



The Town of Hilton Head Island  
**Parks & Recreation Commission Meeting**  
Thursday, November 12, 2020 at 3:30 p.m.  
**REVISED AGENDA**

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*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. **Approval of Minutes**
  - a. Parks & Recreation Commission Meeting minutes of October 8, 2020
5. **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 no later than two hours before the meeting.
6. **Reports**
  - a. Parks and Recreation Master Plan update – Taylor Ladd
  - b. Island Recreation Association Update – Frank Soule
7. **Unfinished Business**
8. **New Business**
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.*



Town of Hilton Head Island  
**Parks & Recreation Commission**  
**Regular Meeting** (Virtual via Bluejeans)  
**Thursday, October 8, 2020 – 3:30 p.m.**  
**MINUTES**

**Present from the Commission:** Ray Kisiah, Jack Daly, Thomas Dowling, Jerry Okarma, Joseph Monmonier, William Zurilla

**Present from Town Council:** Tom Lennox, Tamara Becker

**Present from Town Staff:** Marcy Benson, Taylor Ladd, Jennifer Ray, Shawn Colin, Scott Liggett, Julian Walls, Teresa Haley, Eileen Wilson

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**1. Call to Order**

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

**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**

Commissioner Okarma made a motion to nominate Commissioner Daly to Vice Chairman. Commissioner Zurilla seconded the motion. The motion passed unanimously.

**5. Approval of Minutes**

Commissioner Dowling made a motion to approve the meeting minutes of July 23, 2020 with a correction to the spelling of Commissioner Monmonier's name. Commissioner Monmonier 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 1:30 p.m. on Thursday, October 8<sup>th</sup>. 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 were two requests from citizens to speak on the agenda.

Mr. Skip Hoagland addressed the Commissioners on his concerns with the Town Council and the Chamber of Commerce and questioned the use of tax dollars and funds.

Mr. Frank Soule stated he wishes to speak later in the meeting on the Parks and Recreation Master Plan update.

## 7. New Business

### a. Proposed Parks & Recreation Commission 2021 Meeting Schedule

Commissioner Zurilla made a motion to approve the proposed Parks & Recreation Commission 2021 Meeting Schedule. Commissioner Okarma seconded the motion. The motion passed unanimously.

### b. Discussion of Town Council resolution for park planning, programming, funding and implementation based on Parks & Recreation Master Plan recommendations.

Ms. Ladd, project lead for Our Plan and the Parks and Recreation Master Plan initiative, reviewed with the Commissioners the research and recommendations in Part 1 and Part 2 of the Parks and Recreation Master Plan. Part 3 of this process staff will be working with the community and stakeholders to prioritize the wealth of recommendations and action items that have been generated so far. Staff also seeks input about the proposed programming for the three major parks that Part 1 presented as our first priority for major park development. The three major parks are: Chaplin Community Park, Crossings Park and the Mid Island Tract located on the Town-owned portion of the old planters row golf course. This will be a brand new community park for our island.

Ms. Ladd outlined opportunities to provide input:

- Staff will be hosting a survey on Open Town Hall.
- Staff will be hosting three virtual town halls for parks and recreation
- Staff will host two open park days where staff will be set up in a park. The first will be at Jarvis Creek Community Park and the second at Shelter Cove Community Park.

All this information gathering will help with the next level of conceptual planning for the three major parks. It will also give Town officials guidance on where to focus our Capital Improvements Plan and policy for parks and recreation over the next several years.

Ms. Ray announced Town Council adopted a resolution 9/15/20 supporting the path forward for parks and recreation planning and implementation including identification of funding sources. Approval of the resolution will allow staff to execute the next steps in planning for parks and recreation improvements, identify, and implement phase 1 of the Chaplin Linear Park and finalize and implement the Shelter Cove Connectivity project. And prioritize the recommendations.

Each of the Commissioners thanked and complimented staff for all the continued hard work and support that went into the Parks and Recreation Master Plan.

Chairman Kisiah called upon Mr. Frank Soule for his public comments. Mr. Soule announced the Sailing & Rowing Center had its first kayak program event; this was part of the master planning process – very exciting. The Island Recreation Center is looking forward to expanding programs there. Mr. Soule stated the Island Recreation Center is available and willing to help Town staff in any way to get notice out to the public for upcoming virtual meetings of the Our Plan Parks & Recreation Master Plan Town Hall meetings or providing meeting space.

Mr. Soule requested to be on next November Parks & Recreation Commission agenda to provide an Island Recreation Association report.

Chairman Kisiah stated the Parks & Recreation Commission should be involved in the selection process of the design team consultant. Chairman Kisiah also expressed his disappointment of the removal from the Our Plan a recommendation of hiring a Town Director of Parks staff position.

Mr. Ray responded the Town Manager, CIP and all staff are very proactive for parks and recreation in time and money spent. Parks does have a seat at the table. Staff reviewed the final report submitted by LOSE and it did not recommend a parks department. Without a department, there is no need for a director. Staff changed Our Plan to stay with policy guide. Our Plan does not need to pin down title. Staff recommends consider staffing modifications to deliver park and recreation services.

This Commission can share your thoughts and concerns with Town Council with a recommendation. As Chairman you can contact the Town Manager to request being involved in the design consultant process.

Commissioner discussion included the following:

- If the Town is serious about parks and recreation, there needs to be a designated Town staff person to be responsible.
- It is important we have someone in Town government to state our case, a professional who is knowledgeable and has expertise.
- We need a strong advocate.
- Concern about something being lost; spending this much money we need a strong advocate to keep on track and budget. Essential for this project.
- Chairman should request to be at the table for the consultant process.
- Senior level person is needed.
- There is a lack of one stop shopping, things are divided up across multiple people.

Commissioner Daly made a motion to recommend the Town Council does not accept the changes to Our Plan as they pertain to the position of a Parks Director and strongly recommend the Town of Hilton Head Island hire a high level Town staff official to execute the duties identified in the Our Plan. Commissioner Okarma seconded the motion. The motion passed unanimously.

## **8. Adjournment**

There being no further business the meeting adjourned at 4:46 p.m.

Submitted by: Eileen Wilson

Approved: