



MEMORANDUM

TO: MAYOR SULKA AND MEMBERS OF TOWN COUNCIL
FROM: Kim Jones, Director of Engineering
SUBJECT: Department of Engineering Consent Agenda
DATE: October 13, 2015
CC: Marc Orlando, Town Manager

CAPITAL IMPROVEMENTS PROGRAM (CIP) & SPECIAL PROJECTS UPDATES

OLD TOWN IMPROVEMENTS

1. May River Road Streetscape (Final Phase): Conceptual Design Phase

- Contract for revisions per Council direction has been executed.
- Letters have been sent to property owners south of May River Road notifying them of additional surveying.
- Progress continues with survey work completed and preliminary design well underway.

2. Calhoun Street and Adjacent Area Study: Conceptual Design Phase

- Village Features provided preliminary drawings for staff review and revisions of how the visualization will convey information.
- Visualization scope includes Calhoun Street only and will not include side streets with the exception of Bridge Street.
- Visualization plan will be ready for October's Town Council Workshop.
- A sketch plan showing possible parking configurations on Bridge and Mellichamp is also being developed by Thomas & Hutton.

PUBLIC SAFETY

1. Community Safety Cameras

- COMPLETED

2. Bluffton Police Department Substation: Construction Phase

- COMPLETED

3. Calhoun Street bollards.

- COMPLETED

STORMWATER

1. May River Watershed Action Plan Wetlands Restoration: Conceptual Design Phase

- Property owners have authorized the placement of monitoring wells at the site.
- Consultant finalizing updated scope of services to reflect the revised schedule.
- Next Steps: Install monitoring equipment and begin collecting stream and groundwater flow data.

2. Pine Ridge BMP Retrofit (319 Phase 2 Grant): Engineered Design Phase

- Baseline data collection ongoing.
- Final Irrigation Study and 90% design plans complete.
- Next Steps: Consultant to compute opinion of probable cost. Town will update Property Owners Association on design and submit plans for permitting.

SEWER & WATER

1. Buck Island-Simmons ville Sewer (Phase 3): Construction Phase

- Contract was reviewed and approved by the Community Development Block Grant Administration Representative at the South Carolina Department of Commerce.
- All easements have been secured either by acceptance or condemnation where necessary to keep project on schedule.
- Contract is approved through Town process.
- Contractors submittal drawing has been approved by BJWSA and construction will commence in October. This puts us slightly behind schedule, but we will finish on time.

2. Buck Island-Simmons ville Sewer (Phase 4): Engineered Design Phase

- Easement letters have been sent to all property owners and to date only 5 of the 18 offers have been accepted.
- Started contacting owners to work with them on any question they may have on the easements.
- The Final design of the sewer has been completed and all permits have been received.

3. Buck Island-Simmons ville Sewer (Phases 5 A, B, C): Engineered Design Phase

- Final design for Phase 5A and 5C is in progress.
- We have met with a several property owners to address issues and concerns.
- In the process of obtaining additional survey work in support of possible design alternatives.

4. Jason Street Sanitary Sewer: Engineered Design Phase

- Met with BJWSA to discuss a MOU that will formalize a partnership between BJWSA and the Town to complete this project.
- In a follow-up meeting BJWSA to discuss funding alternatives, they presented a

possible plan to provide financing for the project as well as a substantial contribution to the costs of the project.

- Town Staff is evaluating the current offer from BJWSA.

5. Toy Fields: Construction Phase

- The contractor has delivered all of the structures to the site.
- Project is to commence upon the completion of the tree trimming work in the area by Palmetto Electric.

PARKS

1. Oyster Factory Park: Conceptual Design Phase

- Dock
 - The design engineer is currently working on re-designing and the re-permitting process.
 - Met with Contractor and dock manufacturer to coordinate the design shop drawings to ensure that upon approval of the permit we are ready to commence construction.
 - Courtesy Dock and Observation Deck completion is anticipated in Feb/March 2016.
- Parking Lot
 - Town Staff met with the Engineer for the parking lots to finalize the scope of work and design details.
 - Confirmed that our current Disturbance permit is applicable which saves considerable time on the approval process.
 - Slightly behind schedule at this point, due to finalization of Master Plan, but will finish on time.
- Garvin House
 - Received the signed copies of the financial agreement with the Town and SC State Historical Preservation Office to accept the grant and distributed copies to Finance and Town Clerk for their records.
 - Continued coordination of the historical research component being conducted by Melanie Marks – provided feedback, copies of resources, and contact information for community resources. Meeting scheduled with her to go over some of the findings next week.
 - Bid Package has been revised to include an “all-in” package to encompass landscaping, hardscape and electrical. Consultant is making final revisions to their plans and spec to accommodate changes.
 - Consultant is preparing an ADA Access plan for the structure.
- Pavilion Area
 - Obtained final bids from Bluffton Electric. Met with Project Manager

to provide plans, bids, and scope documents to set up contracts for installation with Bluffton Electric.

- Underbrushing of the wooded area north of the Pavilion is complete.

2. DuBois Park: Construction Phase

- The landscaping renovation and current scope of work have been completed.
- Awarded grant from Parks and Recreation Development Fund for 80% of the cost the synthetic playground surface.

3. Oscar Frazier Park: Construction

- Underbrushing wooded area between 8th Avenue and the Rotary Community Center is complete.
- The installation of the new fans and step lights are complete. Most of the lanterns have been replaced but 5 of them are on backorder. They will be replaced prior to the end of October.
- Obtaining quotes for repairing the dumpster enclosure.

PATHWAYS

1. Goethe/Shults Pathways: Engineered Design Phase

- Updated Master Service Agreement has been executed.
- The plans and drainage design were submitted to the Town for permit applications. Minor modifications still need to be made, but the plan set provides enough information for SCDOT to review.
- The plans and drainage design were submitted by the Town to SCDOT for an encroachment permit. It is anticipated that any comments will be addressed prior to submitting to OCRM for permitting.
- The consultant has been asked, via email, to provide an engineer's estimate for additional budgeting since the plans were modified to include some pipe and curb and gutter.

DIVISION/STAFF UPDATES

Project Management

- Hutchinson presented the May River Watershed Sewer Master plan to the Beaufort County Storm Water Utility Board.

Stormwater

- Baugher and Connor received certification as Post-Construction BMP Inspectors.
- Berry received certification as a South Carolina Certified Erosion Prevention and Sediment Control Inspector.
- **Stormwater Inspections –**
 - Stormwater staff performed 73 sediment and erosion control inspections (S&EC), resulting in 61 inspections passing and 12 failing. Of those 12 that failed, 7 resulted in 1st NTCs, 3 resulted in 2nd NTCs, and 2 resulted in NOVs. Of the 2 NOVs that were issued, the sites were brought into compliance and no fines were

- issued.
- Staff met 4 times on-site and 4 times off-site with builders and contractors to go over sites.
- Staff conducted investigations of illicit discharges that resulted in 1 fish kill complaint, 2 S&EC complaints, 6 drainage complaints from residential homeowners. Each of these complaints resulted in an inspection and a follow-up with the homeowner to resolve the issue.
- Staff performed 1 follow-up of an illicit discharge resulting from a hydraulic spill in Midpoint to ensure the responsible party removed the affected soil from the adjacent property as requested by the homeowner.
- **Septic System Maintenance Assistance –**
 - 1 Septic Pump replacement and Septic Clean out performed.
 - 5 Septic Clean outs were performed.
- **Data Collection –**
 - May River Headwaters – stormwater infrastructure inventory continues.
 - Pine Ridge 319 Grant Phase 2 – water level logger readings.
 - Fecal Coliform Hotspot – weekly water quality sampling.
 - Verdier Cove Drainage Basin – performed 4 stream gauge readings in Bluffton Park for the Verdier Cove monitoring. Town Staff conducts routine inspections weekly to ensure the historic flow patterns are maintained during Bluffton Park – Red Cedar construction activities.
- Updated the stormwater kiosk presentation & coordinated its delivery to the Bluffton Library.
- Hosted the 27th Annual Beach Sweep River Sweep. Approximately 200 volunteers joined the Town Saturday morning September 19th to pick-up litter in the May River and Old Town Bluffton.
- Neighbors for Clean Water and Town Staff are coordinating with SC Department of Natural Resources and the Beaufort County Conservation District to host a pond conference on October 22nd.
- Lewis attended the quarterly Together for Beaufort meeting.
- Lewis coordinating with USCB for statistical analysis of the New Riverside Pond Pilot Project data.
- Carey created and added “Bluffton Storm Surge Vulnerability” story map and road vulnerability to storm surge inundation map for Emergency Management.
- Carey created map displaying Town drainage for Public Works and supported ditch construction on Calhoun Street.

Public Works

- **Ditch/Drainage Maintenance –**
 - Cleaned out drainage ditch along Green Street to provide better conveyance of runoff away from Calhoun Street.

- Performed minor grading on Green Street and added stone base to minimize ponding in the area after heavy rain events.
- **September Town Trash & Recycling Program –**
 - 58 New trash carts and recycling bins delivered.
 - 6,396 Total Town of Bluffton residences served.
 - 180 Responded to Customer Service calls.
- **September Work Requests Completed –**
 - 25
 - Implemented new structure within Public Works, creating Infrastructure Maintenance, Beautification, and Facilities teams.
 - Met with Waste Management to discuss process improvements enacted to provide better trash and recycling collection services to Town residents.
 - Staff is working with Waste Management to provide trash and recycling collection services to residents at the Promenade.
 - Performed underbrush clearing at Town property along Buckwalter Parkway to improve pedestrian safety at Buckwalter Regional Park where pedestrian path is routed behind trees.
 - Performed limb cutting to improve visibility and viewing corridors for the Town’s public safety cameras.
 - Planted new flower bed at northeast corner of 4-way stop at Bluffton and May River Road.
 - Hamilton attended Beautification Committee meeting.
 - Coordinated with SCE&G for the replacement and repair of a light fixture on Calhoun Street that was damaged by a falling limb during a storm event.
 - Coordinated with AllCare Tree Service for trimming of dead and hazardous tree limbs at Town properties.
 - Public Works staff participated in and provided support for the annual Beach Sweep River Sweep for the Town of Bluffton.
 - Olson participated in the monthly Beaufort County Solid Waste and Recycling Board Meeting.

Attachments:

1. May River Update*
2. SCDHEC Shellfish Monitoring Data for the May River

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

**May River Update
October 13, 2015**

ACTIVITY	STATUS
<p>May River Retrofit Project (Hampton Hall)</p>	<p>Staff met with Hampton Hall to update project status, discuss easement acquisition, answer any questions, and discuss a path forward. <i>This project is on hold until data is collected from May River 319 Grant Phase II to assess the efficacy of this project approach.</i></p>
<p>May River Watershed Model</p>	<p>Preliminary 2002 Palmetto Bluff Duck Pond Drainage area watershed model complete. Completed New Riverside BMP model for comparison to field observations. Nodes and conveyances collected at Pine Ridge in support of the retrofit project and the Watershed Model. <i>2013 Pine Ridge model in support of retrofit project and the Watershed Model underway.</i></p>
<p>May River 319 Grant - Phase I May River Watershed Pilot Project</p>	<p>Weekly water quality testing ongoing.</p>
<p>May River 319 Grant - Phase II</p>	<p>Baseline data collection ongoing. <i>Town Staff updated Pine Ridge POA on the project final design and construction timeline. Consultant has completed design and is awaiting issuance of permits.</i></p>
<p>May River Watershed Action Plan Wetlands Restoration: Conceptual Phase</p>	<p>Adjacent and offsite survey work has been completed. Survey work is completed for site characteristics and topography. A work authorization for wetland and subsurface hydrology evaluation has been submitted to the Town and forwarded to the property owners. <i>The placement of monitoring wells has been approved by the property owners. The work authorization releasing the consultant to begin work has been executed.</i></p>
<p>Additional Funding Opportunities</p>	<p>The Town submitted a full application for a third 319 Grant on 5/4/15. <i>The Town was not awarded funding this grant cycle, but was encouraged to submit for the next 319 Grant cycle, which is potentially in late 2015.</i></p>

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015	2012	2013	2014	2015
	Fecal Coliform (MPN)																							
December	79.0	7.8	11.0		79.0	7.8	7.8		49.0	7.8	11.0		49.0	7.8	23.0		33.0	1.8	33.0		11.0	4.5	13.0	
November	13.0	11.0	49.0		2.0	17.0	33.0		2.0	17.0	17.0		4.5	2.0	33.0		2.0	13.0	31.0		1.7	13.0	6.8	
October	110.0	13.0	17.0		49.0	13.0	7.8		6.8	70.0	4.5		26.0	13.0	6.8		23.0	2.0	4.5		11.0	4.5	2.0	
September	33.0	33.0	27.0	46.0	33.0	17.0	17.0	17.0	13.0	7.8	2.0	9.3	7.8	13	4.5	17.0	9.3	7.8	4.5	23.0	2.0	6.8	2.0	4.5
August	49.0	11.0	49.0	6.8	23.0	2.0	49.0	17.0	4.5	23	33.0	13.0	33.0	9.2	70.0	13.0	2.0	9.2	46.0	24.0	4.5	1.8	17.0	4.0
July	23.0	6.8	17.0	17.0	13.0	4.5	7.8	7.8	13.0	7.8	1.8	6.8	2.0	2.0	1.8	11.0	2.0	1.7	2.0	2.0	4.5	1.7	1.8	4.5
June	NS	1600.0	NS	33.0	NS	920.0	NS	46.0	NS	1.7	NS	11.0	NS	1.7	NS	14.0	NS	11.0	NS	4.5	NS	7.8	NS	11.0
May	11.0	46.0	33.0	NS	17.0	13.0	33.0	NS	13.0	7.8	9.2	NS	11.0	7.8	49.0	6.8	1.7	4.0	7.8	6.8	7.8	2.0	2.0	23.0
April	17.0	1700.0	130.0	1.8	33.0	40.0	79.0	33.0	13.0	2.0	170.0	17.0	4.0	1.7	240.0	17.0	23.0	1.7	23.0	13.0	13.0	2.0	13.0	17.0
March	49.0	79.0	23.0	170.0	33.0	49.0	33.0	130.0	33.0	17.0	11.0	49.0	23.0	22.0	13.0	17.0	AS	22.0	6.8	13.0	7.8	2.0	4.5	6.8
February	49.0	350.0	110.0	13.0	17.0	46.0	33.0	14.0	7.8	79.0	79.0	1.8	4.5	49.0	79.0	1.8	17	17.0	33.0	7.8	17	7.8	13.0	2.0
January	6.1	23.0	49.0	79.0	4.0	17.0	79.0	79.0	2.0	23.0	13.0	49.0	4.5	13.0	11.0	33.0	2.0	4.5	7.8	17.0	1.7	4.5	2.0	7.8
Additional Samples																	7.8							
Additional Samples																	6.8							
Average Annual GeoMean	28.8	49.6	35.4	22.0	18.7	20.3	25.5	28.9	9.3	12.2	13.0	12.7	9.6	7.1	21.2	11.7	6.1	5.5	11.8	9.7	5.7	3.9	4.8	6.9

NS = No Sample
AS = Additional Samples

