancelled earlier this month and will be rescheduled. The best way to stay updated is to subscribe for the monthly CIP Newsletter. The FY23 Budget is moving through the process.

12. Park Commissioner Comments

Chairman Kisiah thanked Mr. Okarma for his service and expressed appreciation for staff's work for the Commission.

13. Adjournment

The Meeting adjourned at 4:30 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 Report Memo

TO: Parks and Recreation Commission
FROM: Taylor Ladd, *Project Manager*
VIA: Jennifer Ray, *Capital Program Manager*
VIA: Shawn Colin, *Assistant Town Manager-Community Development*
DATE: June 1, 2022
SUBJECT: 2022 Summer Parks and Recreation Survey

Recommendation: Staff recommends the Parks and Recreation Commission (Commission) consider the following topics for the 2022 Summer Parks and Recreation Survey. These topics align with the organization of the *Parks and Recreation Master Plan, Part 1* Final Recommendations and Action Items adopted in Section 4.0 of *Our Plan*:

1. Parks, Existing and Proposed
2. Recreation Facilities
3. Programming
4. Funding
5. Maintenance and Operations

Summary: This summer, Town staff will issue a community survey on behalf of the Commission in fulfillment of their duties as described in the Town's Municipal Code.

Background: As outlined in the Town's Municipal Code Section 8-7-20.1.a, a duty of the Commission is to, "Conduct periodic surveys... to determine whether the master parks and recreation plan is meeting the wishes and desires of the citizens relative to parks and recreation within the Town and to make a report of the results of such surveys to the Town Council."

Conducting a parks and recreation community survey is part of the Commission's adopted 2022 Work Plan. Based on Commissioner feedback regarding potential survey items, staff will design and issue a short online survey via the Open Town Hall forum this summer. The survey will be conducted while the Commission is in summer recess. Staff will report results at the September meeting for the Commission's consideration for reporting to Town Council.