

TOWN COUNCIL STAFF REPORT
Public Services Department



MEETING DATE:	October 13, 2026
SUBJECT:	Public Services Department Monthly Report
DIRECTOR:	Larry Beckler, Director of Public Services

PUBLIC SERVICES UPDATE

1. MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)

- **Street Sweeping** - Performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, Bridge Street, Church Street, Lawton Street, Lawrence Street, Allen Street, Water Street, Boundary Street, and curbs and medians on Simmonsville and Buck Island Roads.
- **Ditch Inspections** - Performed ditch inspections
 - o Arrow ditch (2,569 LF)
 - o Red Cedar ditch (966 LF)
 - o Buck Island roadside ditch (15,926 LF)
 - o Simmonsville roadside ditch (13,792 LF)
- **Ongoing Roadside Mowing, Litter Clean-up and Maintenance** of Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road, Bluffton Road, Boundary, Calhoun, Bridge Street, Pritchard Street, Buckwalter Boulevard, Bruin Road, Green Street, James Gadson Drive, Thomas Heyward, Church St, Water St, Lawton St. and Colcock St.

2. FACILITIES

- **Ongoing Maintenance** of Town Hall, Law Enforcement Center, Public Services, Rotary Community Center, Watershed Management, Police Sub-station, Don Ryan Center, The Cove and general repairs of the Garvin House and Sarah Riley.

3. PARKS

- **Ongoing Park Facilities and Landscape Maintenance** of Dubois Park, Martin Family Park, Oscar Frasier, Field of Dreams, Buckwalter Place Park, Oyster Factory Park, Pritchard Pocket Park, May River Pocket Park, Wright Family Park, Eagles Fields, New Riverside Barn, New River Trail, Evercore Park.

4. ROAD MAINTENANCE

- Street Sweeper ran on Fridays
- Graded Town Hall gravel parking lot, Green St, repaired and graded Bridge St. gravel road, Lawton St., Lawrence St
- Added stone and graded New Riverside Barn Parking lots

- Cut overhead tree branches on Pope St.
- Graded Town Hall Parking lot, Oyster Factory Parking Lot, Pritchard St extension & West end of Bridge St.

5. ADDITIONAL ACTIVITIES

- Town signs replaced at Palmetto Bluff Dock
- Lettering Placed on Road Sign and it was Installed at location- May River Rd & Goethe Rd.
- Facilities assisted in removing a downed tree from Bridge Street, across from Oyster Factory
- Began Retaining Wall at NRB
- Began replacing various rotted boards on Handicap Access ramp - RCC
- Addressed Condensation issues at Town Hall – Customer Service area, Taped insulation that had become separated at vents, adjusted interior temperatures by a couple of degrees
- Completed repairs of access control point at Customer Service
- Replaced two Electrical “Gard-N-Posts at NRB park. Ordered additional due to frequency of damage
- Repaired small sink hole created by contractor who was working at Boundary St and Green Street
- Began repair of exterior lights located on bathroom pavilion at Oyster Factory. Need to replace all bulb receptacles
- Replaced two pedestrian yield signs on Mellichamp Rd
- Repaired AED at Amphitheater along with damaged fence. Unknow person placed bench near fence and climbed over said fence into small service yard
- Ice Machine at Watershed was serviced and is now running
- Completed minor tasks as needed at the Welcome center (Door Handle Adjustment, Investigated Access Control ideas, Hooks and File Holders installed).
- Completed all battery replacements for Bath fixtures at all pavilions and parks. Excluding Town Hall which was done in March
- Keys printed and distributed for Breaker boxes at The Cove and NRB Playground Pavilion
- Power issue at RCC resulted in numerous damaged lights and damage to access control. 5 Ceiling lights replaced with several exterior bulbs. Damage was the result of a Bad Ground on Dominions end. Repairs made by Dominion
- USCB Banners removed from poles
- CCA Banner was installed at 4-Way stop
- Hazardous Chemical forms were completed and placed in appropriate containers
- Numerous doors at Town Hall were; Adjusted, Sanded, Painted and had their closers adjusted. We will continue to adjust as the doors fall out of adjustment. The extreme humidity and heat are fighting with the extremely cold settings within the building.
- Lobby door at the LEC was adjusted
- Front and rear door at DRCI was addressed due to minor leaks. Caulking various spots inside and out.
- Small leak from Air Handler in Finance was addressed, leak was stopped and ceiling tile was replaced
- Completed repair of rotted boards on handicap access ramp – RCC
- Remainder of exterior lights at Oyster Pavilion replaced
- Remainder of exterior lights at Oyster Pavilion replaced
- Completed retaining wall at NRB

- Oyster Factory – 8 tons of rip rap placed at dock side of ramp. Water runoff from newly renovated side is plumbed over to opposite side and it was creating a deep and extensive ditch.
- Toilets at Oyster Factory needed to be cleared
- Fence at Oyster required repairs
- Bollards at NRB removed for Chamber Event
- Stone and Cold patch repair of work done by contractor at Boundary and Green
- Stone added and graded at NRB
- Exterior Pole lights repaired by Dominion – Town Hall (no more flashing light)
- Made necessary service to splash pad after pump lost water creating a need to prime system
- Placed stone at corners where vehicle traffic turning right goes off the road and cut away base and creates deep ruts
- Discovered unsecured bathroom doors at Oscar Frazier
- Completed refurbishing of Road Sign for Dr. Mellichamp Drive and Bluffton Rd and remounted said sign
- Generators were PM'd
- New Backer was fabricated for Beautification Committee artwork. Artwork was placed on backer then placed on sidewalk. We will evaluate "longevity"
- Mounting posts for Golf Course trash cans were fabricated. Posts were sunk and cemented, then trash cans were mounted to the posts. All three trash cans labeled for NRB Disc Golf Course installed.
- Two forms for Cement pads (future benches) were fabricated, next is to pour cement pads
- Minor P.M.'s on HVAC equipment (town wide) was completed over 2 days.
- Dock walkway to water adjacent to boat ramp was addressed as a result of drainage runoff. Cement and additional rip rap laid down as flush to curbing as possible.
- Post was placed and cemented in the ground for Kay Lauener's plaque at Oscar Frazier Park
- Began work with Year-Round pool to diagnose electrical problems at splash pad. As a process of elimination, we grounded the pump motor. We also ordered a 40amp breaker to eliminate that as a cause. Awaiting Year-Round Tech to evaluate system and potential timer issue with pump
- Washed exterior kitchen door at NRB. It will now be a monthly maintenance item to address as a result of mold/mildew.
- Installed new irrigation zone around new Pavillion at Oscar Frazier Park
- Repaired convection oven at Red Barn Kitchen
- Changed lightbulbs at LEC
- Removed old conference tables from DRCI to make room for new one
- Started installing USB charging ports at town park pavilions
- Replaced failed breaker at Splash Pad.
- Poured contrite pad for benches at Disc Golf course
- Mock HVAC at Squire Pope for AC repairs
- Landscape Enhancements completed at west side property line of Oyster Factory Park
- Landscape Enhancements completed at Wright Family Park
- Rearranged office system furniture at Finance department including running new power to system furniture

6. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Prepped for Farmers Market- Martin Family Park
 - Prepped for Beaufort County Elections (NRSB 7:00AM-5:00PM)
 - Prepped for Conecta Gala (NRSB 5:30PM-9:30PM)
 - Prepped for American Red Cross Community Blood Drive (RCC 10:00AM-5:30PM)
 - Prepped for TOB Concert Series – Tru Gentleman (NRSB 5:30PM-7:30PM)
 - Prepped for Reggae Pon De River 2026 (OYFP 3:00PM-9:00PM)
 - Prepped for 9/11 Ceremony (BWP 8:30AM-10:30AM)
 - Prepped for Taste of Bluffton-Food Truck Edition (NRSB 4:00PM-8:00PM)
 - Prepped for Fit4 Mom Event (FOD 9:00AM-1:00PM)
 - Prepped for Roots & Rivers Festival (OYFP 2:00PM-8:00PM)
 - Prepped for Coastal Conservation Bluffton Chapter Fundraiser (MFP 6:00PM-10:00PM)
 - Prepped for NAACP Hilton Head/Bluffton Gala (NRSB 6:00PM-9:00PM)
 - Prepped for River Sweep (OYFP 9:00AM-11:30AM)
 - Prepped for Society of Bluffton Artists (SOBA) Blufftember Fest Fundraiser (OYFP 3:00PM-8:00PM)

7. EQUIPMENT MAINTENANCE & REPAIR

- Maintenance to Mowers, Weed Eaters and Blowers
- Melvin/Antonio Crew trailer was repaired “tailgate”
- Repairs to stand up blower completed
- Various pieces of Lawn Equipment were repaired
- New Holland tractor battery issue sourced to a constant drain. Battery was charged and a cutoff switch installed to eliminate draw
- Mahindra tractor was serviced and repairs made to lighting
- Routine maintenance to landscaping equipment
- Nifty Lift – Trailer Coupler replaced, Brake light guards were fabricated and installed, trailer plug repaired
- Repaired trailer ramps
- Repair to sweeper hopper
- Prepped New Kubota for use
- Repaired Green Machine tire bead
- Replaced vehicle pressure washer at shop
- Replaced coupler on tow behind blower, now its usable with a standard ball mount
- Repaired trailer drop leg & replaced wheel on Nifty Lift

8. TRAINING

- Staff completed weekly training topics
- Abdiel Maldonado and David Masis Marin completed CE credits for Pesticide Applicator License

9. BEAUTIFICATION COMMITTEE

- Agenda & Minutes Attached

10. ATTACHMENTS

- Public Services Monthly Cost **Report** – (Below)

Public Services Monthly Cost Reports –August 2026 *(Cost Includes Labor & Equipment)*

ASSETS AND EVENTS	COST
FACILITIES	\$7,867.00
PARKS	\$18,351.00
ROADS AND TRAILS	\$7,101.00
SPECIAL EVENTS	\$1750.00

Beautification Committee Meeting

Theodore D. Washington Municipal Building, Okatie River Conference Room, 20 Bridge Street,
Bluffton, SC

August 20, 2026

I. CALL TO ORDER

Chairman Johnny Bowen called the meeting to order at 9:00 am.

II. ROLL CALL

PRESENT:

Chairman Johnny Bowen

Vice Chair Dot Jeger

Dan Ciuffreda

Jessica Palladino

Hugh Williamson

III. ADOPTION OF MINUTES

Chairman Bowen made a motion do adopt the July 16, 2026, minutes as written.

Vice Chair Jeger seconded the motion.

Voting Yea: Dan Ciuffreda, Jessica Paladino and Hugh Williamson.

All were in favor and the motion passed.

IV. PUBLIC COMMENT

1. JENNA MCCARTY TO DISCUSS IMPROVEMENTS FOR BUTTERFLY GARDEN AND BROADER POLLINATOR INITIATIVES

Jenna McCarty was unable to attend.

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE

Committee discussed additional ideas to adhere decals to Town sidewalks including the use of quikcrete and a marine grade adhesive. Committee also discussed the possibility of moving away from vinyl decals and displaying the storm drain art in another manner such as spray paint stencils, concrete stamps or low-profile signage.

2. CHARGING STATIONS AT PARK PAVILLIONS UPDATE

Charging receptables have been ordered and are awaiting delivery.

3. OSCAR FRAZIER PAVILION & WRIGHT FAMILY PARK WINDOW ART PROJECTS UPDATE

Awaiting response from the Public Art Committee.

VI. NEW BUSINESS

1. PALMETTO PRIDE TREE GRANT

Committee reviewed grant submission package presented by Chairman Johnny Bowen. Public Services Director will submit application.

2. TOUR OF LINEAR TRAIL

Construction is expected to be completed in mid-September. Colleen Hall to coordinate with Constance Clarkson to arrange tour of the trail for Committee's October meeting.

VII. DISCUSSION**BUTTERFLY PLANT SALE IN OLD TOWN**

After conducting research, Vice Chair Jeger shared that Mayfest is too late for selling butterfly plants. March and April would be the ideal time frame for this project, and the owners of Bluffton Farm & Flea have agreed to provide the Committee with plants at cost and a booth for the Friday and Saturday markets.

COMMUNICATION BOARD INSTALLATION AT TOWN PARKS

The Committee discussed their interest in exploring ideas for the installation of special needs communication boards at the Town parks. Colleen Hall to conduct research on potential vendors.

VIII. ADJOURNMENT

Vice Chair Jeger moved to adjourn.

Dan Ciuffreda seconded the motion.

Voting Yea: Chairman Johnny Bowen, Jessica Palladino and Hugh Williamson.

All were in favor and the meeting adjourned at 9:41 am.

NEXT MEETING DATE: THURSDAY, SEPTEMBER 17, 2026



Beautification Committee Meeting

Thursday, September 17, 2026 at 9:00 AM

**Theodore D. Washington Municipal Building, Okatie River Conference Room, 20 Bridge Street,
Bluffton, SC**

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. ADOPTION OF MINUTES

IV. PUBLIC COMMENT

V. OLD BUSINESS

1. STORM DRAIN ART PROJECT UPDATE
2. CHARGING STATIONS AT PARK PAVILLIONS UPDATE
3. OSCAR FRAZIER PAVILION & WRIGHT FAMILY PARK WINDOW ART PROJECTS UPDATE
4. PALMETTO PRIDE TREE GRANT UPDATE
5. LINEAR TRAIL TOUR UPDATE
6. BUTTERFLY PLANT SALE UPDATE

VI. NEW BUSINESS

1. COMMUNICATION BOARDS
2. GRANT OPPORTUNITIES

VII. DISCUSSION

VIII. ADJOURNMENT

NEXT MEETING DATE: THURSDAY, OCTOBER 15, 2026

“FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies.”

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Executive Session – The public body may vote to go into executive session for any item identified for action on the agenda.

**Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. To submit a public comment online, please click here:*

<https://www.townofbluffton.sc.gov/FormCenter/Town-15/Public-Comment-60>

Public comment is limited to 3 minutes per speaker.