

TOWN COUNCIL

STAFF REPORT

Public Services Department



MEETING DATE:	August 12, 2025
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, 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

- Buckwalter Place amphitheater replaced broken in-use electrical receptacle covers
- Completed Golf cart parking area at OFP Splash Pad
- Pesticide treatment at all Town buildings
- Repaired Low Voltage landscape lighting cut during construction at DuBois Park
- Spraying for wasps at all Town facilities
- Installed new automatic Soap dispensers at all properties
- Installed two new glass white boards at LEC conference room
- Sidewalk repair Boundary Street
- Hung pictures & replaced ceiling tiles at Don Ryan Center
- Grading gravel parking area at Martin Family Park
- Installed new Street signs at Buckwalter Place roads
- Reinstalled water and electrical lines under dock walkway at Calhoun St Dock
- Installed new paper towel dispensers at all town properties
- Installed new restroom accessories at LEC
- Power run to new HVAC unit in evidence in LEC
- Repair to low voltage wiring at Wright Family
- Installed street signs at Buckwalter Place
- Flush valve replacement at Oyster Factory Park
- Repaired gates at Buckwalter Place playground
- Repairs to slide at Buckwalter place playground
- Irrigation repairs at Bluffton Rd Traffic Circle
- Irrigation repairs at island between LEC & New Town Building
- Repaired automatic gates at Public Services
- HVAC repairs Town Hall
- HVAC repairs Public Services
- Interior door renovation at DRC in progress
- Installed upgraded flush valves in Martin Family restrooms
- Ceiling repairs at Public Services from leak
- Installed additional Pallet storage shelves in Public Services warehouse
- Power washed Field of Dreams Pavillion
- Repairs made to splash pad rubber surface
- Ran electric to new Mini Split HVAC unit at LEC
- Door repair Town Hall front entrance
- Power washed sidewalks & Windows at LEC
- Power washed pavilion at Oyster Factory Pavillion
- Repaired picnic tables at Oyster Factory Park

- Interior door renovation & painting at DRC completed
- Graded parking lot Town Hall
- Replaced toilet seats at Oyster Factory Park Restroom
- Removed and sprayed for wasp nests at Oyster Factory Park
- Installed new glass white board in Executive Conference room at Town Hall`
- Removed downed tree on Goethe Rd.
- Filled potholes on Boundary Street
- Checking and clearing storm drains
- Removed potential tree hazard at Hampton Parkway
- Removed dead tree rear of Town Hall
- Power washed restrooms Oyster Factory Pavillion
- Started bench wood replacement for bench to be installed at Town Hall
- Installed new glass white boards at DRC in conference room and 6 offices
- Hung two large screen TV's in DRC conference room
- Moved furniture from Town Hall to DRC and then to shop for storage
- Cleaned mini split filters and replaced at Garvin Garvey House
- Installed two new locks on Rotary Refrigerator at RCC
- Repaired lights at Calhoun Dock & bulkhead
- Power washed and bleached down all Waste Mgmt. green trash cans at Oyster Factory Park
- Graded Oyster Factory Park parking lots
- Graded Green Street
- Tour of New Riverside Linear Trail with Council & Senior Staff
- Presentation to Public Arts Committee on "Paint Out Pollution"

5. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Farmers Market- Martin Family Park
 - Prepped for Mayor's Cup 5K (Oyster Factory Park)
 - Prepped for Independence Day Celebrations
 - Prepped and supported Brunch & Ballet in the Park event at BPP Amphitheater
 - Supported & cleaned up @ Independence Day Celebrations
 - Prepped for May River Shrimp Festival – Sunset Party

6. EQUIPMENT MAINTENANCE AND REPAIR

- Repairs to Dump trailer
- Installed water circulation pump & brushes on the sweeper

- Repairs to suspension on small Kubota UTV
- Replaced batteries in small dump truck
- Installed new blades and guard on Rockhound
- Repairs to Exmark mower
- Diagnosed ignition starting issue with Ford Ranger, ordered parts
- Serviced Exmark Batwing Mower
- Received new Van

7. TRAINING

- Staff completed weekly training topics
- Staff completed training on Town of Bluffton Resource Guide
- Staff completed IT training
- Tynon, Evans & Amerson completed LEC security access training and finger printing
- Abdiel Maldonado received his official SC Certified Pesticide Applicator License

8. BEAUTIFICATION COMMITTEE

- **Agenda & Minutes Attached**

9. ATTACHMENTS

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

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

ASSETS AND EVENTS	COST
FACILITIES	\$15,750.46
PARKS	\$17,582.28
ROADS AND TRAILS	\$12,054.98
SPECIAL EVENTS	\$1624.24



Beautification Committee Meeting

Thursday, July 17, 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. Butterfly Garden at New Riverside Barn Update
2. Buckwalter Place Park Update
3. Project Shade Update
4. Town of Bluffton Parks & Public Art Fund
5. New River Linear Trail and Park Update
6. Information Updates

VI. NEW BUSINESS

VII. DISCUSSION

1. "Town sizing"
2. Maintenance of Garden in Oyster Factory Park (by far-right fence)
3. Art Beautification Designs
4. Enhancement of Water Drains in Old Town
5. Bike Path from Highway 170 Traffic Circle to Buckwalter Intersection
6. Review of Best Management Practices
 - a. Bioretention – Town Hall
 - b. Rain Gardens – Dubois Park, Herbkersman Plaza, and Oyster Factory Park
7. Allocation of Approved FY2026 \$40,000 Budget
 - a. Special Project \$15,000
 - b. Tree Planting \$10,000
 - c. Arbor Day Event \$ 5,000
 - d. Replanting & Landscape \$10,000

VIII. ADJOURNMENT**NEXT MEETING DATE: Thursday, August 21, 2025**

“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 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.*

Beautification Committee Meeting

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

July 17, 2025

I. CALL TO ORDER

II. ROLL CALL

PRESENT

Dan Ciuffreda

Vice Chair Dot Jeger

Jessica Palladino

Hugh Williamson

ABSENT

Chairman Johnny Bowen

III. ADOPTION OF MINUTES

Ciuffreda made a motion to adopt the April 17, 2025 minutes as presented.

Seconded by Palladino.

Voting Yea: Ciuffreda, Vice Chair Jeger, Palladino, Williamson

All were in favor and the motion passed.

IV. PUBLIC COMMENT

V. OLD BUSINESS

1. Update on Butterfly Garden at New Riverside Barn. All plantings are in and benches have been ordered, waiting on delivery.
2. Buckwalter Place Park Update. Phase 1 renovation is complete and shade structure has been installed at the entrance.
3. Update on Project Shade. The Committee discussed implementation of social media outreach to encourage tree donation.
4. Staff reviewed the parks and public art fund.
5. Staff reviewed updates for New River Linear Trail and Park.
6. Committee and staff discussed email communications.

VI. NEW BUSINESS

Vice Chair Jeger discussed possible partnership with the Rotary Club to plant new groves of trees.

VII. DISCUSSION

Watershed staff reviewed paint options for storm drain project. The committee will work on proposal to be reviewed by staff. Staff will discuss with the Public Art Committee.

Watershed staff discussed best management practices and asked for suggestions to help with bio retention.

Staff will visually inspect Oyster Factory Park Garden.

VIII. ADJOURNMENT