



Beaufort County Keep Beaufort County Beautiful
Board Meeting Minutes
Thursday, June 11, 2026 at 1:00 PM
Council Chambers, 100 Ribaut Rd, Beaufort



Attendees:

Christopher Campbell, Chairman, District 1
Jessica Reitz, Council District 2 (Remote)
Pamela Floyd, Council District 3
Sarah Miller, District 4
Eugene Zapfel, District 7
Brenda McFee, District 8
Joseph Passiment – County Council Liaison

Absentees:

Michael Glosque, District 6
Ford Bartholow, District 9
Jean Fruh – District 11

Staff:

Victoria Hoffman, SWR Program Manager
Cynthia Martin, PW Business Manager
Elizabeth Bergman, Environmental Education Coordinator
Kelly Holjak, SW&R Litter Control Supervisor
Matt Riccobene, BCSO
Jesus Rodriguez, Assistant Superintendent SWR

Guest:

1. **Call to Order:** Christopher Campbell 1pm
2. **Approval of Agenda:** Motion and second by Pamela Floyd and Eugene Zapfel; approved
3. **Approval of Minutes – April 9, 2026:** Motion and second by Pamela Floyd and Brenda McFee; approved
4. **Introductions:** Sarah Miller District 4
5. **Public Comment:** Completed
6. **SUB-COMMITTEE UPDATES:**
 - a. **Beautification:** Christopher Campbell planting has been completed in Gardens Corner and Joe Frazier Circle. Signs were made to place temporarily for “Keeping Beaufort Beautiful” so residents know that it is in the community.
Hwy 278 Sign: Eugene Zapfel the sign design has been facilitated, funded and permitted for “Welcome to Beaufort County” by USCB going towards Hilton Head. Still waiting on DOT to approve the final design and maintenance agreement. Christopher Campbell is going to stop by DOT to check the status of the encroachment permit. Once the permit is approved it will take the sign company about 2 weeks to manufacture the sign. Brenda McFee is going to orchestrate the media event for the new signage, council members, board members, creature of the design, no date is set yet. Victoria Hoffman states SC DOT is waiting on the MOU from Beaufort County; Victoria is waiting on Mr. Moore in administration to provide the MOU. Once the MOU is received from administration then the process can continue. On May 26 it went to the consent agenda and was approved.
Airport and HH Library Signs: Eugene Zapfel spoke with the Airports Board and Leadership Team about placing “Welcome to Beaufort County” signs at the Beaufort and Hilton Head airports; one inside and one outside. Also placing an indoor sign at the Hilton Head library, if not a sign possibly something else bookmarks or something of that sort. Brenda McFee suggested to Eugene to work through the Library Board. A procurement will have to be made for these signs next fiscal year which starts July 1, 2026. Brenda McFee asked when we will work on the design and what it is going to look like at the airports? Eugene Zapfel answered that the signage will say “Welcome to Beaufort County”, it will be a graphic design framed

in a dark blue frame and the inside colors will be light blue and other Beaufort County colors, the indoor signs will look the same as the outdoor signs, but without the dark blue frame. A picture of the design of the sign was shown.

Removal of Abandoned Barge: Eugene Zapfel spoke with Michael Thomas the local SC DNR representative, and the Director of SC DNR Chris and SC DNR have issued a purchase order to have the barge removed from Mackay Creek.

- b. **Legislation:** Eugene Zapfel Beaufort County Council passed the plastic reduction ordinance. Brenda McFee asked the vote this time was seven to four and the last vote was seven to three, was somebody absent? Yes, someone was absent at the last vote.
- c. **Education Outreach:** Eugene Zapfel, Victoria Hoffman has been helpful acquiring additional products for communication phase of the new ordinance. Also spoke about handing out bags to residents around Beaufort County at different grocery stores as long as the grocery store approves us to be there. Brenda McFee mentioned that some grocery stores sell their own bags and possibly finding a middle ground on getting the public to use reusable bags. Christopher Campbell suggested of if the grocery stores would not let us hand out bags, then set up an information table. Eugene Zapfel spoke with a women's group of Hampton Lakes at a Hampton Lakes Conference they would like to set up a KBCB information table at their farmers' market for the month of July. Victoria Hoffman highlighted some past and future outreach for free public programs that are available to residents.
- d. **Finance:** Eugene Zapfel, about 26% of the \$50,000 budget has been spent. Victoria Hoffman reports available to spend for FY26 is \$24,853.55. Also went into a detailed breakdown of what was spent. Joseph Passiment said that if the money does not become encumbered that the funds will become surplus funds. He suggested to spend the rest of the budget even if there is no invoice yet to not lose the funds back to surplus funds. Victoria Hoffman stated that the request for purchase orders for FY26 is closed. The CFO explained to Victoria Hoffman that the funds not used for FY26 will roll over into FY27. For FY27 \$200,000 was asked for a budget; a detailed presentation has been prepared. Eugene Zapfel has submitted 2 grants of \$25,000 each; one for litter clean augmentation after holidays which is an H tax budget request and the other communication supporting the new ordinance, he has not heard back on those yet. Victoria Hoffman ordered insulated bags to give away to residents to encourage the new ordinance.

7. Staff Update:

- a. Victoria Hoffman hired a Senior Administration Specialist Alyssa; she is to start the following week.
- b. Brenda Mcfee made a motion secure at Large Membership to the KBCB Board, Pamela Floyd seconded the motion; Board approved motion

8. New Business:

- a. Name tags for KBCB Board Members will be designed and procured in the FY27 budget once the KBCB Board approves.
- b. Design a logo, handout and stickers for the plastic reduction initiative so residents can read why the plastic reduction initiative is important and what other businesses in Beaufort County support this initiative. Would like the board to vote at August meeting on stickers for businesses to place the stickers in their window and by the cash register.
- c. Creating a petition for SC legislation to require plastic caps be tethered to the bottle. Christopher Campbell and Eugene Zapfel are going to talk to Palmetto Pride to try to get to be on board.
- d. By creating a landing site for Keeping Beaufort County Beautiful, Hannah will repurpose an existing site that Beaufort County already has. That way the Board Members will be able to communicate to the public and the public can communicate with Board Members.
- e. New plantings ideas for south of the Broad to show presence in the community.
- f. FY27 budget requests \$20,000 for new Welcome signs, \$25,000 for implementation materials, \$55,000 for plants throughout Beaufort County, the \$22,000 that is being rolled over is to attend conferences, education and outreach.

- 9. Additional Comments:** A presentation on SharePoint about the outgrowth of the budget requests made and what has been done so far, KBCB building relationships throughout the county. Dr. Jean Fru is working with the Rotary Club on Hilton Head to secure a contract for any restaurant to purchase less expensive paper products or environmentally sound products for carry out.

10. **PUBLIC COMMENTS:** Completed

11. **ADJOURNMENT:** Christopher Campbell adjourns the meeting at 2:19 PM.