



Municipal Park Foundation Board Meeting

Tuesday, February 10, 2026

6:00 PM

Minutes - Draft

1. Call to Order, Roll Call

Awendaw Park Board Present: Chair Blythe, Coan, Colson, Daniels, Frazier, Ott, Pepper-Alston

Staff Present: Town Administrator - Watkins

2. Prayer - the meeting opened with the Lord's Prayer, led by Chair Blythe.

3. Civility Pledge and Pledge of Allegiance, led by Mr. Pepper-Alston.

4. Previous Meeting Minutes

A. January 13, 2026

- Motion: Mr. Colson moved to approve the January 13 meeting minutes. Mr. Pepper-Alston seconded the motion, all voted in favor, motion carried.

B. January 21, 2026

- Motion: Ms. Frazier moved to approve the January 21 meeting minutes. Mr. Daniels seconded the motion, all voted in favor, motion carried.

5. Presentation

A. Charleston County Greenbelt Program – Chris Dubuque (Deputy Director)

- Mr. Dubuque provided background on the Charleston Co. Greenbelt Program and Jefferson Track (Awendaw Municipal Park). Highlights from this presentation included:
 - The Greenbelt Program was established to preserve various categories of green space throughout Charleston County.
 - Awendaw Municipal Park property qualifies as passive green space under the original grant framework.
 - In 2009 the Charleston County Council approved \$5,170,000 in Greenbelt funding for acquisition of the Jefferson Tract (Awendaw Municipal Park).

- The original approved uses focused on a passive park, including items such as parking, kayak launch, lake area, open-air structure, and dog park concepts as originally proposed.
- A later revised master plan provided by the Town of Awendaw included more expansive uses such as a stage/amphitheater, camping, and disc golf. Some of those proposed uses were determined to be outside the scope of the original grant agreement and would have required amendment.
- The proposed amendment to broaden uses did not receive the required recommendation from the Greenbelt Advisory Board and was ultimately denied by the Charleston County Council in 2022. Council indicated it wanted to see the park opened first in accordance with the original passive-use intent before considering expanded uses.
- A later amendment regarding management structure was approved, allowing oversight by a park board while retaining the requirement that dirt mining proceeds be returned to park improvements.
- Greenbelt staff conduct at least annual monitoring visits and provide reports.
- Greenbelt staff emphasized the importance of establishing public access and noted that the county is eager to see the park open and accessible.
- Board discussion with Mr. Dubuque included:
 - Clarification that special events may be permissible if they remain consistent with passive recreation and are limited in frequency and scale.
 - Confirmation that uses such as restrooms, trails, picnic areas, educational signage, and canoe/kayak launches are consistent with passive recreation.
 - Discussion of fees, public access, and whether entrance charges are prohibited; no prohibition was identified, though public access remains an important expectation.
 - Board members noted that the entrance improvements, fencing, cameras, and signage are moving the park toward practical public opening.
- No formal action was taken on this item.

6. Old Business Items

A. Update from the Town Administrator on park benches

- The Town Administrator reported difficulty securing local contractors for bench construction and installation.
 - The board was informed that more information will be gathered before a purchase recommendation is brought forward.
- No formal action was taken on this item.

B. Update on the approved entrance project.

- Chair Blythe provided an update on the progress at the entrance area.
 - Rock spreading and grading work is nearing completion.

- Fencing is moving forward through Superior Fence; the initial deposit has been paid.
 - Site conditions revealed significant buried debris, including brick and rock, which may complicate final grading, planting, and fence installation.
 - Board members discussed the possibility that fence installation costs could increase if drilling through hard material is required.
 - The Town Administrator will follow up with the fencing contractor and report back if there is a significant cost increase requiring further approval.
 - No formal action was taken on this item.
- C. Approval of the proposed sign quotes
- The board discussed proposed sign quotes and agreed additional discussion was needed.
 - Motion: Mr. Daniels moved to defer the approval of the sign contract to the special meeting. Ms. Frazier seconded the motion, all voted in favor, motion carried.
- D. Approval of the recommended special event/park use agreement
- Ms. Frazier and Mr. Pepper-Alston led an extended working discussion on a proposed special event application and permitting process for park use.
 - Discussion included:
 - Reviewing draft language compiled from prior board work and comparable municipal/county forms
 - Whether applications should be submitted to the Town Administrator, the Park Board, or both
 - Distinctions between public and private events
 - Possible fee categories for small, medium, and large events
 - A proposed application fee of \$50
 - The concept of a security/cleanup deposit tied to the scale of the event
 - Discussion of large-event thresholds, including events over 500 attendees
 - Need for parking, traffic management, law enforcement, fire, sanitation, alcohol, insurance, and site map requirements
 - Need for minimum advance submission deadlines, with support expressed for at least 30 days, and possibly longer for large-scale events
 - Whether to allow full-park or partial-park rentals at this stage
 - No final action was taken. The board agreed the document should be further refined and brought back for approval at the special meeting.

7. New Business Items

- A. Approval of the recommended budget for the Municipal Park

- The financial committee (Blythe and Colson) reported they are continuing to refine the proposed budget and adding more detail for presentation to Town Council, but it is not ready now for board consideration.
- Motion: Chair Blythe moved to defer the approval of the Park budget to the special meeting. Ms. Frazier seconded the motion, all voted in favor, motion carried.

B. Approval of the Master Plan

- Mr. Ott stated that the Master plan is in progress but is not ready for board consideration at this meeting.
- Mr. Ott provided his priorities for the plan and asked for board feedback
- Discussion included:
 - A phased approach with one-year, five-year, and ten-year planning horizons
 - Phase 1 priorities already underway, including:
 - security cameras, parking/access improvements, porta-potty access, signage
 - Likely Phase 2 priorities, including:
 - trails, benches, improved lake access, possible dock, shelter
 - Likely Phase 3 long-range priorities, including:
 - permanent restroom facilities, picnic shelters, expanded trail system, enhanced lake access, native plantings and pollinator gardens, habitat and forest management, possible longleaf pine restoration concepts
- No final action was taken. The board agreed the master plan should be further refined and brought back for approval at the special meeting.

8. Public Comments

- There were no public comments.

9. Board Member Comments

A. Ms. Frazier

- Commented positively on progress and teamwork of the board.
- Suggestion to accelerate gate side protections to prevent vehicles from driving around entrances.

B. Chair Blythe

- Interest in planning a ribbon-cutting ceremony in late March to formally announce the park opening.

10. Special Meeting

- A. The board agreed to hold a special meeting on February 19, 2026, at 6:00 p.m. to address deferred items, including: sign quotes, special event application, budget, and master plan.

11. Adjournment

Ms. Frazier moved to adjourn the meeting, Mr. Pepper-Alston seconded, all voted in favor, motion carried.

The meeting adjourned at 7:32 PM.

Date: Feb 10, 2026

Prepared By:

Christopher R. Ott.

Municipal Park Board Secretary

Note: These meeting minutes are not verbatim. To watch the full meeting video, please visit the town's YouTube channel: www.youtube.com/TownOfAwendaw