



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

Thursday, March 10, 2016

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

## AGENDA

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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 January 14, 2016
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
7. **Unfinished Business**
  - a. Committee volunteers for park user-survey workgroup update – Progress Report
  - b. Committee volunteers for Beaufort County Proposal workgroup update
  - c. Committee volunteers for citizen recreational wants workgroup update
  - d. Committee volunteers for revising the Parks & Recreation Commission Rules of Procedure workgroup update
8. **New Business**
  - a. Establishment of a committee to research neighborhood/recreational parks in the Cordillo area per Public Facilities request.
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.

**The Town of Hilton Head Island  
Parks & Recreation Commission  
Thursday, January 14, 2016  
3:30 p.m.**

**Members Present:** Paul Boes, Mario Caballero, Peter Keber, Fred Lowery, Heather Rath, Mike Ray

**Members Absent:** Andrew Schumacher

**Town Council:** Bill Harkins, Mayor Pro- Tem

**Town Staff:** Scott Liggett, Marcy Benson

**Other:** Frank Soule, *Executive Director for Island Recreation Association*  
Frank Babel, *Bicycle Advisory Committee*

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1. **Call to Order**  
Chairman Rath called the meeting to order at 3:30 p.m.
2. **Pledge of Allegiance to the Flag**
3. **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.
4. **Swearing in of new Commissioner Mr. Michael Ray.** Mayor Pro-Tem Harkins performed the swearing in ceremony and thanked Mr. Ray and all the Commissioners for volunteering to be involved in this very important recreation element and critical asset in our community.
5. **Approval of Minutes**  
The minutes of the Parks & Recreation Commission meeting of October 8, 2015 were approved as presented.
6. **Appearance by Citizens - none**
7. **Reports**
  - a. **Update from Island Recreation Association.** Mr. Frank Soule reported on the following:
    - The partnership with USCB is going very well.
    - New partnership with Special Olympics is expanding and growing into some wonderful programs.
    - The pool dome is up; three local high school teams have hosted swim meets and practices.
    - The events and festivals in 2015 have been successful and well attended: Burgers & Brew, Oyster Fest, Pumpkin Patch, Turkey Trot etc.
    - The Island Recreation Association and Town staff will work together to redraft our Memorandum of Understanding (MOU).

- Island Recreation Center Enhancement & Expansion Project has been reviewed by several Town Boards and is moving along.
  - Island Recreation Association and the Town will work with the County on the transition of services.
- b. **Update from Bicycle Advisory Committee.** Mr. Frank Babel reported on the 2016 Goals & Objectives of the Hilton Head Island Biking Advisory Committee. Some of the areas of focus will be on safety education, biking facilities and to strive for the Platinum Level of the Bicycle Friendly Community Award.

## 8. Unfinished Business

- a. **Committee volunteers for park user-survey workgroup.** Chairman Rath reported that this group determined that they want to create a non-scientific in-park user survey with the goal of understanding 1) utilization of the parks and 2) what elements that the public wants (if anything) that may be lacking within our parks. The survey will have a broad spectrum from citizens of Hilton Head Island to visitors to people that reside in the Lowcountry – all with diverse racial and socioeconomic backgrounds, ages and abilities. The Parks & Recreation Commissioners will volunteer to conduct the survey along with volunteers from the Island Recreation Center and USCB students. Eleven parks have been identified as locations to survey:

- Chaplin Park
- Islanders Beach
- Coligny Beach Park
- Shelter Cove Community Park
- Jarvis Creek Park
- Sailing and Rowing Center
- Veterans Park
- Fish Haul
- Compass Rose
- Crossings
- Barker

The following Saturdays and Wednesdays have been targeted: March 5, 9, 12, 16, 19, 23, 26 and 30. Two volunteers per location for a three hour survey time period.

Commissioner Keber stated that he would also seek out some volunteers from local high schools. Chairman Rath asked the Commissioners to send do her the dates they are available to do this park survey.

- b. **Committee volunteers for Beaufort County Proposal workgroup.** Commissioner Keber reported that this group met with Mr. Liggett and Mr. Walls in November. This group has requested from the County data showing what was spent on unincorporated areas of Beaufort County per capita as opposed to municipalities. This request was made in order to determine if the proposal from the County is fair and reasonable to maintain level of service.
- c. **Committee volunteers for citizen recreational wants workgroup.** No update at this time.
- d. **Committee volunteers for revising the Parks & Recreation Commission Rules of Procedure workgroup.** No update at this time.

**9. New Business**

Commissioner Keber made a motion for the Parks & Recreation Commission to move forward with a non-scientific, in-park user survey with the goal of understanding *1) utilization of the parks and 2) what elements that the public wants (if anything) that may be missing within our parks.* The survey will be conducted for eight days in March according to the above parameters. Commissioner Lowery seconded the motion. The motion passed unanimously.

**10. Park Updates.** None

**11. Park Commissioner Comments.**

Commissioner Lowery inquired about what could be done about the increasing vandalism at Bristol Skate Park. Chairman Rath said she would talk to Scott Liggett and Julian Walls.

Chairman Rath announced that the Hilton Head Island Chamber of Commerce is planning a Bike Summit for 2016 – details will be made available when the dates have been confirmed. The Chamber of Commerce/USC-B Bicycle Impact Study will be announced at that time.

**12. Adjournment**

There being no further business, the meeting adjourned at 4:40 p.m.

Respectfully submitted by Eileen Wilson

Approved by: \_\_\_\_\_  
Heather Rath, Chairman