

TOWN COUNCIL

STAFF REPORT

Engineering Department



MEETING DATE:	June 8, 2021
SUBJECT:	Engineering Department Monthly Report
PROJECT MANAGER:	Bryan McIlwee, Director of Engineering

CAPITAL IMPROVEMENTS PROGRAM (CIP) AND SPECIAL PROJECTS UPDATE

PATHWAYS

1. Goethe-Shults Sidewalks Phase 2

- Contract has been approved by the Department of Commerce.
- **Next Steps**
 - Issue JS Construction a Notice to Proceed with construction.
 - Schedule pre-construction meetings.

2. Buck Island-Simmons ville Neighborhood Sidewalks and Lighting

- Phase 5 Kitty Road to 301 Buck Island Road, construction is complete. Design of street lighting is underway.
- Phase 6A along Simmons ville Road from Grayco northward to Sugaree Drive contract is on the agenda for approval.
- Phase 6B along Simmons ville Road from Sugaree Drive northward to the existing New Mustang Road sidewalks is under design and permitting review.
- **Next Steps**
 - Prepare and obtain streetlight easements for Phase 5. Install street lighting in FY 2022.
 - Phase 6B design and construction of the remaining Simmons ville Road sidewalks to be completed in FY 2021-2022.

3. Bridge Street Streetscape

- Phase 1 Construction Documents are 90% complete and under permitting review.
- SCDHEC 319 grant application was awarded for \$179,700 for drainage and water quality improvements.
- Easement exhibits are complete.
- **Next Steps**
 - Complete engineering design in June 2021.
 - Execute contract to begin appraisals
 - Start easement acquisition in July 2021.
 - Construction to start in the first quarter of FY 2022.

4. Boundary Street Streetscape

- Surveying and Engineering Design underway
- **Next Steps**
 - Complete draft preliminary engineering design in June.

5. New Riverside Linear Trail (FY 22 Project)

- **Next Steps**
 - Begin surveying and prepare a Conceptual Master Plan in FY 2022, pending budget approval.
 - Research grant opportunities to fund planning and construction of future trail improvements.

SEWER & WATER**1. Buck Island-Simmons ville Sewer (Phases 5A-5D)**

- Construction is underway on Phase 5A-D.
- **Next Steps**
 - Complete construction on Phase 5A-D by 8/1/21 contingent upon limited weather delays or unforeseen utility conflicts.
 - Start house connections after the main line is approved by DHEC.

2. Historic District Sewer Extension Phase 1 - Pritchard Street

- Main line construction is underway.
- **Next Steps**
 - Start house connections after the main line is permitted by DHEC.
 - Once construction project is complete, Pritchard Street will be resurfaced from the intersection of Tabby Shell Road south to the intersection of Bridge Street. The resurfacing will cover both lanes of travel.

3. Historic District Sewer Extension Phase 2 - Bridge Street

- Received SCDHEC permit to construct.
- Continue negotiations with property owners for right of entry agreements.
- **Next Steps**
 - Obtain road ownership from SCDOT.
 - Advertise for bids.

4. Historic District Sewer Extension Phase 3 – Colcock Street

- Started surveying and design.
- **Next Steps**
 - Review design drawings.

5. Historic District Sewer Extension Phase 4 – Lawrence Street

- Started surveying and design.

- **Next Steps**
 - Review design drawings.
- 6. **Historic District Sewer Extension Phase 5 – Green Street**
 - Started surveying and design.
 - **Next Steps**
 - Review design drawings.
- 7. **Historic District Sewer Extension Phase 6 – Water Street**
 - Started surveying and design.
 - **Next Steps**
 - Review design drawings.

HISTORIC DISTRICT IMPROVEMENTS

1. **Boundary Street Lighting**
 - Phase 2 photometric plans, encroachment permits and lighting agreements are complete and approved.
 - SCDOT and Dominion indicated poles must be installed on Private Property due to conflicts with Sewer Force Main and communication utilities within the ROW. Easements must now be obtained to install Phase 2 lighting.
 - **Next Steps**
 - Obtain easements as needed for Phase 2 street lighting.
 - Begin installation of street lighting in the summer of 2021.
2. **Historic District Enhancements**
 - Engineering design, landscape design and permitting are underway for the drainage improvements at the AME Church.
 - AME Church Easements were approved by Town Council.
 - Traffic calming guidelines were presented to Town Council at the April meeting.
 - ADA ramps and crosswalks were mapped in Cartegraph by GIS/IT
 - **Next Steps**
 - Bid AME site construction in June 2021
 - Execute contract with Traffic Consultant to plan and design Historic District crosswalks and ADA improvements for implementation in FY 2022.
 - Obtain quotes for landscape construction at the AME Church
3. **Calhoun Street Streetscape**
 - Conceptual Master Planning complete
 - Obtained contract approval for Engineering services at the January 2021 Town Council meeting
 - Surveying and Engineering Design underway
 - **Next Steps**
 - Obtain all survey data in June and continue with Engineering design. Obtain preliminary plan in July and continue planning into FY 2022.

4. Squire Pope Carriage House Preservation

- Construction Documents are complete and submitted to SHPO for a courtesy review.
- **Next Steps**
 - Finalize modifications to the Construction Documents to include a separate stabilization phase of building in FY 2022.
 - Prepare bid solicitation package in FY 2022.
 - Awaiting budget approval for future construction funding.

PARK DEVELOPMENT**1. Oyster Factory Park**

- Conceptual Master Plan has been updated and reviewed by Town Council at the January Quarterly Workshop.
- Witmer, Jones and Keefer to complete Design Development Drawings in May 2021.
- Executed engineering design contract with Ward Edwards for the next phase of development.
- **Next Steps**
 - Obtain ACOE and DHEC Permit for installation of salvaged dock components from Calhoun Street.
 - Begin final engineering design for the next phase of master planned improvements in June 2021.

2. Calhoun Street Dock and Public Riverfront Access Improvements

- Dock construction is complete.
- **Next Steps**
 - Complete installation of Dock signage.
 - Close out project

3. Wright Family Park

- Park Construction complete.
- Obtaining Quotes to add HVAC to Restroom Building
- **Next Steps**
 - Coordinate ribbon cutting ceremony as pandemic allows.
 - Prepare change order for HVAC installation.

4. Oscar Frazier Park

- Sidewalk construction complete.
- **Next Step**
 - Add benches and regrade fields in FY 2022.
 - Continue planning of future improvements in FY 2022.

5. New Riverside Barn/Park

- Submitted grant application to LWCF for \$500,000.00 funding of the initial phase of the project. Application is under review by NPS.

- Obtained Town Council approval of the Conceptual Master Plan at the December 2020 Council meeting.
- Executed contracts with Thomas and Hutton for Phase 1 Engineering design.
- Hart Howerton completed Design Development of Phase 1 Site Development and Restroom building.
- Schematic design of the barn addition is underway.
- Obtained quotes from local architects to provide Construction Document Services for the restroom building.
- **Next Steps**
 - Complete schematic design of Barn additions and begin Construction Documents in June 2021.
 - Complete construction drawings, cost estimating and permitting of Phase 1 site development in the second quarter of FY 2022.
 - Bidding and construction of Phase 1 site development is anticipated to begin in the third quarter of FY 2022.

TOWN FACILITIES AND MISCELLANEOUS PLANNING

1. Buckwalter Place Multi-County Commerce Park

- Buckwalter Place Park and Veterans Memorial are complete.
- Design for the Buckwalter Park restroom is underway with Thomas and Hutton and Pearce Scott Architects.
- Site planning for future development parcel underway with Cranston Engineering.
- **Next Steps**
 - Obtain permits for the utility extensions for the proposed Buckwalter Park Restroom.
 - Continue site planning for future development parcel, pending direction from proposed tenant.

2. Town of Bluffton Housing Project

- **Next Steps**
 - Planning and design to begin in FY 2022 as directed by Joint Venture Agreement.
 - Assist with the preparation of a comprehensive cost estimate for planning, design and construction for the various housing projects.

3. Law Enforcement Center Facility Improvements

- Parking and Service Yard Expansion construction began in December 2020 with CBG Siteworks Construction.
- Bid and negotiated contract for landscape construction in May 2021
- **Next Steps**
 - Continue construction of LEC service yard and parking improvements. Construction anticipated to be complete by the July 2021.
 - Information Technology department coordinating upgrades to building security systems.

4. Ghost Roads

- Surveying and easement exhibits are complete.
- Pritchard Street Quit Claim Deed exhibits are 95% complete.
- The Town Attorney is working with Bridge Street property owners to obtain Quit Claim Deeds and agreement to extend service to homes.
- Staff is meeting with individual property owners to raise awareness of the acquisition efforts and communicate next steps.
- **Next Steps**
 - Continue meeting with individual property owners and obtaining quit claim deeds.

5. Community Safety Cameras

- Cameras have been installed at Bluffton Road Public Parking Lot, Veterans Park, Wright Family Park, Calhoun Street Dock.
- Fourteen older cameras in the network have been replaced.
- **Next Steps**
 - Continue with camera replacements and upgrades as necessary.

6. Public Works Facility Improvements

- Finalize the plans for expanding of Public Works yard.
- Install new plumbing/ electric for the washer and dryer.
- **Next Steps**
 - Begin permitting and bid for the expansion of the yard.
 - Bid the installation of the plumbing and electric.

6. Rotary Community Center Facility Improvements

- Replace the hardwood floor in the main area.
- **Next Steps**
 - Request bids for the replacement of the new floor.

7. Watershed Management Facility Improvements

- Remove the carpet and install new flooring in the rear office space.
- **Next Steps**
 - Request quotes on completing the new flooring in the office.

DIVISION/STAFF UPDATES**Project Management**

The Town of Bluffton was selected as the 2021 winner of the Municipal Achievement Award for the development of Wright Family Park.

Thirty-five (35) CIP projects are currently in progress. Don Ryan Center, Veteran Memorial, Buckwalter Park, BIS Phase 5 sidewalks, BIS Sewer Phase 5E, Wright Family Park and the Calhoun Street Dock were completed so far in FY 2021. CIP projects including HD Sewer

Phase 1 (Pritchard Street), BIS Sewer Phase 5A-D and the LEC Expansion area are currently under construction and scheduled to be complete by the end of FY 2021 or first quarter of FY2022. Boundary Street Lighting, BIS Phase 6A Sidewalks, Goethe Shults Sidewalks Phase 2 and HD Sewer Phase 2 are expected to start construction by the end of FY 2021. The remaining CIP projects are still in the design phase and several are planned to start construction in FY 2022.

Watershed Management

1. Southern Lowcountry Regional Board (SoLoCo)

a. Regional Southern Lowcountry Post Construction Stormwater Ordinance and Design Manual

- Via concurrence of the Mayor and direction by the Town Manager, staff has participated in the SoLoCo Technical Working Group to develop a regional stormwater model ordinance and design manual and investigate the viability of a regional stormwater authority.
- Beaufort County adopted the SoLoCo Stormwater ordinance and design manual and began implementation 2/1/21.
- 2/9/21 Town Council tabled the item until the SoLoCo Technical Subcommittee has completed its review.
- **Next Steps**
 - Additional public comments received will require more staff time to resolve prior to bringing back to Council for Public Hearing and second reading.
 - SoLoCo Technical Subcommittee met in May to review 67 comments received and develop responses.

2. Sea Level Rise Task Force

- Following Beaufort County's presentation and request for regional participation at the 10/22/19 SoLoCo meeting, staff attended the Sea Level Rise Task Force meetings to discuss a possible No Fill Ordinance and county-wide sea level rise adaptation strategies.
- Task Force met 12/15/20 and 12/18/20 to prioritize recommendations for final document with strategies for local governments to implement policies, ordinances and projects to mitigate the potential impacts of sea level rise.
- **Next Steps**
 - Beaufort County to present and request a recommendation from SoLoCo for regional partners to adopt.

3. Joint Councils Meeting for Watershed Management Initiatives

- BJWSA developed their CIP list for FY 2020 sewer projects which does not include any projects in the County's jurisdiction in the May River Headwaters without cost-sharing.

- Following the Joint Councils Meeting with BJWSA, held on 2/25/20, staff from Beaufort County and Town of Bluffton met to discuss sewer extension scope and strategy on 2/27/20.
 - Staff from the Town, County, and BJWSA met via Zoom 3/27/20 to confirm project scope, cost, and potential project manager. the last project cost estimate to extend, connect, and abandon septic in the Stoney Creek project area is \$4.7 million (B. Chemsak email 7/22/19) but they anticipate those numbers increasing to \$5.5 million. The proposal is 1/3 cost-share, so the Town's portion would be approximately \$1.83 million. Beaufort County has not formally agreed or committed any funding.
 - Neither BJWSA nor Beaufort County have committed funds in FY 2021 to begin sewer extension.
 - Town Manager, Director of Engineering and staff met with BJWSA General Manager, Engineer and staff on 6/5/20 to discuss how to move the project forward.
 - The Town submitted a response on 12/18/21 to BJWSA's "call for projects" request that prioritizes May River Watershed sewer projects.
 - Staff drafted a letter for the Town Manager's review requesting Beaufort County commitment to cost-share Stoney Creek/Palmetto Bluff Rd. sewer project in the May River watershed.
 - Staff presented an update on current status at 4/20/21 Town Council Workshop.
 - **Next Steps**
 - Town Council made the decision to setup a meeting between Town Council and Bluffton County Council representatives.
4. **SC Department of Health and Environmental Control May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – Attachments 1 and 1a**
5. **May River Watershed Action Plan Implementation Summary - Attachment 2**
6. **Municipal Separate Storm Sewer System (MS4) Program Update**
- Staff is currently updating the Town's MS4 Stormwater Management Plan and supporting documentation. SCDHEC is currently in the process of developing a revised National Pollutant Discharge and Elimination (NPDES) Permit for Small MS4s and will re-issue to permittees, including the Town, in the future.
7. **MS4 Minimum Control Measure (MCM) - #1 Public Education and Outreach, and MS4 MCM - #2 Public Participation and Involvement**
- The May River Watershed Action Plan Advisory Committee meeting is scheduled for 5/27/21. **Attachment 3**
 - Staff presented at the Carolinas Climate Resilience Conference (CCRC) on 5/11/21.
 - Staff continues to work with the Town Digital Communication Manager to promote a series of MS4 stormwater educational tips and reminders for the Bluffton community via the Town's Facebook page.

8. MS4 MCM – #3 Illicit Discharge Detection and Elimination

- Stormwater Infrastructure Inventory Map - **Attachment 4a**
- *E. coli* Concentrations Trend Map - **Attachment 4b**
- Monthly, Microbial Source Tracking (MST) Maps - **Attachments 4c and 4d**
 - In early March, Town staff shared results via email from microbial source tracking (MST) samples collected on 02/15/21 following approximately 2.17 inches of rainfall over several days. This sampling effort coincided with the winter weather event that disrupted mail services and delayed sample delivery to the Florida lab. At that time, only Headwaters' samples were analyzed for the human marker and reported to Council, WAPAC, Senior Staff, and Outside Agencies. Following receipt of these preliminary results, staff directed the FL lab to analyze additional samples collected from the "Historic District" and "Headwaters" for the human marker. The human genetic marker was detected at thirteen (13) Town monitoring locations located in sewer and unsewered areas of the May River Watershed. Town staff continues to conduct septic system education, work with regional partners, and to identify the location of sewer infrastructure in relation to Town monitoring locations.
 - Town staff coordinates with the SC Department of Health and Environmental Control (SCDHEC) to pull MST samples concurrently with the state's routine shellfish harvesting water quality sampling at stations 19-19, 19-19A, 19-19B, 19-19C, and 19-24. SCDHEC conducted sampling on 5/03/21. The human genetic marker was detected at SCDHEC Shellfish Harvesting Station 19-19C. Staff will be notifying Council and Senior Staff of these findings and highlighting follow-up actions via email.
- Illicit Discharge Investigations – **Attachment 4e**

9. MS4 MCM – #4 Construction Site Stormwater Runoff Control – Attachment 5**10. MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6****11. MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**

- Staff is attending Certified Stormwater Plan Reviewer (CSPR) training.
- Staff provided illicit discharge detection and elimination (IDDE) and good housekeeping educational handouts to three (3) new Town employees.

12. Citizen Drainage, Maintenance, and Inspections Concerns Map – Attachment 7**13. Citizen Request for Watershed Management Services & Activities – Attachment 8**Public Works**1. MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**

- Performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, and curbs and medians on Simmonsville and Buck Island Roads.
- 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 Masters' Way, McCracken Circle, Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road and Eagles Field.
 - Ongoing mowing of the New River side trail and field at New River barn.
 - Beautification Program –Landscape Maintenance - ongoing routine.
- 2. Facilities**
- Facilities and Parks Maintenance - ongoing routine.
- 3. Special Events and Rental Activities Report - Attachment 9**
- 4. Public Works Activities Report - Attachment 10**

Attachments

1. SCDHEC Shellfish Harvesting Monitoring Data Year-to-Date
 - a. SCDHEC May River Shellfish Harvesting Status Exhibit
2. May River Watershed Action Plan Implementation Summary*
3. MS4 Minimum Control Measures #1 and #2 – May River Watershed Action Plan Advisory Committee Cancellation Notice
4. MS4 Minimum Control Measure #3 – Illicit Discharge Detection and Elimination
 - a. Stormwater Infrastructure Inventory Map
 - b. *E. coli* Concentrations Trend Map
 - c. Microbial Source Tracking Trend Map – Human Source
 - d. Microbial Source Tracking Map – All Sources
 - e. Illicit Discharge Investigations
5. MS4 Minimum Control Measure #4 – Construction Site Stormwater Runoff Control
6. MS4 Minimum Control Measure #5 – Stormwater Plan Review and Related Activity
7. Citizen Drainage, Maintenance and Inspections Concerns Map
8. Citizen Request for Watershed Management Services and Activities Map
9. Rental and Special Events Activity Report
10. Public Works Activities Report
11. CIP Project Schedules

* Attachment noted above includes the latest updates in bold and italic font.