

CITY OF FOLLY BEACH

Tim Goodwin, Mayor



Folly Beach, SC 29439

www.cityoffollybeach.com

843-588-2447

Special Events Committee Meeting 9:00 AM
Monday, November 3, 2025

21 Center St

Folly Beach SC, 29439

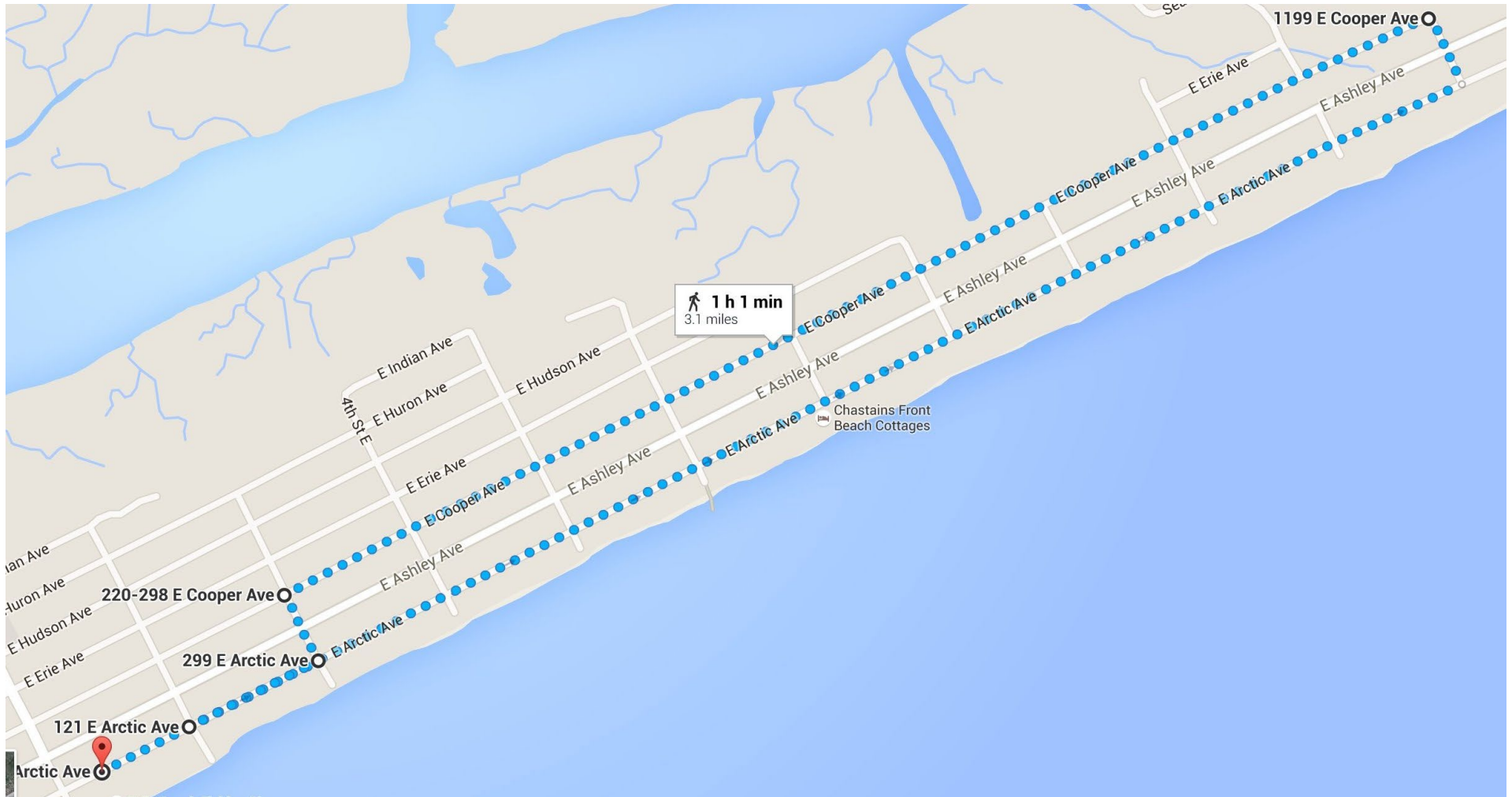
1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
3. **NEW BUSINESS**
 - a. Cupid's Undie Run Charleston
 - b. 7th Annual Easter Meg Hunt
4. **ADJOURNMENT**

In accordance with the Americans with Disabilities Act, persons needing assistance, alternative formats, ASL interpretation, or other accommodation, please contact the Municipal Clerk at 843-513-1833 during regular business hours at least 24 hours prior to the meeting. Hearing devices are available upon request for those with hearing difficulties.

**PUBLIC NOTICE: ALL MEDIA AND OTHER INTERESTED PARTIES WERE NOTIFIED
PURSUANT TO STATE LAW**

Main Contact	Kristy Nobles
Address	316 Bounty Lane Charleston, SC 29412
Cell Phone	8648713215
Email	charleston@cupids.org
Beginning Time (including setup)	9:00 am
End time (including breakdown)	5:00 pm
Estimated Number of Attendees	175
Event Date	February 14th 2026
Event Location	Loggerhead's Beach Grill 123 W Ashley Avenue Folly Beach
Event Name	Cupid's Undie Run Charleston
Purpose of Event	We have a fun run every year to raise money and awareness for The Children's Tumor Foundation. Our mission is to find a cure for Neurofibromatosis. NF affects 1 in every 2000 people and currently there is no cure.
Description of Event	Less than a mile fun run partially on the street and partially on the beach (about 30 mins). Costume contest and prize giveaways at Loggerhead's.
List any Special Effects	None
Please list any vendors involved in your event(ALL VENDORS MUST HAVE BUSINESS LICENSE WITH CITY OF FOLLY BEACH	None as of now.

Approved Race Route



Start at 2nd E & E. Arctic
Left onto E. 12th, north to E. Cooper
Left onto E. 3rd, back to E. Arctic, right on E. Arctic
Finish at the entrance to the pier

Applicable fees: Road closures, police officers, and other City services

CUR Charleston Safety

- 3-4 FB police officers on site for the entire time of the event (will be in charge of race route street closures).
- Volunteer checking ID's.
- Volunteer checking participants in and giving them arm bands.
- Sign indicating private event from 12-4.
- Sign indication direction of race route.
- Volunteers along race route to help guide and assist.
- 4+ volunteers (friends of event director, no outside volunteers) at event to assist with any questions or issues.
- Day of Operations Guide will be filled out and distributed to volunteers with emergency contact numbers.



CUR Risk Management Plan

The safety of our event participants, volunteers and staff is of vital concern to our organization. This document outlines the procedures to be followed in the event of a weather emergency, suspicious or inappropriate behavior, or other emergency that might arise.

I. Inclement Weather:

Please monitor weather forecasts for your city in advance of your event and advise your National Contact of the possibility of inclement weather. In addition, onsite staff and key volunteers should monitor local weather throughout the day via cell phones.

Cupid's Undie Run events are held rain or shine. As such, every attempt will be made to hold the run on the scheduled event date. However, the event could be canceled if the following conditions prevail:

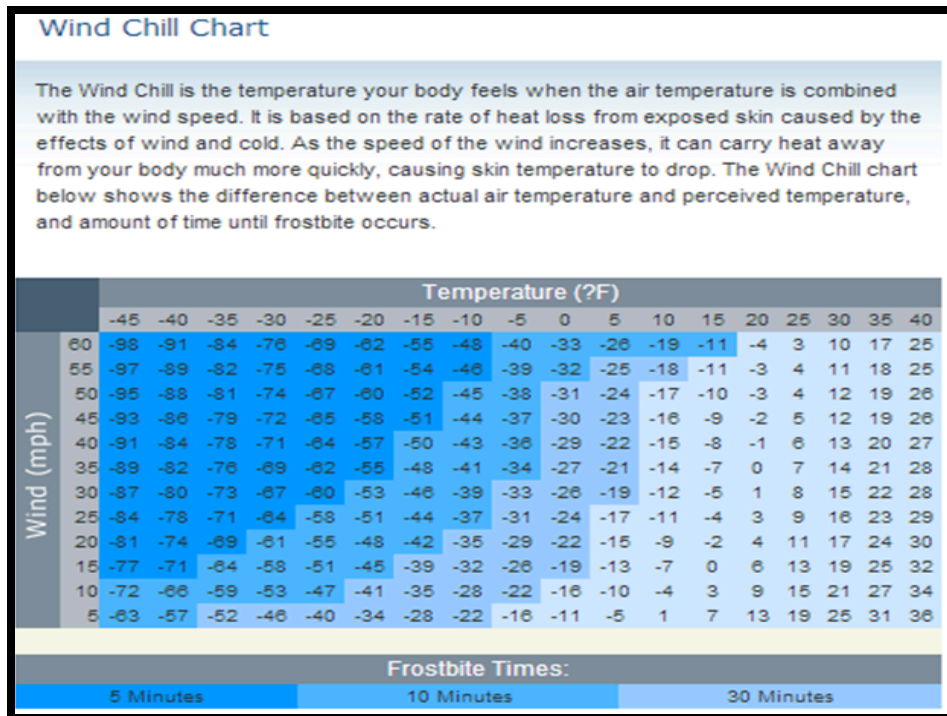
- Freezing temps/extreme wind chill
- Snow storm/ice storm/blizzard
- Severe thunderstorm/lightning
- Other severe weather

Every effort will be made to adhere to the established event schedule. Should a delay occur due to inclement weather and the delay is so lengthy as to render adherence to the original event schedule impossible, then the ED, in consultation with their National Contact and the venue and any hired security, will modify the schedule.

Shortening Run Route or Canceling Run Portion of Event - If severe weather occurs, then the run portion of the event will be shorter than normal or canceled. The decision to shorten or cancel the run portion of the event will be made by the ED after consulting with their National Contact.

No conclusive evidence exists on "average" 1-mile run times. Opinion varies widely, but most anecdotal evidence places the average between 7 and 10 minutes per mile for a non-competitive, in-shape runner. (source: LiveHealthy Chronicle)

In the event of winter weather conditions, use this **wind chill chart** to determine if the run portion is too risky:



If a change is necessary:

- Whenever possible, an email will be sent to runners prior to the event advising them to dress appropriately.
- Route volunteers will hurry runners along the course and remind them of frostbite from prolonged exposure.
- Utilize volunteers to assist at venue doors to help avoid bottlenecks as people are getting back inside.

Once the decision to postpone or cancel the run portion of the event has been made, if applicable, notify the police or security hired for the event so that they can help facilitate spreading the word and, if applicable, moving attendees from the area.

Notice to Participants/Spectators - The decision to postpone or cancel the run portion of the event will be communicated as follows:

- If possible and time allows, via email prior to the event
- Loudspeaker announcements in the venue
- Event personnel/volunteers will circulate throughout the venue to advise the participants that the run portion will be postponed or canceled

II. Inappropriate or Suspicious Behavior

Inappropriate Behavior

The safety and comfort of everyone in attendance is of the utmost importance to Cupid's.

If you witness someone is acting inappropriately or someone alerts you that someone is acting in a way that's making people uncomfortable, identify the person and point them out to onsite security. Partner with a security person and have a conversation with them about changing their behavior. If the behavior persists, ask security to remove them from the event.

Some inappropriate behavior is obvious and some is more of a judgment call. When determining acceptable behavior, use your best judgment. If you are uncertain or did not witness the behavior, talk with others in the vicinity to get additional perspective.

Please do not let the fact that someone is a volunteer or fundraiser, or a participant that has paid to be at our event influence you to allow the behavior to persist.

Post-event follow-up

If someone is removed from the event, please be sure to follow-up with your National Contact to communicate the name of the person(s) involved as well as the details surrounding the situation.

Suspicious Behavior

The safety and security of our attendees is our highest priority. We ask that staff and volunteers be on the lookout for unusual or out-of place behavior or suspicious objects at the event venue or along the route.

If anything suspicious is observed, report the activity or behavior to onsite police or security officers and/or the proper local law enforcement authorities.

Never assume someone else will make the call. If you feel immediate attention is necessary, please call 911.

III. Staff and Volunteer drinking

As event leaders, it's important that we act professionally and are able to assist others and handle situations that may arise. Please use your best judgment if drinking or allowing volunteers to drink. You are responsible for your event and you represent Cupid's Undie Run.

IV. Evacuation Plan

Talk with the host venue to determine if they have a Safety and Evacuation Plan. If so, please get a copy in advance of the event and share with volunteers, staff, security/police and event vendors.

If the venue does not have an evacuation plan please identify all building exits, and review with volunteer staff. In the event of an emergency, all volunteers must be prepared to evacuate participants via the nearest exit to them.

V. Cash Handling

The proper handling of cash is critical to keeping our volunteers and staff safe as well as ensuring that the money is properly accounted for.

Event Day Cash and Checks

If someone offers cash to pay for registration, upgrade to the next reward level, or as a donation, ask if they mind paying with a credit card and use the QR Codes or have them make a donation to their fundraising page and show you the transaction receipt. Obviously we won't turn away money if there's no other option, but credit card is seamless and preferred as the less cash around on event day the better.

Here's the plan for handling cash:

1. Assign one person to be responsible for a cash envelope or box for the entire day.
 - This person should be someone known to us, someone we trust.
 - This person should not be the Event Director (we understand if it has to be) but EDs need to be mobile and available to handle a myriad of tasks.
 - Like most volunteers, they need to remain sober for the duration of the event.
 - They should be stationed in one location during the event (likely the check-in desk) .
2. At the end of the event, the ED and the cash volunteer need to sit down and count the money. Please count it multiple times to ensure accuracy.
3. Print out a CUR [donation form](#) with **CUR event date, city and total amount of cash and checks**. Take a picture of this form and send it to your NDM.
4. Put the donation form into a discreet or "currency" envelope along with all the cash and checks.
5. Seal the envelope.
7. Drop the envelope off at your nearest Post Office/USPS or UPS Store and ship WITH TRACKING (DO NOT TELL THEM WHAT IS IN THE ENVELOPE) the most cost effective way possible to the CTF Lockbox (then submit for reimbursement):
Children's Tumor Foundation
Mail Code: 6895
PO Box 7247
Philadelphia, PA 19170-0001
 - Get a receipt and tracking number from USPS, UPS or FedEx store employee.
 - Text your National Contact when you have sent the envelope.

- If they ask what is in the envelope say “*documents valued at \$XX (the amount of the cash inside)*” **DO NOT TELL THEM THERE ARE CASH OR CHECKS IN ENVELOPE.**
- **DO NOT WAIT LONGER THAN 3 DAYS TO SEND IN MONEY.**

VI. Injuries or accidents

In the event of an event day injury or accident, please fill out the Accident Report Form found in SmartSheet called [Incident Report Form](#) within 24 hours. Any National HQ staff will be able to text you a link if needed.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/8/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hugh Wood Inc, New York 45 Broadway, Suite 1620 New York NY 10006		CONTACT NAME: Vince Falcone PHONE (A/C, No, Ext): 212-509-7312 FAX (A/C, No): E-MAIL ADDRESS: vfalcone@risk-strategies.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Philadelphia Indemnity Ins Co.	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 622499996 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			PHPK2523600	3/1/2024	3/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PHPK2523600	3/1/2024	3/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			PHUB853086	3/1/2024	3/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Loggerhead's Beach Grill is included as additional insured as required by written contract or agreement for event held on February 15, 2025 at 123 W. Ashley Ave., Folly Beach, SC, 29439.

CERTIFICATE HOLDER**CANCELLATION**

Loggerhead's Beach Grill
123 W Ashley Ave.
Folly Beach SC 29439

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Main Contact	Ashby Gale
Organization (If applicable)	Charleston Fossil Adventures
Address	3642 Savannah Hwy, Suite 116, #340, Johns Island, SC 29455
Cell Phone	8435349099
Email	chsossiladventures@gmail.com
Event Location (Physical Address or Nearest Beach Access)	Folly Beach County Park
Event Date	April 11th, 2026
Beginning Time (including setup)	8:00 AM
End time (including breakdown)	1:30 PM
Estimated Number of Attendees	300
Event Name	7th Annual Easter Meg Hunt™
Event Purpose	<p>Fossil hunting has become a prevalent hobby on Folly Beach ever since the 2014 beach renourishment project. Charleston Fossil Adventures (CFA) and the Easter Meg Hunt focus on educating members of the public about the legal, ethical forms of fossil collecting in South Carolina, and how we can help protect this resource for years to come. Because of the shark teeth that can be found on Folly, the city has witnessed a new factor of eco-based tourism that draws more visitors to Folly Beach with each passing year. The winter months are in fact the BEST months for fossil collection along our SC shorelines, and through CFA's tours on Folly Beach, our clients tend to linger at the various gift shops and restaurants concluding their private tours.</p>
Description of Event	The 7th Annual Easter Meg Hunt is a continuation of our extremely popular Easter

	<p>egg hunt turned science fair project: Three age groups (4-6, 7-11, 12-17) will scour their respective plots of roped-off sand to find various fossils represented by the fossil deposit on Folly Beach, all yearning for a complete Megalodon tooth hidden within each plot of sand. Other prizes and gift certificates for tours are hidden in each of the three plots, with numerous shark teeth and bones to be found as well. This event is more than just another egg hunt, it's an opportunity to connect members from all over the Lowcountry with paleontology, and a different historical side of Folly. Representatives from The Charleston Museum, and the Charleston Center for Paleontology will be in attendance with booths and to assist in fossil identification. (No retail sales.) 10x10 pop up tents (adequately staked and weighted down) will be placed on the beach in a similar manner and footprint to last year's event. Following the event conclusion, CFA staff and volunteers will conduct a complete perimeter cleaning, sand smoothing, and any necessary cleaning measures to ensure the beach is returned to its normal conditions. Everyone thoroughly enjoyed having FBCP as the venue, and we are excited to return this year, pending approval! During the event we will use a PA system to deliver announcements and provide background music at a reasonable volume (provided by Stuckey Sound). We would also prefer to list 4/12/2026 as a rain date, if possible.</p>
<p>Please list any vendors involved in your event(ALL VENDORS MUST HAVE BUSINESS LICENSE WITH CITY OF FOLLY BEACH</p>	<p>No other vendors</p>



Fwd: 7th Annual Easter Meg Hunt 4/11/2026

From Charleston Fossil Adventures, LLC <chsfossiladventures@gmail.com>

Date Wed 10/29/2025 4:18 PM

To Wesley Graham <wgraham@follybeach.gov>

CAUTION: This email originated from outside the City of Folly Beach. Maintain caution when opening external links/attachments

Please see the attached email for our approval from the Charleston County Parks for the Easter Meg Hunt on 4/11/2026.

Thank you for the help!

Katie



Charleston Fossil Adventures Team

Katie L. | Administrative Assistant, Social Media Manager

Ashby Gale | Owner, Chief Paleontologist

Tracy B. | Silversmith

Office Hours: 7:30 AM - 4:30 PM Tuesday-Saturday

www.chsfossiladventures.com

Office: 843-534-9099

----- Forwarded message -----

From: **Jessica L. Corley** <Jessica.Corley@ccprc.com>

Date: Fri, Oct 24, 2025 at 11:06 AM

Subject: 7th Annual Easter Meg Hunt 4/11/2026

To: chsfossiladventures@gmail.com <chsfossiladventures@gmail.com>

Cc: Michael Bradley <Michael.Bradley@ccprc.com>, Sam Colgate <Sam.Colgate@ccprc.com>, Park and Program Services (184a2897.ccprc.com@amer.teams.ms) <184a2897.ccprc.com@amer.teams.ms>

Hi Ashby,

Your application to host the 7th Annual Easter Meg Hunt on 4/11/2026 at Folly Beach County Park has been approved. Once you receive approval from Folly Beach City Council, please let me know.

The event rental fee for Folly Beach County Park is \$750 and can be paid by calling Park and Program Services at 843-795-4386. Please remind attendees that parking fees also apply, which are \$10 per car.

If you have event related questions, reach out to Michael and Sam who are copied on this email.

Thank you for choosing Charleston County Parks as your host location and best of luck with your event.