

TOWN COUNCIL STAFF

REPORT

Public Services Department



MEETING DATE:	October 14, 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

- Assembled and installed hutch at Stormwater Building
- Removed dead tree on Dubois Lane that lost limbs on residents' fence
- Refastened water and powerlines under Calhoun St dock
- Completed HVAC repairs at Garvin Garvey House
- Uncovered and located leak at Public Services Bldg.
- Started building exterior structure for Public Services Ice Machine
- Repaired restroom stall door Oyster Factory Park
- Repaired dog water bowl station at Martin Family Park
- Replaced A/C in LEC shed
- Repaired and lubed & oiled LEC automatic gates
- Replaced light in shower at LEC
- Finished clearing access path on Town Owned property behind Bluffton Park Town Houses off Sugar Maple Street and Sugar Maple Lane
- Disposed of old evidence bicycles from LEC
- Removed banners throughout Old Town
- Installed picture hanging system at Squire Pope
- Installed new flag lanyards & flags at the three LEC flag poles
- Repaired toilet at Watershed
- New event tent assembled
- Pictures hung in Squire Pope-Welcome Center
- Quarterly HVAC preventative maintenance at Town Hall, LEC, DRCl, Substation & Stormwater
- Removed tree at Town property owned between Goethe Rd & Townhouses on Sugar Maple
- Fabricated mounting solution for Weather station
- Repaired play equipment at Buckwalter Place Park Playground
- Repaired concrete curb and inlet at Buckwalter Place
- Added stone and graded RCC parking lot
- Removed US flags from May River Rd. Ordered replacements for next season
- Installed weather station at New Riverside Barn Park
- Repaired toilet at Watershed
- Tested and labeled electric receptacles at Veterans Park
- Repaired roller-slide at Buckwalter Place Park
- Generator quarterly preventative maintenance LEC, Town Hall & Public Services
- Replaced faucet at LEC
- Started touch up paint on Christmas decorations
- Installed banners for AME Church event
- Cut field and perimeter at Eagles Field for DJ's Day of Giving
- Trimmed trees along Boundary Street for AME Church celebration
- Worked on relocation of Ice Maker at Public Services
- Worked on erosion control by creek at Lawrence St

- Changed ballast & bulbs at police substation
- Mounted soap & paper towel dispensers at welcome center
- HVAC PM at Garvin Garvey, Welcome Center, DRCI & Public Services
- Fence repairs at Oyster Factory Park and corner of Pritchard & Bruin
- Installed fence and bollards along creek at Lawrence St
- Treated Sub Station storage for insects
- Purchased and picked up 4 large lite Nutcrackers for Christmas decorations
- Repaired railing at stair to parking lot on Mellichamp Dr
- Worked on vented enclosure for ice machine at Public Services
- Replace yield sign at Mellichamp
- Bulbs at Rotary Center
- Bulbs at LEC
- Secured electric cables running up oak at Oyster Factory
- Added stone and graded Lawrence Street
- Installed Jasmine at median entrance at Buckwalter Place Park
- Checking all irrigation at Town Flower pots and flower beds
- Prepped & fueled all equipment for pending storm landfall
- Started fabricating brackets(50) to hang garland and wreaths at New Riverside Barn perimeter fence

5. PREPPING FOR SPECIAL AND CIVIC EVENTS

- Set-up & support for following events:
 - Farmers Market- Martin Family Park
 - Oyster Factory Park for Reggae Pon De River event
 - Roots & Rivers Festival – Oyster Factory Park
 - 9/11 Ceremony @ Buckwalter Place Veterans Memorial Park
 - Taste of Bluffton Food Truck Edition -Buckwalter Place Park
 - River Sweep Oyster Factory Park
 - Coastal Conservation Association Fundraiser (Martin Family Park)
 - Blufftember Fest Sunset Party (Oyster Factory Park)

Equipment Maintenance & Repair

- Finished repairs on Toyota Tundra
- Replaced top link on Mahindra Tractor
- Replaced Battery on Kubota 60" mower
- Lubed chain & rollers on Public Services gate
- New tire on landscape trailer
- Rewired switch on stand-up blower
- Repaired deck on Exmark mower
- Repaired Stihl trimmer
- Welded and repaired deck and pulley on Exmark mower
- Finished installation of storage system in new van
- Installed new muffler & bracket in Kubota UTV
- Rebuilt carburetor in push motor

- Repaired hedge trimmer
- Replaced tires on Kubota UTV
- Repaired oil leak on Hurricane Blower
- Rebuilt carburetor in push motor
- Adjusted valves & replaced valve cover gasket on Stand-up Blower

6. Training

- Staff completed weekly training topics

7. BEAUTIFICATION COMMITTEE

- **Agenda & Minutes Attached**

8. ATTACHMENTS

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

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

ASSETS AND EVENTS	COST
FACILITIES	\$5,120.00
PARKS	\$23,808.00
ROADS AND TRAILS	\$10,743.00
SPECIAL EVENTS	\$1300.00