



The Town of Hilton Head Island Parks & Recreation Commission Workshop Session

Thursday, November 8, 2018

3:30 p.m.

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 October 24, 2018
5. **Reports**
 - a. Island Recreation Association Update – Mr. Frank Soule
6. **Unfinished Business**
7. **New Business**
 - Work Session items:
 - Parks to review:
 - Rowing & Sailing Center at Squire Pope Community Park
 - Shelter Cove Community Park
 - Barker Field
 - Hilton Head Park (Old Schoolhouse Park)
 - Beach Parks
 - Prepare list of proposed park upgrades; open discussion by Parks & Recreation Commission
8. **Park Updates**
9. **Appearance by Citizens on Items Unrelated to Today's Agenda**
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 Work Session
Wednesday, October 24, 2018
3:30 p.m.

Members Present: Paul Boes, Ray Kisiah, Caroline Rinehart, Jerry Okarma, Jack Daly, Mike Ray, Michael Mccullion

Members Absent: none

Town Council: David Ames, Bill Harkins

Town Staff: Marcy Benson, *Sr. Grants Administrator*; Julian Walls, *Facilities Manager*; Josh Gruber, *Assistant Town Manager*; Carolyn Grant, *Communications Director*; Brian Hulbert, *Staff Attorney*; John Troyer, *Director of Finance*

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

1. **Call to Order**
Chairman Kisiah 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 Ceremony for New Commissioner Michael Mccullion.** The swearing in was performed by Mr. Josh Gruber.
5. **Approval of Minutes**
The Parks & Recreation Commission meeting minutes of August 9, 2018 were approved as presented.
6. **Reports**
 - a. **Island Recreation Association Update** – Mr. Frank Soule presented a brief video of the Island Recreation Center Expansion as well as the redesigned website. Mr. Soule announced the dome will be put up in a few weeks. Upcoming events include the Pumpkin Patch at Shelter Cove Community Park on October 27 and the Hilton Head Oyster Roast on November 9. Mr. Soule invited the Commissioners to come out and take a tour of the Center. Mr. Soule also invited the Parks & Recreation Commission to hold one of their meetings at the Island Recreation Center conference room. A ribbon cutting is scheduled for January 2019.
7. **Unfinished Business - none**

8. **New Business**

- *Proposed 2019 Parks & Recreation Commission Meeting Dates.* Mr. Boes made a motion to approve the Proposed 2019 Parks & Recreation Commission meeting dates. Mr. Okarma seconded. The motion passed unanimously.

Work Session items:

- Municipal budget process. Mr. Troyer stated the Town's budget is calendar driven. Mr. Troyer provided a detailed report on the calendar dates and deadlines.
- Review of Town-owned recreational facilities (master plans and as-built conditions)
 - Chaplin Community Park, Crossings Park & Bristol Sports Arena, Jarvis Creek Park, Compass Rose Park and Greens Shell Park

Ms. Marcy Benson presented an in-depth report of each park listed above including the amenities from the original master plans and the current conditions.

A lengthy discussion ensued regarding the following topics:

- field conditions as well as scheduling conflicts pertaining to multi-use fields at Chaplin and the fields at Barker.
- communications with Beaufort County regarding The Town of Hilton Head Island taking over maintenance and scheduling of parks located on Hilton Head Island.
- the need to develop a master plan for parks and recreation on Hilton Head Island.
- the importance of being involved with the Visioning process.

9. **Park Updates – none**

10. **Appearance by Citizens**

Ms. Heather Rath announced the Greater Island Council Parks & Recreation Committee recently conducted a parks and recreation survey of Hilton Head Island and had a great response and will share the results once she has been able to organize the data.

11. **Park Commissioner Comments**

Chairman Kisiah reminded the Commissioners to use the Excel spreadsheet that Commissioner Rinehart created to write notes about the parks they visit. Also to be prepared at the November 8 Parks & Recreation Commission meeting to finalize recommendations to be submitted to Mr. Scott Liggett.

12. **Adjournment**

There being no further business, the meeting adjourned at 4:45 p.m.

Respectfully submitted by Eileen Wilson

Approved by: _____
Ray Kisiah, Chairman