

TOWN COUNCIL

STAFF REPORT Engineering Department



MEETING DATE:	July 13, 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 Town Council and the Department of Commerce.
- Notice to Proceed with construction was issued 6/24/2021.
- **Next Steps**
 - Start construction.

2. Buck Island-Simmonsville Neighborhood Sidewalks and Lighting

- Phase 5 Kitty Road to 301 Buck Island Road, construction is complete. Boardwalk lighting has been installed and design of street lighting is underway.
- Phase 6A along Simmonsville Road from Grayco northward to Sugaree Drive: Construction contract was approved at the June Town Council meeting.
- Phase 6B along Simmonsville Road from Sugaree Drive northward to the existing New Mustang Road: Engineering design for this final sidewalk phase is underway.
- **Next Steps**
 - Prepare and obtain streetlight easements for Phase 5. Install street lighting in FY 2022.
 - Complete construction of Phase 6A sidewalks in December 2021. Phase 6B design and construction of the remaining Simmonsville Road sidewalks to be completed in FY 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 and Appraisals are complete.
- **Next Steps**
 - Complete engineering design and permitting in December 2021.
 - Submit for Town Council approval of Just Compensation and start easement

acquisition in July 2021.

- Construction is anticipated to start in the second quarter of FY 2022.

4. Boundary Street Streetscape

- Surveying and Engineering Design underway
- **Next Steps**
 - Complete draft preliminary engineering design in September 2021.

5. New Riverside Linear Trail (FY 22 Project)

- **Next Steps**
 - Obtain quote and begin surveying.
 - Prepare a Conceptual Master Plan in FY 2022.
 - 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 8/29/21 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**
 - Coordinate lights in conjunction with streetscape design
 - 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.
- Contracted with Traffic planning and design consultant to evaluate crosswalks in the Historic District and provide recommendations/prioritization of future improvements to meet ADA compliance.
- **Next Steps**
 - Bid AME site construction in July 2021.
 - Obtain Traffic Consultant Report with ADA recommendations in August 2021.
 - Prepare and execute contracts for construction at the AME Church.

3. Calhoun Street Streetscape

- Conceptual Master Planning complete and approved in 2020.
- 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 July and continue with Engineering design. Obtain preliminary plan in September 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.
- 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 completed 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 FY 2022.

2. Calhoun Street Dock and Public Riverfront Access Improvements

- Dock construction is complete.

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, regrade and resod Field of Dreams in FY 2022.
 - Continue planning of future improvements in FY 2023 and beyond.

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 complete.
- **Next Steps**
 - Begin final architectural plans for Phase 1 restroom building.
 - 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.
 - Add storage shed and covered parking to project per police department request.
 - Information Technology department coordinating upgrades to building security systems.

4. Ghost Roads

- Surveying and easement exhibits are complete.

- Pritchard, Bridge and Colcock Street Quit Claim Deeds are 95% complete.
- 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.
 - Prepare bid solicitation for Bridge Street in July 2021.

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.
 - Add cameras to new LEC service yard area.

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

Thirty-five (35) CIP projects were approved with the FY 2022 budget. Don Ryan Center, Veteran Memorial, Buckwalter Park, BIS Phase 5 sidewalks, BIS Sewer Phase 5E, Wright Family Park, Calhoun Street Dock, Oscar Frazier Sidewalks and numerous building facility improvements were completed 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 in August 2021. Boundary Street Lighting, BIS Phase 6A Sidewalks, Goethe Shults Sidewalks Phase 2 and HD Sewer Phase 2 are expected to start construction this summer. The remaining CIP projects are still in the design phase and several are planned to start construction in third quarter of 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.
- SoLoCo Technical Subcommittee met in May to review 67 comments received and developed responses.
- Stakeholder meeting scheduled to review final comments on 6/29/21.
- **Next Steps**
 - Second and Final Reading by Town Council.

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, a Coastal Resilience Overlay District, 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.
- Task Force met on 6/23/21 to review current versions of both the No Fill Ordinance and the Coastal Resilience Overlay District. Town planning staff provided feedback on the proposed Overlay District.
- **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.
 - Town Council sent a letter on 4/26/21 requesting Beaufort County Council consider funding in FY22 for sewer extension projects in the May River watershed in the County's jurisdiction.
 - **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.
 - Staff received correspondence regarding the Town's audit by SCDHEC in October 2020. SCDHEC did not find any permit compliance issues with the Town's MS4 Program.
 7. **MS4 Minimum Control Measure (MCM) - #1 Public Education and Outreach, and MS4 MCM - #2 Public Participation and Involvement**
 - Staff attended the quarterly Lowcountry Stormwater Partners (LSP) Consortium meeting on 6/08/21. Two (2) newly appointed members, Manning and White, were onboarded on 6/23/21.
 - Staff attended the Beaufort County Stormwater Utility Board on 6/9/21.
 - Staff presented information on a drainage improvement project at the Buck Island/Simmons Rd Neighborhood meeting on 6/10/21.

- The May River Watershed Action Plan Advisory Committee meeting scheduled for 6/24/21 was canceled. **Attachment 3**
 - 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**
 - Staff collected fourteen (14) MST samples from the May River Watershed on 6/21/21 due to large amounts of rain over the course of the month. Results from this sampling event are pending. Staff will notify Council and Senior Staff of these findings and be highlighting follow-up actions via email.
 - 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 6/21/21. Duplicate samples were collected at SCDHEC stations, with one (1) set delivered to LuminUltra in Miami Lakes, Florida and the other set delivered to Dr. Pettay with the University of South Carolina Beaufort (USCB). Results from this sampling event are currently pending with both laboratories. Staff will notify Council and Senior Staff of these findings and be 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)**
- Delhomme received Certified Stormwater Plan Reviewer (CSPR) on 5/28/21.
 - Staff attended the quarterly SC Association of Stormwater Manager's meeting on 6/3/21.
 - Jones received recertification of Certified Erosion Prevention and Sediment Control Inspector (CEPSCI) training on 6/8/21.
 - Baugher, Lewis, and Moreno were recertified as Certified Stormwater Plan Reviewer (CSPR) on 6/22/21.
 - Staff provided illicit discharge detection and elimination (IDDE) and good housekeeping educational handouts to five (5) 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.