

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

**Members Present:** Theresa Bennett, Peter Keber, Heather Rath, Michael Weaver

**Members Absent:** Fred Lowery, Janet Noonan, Andrew Schumacher

**Town Staff:** Charles Cousins, Marcy Benson, Shawn Colin, Brian Hulbert

**Town Council:** Kim Likins

**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. Approval of Minutes**

The minutes of the Parks & Recreation Commission Meeting of February 13, 2014 were approved as presented.

**V. Appearance by Citizens** – Mr. Frank Babel complimented the Town’s Facilities Management staff on the maintenance of the pathways. Mr. Babel stated that in the last six months Town staff has rebuilt a good part of the pathways that were in disrepair; great work. Mr. Babel reported on the HHI Bicycling Advisory Committee 2014 Goals and Projects. Mr. Babel briefly covered the following topics:

- **Safety & Education:** traffic safety classes and BCSO bike law and safety classes.
- **Policy & Evaluation:** crash data; perform an economic impact study of HHI biking.
- **Infrastructure & Project Input:** provide input on bikeway projects; add QR codes to kiosks.
- **Initiatives & Events:** help organize and promote HHI events.
- **Publicity & Raising Public Awareness:** work with media to raise awareness of bike safety.
- **Marketing, Administration, Organization & Planning:** renew BAC membership.

Ms. Marcy Benson reported on the upcoming bicycling events for April and May 2014.

Commissioner Bennett stated that at Gardner Drive by the Hilton Head Christian Academy the cars waiting to pick up students block the bike path. Mr. Babel suggested that the school send a notice out to warn parents to watch for bicycles. Commissioner Bennett also noted that some pathways need landscape trimming. Mr. Babel replied that the Biking Ambassadors phone in any report of obstacles on pathways.

**VI. Reports** - none

**VII. Unfinished Business** - none

**VIII. New Business**

a. **Island Recreation Association Overview of Funding Request.** Mr. Frank Soule stated that the Island Recreation Association has a Memorandum of Understanding with the Town of Hilton Head Island regarding the management and operation of the Island Recreation Center and Senior Center, the scheduling of Town-owned parks, recreation services and community events. Mr. Soule proceeded to give a full presentation of the Island Recreation Association's responsibilities and commitment to the community. The presentation also included budgeted revenues, budgeted expenses, CIP budget for FY14-15, the FY14-15 Request to Beaufort County, and Island Recreation Association Projects and Plans.

Commissioner Bennett requested a breakdown of line items for each of the programs in order to assess how each program is performing financially. Mr. Soule replied that he provides that information to the Town and will provide last year's statement to the Parks & Recreation Commission.

Commissioner Keber made a motion to approve the Island Recreation Association funding request as presented. Commissioner Weaver seconded. The motion passed unanimously.

**IX. Park Updates –**

Ms. Benson stated that on April 2, 2014 a public workshop was held to gather input on the Coligny Area Improvements Project. On April 23, 2014 at 4:00 p.m. the Planning Commission will meet to summarize the themes and results of that workshop. The Planning Commission will then formulate a set of recommendations to submit to the consultant. There will be the opportunity for public comment at the April 23 Planning Commission meeting.

Ms. Benson reported that the Leadership Class has submitted their Expedited Development Plan Review last week to Town staff for review of their project at Jarvis Creek Park.

Ms. Benson stated that at this time there is no new information on the Cordillo tennis courts.

**X. Park Commissioner Comments**

Commissioner Bennett requested a snapshot assessment of the physical condition of the parks. It would be helpful if the Town could provide a once a year look at the condition of our parks. Chairman Rath suggested meeting with Marcy Benson to find a way to get that information.

Chairman Rath asked that the Commissioners attend the ribbon cutting on Saturday, May 3, 2014 at 9:00 a.m. at Coligny and to participate in the Second Annual Community Beach Bike Ride at Coligny Beach Park that same day. Chairman Rath also asked the Commissioners to participate in bike and dine week April 28 – May 4.

Chairman Rath suggested that the Commissioners attend the April 23 Planning Commission meeting.

Chairman Rath told Mr. Soule that the children's soccer coach is doing a great job.

**XI. Adjournment**

There being no further business, the meeting adjourned at 4:26 p.m.

Respectfully submitted by Eileen Wilson

Approved by: Approved 7/10/2014  
Heather Rath, Chairman