

TOWN COUNCIL



STAFF REPORT

Projects and Watershed Resilience Department

MEETING DATE:	June 9, 2026
PROJECT:	Consideration of a Resolution Authorizing Acceptance of Amended Easement Donation from Beaufort County School District Necessary to Complete Portions of the Pritchard Street Streetscape and Drainage Project
PROJECT MANAGER:	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

REQUEST: Town Staff requests Town Council approve the Resolution (Attachment 1) authorizing the acceptance of amended easement donation from Beaufort County School District (BCSD) for the purpose of completing portions of the Pritchard Street Streetscape and Drainage Project.

BACKGROUND: With the approval of the Fiscal Year (FY) 2025-2026 Strategic Plan and Fiscal Year 2026 Consolidated Budget, Town staff continues with construction of Pritchard Street Streetscape and Drainage Improvements. During construction, concerns were raised with the required number of tree removals necessary to install a proposed sidewalk slightly north of the bus entrance road to MC Riley Early Learning Child Center. Based on internal Town discussions and with the BCSD, it was agreed that relocating the sidewalk 10-15' to the east would minimize tree removal and offer a mutually agreed upon alternative alignment.

The proposed sidewalk realignment and revised easement was presented to BCSD's Operations Committee on May 12, 2026, and approved. The Amended Easement package was presented to the BCSD Board on May 19, 2026, and approved. Revision and acquisition of the amended easement areas are necessary to complete sidewalk alignment as currently proposed.

NEXT STEPS:

1. Town Council approves the acceptance of the amended easement donations.
2. Town Manager executes easements.
3. Recording of easements.

SUMMARY: Town Staff requests Town Council accepts the amended donation of the easement from Beaufort County School District and authorizes the Town Manager and Town Staff to take such actions as are necessary to complete the acceptance of the easement donation(s).

ATTACHMENTS:

1. Resolution
 - a. Exhibit A – Amended Easement with Exhibit
2. Proposed Motion