MEMORANDUM

TO: Mayor Sulka and Members of Town Council
FROM: James Ayers, Assistant Town Manager and Director of Engineering & Public Works
SUBJECT: Engineering & Public Works Update
DATE: August 5, 2014
CC: Anthony W. Barrett, Town Manager

CAPITAL IMPROVEMENTS PROGRAM (CIP) UPDATES

OLD TOWN IMPROVEMENTS
May River Road Streetscape (Final Phase): Design Phase
- Additional SCDOT comments being addressed by Engineer.
- Landscape design underway.
- Right-of-way approval is on hold until all SCDOT comments have been addressed.

Calhoun Street and Adjacent Area Study: Conceptual Phase
- Staff workshop held with consultant team on July 10th resulted in more defined conceptual ideas for Calhoun Street parking and other issues related to churches and businesses.
- Staff met and discussed communication between businesses and churches through the staff conduit. All churches are being approached and business outreach is being planned.

STORMWATER
May River Watershed Action Plan Wetlands Restoration: Conceptual Phase
- Staff is working with the consultant team to define the first Work Authorization for wetland delineation, significant tree survey, site survey work, subsurface wetland and hydrology/hydraulics analysis and creating concept-level plan alternatives.

New Riverside Pilot Project (319 Phase 1 Grant): Operations & Maintenance (O&M) Phase
- Weekly water quality sampling and inspections on-going.
Pine Ridge BMP Retrofit (319 Phase 2 Grant): Conceptual Phase
- Held contractor pre-bid meeting to discuss flow monitoring equipment installation.
- Received responses to Request for Written Quotations for installation of flow monitoring equipment at project outfalls.
- Executed contract for installation of flow monitoring equipment.

Verdier Cove Drainage Basin: Operations & Maintenance (O&M) Phase
- Performed 4 stream gauge readings in Bluffton Park for the Verdier Cove monitoring.
- Ritchie, Leinbach, Wiggins, and Hamilton met with Red Cedar developers to ensure historic northerly flow patterns are maintained through that portion of Bluffton Park.

May River Watershed Sewer Master Plan: Conceptual Phase
- Staff has utilized the finalized study to:
  o Provide some of the base information for the sanitary sewer connection policy.
  o Facilitate communication with residents on the availability of sewer service.

SEWER & WATER
Buck Island-Simmonsville Sewer (Phase 3): Design Phase
- Appraisals are complete and have been forwarded to the Review Appraiser.

Buck Island-Simmonsville Sewer (Phase 4): Design Phase
- The engineering consultant has completed the final design for the project and is in the process of preparing the submittal packages for the reviewing agencies.
- The paperwork process for the finalization of the CDBG grant continues with the formal acceptance of the Environmental Assessment by the SC Department of Commerce along with the Technical Assistance (TA) meeting held on August 5th.

Buck Island-Simmonsville Sewer (Phases 5-7): Conceptual Phase
- Staff is working on procurement for a consultant to design the remaining portions of the sanitary sewer for the Buck Island-Simmonsville Neighborhood.

Toy Fields Sanitary Sewer: Construction Phase
- Town staff met with the management team of BJWSA regarding value engineering and possible cost-sharing activities.
- BJWSA staff met and is in the process of redesigning the project, which should significantly reduce costs.

Jason Street Sanitary Sewer: Design Phase
- Staff has completed a preliminary analysis of the project and is preparing to issue a Request for Proposals for the design of sanitary sewer to service Jason Street and the surrounding areas.
PARKS

Oyster Factory Park: Design Phase

- Dock
  - Consultant is preparing a plan to provide handicap accessible parking for cars, vans, and boat trailers which will provide a handicap accessible pathway from the parking spaces to the dock abutment and observation platform.

- Garvin House
  - Consultant has started their Conditions Assessment and Structural Evaluation of the house.
  - Material was retrieved from storage to allow sampling of paint and various nail types.
  - The first stakeholders’ meeting is being planned.

- Parking Lot
  - Staff is coordinating the tree moving effort for the first portion of August.

PATHWAYS

General Pathways: Design Phase

- Public Open House held on July 22nd was well attended by approximately 30 citizens. The Open House was an open forum to meet with staff one on one. Concerns were expressed about the impacts the sidewalks would have on the residents, but the proposal for sidewalks was well received with many individuals expressing the need and their appreciation that the project was underway.
- Awaiting calls from residents to meet individually with them to discuss the sidewalk on their property.
- Engineer is working on construction drawings.

DIVISION/STAFF UPDATES

- Engineering & Public Works staff coordinated with Bluffton Fire District, BJWSA and SC DHEC to quickly contain and clean a minor sewer leak on Calhoun Street.
- Jarrett, Ayers, and Hutchinson facilitated discussions on Goethe Road sidewalks.
- Ayers, Jones, and Ritchie met with Growth Management to discuss Development Surety language and related processes.
- Jones, Ritchie, and Hutchinson attended a sewer connection policy discussion with Growth Management.
- Jones and Ritchie attended the Bluffton Summit meeting.
- Jones attended the Stormwater Utility Board meeting.
- Jones attended the Stormwater Implementation Committee meeting.
- Mattox and Lewis facilitated an amendment to the existing MOU with USCB in support of the Water Quality Laboratory for another three (3) years.
- Jones, Ritchie, Baugher, Leinbach, and Lewis attended a DRC Plan Review Process meeting with Growth Management.
- Jones, Ritchie, and Lewis participated in the quarterly Watershed Action Plan Advisory Committee (WAPAC) meeting.
- Ritchie reviewed and coordinated with Baugher for field data collection and watershed drainage maps to investigate a stormwater and erosion concern in the vicinity of Laurel Court.
- Ritchie coordinated with Baugher and Lewis for additional data needed at McCracken Circle drainage assessment.
- Ritchie coordinated with Baugher, Leinbach, and Lewis for review on several DRC Plan submittals.
- Ritchie participated in an XP-SWMM stormwater modeling webinar.
- Baugher and Lewis collected 164 nodes and conveyances for the Stormwater Model.
- Lewis attended SESWA Public Education and Outreach Webinar.
- Lewis developing three (3) Public Service Announcement (PSA) scripts with County Channel staff for general stormwater issues, lawn care, and proper management of pet & septic system waste.
- Leinbach facilitated four (4) septic pump-outs.
- Leinbach completed 287 erosion and sediment control (E&SC) inspections and prepared reports.
- Norris continued working on revisions to GIS Impervious Layer.
- Norris assisted Stormwater, Project Management, and Growth Management with sanitary sewer map exhibits for new sewer connection policy discussions.
- Solid Waste & Recycling Contractor delivered 26 new trash carts and recycling bins for the past month totaling approximately 5,761 overall.
- Public Works team has worked on and closed out approximately 28 Work Request issues over the past month.
- Special Events Team managed a total of 8 Special Events, 12 Rotary Community Center rentals, and 12 park rentals.
- Olson, Hamilton, and Patterson attended the EAP Supervisor Training.
- Public Works handled special projects such as planting new shrubs in various Town locations.

Attachments:
1. May River Update*
2. Transportation Update*
3. Special Events Update *
4. May River Road Streetscape (Final Phase) Update*

* Attachments noted above include the latest updates highlighted in red.
### May River Update
**August 5, 2014**

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>STATUS</th>
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<tbody>
<tr>
<td>May River Retrofit Projects (Hampton Hall &amp; Hampton Lakes)</td>
<td>Ongoing discussions regarding property owners agreements and design. Staff received conceptual approval from Hampton Hall property owner for Town’s proposed retrofit. Staff has purchased equipment for baseline flow monitoring data for Hampton Hall and is seeking easement acquisition. Staff met with Hampton Hall to update project status, discuss easement acquisition, answer any questions, and discuss a path forward. <strong>Staff is drafting an easement agreement for Hampton Hall’s review.</strong></td>
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<tr>
<td>May River Watershed Model</td>
<td>As-built data acquisition is approximately 70% of requirement in the headwaters. 2002 land cover conditions research and compilation has been completed. Preliminary 2002 Stoney Creek Land Cover watershed model complete. Preliminary 2002 Palmetto Bluff Duck Pond Drainage area watershed model complete. Completed New Riverside BMP model for comparison to field observations. Purchased a XP 2D software upgrade which will expand the capacity and increase the efficiency of the model. <strong>164 additional nodes and conveyances have been field collected in the month of July.</strong></td>
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<tr>
<td>May River 319 Grant - Phase I May River Watershed Pilot Project</td>
<td>Weekly site visits and water quality testing ongoing.</td>
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<tr>
<td>May River 319 Grant - Phase II</td>
<td>POA and Town executed easement agreement. Staff completed field investigation of drainage system and project outfalls. Pre-bid meeting held for flow monitoring equipment installation. Request for Proposal for irrigation design is being drafted. <strong>Responses to Request for Written Quotations received and contract awarded for flow monitoring equipment installation.</strong> County encroachment permit application has been received for associated work within road right-of-way.</td>
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<td>Additional Funding Opportunities</td>
<td>Representative Herkensman was successful in obtaining a $100,000 appropriation from SCDHEC in support of the Town’s May River projects. Finance, Project Management, and Stormwater staff participated in a conference call with State Revolving Fund representatives from DHEC and State Budget &amp; Control Board to learn more about the program and application process to fund water quality improvement projects.</td>
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<td>ACTIVITY</td>
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<tr>
<td>US 278</td>
<td>Work completed.</td>
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<td>SC 170</td>
<td>Cleland Site Prep slowly continues construction. The work continues to be behind schedule with several change orders.</td>
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<tr>
<td>Bluffton Parkway Phase 5A</td>
<td>Flyover construction is ongoing. Some lane closures and lane shifts are occurring to allow construction in the vicinity of the drive lanes.</td>
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<td>Buck Island/46 Intersection</td>
<td>Signal is fully operational.</td>
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<td>Hampton Parkway</td>
<td>Signal heads are being installed. The signal will be activated once all signal heads are installed. There will be a period of a week or more with flashing yellow and red lights to alert drivers of a new signal before it is put into full service. <strong>Signal is fully operational.</strong></td>
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## Transportation Update

**August 5, 2014**

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<tr>
<td>Bluffton Parkway 5B</td>
<td>The consultant has begun work on application to the State Infrastructure Bank (SIB) for funding. First status report has been provided via email. Project on schedule and on budget. Requests for additional information from SCDOT and LCOG were sent out late July. The Town and County were encouraged to obtain letters of support from businesses and organizations for the parkway.</td>
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<td>Metropolitan Planning Organization (MPO)</td>
<td>SCDOT presented a funding scenario for US 17 using MPO and LCOG funds. The scenario would require postponement of SC 68, a Hampton County project, as well as payback of funds for construction until 2019 to 2020. The Policy Board has requested a joint meeting of MPO and local Council of Government members to discuss this roadway. Staff is working to facilitate the meeting. Additional data gathering is also underway to support construction of the road improvements.</td>
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<td>Transportation Model</td>
<td>The model will be used during the Long Range Transportation Plan study to evaluate roadway capacities.</td>
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<td>Masters Way/Crossings Intersection</td>
<td>While measures undertaken by the County on the intersection and by the Town on the roadway and speed posting, future development in the area may influence a final outcome for traffic control at this intersection. Traffic Engineering in Beaufort County has indicated a signal may be acceptable with warrants.</td>
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<td>Davis Road</td>
<td>With school construction, Davis Road is becoming an important corridor. The Town is working closely with the school and the fire department to address Davis Road right-of-way and paving as well as sewer and water connections for the school.</td>
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<td>EVENT</td>
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<tr>
<td>Farmers Market of Bluffton</td>
<td>3/20-12/18/2014</td>
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<td>National Night Out – Bluffton</td>
<td>8/5/2014</td>
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<tr>
<td>Bluffton Sunset Party</td>
<td>8/15/2014</td>
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<tr>
<td>Bluffton Peanut Festival</td>
<td>8/23/2014</td>
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<tr>
<td>BBQ &amp; Bluegrass</td>
<td>9/6/2014</td>
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<tr>
<td>Beer &amp; Brats</td>
<td>9/27/2014</td>
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<tr>
<td>Bluffton Sunset Party</td>
<td>9/19/2014</td>
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<tr>
<td>Lowcountry Rockin’ the Pink Breast Cancer Walk</td>
<td>10/4/2014</td>
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<td>Red Cedar Foxes Trot</td>
<td>10/11/2014</td>
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<td>Bark in the Park</td>
<td>10/11/2014</td>
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<td>Seafood Festival - Oyster Roast Kickoff</td>
<td>10/12/2014</td>
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<tr>
<td>Historic Arts &amp; Seafood Festival</td>
<td>10/12-10/19/2014</td>
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<td>Walk to End Alzheimer’s</td>
<td>10/25/2014</td>
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<td>EVENT</td>
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<tr>
<td>Hidden Secrets of Bluffton</td>
<td>10/25/2014</td>
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<td>Zombie Run</td>
<td>10/25/2014</td>
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<tr>
<td>Bluffton Beer Fest</td>
<td>11/1/2014</td>
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To: Mayor and Council

From: Karen Jarrett, Transportation Project Manager

Re: May River Road Streetscape (Final Phase) Update

Date: August 5, 2014

Review comments were provided to the Town for the plans. They were more extensive than originally anticipated. Although the plans had been reviewed at the district level several times with all comments addressed, once they were reviewed at the Columbia staff, additional comments were forthcoming. The engineer is addressing these comments and preparing the easements.

The request for approval to begin right-of-way acquisition made to the LPAA will not be granted until the comments from the Columbia staff have been satisfactorily addressed. Easement acquisition will begin as soon as we have permission from the state.

Attachments:
- Local Public Agency Process Flowchart with Current Step Identification