

CHARLESTON COUNTY PARK
& RECREATION COMMISSION

Commission Agenda

Commission Regular Meeting
Monday, October 12, 2026
5:30 p.m.

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

COMMISSIONERS:

Brad Taggart, Chair | Mattese Lecque, Vice-Chair | Amy Adams, Secretary/Treasurer

Lisa King | Garrett Lacy | Kenneth Bible | Noah Rosenthal | Kevin Bowie, Executive Director

861 Riverland Drive, Charleston, SC 29412 (843) 762-2172 FAX (843) 762-2683

Charleston County Park & Recreation Commission
Regular Commission Meeting
861 Riverland Drive, Charleston, SC, 29412
Online: youtube.com/@CharlestonCPRC
Monday, October 12, 2026 @5:30

Agenda

1. **Call to Order & Welcome** — **Taggart**

   Introduction of Guests and Notification to Media

2. **Public Comments** — **Taggart/Bowie**
3. **(ACTION) Approval of September 14, 2026 Regular Commission Meeting Minutes** — **Taggart**
4. **(ACTION) Approval of October 8, 2026 Personnel Commission Meeting Minutes** — **Taggart**
5. **Planning and Development Update** — **Newshutz**
6. **(ACTION) Grant Acceptance - Grant Acceptance– SCDNR State Water Recreational Resources Fund Reimbursement – Riverland Terrace Boat Landing**
7. **Financial Report** — **McManus**
8. **(ACTION) Cooper River County Park and Marina Bracket Replacement** — **Jenness**
9. **Agency Highlight: Portable Pool** — **Rosebrock**
10. **(ACTION) Portable Pool Replacement** — **Jenness**
11. **Executive Session / If Needed** — **Taggart**

    To discuss a potential legal matter involving a contract and/or personnel matter. Upon returning to open session, the Commission may take action upon matters discussed in Executive Session.

12. **Next Meeting & Announcements** — **Taggart/Bowie**

    Regular Commission Meeting:

    Monday, November 9, 2026, 5:30pm at CCPRC Headquarters, Charleston, SC

Public comments may be submitted in writing to execadmin@ccprc.com by October 12 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, September 14, 2026 at 5:30 pm

Commission Members Present: Brad Taggart (Chair), Mattese Lecque (Vice Chair), Amy Adams (Secretary/Treasurer), Kenneth Bible, Lisa King, Garrett Lacy, and Noah Rosenthal.

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

Legal Counsel Present: Dwayne Green.

Guests Present: Marcie Chiappone.

1. **Call to Order and Welcome**

2. **Introduction of Guests and Notification to Media**

   The Charleston County Park & Recreation Commission met on Monday, September 14, 2026 at CCPRC's Headquarters, Charleston, SC and virtually via 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.

3. **Public Comments**

   Marcie Chiappone former employee and current CCSD employee and shared her appreciation for the Commission's work and maintaining connections. She thanked the support team for what they do to make public access. Thanks to Parks staff provided a quick turnaround on a donation that supported the Teacher's Supply Cabinet. She reminded the Commission not to forget about serving those in our rural recreation facilities.

4. **Staff Recognition**

   Hutton recognized Ande Oliver, employee with CCPRC since 2003, best known for his management of youth camps. Ande was recently promoted to Outdoor Adventure Management. On July 30, Ande was recognized at a SCRPA meeting Southern District Merit Award Recipient and will be eligible for consideration of the State Award that will be given out in October. Bowie stated that he's certainly one of CCPRC's best and brightest.

5. **(ACTION) Approval of August 10, 2026 Regular Meeting Minutes**

   Motion to approve the minutes of the August 10, 2026 Regular Commission Meeting was made by Commissioner Lecque and approved by the Commission. (#013-2627)

6. **(INFO) Charleston Hazard Mitigation Program**

   Ellis-Strother reviewed the Charleston Regional Hazard Mitigation Plan with the Commission.

7. (ACTION) Foundation Investment Policy

Adams asked whether equities were considered to be included from the policy. She asked if this policy could be less conservative and a little less risky to make additional funds for the purpose of the foundation. Ellis-Strother confirmed it's the Foundations first venture and they want to be careful. Bowie confirmed it doesn't specifically exclude it, but the plan is to be smart and conservative while researching the best options on the market. Bowie stated if the policy needs to be tweaked it'll come to the Commission for approval.

Motion to approve the Charleston County Parks Foundation investment policy as written in the September 14, 2026 Commission Packet was made by Commissioner King and approved by the Commission. (#014-2627)

8. (INFO) Credit Card Convenience Fees

Macchia noted the staff recommendation on fees and changes next month. However, the staff are looking more at tweaking the expenses and opportunities.

McManus informed the Commission of their current research regarding credit card convenience fees. A proposal of these changes may show in next month's action item.

King, Taggart, and Lecque weighed the current market's trends and pros & cons of the potential change. Rosenthal asked that the why of the fees be made transparent to the patrons. Rosenthal inquired if there is an industry standard for how these fees are managed. Bowie confirmed that once a municipality decides it will pass the fee it usually includes their park & recreation services.

Bowie confirmed the agency is currently an anomaly for not charging a fee. However, the fees are over half-million dollars and staff are doing their best to offer solutions to mitigate the increasing cost.

9. Financial Services Update

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

a. **(ACTION) Fleet Contract Enterprise Fleet Management**

Motion to allow the Executive Director to execute a contract with Enterprise Fleet Management, Inc. for fleet management services with funds coming from the FY27 approved General Agency budget was made by Commissioner Lecque and approved by the Commission. (#015-2627)

10. 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) Lowcounty Rapid Transit Easement for Wannamaker County Park (WCP)**

Motion to accept SCDOT proposal to purchase 0.104 acres for a permanent easement and 0.067 acres for a temporary right-of-way easement from parcels #486-00-00-046 and #393-00-00-008, with total compensation of $41,650.00, for the Lowcountry Rapid Transit Project was made by

Commissioner Adams and approved by the Commission. (#016-2627)

11. Parks Division Update

a. **(ACTION) Haut Gap Recreation Complex Playground Surface Replacement**

Motion to enter into a contract with Churchich Recreation for the replacement of the Haut Gap Recreation Complex Playground Surface in the amount of $87,351.33 with the funds coming from the approved CIP budget was made by Commissioner Lacy and approved by the Commission. (#017-2627)

b. **(ACTION) James Island County Park Cottage Roof Replacement**

Motion to enter into a contract with Baker Roofing Company for the replacement of ten cottage roofs in the amount of $74,433.00 with the funds coming from the approved CIP budget was made by Commissioner Rosenthal and approved by the Commission. (#018-2627)

c. **(INFO) Wappoo Shelter Restroom**

The holding tank for the restrooms at the Wappoo Shelter failed and required emergency procurement at $62,367.50 for a replacement. A permanent restroom is a part of the 2026 Bond. The company offers a buyback program that will be utilized when the time comes.

12. IT Update

a. **(ACTION) InfoGenesis Platform Update and Terminal Replacement – Agilysys**

Motion to approve the replacement and update of InfoGenesis point-of-sale from Agilysys in the amount of $136,392.70 with funds coming from the approved Information Technology operating budget was made by Commissioner Lecque and approved by the Commission. (#019-2627)

b. **(ACTION) HPE/Nutanix Server Replacement- eGroup Enabling Technologies**

Motion to approve the purchase of HPE server hardware, Nutanix software, and professional services from eGroup Enabling Technologies in the amount of $346,807.25, with funds coming from the approved Information Technology budget (GL Number: 11152700-82530-0000) was made by Commissioner Bible and approved by the Commission. (#020-2627)

13. Next Meeting & Announcements

Taggart asked Ellis to set a meeting for the Commission to review the Executive Director's Evaluation template the week of October 5, 2026. Taggart noted that Green sent an proposed evaluation template. Taggart asked Green to forward it to the full Commission. The template references a number of non-profits. Taggart noted his preference for examples from peer organizations. Taggart asked Ellis-Strother to reach out to Horry, Dorchester, Berkeley, Greenville, and Richland Counties to get their evaluation examples. Ellis-Strother confirmed she sent the Commission a redacted version of David Bennett's previous evaluation.

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

There being no further business, the meeting adjourned at 6:48 pm.

Respectfully submitted,

Brad Taggart, Commission Chair

Cassie McKinnon, Executive Administrative Associate

Shanté Ellis, Executive Administrative Manager

Unapproved Minutes
Charleston County Park & Recreation Commission (CCPRC)
Personnel Commission Meeting
861 Riverland Drive, Charleston, SC, 29412
Thursday, October 8, 2026 at 5:30 pm

Commission Members Present: Brad Taggart (Chair), Mattese Lecque (Vice Chair) (via teleconference), Amy Adams (Secretary/Treasurer) (via teleconference), Kenneth Bible, Garrett Lacy, and Noah Rosenthal.

Commission Members Not Present: Lisa King.

Staff Present: Kevin Bowie, Phil Macchia, Gina Ellis-Strother, Kelly Campbell, and Shanté Ellis.

Legal Counsel Not Present: Dwayne Green.

Guests Present: None.

1. **Call to Order and Welcome**

2. **Introduction of Guests and Notification to Media**

   The Charleston County Park & Recreation Commission met on Thursday, October 8, 2026 at CCPRC's Headquarters, Charleston, SC. 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.

3. **Executive Session: Personnel Matters**

   Motion to enter into Executive Session to discuss a personnel matter was made by Mr. Bible and approved by the Commission. (#021-2627)

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

4. **Next Meeting & Announcements**

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

There being no further business, the meeting adjourned at 6:48 pm.

Respectfully submitted,

Brad Taggart, Commission Chair

Shanté Ellis, Executive Administrative Manager

CHARLESTON COUNTY PARK
& RECREATION COMMISSION

MEMORANDUM

TO: Kevin Bowie
FROM: Patty Newshutz
DATE: October 9, 2026
RE: Grant Acceptance– SCDNR State Water Recreational Resources Fund Reimbursement – Riverland Terrace Boat Landing

The Charleston County Park and Recreation Commission has received approval from the South Carolina Department of Natural Resources for reimbursement funding through the State Water Recreational Resources Fund for the completed Riverland Terrace Boat Landing Improvements Project. The project included replacement of the floating dock, concrete pad, and concrete abutment at the Riverland Terrace Boat Landing. The total eligible construction cost for the project was $233,353.00.

The State Water Recreational Resources Fund provides financial assistance for the development and improvement of public boating access facilities throughout South Carolina. The Riverland Terrace Boat Landing Improvements Project was completed in accordance with the grant requirements and has been approved for reimbursement of eligible project costs.

Staff Recommendation:

Motion to accept the reimbursement grant from the South Carolina Department of Natural Resources State Water Recreational Resources Fund in the amount of $233,353.00 for the Riverland Terrace Boat Landing Improvements Project.

August 2026 Checks over $7,500

Date	Check #	Vendor	Description	Amount
General Agency				
08/05/26	40	SC State Treasurer'S Office	2026 Unclaimed Property Submissions	$ 14,478.79
08/06/26	3054276	Agilysys NV LLC	Eatec & IG Buy Monthly Subscription	$ 8,486.12
08/06/26	3054282	BeyondTrust	BeyondTrust VM And User Subscription	$ 9,239.28
08/06/26	3054283	Carahsoft Technology Corporation	ServiceNow Annual Renewal	$ 55,409.73
08/06/26	3054293	ESRI Inc	ArcGIS Online Contributer License	$ 7,782.60
08/06/26	3054295	Experian Marketing Solutions Inc	QAS Pro Annual Renewal	$ 14,754.32
08/06/26	3054305	Konica Minolta Business Solutions USA Inc	Global Search Upgrade And Migration	$ 12,040.00
08/06/26	3054306	Konica Minolta Business Solutions USA Inc	Global Search Annual Renewal	$ 10,594.80
08/06/26	3054311	NRPA	NRPA Registration 2026	$ 17,490.00
08/13/26	3054365	Barrier Island Ocean Rescue	Lifeguard Services for BWP	$ 38,045.68
08/18/26	3054434	Charleston Water System	MPHS Irrigation Tap & Impact Fee	$ 8,605.00
08/20/26	3054455	CDW Government LLC	VMW Vsphere Renewal	$ 16,460.00
08/20/26	3054468	Formula Automatic Door Co	Replace Rusted Steel Door in CRM Breezeway Restroom	$ 10,070.17
08/20/26	3054474	Kaseya US LLC	365 Endpoint Pro And It Glue Renewal	$ 43,564.67
08/20/26	3054475	Marcotec	HFOL Train First Payment 50%	$ 49,886.50
08/20/26	3054482	Pflug Law Firm LLC	August Legal Fees	$ 33,242.00
08/20/26	3054492	Southern Dock Products	WCP Replacement Bay Doors	$ 9,989.00
08/20/26	3054497	WRF Designs	HFOL Carousel Restoration	$ 13,050.00
08/27/26	3054513	FRS Charleston	Ice Machine for Campground Registration Building	$ 15,590.82
08/27/26	3054537	Sabine and Waters Inc	Professional Services for Undeveloped Properties	$ 15,590.82
Capital Improvement Projects				
08/05/26	100	MedPro Systems LLC	OTCCP-001 Construction	$ 1,066,464.14
08/20/26	574	Brockington and Associates Inc	CCIC-003 A&E Exhibit Design and Construction	$ 31,818.20
08/20/26	576	Roofing USA LLC	CRM-003 Exterior Building Painting	$ 44,710.00

Combined General Agency Operations
August, 2026

Combined Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Support Services	508,299	437,566	25,941,189	2%
Park Services	4,388,508	4,891,471	21,568,390	23%
Recreation Services	470,859	562,448	1,941,310	29%
Total Revenue	**5,367,666**	**5,891,485**	**49,450,889**	**12%**
Combined Expenses				
Support Services	2,429,467	2,720,152	13,859,129	20%
Park Services	4,290,497	4,465,741	28,467,852	16%
Recreation Services	962,527	951,474	6,251,178	15%
Total Expenses	**7,682,491**	**8,137,367**	**48,578,159**	**17%**
Net Operating Income	**(2,314,825)**	**(2,245,882)**	**872,730**	
Transfers In	-	-	337,270	0%
Transfers Out	-	-	2,650,000	0%
Change in Fund Balance	**(2,314,825)**	**(2,245,882)**	**(1,440,000)**	
Fund Balance Statement				
Change in Fund Balance	(2,314,825)	(2,245,882)	(1,440,000)	
Fund Balance- Beginning of Year	28,672,553	25,766,550	25,766,550	
Ending Fund Balance	**26,357,728**	**23,520,668**	**24,326,550**	

Support Services
August, 2026

Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Administration Millage	175,927	194,497	24,663,189	1%
Administration- Other	332,372	243,069	1,278,000	19%
Total Revenue	**508,299**	**437,566**	**25,941,189**	**2%**
Expenses				
Administration	990,116	1,159,671	1,648,201	70%
Executive	328,785	255,728	2,123,778	12%
Financial Services	118,512	125,595	1,074,449	12%
Human Resources	123,822	125,393	1,277,159	10%
Information Technology	381,790	532,120	3,044,163	17%
Marketing	159,648	204,864	1,526,530	13%
Park and Program Services	77,406	80,524	631,394	13%
Planning and Development	169,433	160,384	1,951,027	8%
Safety	79,955	75,873	582,428	13%
Total Expenses	**2,429,467**	**2,720,152**	**13,859,129**	**20%**
Net Operating Income	**(1,921,168)**	**(2,282,586)**	**12,082,060**	
Transfers In	0	0	337,270	0%
Transfers Out	0	0	2,650,000	0%
Change in Fund Balance	**(1,921,168)**	**(2,282,586)**	**9,769,330**	

Park Services
August, 2026

Revenues	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Administration	4,280	18,692	68,032	27%
Caw Caw Interpretive Center	7,195	8,914	66,701	13%
Cooper River Marina	159,192	184,899	1,224,023	15%
Folly Beach County Park	263,495	288,179	1,053,685	27%
Folly Beach Fishing Pier	453,114	497,465	1,844,510	27%
Isle of Palms County Park	392,014	467,799	1,420,215	33%
James Island County Park	720,659	914,189	8,187,796	11%
Johns Island County Park	15,081	23,465	243,219	10%
Kiawah Beachwalker Park	144,683	147,359	585,886	25%
Lake House at Bulow	14,650	2,050	87,300	2%
Laurel Hill Plantation	1,682	1,668	6,264	27%
McLeod Plantation	103,198	76,999	569,957	14%
Mount Pleasant Palmetto Islands County Park	202,234	191,773	788,872	24%
Mount Pleasant Pier	109,461	107,315	527,840	20%
North Charleston Wannamaker County Park	1,776,034	1,930,540	4,693,729	41%
Old Towne Creek County Park	0	6,819	51,600	13%
SK8 Charleston	10,083	9,821	114,165	9%
Stono River Park	404	261	4,772	5%
West County Aquatics Center	11,049	13,264	29,824	44%
Total Revenue	**4,388,508**	**4,891,471**	**21,568,390**	**23%**
Expenses				
Administration	188,674	204,543	1,716,390	12%
Caw Caw Interpretive Center	61,649	56,048	611,698	9%
Cooper River Marina	81,670	96,793	777,351	12%
Folly Beach County Park	165,627	160,352	955,383	17%
Folly Beach Fishing Pier	248,233	206,616	1,671,341	12%
Isle of Palms County Park	191,652	179,688	1,049,141	17%
James Island County Park	1,028,052	1,085,095	7,292,564	15%
Johns Island County Park	66,158	65,933	726,155	9%
Kiawah Beachwalker Park	133,875	144,724	690,559	21%
Lake House at Bulow	14,085	16,236	129,339	13%
Laurel Hill Plantation	8,209	1,004	111,556	1%
McLeod Plantation	46,895	38,358	340,586	11%
Mount Pleasant Palmetto Islands County Park	269,364	234,230	1,548,508	15%
Mount Pleasant Pier	112,539	105,767	832,330	13%
North Charleston Wannamaker County Park	1,183,960	1,293,119	5,353,771	24%
Old Towne Creek County Park	1,945	69,442	463,873	15%
SK8 Charleston	57,797	53,337	487,678	11%
Stono River Park	10,234	414	29,110	1%
Undeveloped Properties & HQ Maintenance	347,364	366,726	3,335,634	11%
West County Aquatics Center	72,515	87,316	344,885	25%
Total Expenses	**4,290,497**	**4,465,741**	**28,467,852**	**16%**
Change in Fund Balance	**98,011**	**425,730**	**(6,899,462)**	

Recreation Services
August, 2026

Revenue	Prior YTD Actuals	Year To date Actuals	Current Year Budget	% of Budget
Accessibility	201	232	4,410	5%
Community Recreation	39,078	54,440	95,970	57%
Interpretive	11,717	13,594	123,000	11%
Outdoor	295,600	315,585	1,039,425	30%
Special Events	72,897	112,784	427,445	26%
Runs, Races & Fitness	51,366	65,813	251,060	26%
Total Revenue	**470,859**	**562,448**	**1,941,310**	**29%**
Expenses				
Administration	99,315	91,525	772,036	12%
Accessibility	3,261	1,622	45,210	4%
Community Recreation	307,558	270,300	1,394,530	19%
Interpretive	110,047	101,725	981,490	10%
Outdoor	283,382	315,876	1,868,753	17%
Special Events	94,614	93,082	748,564	12%
Runs, Races & Fitness	64,350	77,344	440,595	18%
Total Expenses	**962,527**	**951,474**	**6,251,178**	**15%**
Change in Fund Balance	**(491,668)**	**(389,026)**	**(4,309,868)**	

General Agency Balance Sheet
August, 2026

Assets	Prior YTD Actuals	Year To date Actuals
Cash & Cash Equivalents	28,358,241	26,141,597
Other Assets	1,209,822	898,015
Total Assets	**29,568,063**	**27,039,612**
Liabilities		
Accounts Payable	589,149	1,199,547
Other Liabilities	2,621,186	2,593,451
Total Liabilities	**3,210,335**	**3,792,998**
Fund Balance		
Assigned Fund Balance	1,250,000	1,250,000
Unassigned Fund Balance	25,107,728	21,996,614
Total Fund Balance	**26,357,728**	**23,246,614**
Total Fund Balance and Liabilities	**29,568,063**	**27,039,612**

CHARLESTON COUNTY PARK
& RECREATION COMMISSION

MEMORANDUM

TO: Kevin Bowie
FROM: Eric Stewart
DATE: October 9, 2026
RE: Award Contract – Marina Bracket Replacement at Cooper River County Park

An invitation for bid (IFB) was publicly advertised, and two firms responded (IFB No. 2027-008).

BluTide Marine Construction submitted the lowest qualified bid of $153,970.00.

The project scope includes the repair of boat slips at the Cooper River County Park (CRCP) and Marina, including the following work: replacement of fillet and pile guide brackets, thru rods, and waler boards on docks A through D. Staff is also recommending a 5% project contingency of $7,800 to cover unforeseen project conditions, with an overall project budget of $161,770.

The Marina Bracket replacement project is budgeted to come from the CIP Self Fund (GL Line 21350000-90070-0000).

Staff Recommendation:

Recommend approval to enter into a contract with Rakes Building and Maintenance Contractors, LLC (DBA: BluTIde Maine Construction) for the repair of marina slips at the Cooper River County Park for $153,970.00, and an overall project budget of $161,770, with the funds coming from the approved CIP Budget.

CHARLESTON COUNTY PARK
& RECREATION COMMISSION

MEMORANDUM

TO: Kevin Bowie
FROM: Eric Stewart
DATE: October 9, 2026
RE: Award Contract – Portable Pool Replacement

The Parks Division is requesting approval to construct a replacement portable pool.

A request for proposals was publicly advertised and one firm responded (IFB No. 2027-004). Aqua Blue Pools submitted a qualified proposal in the amount of $125,550.00.

The portable pool replacement is budgeted to come from General Agency GL Line #12802700-82530-0000 with reimbursement coming from the Charleston County Parks Foundation.

Staff Recommendation:

Motion to enter into a contract with Aqua Blue Pools for the construction of a portable pool in the amount of $125,550.00 with the funds coming from the approved 2027 General Agency budget.