



The Town of Hilton Head Island
Parks & Recreation Commission
Special Meeting
Thursday, October 8, 2020 at 3:30 p.m.
AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank You.

In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings> /. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/> .

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
4. **Election of a Parks & Recreation Commission Vice Chairman**
5. **Approval of Minutes**
 - a. Parks & Recreation Commission Special Meeting minutes of July 23, 2020
6. **Citizens Comments**

Public comments concerning business items can be submitted electronically via the Town's Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. **The portal will close 2 hours prior to the start of the scheduled meeting.** All comments submitted through the portal will be provided to the Commission for review and made part of the official record. Citizens who wish to comment on business items during the meeting by phone must contact the Board Secretary at (843) 341-4691 not later than noon the day before the meeting.
7. **Reports**
 - a. Parks and Recreation Master Plan update – Taylor Ladd
8. **Unfinished Business**
9. **New Business**
 - a. Proposed Parks & Recreation Commission 2021 meeting schedule
 - b. Discussion of Town Council resolution for park planning, programming, funding and implementation based on Parks & Recreation Master Plan 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.



Town of Hilton Head Island
Parks & Recreation Commission
Special Meeting (Virtual via Bluejeans)
Thursday, July 23, 2020 – 3:30 p.m.
MINUTES

Present from the Commission: Ray Kisiah, Paul Boes, Jack Daly, Thomas Dowling, Jerry Okarma, Joseph Monmonear, William Zurilla

Present from Town Staff: Marcy Benson, Taylor Ladd, Jennifer Ray, Shawn Colin, Teri Lewis, Josh Gruber, Scott Liggett, Rene Phillips, Teresa Haley, Eileen Wilson

1. Call to Order

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

2. FOIA Compliance – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Swearing in Ceremony for Reappointed and new Commissioners

Mr. Josh Gruber, Assistant Town Manager performed the swearing in of reappointed Commissioner Kisiah and new Commissioners Mr. Joseph Monmonier and Mr. William Zurilla.

4. Presentation of the Town's Crystal Awards to outgoing Parks & Recreation Commissioners

Chairman Kisiah thanked Mike Ray and Caroline Rinehart for their service to the Parks & Recreation Commission.

5. Approval of Minutes

Commissioner Okarma made a motion to approve the meeting minutes of March 12, 2020 as presented. Commissioner Daly seconded the motion. The motion passed unanimously.

6. Citizen Comments

Public comments concerning agenda items were submitted electronically via the Town's Open Town Hall portal. The public comment period closed at Noon Wednesday, July 22nd. All comments were provided to the Parks & Recreation Commission members for review and made a part of the official record.

Citizens were provided the opportunity to sign up for public comment participation by phone during the meeting. There is one request from a citizens to speak on the agenda.

Mr. Skip Hoagland spoke on the topic of parks and recreational facilities and the cost it requires for repairs and maintenance. Mr. Hoagland questioned the use of tax dollars and the Chamber of Commerce funds.

7. New Business

a. Election of Officers for the term of July 1, 2020 – June 30, 2021.

Commissioner Daly made a motion to elect Commissioner Kisiah to serve as Chairman for another term. Commissioner Okarma seconded the motion. The motion passed unanimously.

Commissioner Dowling made a motion to elect Commissioner Boes to serve as Vice Chairman for another term. Commissioner Okarma seconded the motion. The motion passed unanimously.

b. Discussion of the final version Parks & Recreation Master Plan Part 1

Ms. Ladd reported Lose Design, our Parks and Recreation consultant, delivered the final draft of this plan in June. What we are reviewing under this agenda item includes their budget, staffing, maintenance, needs assessment and gap analyses.

This document is intended to be informative, data-driven and a starting point for a larger process that entails planning and development for our parks and recreation system.

The Town's over-arching Parks and Recreation Master Plan is a multi-step process. If you notice the title for the Lose report says Parks and Recreation Master Plan Part 1. As Part 1, it lays the groundwork and provides research that is integral to taking the next steps towards progress for parks and recreation.

Part 2 is how this information is incorporated into section 4 of Our Plan, the Town's comprehensive plan, which the Parks & Recreation Task Group discussed earlier this month. The result of Part 2 is Action Items, goals and strategies for parks and recreation, based on the review of recommendations and public comments.

The parks and recreation section in Our Plan then lays the groundwork for part 3 of the process, which entails prioritization of projects, feasibility and funding analyses for projects and policy, and conceptual site planning. This is where we get into the details of how the recommendations will be implemented. This will also be incorporated into the Town's Capital Improvement Program process.

Finally Part 4 is the implementation process where we build the parks and initiate new policy.

Ms. Ladd stated the report we are discussing today is a guiding document at the very beginning of an exciting process.

Ms. Ladd thanked the Parks & Recreation Task Group, the Parks & Recreation Commission, community members and interest groups for their contribution to this effort and the time spent to help realize it and hopes they all will stay involved through the entire master planning process.

Chairman Kisiah complimented Town staff on doing a great job on this Plan.

Commissioner's comments:

- All agree this is a good start.

- USCB looking for a home base; opportunity for expanding baseball/ballfields NCAA caliber.
- Overall very comprehensive
- Happy with the process, public comments were heard.
- Artificial turf – is recommendation good enough?
- Beach parks – good to have dedicated to residents – high level of detail
- Town Parks Director position
- Maintenance changes are good
- Part 1 has good detail but no role of Commission
- Sports a draw for more young families
- Interested to read about more passive use
- More focus on historic and cultural emphasis
- Concentrate more on sport tourism
- Glad to see dog park
- Good sales tool
- Concern for the time and money to accomplish this and set priorities
- A good start with a lot of work ahead
- This Plan addresses a lot of concerns

Commissioner Daly made a motion to forward the Parks and Recreation Master Plan Part 1 to Town Council with a recommendation for adoption. Commissioner Okarma seconded the motion. The motion passed unanimously.

8. Staff Report - none

9. Adjournment

There being no further business the meeting adjourned at 4:30 p.m.

Town of Hilton Head Island

2021 Parks and Recreation *Proposed* Meeting Dates

***Meetings are on the second Thursday at 3:30 pm**

Benjamin M. Racusin Council Chambers

One Town Center Court

Hilton Head Island, SC 29928

Thursday, January 14, 2021
Thursday, February 11, 2021
Thursday, March 11, 2021
Thursday, April 8, 2021
Thursday, May 13, 2021
Thursday, June 10, 2021
Thursday, July 8, 2021
Thursday, August 12, 2021
Thursday, September 9, 2021
Thursday, October 14, 2021
*Thursday, November 18, 2021
Thursday, December 9, 2021

**the November meeting has been moved to the 3rd Thursday since the 2nd Thursday in November falls on Veteran's Day – Town Hall is closed.*