



**Town of Hilton Head Island
PARKS AND RECREATION COMMISSION
MEETING
Thursday, September 18, 2025, 3:00 PM
Minutes**

1. Call to Order

Chair Bill Zurilla called the meeting to order at 3:00 p.m. Commissioners in attendance: Bill Zurilla, Charlie Quigg, Ruthie Kucharewski, Ray Kisiah, and Michael Manesiotis.

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 May 22, 2025

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

5. Presentations

a. Island Parks and Recreation Association Update – Frank Soule, Parks and Recreation Executive Director

Recreation Programs and Community Events Update – Leah Arnold

Staff provided an update on outdoor recreation programs, noting growth in after-school offerings and continued strong participation in senior fitness and travel programs. Plans for upcoming community events are already showing signs of significant interest. Staff also confirmed that the Discovery Club preschool program is nearing full enrollment, and Kids Night Out events will expand as staffing allows. Staff gave an update on County Council funding and strategies to get support and reinstatement to continue to assist the pool and aquatics program.

b. Fiscal Year 2026 Facilities Landscaping and Park Maintenance Efforts Update – Derrick Coaxum, Facilities Director

Facility Maintenance and Funding – Derrick Coaxum, Facilities Director

Updates were provided on Island Recreation Center needs, including HVAC evaluation and coordination with the Town's CIP department. Staff confirmed that roof replacements at Shelter Cove and Barker Field are moving forward and phase two of the Pocket Park project is scheduled for completion. Plans also include installation of AEDs at park restrooms and pathway repairs along Squire Pope and Gumtree Roads.

- c. Fiscal Year 2026 Capital Improvement Plan Update on the Parks and Pathways Programs – Jeff Netzinger, Engineering & Projects Director and Richard Loudin, Public Projects Program Manager

Capital Improvement – Richard Loudin, Public Projects Program Manager and Jeff Netzinger, Engineering & Projects Director

Staff presented an overview of capital project timelines. Construction for Coligny Circle Pocket Park will begin October 1, 2025, followed by Taylor Family Park (December 2025) and Patterson Park (January 2026). Design and construction phases for Chaplin Park are set for FY27 and FY28, respectively. Shelter Cove Community Park and Old School House Park will undergo expansions with a focus on accessibility. Pickleball courts are expected to be available by Fall 2027, with staffing and operations planning in progress. Commissioners emphasized the importance of aligning project priorities with the Fiscal Year 27 budget and ensuring compliance with land management ordinances.

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 Netzinger, Engineering & Projects Director, and Richard Loudin, Public Projects Program Manager

Richard Loudin, Public Projects Program Manager, and Jeff Netzinger, Engineering & Projects Director, reviewed the Town's broader Capital Improvement Program. Staff provided updates on multiple infrastructure and planning initiatives. The Town's annual pathway maintenance budget remains \$500,000, which continues to be insufficient to meet systemwide needs. Commissioners discussed balancing new pathway construction with the ongoing maintenance of existing routes. Current efforts include revising the Jonesville Road pathway alignment, coordinating with the South Carolina Department of Transportation on a speed study for Marshall Road, and implementing pedestrian safety improvements at Taylor and Patterson. The pedestrian pathway project between Wilbur and Crane will return for further review in December and January.

Staff also outlined intersection and parking improvement initiatives. Funding opportunities are being explored to enhance safety at the Palmetto Bay Road and Arrow Road intersection. In addition, consultants are assessing parking needs across key beach access areas, with a proposal under consideration to add 236 spaces at Chapman Park to alleviate congestion during peak visitor seasons.

In capital planning and budgeting, Richard Loudin will provide updated Barker Field renovation details by the end of October and present Capital Improvement Program (CIP) priorities for FY26 and beyond. Commissioners expressed interest in establishing a small capital fund dedicated to park accessories and minor improvements to prevent such expenses from drawing on the maintenance budget.

Finally, the Commission discussed recognition efforts for long-serving individuals who

have contributed significantly to the Town. Plans include a commemorative plaque honoring Frank Soule's service and a special acknowledgment for a staff member marking sixty years of dedication to the community.

8. Public Comment - Non Agenda Items

9. Commission Business

Commission members volunteered to assist with event coordination and to provide input on project priorities and pathway maintenance needs.

10. Chairman's Report

11. Staff Report

12. Adjournment

The meeting adjourned at 4:44 p.m.