



**Town of Hilton Head Island  
PARKS AND RECREATION COMMISSION  
MEETING  
Thursday, May 22, 2025, 3:00 PM  
Minutes**

**1. Call to Order**

Chair Bill Zurilla called the meeting to order at 3:06 p.m.

**2. Pledge to the Flag**

**3. Adoption of the Agenda**

A motion to adopt the agenda was made by Ms. Kristian and seconded by Mr. Quigg. The motion passed unanimously.

**4. Approval of the Minutes**

**a. Regular Meeting Minutes of November 14, 2024**

A motion to approve the minutes from the November meeting was made by Mr. Quigg and seconded by Ms. Kristian. The motion passed unanimously.

**5. Presentations**

**a. Island Parks and Rec Association Update - Frank Soule, Parks and Rec Executive Director**

Frank Soule, Parks and Rec Executive Director provided a broad update on parks and recreation programming, facility improvements, and budget planning. Outdoor recreation programs such as surf lessons, kayaking, and summer camps continue to be well attended, and youth programming is expanding with additional summer offerings in development. The minimum age for participation in senior programming has been reduced from 70 to 65. Family Fun Day saw increased participation, which staff attributed to improved marketing efforts.

**b. Fiscal Year 25 Facilities Landscaping Efforts Update - Derrick Coaxum, Facilities Director**

Derrick Coaxum, Facilities Director, provided updates to the commission on the Fiscal year 2025 facilities landscaping efforts. Financially, the FY26 Parks and Recreation budget includes \$900,000 in planned investments, with \$500,000 allocated to soft costs. Staff confirmed that unspent FY25 funding will carry over into the next fiscal year. More than \$250,000 in scholarships were distributed in the past year, and an additional \$225,000 request has been submitted for aquatics scholarships and pool support.

## 6. Unfinished Business

## 7. New Business

- a. Capital Improvement Plan - Overview of Parks and Pathways Updates to Discuss the Status of Current Projects Related to Community Parks and Pathways, Progress, and Any Adjustments to Project Scope or Funding - Jeff Netzing, Engineering & Projects Director, and Richard Loudin, Public Projects Program Manager

Richard Loudin, Public Projects Program Manager, and Jeff Netzing, Engineering & Projects Director, reviewed the Town's broader Capital Improvement Program, which totals \$77 million and includes roads, beach renourishment, equipment, and parks—highlighting the impact of inflation and the role of construction cost indices in project forecasting.

Several park projects are advancing. Crossings Park Phase 1 improvements, including pickleball and a skate pump track, are scheduled for FY27. Chaplin Park is slated for design in FY27 and construction in FY28. Other park updates include sidewalk and playground improvements at Jarvis Creek, soccer field enhancements at Barker Field, and ADA and court upgrades at Green Shell Park. Islander's Beach Park upgrades are delayed due to the beach renourishment staging area. Phase 2 of Shelter Cove Community Park has been deferred to FY27, and Patterson Family Park's design continues with Shoreline Construction recently awarded the contract. At Mitchelville Freedom Park, archaeological work continues, with permit applications underway for the road and parking area.

Pathway and infrastructure projects are also moving forward. Jonesville Road Pathway design is being revised to minimize tree impacts and easement needs, and the Dunnigan's Alley Pathway has been awarded for design following the receipt of a Transportation Alternatives Program (TAP) grant. Staff also reviewed a proposed Main Street Corridor pathway between the school and hospital, though funding has not yet been identified.

Operationally, staff are piloting a new court reservation system and will collect usage data to guide future decisions. Commissioners were also asked to provide input on maintenance standards to help define and budget for sustainable upkeep across parks and facilities.

Finally, staff shared updates on strategic planning and financing efforts. Current Tax Increment Financing (TIF) is committed through FY26, and conversations are ongoing regarding a potential new TIF district. Commissioners emphasized the importance of aligning all projects with the 2019 Strategic Plan and expressed strong support for continued collaboration with the Island Recreation Association to ensure staffing and program success at new or expanded facilities.

**8. Public Comment - Non Agenda Items**

**9. Commission Business**

Commission members volunteered to assist in expanding programming and park facilities.

**10. Chairman's Report**

**11. Staff Report**

**12. Adjournment**

The meeting adjourned at 5:03 p.m.