

TOWN COUNCIL STAFF REPORT

Public Services Department



MEETING DATE:	January 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
 - Arrow ditch (2,569 LF)
 - Red Cedar ditch (966 LF)
 - Buck Island roadside ditch (15,926 LF)
 - 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, 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. **ADDITIONAL ACTIVITIES**

- Installed Christmas decorations
- Tested all lights on decorations
- Installed set lights and decorated tree in Martin Family Park

- HVAC unit at LEC IT Closet repaired
- Repaired hall door at Town Hall
- Adjusted door and lock at DRCI
- Mounted TV monitor at DRCI
- Cleared roof and yard at Police Substation
- Set parking sign for this year's Employee of the Year
- Cleaned up and redistributed supplies from Christmas Tree lighting & Parade
- Built storage racks in Conex boxes for storage of decorations for when they are removed
- Extended fence area at PS yard for storage container
- Graded the following roads in Old Town, Green, Bridge, Oyster Factory Park, Pritchard, Town Hall Lot & Lawton St.
- Added new shelving and rearranged 2nd floor storage at Public Services Bldg.
- Finished storage racks in Conex boxes for storage of decorations.
- Set storage container at PS yard
- Furniture Set-Up at Welcome Center
- Handicap Decking and Newel post repair at the RCC
- Electrical started to new Connex
- Gutters cleaned at the RC
- Replaced "landing" Pads at Oscar Frazier at Bottom of Slides
- Fence installed and lot Graded in Service Yard(Generator side)
- Preparation for Additional Fencing at Rear of Service Yard
- Wall mounted sink at RCC pavilion restroom was torn off wall and destroyed. Replaced with new
- Town Closed Wednesday & Thursday for Christmas

5. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Farmers Market- Martin Family Park
 - Prepped & Supported TOB Tree Lighting, Santas Workshop and Movie, Martin Family Park
 - Prepped & Supported TOB Christmas Parade
 - Prepped for Santa visit at Welcome Center
 - Assisted with set-up of PD Christmas Party
 - Prepped for Chanukah Festival at Buckwalter Place Park
 - Prepped for Santa Run, Martin Family Park
 - Prepped for Community Hanukkah event Martin Family Park
 - Prepped for Christmas Eve Under the Stars (Oyster Factory Park, 6 pm – 8 pm)

6. EQUIPMENT AND MAINTENANCE REPAIR

- Replaced fuel pump on Kubota mower
- Service on mulch attachment for skid steer
- All Chainsaws were PM'd (including chain sharpening, new filters, filled with mixed gas and Chain oil and new spark plugs.

- Department Holiday Luncheon

7. TRAINING

- Staff completed weekly training topics
- Cross training on heavy equipment. Cinthia Mendieta & Abdiel Maldonado

8. BEAUTIFICATION COMMITTEE

- No December Meeting

9. ATTACHMENTS

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

Public Services Monthly Cost Reports – August 2025 *(Cost Includes Labor & Equipment)*

ASSETS AND EVENTS	COST
FACILITIES	\$3101.00
PARKS	\$11,959.00
ROADS AND TRAILS	\$5606.00
SPECIAL EVENTS	\$1950.00