



CHARLESTON COUNTY PARK  
& RECREATION COMMISSION

**COMMISSIONERS:**

Brad Taggart, Chair

Mattese Lecque, Vice-Chair

Amy Adams, Secretary/Treasurer

Lisa King

Garrett Lacy

Kenneth Bible

Noah Rosenthal

Kevin Bowie, Executive Director

# Commission Agenda

Commission Regular Meeting  
Monday, July 13, 2026  
5:30 p.m.

CCPRC Headquarters and online at  
[www.youtube.com/@CharlestonCPRC](http://www.youtube.com/@CharlestonCPRC)

**Charleston County Park & Recreation Commission  
Regular Commission Meeting  
861 Riverland Drive, Charleston, SC, 29412  
Online: [youtube.com/@CharlestonCPRC](https://youtube.com/@CharlestonCPRC)  
Monday, July 13, 2026**

**Agenda**

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>1. Call to Order &amp; Welcome</b>                                                                                                                                                                                                                                                                                                                                                                             | <b>Taggart</b>        |
| <b>2. Introduction of Guests and Notification to Media</b>                                                                                                                                                                                                                                                                                                                                                        |                       |
| <b>3. Public Comments</b>                                                                                                                                                                                                                                                                                                                                                                                         | <b>Taggart/Bowie</b>  |
| <b>4. New Commissioner Welcome – Kenneth Bible</b>                                                                                                                                                                                                                                                                                                                                                                | <b>Taggart</b>        |
| <b>5. (ACTION) Approval of June 8, 2026 Regular Commission Meeting Minutes</b>                                                                                                                                                                                                                                                                                                                                    | <b>Taggart</b>        |
| <b>6. Planning and Development Update</b>                                                                                                                                                                                                                                                                                                                                                                         | <b>Newshutz</b>       |
| <ul style="list-style-type: none"><li><b>a. (ACTION) 2026 South Carolina Department of Parks, Recreation and Tourism (SCPRT) Recreational Trails Program Grant Acceptance</b></li><li><b>b. (ACTION) 2026 Park and Recreation Development (PARC) Grant Acceptance</b></li><li><b>c. (ACTION) Charleston County Right-of-Way Acquisition Donation Request – Highway 41 Corridor Improvements Project</b></li></ul> |                       |
| <b>7. Financial Update</b>                                                                                                                                                                                                                                                                                                                                                                                        | <b>McManus</b>        |
| <b>8. (INFO) Local Government Investment - Pool Update</b>                                                                                                                                                                                                                                                                                                                                                        | <b>McManus</b>        |
| <b>9. Operations Update</b>                                                                                                                                                                                                                                                                                                                                                                                       | <b>Hutton/Stewart</b> |
| <ul style="list-style-type: none"><li><b>a. (ACTION) Purchase New Train for the 2026 Holiday Festival of Light</b></li></ul>                                                                                                                                                                                                                                                                                      |                       |
| <b>10. Information Technology Update</b>                                                                                                                                                                                                                                                                                                                                                                          | <b>Muse</b>           |
| <ul style="list-style-type: none"><li><b>a. (ACTION) Approval of Three-Year Penetration Testing and Vulnerability Scanning Services Contract – Triaxiom Security (Cybersecurity Audit Remediation)</b></li><li><b>b. (ACTION) Workstation Refresh Purchase – Applied Data Technologies</b></li></ul>                                                                                                              |                       |
| <b>11. Next Meeting &amp; Announcements</b>                                                                                                                                                                                                                                                                                                                                                                       | <b>Taggart/Bowie</b>  |
| <p>Regular Commission Meeting:</p> <p>Monday, August 10 at 5:30pm at CCPRC Headquarters, Charleston, SC</p>                                                                                                                                                                                                                                                                                                       |                       |

Public comments may be submitted in writing to [execadmin@ccprc.com](mailto:execadmin@ccprc.com) by July 13, 2026 at 12:00 pm. Those who wish to address the Commission in person may do so by signing up in person by 5:15 pm. Residents can watch the Commission Meeting live via this [link](#).

**Unapproved Minutes**  
**Charleston County Park & Recreation Commission (CCPRC)**  
**Regular Commission Meeting**  
**861 Riverland Drive, Charleston, SC, 29412**  
**Monday, June 8, 2026 at 5:30 pm**

**Commission Members Present:** Brad Taggart (Chair), Mattese Lecque (Vice Chair), Amy Adams (Secretary/Treasurer) (via teleconference), Lisa King, Garrett Lacy, Merriweather Mulé, and Noah Rosenthal.

**Staff Present:** Kevin Bowie, Phil Macchia, Charlie McManus, Gina Ellis-Strother, Steve Hutton, Eric Stewart, Kelly Campbell, Melissa Muse, Patty Newshutz, Renee Dickinson, Tommy Hale, Shanté Ellis, and Mark Patrick.

**Legal Counsel Present:** Dwayne Green.

**Guests Present:** None

**1. Call to Order and Welcome**

Introduction of Guests and Notification to Media

The Charleston County Park & Recreation Commission met on Monday, June 8, 2026 at CCPRC's Headquarters, Charleston, SC and virtually via [youtube.com/@CharlestonCPRC](https://www.youtube.com/@CharlestonCPRC). 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**

None.

**3. (ACTION) Approval of May 11, 2026 Regular Meeting Minutes**

Motion to approve the minutes of the May 11, 2026 Regular Commission Meeting was made by Commissioner Rosenthal and approved by the Commission. (#058-2526)

**4. Staff Updates**

Bowie and Ellis-Strother introduced Kelly Campbell as the new Human Resources Director and gave a brief background of her experience. The Commission congratulated Campbell on her appointment.

**5. 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.

**a. (ACTION) Acquisition of Property for Sol Legare Boat Landing Expansion**

Motion to allow the Executive Director to execute a purchase sale agreement for the acquisition of 2421 Sol Legare Road, TMS# 330-08-00-005 for the appraised value of \$2,535,000 and associated closing cost with funds coming from the 2026 GO Bond was made by Commissioner King and approved by the Commission. (#059-2526)

**b. (ACTION) Design Services for ADA Parking Improvements at James Island County Park (JICP) and Wannamaker County Park (WCP), Change Order 002, PRC-005**

Motion to approve a Change Order to the A. Morton Thomas and Associates, Inc. contract for additional engineering services, in the amount of \$162,650.00 with funds coming from the approved CIP budget was made by Commissioner Mulé and approved by the Commission. (#060-2526)

**6. Financial Services Update**

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

**7. (ACTION) General, Financial, & Procurement Policy Review/Approval**

Motion to approve the recommended changes to the Commission's General, Financial, & Procurement Policies was made by Commissioner Lacy and approved by the Commission. (#061 -2526)

**8. (INFO) Fleet Management**

Stewart introduced, Assistant Parks Director-District 2, Mark Patrick. They proffered further investigating a fleet manager to handle future acquisitions/non-traditional leasing and county-wide service/repair options. Bowie noted that the vendor will look at the fleet to maximize the resale value of the vehicle. Specialized vehicles will still be managed by staff. Bowie clarified that staff are asking the Commission for permission to continue their research and bring back options. McManus clarified the financial incentives and implications. Patrick noted there'd potentially be a monthly fee per vehicle. Stewart, King, and McManus discussed how beneficial it will be to have vehicles serviced closer to agency's facility's rather than funneling them all through one vendor on James Island.

**9. Agency Highlight: Summer Hiring**

Ellis-Strother reviewed the summer staffing levels, marketing/recruiting efforts, and on-boarding process. Hutton reviewed the lifeguard and camp counselor requirements. He also provided an update on an ocean rescue drone (Dolphin3).

**10. Executive Session: Personnel Matter**

Motion to move to Executive Session to discuss a potential legal matter involving a personnel matter. Upon returning to open session, the Commission may act upon matters discussed in Executive Session was made by Commissioner Lecque and approved by the Commission. (#062-2526)

**11. Post Executive Session:**

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

**12. Committee Assignment**

Taggart appointed the full Commission to the Performance Review Committee.

### **13. Next Meeting & Announcements**

Regular Commission Meeting, Monday, July 13, 2026, 5:30pm at CCPRC Headquarters,  
Charleston, SC

There being no further business, the meeting adjourned at 8:18 pm.

Respectfully submitted,

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Brad Taggart, Commission Chair

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Shanté Ellis, Executive Administrative Manager



## MEMORANDUM

**TO:** Kevin Bowie  
**FROM:** Kevin Gillum  
**CC:** Patty Newshutz  
**DATE:** July 7, 2026  
**RE:** 2026 South Carolina Department of Parks, Recreation and Tourism (SCPRT)  
Recreational Trails Program Grant Acceptance

The South Carolina Department of Parks, Recreation and Tourism (SCPRT) has approved a Recreational Trails Program (RTP) grant for Charleston County Park & Recreation Commission (CCPRC) to be used for park development. CCPRC, as the project sponsor, has allocated this grant to be used at the Edisto Island Youth Recreation Area, located at 1638 Clark Road, Edisto Island, SC 29438.

The RTP grant amount of \$100,000 and with a minimum match required of \$100,000. The trail construction is estimated to be over the grant and match amount of \$200,000. Matching funds and contributing funds above the match will come from the CIP Reserves GL Line (21350000-90070-0000).

Staff Recommendation:

**Recommend acceptance of the SCPRT Recreation Trails Program Grant in the amount of \$100,000 with CCPRC's match coming from the approved CIP budget.**



## MEMORANDUM

**TO:** Kevin Bowie  
**FROM:** Patty Newshutz  
**DATE:** July 7, 2026  
**RE:** 2026 Park and Recreation Development (PARD) Grant Acceptance

The South Carolina Department of Parks, Recreation and Tourism (SCPRT) has approved a Park and Recreation Development (PARD) grant for Charleston County Park & Recreation Commission (CCPRC) to be used for park development. CCPRC, as the project sponsor, has allocated this grant to be used at the Red Top Community Park, located at 3719 Old Charleston Hwy, Johns Island, SC 29445.

The PARD grant amount is \$29,276.34 with a 20% minimum local share, from the project sponsor, of \$7,319.09. Total value of the improvements must meet or exceed \$36,595.43.

The total planned PARD improvement project is anticipated to be under \$100,000 with matching and contributing funds coming from the CIP Reserves GL Line (21350000-90070-0000).

Staff Recommendation:

**Recommend acceptance of the SCPRT Park and Recreation Development grant in the amount of \$ 29,276.34 with a minimum matching share of \$7,319.09 coming from the approved CIP budget.**



## MEMORANDUM

**TO:** Kevin Bowie  
**FROM:** Patty Newshutz  
**DATE:** July 7, 2026  
**RE:** Action – Charleston County Right-of-Way Acquisition Donation Request – Highway 41 Corridor Improvements Project

We received a letter to our Chair of the Commission, Brad Taggart, from Charleston County Government requesting the donation of a 2.80-acre right-of-way acquisition from the Charleston County Park and Recreation Commission (CCPRC) to support the Highway 41 Corridor Improvements Project. The proposed easement is located within the Town of Mount Pleasant and crosses Parcel ID #583-03-00-166 in Laurel Hill County Park. The easement is needed for construction of the Laurel Hill Parkway and associated multiuse path.

A County-contracted appraiser has determined the value of the permanent easement, including all associated land acquisition and contributing items, to be \$122,100.

Staff Recommendation:

**Recommend approval to donate 2.80 acres of land from parcel #583-03-00-166 for the right-of-way acquisition to Charleston County for the Highway 41 Improvements Project.**



William L. Tuten  
Administrator, Charleston County

843.958-4000  
[btuten@charlestoncounty.org](mailto:btuten@charlestoncounty.org)  
4045 Bridge View Drive, B-270  
North Charleston, SC 29405

June 12, 2026

Chairman Brad Taggart  
Charleston County Park & Recreation Commission  
861 Riverland Drive  
Charleston, SC 29412

Re: Request for Voluntary Donation of Property to Support the Highway 41 Corridor Improvements Project

Dear Chairman Taggart,

I hope this letter finds you well. Charleston County Council values the collaboration between Charleston County and the Charleston County Park & Recreation Commission (CCPRC). Our shared commitment to safety, accessibility, and quality of life continues to improve communities across the County, particularly here in Mount Pleasant.

The *Highway 41 Corridor Improvements Project* is a key part of the County's effort to reduce congestion and delay and improve safety and traffic flow along the SC-41 corridor between US-17 and the Berkeley County line in the Town of Mount Pleasant.

Specifically, the project will widen existing Highway 41 to four lanes from Clements Ferry Road to Dunes West Boulevard/Rivertowne Parkway, expand to three lanes through the Phillips Community, and widen again to four lanes from Bessemer Road/Joe Rouse Road to Highway 17 (4-3-4 configuration). The project also includes constructing the Laurel Hill Parkway, a new, two-lane local connection road from Highway 41 to Park West Boulevard, which will support more reliable travel for residents of Dunes West and Park West, especially during peak traffic hours, and includes a 10-foot multi-use path with direct connections to Laurel Hill County Park trails. The project is in the right-of-way acquisition phase and scheduled for bid advertisement in the 3<sup>rd</sup> quarter of 2026 with construction anticipated to begin in early 2027.

To complete the project, the County requires a portion of CCPRC property located off Bessemer Road (TMS# 583-03-00-166). The proposed impacts include the permanent acquisition of 122,112 square feet (2.80 acres) of right-of-way for the new Laurel Hill Parkway and multi-use path. A County-contracted appraiser has valued the total land acquisition and other contributing items at \$122,100.00.

Charleston County respectfully requests that CCPRC consider voluntarily donating the necessary right-of-way to support this public improvement. This donation will allow the County to advance the project on schedule and deliver meaningful safety and connectivity benefits to the residents and visitors of the Town of Mount Pleasant and Laurel Hill County Park. If the Commission is amenable, Charleston County staff will prepare or review the necessary conveyance documents and coordinate with CCPRC for formal approval and execution.

On behalf of Charleston County, I thank you and your Commission for your continued partnership in providing safe and accessible public spaces. Should you wish to discuss this matter further, please contact Mr. Alex Owsiak, Capital Programs Manager, Charleston County Public Works, at [aowsiak@charlestoncounty.org](mailto:aowsiak@charlestoncounty.org) or (843) 202-6155.

With kindest regards,

  
William L. Tuten  
Charleston County Administrator

## May 2026 Checks over \$7,500

| Date                                | Check # | Vendor                               | Description                                    | Amount        |
|-------------------------------------|---------|--------------------------------------|------------------------------------------------|---------------|
| <b>General Agency</b>               |         |                                      |                                                |               |
| 05/07/26                            | 3053318 | Casey Ferguson                       | Ditch Cleanout and Drainage Work Caw Caw       | \$ 9,900.00   |
| 05/07/26                            | 3053319 | FRS Charleston                       | Ice Machine for BWP                            | \$ 11,436.83  |
| 05/07/26                            | 3053352 | Rose Paving, LLC                     | Asphalt Resealing at the WCP Mile Loop Trail   | \$ 17,761.90  |
| 05/07/26                            | 3053357 | The Boardr                           | Boardr Series- Sk8 Charleston Event            | \$ 9,000.00   |
| 05/07/26                            | 3053362 | Wulbern Koval Co.                    | Furniture for OTCCP                            | \$ 13,918.99  |
| 05/14/26                            | 3053389 | J Evans Services, LLC                | Forestry Grinder - McLeod & JOICP              | \$ 11,600.00  |
| 05/14/26                            | 3053397 | Maner Builder Supply                 | Fencing for JICP Dog Park                      | \$ 43,642.00  |
| 05/14/26                            | 3053403 | Pflug Law Firm, LLC                  | April Legal Fees                               | \$ 40,423.50  |
| 05/21/26                            | 3053466 | Dicarlo Fence Contractors, LLC       | Pour Concrete Pads and Walkway- JICP Dog Park  | \$ 17,922.00  |
| 05/21/26                            | 3053476 | John C Brooks                        | Replacement Picnic Tables - WW Luau Landing    | \$ 9,640.00   |
| 05/28/26                            | 3053536 | Blue Skies Drone                     | Dolphin 3 Pro And Charging Station             | \$ 10,399.00  |
| 05/28/26                            | 3053538 | CCPRC                                | Library Gold Pass Purchase                     | \$ 8,334.90   |
| 05/28/26                            | 3053540 | Charleston County                    | Radio Fees Apr-Jun                             | \$ 36,696.00  |
| 05/28/26                            | 3053541 | Chucktown Concrete                   | Concrete for Van Accessible Space - Wappoo Cut | \$ 30,925.00  |
| 05/28/26                            | 3053557 | Meadors Inc.                         | MPHS Banister Repairs and OTCCP Repairs        | \$ 9,665.53   |
| <b>Capital Improvement Projects</b> |         |                                      |                                                |               |
| 05/21/26                            | 81      | Stantec Consulting Services, Inc.    | OTCCP-001 Park Master Plan, Design             | \$ 8,576.40   |
| 05/28/26                            | 82      | Medpro Systems, LLC                  | OTCCP-001 Phase 1 Development, Construction    | \$ 745,470.77 |
| 05/14/26                            | 86      | S & P Global Ratings                 | 2026 GO Bond Rating                            | \$ 39,550.00  |
| 05/14/26                            | 554     | Ashley River Site and Utilities, LLC | CCIC-004 Spillway Replacement                  | \$ 26,068.83  |
| 05/14/26                            | 555     | Roofing USA, LLC                     | CRM-003 Exterior Building Plan                 | \$ 44,710.00  |

**Combined General Agency Operations**  
**May, 2026**

| Combined Revenues               | Prior YTD Actuals | Year To date Actuals | Current Year Budget | % of Budget |
|---------------------------------|-------------------|----------------------|---------------------|-------------|
| Support Services                | 23,893,230        | 25,451,988           | 23,930,458          | 106%        |
| Park Services                   | 16,549,631        | 16,908,976           | 22,072,263          | 77%         |
| Recreation Services             | 1,285,181         | 1,373,331            | 1,844,214           | 74%         |
| <b>Total Revenue</b>            | <b>41,728,042</b> | <b>43,734,295</b>    | <b>47,846,935</b>   | <b>91%</b>  |
| <b>Combined Expenses</b>        |                   |                      |                     |             |
| Support Services                | 10,905,413        | 11,788,419           | 13,217,578          | 89%         |
| Park Services                   | 21,050,388        | 23,175,882           | 27,815,442          | 83%         |
| Recreation Services             | 4,774,680         | 5,281,140            | 6,164,562           | 86%         |
| <b>Total Expenses</b>           | <b>36,730,481</b> | <b>40,245,441</b>    | <b>47,197,582</b>   | <b>85%</b>  |
| <b>Net Operating Income</b>     | <b>4,997,561</b>  | <b>3,488,854</b>     | <b>649,353</b>      |             |
|                                 |                   |                      |                     |             |
| <b>Transfers In</b>             | 106,920           | 97,283               | 280,647             | 35%         |
| <b>Transfers Out</b>            | 2,650,000         | 2,000,000            | 4,500,000           | 44%         |
| <b>Change in Fund Balance</b>   | <b>2,454,481</b>  | <b>1,586,137</b>     | <b>(3,570,000)</b>  |             |
|                                 |                   |                      |                     |             |
| <b>Fund Balance Statement</b>   |                   |                      |                     |             |
| Change in Fund Balance          | 2,454,481         | 1,586,137            | (3,570,000)         |             |
| Fund Balance- Beginning of Year | 28,163,941        | 28,672,553           | 28,672,553          |             |
| <b>Ending Fund Balance</b>      | <b>30,618,422</b> | <b>30,258,690</b>    | <b>25,102,553</b>   |             |

**Support Services**  
**May, 2026**

| Revenues                      | Prior YTD Actuals | Year To date Actuals | Current Year Budget | % of Budget |
|-------------------------------|-------------------|----------------------|---------------------|-------------|
| Administration Millage        | 22,480,817        | 24,085,771           | 22,403,831          | 108%        |
| Administration- Other         | 1,412,413         | 1,366,217            | 1,526,627           | 89%         |
| <b>Total Revenue</b>          | <b>23,893,230</b> | <b>25,451,988</b>    | <b>23,930,458</b>   | <b>106%</b> |
|                               |                   |                      |                     |             |
|                               |                   |                      |                     |             |
| Expenses                      |                   |                      |                     |             |
| Administration                | 1,603,165         | 1,614,962            | 1,672,950           | 97%         |
| Executive                     | 1,864,446         | 1,954,293            | 1,980,163           | 99%         |
| Financial Services            | 903,321           | 904,320              | 1,051,673           | 86%         |
| Human Resources               | 944,690           | 1,000,529            | 1,329,223           | 75%         |
| Information Technology        | 1,950,244         | 2,675,512            | 2,763,327           | 97%         |
| Marketing                     | 1,278,880         | 1,244,019            | 1,504,694           | 83%         |
| Park and Program Services     | 567,126           | 563,864              | 679,420             | 83%         |
| Planning and Development      | 1,291,320         | 1,354,784            | 1,660,851           | 82%         |
| Safety                        | 502,221           | 476,136              | 575,277             | 83%         |
| <b>Total Expenses</b>         | <b>10,905,413</b> | <b>11,788,419</b>    | <b>13,217,578</b>   | <b>89%</b>  |
| <b>Net Operating Income</b>   | <b>12,987,817</b> | <b>13,663,569</b>    | <b>10,712,880</b>   |             |
|                               |                   |                      |                     |             |
| <b>Transfers In</b>           | 106,920           | 97,283               | 280,647             | 35%         |
| <b>Transfers Out</b>          | 2,650,000         | 2,000,000            | 4,500,000           | 44%         |
|                               |                   |                      |                     |             |
| <b>Change in Fund Balance</b> | <b>10,444,737</b> | <b>11,760,852</b>    | <b>6,493,527</b>    |             |

**Park Services**  
**May, 2026**

| Revenues                                    | Prior YTD Actuals  | Year To date Actuals | Current Year Budget | % of Budget |
|---------------------------------------------|--------------------|----------------------|---------------------|-------------|
| Administration                              | 45,940             | 76,702               | 37,084              | 207%        |
| Caw Caw Interpretive Center                 | 42,631             | 63,785               | 73,398              | 87%         |
| Cooper River Marina                         | 934,393            | 996,495              | 1,179,315           | 84%         |
| Folly Beach County Park                     | 827,380            | 863,276              | 1,066,887           | 81%         |
| Folly Beach Fishing Pier                    | 1,508,200          | 1,543,607            | 1,862,624           | 83%         |
| Isle of Palms County Park                   | 997,657            | 1,061,572            | 1,361,557           | 78%         |
| James Island County Park                    | 6,793,001          | 7,022,205            | 8,253,161           | 85%         |
| Johns Island County Park                    | 168,933            | 190,682              | 268,974             | 71%         |
| Kiawah Beachwalker Park                     | 415,270            | 420,899              | 610,883             | 69%         |
| Lake House at Bulow                         | 163,164            | 175,700              | 183,667             | 96%         |
| Laurel Hill Plantation                      | 10,668             | 7,608                | 6,353               | 120%        |
| McLeod Plantation                           | 497,153            | 498,253              | 666,933             | 75%         |
| Mount Pleasant Palmetto Islands County Park | 589,376            | 593,262              | 818,621             | 72%         |
| Mount Pleasant Pier                         | 414,593            | 436,543              | 511,380             | 85%         |
| North Charleston Wannamaker County Park     | 3,014,725          | 2,838,817            | 4,941,965           | 57%         |
| Old Towne Creek County Park                 | 0                  | (2,500)              | 51,600              | -5%         |
| SK8 Charleston                              | 105,437            | 98,230               | 142,068             | 69%         |
| Stono River Park                            | 4,497              | 4,082                | 4,200               | 97%         |
| West County Aquatics Center                 | 16,613             | 19,758               | 31,593              | 63%         |
| <b>Total Revenue</b>                        | <b>16,549,631</b>  | <b>16,908,976</b>    | <b>22,072,263</b>   | <b>77%</b>  |
|                                             |                    |                      |                     |             |
| Expenses                                    |                    |                      |                     |             |
| Administration                              | 1,281,499          | 1,347,335            | 1,510,464           | 89%         |
| Caw Caw Interpretive Center                 | 613,071            | 509,791              | 616,922             | 83%         |
| Cooper River Marina                         | 621,723            | 671,306              | 713,400             | 94%         |
| Folly Beach County Park                     | 670,819            | 671,367              | 932,710             | 72%         |
| Folly Beach Fishing Pier                    | 1,247,485          | 1,231,825            | 1,561,603           | 79%         |
| Isle of Palms County Park                   | 838,342            | 933,972              | 1,228,772           | 76%         |
| James Island County Park                    | 5,550,343          | 6,028,582            | 6,854,293           | 88%         |
| Johns Island County Park                    | 542,017            | 703,722              | 856,089             | 82%         |
| Kiawah Beachwalker Park                     | 480,366            | 535,326              | 620,224             | 86%         |
| Lake House at Bulow                         | 131,934            | 114,723              | 155,106             | 74%         |
| Laurel Hill Plantation                      | 41,081             | 77,952               | 108,334             | 72%         |
| McLeod Plantation                           | 187,758            | 238,198              | 298,444             | 80%         |
| Mount Pleasant Palmetto Islands County Park | 1,166,173          | 1,206,126            | 1,630,737           | 74%         |
| Mount Pleasant Pier                         | 619,529            | 634,912              | 764,895             | 83%         |
| North Charleston Wannamaker County Park     | 3,826,612          | 4,148,413            | 5,111,142           | 81%         |
| Old Towne Creek County Park                 | 118,769            | 288,424              | 387,554             | 74%         |
| SK8 Charleston                              | 392,368            | 384,056              | 472,724             | 81%         |
| Stono River Park                            | 51,839             | 23,334               | 23,285              | 100%        |
| Undeveloped Properties & HQ Maintenance     | 2,497,170          | 3,233,108            | 3,610,789           | 90%         |
| West County Aquatics Center                 | 171,490            | 193,410              | 357,955             | 54%         |
| <b>Total Expenses</b>                       | <b>21,050,388</b>  | <b>23,175,882</b>    | <b>27,815,442</b>   | <b>83%</b>  |
| <b>Change in Fund Balance</b>               | <b>(4,500,757)</b> | <b>(6,266,906)</b>   | <b>(5,743,179)</b>  |             |

**Recreation Services**  
**May, 2026**

| Revenue                       | Prior YTD Actuals  | Year To date Actuals | Current Year Budget | % of Budget |
|-------------------------------|--------------------|----------------------|---------------------|-------------|
| Accessibility                 | 3,900              | 3,184                | 5,475               | 58%         |
| Community Recreation          | 50,137             | 47,535               | 117,100             | 41%         |
| Interpretive                  | 101,908            | 132,484              | 104,240             | 127%        |
| Outdoor                       | 581,183            | 661,942              | 906,890             | 73%         |
| Special Events                | 350,684            | 326,741              | 453,724             | 72%         |
| Runs, Races & Fitness         | 197,369            | 201,445              | 256,785             | 78%         |
| <b>Total Revenue</b>          | <b>1,285,181</b>   | <b>1,373,331</b>     | <b>1,844,214</b>    | <b>74%</b>  |
|                               |                    |                      |                     |             |
|                               |                    |                      |                     |             |
| <b>Expenses</b>               |                    |                      |                     |             |
| Administration                | 691,293            | 871,873              | 843,702             | 103%        |
| Accessibility                 | 11,724             | 9,240                | 45,325              | 20%         |
| Community Recreation          | 1,049,779          | 1,119,408            | 1,313,633           | 85%         |
| Interpretive                  | 766,538            | 833,734              | 907,669             | 92%         |
| Outdoor                       | 1,326,357          | 1,396,785            | 1,781,702           | 78%         |
| Special Events                | 568,513            | 683,677              | 830,390             | 82%         |
| Runs, Races & Fitness         | 360,476            | 366,423              | 442,141             | 83%         |
| <b>Total Expenses</b>         | <b>4,774,680</b>   | <b>5,281,140</b>     | <b>6,164,562</b>    | <b>86%</b>  |
| <b>Change in Fund Balance</b> | <b>(3,489,499)</b> | <b>(3,907,809)</b>   | <b>(4,320,348)</b>  |             |

**General Agency Balance Sheet**  
**May, 2026**

| <b>Assets</b>                             | <b>Prior YTD Actuals</b> | <b>Year To date Actuals</b> |
|-------------------------------------------|--------------------------|-----------------------------|
| Cash & Cash Equivalents                   | 33,591,713               | 33,335,884                  |
| Other Assets                              | 881,318                  | 649,937                     |
| <b>Total Assets</b>                       | <b>34,473,031</b>        | <b>33,985,821</b>           |
|                                           |                          |                             |
| <b>Liabilities</b>                        |                          |                             |
| Accounts Payable                          | 682,796                  | 682,530                     |
| Other Liabilities                         | 3,171,813                | 3,044,601                   |
| <b>Total Liabilities</b>                  | <b>3,854,609</b>         | <b>3,727,131</b>            |
|                                           |                          |                             |
| <b>Fund Balance</b>                       |                          |                             |
| Assigned Fund Balance                     | 1,250,000                | 1,250,000                   |
| Unassigned Fund Balance                   | 29,368,422               | 29,008,690                  |
| <b>Total Fund Balance</b>                 | <b>30,618,422</b>        | <b>30,258,690</b>           |
|                                           |                          |                             |
| <b>Total Fund Balance and Liabilities</b> | <b>34,473,031</b>        | <b>33,985,821</b>           |



## MEMORANDUM

**TO:** Kevin Bowie  
**FROM:** Charlie McManus  
**DATE:** July 2, 2026  
**RE:** Purchase New Train for the 2026 Holiday Festival of Light

The Commission approved the purchase of a new train for the Holiday Festival of Lights at the October 2023 meeting. Marcotec LLC was the only vendor to respond to the publicly advertised bid.

The commission also approved a second train from Marcotec in May of 2024 and a third train in August, 2025. Staff would again like to use Marcotec LLC as a sole-source vendor for an additional new train for 2026 HFOL, with the justification included in the attached memo.

The HFOL train is budgeted in FY2027 to come from General Agency GL Line #12800220-82530-3035.

Staff Recommendation:

**Recommend approval to enter into a sole-source contract with Marcotec LLC, for the purchase of a new train for HFOL, in the amount of \$105,000 with the funds coming from the approved 2027 General Agency budget.**

# Memo

**To:** Steve Hutton

**From:** Eric Stewart, Mark Patrick

**Date:** 7/2/2026

**Re:** Sole Source Procurement for Holiday Festival of Lights Train

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We would like to request sole source procurement for the purchase of the remaining Holiday Festival of Lights replacement train.

In Fiscal Year 2024 we conducted a Request for Proposals to solicit bids for a new festival train. Only one vendor responded. The contract was awarded to Marcotec LLC for \$85,783.00.

We purchased a second train from Marcotec LLC in the 2025 budget and a third train in the 2026 budget. The fourth replacement train is in the 2027 budget. This will be a complete replacement cycle of the trains. To maintain the fleet with a uniformed look and operation along with continuity in the maintenance, it is our recommendation to purchase the same custom built trains from this vendor.



**TO:** Kevin Bowie  
**FROM:** Melissa Muse  
**DATE:** July 7, 2026  
**RE:** Approval of Three-Year Penetration Testing and Vulnerability Scanning Services Contract – Triaxiom Security (Cybersecurity Audit Remediation)

As part of CCPRC's ongoing cybersecurity hardening initiative, Information Technology has been working through remediation items identified during recent security assessment work, including engagement of an outside firm to independently test the strength of CCPRC's network on a recurring basis. Regular third-party penetration testing and vulnerability scanning is a widely recognized best practice and is a common expectation of cyber insurance carriers and financial/PCI auditors.

Triaxiom Security, a division of Strata Information Group, has submitted a quote to provide the following services annually: an External Penetration Test (up to 10 IP addresses), an Internal Penetration Test (up to 200 IP addresses), and Quarterly External and Internal Vulnerability Scans performed in the quarters when a full penetration test is not conducted.

Triaxiom has proposed a three-year service agreement, which includes a 10% discount off standard annual pricing. Under this term, one full assessment cycle (External Penetration Test, Internal Penetration Test, and quarterly vulnerability scans) will be performed each year, billed annually at \$20,475, for a total three-year contract value of \$61,425.

Funding for this contract would come from the Information Technology Division's approved operating budget (GL Number: 11152700-82100-0000).

Staff Recommendation:

**A motion to approve a three-year services contract with Triaxiom Security for annual External and Internal Penetration Testing and Quarterly Vulnerability Scanning services, in the amount of \$20,475 per year (\$61,425 over the three-year term), with funds coming from the approved Information Technology operating budget, as part of CCPRC's ongoing cybersecurity audit remediation efforts.**



## Cost

The following costs are based on the initial conversations with Charleston County Parks and Recreation and reflect Triaxiom's understanding of the requested assessment(s). If any items are scoped incorrectly, please advise your account manager for updates.

| Assessment                                          | Additional Details                                                                                                     | 1 Year Price | 3 Year Price* |
|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|--------------|---------------|
| External Penetration Test                           | - Up to 10 IPs                                                                                                         | \$6,250      | \$5,625/yr    |
| Internal Penetration Test                           | - Up to 200 IPs                                                                                                        | \$11,750     | \$10,575/yr   |
| Quarterly External and Internal Vulnerability Scans | - Up to 10 External and 200 Internal IPs – 3 total scans to be run in quarters where penetration test is not performed | \$4,750      | \$4,275/yr    |
| Total                                               |                                                                                                                        | \$22,750     | \$20,475/yr   |

\* 3-year contracts include a 10% discount and consist of one assessment performed per year, billed annually.

## Next Steps

If the terms of this proposal as set forth above are acceptable to you, please inform your Triaxiom account manager of your desire to proceed and the appropriate contracts will be prepared for signatures.

Once contracts are fully executed by both parties, Triaxiom will schedule a project kick-off call to finalize the project specifics.



## MEMORANDUM

**TO:** Kevin Bowie  
**FROM:** Melissa Muse  
**DATE:** July 7, 2026  
**RE:** Workstation Refresh Purchase – Applied Data Technologies

Information Technology is requesting approval to purchase replacement workstations as part of the agency's annual hardware refresh cycle. Staff obtained pricing through Applied Data Technologies under State of South Carolina Term Contract No. 4400011430 (NASPO ValuePoint – PC)

The total cost of this purchase is \$104,000, with funds coming from the approved Information Technology operating budget (GL Number: 11152700-82400-0000).

Staff Recommendation:

**A motion to approve the purchase of workstation refresh equipment from Applied Data Technologies in the amount of \$104,000.00 with funds coming from the approved Information Technology operating budget.**