

# BEAUFORT COUNTY PARKS & LEISURE SERVICES

## ADVISORY BOARD MINUTES

Conference Room  
Beaufort Industrial Park, Building 102  
Thursday, November 5, 2009  
2:30 PM

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**Board Members Present:** Arthur Middleton, Chairman  
William Brown  
Michael Manesiotis  
Norman Varnes

**Board Members Absent:** Allan Stern, Vice Chairman  
Robert Anderson  
Ronald Campbell  
Bill Evans  
William Grayson

**Staff Present:** Cristina Roberson, Director of PALS  
Sherry Jones, Assistant to Directors  
Billie Lindsay, Planning Department

### CALL TO ORDER

The meeting was called to order by Arthur Middleton at 2:30 PM.

### PLEDGE OF ALLEGIANCE

All stood to recite the Pledge of Allegiance.

### APPROVAL OF SEPTEMBER 3, 2009 AND OCTOBER 1, 2009 MINUTES

It was motioned by Michael Manesiotis and seconded by William Brown to approve the September 3, 2009 and October 1, 2009 minutes. The motion was moved and passed unanimously.

### PUBLIC COMMENT

There was no public comment.

### DIRECTOR'S REPORT

- A. Director's Overview – Ms. Roberson greeted the Board and gave an overview of her observations in the past two months. Has been accessing and evaluating various programs and centers which included attending football games, visiting the Island Recreation Center and Buckwalter Community Center, and outlaying areas such as Dale and Sheldon communities to get an idea of the size of the County. The County is really enormous. Has been attending meetings such as a Soccer parent meeting about the change in age groups for playing Soccer in which a decision was made on the matter. Has noticed some duplicity and redundancy in the services provided in the community. She will address these matters as time progresses. The area that is being focused on is personnel and as a result has developed a leadership team in which it meets regularly at different centers. As part of board development, has toured Bluffton and Hilton Head sites along with the two new PALS Board members. Has been going over accountability, expectations, and training with PALS staff. Ms. Roberson has also been getting out into the community to meet citizens and responding to comments and questions. She explained that her response time to calls from the community is two hours. She urged the community to contact Board members or her to voice opinions and comments. An issue that PALS experienced recently was almost losing concessions for games at Burton Wells fields. A vendor was partnered with to come out and provide concessions for

Burton Wells games until the County is able to start the RFP process to contract the service out. PALS will also access concessions county-wide. This process will begin this month to cover Burton Wells for baseball season. PALS is in the midst of scheduling fields for baseball. PALS will handle all field scheduling and any organization that wishes to use the fields must contact, Joe Penale, Deputy Director. The department is also revising a Memorandum of Understanding with parent groups such as the Bluffton Youth Sports (Bluffton Baseball and Softball). The office has received a revised MOU for Bluffton Youth Sports from the County's legal department and PALS will be scheduling a meeting with the group to discuss the agreement and changes. Has met with the PALS Advisory Board's Program Committee to review fees for centers, fields, and programs. Ms. Roberson explained that she will be forwarding her recommendations to the Committee and Board for review and action. She plans to provide those recommendations by the next PALS Advisory Board Meeting. PALS is beginning to develop a consolidated advertising and promotional plan with staff. PALS really needs to get the word out on what we have to offer effectively in the community. The County has begun broadcasting All-Star football games on the County Channel and she hopes that more footage of PALS programs will be aired on the channel. Lastly, PALS is considering community partnerships that will assist in diminishing duplication of services for PALS to be more effective in the Community. Mr. Middleton explained that Ms. Roberson has shown to be very active and appreciates the efforts of becoming more visible and involved with the community. Mr. Brown explained that the military does have an existing agreement with the County. More military families are not living on base and are utilizing county programs more. Mr. Brown explained that the agreement is outdated and needs to be revisited to ensure it captures all that PALS and MCCS can offer. He also apologized for not being at the Program Committee meeting. Ms. Roberson commented that she has been reviewing agreements. She was not aware that PALS has an agreement with the military but she will review it.

- B. Buckwalter Community Center and Skate Park Update – Ms. Roberson reported, in absence of Joe Penale, on the projects. Buckwalter Community Center is an amazing facility with double gyms with hardwood floors. The facility is almost near completion. Crews are placing down carpet and painting. Phase I is office spaces and the double gym. Phase I should be complete within the next week and the tentative Grand Opening is scheduled for January 4, 2010. The Buckwalter Skate Park is underway. The tentative date of complete is the Spring of 2010. It's located next to Buckwalter Community Center.
- C. Burton Wells Phase II – Ms. Roberson reported on this project. The County Planning Department along with Ms. Roberson, a County Councilman, two PALS Advisory Board Members and two PALS staff members went to Charleston to toured three park sites to get ideas for planning Burton Wells Phase II Park. It will be sixty acres of a passive park to include passive amenities such as trails, possibly a splash park, two open space fields, two – four acre pond, playground, and natural amphitheatre. There were three concepts and the concepts will be narrowed down to one concept design. Once that design has been developed, she will have it placed on the PALS website for the community to view. PALS is about three weeks away from doing that. Mr. Manesiotis asked if the Burton Wells Phase II Conceptual Plan will be presented to the Board prior to being placed on the website for community input. Ms. Roberson clarified that it will be presented to the Board first. He asked if there are wetlands within the sixty acres. Ms. Roberson explained that there are wetlands within the development. She explained that a primitive camp is also being discussed as part of the development for campers. Mr. Manesiotis commented that it will be great because there isn't anywhere within the County to have regional meets, at least a mile loop. Ms. Roberson explained that ten foot multi-purpose trails will be included. Mr. Brown explained that the high schools are beginning to see an increase in running and a trail that will allow people to run is greatly needed. Ms. Roberson explained that the trails will initially be gravel due to cost and funding but as time permits and funding is made available, the trails may become paved. Mr. Varnes asked about funding costs, how much work on projects can be done in-house with the County. Ms. Roberson explained that once the final conceptual plan for Burton Wells Phase II is developed, the Planning Department will meet with Public Works to negotiate and discuss services that can be done in-kind. Other possibilities such as grants will be discussed. Mr. Middleton explained that Public Works has assisted with many parks for PALS.
- D. Lady's Island Park – Currently awaiting Army Corp review and approval along with an estimated cost for the entire project before proceeding with any kind of public forum. She reminded the Board that two months ago, Judy Timmer presented the Board with plans on the park. Mr. Brown commented that he is happy that the Lady's Island Park is underway.

## **STANDING COMMITTEE REPORTS**

- A. Program Committee – Mr. Manesiotis reported on the Program Committee's meeting held on October 26, 2009. The meeting included discussion on new fee collection policies that PALS has established as well as partnerships, and re-evaluating the fee schedules for various non-profit groups that uses PALS facilities because the current fees may become

a financial hardship. As a result of the meeting, the Committee is awaiting feedback from staff members to assist in assessing the situations and making a sound decision on fees. Mr. Middleton clarified that the PALS Advisory Board Program Committee is a very important committee and the Board wants the committee to take its time in making decisions. Mr. Manesiotis commented that as he stated at the meeting, economics is the same all over the county. PALS faces economic shortages every year but in doing so, we don't want to increase fees where citizens are unable to participate and utilize services of PALS. A mechanism must be developed in form of scholarships or other funding to assist in those that are experiencing financial hardships.

### **2010 BOARD MEETING DATES**

Mr. Middleton asked the Board members present to review the dates on the schedule for discussion and approval. Mr. Manesiotis explained that he asked consulted with staff prior to the Board meeting to discuss possibilities of having meeting in Southern Beaufort County locations such as Hilton Head Island Library or the new Buckwalter Community Center once it is open. It has been confirmed that the mobile Broadcasting unit is available and broadcasting outside of the current PALS Board meeting location is possible. Mr. Manesiotis asked that two meetings, May 6, 2010 and September 2, 2010, be held at either the Hilton Head Island Library or Buckwalter Community Center to allow more accessibility for citizens in the Southern Beaufort County area to attend PALS Board Meetings. Mr. Manesiotis suggested that in the future, the Board considers moving all meetings to the Buckwalter Community Center to centralize a location.

**After a brief discussion, it was motioned by William Brown and second by Michael Manesiotis to accept the PALS Advisory Board 2010 Meetings and Locations with amendments as indicated for May 6 and September 2, 2010 meetings to be held at Hilton Head Island Library or Buckwalter Community Center. As the time draws near to those dates, one of the locations will be designated. The motion was moved and passed unanimously.**

### **MEETING/ADJOURNMENT**

Chairman Middleton thanked everyone for attending the meeting. Next regularly scheduled meeting will be on Thursday, December 3, 2009 at 2:30 PM at the Beaufort Industrial Village, Bldg. 2 in Beaufort, South Carolina.

The meeting was adjourned at 2:57 PM.