



Town of Hilton Head Island

Parks and Recreation Commission Meeting

Thursday, January 11, 2024, 3:30 PM

**1 Town Center Court, Hilton Head Island, SC
Benjamin M. Racusin Council Chambers**

The Parks & Recreation meeting will be held in person at Town Hall in the Benjamin M. Racusin Council Chambers.

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Roll Call**
- 4. Approval of the Minutes**
 - a. Regular Meeting Minutes of December 14, 2023
- 5. Appearance by Citizens**
- 6. Reports**
- 7. Unfinished Business**
- 8. New Business**
 - a. Parks & Recreation Commission 2024 Work Plan - Bryan McIlwee
 - b. Fiscal Year 2024 CIP Projects Update - Bryan McIlwee
 - c. Fiscal Year 2025 CIP Projects Planning - Bryan McIlwee
- 9. Updates**
- 10. Park Commissioner Comments**
- 11. Adjournment**

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.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Hilton Head Island will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Hilton Head Island ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Municipal Association of South Carolina (MASC) Civility Pledge:

"I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city or town."



Town of Hilton Head Island PARKS AND RECREATION COMMISSION MEETING Thursday, December 14, 2023, 3:30 PM Minutes

1. Call to Order

Chair Zurilla called the meeting to order at 3:30 PM. Present were: William A. Zurilla, Chair; Thomas Dowling; Christina Kristian; and Charlie Quigg. Absent were: John G. Parsons, Vice-Chair; Jack Daly, and Michael Manesiotis.

2. Adoption of the Agenda

There being no changes to the agenda, the agenda was approved as presented.

3. Approval of the Minutes

a. Regular Meeting Minutes of November 16, 2023

Two changes to the November 16, 2023 minutes were noted: Thomas Dowling was absent from the meeting, and Michael Manesiotis was present. With the changes being noted as corrected, the minutes of the November 16, 2023 meeting were approved by unanimous vote.

4. Appearance by Citizens:

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. No comments were received, and no public comments were offered during the meeting at this time.

5. Updates

a. Staff Report - Erik Ladd

Erik Ladd, Project Manager, updated the Committee on projects worked on during the past year, park master plans and improvements, pathway construction projects, and beach park enhancements. He noted there is an opening for a Public Projects Program Manager, with the interim role being played by Ben Brown, who is currently the Senior Advisor to the Town Manager. Other members of his team included Mike DeMaria, Beach Operations Program Manager; Chris McVey, Senior Project Manager, and Kevin Tylus from Community Engagement, Project Manager.

Ladd reviewed Patterson Family Park and Taylor Family Park, both of which were approved by Town Council at its last meeting. The next level of design for both projects will include a design build contract, with RFP going out in January for design and

permitting for the majority of 2024, which will lead into construction in 2025. He expressed his appreciation for the Committee's comments to help make these fantastic master plans.

Ladd updated the Committee on Old Schoolhouse Park pickle ball courts, which was a conversion from tennis courts to a 6-court pickle ball complex with seating and overhead cover, with construction beginning in October 2023 and completed within 6 weeks. The Town is now moving into a routine maintenance and operations protocol, with possible future site and landscaping improvements. Chair Zurilla remarked on how quickly this was done and requested the reports be separated into short term and long term, so everyone could see the expediency of such projects.

Ladd reported on the pathway projects for Woodhaven Drive, with plans begun in 2022 and construction completed in November 2023; the Shelter Cove Lane pathway beginning in January 2024 and to be completed in March 2024; the Folly Field Beach Park boardwalk, restroom and landscaping improvements completed in the Fall of 2023; the Driessen Beach Park boardwalk project underway now and scheduled to be completed by March 2024; and the Islanders' Beach Park Phase 1 pathway from Folly Field Road to the playground, with construction to begin in early January 2024 and completed by early March 2024. DeMaria reported that work is still being done on the infrastructure for the license readers.

6. Commission Business

a. Proposed Parks & Recreation Commission 2024 Meeting Schedule and Alternate Dates

A proposed Parks & Recreation Commission 2024 Meeting Schedule and Alternate Dates was presented. After discussion, the 2024 Meeting Schedule presented for the second Thursday in each month was adopted by unanimous vote.

7. Park Commissioner Comments

Chair Zurilla mentioned that he would like the Committee to assist the Town Staff in providing input on which projects should be priority needs according to citizens comments. He would attempt to notify the Committee in advance about what topic would be on the agenda so they are prepared for discussion, and possibly an earlier delivery of the agenda. Projects he would like covered in future meetings would be mid-Island projects, The Crossings discussion about the need for regulation-size fields, Barker field update on renovations, and the availability of beach volley ball courts and costs.

The Committee recognized Frank Soule, Executive Director, Parks and Recreation, who reported that the Town had already installed beach volley ball courts, and signs were ready for scheduling and use of the courts located in front of the Tiki Hut near Coligny Beach, and the courts are already in use. He noted a full-time pickle ball coordinator was now on staff at Island Rec with re-surfacing scheduled for the Island Rec courts. He suggested keeping the Driessen Park fields design without a 400' field, with Barker Field being a better choice for

regulation-size and multi-purpose use. A discussion followed concerning the difference in the pickle ball experience offered by Palmetto Dunes vs. the Town offering more of a "minor league" experience.

The Committee recognized Frank Babel, Hilton Head Island Bicycle Advisory Committee Chairman, who indicated the Town should expect a Bicycle Friendly Award next month - hopefully, a Gold Award, but the Town is on the way to a Platinum Award, but that step is a big one. He suggested there should be a pathway along U.S. 278 from Spanish Wells Road through Old Schoolhouse to Crazy Crab, and eventually connect to another pathway to Coastal Discovery Museum. Although there is no master plan for pathways, staff indicated they are working on future plans to expand the pathways. Babel indicated other areas to be addressed would be safety on the pathways, figuring out how to work with E-bikes, Main Street pathways, speed limits on Gum Tree Road, pathway areas along the US 278 Corridor Bridge and Gum Tree/US 278 crossing to be worked out with the SCDOT, and encourage beach bike parking with more bike racks in lieu of more car parking.

8. Adjournment

The meeting was declared adjourned at 4:13 PM.

Approved:

The recording of this Meeting can be found on the Town's website at www.hiltonheadislandsc.gov



TOWN OF HILTON HEAD ISLAND

Parks and Recreation Commission

TO: Parks and Recreation Commission
FROM:
DATE: January 11, 2024
SUBJECT: Parks & Recreation Commission 2024 Work Plan - Bryan McIlwee

RECOMMENDATION:

SUMMARY:

BACKGROUND:

ATTACHMENTS:

None



TOWN OF HILTON HEAD ISLAND

Parks and Recreation Commission

TO: Parks and Recreation Commission
FROM:
DATE: January 11, 2024
SUBJECT: Fiscal Year 2024 CIP Projects Update - Bryan McIlwee

RECOMMENDATION:

SUMMARY:

BACKGROUND:

ATTACHMENTS:

None



TOWN OF HILTON HEAD ISLAND

Parks and Recreation Commission

TO: Parks and Recreation Commission
FROM:
DATE: January 11, 2024
SUBJECT: Fiscal Year 2025 CIP Projects Planning - Bryan McIlwee

RECOMMENDATION:

SUMMARY:

BACKGROUND:

ATTACHMENTS:

None