

**The Town of Hilton Head Island  
Parks & Recreation Commission Work Session  
Thursday, March 14, 2019  
3:30 p.m.**

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

**Members Absent:** Paul Boes (UE)

**Town Council:** Glenn Stanford, Tamara Becker

**Town Staff:** Marcy Benson, *Sr. Grants Administrator*; Jennifer Ray, *Deputy Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief*; Shawn Colin, *Director of Community Development*; Brian Hulbert, *Staff Attorney*

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

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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. 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 Parks & Recreation Commission meeting minutes of February 14, 2019 were approved as amended (Caroline Rinehart was absent at that meeting and was listed as present).

**5. Appearance by Citizens**

Mr. Babel stated when special events take place especially at Shelter Cove, those not attending the event do not have access to get to the public restrooms, bike racks and playgrounds during a special event. Mr. Babel asked the Commission to consider requesting of the organizers setting up for special events do not block access to these public facilities. Mr. Babel and others are coordinating with the Town on William Hilton Parkway and Pope Avenue to install safety enhancements for crosswalks. Mr. Babel complimented Ms. Benson on the work put into the latest The Bicycle Friendly Community application.

**6. Reports**

**a. Island Recreation Association Update** – Mr. Soule presented a video of activities and events from the Island Recreation Center. Mr. Soule stated the Recreation Center has the ability now to track attendance and capture the number of people coming through the door. Data shows the Senior Center has had a large number of participants this year. This renovated facility has become a sense of pride for the community.

**7. Unfinished Business**

Chairman Kisiah asked for an update on the proposed CIP recommendations the Parks & Recreation Commission submitted. Mr. Liggett stated the Planning Commission's CIP Committee met and recommended the four projects submitted by the Parks & Recreation Commission be included for the upcoming fiscal budget year. The Planning Commission will review this recommendation on April 3, 2019.

8. **New Business**

**Draft RFP for Parks & Recreation Master Plan.** Ms. Ray read two comments received from Town Council members. Asked for input from the Commissioners.

The following points were discussed:

- Possible land acquisition;
- The RFP should include the needs of visitors as well as residents;
- Assessment of our structure;
- Comparison of other resort areas, look at other towns or areas that have as much as we have and determine if they have individuals assigned to recreation or not.
- Economic driver: sports tourism;
- Public engagement and surveys should guarantee every effort made to represent all demographics;

Ms. Ray stated the goal of the Recreation Master Plan is not to create our own Parks Department; the funding and impact on maintenance affects staffing level.

Chairman Kisiah stated it should be this Commission's decision if there is a need for a parks department. The Town has a responsibility to operate recreation programs and facilities across the island and the most effective way would be a Parks Department. The whole master plan would be a failure if it didn't look at our structure. Chairman Kisiah stated the Commission would like to see the final RFP product.

Mr. Babel representing Greater Island Committee's Parks & Recreation Committee, suggested asking who is our customer. Ask for alternatives then make a decision. Include a mission statement and suggest an arts and parks funding referendum as part of the study.

9. **Park Updates –**

The Town received four responses to the request for proposal for park construction for the Celebration Park. A budget amendment will be reviewed by Town Council next Tuesday and if accepted we can move forward with the contractual process.

10. **Park Commissioner Comments**

Commissioner Daly stated the question of structure should be addressed in the master plan. After additional discussion, Commissioner Daly made a motion to put the second bullet under **Optional additional services** to be included in the Scope of Work (eliminate the word Optional). Commissioner Okarma seconded the motion.

Commissioner Daly asked to amend his motion. Commissioner Okarma seconded the motion.

Commissioner Daly amended his motion to include both bullets under **Optional additional services** and recommend they be included in the Scope of Work (eliminate the word Optional). Commissioner Okarma seconded the motion. The motion passed unanimously.

**11. Adjournment**

There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted by Eileen Wilson

Approved by: April 11, 2019  
Ray Kisiah, Chairman