



Town of Hilton Head Island

Parks and Recreation Commission Meeting

**Thursday, November 14, 2024, 3:30 PM
1 Town Center Court, Hilton Head Island, SC
Benjamin M. Racusin Council Chambers**

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

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Adoption of the Agenda**
- 4. Approval of the Minutes**
 - a. Regular Meeting Minutes of September 12, 2024
- 5. Presentations**
 - a. Island Parks and Rec Association Update - Frank Soule, Parks and Rec Executive Director
- 6. Unfinished Business**
- 7. New Business**
 - a. Staff Support Update - Jeff Netzinger, Engineering and Projects Director
- 8. Public Comment - Non Agenda Items**
- 9. Commission Business**
 - a. Confirm 2025 Meeting Schedule
 - b. Commissioner Nominees for ongoing CIP Project Meetings - Richard Loudin, Public Projects Program Manager
- 10. Chairman's Report**
- 11. Staff Report**

12. Adjournment

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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, September 12, 2024, 3:30 PM
Minutes

1. Call to Order

Chair Zurilla called the meeting to order at 3:30PM. Present were: Chair William Zurilla, Vice Chair John Parsons, Ruthie Kucharewski, Michael Manesiotis, Butch Kisiah, and Charlie Quigg attending remotely.

2. Pledge to the Flag

3. Adoption of the Agenda

4. Approval of the Minutes

- a. Regular Meeting Minutes of July 11, 2024

Chair Zurilla calls for approval of the minutes. Unanimous approval for July Meeting Minutes.

5. Presentations

6. Unfinished Business

7. New Business

- a. Staff Support Update - Richard Loudin, Public Projects Program Manager

Richard Loudin introduces himself as Projects Program Manager and will be taking the place of Bryan McIlwee after his departure from the town.

- b. Capital Improvement Projects: Fiscal Year 2025 Project Updates - Richard Loudin,
Public Projects Program Manager
- CIP Dashboard

Richard Loudin opens the CIP Dashboard on the Town Website. Shawn Colin steps in to introduce everyone to Richard Loudin and Lydia Lewis for Staff Support for Parks and Recreation. Chair Zurilla reintroduces Butch Kisiah back to the Commission and welcomes Richard Loudin to the Town and to Parks and Rec.

Richard Loudin pulls up the CIP Dashboard and shows how to maneuver through the website. He pulls up Islander's Beach Project and gives an overview of the updates.

Chair Zurilla asks about the budget schedule for FY25. Richard Loudin shows where it is

listed on the website. Vice Chair Parsons asks about the drawing for the new parking. Richard L. clarifies that the new parking will start this year, FY25 starts July 2024. Chair Zurilla inquires about the second pathway, Richard L. clarifies that the secondary pathway is not in the scope of work for this fiscal year 2025. Commissioner Kisiah asks if there is an increase in the operating budget to help take care of the parks. Richard L. confirms that the addition of the parks is noted and in facilities but is not aware if the operating budget itself has increased. Vice Chair Parsons asked if there will be a structure on the site, Shawn C and Richard L confirm there will be a structure on the site to hold facilities storage.

Shawn C. confirms that the Dashboard is a great way to access information for all the ongoing projects for CIP and specifically Parks and Recreation. The plan that you see on the website is what has been approved by Council. He confirms that the Town is still working on updating this platform continuously.

Shawn C. discusses that the CIP Dashboard shows what projects have been approved through Town Council. It shows the cycle of how the Parks and Recreation Commission has been an integral part of approval and prioritizing Parks and Rec projects on the island. Richard L. continues to share updates on the Parks projects that are in effect for FY25 budget. Shawn C provides more information for the parks updates based on detailed design updates. Zurilla asks if anyone has specific questions. Commissioner Kisiah and Manesiotis ask about questions about the mid-island project and Vice Chair Parsons asks about the wetland implant; Shawn and Richard answer their questions. Vice Chair Parsons asks about sponsorship for fields, Shawn explains that that was in the plan as an option to seek private help. Shawn has a meeting later this month with the rotary club to discuss a community center. Commissioner Kisiah comments that he likes how the town is addressing this project by addressing the stormwater concerns first. Commissioner Quigg asks about the reference to mid-island track, Shawn explains it was a general master plan from Town Council. The Town does need to have an update on what phase 1 of that project will be.

c. Assistance from Commission Members Discussion - Richard Loudin, Public Projects Program Manager

Chair Zurilla opens the topic of the Assistance from Commission Members. Richard Loudin explains it was mentioned to bring in a Commission member to kick-off staff meetings for upcoming projects. Commissioner Manesiotis agrees he would like to volunteer for more involvement. Shawn Colin asks that the Chair and Vice Chair discuss this with the members and let us know how we want to move forward in this direction for involvement. Vice Chair Parsons asks if members would be involved in follow-up meetings. Richard Loudin confirms it would depend on the upcoming topics and what needs to be addressed. The Town will provide a list of projects that we would like the members to attend if they would like. Chair Zurilla confirms he will coordinate with the commission members to see who wants to attend what.

d. Calendar Year 2025 Meeting Schedule Discussion - Richard Loudin, Public Projects Program Manager

Chair Zurilla brings to topic the new meeting schedule for next year and that we hope to

move to bimonthly meetings. Commissioner Manesiotis comments he agrees we could move to bimonthly if we are continuing to have updates from Town internal staff meetings. Commissioner Kisiah is in support of bimonthly meetings and if we need a special meeting we would schedule. Shawn Colin explains we need them to recommend CIP and implementation. Vice Chair Parsons seconds the topic. Commissioner Quigg agrees. Commissioner Kisiah moves to make a motion for bimonthly calendar, Chair Zurilla approves, Vice Chair Parsons and all other Commissioners approve. Motion approved.

e. Election of Officers for Fiscal Year 2025

Commissioner Manesiotis nominates William Zurilla for Chair and John Parsons for Vice Chair. Commissioner Kisiah seconds the notion, all in favor. Approved.

8. Public Comment - Non Agenda Items

Frank Babel introduces himself. He comments how years ago the budgets were small and CIP didn't exist. Now we have money to work on these projects; this is a great Town improvement. He then presents his first new idea - there isn't enough space for parking cars at beaches. In Sea Pines, the Facilities team installed bike parking, and now it is always filled with bikes. He asks that the town thinks about adding more bike parking to our public beaches. Secondly, Babel believes we do not have enough maintenance money. The design projects are great, but the maintenance budget is not there. He asks that the Town and the Commission members bring this lack of budget to the Town Council's attention. Thirdly, he compliments the Commission on their productivity but asks the Commission to think about how we get people to the parks. How can we get kids to the parks?

Commissioner Kisiah reflects that Babel makes a good point that beach transportation is an issue. Is public transportation something that we can think about? Butch asks if we can get an update from the Breeze to see if we can add stops to the pathway to assist in getting people to the parks.

Shawn Colin comments that we can give an update on the Breeze system; it is primarily set up for workforce paths. The trolleys have a potential to be involved. Chair Zurilla thanks Babel for his comments. Babel comments he thinks the Commission should work on ideas on how to bring people to utilize the transportation systems that we have set up. Commissioner Kisiah comments that Island Rec should have more data or information to help with this topic.

9. Commission Business

10. Chairman's Report

11. Staff Report

- a. Update on Town Partnership with Best Buddies and Miracle Recreation for Construction of an Inclusive Playground at Shelter Cove Community Park - Shawn Colin, Assistant Town Manager

Zurilla introduces Shawn Colin, Assistant Town Manager, to give the update on Best Buddies Park. Shawn Colin presents the Shelter Cove plan and reviews the points of

expansion for the park and parking lot. The expansion would include the Best Buddies concept and Miracle Recreation equipment. The Town has executed contracts for landscaping designs and implementation of the program. Shawn Colin announces that the Town Council unanimously supported the commission's recommendation for the park. Commissioner Kisiah comments he is glad this is moving forward for the community. He believes all playgrounds should be inclusive. Vice Chair Parsons comments that we should not have multiple signs in the park advertising best buddies. Commissioner Kucharewski seconds Commissioner Kisiah's comment that all parks should have inclusive aspects. Shawn Colin comments that the Town is making more of an effort to make sure each park has aspects that are useful for all. Chair Zurilla closes the meeting at 5:17PM.

12. Adjournment

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