



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

Thursday, September 8, 2016

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. **Election of Chairman and Vice Chairman**
5. **Approval of Minutes**
 - a. Parks & Recreation Commission Meeting of July 14, 2016
6. **Appearance by Citizens on Items Unrelated to Today's Agenda**
7. **Reports**
 - a. Island Recreation Association Update – Mr. Frank Soule
8. **Unfinished Business**
 - a. Yacht Cove Park Request – Ms. Marcy Benson
9. **New Business**
 - a. Draft Council Presentation of 2013 & 2016 Park Surveys Report and Recommendations
10. **Park Updates**
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.

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

Members Present: Heather Rath, Mario Caballero, Fred Lowery, Mike Ray, Jerry Okarma

Members Absent: Peter Keber, Paul Boes

Town Staff: Julian Walls, Marcy Benson, Charles Cousins, Shawn Colin, Jayme Lopko, Susan Simmons

Town Council: David Ames

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

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. **Approval of Minutes**
The minutes of the Parks & Recreation Commission meeting of May 12, 2016 were approved as presented
5. **Appearance by Citizens on Items Unrelated to Today's Agenda**
Minister Bondie D. Brown thanked various Town staff for assisting the 12 Jewels of Life, a non-profit organization, in maintaining Green Shell Park for the community. The building located at Green Shell Park is unsalvageable due to lack of maintenance over the years and needs to be torn down and replaced. Minister Brown stated Green Shell Park is in need of swings, a water feature and a community center. The 12 Jewels of Life is committed to providing a safe and nurturing environment for all the children of Hilton Head Island and hopes the Town will support this effort.
6. **Reports**
 - a. **Island Recreation Association Update.**
Mr. Frank Soule reported the pre-school and youth programs have approximately 200 participants a day. Swim lessons have a lot of attendees – many compliments on the pool temperature. Paddle boarding is now being offered at the sailing and rowing center. Senior center – pickle ball is still a big sport.

b. Bicycling Advisory Committee Update.

Mr. Frank Babel reported on the 2016-2017 on-going Committee programs such as bike parking at community events, bike ambassadors and bike safety and education. New Committee Initiatives include improving the Bicycling Advisory Committee communications, public relations and use of social media and relevant APPs.

7. Unfinished Business

a. Presentation by Chairman Rath on the In-Park User Surveys

The Parks & Recreation Commission formed a work group in September of 2015 to work on the surveys. The work group consisted of: Heather Rath, Mario Caballero and Fred Lowrey.

This work group established a non-scientific in-park user survey with the goal of understanding 1) utilization of the parks and 2) what elements the public wanted (if anything) that were missing within our parks.

The work group established which demographics to include in the survey with a broad spectrum from citizens of Hilton Head to visitors to people that reside in the Lowcountry - all with diverse racial and socioeconomic backgrounds, ages and abilities.

The following locations were included in the survey:

- 1) Chaplin Park
- 2) Islanders Beach Park
- 3) Coligny Beach Park
- 4) Shelter Cove Community Park
- 5) Jarvis Creek Park
- 6) Sailing and Rowing Center
- 7) Veterans Park
- 8) Fish Haul Park
- 9) Compass Rose Park
- 10) Crossings Park
- 11) Barker Field

Goal of Saturday & Wednesday sampling (in March) with Saturday being the highest priority; 8 days total of sampling (starting on 9th for Wed); 3 hour survey time period
2 people per survey time period: dates of: March 5th, 9th, 12th, 16th, 19th, 23rd, 26th, 30th

We completed 200 surveys of our 300 survey goal.

The Net Promoter Score (NPS) is a management tool used to gauge loyalty of a consumer and is the most valuable scoring system for determining whether or not people are advocates/cheerleaders for your product.

Chairman Rath went through the results of the survey for each park location identified.

Chairman Rath summed up the presentation with a few bullet items to focus on for the future.

- Project Funding on an annual basis.
- Use the information for when we are looking at building or improving parks.
- Take this information to the visioning process.
- Dig deeper – look at the results done in an unscientific study using volunteers.
- Do we want to invest in a deeper dive into understanding our parks and how people use them.
- This information is by no means concrete, but should serve in continuing conversations and actions in our Parks.

8. New Business

a. Yacht Cove Park Request – Ms. Marcy Benson presented the letter from Mr. Pitkin asking the Town to revisit creating a neighborhood park on Town-owned land at the end of Yacht Cove Drive in Yacht Cove. Ms. Benson stated this Commission would have to determine if the park is warranted based on the Recreation Element in the Town’s Comprehensive Plan as well as the desire of the Yacht Cove neighborhood. This Commission would then recommend to the Planning Commission CIP Committee to move this park forward into the CIP cycle.

The park would be for the community of Hilton Head Island not exclusive to the Yacht Cove neighborhood. It would be public access.

Mr. Colin and Ms. Benson will create a memorandum to include the history of this request and make a staff recommendation based on the Town’s Comprehensive Plan.

9. Park Updates

Chairman Rath reported the underpass in Palmetto Dunes is open; the Crossings Park drainage is being improved; the recent beach renourishment project is awesome.

10. Park Commissioner Comments - none

11. Adjournment

There being no further business, the meeting adjourned at 5:50 p.m.

Respectfully submitted by Eileen Wilson

Approved by: _____
Heather Rath, Chairman



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Parks and Recreation Commission
VIA: Shawn Colin, *Deputy Director of Community Development*
FROM: Marcy Benson, *Senior Grants Administrator*
CC: Charles Cousins, *Director of Community Development*
DATE: August 17, 2016
SUBJECT: Yacht Cove Park Request

Recommendation: Staff recommends a special use park that accommodates the needs of the entire community, not just the immediate neighborhood, as the most appropriate type of park to be considered for future development of the Town-owned Yacht Cove property. Any park development on this location should only be considered after the Town's two current large-scale park projects have been completed, this potential park is evaluated against all other park needs, and there is still support for a park in this area by Yacht Cove residents.

Summary: In May 1999 the Town purchased a 9.5 acre parcel fronting Broad Creek in the Yacht Cove area. In April 2000 the Town acquired a 4.76 acre parcel in the Yacht Cove area adjacent to the 9.5 acre parcel. This resulted in 14.26 acres of Town-owned property purchased with the intended use as a future park. In 2003 the Town was approached by a representative of local rotary clubs to consider forming a public-private partnership to develop a park project on the Yacht Cove Town-owned property. At that time, the Parks & Recreation Commission recommended exploring this proposal and noted this was a preliminary step not a final plan. Subsequently, due to other Town Council priorities and Yacht Cove area residents desire to not have a park located adjacent to the neighborhood, the park project was removed from the Capital Improvement Program (CIP).

Background: Two parcels in the Yacht Cove area totaling 14.26 acres were purchased by the Town between May 1999 and April 2000 with the specific intention of using the property as a future park. In the Town of Hilton Head Island Comprehensive Plan Recreation Element the Yacht Cove Town-owned properties are listed as a future community park.

In the Recreation Element a *community park* is defined, in part, as larger in size and serving a broader purpose than neighborhood parks. Their focus should be on meeting recreation needs of several neighborhoods or large sections of the community. The optimal size for a community park is between 20 and 50 acres, but its actual size should be based on the land area needed to accommodate desired uses. Examples of active facilities at a community park may include large playgrounds or structures, game courts, ball fields, and swimming pools. Examples of passive facilities may include extensive internal trails, individual and group picnic areas, nature study areas, contemplative and sitting areas. Parking lots should be provided to accommodate user access.

In the Recreation Element a *neighborhood park* is defined, in part, to serve as the recreational and social focus of the neighborhood. It may be developed for both active and passive recreational activities and accommodate a wide variety of age and user groups. A neighborhood park should be centrally located within its service area, which may be ¼ mile to ½ mile radius. Ease of access and walking distance are critical factors in a neighborhood park. Generally one acre is the accepted minimum size necessary to provide space for a variety of recreation activities, while one to five acres may be considered optimal. Examples of active facilities are playgrounds or structures, game courts, and informal play fields. Examples of passive uses are internal trails connecting to a pathway system, picnic/sitting areas, and contemplative or “people watching” areas.

In the Recreation Element a *special use park* is defined, in part, as offering the opportunity to highlight unique local historical, educational, cultural, and natural resources. Examples may include performing arts parks, special events parks, arboretums, ornamental gardens, amphitheaters, boat landings or other water-oriented facilities and beach parks. Special use facilities should be viewed as strategically located community-wide facilities rather than as serving a specific neighborhood or area. Parking should be provided as appropriate for the specific park, some parks require a significant amount of parking (e.g. beach park) while others do not. Park use and space requirements are the primary factors in determining the size of the park site.

The Town-owned property located in the Yacht Cove area is below the optimal size of 20 to 50 acres for a community park; however, it is significantly larger than the one to five acre optimal size for a neighborhood park. Examples of existing community parks include Jarvis Creek Park, Crossings Park, and Chaplin Community Park. Special use parks include Shelter Cove Community Park, all beach parks and the Rowing and Sailing Center at Squire Pope Community Park. Old School House Park and Greens Shell Park are examples of neighborhood parks.

Based on staff’s review of the Recreation Element, the CIP timeline, the intended use at time of purchase, and in consideration of the request presented by the Yacht Cove Property Owners Association letter dated May 9, 2016, staff recommends that a special use park that accommodates the needs of the entire community, not just the immediate neighborhood, as the most appropriate type of park to be considered for future development of the Town-owned Yacht Cove property. Any park development on this location should only be considered after the Town’s two current large-scale park projects have been completed, this potential park is evaluated against other all park needs, and there is still support for a park in this area by Yacht Cove residents.

Broad Creek

Shelter Cove Marina

Yacht Cove Town-Owned Property

Long Cove Club

Broad Creek PSD

BELLMAY EN WAY

JIB SAIL COURT

YACHT COVE DRIVE

BRITANNY PLACE DRIVE

COBBLESTONE ONE COURT



Town of Hilton Head Island Yacht Cove Town Property July, 2016



The information on this map has been compiled from a variety of sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for its accuracy or state of completion or for any losses arising from the use of the map.

TOWN OF HILTON HEAD ISLAND
ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341-4600
Date Created: July 27, 2016
Project: AerialYachtCoveMap.mxd

Broad Creek

Legend

-  OPEN WATER
-  SALT MARSH
-  PARK
-  Parcels

Shelter Cove Marina

Yacht Cove Town-Owned Property

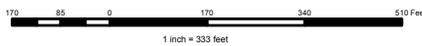
Long Cove Club

Broad Creek PSD

Town of Hilton Head Island
 Yacht Cove Town Property
 July, 2016



TOWN OF HILTON HEAD ISLAND
 ONE TOWN CENTER COURT
 HILTON HEAD ISLAND, S.C. 29928
 PHONE (843) 341-4600
 Date Created: July 28, 2016
 Project: YachtCoveVizMap.mxd



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Yacht Cove
Property Owners Association, Inc.

May 9, 2016

Town of Hilton Head Island
Attn: Marcy Benson
One Town Center Court
Hilton Head Island, SC 29928

RE: Request from Parks and Recreation Commission

Ms. Benson:

In the April Committee meeting Heather Rath requested a letter from our board supporting the Towns effort on moving forward on the neighborhood Park at Yacht Cove.

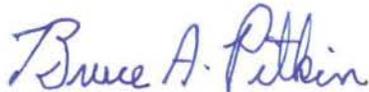
We have again received a unanimous vote of support from our Board of Directors and would hope that we might get some idea of future plans for the Park.

Since 1999 when the Town purchased the property we have worked on the design, taken property owner surveys, and even seen line items on town budgets and time frames which never came to fruition. I have attached an old email from Chuck Hoelle in 2003 that showed one of several years where funding for design and construction were listed.

We look forward to any thoughts the commission might have on this the 17th anniversary of our future park.

Should you have any questions, or wish to meet with any of our Board Members, please feel free to give me a call at my office on 842-1234.,

Very truly yours,



Bruce A. Pitkin, Director
On behalf of the Board of Directors
Yacht Cove Property Owners Association, Inc.

BAP/sp

P.O. Box 5458
Hilton Head Island, SC 29938

Pitkin Bruce

From: Hoelle Chuck

Sent: Wednesday, July 02, 2003 3:14 PM

To: Foster Jill; Ritchie Tripp; Johnson Trudie; Pitkin Bruce; Drane Ed; Nicholson Randy; Liggett Scott; Benson Marcy; O'Brien Eileen; Coaxum Derrick; Cullen Karen; Delfico Alessandra; Johnson Trudie; Liggett Scott; Margotta Matt; Orlando Marc

Cc: ESC; Alford, Gregg; Fultz Tom; Grant Steve; Madison Richard; Shoemaker Darrin; Smith Faidra; Young Cathy; Buckalew Jeff

Subject: Rotary Park at Yacht Cove

ALCON, In this years CIP, we have \$10k for design of Yacht Cove Neighborhood Park and \$250k programmed next year for construction. Bruce Pitkin, consultant working with Shirley, Rotarian and resident of Yacht Cove, is initiating subject concept. It has Steve's endorsement and is an ideal way to develop this neighborhood park as a Public / Private venture. Jill, among other world famous & highly renown (WF&HR) Rotarians, is on his Rotary Committee.

He will be coming to you requesting help in fleshing out this idea for Council's approval. Of note, we may want to run it by the P&R Commission first. Envision Bruce heading the project with our support, and Jill being the project liaison with the Town. So expect to see Bruce touching base with you and please provide him with your usual superb support. Thanks All, Chuck

Yacht Cove

Property Owners Association, Inc.

July 8, 2016

Town of Hilton Head Island
Attn: Marcy Benson
One Town Center Court
Hilton Head Island, SC 29928

RE: Request from Parks and Recreation Commission

Ms. Benson:

In the April Committee meeting Heather Rath requested a letter from our board supporting the Towns effort on moving forward on the neighborhood Park at Yacht Cove.

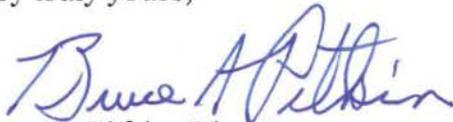
To date we have heard nothing back from the Commission as to their position as to the future of the park.

I have attached a copy of our Letter submitted in May again for their review, and would hope we might receive a response which we can then report to our membership.

We look forward to any thoughts the commission might have on this the 17th anniversary of our future park.

Should you have any questions, or wish to meet with any of our Board Members, please feel free to give me a call at my office on 842-1234.,

Very truly yours,



Bruce A. Pitkin, Director
On behalf of the Board of Directors
Yacht Cove Property Owners Association, Inc.

BAP/sp

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