

## TOWN COUNCIL STAFF REPORT

### Public Services Department



<b>MEETING DATE:</b>	December 9, 2025
<b>SUBJECT:</b>	Public Services Department Monthly Report
<b>DIRECTOR:</b>	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**
  - Removed downed tree across trail entrance at Buckwalter place Trail
  - Pruned large overhead limbs on Goethe that interfered with Truck traffic

- All buildings treated – bug & pest control
- RCC Septic tank pumped & flushed
- Planted 125 of the 257 trees from the Palmetto Pride Tree Grant at Oyster Factory Park, Wright Family Park, Martin Family Park, Town Hall and Oscar Frazier Park.
- Started new 30' panel Christmas Tree structure assembly
- Repaired flagpole lines at LEC
- Replace flush valve at Substation
- Reset slate seats at Buckwalter Place Park Amphitheater
- Planted balance of trees (132) from the Palmetto Pride Tree Grant at Buckwalter Place & New Riverside Barn Park
- Christmas Decorations completed at the New Riverside Barn Park
- Mounted new hanging flower baskets along May River Rd
- Removed Halloween Decorations at PS, LEC & Town Hall
- Installed Christmas decorations, Martin, DuBois, Wright, Oyster, Calhoun St & May River Rd
- Christmas decorations started at Buckwalter Place Park & LEC
- Repairs at Men's room Oscar Frazer Park
- Power Washed Tabby Wall at Buckwalter Circle
- Repairs made at RCC Sewer ejection pump
- Replaced exterior light fixture at Substation
- Power washed chairs at Martin Family Park
- Tested all lights on decorations
- Replace Oyster Table at Oyster Factory Park
- Repaired bridge at Shrimp Boat at DuBois Park
- Removed Veterans Day banner and installed Christmas Banner
- Relocated pedestrian Yield bollards 5' further from intersections on Mellichamp Dr
- Toilet repairs at Oscar Frazier & LEC
- Assisted Welcome Center with Holiday Decorations
- Pest control actions at Watershed Building
- Built Public Services parade Float
- Received and installed Christmas tree at Martin Family Park
- Hired David Masis Marin as our new Trades Specialist

## **5. PREPPING FOR SPECIAL AND CIVIC EVENTS**

- Set-up & support for following events:
  - Farmers Market- Martin Family Park
  - Set up for 7th Annual Candy Bounce Back, Field of Dreams
  - Prepped & set up for SOLOCO at RCC
  - Prepped for Under the Ancient Oaks, Martin Family Park
  - Prepped RCC for two days of Strategic Planning meetings
  - Prepped for Veterans Day Parade

- Prepped & Supported TOB Concert Series: Southern Heat, Buckwalter Amphitheater
- Prepped & Cleanup for Thanksgiving Feast at New Riverside Barn

## 6. EQUIPMENT MAINTENANCE AND REPAIR

- Added stake pockets to landscape trailer
- Installed new fenders and painted entire landscape trailer
- Fabricated 42 “pigtales” receptacles for Christmas wreaths
- Repaired auger- new carburetor & fuel tank
- Fabricated brackets for snowflakes - NRBP
- Replaced door handle on Ford Ranger
- Prepped, tested & new blades on chain saws

## 7. TRAINING

- Staff completed weekly training topics
- Attend Lowcountry Regional Public Works Training Conference with department supervisors
- Toured I2 Recycle Plant operation
- Audio/Video training at New Riverside Barn

## 8. BEAUTIFICATION COMMITTEE

- Agenda & Minutes Attached

## 9. ATTACHMENTS

- Public Services Monthly Cost Report – (Below)

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

ASSETS AND EVENTS	COST
FACILITIES	\$13,181.00
PARKS	\$16,910.00
ROADS AND TRAILS	\$2,635.00
SPECIAL EVENTS	\$1,820.00

# Beautification Committee Meeting

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers, 20  
Bridge Street, Bluffton, SC

October 16, 2025

---

## I. CALL TO ORDER

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

## II. ROLL CALL

PRESENT

Chairman Johnny Bowen

Vice Chair Dot Jeger

Dan Ciufreda

Hugh Williamson

ABSENT

Jessica Palladino

## III. ADOPTION OF MINUTES

September 18, 2025 Minutes

Chairman Bowen made a motion to approve September 18, 2025 minutes as written.

Motion was seconded by Vice Chair Jegger.

Voting Yea: Chairman Bown, Vice Chair Jegger, Ciuffreda and Williamson.

All were in favor and the motion passed.

## IV. PUBLIC COMMENT

## V. OLD BUSINESS

### 1. Palmetto Pride Tree Grant Update & Planting Schedule

Members to solicit volunteers from the Rotary Club to plant trees at New Riverside Barn Park on Friday, November 7th at 8:00 AM.

### 2. Paint Out Pollution Storm Drain Art Project Update & Slogan Vote

Members voted on their top six favorite slogans to use for the solicitation of art from Bluffton Middle and High Schools for the first phase of the Storm Drain Art Project. The winning slogans were as follows:

"Only rain down the drain"

"Be a part of the solution, not water pollution"

"Keep it clean, we're all downstream"

"The river begins here"

"All drains lead to the ocean"

"Don't let trash travel"

### 3. Steve Doocy's Main Street USA Tour Submission Update

Members discussed partnering with the Town of Bluffton's Public Information Officer, Debbie Szpanka, to coordinate a submission for the Town of Bluffton. The Public Services Coordinator, Colleen Hall, will do additional research on Steve Doocy's Main Street USA Tour submission requirements and reach out to Debbie Szpanka for assistance.

### 4. Hanging Flower Baskets Update, Delayed Shipping

Members informed of delayed shipping of hanging planters from the vendor, Planters Unlimited. Estimated shipping date for the hanging planters is September 18, 2025. Charter Vista is expected to begin work filling the Town's flower pots in early November.

## VI. NEW BUSINESS

### 1. Review 2026 Committee Meeting Dates

Members reviewed and voted on the adoption of 2026 Beautification Committee Meeting Dates.

Chairman Bowen made a motion to adopt the 2026 Committee Meeting Dates as presented.

Seconded by Vice Chair Jeger.

Voting Yea: Chairman Bowen, Vice Chair Jeger, Ciuffreda, Williamson

All were in favor and the motion passed.

### 2. Discuss Cancellation of November Committee Meeting

Members discussed whether or not to meet in the months of November and December.

All members agreed to meet in November. All members agreed that a meeting in December was not necessary.

## VII. DISCUSSION

## VIII. ADJOURNMENT

Chairman Bowen adjourned the meeting at 9:31 AM.

**NEXT MEETING DATE: THURSDAY, NOVEMBER 20, 2025**



## **Beautification Committee Meeting**

**Thursday, November 20, 2025 at 9:00 AM**

**Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers,  
20 Bridge Street, Bluffton, SC**

### **AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADOPTION OF MINUTES**
- IV. PUBLIC COMMENT**
- V. OLD BUSINESS**
  - 1. Paint Out Pollution Storm Drain Art Project Update**
  - 2. Steve Doocy's Main Street USA Tour Submission Update**
  - 3. Hanging Flower Baskets Update**
- VI. NEW BUSINESS**
  - 1. Holiday Decorating Update**
- VII. DISCUSSION**
- VIII. ADJOURNMENT**

**NEXT MEETING DATE: THURSDAY, JANUARY 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.”*

*In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or [adacoordinator@townofbluffton.com](mailto:adacoordinator@townofbluffton.com) as soon as possible but no later than 48 hours before the scheduled event.*

*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.*