



The Town of Hilton Head Island
Parks & Recreation Commission
Special Meeting
Wednesday, March 3, 2021 at 3:00 p.m.
AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank You.

In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>.

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. Citizens Comments

Public comments concerning business items can be submitted electronically via the Town's Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. **The portal will close 2 hours prior to the start of the scheduled meeting.** All comments submitted through the portal will be provided to the Commission for review and made part of the official record. Citizens who wish to comment on business items during the meeting by phone must contact the Board Secretary at (843) 341-4691 no later than two hours before the meeting.

5. Approval of Minutes

- a. Parks & Recreation Commission Meeting minutes of January 14, 2021

6. Reports

7. Unfinished Business

8. New Business

- a. Review Draft CIP Recommendations List

9. Park Updates

10. Park Commissioner Comments

11. 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 (Virtual via Bluejeans)
Thursday, January 14, 2021 – 3:30 p.m.
MINUTES

Present from the Commission: Ray Kisiah, Chairman, Jack Daly, Vice Chairman, Tom Dowling, Jerry Okarma, Joseph Monmonier, William Zurilla, Christina Kristian

Present from Town Council: Tom Lennox, Tamara Becker

Present from Town Staff: Josh Gruber, Interim Town Manager; Shawn Colin, Interim Deputy Town Manager; Jennifer Ray, Interim Community Development Director; Taylor Ladd, Senior Planner; Marcy Benson, Senior Grants Administrator, Teresa Haley, 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. Swearing in of New Commissioner – Performed by Josh Gruber, Interim Town Manager
Mr. Gruber administered the oath of office to Christina Kristian and thanked her for her willingness to serve on the Commission. Chairman Kisiah welcomed her to the Commission on behalf of all members. Ms. Kristian thanked all concerned and stated she looks forward to working with the Commission.

5. Approval of Minutes

a. Parks & Recreation Commission Meeting minutes of November 12, 2020

Commissioner Zurilla moved to approve. Mr. Okarma seconded. By way of roll call, the minutes of the November 12, 2020 meeting were approved by a vote of 7-0-0.

6. Citizens Comments

Ms. Benson reported that public comments concerning agenda items were submitted electronically via the Town's Open Town Hall portal. The public comment period closed at 1:30 p.m. on Thursday, January 14th. All comments were provided to the Parks & Recreation Commission members for review and made a part of the official record.

Citizens were provided the opportunity to sign up for public comment participation by phone during the meeting. There no requests from citizens to speak on the agenda.

7. Reports

a. Island Recreation Association – Frank Soule

Mr. Soule reported two events had been held since November. One being the Turkey Trot which consisted of 500 runners. He said the event went well and thanked the planners, participants and the residents of the area where it was held. He added that the past Oyster Roast went well and extended thanks to the staff at Honey Horn for their assistance. He announced there will be another Oyster Roast held on February 26.

Mr. Soule reported that the Island Recreation Center has gone back to the after school program with a total of 70 attendees at this time with anticipation of that number increasing. He also stated that the Director of the Senior Center resigned and will be relocating to Italy. He commented on what a good job she did and stated she will be missed. He assured all the program will continue to be provided while the search for a replacement is conducted.

Mr. Soule stated there were 300 sign-ups for youth basketball, 30 participants in fencing, 70 participants in flag football noting the programs continue to grow. He said operating the pool without the dome is challenging but it is still being utilized. Staff keeps the temperature at 82 degrees along with heaters strategically placed around the perimeter. Mr. Soule reported that pickleball hours have increased daily from 9am- 2pm as the number of participants have increased.

Mr. Soule announced they are now working on the upcoming Snow Day obtaining approvals that are needed. He noted a number of approvals are needed, as well as working with the CDC and their guidelines. He added there will also be a Daddy/Daughter dance scheduled in two segments to keep the groups small. He stated there would be no Wingfest held this year due the scope of the event and the difficulty in keeping with the guidelines for social distancing.

Finally, Mr. Soule stated that he and his Board are looking forward to working with the new Town Manager.

b. Parks and Recreation Master Plan update – Taylor Ladd

Ms. Ladd conducted a detailed presentation of the analysis of the Parks and Recreation Master Plan and all of the input received last fall through the on line survey, virtual Town meetings and the Open Park Day events that were held.

At the conclusion of the presentation input from the Commissioners was requested. Items discussed by the Commissioners were as follows:

- Clarification on bidding process and eligibility of the same consultant to bid on the project.
- Clarification of difference active sports fields and passive.
- The need to have enough ball fields and rectangular fields for requested use.
- Timeline for projects and cost projections.

- The need to make sure if Chaplin Park is utilized for debris management, that other fields will be available for use.
- The need to coordinate a timeline so services can still be provided.

After lengthy discussion, Chairman Kisiah noted that it is imperative to look for a firm that has a good understanding of Hilton Head Island. He added that when the parks are reviewed there is a need to look at them as a blank canvas and get someone to design the needs, not what exists.

Chairman Kisiah called for a motion for Attachment A. Mr. Daly moved to approve the proposed prioritization of parks and recreation Recommendations and Action Items (Attachment A). Mr. Dowling seconded. By way of roll call, the motion was passed by a vote of 7-0-0.

Chairman Kisiah call for a motion for Attachment B. Mr. Daly moved to approve the programming for each of the three major parks proposed for near future development (Attachment B); with knowing that the number of all fields are not necessarily going to be the number reflected in Attachment B. Ms. Kristian seconded. By way of roll call, the motion was passed by a vote of 7-0-0.

8. Unfinished Business - None

9. New Business

a. Eco Tourism and Cultural Heritage Opportunities within the Hilton Head Island Park System

Richard Thomas stated he would be conducting the presentation on Behalf of himself, John Parsons and Terry Herron. He explained three of them worked together in creating and compiling the information provided in the presentation. He pointed out the presentation consisted of three concepts. Two are for existing parks and ecological enhancements and one is for connectivity. Mr. Thomas presented a detailed report regarding the concepts and added that they would provide new access to eco heritage assets and develop significant attraction to visitors and residents alike. He encouraged the Commission to keep all of these suggestions in mind when the process begins.

Ms. Ray stated that what the group was proposing is in line with a high level element conversation with what staff had in mind and what the Commission have discussed. She assured the Commission that what they just approved acknowledge passive as well as active parks and staff will make sure the consultants keep that in mind.

Chairman Kisiah thanked the Mr. Thomas, Mr. Herron and Mr. Parsons for their hard work on the presentation.

10. Park Updates

Mr. Kisiah noted that since Celebration Park opened, it is being well-utilized and enjoyed. He commended all involved.

Ms. Ray reported that Julian Walls, Facilities Management Director, wanted the Commission to know that pole gates were added to Bristol, Crossings and Barker Field Extension for maintenance purposes.

11. Park Commissioner Comments - None

12. Adjournment

The meeting was adjourned at 5:07 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved:

DRAFT

Fiscal Year 2022 – Initial Draft Proposed Priority Projects

Pathways

Programmatic Enhancements

1. Pathways Accessibility and Safety Enhancement Projects
2. Crosswalk Lighting at unsignalized locations on Wm. Hilton Parkway
 - Wm. Hilton Parkway at Northridge and Palmetto Parkway
 - Wm. Hilton Parkway at Burkes Beach Road
 - Wm. Hilton Parkway at Regency Parkway

New Pathway Segments

3. US 278- Bus. EB (William Hilton Parkway) Arrow Road to Village at Wexford
4. Main Street (Whooping Crane Way to Wilborn Road) – (Private R/W to be accepted by the Town - survey and concept development)
5. Shelter Cove Lane - William Hilton Parkway (near Starbuck's) to Shelter Cove Park (survey and concept development)
6. US 278 – Bus EB (William Hilton Parkway) Shelter Cove Lane (at BCSO) to Dillon Road (McDonalds) - (design, construction)
7. US 278 – Bus EB (William Hilton Parkway) Gardner Drive to Jarvis Park Lane - (design, construction)
8. Lagoon Road Pathway (Pope Avenue to North Forest Beach Drive) (survey and design)
9. Boggy Gut Pathway – Connecting Woodhaven Drive to Office Park Road (survey and design)
10. Singleton Beach Road
11. Jonesville Road
12. Arrow Rod
13. Archer Road

Roadways

1. Main Street Rehabilitation (predicated on acceptance of public R/W)
2. Wm. Hilton Parkway Turn Lane Extensions / Curb and Gutter
 - Wilborn Road (EB/WB)
 - Pembroke Drive (EB)
 - Mathews Drive (EB)
3. Dirt Roads (Acquisitions of Public R/W and Paving)
 - New R/W Acquisitions
 - Alice Perry Drive
 - Horse Sugar Lane
 - Amelia Drive
 - Active R/W Acquisitions
 - Mitchelville Road - Active
 - Pine Field Road
 - Re-Engage Past Acquisition Efforts

- Aiken Place
 - Alfred Lane
 - Cobia Court
 - Murray Avenue
 - Outlaw Road
4. Dillon Road – Add Right Turn Lane at Wm. Hilton Parkway

Parks

1. Chaplin Linear Park – (final/revised concept, design and permitting)

Major Park Master Planning

2. Mid-Island Tract Park – master planning and concept development
3. Chaplin Park Renovation – master planning and concept development
4. Crossings Park Renovation – master planning and concept development

Existing Park / Recreation Facilities Improvements

5. Existing Park Upgrades
 - Picnic Shelter at Barker Field Ext
 - Jarvis Park Playground
6. Island Recreation Center – Capital Facility Improvements

New Parks

7. Patterson Family Property Park
8. Taylor Family Property Park

Existing Facilities

1. Arts Campus Renovation – facility master planning and concept development

New Facilities

1. Fire Hydrant Expansion Projects – recurring project, coordinated by HHIFR with HHPSD

Beach Maintenance

1. Beach Management and Monitoring – (survey, data collection)
2. 2025 Island-wide Beach Renourishment – (survey, design, and permitting)