



CHARLESTON COUNTY PARK
& RECREATION COMMISSION

COMMISSIONERS:

Brad Taggart, Chair

Mattese Lecque, Vice-Chair

Amy Adams, Secretary/Treasurer

Lisa King

Garrett Lacy

Merriweather Mulé

Kevin Bowie, Executive Director

Commission Agenda

Commission Regular Meeting
Monday, February 23, 2026
5:30 p.m.

CCPRC Headquarters and online at
www.youtube.com/@CharlestonCPRC



**Charleston County Park and Recreation Commission
Regular Commission Meeting
861 Riverland Drive, Charleston, SC, 29412
Online: youtube.com/@CharlestonCPRC
Monday, February 23, 2026**

Agenda

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| 1. Call to Order & Welcome | Taggart |
| Introduction of Guests and Notification to Media | |
| 2. Public Comments | Taggart/Bowie |
| 3. (ACTION) Approval of January 12, 2026 Public Hearing Meeting Minutes | Taggart |
| 4. (ACTION) Approval of January 12, 2026 Regular Commission Meeting Minutes | Taggart |
| 5. Planning and Development Update | Newshutz |
| 6. (ACTION) Acquisition Approval – Future Willow Oak Site Expansion | Newshutz |
| 7. (ACTION) Award of Contract – Spillway Replacement at Caw Caw Interpretive Center (CCIC) | Newshutz |
| 8. Financial Report | McManus |
| 9. (INFO) FY 26-27 Budget Review | Bowie/McManus |
| 10. (INFO) Records Retention Schedule and Digitization | Bowie/Ellis |
| 11. Next Meeting & Announcements | Taggart/Bowie |
| Regular Commission Meeting: | |
| Monday, March 9, 2026, 5:30pm at CCPRC Headquarters, Charleston, SC | |

Unapproved Minutes
Charleston County Park & Recreation Commission (CCPRC)
Public Hearing
861 Riverland Drive, Charleston, SC, 29412
Monday, January 12, 2026 at 5:30 pm

Commission Members Present: Brad Taggart, Amy Adams, Garrett Lacy, Lisa King, Mattese Lecque and Merriweather Mulé.

Staff Present: Kevin Bowie, Phil Macchia, Charlie McManus, Gina Ellis-Strother, Steve Hutton, Eric Stewart, Mark Madden (via teleconference), Melissa Muse, Patty Newshutz, Renee Dickinson, Tommy H., Shanté Ellis, Robert Lavarney, and Josh Blackstone.

Legal Counsel Not Present: Dwayne Green.

Guests Present: Jeremy Cook.

1. Call to Order and Welcome

Introduction of Guests and Notification to Media

The Charleston County Park & Recreation Commission met on Monday, January 12, 2026 at CCPRC's Headquarters, Charleston, SC and virtually via www.charlestoncountyparks.com. Commission Chair, Brad Taggart, called the meeting to order and welcomed those in attendance. In compliance with the Freedom of Information Act, notice of meetings and agendas were posted and furnished to news media and persons requesting notification.

2. Public Comments

A public hearing was held to receive comments on the 2026 General Obligation Bonds requested. There were no public comments.

3. Next Meeting

Regular Commission Meeting, Monday, January 12, 2026, 5:30pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 5:33 pm.

Respectfully submitted,

Brad Taggart, Commission Chair

Shanté Ellis, Executive Administrative Associate

Unapproved Minutes
Charleston County Park & Recreation Commission (CCPRC)
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2. Public Comments

None.

3. (Action) Approval of December 8, 2025 Regular Commission Meeting Minutes

Motion to approve the minutes of the December 8, 2025 Regular Commission Meeting was made by Commissioner Lacy and approved by the Commission. (#035-2526)

4. (Action) Election of Officers

Motion to nominate Brad Taggart for the office of Chair, Mattese Lecque for the office of Vice Chair, and Amy Adams for the office of Secretary/Treasurer was made by King, and there being no other nominations, Brad Taggart, Mattese Lecque, and Amy Adams were elected by acclamation. (#036-2425)

5. (ACTION) 2026 Bond – Petition to Charleston County

Motion to authorize a petition to Charleston County Council for a public hearing to authorize the Charleston County Park & Recreation Commission to issue General Obligation Bonds in an amount not to exceed \$70,000,000 was made by Commissioner Adams and approved by the Commission. (#037-2526)

6. Planning and Development Update

Planning & Development Director, Patty Newshutz, reviewed the progress staff are making related to their assigned Capital Improvement Projects, project solicitations, and potential land acquisitions.

7. (ACTION) Award Contract – Exterior Building Painting & Exterior Stair Replacement at the Cooper River County Park (CRCP)

Motion to enter into a contract with Roofing USA for painting and stair replacement at the Cooper River County Park in the amount of \$223,550 with funds coming from the CIP budget was made by Commissioner Lacy and approved by the Commission. (#038-2526)

8. Financial Services Update

Chief Financial Officer, Charlie McManus, presented and reviewed the checks over \$7,500 and financial reports for the month of November.

9. Commission Report Update

Marketing Director, Renee Dickinson, presented and reviewed the changes to the Commission Report (not Agenda/Motion Packet) that can be anticipated in February going forward.

10. Executive Session: Contractual/Personnel/Legal Matters

Motion to move to Executive Session to discuss a potential real estate acquisition in the East County for development of a future recreational site was made by Commissioner Lecque and approved by the Commission. (#039-2526)

11. Post Executive Session:

Upon returning from Executive Session, Commissioner Taggart stated that no action was taken.

12. Next Meeting

Regular Commission Meeting, Monday, February 23, 2026, 5:30pm at CCPRC Headquarters, Charleston, SC

There being no further business, the meeting adjourned at 6:45 pm.

Respectfully submitted,

Brad Taggart, Commission Chair

Shanté Ellis, Executive Administrative Associate



MEMORANDUM

TO: Kevin Bowie
FROM: Patty Newshutz
DATE: February 18, 2026
RE: Acquisition of Property for Future Willow Oak Site Expansion

Planning & Development is coordinating with the Seller's Agent for a 0.7-acre outparcel adjacent to CCPRC's Simmons Creek / Willow Oak property at 3252 Old Pond Road, bearing the Charleston County TMS# 282-00-00-048

Staff have conducted due diligence to better understand property history, boundaries, and value. The parcel encompasses over 500 linear feet of frontage within the future park site, making it a threat for potentially incompatible development.

The property was appraised at a value of \$80,000. Staff have applied for reimbursement of acquisition funds through the Charleston County Greenbelt Program.

Purchase of parcel would come from the CIP Land Acquisition Line (20002700-90000-0000).

Staff Recommendation:

A motion to approve the Executive Director's execution of a purchase sale agreement for the purchase of TMS #282-00-00-048 on Old Pond Road, Johns Island dependent on completing all due diligence tasks with funds coming from the Charleston County Greenbelt Program.



MEMORANDUM

TO: Kevin Bowie
FROM: Patty Newshutz
DATE: February 18, 2026
RE: Award of Contract – Spillway Replacement at Caw Caw Interpretive Center

A Request for Proposal 2026-013 was issued and publicly advertised for the spillway replacement at Caw Caw Interpretive Center. Three contractors responded.

Ashley River Site and Utilities LLC provided the overall best technical and cost proposal as evaluated by staff.

This project involves replacing the aging stormwater infrastructure that supports the historical impoundments interpreted by the park. Because this project represents a low risk for the agency, staff recommend adding a 5% contingency to the project budget, resulting in a total project allocation of \$121,655.00.

The Caw Caw Spillway Replacement project is budgeted to come from the CIP Reserves GL Line (21350000-90070-0000).

Recommend approval to enter a contract with Ashley River Site and Utilities LLC, for spillway replacement at Caw Caw Interpretive Center, for \$115,861.46 with funds coming from the CIP budget.

December 2025 Checks over \$7,500

Date	Check #	Vendor	Description	Amount
General Agency				
12/04/25	3052094	Motorola, Inc.	Replace 3 Lost Motorola Radios	\$ 11,836.74
12/04/25	3052115	Tencarva Machinery Company, LLC	Replace Vertical Pump and Motor	\$ 37,060.08
12/05/25	11	Coleman Photography	Santa Photo Commission Nov 24-30	\$ 18,343.72
12/09/25	12	Coleman Photography	Santa Photo Commission Dec 1-7	\$ 13,710.68
12/11/25	3052165	Maner Builder Supply	Security Fence for JICP Playground	\$ 29,986.00
12/11/25	3052169	Peggs Recreation & Architectural Products, Inc.	Safety Rail Sections for Playground	\$ 9,676.12
12/18/25	3052221	CDW Government, LLC	VMware Annual Fee	\$ 15,534.00
12/18/25	3052222	Charleston County	Charleston Country Quarterly Radio Fee	\$ 23,247.00
12/18/25	3052246	Pflug Law Firm, LLC	November Legal Fees	\$ 27,441.50
12/18/25	3052247	Randy Burgage Equipment Company	4-Post Vehicle Lift	\$ 24,356.71
12/18/25	3052256	Sabine And Waters, Inc.	WCP Tallow Treatment	\$ 11,500.00
12/18/25	3052259	Tyler Technologies, Inc.	Annual Tyler Notify Bill	\$ 7,797.99
12/18/25	3052264	Coleman Photography	Santa Photo Commission Dec 8-14	\$ 20,359.16
12/21/25	13	Coleman Photography	Santa Photo Commission Dec 15-23	\$ 14,656.11
12/30/25	3052283	Marsh Point Developers	Replacement of Cottage Doors	\$ 39,275.00
12/30/25	3052289	Rick Hendrick Dodge Chrysler Jeep Ram	2025 Ram Promaster 2500 Van 2X; 2024 Toyota Tacoma	\$ 223,079.00
Capital Improvement Projects				
12/18/25	61	Medpro Systems, LLC	OTCCP-001 Phase 1 Development	\$ 620,006.51
12/18/25	508	Associates Roofing & Construction, Inc.	WCP-002 WW M1 Roof Repairs	\$ 134,268.25
12/18/25	509	City of Folly Beach	LIHP-001 Permitting	\$ 14,400.00
12/18/25	510	Network Cabling Infrastructures, Inc.	WCP Daypark Network Drops	\$ 15,261.87
12/18/25	511	TM Taylor Construction Company, Inc.	JICP-007 Edisto Hall Building Repairs	\$ 213,556.73

**Combined General Agency Operations
December, 2025**

Combined Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Support Services	4,189,405	4,354,497	23,930,458	18%
Park Services	10,899,052	10,992,635	22,072,263	50%
Recreation Services	857,538	813,024	1,844,214	44%
Total Revenue	15,945,995	16,160,156	47,846,935	34%
Combined Expenses				
Support Services	6,119,977	6,803,238	13,217,578	51%
Park Services	11,992,954	13,147,440	27,815,442	47%
Recreation Services	2,658,574	3,010,464	6,164,562	49%
Total Expenses	20,771,505	22,961,142	47,197,582	49%
Net Operating Income	(4,825,510)	(6,800,986)	649,353	
Transfers In	31,665	65,712	280,647	23%
Transfers Out	2,650,000	-	4,500,000	0%
Change in Fund Balance	(7,443,845)	(6,735,274)	(3,570,000)	
Fund Balance Statement				
Change in Fund Balance	(7,443,845)	(6,735,274)	(3,570,000)	
Fund Balance- Beginning of Year	28,163,941	28,672,553	28,672,553	
Ending Fund Balance	20,720,096	21,937,279	25,102,553	

**Support Services
December, 2025**

Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Administration Millage	3,430,055	3,639,738	22,403,831	16%
Administration- Other	759,350	714,759	1,526,627	47%
Total Revenue	4,189,405	4,354,497	23,930,458	18%
Expenses				
Administration	1,268,448	1,242,512	1,672,950	74%
Executive	1,012,135	1,035,038	1,980,163	52%
Financial Services	499,125	492,047	1,051,673	47%
Human Resources	484,683	514,779	1,329,223	39%
Information Technology	1,033,609	1,657,363	2,763,327	60%
Marketing	656,873	647,143	1,504,694	43%
Park and Program Services	306,607	302,988	679,420	45%
Planning and Development	640,600	692,073	1,660,851	42%
Safety	217,897	219,295	575,277	38%
Total Expenses	6,119,977	6,803,238	13,217,578	51%
Net Operating Income	(1,930,572)	(2,448,741)	10,712,880	
Transfers In	31,665	65,712	280,647	23%
Transfers Out	2,650,000	0	4,500,000	0%
Change in Fund Balance	(4,548,907)	(2,383,029)	6,493,527	

**Park Services
December, 2025**

Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Administration	15,631	53,076	37,084	143%
Caw Caw Interpretive Center	21,324	25,493	73,398	35%
Cooper River Marina	531,315	525,450	1,179,315	45%
Folly Beach County Park	443,599	461,035	1,066,887	43%
Folly Beach Fishing Pier	761,469	776,617	1,862,624	42%
Isle of Palms County Park	547,057	571,334	1,361,557	42%
James Island County Park	5,010,276	5,190,131	8,253,161	63%
Johns Island County Park	78,603	75,497	268,974	28%
Kiawah Beachwalker Park	235,692	231,672	610,883	38%
Lake House at Bulow	119,434	102,700	183,667	56%
Laurel Hill Plantation	5,008	2,882	6,353	45%
McLeod Plantation	266,420	266,786	666,933	40%
Mount Pleasant Palmetto Islands County Park	327,720	333,230	818,621	41%
Mount Pleasant Pier	234,462	234,963	511,380	46%
North Charleston Wannamaker County Park	2,228,886	2,077,497	4,941,965	42%
Old Towne Creek County Park	0	0	51,600	0%
SK8 Charleston	58,839	48,465	142,068	34%
Stono River Park	1,977	1,972	4,200	47%
West County Aquatics Center	11,340	13,835	31,593	44%
Total Revenue	10,899,052	10,992,635	22,072,263	50%
Expenses				
Administration	692,077	704,448	1,510,464	47%
Caw Caw Interpretive Center	203,558	274,908	616,922	45%
Cooper River Marina	342,513	287,036	713,400	40%
Folly Beach County Park	377,956	396,182	932,710	42%
Folly Beach Fishing Pier	759,536	719,682	1,561,603	46%
Isle of Palms County Park	487,322	493,800	1,228,772	40%
James Island County Park	3,278,161	3,612,952	6,854,293	53%
Johns Island County Park	273,780	315,615	856,089	37%
Kiawah Beachwalker Park	268,772	308,510	620,224	50%
Lake House at Bulow	63,305	60,611	155,106	39%
Laurel Hill Plantation	17,225	40,144	108,334	37%
McLeod Plantation	108,277	132,498	298,444	44%
Mount Pleasant Palmetto Islands County Park	661,740	661,517	1,630,737	41%
Mount Pleasant Pier	330,392	352,831	764,895	46%
North Charleston Wannamaker County Park	2,385,319	2,532,798	5,111,142	50%
Old Towne Creek County Park	78,533	69,826	387,554	18%
SK8 Charleston	222,276	195,146	472,724	41%
Stono River Park	27,249	12,951	23,285	56%
Undeveloped Properties & HQ Maintenance	1,275,440	1,882,240	3,610,789	52%
West County Aquatics Center	139,523	93,745	357,955	26%
Total Expenses	11,992,954	13,147,440	27,815,442	47%
Change in Fund Balance	(1,093,902)	(2,154,805)	(5,743,179)	

**Recreation Services
December, 2025**

Revenue	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Accessibility	3,327	2,617	5,475	48%
Community Recreation	44,743	41,562	117,100	35%
Interpretive	50,154	63,629	104,240	61%
Outdoor	419,071	413,447	906,890	46%
Special Events	215,900	173,287	453,724	38%
Runs, Races & Fitness	124,343	118,482	256,785	46%
Total Revenue	857,538	813,024	1,844,214	44%
Expenses				
Administration	360,163	551,987	843,702	65%
Accessibility	6,829	6,110	45,325	13%
Community Recreation	629,211	664,778	1,313,633	51%
Interpretive	388,033	435,915	907,669	48%
Outdoor	751,803	757,491	1,781,702	43%
Special Events	318,038	389,108	830,390	47%
Runs, Races & Fitness	204,497	205,075	442,141	46%
Total Expenses	2,658,574	3,010,464	6,164,562	49%
Change in Fund Balance	(1,801,036)	(2,197,440)	(4,320,348)	

**General Agency Balance Sheet
December, 2025**

Assets	Prior YTD Actuals	Year To date Actuals
Cash & Cash Equivalents	22,645,062	23,503,088
Other Assets	1,200,433	1,226,103
Total Assets	23,845,495	24,729,191
Liabilities		
Accounts Payable	622,511	530,792
Other Liabilities	2,502,888	2,261,120
Total Liabilities	3,125,399	2,791,912
Fund Balance		
Assigned Fund Balance	1,250,000	1,250,000
Unassigned Fund Balance	19,470,096	20,687,279
Total Fund Balance	20,720,096	21,937,279
Total Fund Balance and Liabilities	23,845,495	24,729,191