



Town of Hilton Head Island  
**Parks & Recreation Commission**  
**Regular Meeting** (Virtual via Bluejeans)  
**Thursday, April 8, 2021 – 3:30 p.m.**  
**MINUTES**

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

**Absent from the Commission:** Jack Daly, Vice-Chairman (Excused)

**Present from Town Council:** David Ames, Tom Lennox

**Present from Town Staff:** Jennifer Ray, Interim Community Development Director; Marcy Benson, Senior Grants Administrator, Teresa Haley, Senior Administrative Assistant; Vicki Pfannenschmidt, Temporary Administrative Assistant

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**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. Approval of Minutes**

a. Parks & Recreation Commission Special Meeting minutes of March 3, 2021

Commissioner Monmonier moved to approve. Commissioner Kristian seconded. By way of roll call, the minutes of the March 3, 2021 special meeting were approved by a vote of 6-0-0.

**5. 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, April 8. 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 were no requests from citizens to speak on the agenda.

## **6. Reports**

### **a. Island Recreation Association update – Frank Soule**

Frank Soule reported the Summer Camp program is almost full. He noted that they reduced the number of attendees accepted from 200 to 140. He cited utilization of the building and improving the quality of the program were factors. He stated they held a Kids Night Out event with 27 attendees noting it was quite a success. Mr. Soule said the fitness program has grown and classes are full and they would be increasing hours to meet needs. He stated they have reached out to Hilton Head Plantation, Indigo Run and Palmetto Hall regarding participation in the fitness program. Mr. Soule stated that the fencing program continues to grow and is now at 45 participants. He announced Cherie Bronsky is the new Director and she is currently working on senior citizens participating in the fitness program.

Mr. Soule reported there were 500 participants in the youth soccer program, 75 participants in the flag football program, 300 participants in the basketball program and 75 in the volley ball program. He noted all programs were doing well. He added that the first meeting regarding fall Gator Football would be held next week.

Mr. Soule reported the pool has been very busy with the water aerobics program and lap swimming. He added that the spring swim lesson program was full.

Mr. Soule said the following events were held and successful: Snow Day; Daddy/Daughter Dance (2 sessions); Lowcountry Oyster Roast; and an Easter Egg Handout at Shelter Cove Park and Lowcountry Celebration Park. He added that they will begin working on the Summer Jams program in the near future.

Mr. Soule announced there would be an Open House held at the Island Recreation Center on May 27, 2021 and he would be getting all pertinent information out to the Commission in the near future.

### **b. Parks and Recreation Master Plan update – Jennifer Ray**

Jennifer Ray reported that staff issued two RFQ's in March, noting one was For Design Services for Parks and Recreation Improvements which focuses on Chaplin Park and Crossings Park and one for the Mid-Island Initiative Area, as well as design for the new park at the Mid-Island Tract. She said the RFQ's are due April 29 and staff is requiring collaboration between the two teams to assure that the program elements are all being accommodated within the plans for the three parks. She reported to date, there has been a lot of interest in the RFQ's and she looks forward a number of proposals. She added that she will be able to update the Commission in May regarding the progress.

c. Community Development Block Grant (CDBG) Patterson Park update – Marcy Benson

Marcy Benson reported that at the end of February the Town received notification from the Department of Housing and Urban Development that the Town's 2021 CDBG allocation amount would be approximately \$229,000. She stated the funds would be utilized for the Patterson Park project. She noted that there was a carryover of \$118,000 from 2018 funds that would be added to the amount granted for a total of approximately \$347,000 available for the project. She explained the project is consistent with the 2018 Annual Action Plan and also consistent with Our Plan. Ms. Benson said the project addresses several of the goals, strategies and tactics from Our Plan and defined them. She detailed the process noting there will be a 30 day public comment period from March 23, 2021 through April 22, 2021 and the draft plan will be available on the Town website with the capability of viewers to make comments. She explained the project submittal deadline is May 17, 2021.

**7. Unfinished Business - None**

**8. New Business – None**

**9. Park Updates - None**

**10. Park Commissioner Comments - None**

**11. Adjournment**

The meeting was adjourned at 4:13 p.m.

Submitted by: Vicki Pfannenschmidt, Secretary

Approved: **July 8, 2021**