



The Town of Hilton Head Island Regular Parks & Recreation Commission Meeting

Thursday, October 9, 2014

3:30 p.m. – Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
4. **Approval of Minutes**
 - a. Parks & Recreation Commission Meeting of July 10, 2014
5. **Appearance by Citizens on Items Unrelated to Today's Agenda**
6. **Reports**
 - a. Update from Island Recreation Association – Frank Soule
 - b. Update from Bicycle Advisory Committee -Frank Babel, Co-Chair
7. **Unfinished Business**
8. **New Business**
 - a. Proposed 2015 Parks & Recreation Meeting Dates
 - b. Rowing and Sailing Center Master Plan Amendment – Nicole Dixon
9. **Park Updates**
10. **Park Commissioner Comments**
11. **Board Training**
12. **Adjournment**

Please note that a quorum of Town Council may result if four (4) or more Town Council members attend this meeting.

**The Town of Hilton Head Island
Parks & Recreation Commission
Thursday, July 10, 2014
3:30 p.m.**

Members Present: Peter Keber, Fred Lowery, Janet Noonan, Heather Rath, Andrew Schumacher, Michael Weaver

Members Absent: Theresa Bennett

Town Staff: Greg DeLoach, Scott Liggett, Marcy Benson, Shawn Colin, Nicole Dixon, Julian Walls, Brian Hulbert, Jeff Buckalew

Other: Frank Soule, *Executive Director for Island Recreation Association*;
Frank Babel, *Cycling Advocate*;

I. Call to Order

Chairman Rath called the meeting to order at 3:30 p.m.

II. Pledge of Allegiance to the Flag

III. Freedom of Information Compliance

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

IV. Swearing In Ceremony for Reappointed Members. Mr. Gregory DeLoach performed the swearing in ceremony for Heather Rath, Peter Keber and Mike Weaver.

V. Election of Chairman and Vice Chairman. Ms. Noonan made a motion to nominate Ms. Rath to be Chairman. Mr. Keber seconded. The motion passed unanimously. Ms. Noonan made a motion to nominate Mr. Keber to be Vice Chairman. Mr. Weaver seconded. The motion passed unanimously.

VI. Approval of Minutes

The minutes of the Parks & Recreation Commission meeting of April 10, 2014 were approved as presented.

VII. Appearance by Citizens - none

VIII. Reports

a. **Update from Island Recreation Association.** Mr. Frank Soule announced that Kyle Theodore is the new Board President to the Executive Committee.

- Summer day camp has 210 kids daily. Summer camp consists of daily science sessions; field games, music, dance, field trips etc.
- Challenge Camp for special needs has 20 participants.
- Senior Center is busy with 561 members and many activities.
- Aquatics: 200+ swim lessons; a new cooling system was installed making the pool much cooler this summer.

- Community Events: Summer Jams, Farmers Market and Water Fun Day all well attended.
- Commissioner Keber thanked Mr. Soule for allowing the Hilton Head Baseball All-Star team to solicit for donations and raised \$600.

- b. **Update from Bicycle Advisory Committee.** Mr. Frank Babel presented a quarterly bicycling update that included the condition, usage and safety of the pathways on Hilton Head Island. Mr. Babel stated that the pathways are in great shape. Mr. Babel stated that bike safety issues went up since last year. Some of the reoccurring problems happen at the major intersections, failure to yield, looking to the left but not to the right. Mr. Babel stated that Beaufort County sends the safety information to Mr. Darrin Shoemaker. The Commissioners asked that Mr. Shoemaker come to the October 9, 2014 Parks & Recreation Commission meeting to report on the bike/car crash statistics.

The Commissioners suggested the following signage stating: “no turn on red when pedestrians present” as well as directional signage “To the Beach”.

Mr. Babel reported that both Coligny and Islander’s Beach Park have installed an Alligator Bike Rack. There will be a ribbon cutting on Friday, July 18 at 9:00 a.m. at Islander’s Beach Park for the Alligator Bike Rack.

IX. Unfinished Business - none

X. New Business

- a. **Rowing and Sailing Center Operation Plan.** Ms. Nicole Dixon stated that the Rowing and Sailing Center is currently under construction and should be completed by the Fall of this year. The public may use the park for water activities such as rowing, sailing, non-motorized boats, kayaking, paddle boarding, fishing, and other non-water related activities such as birthday parties and other gatherings. No moorage of motorized vessels is permitted. The dock is restricted to paddle craft and sail boats only. Ms. Dixon reported that the Island Recreation Association will operate and manage the programs at the Rowing and Sailing Center. This is a standard agreement that the Town has with the Island Recreation Center and will go before the Public Facilities Committee on August 5, 2014 and then to Town Council on September 2, 2014.

Dr. Lou Strayer, Assistant Coach with Hilton Head Island Crew and sailing program, stated he has a problem with no motorized vessels allowed. For safety accidents on the water there is a need for a motorized boat to be available. Town staff replied that this location is not permitted for motorized vessels. Dr. Strayer stated that he would be willing to go talk to the State as long as he has the support of the Town. Chairman Rath replied that this is an issue for Town Council.

Chairman Rath asked Dr. Strayer how successful the sailing and rowing club was with their fundraising and where did the money go? Dr. Strayer replied that she would have to ask their volunteer accountant.

Commissioner Keber made a motion to the approve and recommend to Town Council the Island Recreation Association's Operation Plan for the Rowing and Sailing Center at Squire Pope Community Park. Commissioner Weaver seconded. The motion was approved unanimously.

- b. **Mid-year Grant Summary.** Ms. Marcy Benson reviewed the annual mid-year summary of grant and award activity for the 2014 calendar year.

XI. Park Updates.

Ms. Benson reported that the Property Owner Associations for the Cordillo Tennis Courts have come to an agreement and the contract will move forward and be presented to Town Council at their September meeting.

Mr. Julian Walls reported on the following:

- Two new picnic shelters and a workout station completed at Jarvis Creek Park.
- Two picnic shelters at Chaplin Park.
- Basketball court resurfaced at Greenshell Park.
- In FY15 there are plans for another shelter at Driessen and another *pay-by-space* at Driessen; bench swings at Veterans Park; two picnic shelters at the Crossings Park meadows.

Commissioner Keber asked Mr. Walls to provide a listing of the maintenance provided to various parks on a quarterly basis to the Commissioners. Mr. Walls replied that he would be happy to provide a maintenance inventory report to the Commissioners.

XII. Park Commissioner Comments

Commissioner Weaver complimented Mr. Soule on the water temperature of the pool and also stated that the bike trails are great especially at the North-end of the Island.

Commissioner Schumacher stated that he is enjoying being a part of the Bicycle Advisory Committee.

Commissioner Noonan announced that the HHI-Bluffton Leadership Class completed their project at Jarvis Creek Park: fitness equipment is installed and a new pavilion as well.

Chairman Rath said she met with Susan Thomas and Charles Cousins and received permission for the Parks & Recreation Commission to streamline park information for the Hilton Head Island-Bluffton Chamber of Commerce Visitor and Convention Bureau's website. Commissioner Weaver offered to assist with this project.

- XIII. Board Training.** Ms. Marcy Benson provided a brief review of the role of the Parks & Recreation Commissioners and also went over the process of a park project coming to Commission.

XIV. Adjournment

There being no further business, the meeting adjourned at 5:15 p.m.

Respectfully submitted by Eileen Wilson

Approved by: _____
Heather Rath, Chairman

Town of Hilton Head Island

2015 Parks and Recreation Meeting Dates

Quarterly Meetings at 3:30 pm

Benjamin M. Racusin Council Chambers

One Town Center Court

Hilton Head Island, SC 29928

Thursday, January 8, 2015
Thursday, April 9, 2015
Thursday, July 9, 2015
Thursday, October 8, 2015



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Parks & Recreation Commission
VIA: Scott Liggett, *Director of Public Projects & Facilities*
FROM: Nicole Dixon, CFM, *Senior Planner*
CC: Charles Cousins, AICP, *Director of Community Development*
DATE: September 29, 2014
SUBJECT: Rowing and Sailing Center at Squire Pope Community Park – Master Plan Amendment

Recommendation: Staff recommends that the Master Plan for the Rowing and Sailing Center at Squire Pope Community Park be amended to include a covered boat storage shed within the fenced storage yard.

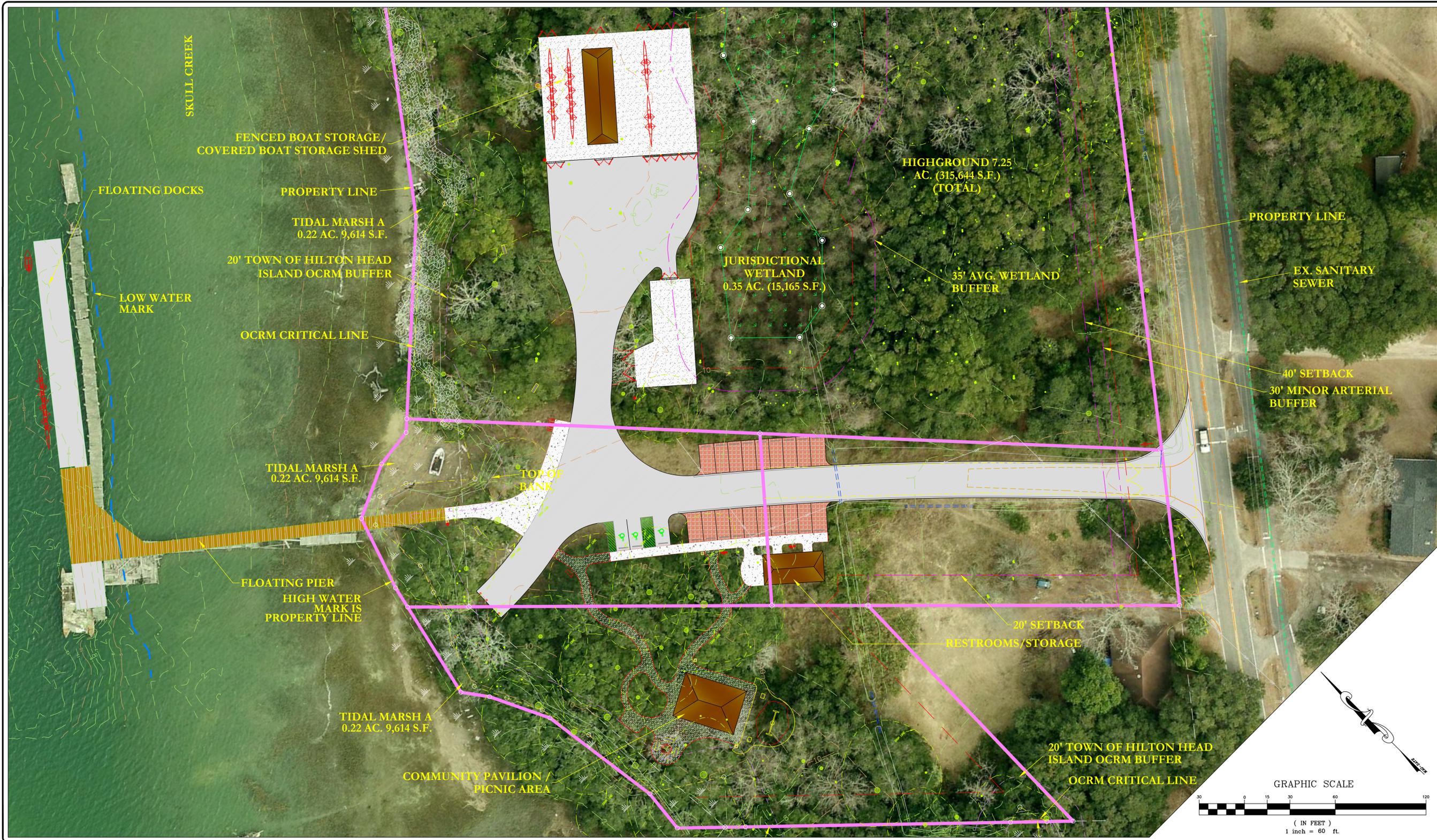
Summary: The Town owns the property known as the Rowing and Sailing Center at Squire Pope Community Park. The park is currently under construction, with an estimated completion date of November 2014. The Hilton Head Island Crew, which operates under the Palmetto Rowing Club, is proposing to fund and construct a covered boat storage shed within the fenced storage yard to provide shelter for rowing shells, oars, small sailing vessels and other equipment. Once constructed, the Town will take over ownership and maintenance of the structure. It is anticipated that the Palmetto Rowing Club will pay an annual fee towards the maintenance of the proposed structure.

Background: On August 3, 2010, Town Council unanimously approved to allocate funds in fiscal year 2011 capital improvement budget to clean-up the proposed sailing and rowing center site, directed staff to apply for a DHEC/OCRM dock permit and designated funding in the 2012 capital improvement budget for site design and construction. A Master Plan exhibit along with a list of proposed park elements was reviewed and approved at this meeting.

The minimum elements identified for the facility were:

1. Demolish existing pier and site clean up
2. Install new replacement pier
3. Floating sail boat dock
4. Fenced boat storage area
5. Community pavilion
6. Restrooms
7. Gravel parking spaces
8. Access gate
9. Paved drive aisle and modified hammerhead turn-around area

The attached Master Plan has been revised to illustrate the proposed covered boat storage shed, and to reflect, more accurately, the locations of the elements listed above as they are currently being constructed.



REV. NO.	DESCRIPTION	DATE
1	ADD BOAT STORAGE SHED	09/17/14
	REVISIONS	

TOWN OF HILTON HEAD ISLAND Dept. of Public Projects & Facilities Engineering Division		RELEASED FOR	DATE
		APPROVALS	
		BIDDING	
		CONSTRUCTION	
		RECORD DWG.	



TOWN OF HILTON HEAD ISLAND
ROWING & SAILING CENTER

CONCEPTUAL LAYOUT

SHEET
1
OF 1