



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD AGENDA
Wednesday, February 9th, 2022 2:00 p.m.
County Council Chambers, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina
843.255.2805

In accordance with South Carolina Code of Laws, 1976, as amended, Section 30-4-80(d), all local media was duly notified of the time, date, place and agenda of this meeting.

1. CALL TO ORDER – 2:00p.m.
 - A. Approval of Agenda
 - B. Approval of Minutes – December 15th, 2021 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. SPECIAL PRESENTATIONS
 - A. Beaufort County Legal Update – Brittany Ward
 - B. Stormwater Department Audit Report – Woolpert, Inc
5. REPORTS
 - A. Utility Update – Katie Herrera ([backup](#))
 - B. Monitoring Update – Katie Herrera ([backup](#))
 - C. Stormwater Implementation Committee Report – Katie Herrera([backup](#))
 - D. Stormwater Related Projects – Julianna Corbin ([backup](#))
 - E. Upcoming Professional Contracts Report – Julianna Corbin ([backup](#))
 - F. Regional Coordination – Katie Herrera ([backup](#))
 - G. Municipal Reports – Katie Herrera ([backup](#))
 - H. MS4 Update – Katie Herrera([backup](#))
 - I. Staff Update – Katie Herrera ([backup](#))
 - J. Maintenance Projects Report – Matthew Rausch ([backup](#))
 - K. Liaison Report - Ms. Alice Howard
6. UNFINISHED BUSINESS
7. NEW BUSINESS
 - A. TY2022 Management Memo – Katie Herrera ([backup](#))
 - B. FY23 Budget – Carolyn Wallace ([backup](#))
8. PUBLIC COMMENT
9. NEXT MEETING AGENDA
 - A. Wednesday, April 20th ([backup](#))
10. ADJOURNMENT





Beaufort County Stormwater Management Utility Board (SWMU Board) Meeting Minutes

December 15th, 2021 at 2:00 p.m.

Beaufort County Council Chambers, Administration Building, Beaufort County Government
Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina and via Webex

Board Members

Present

James Clark
Marc Feinberg
Allyn Schneider
Steven Andrews
Brian Watkins

Absent

Patrick Mitchell

Ex-Officio Members

Present

Jeff Netzinger
Nate Farrow
Van Willis

Absent

Kim Jones

Beaufort County Staff

Katie Herrera
Johanna Zoran
Neil Desai

Visitors

Alice Howard, County Council
Allen Warren, UCSB
Ellen Sturup-Comeau, Clemson

1. **Meeting called to order** – Marc Feinberg at 2:00 pm
 - A. Agenda – No agenda to approve. Moving forward with the proposed agenda.
 - B. Approval of Minutes – Only three board members present currently, no quorum. Approval of minutes cannot take place.

2. **Introductions** – Completed.

3. **Public Comment(s)** – None.

4. Reports

Reports attached in agenda

Highlights:

A. **Utility Update** – Katie Herrera

- ✓ Southern Lowcountry Regional Board (SoLoCo)
 - o All project milestones have been completed. Implementation of new minor amendments will take place after the third reading has been adopted by County Council on January 10, 2022.

- ✓ Special Presentation
 - Once 2022 meeting scheduled approved Katie will reach out to Dr. Montie to attend the April 2022 meeting.
 - Woolpert – The results of the audit will be presented at the February 9, 2022 meeting by their representatives.
 - Cypress Wetlands – Presentation potentially for April 2022.
- ✓ The county continues to work on delinquent accounts for the military installations. Will be keeping the PO for Gentry Locke Attorneys open and legal will present to the Utility Board at a future date.

B. Monitoring Update – Katie Herrera

Highlights:

- ✓ Lab update – Completed all this year’s efforts in water quality sampling.

C. Stormwater Implementation Committee (SWIC) Report – Katie Herrera

Highlights:

- ✓ Carolina Clear contract has come to an end and is now up for renewal. SWIC committee, municipalities and Carolina Clear staff met to discuss updates to be implemented in new contract. No increase in the cost of the contract is anticipated.

D. Stormwater Related Projects – Julianna Corbin

Highlights:

- ✓ County staff continues to work on getting easements and meets monthly to review. Pending Council guidance for the edits made to the Extent of Service and Level of Service documents.
- ✓ Construction has been completed for the flyover bridge repair project. Close out of this project expected at the end of this month.
- ✓ Shell Point Community –Katie and Julianna are pursuing funding from the BRIC and HMGP grants. Efforts are being made to obtain photos of houses older than 50 years. Funds have been earmarked for this project in case the grant application is not successful.
- ✓ Factory Creek Watershed Regional Detention Basin “Phase I” & Academy Park Subdivision – Beaufort County legal is still handling obtaining easement.
- ✓ Factory Creek Watershed Regional Detention Basin “Phase II – Beaufort County legal is still handling obtaining easement to the pond that was built.

- ✓ Graves Property / Pepper Hall – Roads and Infrastructure plan amendment has been approved since the last meeting. Conceptual Plans for the single-family home were reviewed a week prior by the Staff Review Team. Construction continues.
- ✓ Staff continue to work with engineers and legal to have comprehensive construction plans. Roads and Infrastructure have been approved as well as the town homes. Property owners continue construction on the pond located on the northwestern corner of property. Outfall structures are being retrofitted to function properly.
- ✓ Whitehall property – Construction continues on City Property.
- ✓ Lady’s Island Plan, Sea Level Rise, and “no-fill” ordinance – No update at this time
- ✓ Tuxedo Park Pond Dredging – Several engineering firms on the county vendor list are taking a look at the scope that has been prepared in order to obtain quotes for the completion of the construction drawings and following that, the job will go out for bids as well.
- ✓ Huspah Court North – We received survey data. Neil Desai and Juliana Corbin have met to begin the design work. Job will be done in house.

E. Professional Contracts Report – Julianna Corbin

Highlights:

- ✓ Salt Creek and Shanklin Road - Appraisal is complete. Waiting on the go ahead from County leadership to proceed.
- ✓ Brewer Memorial – Notice to Proceed was issued on November 22nd and construction has begun.
- ✓ Evergreen Regional Pond 319 – The pond has been completed. Contract will be extended due to a utility conflict. The only remaining task is connecting the pipe from the catch basin along Hwy 170 to the pond.
- ✓ Stormwater engineering consulting services – Woolpert
 - Scope #1 – General Services. \$15,000 was allocated.
 - Scope #2 – Southern Lowcountry Design Manual training has been completed.
 - Scope #3 – Woolpert conducted an audit, and a draft is anticipated very soon. \$105,000 allocated.
 - Scope #4 - \$29,900.00 allocated for the Tax Run and Utility assistance. Still ongoing.
 - Scope #5 – Drainage study for Buckwalter and Bluffton parkways. After conversing with Town of Bluffton and internal staff, this scope was abandoned.
 - Scope #6 – Turtle lane drainage study. Some of the results have been received and it is now wrapping up.
 - Scope #7 – Northern Lady’s Island Drainage Study – final proposal in review before being submitted for approval.
 - Other scopes on County radar.
 - Arthur Horne Park – Looking into engaging new scopes and the 319 Grant.

- Scope being written for Battery Creek Pond.
- St Helena Drainage study
- Annual report to DHEC.
- Gray Pond – Battery Creek Burton Hill M2 Retrofit. Katie stated that we are engaging Woolpert with doing a more extensive review regarding the retrofits. They have received data from the original design and the model so that they can provide a final design and contract services for this project.

F. Regional Coordination – Katie Herrera

Highlights:

- ✓ Mossy Oaks monitoring efforts continue for recent projects for drainage retrofits.

G. Municipal Reports – Katie Herrera

Reports attached in agenda

Highlights:

Reports information.

- ✓ Town of Bluffton (From Kim Jones, Watershed Management Division Director)
 - Reports Received – attached to the minutes
- ✓ Town of Hilton Head Island (From Jeff Netzing, Stormwater Manager)
 - Will be making an offer to fill NPDES Administrator position within the next week
- ✓ City of Beaufort (From Nate Farrow, Public Works Director)
 - Completed some work on the flap gates along the Spanish Moss Trail.
 - Ditch clean out on the Spanish Moss Trail
 - Ditch clean out at Southside Park to help with the drainage into Arthur Horne.
- ✓ Town of Port Royal (From Van Willis, Town Manager)
 - Trying to lower the water level of the Cypress Wetlands to install a concrete structure to replace the earthen dam.
 - Received a T-Mobile grant to address amenity parts of the Cypress Wetlands, upgrading walkways, gazebos, etc.

H. MS4 Update – Katie Herrera

Highlights:

- ✓ Energov permitting software – Mid-October, we implemented Energov software and is moving along great for our inspection staff.
- ✓ Plan Review – See the attached chart for Beaufort County Stormwater staff plan review workload for the past 12 months.
- ✓ Stormwater Permits – See the attached chart for Beaufort County Stormwater permits issued for the past 12 months.
- ✓ Monthly Inspection summary – We are doing over 600 inspections per month. Also

- continuing to work on our post construction Post Construction BMP program.
- ✓ Weather Station Data – Report unavailable
 - ✓ Education Report – Ellen Sturup-Comeau, Clemson Extension
 - A 252 ft² rain garden was installed at Mossy Oaks Elementary School as part of their outdoor classroom.
 - Be Septic Safe Social Media Campaign – Very successful in providing septic maintenance tips through several social media resources the week of Thanksgiving.
 - LSP Consortium meeting was held at the end of November. Hands-on workshops planned for 2022.
 - ✓ MS4 Statewide General permit – No further update at this time.
 - ✓ Staff Update
 - An offer was extended for the Sr Administrative Specialist position for Stormwater Management and anticipate her starting early January.
 - Two staff members took the Certified Stormwater Plan Reviewer Course through Clemson. Still waiting for final results.
 - ✓ Katie addressed Shell Point Community Task Force. It has proven to be a very active group made up of Stormwater staff, 2 Utility Board members, Mr. Van Willis and Mr. James Clark, and Ms. Alice Howard, our Councilwoman. Ms. Howard has been actively trying to get grant application requirements met. There are 256 properties that need images of front, back and sides. Task force will continue to meet until completion of grant application process.

I. Maintenance Projects Report – Matt Rausch

Highlights:

- ✓ Major projects:
 - None
- ✓ Six minor or routine projects:
 - Kitty Landing – Bluffton (SWUD 4) Cost \$4800.58
 - Polite Drive – Port Royal Island (SWUD 6) Cost \$2728.43
 - Pritchard Street – Town of Bluffton (SWUD 4) Cost \$1397.76
 - Camp St. Mary’s Road – Bluffton (SWUD 4) Cost \$7829.56
 - St Helena Tree Removal – St Helena Island (SWUD 8) Cost \$762.62
 - Sheldon Tree Removal – Sheldon (SWUD 5) Cost \$1887.35
- ✓ Matt stated we currently have 61 scheduled projects. Our staff met with local contractors to help with backlog due to equipment and staffing issues.

J. Liaison Report – Beaufort County Council - Alice Howard

Highlights:

- ✓ Shell Point Task Force – They have been successful in obtaining the photos they need even when homeowners are out because of the ability to communicate with them through their doorbell cameras.
- ✓ Budget Retreat took place and Ms. Howard stated that they are ahead of schedule on the budget cycle compared to other years.

5. Unfinished Business –

- ✓ Mr. Feinberg proposed that the Utility Board go out to major projects next year to see where the budget money is being spent and the progress of those projects. He asked for feedback on how these meetings are to take place. Allyn Schneider suggested that the months in between Utility Board meetings be used for site visits. James Clark concurred. Katie stated that with the completion of the Evergreen Pond, a field day education event is being hosted and suggested that the Utility Board come to this event. Mr. Feinberg stated that those types of events, in the past, have not been held at the project site and are usually held at night and he would rather do a visit to the actual site as the project is ongoing to see the scope of work being done. Katie stated that it can be voted into the schedule at a future Board meeting.
- ✓ Mr. Feinberg elected Brian Watkins to coordinate with Katie and staff to do site visits with no objections. Brian anticipates having a list of sites and dates by February Board meeting.

Two more Utility Board members came in shortly after the meeting was called to order therefore Mr. Feinberg wanted to go back and approve the Minutes and Agenda.

- ✓ Approval of Minutes – Approved
- ✓ Agenda – Motion to approve Agenda was made by Allyn Schneider. Marc Feinberg called to have the motion amended because a correction to the Agenda needs to be addressed regarding the date of the next meeting. Allyn Schneider revised the motion to correct the date of the next meeting to February 9, 2022 and to approve the agenda with this revised date. Motion seconded by Brian Watkins and it was unanimously approved.

6. New Business – Katie Herrera

- ✓ Draft 2022 Stormwater Utility Board Schedule presented. February meeting was moved up to meet deadlines for budgetary purposes and also for the Board to see the Management Memo before being sent to the municipalities. December's meeting was also moved up due to the holiday.
- ✓ Utility board meetings will be moved back to the Executive Conference Room.
- ✓ A motion to approve the 2022 Stormwater Utility Board calendar was made by Allyn Schneider. James Clark seconded the motion, and it was unanimously adopted.

7. No Public Comment.

8. Mr. Feinberg recognized Katie Herrera, Stormwater Manager and her staff for doing an outstanding job in maintaining Stormwater Regulations in Beaufort County. He thanked Ms. Alice Howard for her support to the Utility Board. Additionally he wanted to thank the Es-Officio members from the different municipalities for their continued support. Finally he wanted to thank Stormwater Management Utility Board members, James Clark, Patrick Mitchell, Brian Watkins, Allyn Schneider and Steven Andrews.

9. Public Comment – Ms. Alice Howard asked Mr. Feinberg if he would be willing to attend a Natural Resource Committee meeting in January or February to discuss to give a summary of this past calendar year. Mr. Feinberg agreed to attend.

10. **Meeting Adjourned**

DRAFT



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January 2022

Stormwater Manager's Report for the Stormwater Utility Board Meeting

Utility Update

1. Southern Lowcountry Regional Board (SoLoCo)
 - a) The current schedule for completion and finalization on the document and activities of Center for Watershed Protection (CWP) is as follows:

All project milestones have been completed.

2. Regionalization
 - a) Implementation of new standards began on February 1st, 2021. At this time Staff have been working with several contractors on new requirements. Staff continues to coordinate implementation efforts internally.
 - b) Staff continues to support other municipalities in their efforts to move forward with adoption.
 - c) Amendments to manual and ordinance were approved and are effective as of February 1st, 2022.
3. Special presentation suggestions –
 - Suggestions for Future Meetings
 - Research performed by Dr. Montie – Spring 2022
 - Cypress Wetlands Project – Spring 2022
 - Woolpert – Feb 9 2022
 - Beaufort County Legal – Feb 9 2022
4. Military installation and other State and Federal properties SWU fees – See “Delinquent Accounts” below. – Legal update at this meeting.
5. Delinquent accounts – Phase I Investigations with Gentry Locke Attorneys (looking at data, laws, ordinances, synopsis of case law) to provide recommendations and likely outcomes of either negotiations or litigation.
 - No update at this time.

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6. Reminder: Annual Financial report from the Municipalities are due – Per the Intergovernmental Agreements for the Utility, each year on September 30th, the City and Towns are required to submit a summary of revenue and expenditures for the previous fiscal year.
 - a) Beaufort County – Received.
 - b) Town of Hilton Head Island – Received.
 - c) Town of Bluffton – Received.
 - d) Town of Port Royal – Not received.
 - e) City of Beaufort – Not received.

Monitoring Update

1. Lab Update (From Dr. Alan Warren and Lab Manager Danielle Mickel)
 - i. [See attached report.](#)

Stormwater Implementation Committee (SWIC) Report

1. SWIC committee met with Carolina Clear staff on January 14th, 2022 to discuss future of contract, meeting schedule, and expectations.

Stormwater Related Projects

1. Easements – Staff is working on easement requests and meets monthly to review status of each as well as any new easements coming in. Edits to the Extent of Service and Level of Service documents pending Council guidance prior to finalization.
2. Complaints – Staff continually works numerous drainage related complaints each month.
 - a) Flyover bridge preventative maintenance and deferred maintenance repairs – Project complete. [See attached photos.](#)
 - a) Shell Point Community – The project is not eligible for BRIC funding this application period because of lack of information to complete benefit cost analysis by the deadline. These issues were rectified, and the Hazard Mitigation Grant Program funding application will be submitted on February 3rd. All supporting materials are complete and BRIC application could be submitted in the next funding period for construction expenses. Internal preparations are being made now to begin the design and permitting for this project in FY 2023.
3. Factory Creek Watershed Regional Detention Basin “Phase I” & Academy Park Subdivision (Design Cost \$49,873, Tree Mitigation Cost \$18,200 & \$18,200,

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Construction Cost by the Developer) – Public hearing for property acquisition was held and approved on January 10th during County Council. Working to obtain all necessary signatures.

4. Factory Creek Watershed Regional Detention Basin “Phase II” (Design Cost = \$63,390, Tree Mitigation Cost is pending, Construction Cost by the Developer) – Beaufort County Legal handling obtaining easement from property owner.
5. Graves Property / Pepper Hall Public / private partnership – Construction continues on site.
6. Whitehall property purchase – Construction continues on City property.
7. Lady’s Island Plan, Sea Level Rise, and “no-fill” ordinance – No update at this time.
8. Tuxedo Park Pond Dredging- Bids for engineering drawings continue to be solicited by registered county vendors. Project update provided to HOA President on January 31st.
9. Huspah Court North- Design work to align the drainage conveyance with the property line is in progress.

Professional Contracts Report

1. CIP FY 18 Grouping Stormwater Projects – (Design - Ward Edwards \$202,000, Andrews Engineering \$560,490, Const. est. \$5,512,900)
 - a) Salt Creek – Project has been removed from CIP plan.
 - b) Shanklin – Project has been removed from CIP plan.
 - a) Brewer Memorial – Construction on site continues. Bioswale and retaining wall in the pond are complete and contractor is presently working on connections to the SCDOT curb inlet. [See attached photos.](#)
2. Evergreen Regional Pond 319 grant project – (Design=\$89,286, Construction=\$590,000. Grant=\$229,124) – Utility conflict at the catch basin has paused progress. Contractor’s contract has been extended to account for this. Plans for moving the sewer line are being reviewed by BJWSA.
3. Stormwater engineering consulting services – Woolpert
 - a) Scope #1 – General Services – Anything relating to Stormwater as a catch all

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- scope. Allocated Funds – \$15,000.00.
- b) Scope #2 – Southern Lowcountry Design Manual Training – This was completed prior to June of this year. Training set up for in house staff as well as developers in the County. Allocated funds - \$30,000.00.
 - c) Scope #3 – Comprehensive program audit. Reviewing all components of the MS4 program, CIP list, Utility, asset management, etc. Allocated funds - \$105,000.00. Audit has been completed. Staff working through comments. Staff to schedule a follow up meeting with Woolpert.
 - d) Scope #4 – Tax Run and Utility assistance. In the event the County needed assistance with assessing SW Fees, we have them available on call. We will also look to have them QA/QC data from previous years. Allocated funds - \$29,900.00.
 - e) Scope #5 – Arthur Horne Park – 319 Grant moving forward.
 - f) Scope #6 – Turtle lane drainage study. Continuously flooded property, Stormwater staff wanted to determine if it would be useful to purchase and put BMP in place. Determination was no BMP yet, but could fit into larger study of Northern Ladys Island. Allocated funds - \$10,000.00. Project Completed.
 - g) Scope #7 – Northern Lady’s Island Drainage Study – final proposal review. Woolpert estimated \$374,381 for this study. Staff provided feedback on cost, Woolpert is re-evaluating to focus on County owned infrastructure and ROW.
 - a) Scope #8 – St. Helena Drainage Study. Draft scope sent to staff on Feb 2nd.

Regional Coordination

- 2. Mossy Oaks Task Force – County working with USCB on water quality monitoring efforts.

Municipal Reports

- 1. Town of Hilton Head Island (From Jeff Netzing, Stormwater Manager and Brian Eber, MS4 Coordinator)
 - i. No information was available at time of report.
- 2. Town of Bluffton (From Kim Jones, Watershed Management Division Director)
 - i. [See attached report.](#)

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3. City of Beaufort (From Nate Farrow, Public Works Director)
 - i. No information was available at the time of this report.
4. Town of Port Royal (From Van Willis, Town Manager and Tony Maglione, consultant)
 - i. No information was available at the time of this report.

MS4 Report

1. Plan Review – [See the attached chart](#) for Beaufort County Stormwater staff plan review workload for the past 12 months.
2. Stormwater Permits – [See the attached chart](#) for Beaufort County Stormwater permits issued for the past 12 months.
3. Monthly Inspection summary - [See the attached chart](#) for Beaufort County Stormwater staff inspection, complaint, IDDE, and violations summary for the past 12 months.
4. Weather Station Data – Report unavailable.
5. Public Education – [See attached report](#).
6. Energov permitting software – Implementation of Energov software went live on October 25th. Stormwater staff still ironing out minor issues with IT as they arise.
7. MS4 Statewide General permit – DHEC will be presenting updates at the next South Carolina Association of Stormwater Managers (SCASM) meeting.

Staff Update

1. Staff Members Julianna Corbin and Judah Wood successfully achieved their Certified Stormwater Plan Review (CSPR) Certifications. For the first time in department history, all Stormwater Inspectors have this certification.
2. Katie Herrera received her Post-Construction BMP Re-certification.
3. The Department continues to conduct interviews for all vacant positions. In addition to the 16 vacant positions ((1) Foreman, (1) Equipment Operator II, (4) Equipment Operator I, and (10) Maintenance Workers) within the Infrastructure Department, the Management department continues to interview for the Senior Administrative Assistant, and Infrastructure Technician positions.
4. Elaine Sutton, our Utility Operations Coordinator, is a reservist with the United States Navy. She has been called to active duty and will be away on deployment over the coming months.

USCB Water Quality Lab Update

Beaufort County

Monitoring for 2022 includes monitoring for the following categories:

Category 1: TMDL monitoring

Category 2: IDDE screening and monitoring

Category 3: Water quality monitoring (baseline, based upon 303d list)

Category 4: MOA points

Category 5: Special project monitoring

Status: First quarter of 2022 has begun with no known changes to monitoring plan.

Memorandum of Understanding: Instead of a MOU, a sole source contract agreement has been approved and fully executed.

Mossy Oaks Drainage Study: Mossy Oaks drainage area plan consists of a bi-monthly collection of four sampling sites; two outfall basins and two upstream basins.

Status: Bi-monthly sampling has begun in June 2021.

Pepper Hall Drainage Study: Pepper Hall property monitoring plan consists of a bi-monthly collection of six sampling sites; 3 inlets and 3 outlets to determine baseline data prior to construction. Sampling will continue during and after construction to measure the effectiveness of BMP's required on-site.

Status: Bi-monthly sampling began in January 2021. Sample collection has ceased due to lack of access to site locations.

Port Royal Redevelopment: The Town of Port Royal continues with WQ monitoring for the four sites in the proposed redevelopment area. The sampling schedule is quarterly wet events and is included in Beaufort County's Monitoring Plan.

Status: First quarter of 2022 has begun.

Town of Bluffton

Monitoring for 2022 includes monitoring for the following categories: water quality, 319, MS4, MST, TMDL, and shared locations.

Status: Monitoring for 2022 will begin with additional sampling sites and increased frequency of 2X a month including help of WQL staff collecting samples.

Memorandum of Understanding: An amendment to the current MOU is generated for the purposes of additional sampling efforts by the Town of Bluffton and has been fully executed.

USCB Water Quality Laboratory

Palmetto Bluff: FY 2022 sampling efforts are 12x/year for 6 wet/6 dry events including the additional parameters requested by Town of Bluffton.

2022 Proficiency testing for the Water Pollution and Water Supply study needs to be started and completed. This consisted of 10 different analyses requiring the analysis of an unknown sample, which is then reported to the PT provider and the State. The passing of all analyses in the study is a requirement to keep laboratory state certification.

USCB'S Water Quality Laboratory vacated the North campus Marine Science Building location at the request of the University for additional space for Natural Sciences and now is solely located on South campus.







January
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January
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January
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TOWN COUNCIL



STAFF REPORT

Engineering Department

MEETING DATE:	February 08, 2022
SUBJECT:	Engineering Department Monthly Report
PROJECT MANAGER:	Kim Jones, Director of Engineering

CAPITAL IMPROVEMENTS PROGRAM (CIP) AND SPECIAL PROJECTS UPDATE

PATHWAYS

1. Goethe-Shults Sidewalks Phase 2

- Notice to Proceed with construction was issued 7/1/2021.
- Construction is 85% complete.
- Stormwater pipe and sidewalks are scheduled to be removed from the project scope along Shults Rd. due to BJWSA utility conflicts in attempting to comply with SC DOT standards to bury the stormwater piping.
- **Next Steps**
 - Complete construction in March 2022.

2. Buck Island-Simmons ville Neighborhood Sidewalks and Lighting

- Phase 5 street lighting easement acquisition process is underway. Awaiting easement documents from legal.
- Phase 6A along Simmons ville Road from Grayco northward to Sugaree Drive: construction began in September and is substantially complete.
- Phase 6B along Simmons ville 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 and install lighting for Phase 5.
 - Complete construction of Phase 6A sidewalks and obtain SCDOT Permit Closeout.
 - Complete Phase 6B design and permitting.
 - Construction of the remaining Simmons ville Road sidewalks to be completed in FY 2023.

3. Bridge Street Streetscape

- Phase 1 construction documents are 95% complete and under permitting review.
- SCDHEC 319 grant application was awarded for \$179,700 for drainage and water quality improvements.
- Easement exhibits, appraisals and just compensation are complete. Easement

acquisition is 80% complete.

- **Next Steps**

- Complete engineering design and permitting in February 2022.
- Issue Invitation for Bid in February 2022.
- Construction is anticipated to start in April 2022.

4. **Boundary Street Streetscape**

- Surveying is complete and engineering design is underway.
- Conceptual Drainage Plan was provided to Town Staff for review and comment.

- **Next Steps**

- Complete draft preliminary engineering design in February 2022.

5. **New River Linear Trail**

- Surveying is complete.
- Master Planning Services Agreement has been executed.
- Conceptual Master Plan is 50% complete.
- **Next Steps**
 - Obtain proposal for Phase 1 Pathway Engineering Design (New River to Hwy 46).
 - Research grant opportunities to fund planning and construction of future trail improvements.

SEWER & WATER

1. **Buck Island-Simmons ville Sewer (Phases 5A-5D)**

- Construction has been halted on Phases 5A-D by BJWSA due to the contractor under-performing their job duties. Engineer has started closeout phase for what has been installed to date.
- Following a meeting with BJWSA on 1/19/22, the engineer is preparing new construction documentation to complete the project.
- **Next Steps**
 - Readvertise for bids to complete construction on Phase 5A-D anticipated by end of February 2022.
 - Start house connections after the main line is approved by DHEC.

2. **Historic District Sewer Extension Phase 1 - Pritchard Street**

- Main line construction, gravity connections, and paving are complete.
- Received Permit to operate from BJWSA.
- **Next Steps**
 - Install grinder pump house connections.

3. **Historic District Sewer Extension Phase 2 - Bridge Street**

- Received SCDHEC permit to construct for original scope.

- No contractors responded to the first construction solicitation. Researching redesign options to avoid extremely long bore.
- Received Quit Claim Deeds from all the property owners along the ghost road.
- Obtained road ownership from SCDOT.
- **Next Steps**
 - Readvertise project for bid in conjunction with HD Sewer Phase 3.

4. Historic District Sewer Extension Phases 3 through 6 – Colcock, Lawrence, Green and Water Streets

- Received initial design and reviewed with the engineer.
- **Next Steps**
 - Review design changes to drawings.
 - Obtain Quit Claim Deeds from all the property owners along the ghost roads.

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 light installation in conjunction with streetscape design.
 - Obtain easements as needed for Phase 2 street lighting.
 - Begin installation of street lighting on the west side of the street in March 2022.

2. Historic District Streetscape and Drainage Improvements

- Engineering design, landscape design, permitting and bidding have been completed for the drainage improvements at the AME Church. No contractors bid the project. Project was re-packaged and re-bid.
- Completed Historic District crosswalk study identifying and prioritizing future intersection/crosswalk improvements to meet ADA compliance.
- Executed contract for engineering design services for the first phase of intersection/crosswalk ADA improvements. Design is underway.
- **Next Steps**
 - AME Church rain garden bids to be received on 2/7/22.
 - Complete designs and construction documents for first phase of intersection/crosswalk ADA improvements.

3. Calhoun Street Streetscape

- Surveying is complete and engineering design underway.
- **Next Steps**
 - Continue with engineering design. Obtain preliminary plan in February and continue planning into 2022.

- Easement acquisition is planned to begin in FY 2023.
- Phased construction is planned to begin in FY 2024 pending budget approval.

4. **Squire Pope Carriage House Preservation**

- Construction documents are complete and submitted to SHPO for a courtesy review.
- Stabilization documents are complete.
- A bid has been received for the stabilization but is over budget. Project is being value-engineered to reduce costs.
- ATAX funding was submitted in December for a March 2022 determination.
- **Next Steps**
 - Begin stabilization construction in March 2022, pending funding.

PARK DEVELOPMENT

1. **Oyster Factory Park**

- Witmer, Jones and Keefer completed design development drawings in May 2021.
- Engineering Design of eastern parking area is underway.
- Obtained dock permit from USACOE and SCDHEC/OCRM.
- **Next Steps**
 - Begin construction of parking area in March 2022.

2. **Wright Family Park**

- Developed palmetto tree re-use design.
- Requested quote for landscape additions to be funded by the Beautification Committee.
- **Next Steps**
 - Draft signage to be approved by Management.
 - Complete installation of one set of palmetto logs, to be reviewed by Management.
 - Full installation of approved design in Spring of 2022.

3. **Oscar Frazier Park**

- Installed additional synthetic turf and power pedestals.
- Prepared concept designs and estimating for Splash Pad.
- Issued a bid solicitation for grading and sod replacement at the Field of Dreams
- **Next Step**
 - Obtain bids for sod replacement in February 2022.
 - Start grading and sod replacement of the Field of Dreams in March 2022.
 - Continue planning and design of future improvements in FY 2023 and beyond.

4. **New Riverside Barn/Park**

- Obtained notification that \$500,000.00 grant was approved for partial funding of the initial phase of the project.
- Engineering design of Phase 1 site development is underway.

- Hart Howerton completed schematic design of the restroom and barn additions.
- Construction documents for the restroom building are 90% complete.
- Executed contract with Wood and Partners for preliminary design of playground area and landscape design of Phase 1 development.
- **Next Steps**
 - Complete final architectural plans for Phase 1 restroom building.
 - Complete construction drawings, cost estimating and permitting of Phase 1 site development in the third quarter of FY 2022.
 - Bidding and construction of Phase 1 site development is anticipated to begin in the fourth quarter of FY 2022.

5. **May River Road Pocket Park**

- Presented conceptual plans at 7/20/21 Town Council Workshop.
- Coordinated with Mayberry Holdings for final design plan.
- Obtained bids to raise stormceptor.
- Requested updated boundary, tree, topo and as-builts.
- Submitted Public Project application.
- Survey complete.
- **Next Steps**
 - Prepare construction documents.
 - Bid construction landscape improvements in May 2022.

TOWN FACILITIES AND MISCELLANEOUS PLANNING

1. **Buckwalter Place Park Restroom**

- Design for the Buckwalter Park restroom is complete. Awaiting permits from agencies.
- **Next Steps**
 - Obtain permits for the utility extensions for the proposed Buckwalter Park Restroom.
 - Restroom building is planned to be constructed in FY 2023 pending budget approval.

2. **Town of Bluffton Housing Projects**

- **Next Steps**
 - Planning and design to begin upon completion of Joint Venture Agreement.
 - Assist with the preparation of comprehensive cost estimates for planning, design and construction for the various housing projects.

3. **Law Enforcement Center Facility Improvements**

- Initial Scope of Work of the parking and services yard is substantially complete.
- Additional Design Services for Challenge Course and Reflection Plaza are underway.
- No bid responses were received for the Covered Shed building.
- **Next Steps**
 - Punch list and closeout documents nearing completion.
 - Obtain quotes from specialty contractors for covered parking shed.

- Information Technology department coordinating upgrades to building security systems.
 - Complete plans for Reflection Plaza and obtain a change order for The Greenery to construct in March 2022.
- 4. Ghost Roads**
- Surveying and easement exhibits are complete.
 - Bridge St. Quit Claim Deeds are complete. Pritchard and Colcock Streets Quit Claim Deeds are 95% complete.
 - Staff is meeting with property owners to raise awareness of the acquisition efforts and communicate next steps.
 - **Next Steps**
 - Continue meeting with property owners and obtaining Quit Claim Deeds.
- 5. Community Safety Cameras**
- Fourteen older cameras in the network have been replaced.
 - **Next Steps**
 - Continue with camera replacements and upgrades as necessary.
 - Install cameras to new LEC service yard area.
- 6. Public Services Facility Improvements**
- Prepare site plans for expanding of Public Services yard.
 - Install new plumbing and electric for the washer and dryer.
 - **Next Steps**
 - Begin design and permitting for the expansion of the yard.
 - Obtain quotes for the installation of the plumbing and electric.
 - Fencing, flooring, canopies, and HVAC replacement to be completed in June
- 7. Rotary Community Center Facility Improvements**
- Obtain specifications and quotes to replace the hardwood floor in the main area.
 - **Next Steps**
 - Complete floor replacement in June 2022.
- 8. Watershed Management Facility Improvements**
- Obtain quotes to add flooring in additional offices.
 - **Next Steps**
 - Complete floor replacement in June 2022.

DIVISION/STAFF UPDATES

Project Management

Thirty-eight (38) 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), Phase 6A Sidewalks, Goethe Shults Phase 2 Sidewalks and the LEC Expansion area are currently under construction and scheduled to be complete by December 2021. Boundary Street Lighting, and HD Sewer Phase 2, Bridge Street Streetscape, New Riverside Barn Park, May River Pocket Park and Oyster Factory Parking lot are expected to start construction this summer. The remaining CIP projects are still in the design phase and are planned to start construction in FY 2023.

Watershed Management

1. 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.
- Information provided to Town Comprehensive Plan Update consultant team for inclusion in the state-required resiliency component.
- **Next Steps**
 - Beaufort County to present and request a recommendation from SoLoCo for regional partners to adopt.

2. 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 and again on 1/25/22 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 FY 2022 for sewer extension projects in the May River watershed in the County’s jurisdiction.
 - **Next Steps**
 - Town Council and BJWSA sent a letter requesting Beaufort County Council partnership in sewer extension projects within the County’s jurisdiction of the May River Watershed.
- 3. 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**
- 4. May River Watershed Action Plan Implementation Summary - Attachment 2**
- 5. Municipal Separate Storm Sewer System (MS4) Program Update**
- Staff has updated 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 has requested, along with Beaufort County Government and the Town of Hilton Head, that SCDHEC adjust the MS4 annual report timeline to align with the calendar year. Staff is updating the Town’s MS4 Annual Report for submission to SCDHEC 04/01/22.
- 6. MS4 Minimum Control Measure (MCM) - #1 Public Education and Outreach, and MS4 MCM - #2 Public Participation and Involvement**
- Staff attended the Lowcountry Stormwater Partners MS4 partner meeting on 01/14/22.
 - Staff participated in the regional Southeast Stormwater Association’s Communication & Networking call on 1/18/22.
 - Staff delivered a guest lecture on the Town’s watershed management efforts to the Resource Management and Environmental Impact Assessment graduate class at the University of South Carolina on 2/7/22.
 - The May River Watershed Action Plan Advisory Committee for 1/27/22 was re-scheduled to 2/10/22. **Attachment 3**
 - Staff developed an MS4 direct mail postcard and has obtained cost estimates to print and mail. This effort assists the Town with meeting MS4 permit requirements.
 - Staff continues to work with Community Events and Engagement Department to promote a series of MS4 stormwater educational tips and reminders for the Bluffton community via the Town’s Facebook page.

7. MS4 MCM – #3 Illicit Discharge Detection and Elimination

- Stormwater Infrastructure Inventory Map - **Attachment 4a**
- *E. coli* Concentrations Trend Map - **Attachment 4b**
 - Routine bacteria water quality sampling was canceled in January due to Covid-19, USCB-WQL moving all operations to USCB Bluffton campus, and coordination of field work associated with implementation of recommendations from the May River Watershed Action Plan Update and Model Report.
- Monthly, Microbial Source Tracking (MST) Maps - **Attachments 4c and 4d**
 - 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 12/20/21 and 01/10/22. Human DNA was not detected at any SCDHEC Shellfish Harvesting Station from these sampling events. SCDHEC will be sampling again 2/14/22, at which time Town staff plans to collect upstream MST samples. Any pertinent results from this sampling event will be communicated with Council, WAPAC, and Senior Staff via email.
 - Town staff continues to work with Dr. Tye Pettay to acquire septic, sewage, horse, and dog fecal samples to implement 2020 May River Watershed Action Plan Model Report recommendations and to ensure representative regional marker specificity and sensitivity.
 - Lumin Ultra (formerly Source Molecular) has shipped all Town-owned filters, containing extracted DNA, from samples previously collected as part of the Town's MST Program to the new USCB -MST Laboratory. Town staff will be working with Dr. Pettay to compare results previously received by Source Molecular with the new USCB-MST Laboratory.
- Illicit Discharge Investigations – **Attachment 4e**

8. MS4 MCM – #4 Construction Site Stormwater Runoff Control – Attachment 5**9. MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6****10. MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**

- Staff attended the webinar Green Stormwater Infrastructure on 1/20/22.
- MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
- Public Services 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 Simonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road and Eagles Field.

11. **Citizen Drainage, Maintenance, and Inspections Concerns Map – Attachment 7**
12. **Citizen Request for Watershed Management Services & Activities – Attachment 8**

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. CIP Project Schedules

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

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2019	2020	2021	2022	2019	2020	2021	2022	2019	2020	2021	2022	2019	2020	2021	2022	2019	2020	2021	2022	2019	2020	2021	2022
	Fecal Coliform (MPN)																							
December	170.0	17.0	79.0		33.0	22.0	49.0		140.0	17.0	4.5		33.0	4.5	17.0		13.0	4.0	6.8		110.0	11.0	7.8	
November	17.0	70.0	33.0		6.8	31.0	33.0		7.8	17.0	7.8		11.0	13.0	4.0		4.5	13.0	4.5		2.0	4.5	2.0	
October	7.8	49.0	49.0		4.5	79.0	26.0		2.0	31.0	13.0		4.5	21.0	23.0		1.8	33.0	23.0		2.0	79.0	17.0	
September	79.0	110.0	33.0		33.0	49.0	11.0		6.8	49.0	17.0		17.0	33.0	13.0		4.5	33.0	2.0		1.8	33.0	11.0	
August	70.0	49.0	49.0		49.0	49.0	49.0		33.0	23.0	23.0		22.0	23.0	49.0		7.8	17.0	14.0		17.0	22.0	14.0	
July	4.5	33.0	350.0		13.0	13.0	64.0		7.8	23.0	79.0		17.0	7.8	33.0		22.0	7.8	33.0		13.0	17.0	13.0	
June	33.0	NS	49.0		49.0	NS	79.0		49.0	NS	13.0		46.0	NS	17.0		13.0	NS	22.0		4.5	NS	2.0	
May	7.8	70.0	2.0		9.2	49.0	49.0		7.8	23.0	23.0		2.0	22.0	23.0		6.8	6.8	23.0		4.5	4.5	7.8	
April	23.0	33.0	33.0		13.0	33.0	23.0		7.8	13.0	22.0		6.8	6.8	17.0		23.0	13.0	7.8		6.8	13.0	2.0	
March	23.0	170.0	33.0		23.0	49.0	11.0		6.8	130.0	17.0		13.0	49.0	13.0		7.8	70.0	2.0		4.5	33.0	2.0	
February	64.0	17.0	79.0		33.0	7.8	70.0		23.0	21.0	79.0		31.0	4.5	23.0		6.8	4.5	7.8		13.0	6.8	6.8	
January	23.0	95.0	17.0	49.0	23.0	33.0	17.0	22.0	13.0	33.0	13.0	33.0	33.0	17.0	23.0	7.8	7.8	17.0	17.0	7.8	23.0	17.0	7.8	7.8
** Truncated GeoMetric Mean	35.0	34.0	36.0	44.0	23.0	21.0	26.0	31.0	16.0	16.0	18.0	22.0	14.0	12.0	15.0	15.0	10.0	10.0	10.0	12.0	7.0	9.0	8.0	9.0
** Truncated 90th Percentile	168.0	106.0	139.0	152.0	89.0	59.0	69.0	74.0	63.0	50.0	58.0	55.0	52.0	37.0	39.0	35.0	38.0	31.0	35.0	43.0	32.0	35.0	33.0	32.0

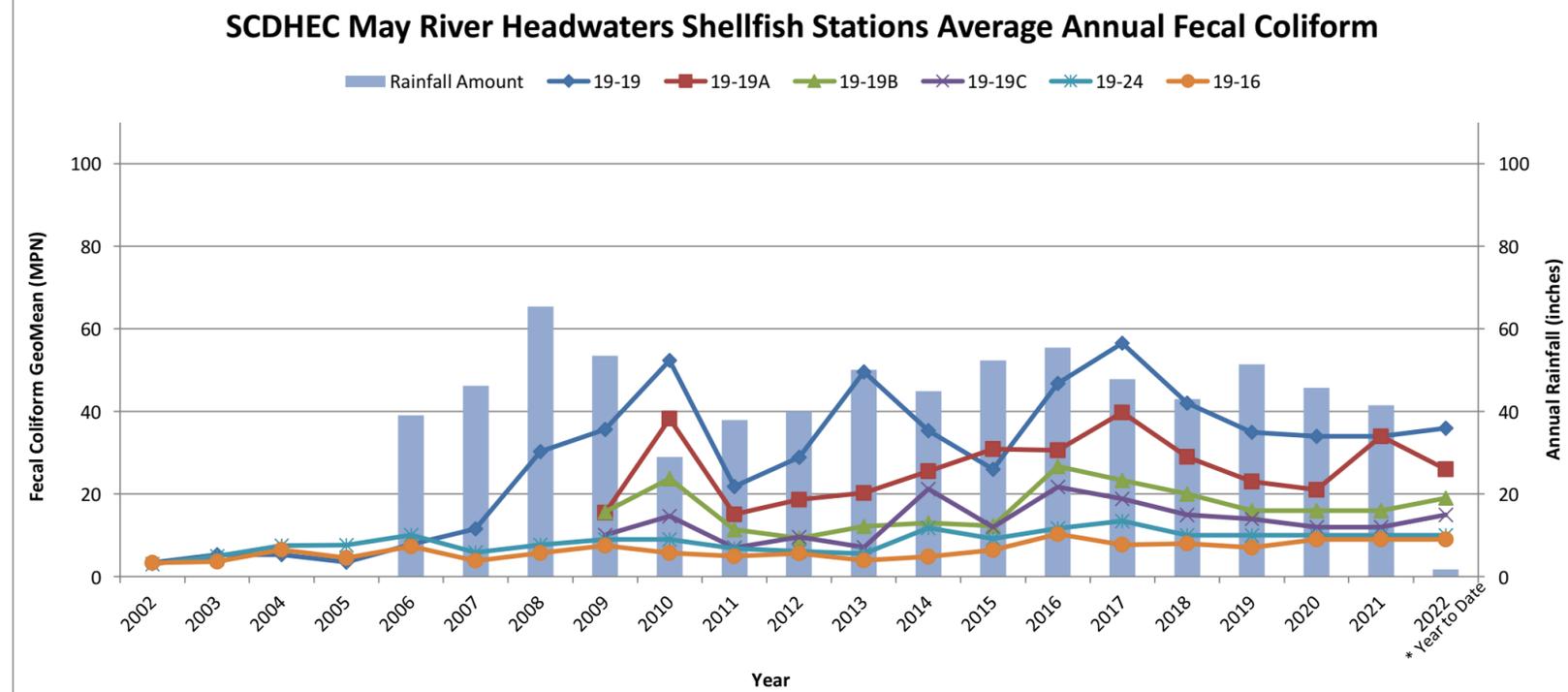
NS = No Sample

SCDHEC Regulatory Requirements:

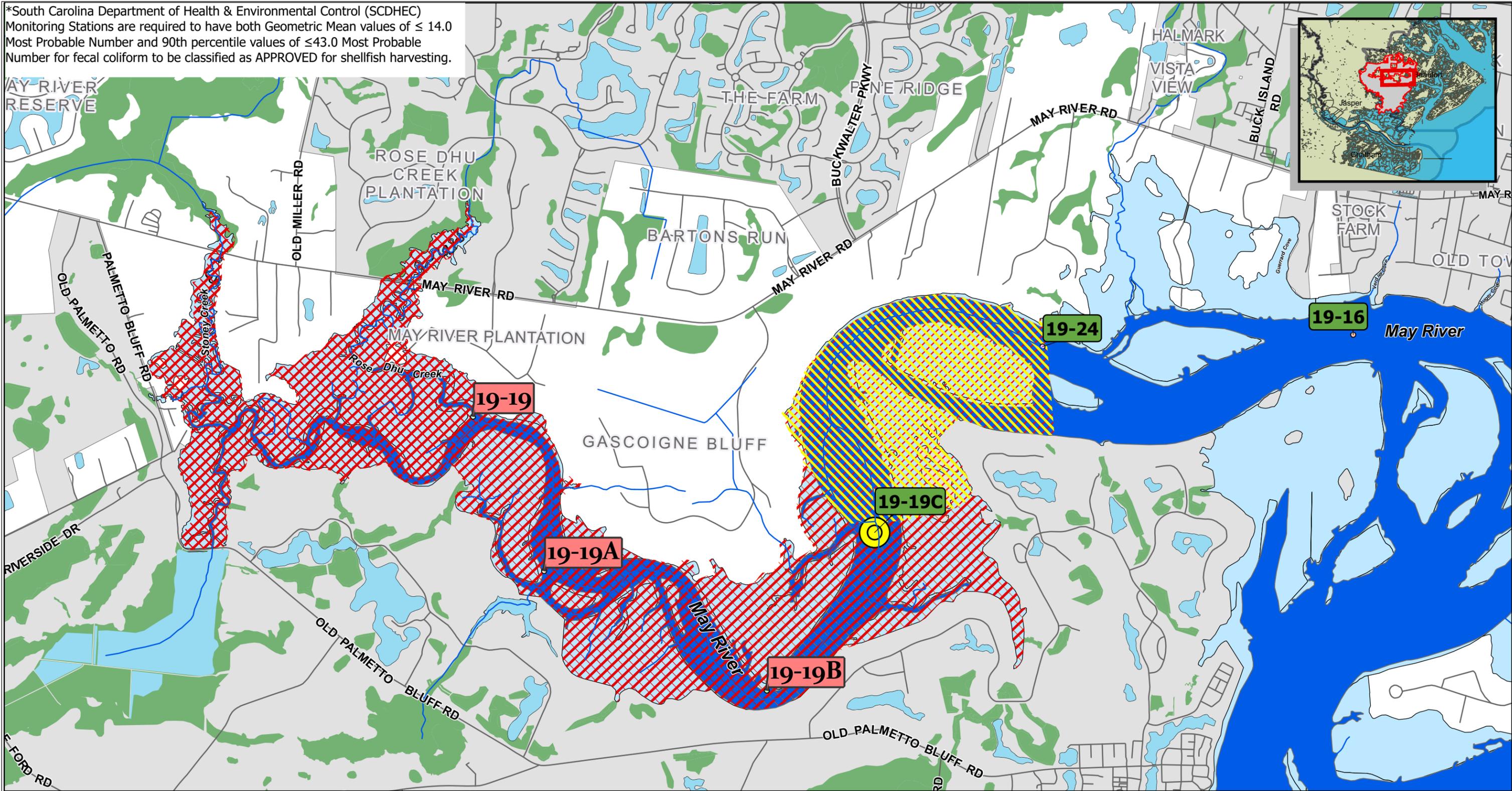
Geometric Mean ≤ 14

90th Percentile ≤ 43

** Town staff calculations utilizing SCDHEC statistics



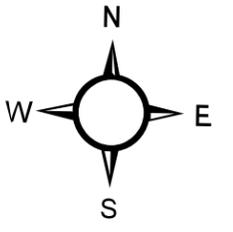
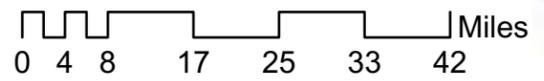
*South Carolina Department of Health & Environmental Control (SCDHEC) Monitoring Stations are required to have both Geometric Mean values of ≤ 14.0 Most Probable Number and 90th percentile values of ≤ 43.0 Most Probable Number for fecal coliform to be classified as APPROVED for shellfish harvesting.



- SCDHEC Shellfish Monitoring Stations**
- Closed SCDHEC Shellfish Monitoring Stations
 - Open SCDHEC Shellfish Monitoring Stations
 - SCDHEC Shellfish Monitoring Station Classification Change
 - Restricted 2021/2022 Shellfish Season
 - Re-Opened 2021/2022 Shellfish Season
- Map Features**
- Streets
 - Drainage
 - Town Jurisdiction
 - County Jurisdiction
 - Water
 - Wetlands

Town of Bluffton
Beaufort County, SC

SCDHEC SHELLFISH HARVESTING STATUS





May River Watershed Action Plan Advisory Committee Meeting

Thursday, February 10, 2022 at 9:00 AM

Council Chambers

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL AND CONFIRMATION OF QUORUM**
- III. **ADOPTION OF THE AGENDA**
- IV. **ADOPTION OF MINUTES**
 1. Adoption of December 2, 2021 Minutes
- V. **PUBLIC COMMENTS**
- VI. **OLD BUSINESS**
 1. Water Quality Monitoring Program (Standing Item) - Beth Lewis, Water Quality Program Administrator
 - a. Monthly Sampling Update
 - b. Microbial Source Tracking (MST) Update
 - c. SCDHEC Shellfish Data Update
- VII. **NEW BUSINESS**
 1. Adoption of WAPAC Strategic Planning Priorities for FY23-24 - Kim Jones, Director of Engineering
- VIII. **DISCUSSION**
- IX. **ADJOURNMENT**

NEXT MEETING DATE: 9:00 AM, Thursday, March 24, 2022

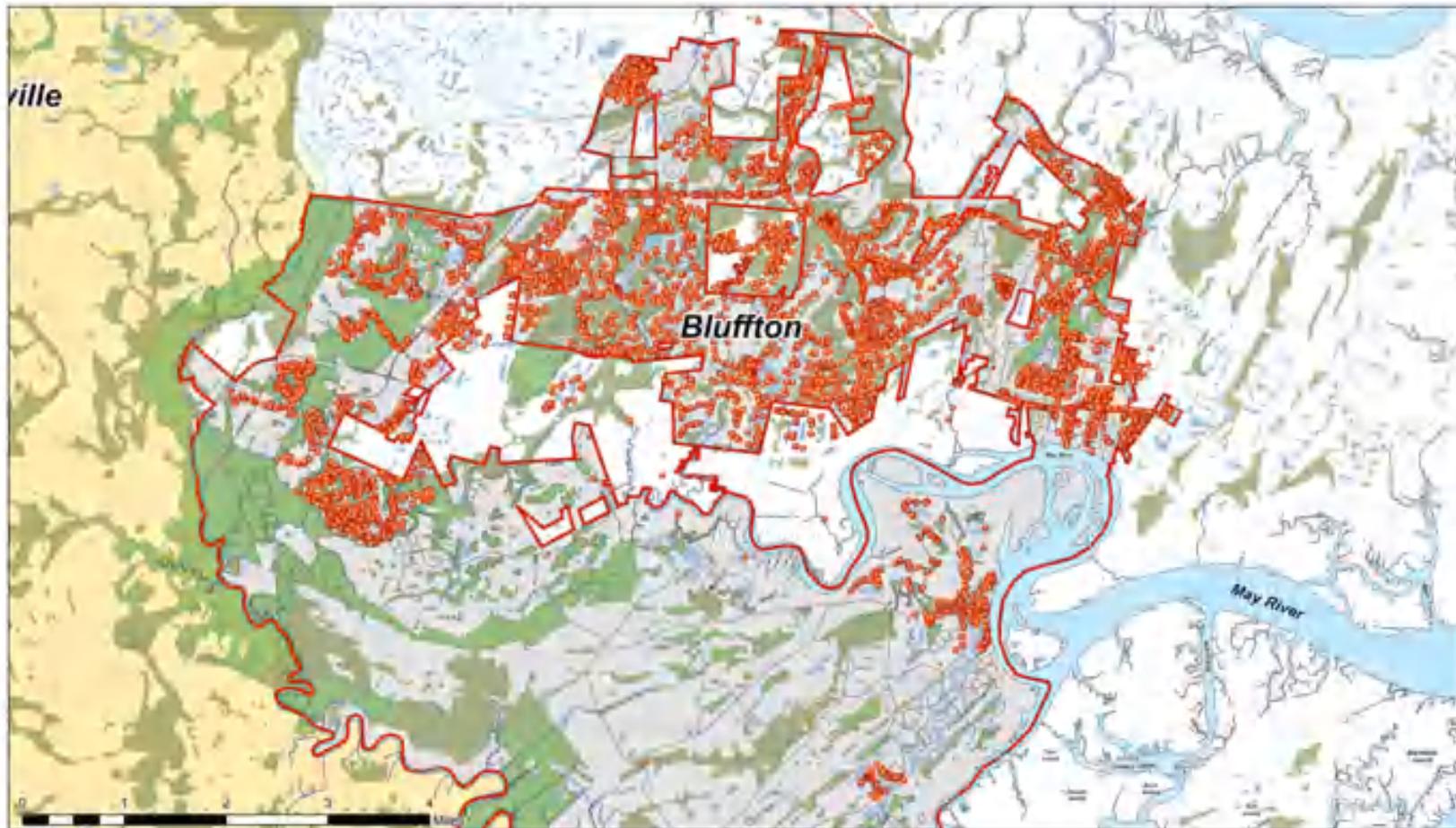
“FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies.”

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. 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.

**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. Public comment must not exceed three (3) minutes.*

MS4 Minimum Control Measure #3 – IDDE (Illicit Discharge Detection & Elimination): Stormwater Infrastructure Inventory



● SW STRUCTURE TOWN OF BLUFFTON WETLAND
 SW PIPE BEAUFORT COUNTY WATER
 JASPER COUNTY ROADS

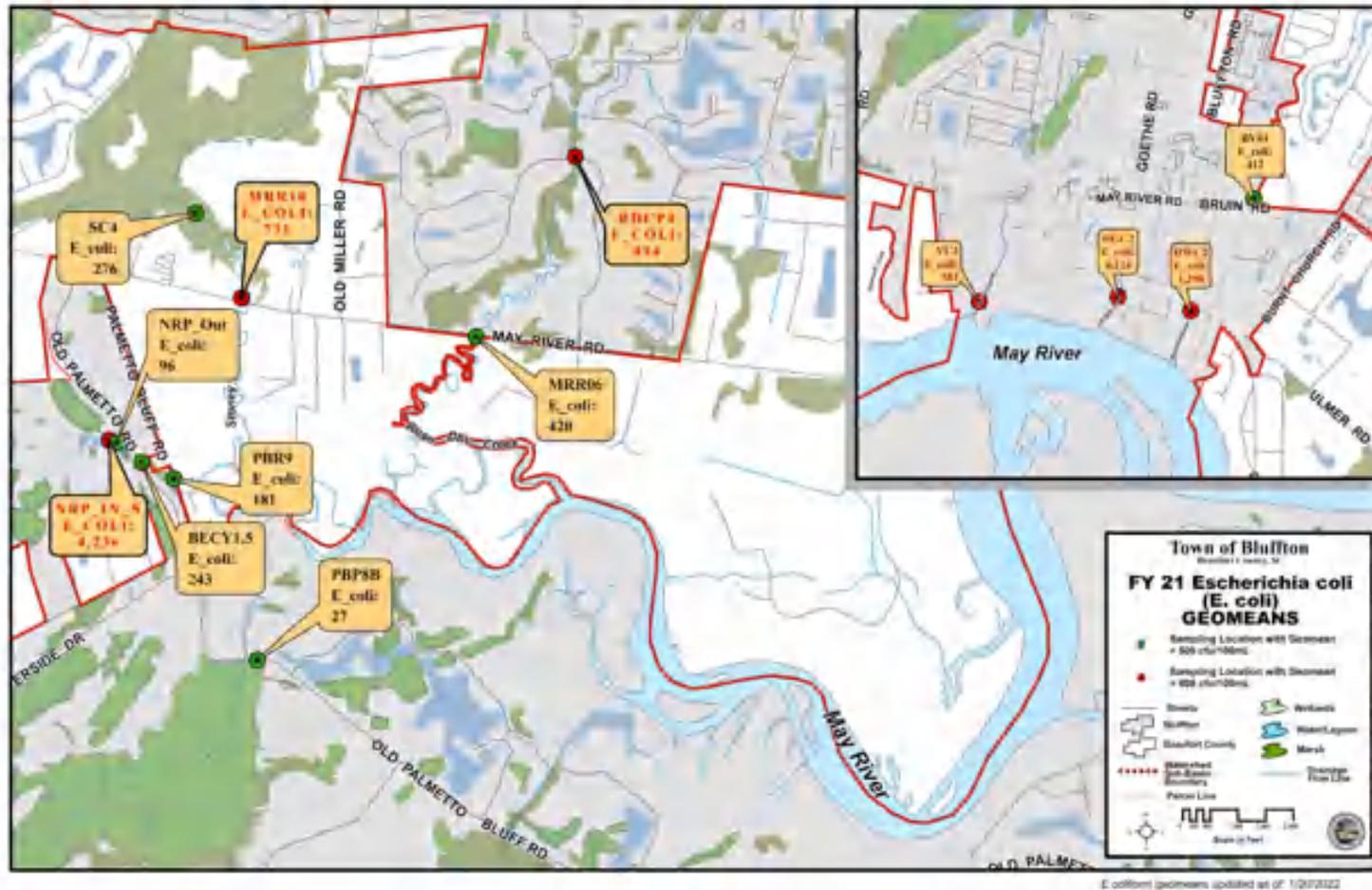
Town of Bluffton
Beaufort County, SC

STORMWATER INFRASTRUCTURE

Updated Date: 1/20/2022

Stormwater Infrastructure Inventory Collection Status	
FY 2022 YTD Collection Totals	1,299
FY 2021 Collection Totals	2,222
FY 2020 Collection Totals	4,878
FY 2019 Collection Totals	2,925

MS4 Minimum Control Measure #3 – IDDE: E. coli Concentrations Trend Map

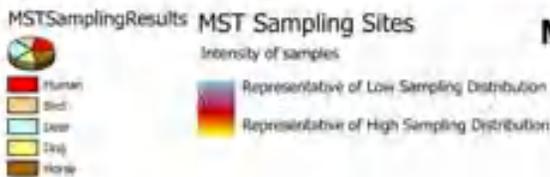
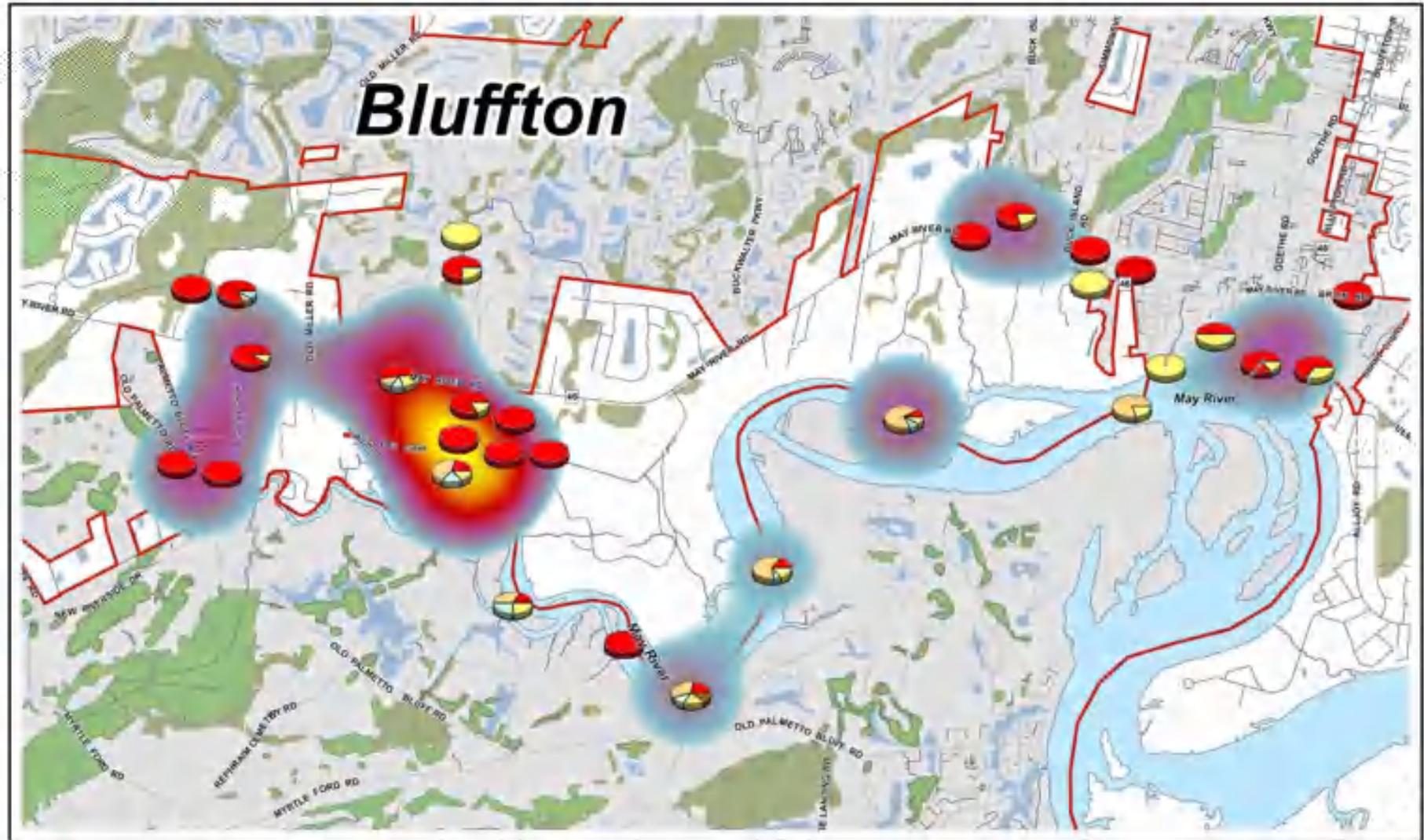


	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected
FY 2022 YTD Totals	154	41	74
FY 2021 Totals	380	115	179
FY 2020 Totals	223	115	123
FY 2019 Totals	280	193	264

1/20/2022

Totals include only samples submitted for laboratory analysis, and not *in situ* parameters.
January sampling canceled due to USCB-WQL relocation and Covid-19. All sampling will resume in February 2022.

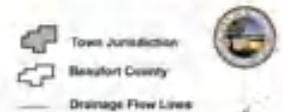
MS4 Minimum Control Measure #3 – IDDE:
Microbial Source Tracking (MST) Trend Map



MICROBIAL SOURCE TRACKING (MST) LOCATIONS

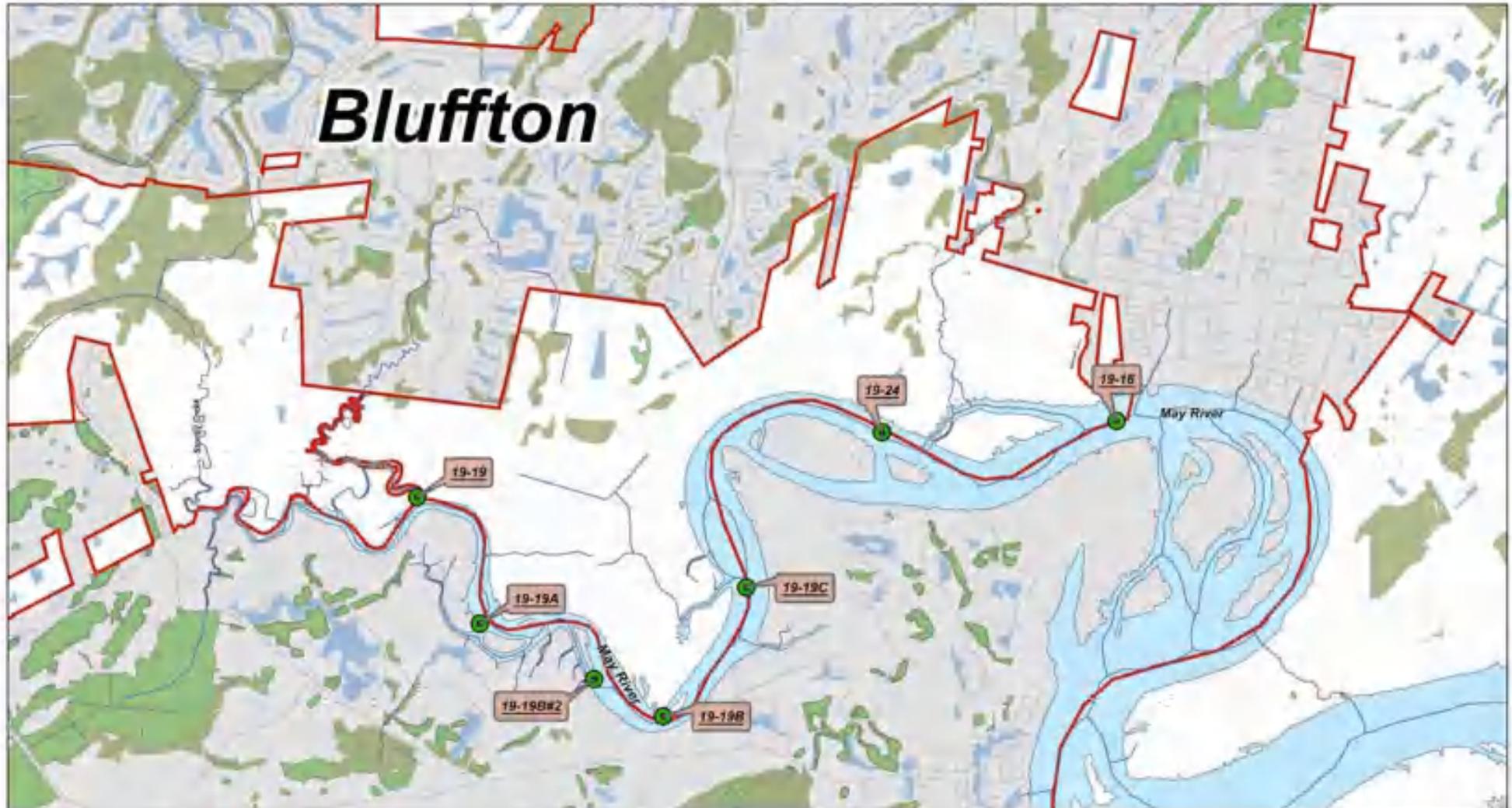
Samples at Sites With Positive Detection
 and the Intensity of Positive Hits

Town of Bluffton
 Beaufort County, NC



Updated Date: 1/20/2022

MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Map – Human Sources



MICROBIAL SOURCE TRACKING LOCATIONS

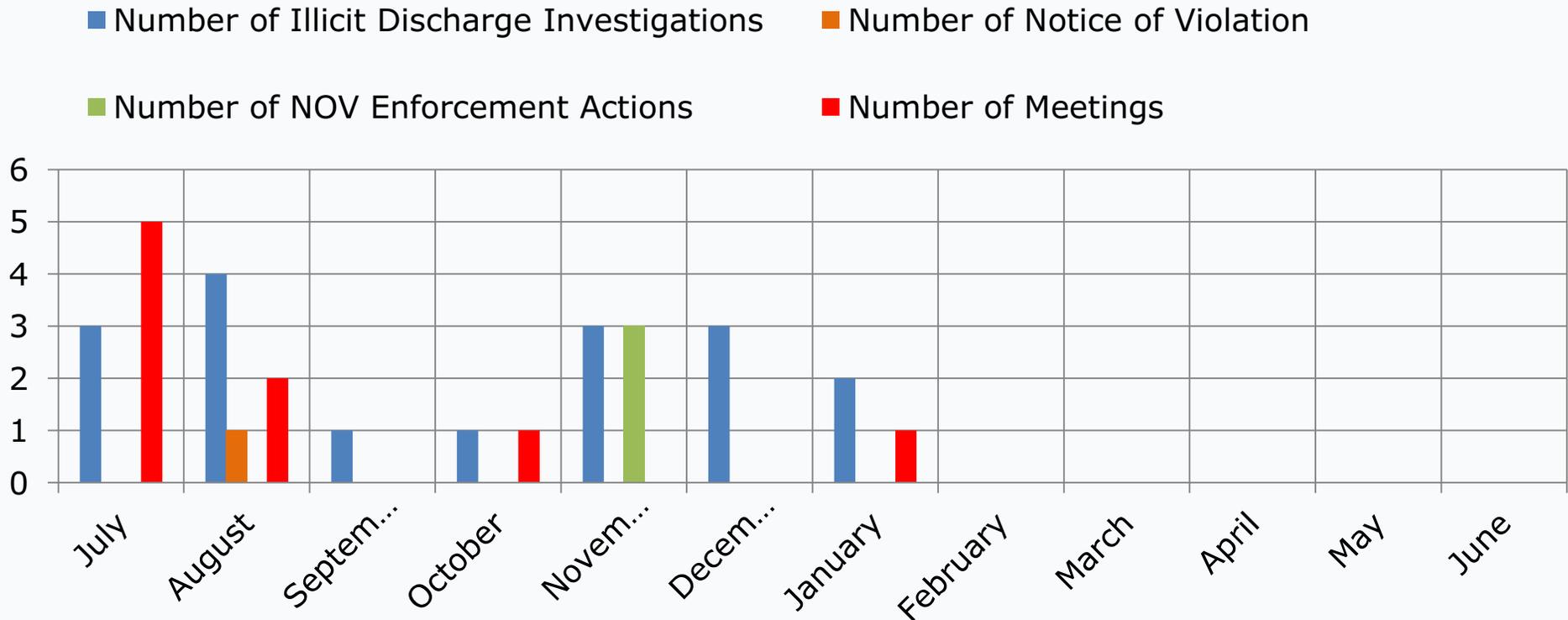
Sampling Results November 2021

Town of Bluffton
Beaufort County, NC

- MST Sampling Location Without Detection
- MST Sampling Location With Detection
- Flowline
- Street
- ☐ Town Jurisdiction ☐ County Jurisdiction

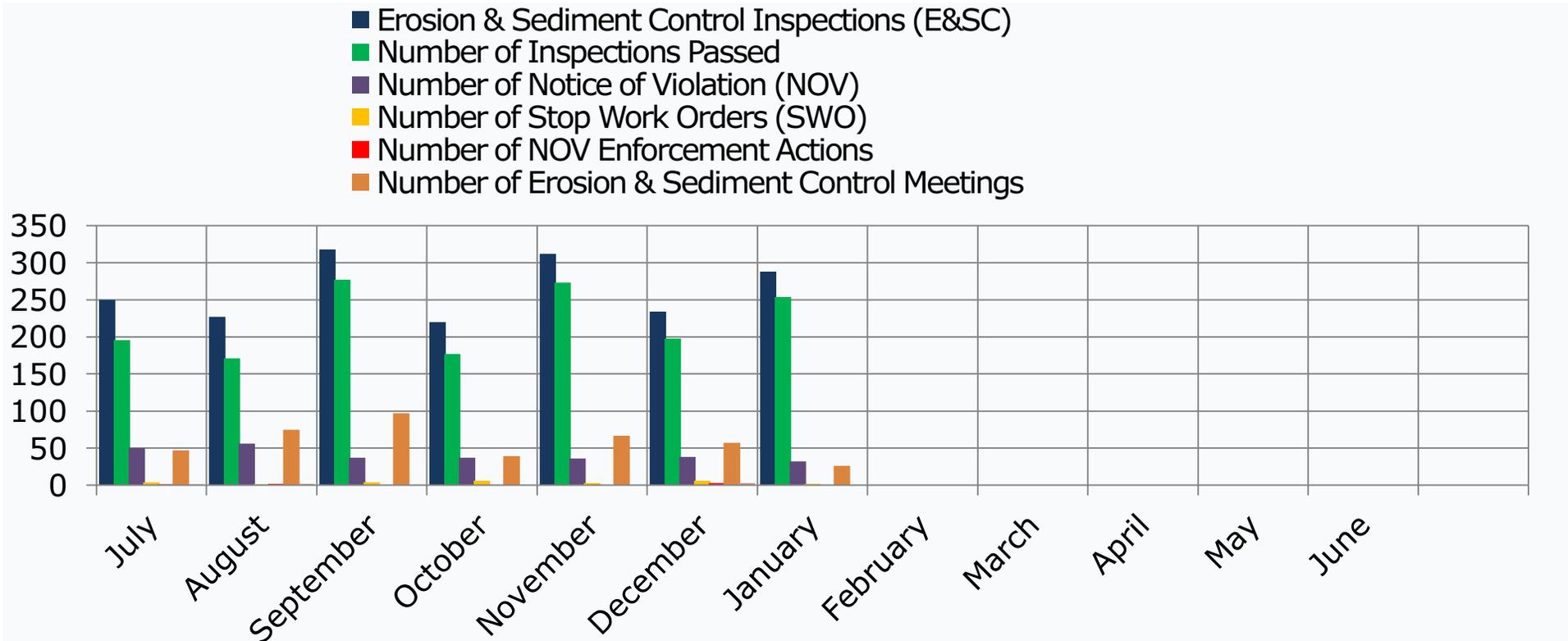


MS4 Minimum Control Measure #3 – IDDE: Illicit Discharge Investigations



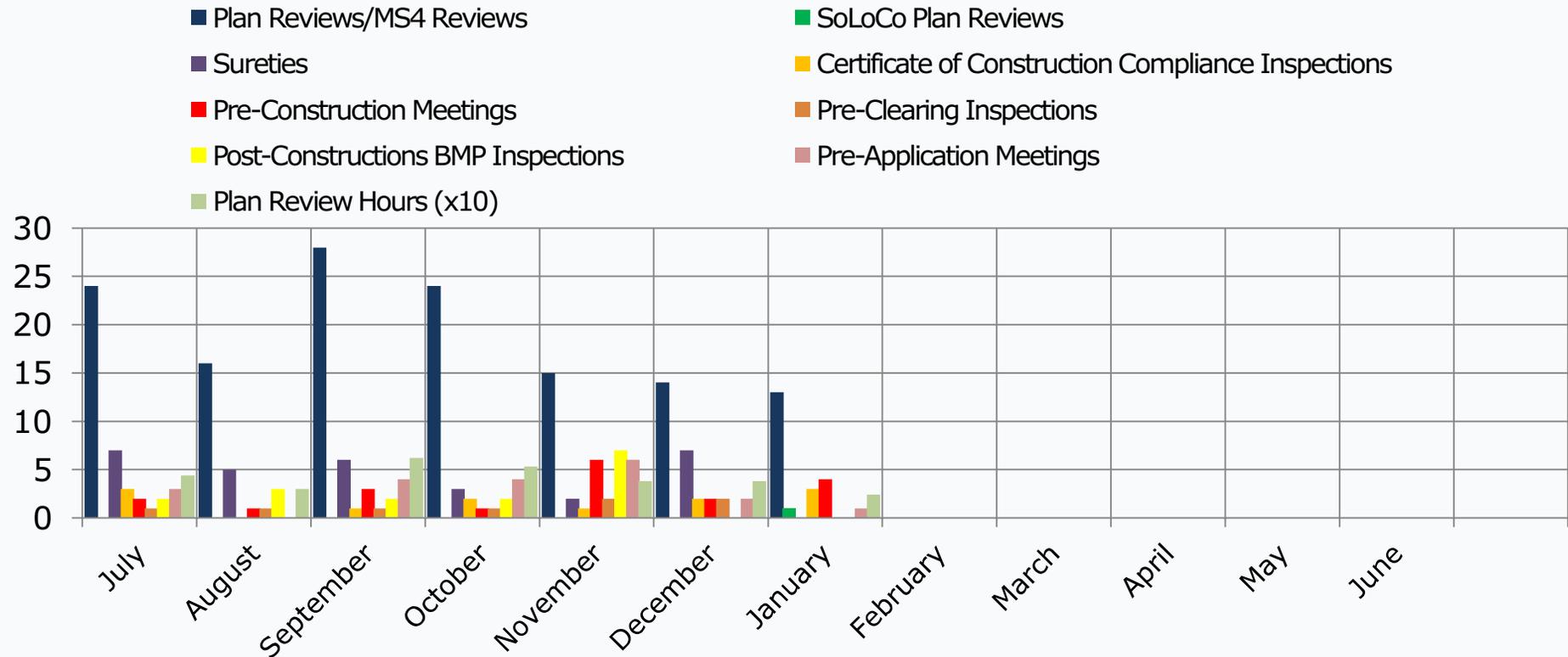
	Number of Illicit Discharge Investigations	Number of Notices of Violation Issued	Number of NOV Enforcement Actions	Number of Meetings
FY 2022 YTD Totals	17	1	3	9
FY 2021 Totals	36	11	1	29
FY 2020 Totals	45	8	6	49
FY 2019 Totals	38	3	1	61

MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control



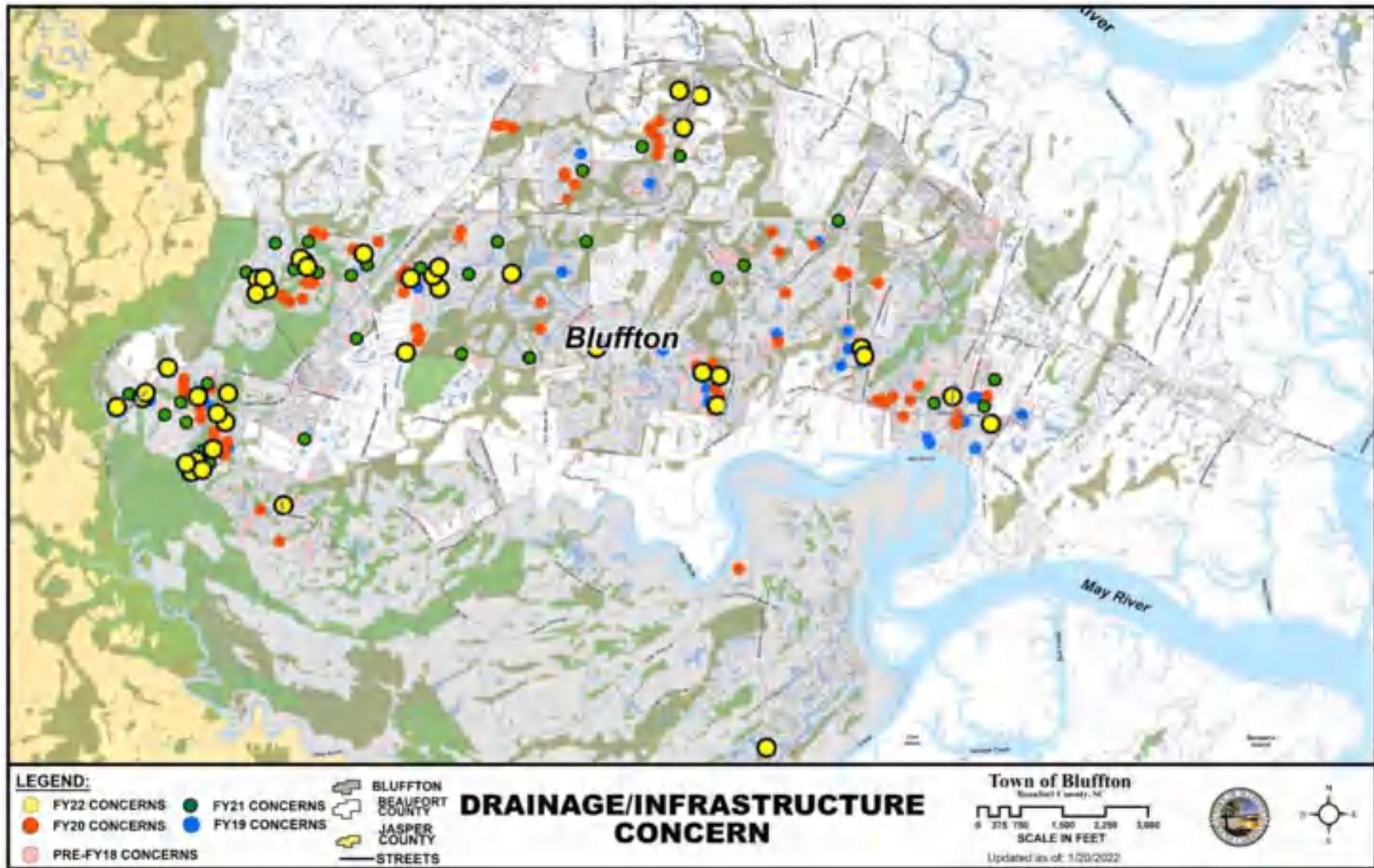
	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOVs Issued	Number of SWO Issued	Number of NOV Enforcement Actions	Number of E&SC Meetings
FY 2022 YTD Totals	1,849	1,546	286	32	6	408
FY 2021 Totals	1,805	1,527	267	32	4	413
FY 2020 Totals	1,517	1,187	185	16	9	496

MS4 Minimum Control Measure #5 Stormwater Plan Review & Related Activity



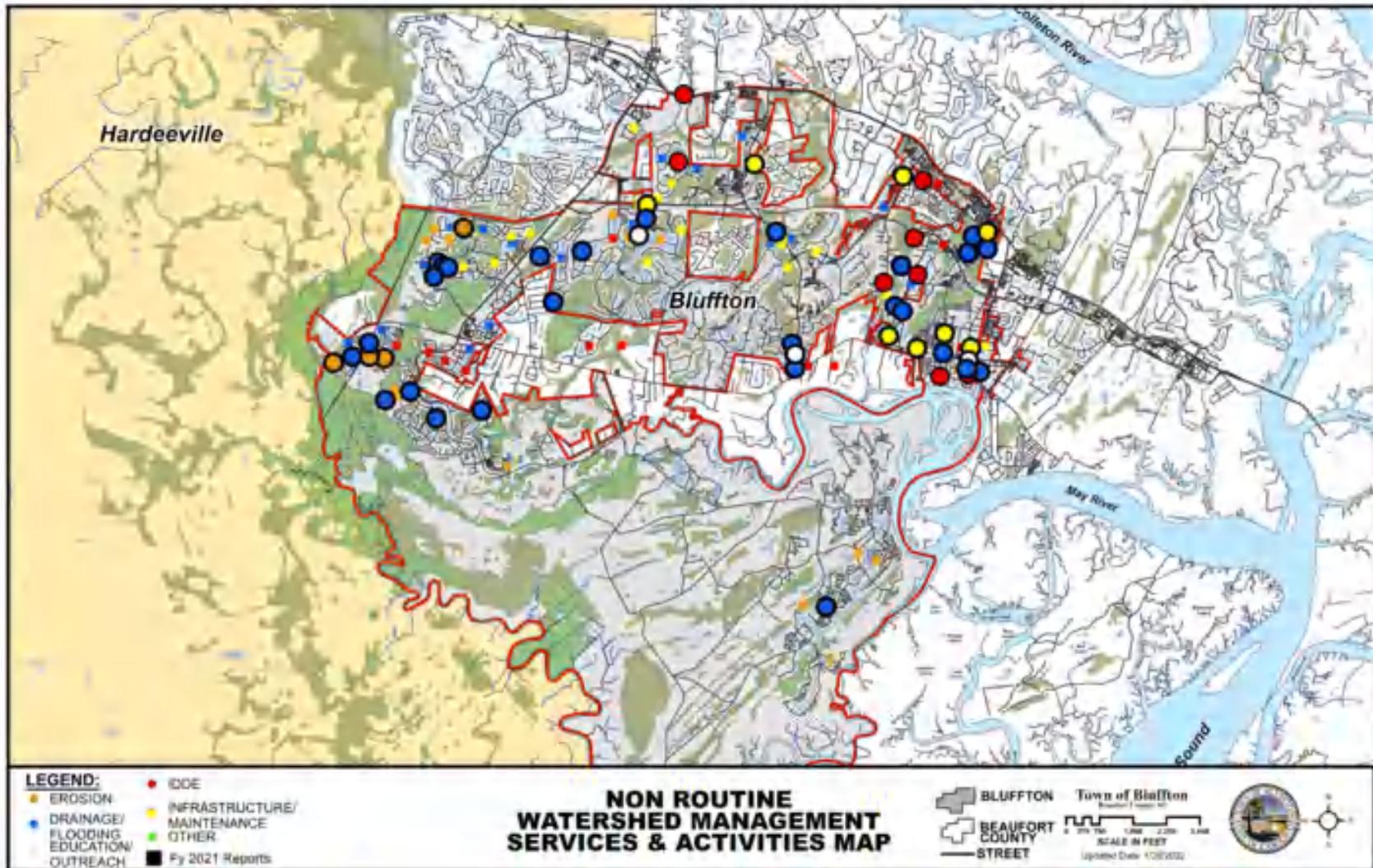
	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2022 YTD Totals	134	1	30	12	19	8	16	20	289 Hrs.
FY 2021 Totals	186	0	61	55	24	24	22	41	789 Hrs.
FY 2020 Totals	176	0	53	46	36	17	8	36	1,040 Hrs.

Citizen Drainage, Maintenance and Inspections Concerns Map



	Number of Drainage Concerns Investigated	Number of Meetings
FY 2022 YTD Totals	25	24
FY 2021 Totals	45	39
FY 2020 Totals	68	76

Citizen Request for Watershed Mngt. Services & Activities Map



	Number of Citizen Requests Investigated	Number of Meetings
FY 2022 YTD Totals	21	19
FY 2021 Totals	46	36
FY 2020 Totals	99	102

BRIDGE STREET STREETScape
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2020												2021												2022								
					A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A
1	BRIDGE STREET STREETScape	681 days	Mon 9/2/19	Mon 4/11/22	◆																																
2	Planning and Conceptual Design	233 days	Mon 9/2/19	Wed 7/22/20	◆																																
17	Final Design	338 days	Wed 7/22/20	Fri 11/5/21	◆																																
23	Permitting	155 days	Mon 5/3/21	Fri 12/3/21	◆																																
28	Easements and Land Acquisition	200 days	Mon 4/19/21	Fri 1/21/22	◆																																
35	Bidding	71 days	Mon 1/3/22	Mon 4/11/22	◆																																

Project: 00082 Date: Fri 10/22/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planning and Conceptual Design	◆	Easements and Land Acquisition	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

NEW RIVERSIDE PARK/BARN SITE
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2020												2021												2022											
					J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
1	NEW RIVERSIDE PARK/BARN SITE	571 days	Mon 7/1/19	Mon 9/6/21	◆																																			
2	Planning and Conceptual Master Plan	377 days	Mon 7/1/19	Tue 12/8/20	◆																																			
27	Final Design (Phase 1)	325 days	Mon 12/14/20	Fri 3/11/22	◆																																			
37	Permitting (Phase 1)	70 days	Mon 1/31/22	Fri 5/6/22	◆																																			
41	Bidding (Phase 1)	56 days	Mon 3/14/22	Mon 5/30/22	◆																																			
47	Construction Start	1 day	Mon 5/30/22	Mon 5/30/22	★																																			

Project: 00085	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
Date: Fri 1/7/22	Critical Task	★	Planning and Conceptual Design	◆	Easements and Land Acquisition	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

PARK IMPROVEMENTS
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	7/18	7/25	8/1	8/8	8/15	8/22	8/29	9/5	9/12	9/19	9/26	10/3	10/10	10/17	10/24	10/31	11/7	11/14	11/21	11/28	12/5	12/12	12/19	12/26	1/2	1/9	1/16	1/23	1/30	2/6	2/13	2/20	2/27	3/6	3/13	3/20	3/27	4
1	PARK IMPROVEMENTS FY 22	165 days	Mon 7/26/21	Fri 3/11/22	◆																																					
2	Final Planning and Construction Documents	55 days	Mon 7/26/21	Fri 10/8/21	◆																																					
8	Bidding and Contracts	55 days	Mon 10/11/21	Fri 12/24/21	◆																																					
16	Construction	35 days	Mon 1/24/22	Fri 3/11/22	◆																																					

Project 00086 Wed 11/24/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planning and Conceptual Design	◆	Easements and Land Acquisition	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

NEW RIVER TRAIL
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	July	August	September	October	November	December	January	February	March	April	May	June	July	August
					B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E	B M E
1	NEW RIVER TRAIL	287 days	Mon 7/5/21	Tue 8/9/22	◆—————◆													
2	Planning	121 days	Mon 7/5/21	Mon 12/20/21	◆—————◆													
14	Final Planning and Construction Documents	80 days	Mon 1/3/22	Fri 4/22/22	◆—————◆													
24	Permitting	40 days	Mon 3/14/22	Fri 5/6/22	◆—————◆													
29	Bidding and Contracts	72 days	Mon 5/2/22	Tue 8/9/22	◆—————◆													

Project 00092 Tue 10/5/21	Milestone	◆	Project Duration	◆—————◆	Permitting	◆—————◆	Construction	◆—————◆
	Critical Task	★	Planning and Conceptual Design	◆—————◆	Easements and Land Acquisition	◆—————◆		
	Task	■	Final Design and Construction Documents	◆—————◆	Bidding and Contracts	◆—————◆		

GHOST ROADS
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2020 2021 2022																																			
					Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1	GHOST ROADS	765 days	Thu 9/12/19	Wed 8/17/22																																				
2	Planning and Conceptual Design	765 days	Thu 9/12/19	Wed 8/17/22																																				

Project: 00093 Date: Wed 11/24/21	Milestone	◆	Project Duration	◆————◆	Permitting	◆————◆	Construction	◆————◆
	Critical Task	★	Planning and Conceptual Design	◆————◆	Easements and Land Acquisition	◆————◆		
	Task	■	Final Design and Construction Documents	◆————◆	Bidding and Contracts	◆————◆		

**BUCKWALTER PLACE PARKING IMPROVEMENTS
PROPOSED SCHEDULE**

ID	Task Name	Duration	Start	Finish	July 6/27	8/8	October 9/19	10/31	January 12/12	1/23	3/6	April 4/17	5/29	July
0	00098 Buckwalter Place Parking Improvements	224 days	Sun 8/1/21	Thu 6/9/22										
1	Planning & Conceptual Design	81 days	Sun 8/1/21	Mon 11/22/21										
5	Final Design & Construction Documents	45 days	Tue 10/5/21	Mon 12/6/21										
8	Permitting	75 days	Tue 10/5/21	Mon 1/17/22										
11	Easements & Land Acquisition	21 days	Tue 10/5/21	Tue 11/2/21										
13	Bidding & Contracts	32 days	Tue 1/18/22	Wed 3/2/22										
18	Construction	71 days	Thu 3/3/22	Thu 6/9/22										

Project: 00098
Date: Thu 10/21/21

Milestone
Critical Task
Task



Project Duration
Planning and Conceptual Design
Final Design and Construction Documents



Permitting
Easements and Land Acquisition
Bidding and Contracts



Construction



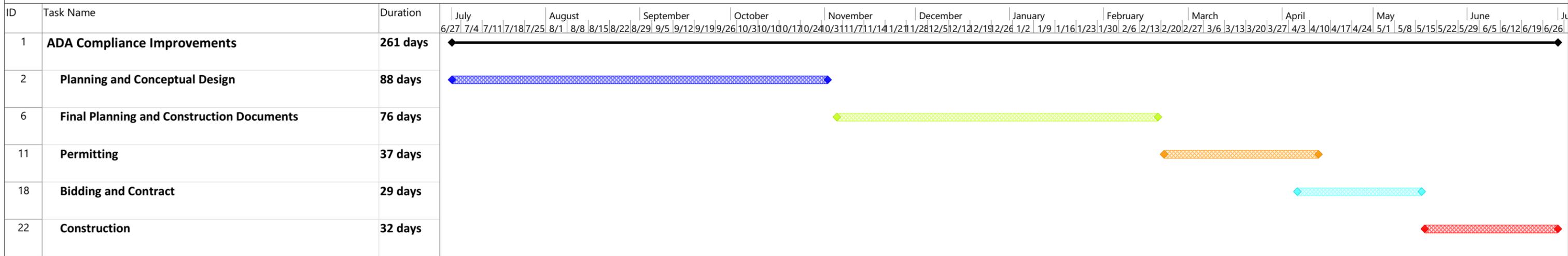
BUCK ISLAND-SIMMONSVILLE SANITARY SEWER PHASE 5 A-D
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	Predecessors	Timeline																							
						4, 2016 Nov Dec	Qtr 1, 2017 Jan Feb Mar	Qtr 2, 2017 Apr May Jun	Qtr 3, 2017 Jul Aug Sep	Qtr 4, 2017 Oct Nov Dec	Qtr 1, 2018 Jan Feb Mar	Qtr 2, 2018 Apr May Jun	Qtr 3, 2018 Jul Aug Sep	Qtr 4, 2018 Oct Nov Dec	Qtr 1, 2019 Jan Feb Mar	Qtr 2, 2019 Apr May Jun	Qtr 3, 2019 Jul Aug Sep	Qtr 4, 2019 Oct Nov Dec	Qtr 1, 2020 Jan Feb Mar	Qtr 2, 2020 Apr May Jun	Qtr 3, 2020 Jul Aug Sep	Qtr 4, 2020 Oct Nov Dec	Qtr 1, 2021 Jan Feb Mar	Qtr 2, 2021 Apr May Jun	Qtr 3, 2021 Jul Aug Sep	Qtr 4, 2021 Oct Nov Dec	Qtr 1, 2022 Jan Feb Mar	Qtr 2, 2022 Apr May Jun	Qtr 3, 2022 Jul Aug Sep
1	PHASE 5 A-D	1560 days?	Thu 12/1/16	Wed 11/23/22		◆																							
2	Planning and Conceptual Design	6 days	Thu 12/1/16	Thu 12/8/16		◆																							
4	Permitting	474 days	Fri 12/9/16	Wed 10/3/18		◆																							
11	Easements and Land Acquisition	642 days	Mon 4/3/17	Tue 9/17/19		◆																							
16	Bidding and Contracts	50 days	Wed 1/1/20	Tue 3/10/20		◆																							
21	Construction	568 days	Mon 9/21/20	Wed 11/23/22		◆																							
41																													
42																													

Project: 00044
Date: Wed 11/24/21

Milestone	◆	Task	█	Planning and Conceptual Design	◆	Permitting	█	Easements and Land Acquisitions	◆	Construction
Critical Task	★	Project Duration	◆	Final Design and Construction Documents	◆	Bidding and Contract	█		◆	

HISTORIC DISTRICT STREETScape AND DRAINAGE IMPROVEMENTS
PROPOSED SCHEDULE



Project: 00050
Date: Mon 1/24/22

Milestone	◆	Project Duration	◀────────────────▶	Permitting	▨	Construction	▨
Critical Task	★	Planning and Conceptual Design	▨	Bidding and Contract	▨		
Task	█	Final Design and Construction Documents	▨	Easements and Land Acquisitions	▨		

BUCK ISLAND-SIMMONSVILLE NEIGHBORHOOD SIDEWALKS
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2018												2019												2020												2021												2022											
					J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
1	SIDEWALKS AND LIGHTING	1247 days	Thu 2/1/18	Fri 11/11/22	◆																																																											
2	Sidewalk from Jennifer Ct to Simmonsville Rd	405 days	Thu 2/1/18	Wed 8/21/19	◆																																																											
3	Final Design and Construction Documents	120 days	Thu 2/1/18	Wed 7/18/18	◆																																																											
7	Permitting	63 days	Thu 6/21/18	Mon 9/17/18	◆																																																											
9	Easements	220 days	Wed 7/18/18	Tue 5/21/19	◆																																																											
15	Bidding/Contract	106 days	Tue 9/18/18	Tue 2/12/19	◆																																																											
20	Construction	61 days	Wed 5/29/19	Wed 8/21/19	◆																																																											
26																																																																
27	Sidewalk from Kitty Road to 301 Buck Island R	709 days	Thu 2/1/18	Tue 10/20/20	◆																																																											
28	Final Design and Construction Documents	392 days	Thu 2/1/18	Fri 8/2/19	◆																																																											
34	Permitting	40 days	Mon 8/5/19	Fri 9/27/19	◆																																																											
36	Easements	87 days	Mon 9/30/19	Tue 1/28/20	◆																																																											
42	Bidding/Contract	97 days	Mon 9/30/19	Tue 2/11/20	◆																																																											
47	Construction	136 days	Tue 4/14/20	Tue 10/20/20	◆																																																											
53																																																																
54	Sidewalk from Grayco to Sugaree (Simmonsville Rd)	923 days	Mon 10/1/18	Wed 4/13/22	◆																																																											
55	Final Design and Construction Documents	520 days	Mon 10/1/18	Fri 9/25/20	◆																																																											
61	Permitting	180 days	Mon 9/28/20	Fri 6/4/21	◆																																																											
63	Easements	86 days	Mon 6/7/21	Mon 10/4/21	◆																																																											
68	Bidding/Contract	47 days	Mon 6/7/21	Tue 8/10/21	◆																																																											
73	Construction	176 days	Wed 8/11/21	Wed 4/13/22	◆																																																											
80																																																																
81	Sidewalk from Sugaree to Windy Lake (Simmonsville Rd)	1075 days	Mon 10/1/18	Fri 11/11/22	◆																																																											
82	Final Design and Construction Documents	851 days	Mon 10/1/18	Mon 1/3/22	◆																																																											
88	Permitting	60 days	Tue 1/4/22	Mon 3/28/22	◆																																																											
90	Easements	86 days	Tue 3/29/22	Tue 7/26/22	◆																																																											
95	Bidding/Contract	61 days	Tue 3/29/22	Tue 6/21/22	◆																																																											
100	Construction	103 days	Wed 6/22/22	Fri 11/11/22	◆																																																											
107																																																																
108	Lighting from Kitty Road to 301 Buck Island Rd	157 days	Thu 5/13/21	Fri 12/17/21	◆																																																											

Project: 00054 Date: Thu 12/16/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction
	Critical Task	★	Planning and Conceptual Design	◆	Bidding and Contract	◆	
	Task	■	Final Design and Construction Documents	◆	Easements and Land Acquisitions	◆	

**GOETHE-SHULTS NEIGHBORHOOD IMPROVEMENTS PHASE 2
PROPOSED SCHEDULE**

ID	Task Name	Duration	Start	Finish	2018		Half 2, 2018			Half 1, 2019			Half 2, 2019			Half 1, 2020			Half 2, 2020			Half 1, 2021			Half 2, 2021			Half 1,				
					Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan				
1	GOETHE/SHULTS NEIGHBORHOOD IMPROVEMENTS PHASE 2	970 days	Mon 4/30/18	Fri 1/14/22																												
2	PLANNING AND CONCEPTUAL DESIGN	326 days	Mon 4/30/18	Mon 7/29/19																												
12	FINAL DESIGN AND CONSTRUCTION DOCUMENTS	209 days	Tue 7/30/19	Fri 5/15/20																												
21	PERMITTING	128 days	Mon 5/18/20	Wed 11/11/20																												
25	EASEMENTS AND LAND ACQUISITION	187 days	Mon 4/6/20	Tue 12/22/20																												
32	BIDDING AND CONTRACTS	101 days	Tue 12/1/20	Tue 4/20/21																												
37	CONSTRUCTION	193 days	Wed 4/21/21	Fri 1/14/22																												

Project: 00055
Date: Fri 10/22/21

Milestone	◆	Project Duration	◆————◆	Permitting		Construction	
Critical Task	★	Planning and Conceptual Design		Easements and Land Acquisition			
Task		Final Design and Construction Documents		Bidding and Contracts			

OSCAR FRAZIER PARK
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	August	September	October	November	December	January	February	March	April				
					7/25 8/1 8/8 8/15 8/22 8/29	9/5 9/12 9/19 9/26 10/3 10/10 10/17 10/24	10/31 11/7 11/14 11/21 11/28 12/5 12/12 12/19 12/26	1/2 1/9 1/16 1/23 1/30 2/6 2/13 2/20 2/27	3/6 3/13 3/20 3/27	4/3 4/10							
1	OSCAR FRAZIER PARK FY 22 IMPROVEMENTS	181 days	Mon 7/26/21	Mon 4/4/22	◆—————◆												
2	Final Planning and Construction Documents	60 days	Mon 7/26/21	Fri 10/15/21	◆—————◆												
8	Bidding and Contracts	41 days	Mon 10/18/21	Mon 12/13/21	◆—————◆												
15	Construction	101 days	Mon 11/15/21	Mon 4/4/22	◆—————◆												

Project 00066 Mon 1/3/22	Milestone	◆	Project Duration	◆—————◆	Permitting	◆—————◆	Construction	◆—————◆
	Critical Task	★	Planning and Conceptual Design	◆—————◆	Easements and Land Acquisition	◆—————◆		
	Task	■	Final Design and Construction Documents	◆—————◆	Bidding and Contracts	◆—————◆		

SQUIRE POPE CARRIAGE HOSUE
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Jan	Feb	Mar					
1	Stabilization Phase	175 days	Thu 7/8/21	Wed 3/9/22															
2	Planning and Conceptual Design	15 days	Thu 7/8/21	Wed 7/28/21															
5	Final Design and Construction Documents	80 days	Thu 7/29/21	Wed 11/17/21															
10	Permitting	30 days	Thu 11/18/21	Wed 12/29/21															
12	Bidding and Contracts	50 days	Thu 12/30/21	Wed 3/9/22															

Project: 00067 Date: Fri 10/29/21	Milestone	◆	Project Duration	◆————◆	Permitting		Construction	
	Critical Task	★	Planing and Conceptual Design		Easements and Land Acquisitions			
	Task		Final Design and Construction Documents		Bidding and Contracts			

WHARF STREET LIGHTING
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Predecessor	2022												2023											
					Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	
1	WARF STREET LIGHTING	453 days	Mon 7/5/21		◆																							
2	Planning and Conceptual Design	360 days	Mon 7/5/21		◆																							
12	Permitting	90 days	Mon 11/22/21		◆																							
14	Easements and Land Acquisition	160 days	Fri 7/1/22		◆																							
17	Construction	192 days	Tue 7/5/22		◆																							

Project: 00068	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
Date: Mon 9/27/21	Critical Task	★	Planning and Conceptual Design	◆	Easements and Land Acquisition	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contract	◆		

HISTORIC DISTRICT SANITARY SEWER EXTENSION PHASE 2
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	Predecessors	Timeline																																																																
						Half 2, 2018	Half 1, 2019	Half 2, 2019	Half 1, 2020	Half 2, 2020	Half 1, 2021	Half 2, 2021	Half 1, 2022	Half 2, 2022																																																								
						J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M	A	M	J	J	J	A	S	O	N	D	J	F	M	A	M	J
1	PHASE 2	1024 days	Mon 7/2/18	Thu 6/2/22		◆																																																																
2	Planning and Conceptual Design	185 days	Mon 7/2/18	Fri 3/15/19		◆																																																																
10	Final Design and Construction Documents	20 days	Mon 3/18/19	Fri 4/12/19		◆																																																																
12	Permitting	55 days	Mon 4/15/19	Fri 6/28/19		◆																																																																
15	Easements and Land Acquisition	550 days	Mon 7/1/19	Fri 8/6/21		◆																																																																
17	Bidding and Contracts	137 days	Mon 8/9/21	Tue 2/15/22		◆																																																																
22	Construction	77 days	Wed 2/16/22	Thu 6/2/22		◆																																																																

Project: 00071 Date: Wed 11/24/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planing and Conceptual Design	◆	Easements and Land Acquisitions	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

HISTORIC DISTRICT SANITARY SEWER EXTENSION PHASE 3
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2021												2022																	
					Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
1	PHASE 3	534 days	Mon 11/2/20	Thu 11/17/22	◆																													
2	Planning and Conceptual Design	236 days	Mon 11/2/20	Mon 9/27/21	◆																													
9	Final Design and Construction Documents	120 days	Tue 9/28/21	Mon 3/14/22	◆																													
11	Permitting	40 days	Tue 3/15/22	Mon 5/9/22	◆																													
14	Easements and Land Acquisition	105 days	Tue 9/21/21	Mon 2/14/22	◆																													
17	Bidding and Contracts	46 days	Tue 5/10/22	Tue 7/12/22	◆																													
22	Construction	92 days	Wed 7/13/22	Thu 11/17/22	◆																													

Project: 00072
Date: Wed 11/24/21

Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
Critical Task	★	Planing and Conceptual Design	◆	Easements and Land Acquisitions	◆		
Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

HISTORIC DISTRICT SANITARY SEWER EXTENSION PHASE 4
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	Predecessors	2021												2022											
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	PHASE 4	534 days	Mon 11/2/20	Thu 11/17/22		◆																							
2	Planning and Conceptual Design	236 days	Mon 11/2/20	Mon 9/27/21		◆																							
9	Final Design and Construction Documents	120 days	Tue 9/28/21	Mon 3/14/22		◆																							
11	Permitting	40 days	Tue 3/15/22	Mon 5/9/22		◆																							
14	Easements and Land Acquisition	105 days	Tue 9/21/21	Mon 2/14/22		◆																							
17	Bidding and Contracts	46 days	Tue 5/10/22	Tue 7/12/22		◆																							
22	Construction	92 days	Wed 7/13/22	Thu 11/17/22		◆																							

Project: 00073 Date: Wed 11/24/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planing and Conceptual Design	◆	Easements and Land Acquisitions	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

HISTORIC DISTRICT SANITARY SEWER EXTENSION PHASE 5
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2021												2022															
					Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
1	PHASE 5	534 days	Mon 11/2/20	Thu 11/17/22	◆																											
2	Planning and Conceptual Design	236 days	Mon 11/2/20	Mon 9/27/21	◆																											
9	Final Design and Construction Documents	120 days	Tue 9/28/21	Mon 3/14/22	◆																											
11	Permitting	40 days	Tue 3/15/22	Mon 5/9/22	◆																											
14	Easements and Land Acquisition	150 days	Tue 9/21/21	Mon 4/18/22	◆																											
17	Bidding and Contracts	46 days	Tue 5/10/22	Tue 7/12/22	◆																											
22	Construction	92 days	Wed 7/13/22	Thu 11/17/22	◆																											

Project: 00074 Date: Wed 11/24/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planing and Conceptual Design	◆	Easements and Land Acquisitions	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

HISTORIC DISTRICT SANITARY SEWER EXTENSION PHASE 6
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	2021												2022															
					Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		
1	PHASE 6	534 days	Mon 11/2/20	Thu 11/17/22	◆																											
2	Planning and Conceptual Design	236 days	Mon 11/2/20	Mon 9/27/21	◆																											
9	Final Design and Construction Documents	120 days	Tue 9/28/21	Mon 3/14/22	◆																											
11	Permitting	40 days	Tue 3/15/22	Mon 5/9/22	◆																											
14	Easements and Land Acquisition	150 days	Tue 9/21/21	Mon 4/18/22	◆																											
17	Bidding and Contracts	46 days	Tue 5/10/22	Tue 7/12/22	◆																											
22	Construction	92 days	Wed 7/13/22	Thu 11/17/22	◆																											

Project: 00075 Date: Wed 11/24/21	Milestone	◆	Project Duration	◆	Permitting	◆	Construction	◆
	Critical Task	★	Planing and Conceptual Design	◆	Easements and Land Acquisitions	◆		
	Task	■	Final Design and Construction Documents	◆	Bidding and Contracts	◆		

MAY RIVER ROAD POCKET PARK
PROPOSED SCHEDULE

ID	Task Name	Duration	Start	Finish	
1	MAY RIVER ROAD POCKET PARK	278 days	Thu 7/1/21	Mon 7/25/22	
2	Planning and Conceptual Design	46 days	Thu 7/1/21	Thu 9/2/21	
6	Final Planning and Construction Documents	140 days	Fri 9/3/21	Thu 3/17/22	
13	Permitting	94 days	Mon 11/29/21	Thu 4/7/22	
18	Bidding and Contract	48 days	Fri 3/18/22	Tue 5/24/22	
25	Construction	44 days	Wed 5/25/22	Mon 7/25/22	
28					
29					

Project: 00080
Date: Fri 12/3/21

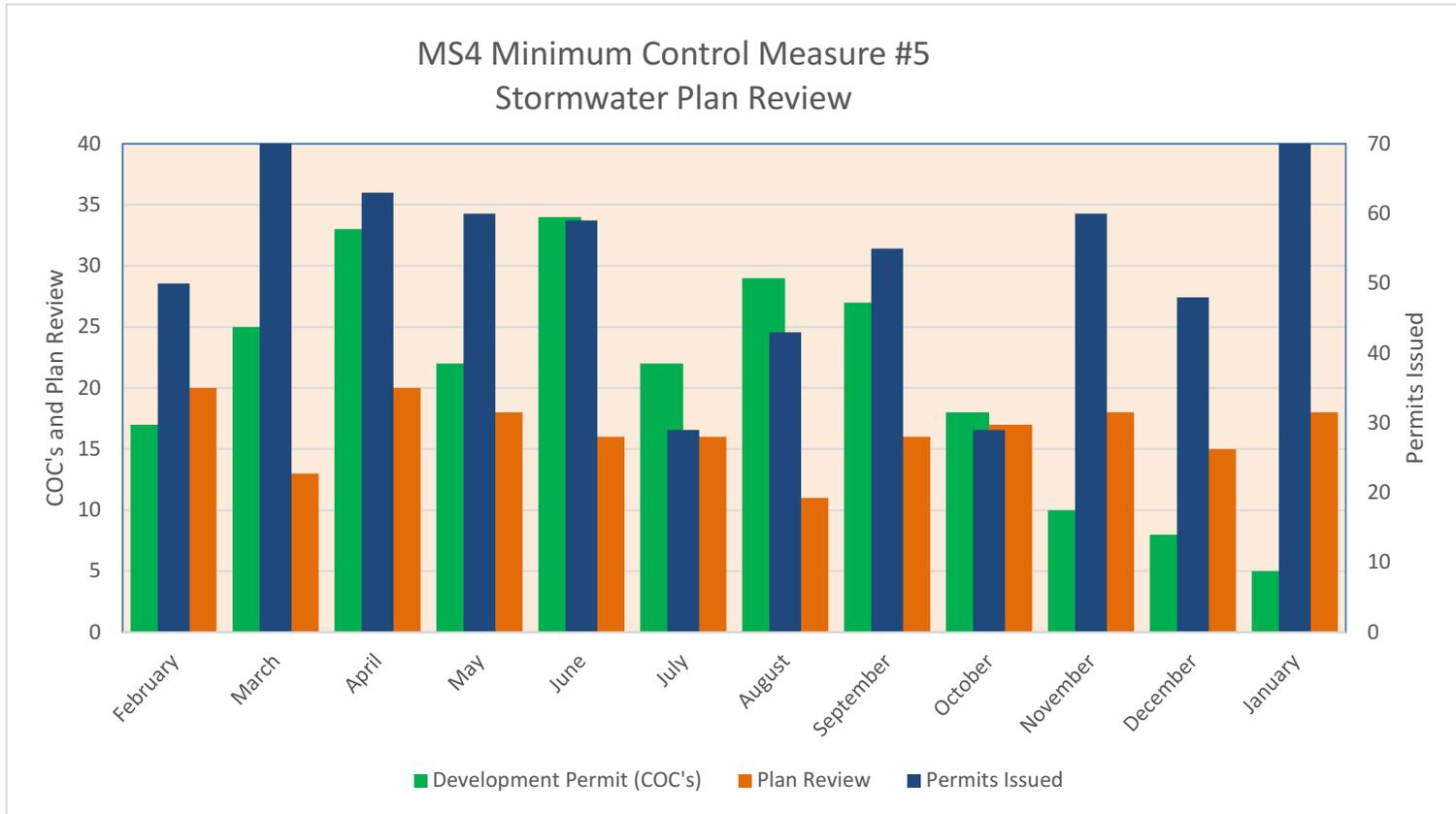
Milestone Task
Critical Task Project Duration

Planning and Conceptual Design Permitting Easements and Land Acquisitions
 Final Design and Construction Documents Bidding and Contract Construction

GARVIN-GARVEY HOUSE INTERPRETIVE SIGNAGE
PROPOSED SCHEDULE

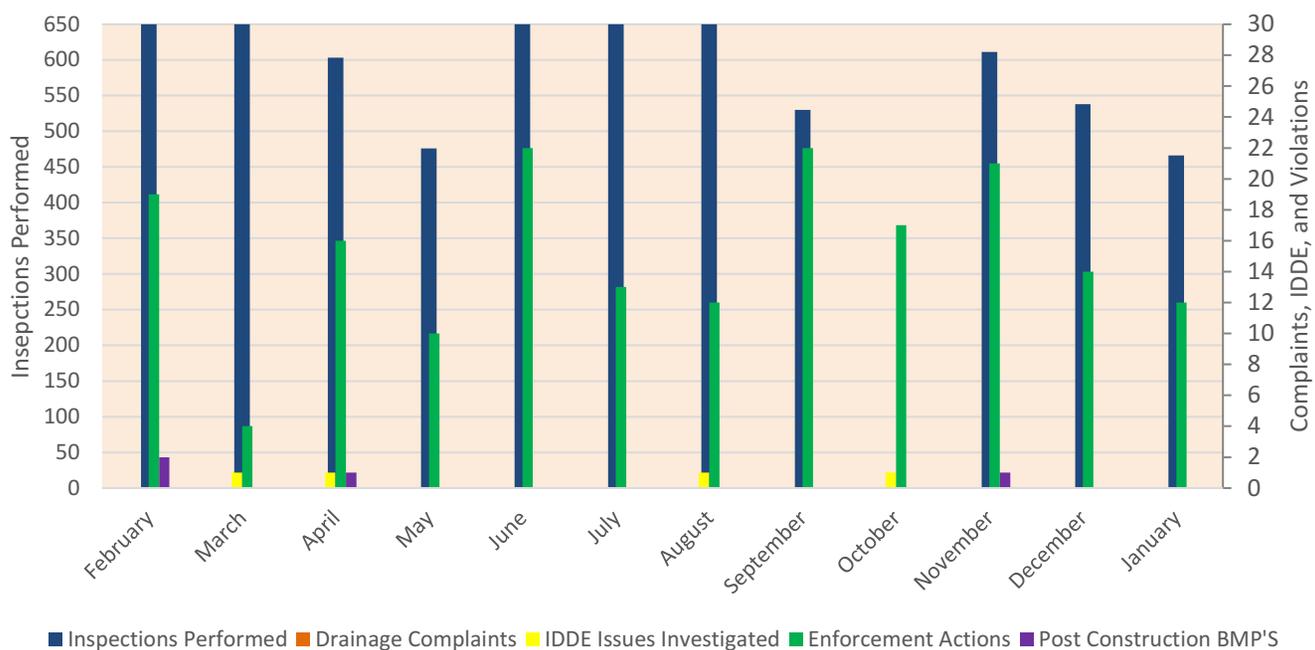
ID	Task Name	Duration	Start	Finish	Timeline																													
					Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22																					
1	GARVIN-GARVEY HOUSE INTERPRETIVE SIGNAGE	179 days	Tue 3/1/22	Fri 11/4/22																														
2	Planning and Conceptual Design	125 days	Mon 3/7/22	Fri 8/26/22																														
13	Final Design and Construction Documents	50 days	Mon 8/29/22	Fri 11/4/22																														
15	Onsite Installation	5 days	Mon 10/31/22	Fri 11/4/22																														
16																																		

Project: 00081 Date: Tue 1/11/22	Milestone	◆	Project Duration	◆————◆	Permitting	◆————◆	Construction	◆————◆
	Critical Task	★	Planning and Conceptual Design	◆————◆	Easements and Land Acquisition	◆————◆		
	Task	■	Final Design and Construction Documents	◆————◆	Bidding and Contracts	◆————◆		



TYPE	February	March	April	May	June	July	August	September	October	November	December	January	Last 12 Months
Development Permit (COC's)	17	25	33	22	34	22	29	27	18	10	8	5	250
Plan Review	20	13	20	18	16	16	11	16	17	18	15	18	198
Permits Issued	50	75	63	60	59	29	43	55	29	60	48	75	463

MS4 Minimum Control Measure #4 Erosion Sediment Control Inspections



TYPE	February	March	April	May	June	July	August	September	October	November	December	January	Last 12 Months
Inspections Performed	724	794	603	476	743	662	654	530	323*	611	538	466	5186
Drainage Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
IDDE Issues Investigated	0	1	1	0	0	0	1	0	1	0	0	0	4
Enforcement Actions	19	4	16	10	22	13	12	22	17	21	14	12	182
Post Construction BMP'S	2	0	1	0	0	0	0	0	0	1	0	0	9

Project (Year 2022)	Project Type	POC	Direct/Indirect	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Nov	Dec
Small Grants Program	Programs	Bacteria, Freshwater	Direct	Researching previous efforts										
Pet Waste Station Map	Programs	Bacteria	Indirect											
Septic Workshop	Programs	Bacteria	Direct											
Healthy Pond Series: Wildlife (Feb)	Programs	Nutrients	Direct	Marketing, Date set for 2/24/22										
Healthy Pond Series: CCY (May)	Programs	Nutrients	Direct	Planning meetings set										
Healthy Pond Series: Shorelines (Sept)	Programs	Nutrients	Direct	Planning meetings set										
Healthy Pond Series: Aeration (Dec)	Programs	Nutrients	Direct	Planning meetings set										
Being a Neighbor for Clean Water (April)	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct	Setting planning meeting										
Soil Sample Drive	Programs	Nutrients	Direct											
Buffer Workshop	Programs	Nutrients	Direct	Working with other agent to set date										
LID Lunch-and-Learn	Programs	Freshwater	Direct											
Flooding 411 Ask and Expert: Insurance (March)	Programs	Freshwater	Direct	Marketing, Date set for 3/2/22										
Flooding 411 Ask and Expert: Meet your Floodplain Manager (Sept)	Programs	Freshwater	Direct											
Flooding 411 Ask and Expert: Dams (Dec)	Programs	Freshwater	Direct											
Flooding 411 (June)	Programs	Freshwater	Direct	Planning meetings set										
Adopt-A-Stream (Spring)	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct	Date set for 2/26/22										
Adopt-A-Stream (Fall)	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct											
4-H2O (July)	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct	Reaching out to organizations										
Kids in Kayaks	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct											
BMP Park Field Day	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Direct											
LSP consortium meeting (Feb)	Programs	Consortium Management	Direct	Setting agenda										
LSP consortium meeting (May)	Programs	Consortium Management	Direct											
LSP consortium meeting (Sept)	Programs	Consortium Management	Direct											
LSP consortium meeting (Dec)	Programs	Consortium Management	Direct											
MSA meetings (Jan)	Programs	Consortium Management	Direct	1/14/22, 10 in attendance										
MSA meetings (June)	Programs	Consortium Management	Direct	Date set for 6/9/22										
MSA meetings (Nov)	Programs	Consortium Management	Direct	Date set for 11/10/22										
Water Festival	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
May River Sweep	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
Keep Broad Creek Clean Festival	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
Beach/River Sweep	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
Shrimp Fest	Programs	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
LID Map Updates	Programs	Freshwater	Indirect											
Construction Site Social Media Campaign	Programs	Freshwater	Indirect	Complete, 662 people reached, 1/23-29/22										
Septic Factsheet	Publication	Bacteria	Indirect	In final peer review stage										
Bilingual Septic Rack Cards	Publication	Bacteria	Indirect											
Septic "Welcome to the Neighborhood" Packets	Publication	Bacteria	Indirect											
Boater Informational Packet	Publication	Bacteria	Indirect											
Boater online resources	Publication	Bacteria	Indirect											
Construction Site Rack card/Door Hanger	Publication	Freshwater	Indirect	Writing draft										
BMP info packet	Publication	Freshwater	Indirect											
Changing Tides (monthly)	Publication	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect	Complete, 146 people reached, 1/31/22										
News Article 1	Publication	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
News Article 2	Publication	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
News Article 3	Publication	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect											
Septic Step-Stake sign	Media	Bacteria	Indirect											
Boater Waste Signage	Media	Bacteria	Indirect											
Soil sample placards at retailers	Media	Nutrients	Indirect											
Native Plant Signage	Media	Nutrients	Indirect											
Buffer Mailers	Media	Nutrients	Indirect											
Septic Mass Media Campaign	Media	Bacteria	Indirect											
FB posts (one a week)	Media	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect	Complete, 957 people reached, 19 posts										
SWUB Report (monthly)	Reporting	Consortium Management	Indirect	Completed 2/1/22										
LSP Annual Report	Reporting	Consortium Management	Indirect	Gathering data										
Boater Waste Buckets/Bags	Purchases	Bacteria	Indirect											
Native Seed Promo Packet	Purchases	Nutrients	Indirect											
LSP Tent	Purchases	Consortium Management	Indirect	Finding Vendor										
LSP Tablecloth	Purchases	Consortium Management	Indirect	Finding Vendor										
LSP Stand-up Sign	Purchases	Consortium Management	Indirect	Finding Vendor										
Boater signs	Purchases	Bacteria	Indirect											
Rack Cards	Purchases	General Stormwater, Bacteria, Nutrients, Freshwater	Indirect	Placed order with Kim Morganello										
Soil Sample Displays (signs and holders)	Purchases	Nutrients	Indirect											
Pet waste signs	Purchases	Bacteria	Indirect											
Mailers	Purchases	Bacteria, Nutrients	Indirect											
Pet Waste Display materials	Purchases	Bacteria	Indirect											
Septic Magnets	Purchases	Bacteria	Indirect	Finding Vendor										
LSP Promo Materials	Purchases	Consortium Management	Indirect	Finding Vendor										
Pet Waste Displays at Local Orgs	Other	Bacteria	Indirect	Finding Vendors										
Install Pet Waste Pledge Signage	Other	Bacteria	Indirect											
Soil Sample Bags at Local Retailers	Other	Nutrients	Indirect											

KEY
Not Started
In Progress
Completed



MEMORANDUM

Date: January 25, 2022

To: Stormwater Management Utility Board

From: Matthew Rausch, Stormwater Infrastructure Superintendent

Re: **Maintenance Project Report**

This report will cover eight minor projects. The Project Summary Reports are attached.

Minor or Routine Projects:

- **Burton Wells Complex Channel – Port Royal Island (6):** This project improved 487 linear feet of drainage system. The scope of work included cleaning out 487 linear feet of channel. The total cost was **\$1,127.39**.
- **Fiddler Drive – Lady’s Island (7):** This project improved 100 linear feet of drainage system. The scope of work included cleaning out 100 linear feet of roadside ditch. The total cost was **\$748.63**.
- **Lost Island Road – Lady’s Island (7):** This project improved 80 linear feet of drainage system. The scope of work included cleaning out 80 linear feet of roadside ditch. The total cost was **\$1,197.51**.
- **Oyster Street – Bluffton (4):** This project improved 1,050 linear feet of drainage system. The scope of work included grubbing and clearing 100 linear feet of workshelf. Also constructing 250 linear feet of channel and cleaning out 250 linear feet of roadside ditch. The total cost was **\$14,393.27**.
- **Palmetto Bluff Road – Bluffton (4):** The scope of work included dewatering a pond. The total cost was **\$3,921.91**.
- **Port Royal Island Tree Removal – Port Royal Island (6):** The scope of work included removing fallen trees from channel and workshelf. The total cost was **\$2,523.51**.
- **Surf Drive – Lady’s Island (7):** This project improved 955 linear feet of drainage system. The scope of work included cleaning out 955 linear feet of channel. The total cost was **\$1,276.46**.
- **Taylor Court – Bluffton (4):** This project improved 300 linear feet of drainage system. The scope of work included cleaning out 300 linear feet of roadside ditch. The total cost was **\$820.47**.



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Burton Wells Complex Channel

Activity: Routine/Preventive Maintenance

Duration: 09/02/2021

Narrative Description of Project:

Project improved 487 L.F. of drainage system. Cleaned out 487 L.F. of channel.

2022-510/Burton Wells Complex Channel	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	1.00	\$27.94	\$0.00	\$0.00	\$0.00	\$16.24	\$44.17
CCO / Channel - cleaned out	16.00	\$434.21	\$117.72	\$22.89	\$0.00	\$206.60	\$781.42
HAUL / Hauling	4.00	\$131.56	\$76.24	\$12.80	\$0.00	\$81.20	\$301.80
Grand Total	21.00	\$593.71	\$193.96	\$35.69	\$0.00	\$304.04	\$1,127.39

(No Pictures Available)



Project: Burton Wells Complex

Activity: Routine/ Preventive Maintenance

Project #: 2022-510

Township/SW Dist: Port Royal Island/6

Completed: September 2021

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

0 125 250 500 750 1,000 Feet

1 inch = 600 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/04/22

File: C:\project summaries map\Burton Wells Complex_2022-510



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Fiddler Drive

Activity: Routine/Preventive Maintenance

Duration: 10/22/2021

Narrative Description of Project:

Project improved 100 L.F. of drainage system. Cleaned out 100 L.F. of roadside ditch.

2022-522/Fiddler Drive	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	0.50	\$15.59	\$0.00	\$0.00	\$0.00	\$9.62	\$25.21
HAUL / Hauling	5.00	\$164.45	\$95.30	\$15.36	\$0.00	\$101.50	\$376.61
RSDCL / Roadside Ditch - Cleanout	10.00	\$212.71	\$47.37	\$22.89	\$0.00	\$63.85	\$346.82
Grand Total	15.50	\$392.74	\$142.67	\$38.25	\$0.00	\$174.97	\$748.63

(No Pictures Available)



Project: Fiddler Drive

Activity: Routine/
Preventive
Maintenance

Project #:
2022-522

Township/SW Dist:
Lady's Island/7

Completed:
October 2021

Legend

Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 140280 560 840 1,120
Feet

1 inch = 670 feet

Prepared By: BC Stormwater Management Utility
Date Print:01/03/22
File:C:\project summaries map\Fiddler Drive_2022-522



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Lost Island Road

Activity: Routine/Preventive Maintenance

Duration: 09/28/2021

Narrative Description of Project:

Project improved 80 L.F. of drainage system. Cleaned out 80 L.F. of roadside ditch.

2022-512 / Lost Island Road	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	0.50	\$15.59	\$0.00	\$0.00	\$0.00	\$9.62	\$25.21
HAUL / Hauling	8.00	\$177.16	\$76.24	\$38.40	\$0.00	\$59.48	\$351.28
ONJV / Onsite Job Visit	4.00	\$186.04	\$17.40	\$10.12	\$0.00	\$114.84	\$328.40
RSDCL / Roadside Ditch - Cleanout	16.00	\$373.87	\$59.88	\$58.88	\$0.00	\$0.00	\$492.63
Grand Total	28.50	\$752.65	\$153.52	\$107.40	\$0.00	\$183.94	\$1,197.51

(No Pictures Available)



Project: Lost Island Road

Activity: Routine/
Preventive
Maintenance

Project #:
2022-512

Township/SW Dist:
Lady's Island/7

Completed:
September 2021

Legend

- Drainage Type**
-  Access Pipe
 -  Bleeder Pipe
 -  Channel Pipe
 -  Channel
 -  Stream
 -  Crossline Pipe
 -  Driveway Pipe
 -  Lateral
 -  Lateral Pipe
 -  River
 -  Road Pipe
 -  Roadside
 -  Roadside Pipe



1 inch = 210 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/03/22

File: C:\project summaries map\Lost Island Road_2022-512



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Oyster Street

Activity: Routine/Preventive Maintenance

Duration: 06/16/2020 - 04/28/2021

Narrative Description of Project:

Project improved 1050 L.F. of drainage system. Grubbed and cleared 100 L.F. of workshelf. Constructed 250 L.F. of channel. Cleaned out 700 L.F. of roadside ditch. Installed (1) access pipe..

2020-051 / Oyster Street

	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
APINS / Access pipe - installed	24.00	\$511.28	\$109.23	\$310.71	\$0.00	\$250.32	\$1,181.54
AUDIT / Audit Project	4.00	\$111.74	\$0.00	\$0.00	\$0.00	\$64.94	\$176.68
CCON / Channel - constructed	24.00	\$487.92	\$92.82	\$41.28	\$0.00	\$264.32	\$886.34
CGRB / Channel - grubbed	30.00	\$609.90	\$164.83	\$36.93	\$0.00	\$330.40	\$1,142.06
DEBREM / Debris Removal - Jobsite	18.00	\$365.94	\$102.96	\$35.39	\$0.00	\$198.24	\$702.53
HAUL / Hauling	86.00	\$2,072.99	\$1,365.04	\$2,494.95	\$0.00	\$1,445.80	\$7,378.78
ONJV / Onsite Job Visit	8.00	\$430.56	\$34.80	\$45.84	\$0.00	\$199.71	\$710.91
RSDCL / Roadside Ditch - Cleanout	39.00	\$830.83	\$260.49	\$112.76	\$0.00	\$368.13	\$1,572.21
STAGING / Staging Materials/Equipment	12.00	\$277.80	\$93.64	\$24.76	\$0.00	\$189.12	\$585.32
UTLOC / Utility locates	1.50	\$37.05	\$0.00	\$0.00	\$0.00	\$19.85	\$56.90
Grand Total	246.50	\$5,736.01	\$2,223.81	\$3,102.62	\$0.00	\$3,330.82	\$14,393.27

(No Pictures Available)



Project: Oyster Street

Activity: Routine/ Preventive Maintenance

Project #: 2020-051

Township/SW Dist: Bluffton/4

Completed: April 2021

Legend

Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 25 50 100 150 200 Feet

1 inch = 130 feet

Prepared By: BC Stormwater Management Utility
Date Print: 05/19/21

File: C:\project summaries map\Oyster Street_2020-051



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Palmetto Bluff Road

Activity: Pond Maintenance

Duration: 08/27/2021 - 10/19/2021

Narrative Description of Project:

Dewatered pond to correct elevation.

2022-508/Palmetto Bluff Road

	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	0.50	\$15.59	\$0.00	\$0.00	\$0.00	\$9.62	\$25.21
DWP / Dewatered Pond	48.00	\$1,288.23	\$87.00	\$60.72	\$0.00	\$564.24	\$2,000.19
HAUL / Hauling	24.00	\$549.30	\$246.12	\$98.70	\$0.00	\$124.84	\$1,018.96
PP / Project Preparation	16.00	\$503.88	\$34.80	\$27.83	\$0.00	\$311.04	\$877.55
Grand Total	88.50	\$2,356.99	\$367.92	\$187.25	\$0.00	\$1,009.74	\$3,921.91

(No Pictures Available)



Project: Palmetto Bluff Road

Activity: Pond Maintenance

Project #: 2022-508

Township/SW Dist: Bluffton/4

Completed: October 2021

Legend

Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 140 280 560 840 1,120 Feet

1 inch = 670 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/04/22

File: C:\project summaries map\Palmetto Bluff Road 2022-508



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Port Royal Island Tree Removal -
Old Jericho Road and Cleveland Drive

Activity: Routine/Preventive Maintenance

Duration: 07/06/2021 - 08/09/2021

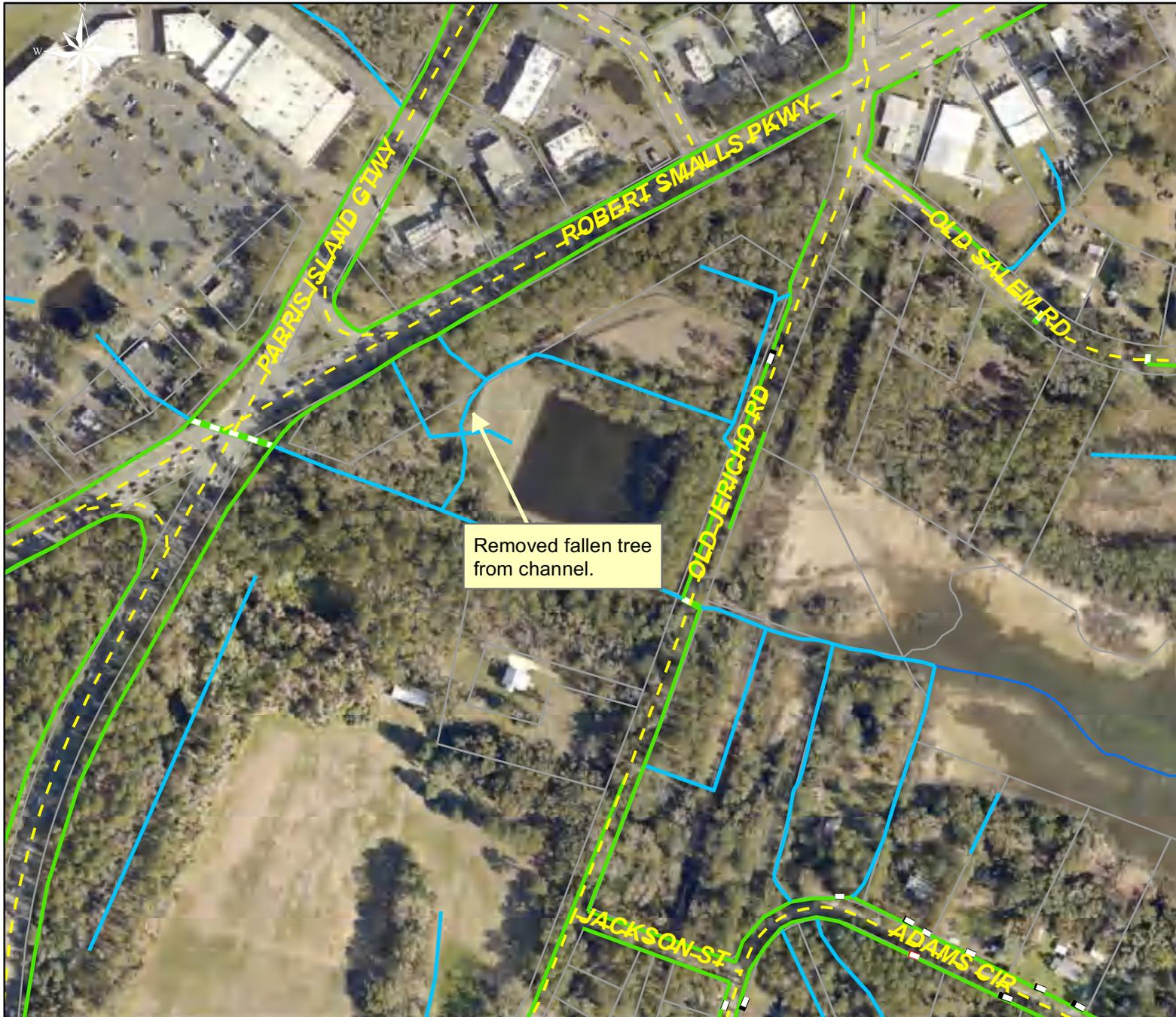
Narrative Description of Project:

Removed fallen trees from channel and workshelf.

2022-414/Port Royal Island Tree Removal

	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	1.50	\$46.75	\$0.00	\$0.00	\$0.00	\$28.86	\$75.61
HAUL / Hauling	15.00	\$472.36	\$285.90	\$302.12	\$0.00	\$291.56	\$1,351.94
RMTR / Remove trees-roads	16.00	\$338.64	\$63.81	\$48.10	\$0.00	\$156.92	\$607.47
RMTRW / Remove trees - Workshelf	12.00	\$268.01	\$67.56	\$40.51	\$0.00	\$112.40	\$488.48
Grand Total	44.50	\$1,125.77	\$417.27	\$390.73	\$0.00	\$589.74	\$2,523.51

(No Pictures Available)



Project: Port Royal Island Tree Removal- Old Jericho Road Map #1

Activity: Routine/ Preventive Maintenance

Project #: 2022-414

Township/SW Dist: Port Royal Island/6

Completed: August 2021

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe



1 inch = 330 feet

Prepared By: BC Stormwater Management Utility

Date Print: 01/05/22

File: C:\project summaries map\Port Royal Island Tree Removal- Old Jericho Road Map #1_2021-414



Project: Port Royal Island Tree Removal- Cleveland Drive Channel Map #2

Activity: Routine/ Preventive Maintenance

Project #: 2022-414

Township/SW Dist: Port Royal Island/6

Completed: August 2021

Legend	
Drainage Type	
	Access Pipe
	Bleeder Pipe
	Channel Pipe
	Channel
	Stream
	Crossline Pipe
	Driveway Pipe
	Lateral
	Lateral Pipe
	River
	Road Pipe
	Roadside
	Roadside Pipe

0 3060 120 180 240 Feet

1 inch = 210 feet

Prepared By: BC Stormwater Management Utility
Date Print:01/05/22

File:C:\project summaries map\Port Royal Island Tree Removal- Cleveland Drive Channel Map #2_2021-414



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Surf Drive

Activity: Routine/Preventive Maintenance

Duration: 11/19/2021

Narrative Description of Project:

Project improved 955 L.F. of drainage system. Cleaned out 955 L.F. of channel.

2022-524/Surf Drive	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	0.50	\$15.59	\$0.00	\$0.00	\$0.00	\$9.62	\$25.21
CCO / Channel - cleaned out	16.00	\$520.60	\$142.15	\$50.90	\$0.00	\$158.48	\$872.13
HAUL / Hauling	8.00	\$185.68	\$152.48	\$40.96	\$0.00	\$0.00	\$379.12
Grand Total	24.50	\$721.87	\$294.63	\$91.86	\$0.00	\$168.10	\$1,276.46

(No Pictures Available)



Project: Surf Drive

Activity: Routine/
Preventive
Maintenance

Project #:
2022-524

Township/SW Dist:
Lady's Island/7

Completed:
November 2021

Legend

- Drainage Type**
- Access Pipe
 - Bleeder Pipe
 - Channel Pipe
 - Channel
 - Stream
 - Crossline Pipe
 - Driveway Pipe
 - Lateral
 - Lateral Pipe
 - River
 - Road Pipe
 - Roadside
 - Roadside Pipe

0 40 80 160 240 320
Feet

1 inch = 210 feet

Prepared By: BC Stormwater Management Utility
Date Print:01/04/22
File:C:\project summaries map\Surf Drive_2022-524



Beaufort County Public Works
Stormwater Infrastructure
Project Summary

Project Summary: Taylor Court

Activity: Routine/Preventive Maintenance

Duration: 09/02/2021

Narrative Description of Project:

Project improved 300 L.F. of drainage system. Cleaned out 300 L.F. of roadside ditch.

2022-509/Taylor Street Channel	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Indirect Labor	Total Cost
AUDIT / Audit Project	1.00	\$27.94	\$0.00	\$0.00	\$0.00	\$16.24	\$44.17
HAUL / Hauling	16.00	\$434.21	\$117.72	\$17.77	\$0.00	\$206.60	\$776.30
Grand Total	17.00	\$462.15	\$117.72	\$17.77	\$0.00	\$222.84	\$820.47

(No Pictures Available)



Project: Taylor Court

Activity: Routine/
Preventive
Maintenance

Project #:
2022-509

Township/SW Dist:
Bluffton/4

Completed:
September 2021

Legend

Drainage Type

-  Access Pipe
-  Bleeder Pipe
-  Channel Pipe
-  Channel
-  Stream
-  Crossline Pipe
-  Driveway Pipe
-  Lateral
-  Lateral Pipe
-  River
-  Road Pipe
-  Roadside
-  Roadside Pipe

0 25 50 100 150 200
Feet

1 inch = 130 feet

Prepared By: BC Stormwater Management Utility
Date Print:01/04/22
File:C:\project summaries map/Taylor Court_2022-509



BEAUFORT COUNTY STORMWATER UTILITY
120 Shanklin Road
Beaufort, South Carolina 29906
Voice (843) 255-2805 Facsimile (843) 255-9436

MEMORANDUM

TO: Stormwater Implementation Committee (SWIC) Members

FROM: Katie Herrera, Beaufort County Stormwater Utility Manager

SUBJECT: Fiscal Year (FY) 2023/Tax Year (TY) 2022 Utility Management Fee Proposed Budget and Rates

DATE: February 2nd, 2022

This is the sixth year for the annual management fee budget proposal format. The updated rate model, attached by reference to this memo, is intended to replace this analysis by presenting previous year’s actual numbers and projecting the Management fee annually once the actuals are added to the spreadsheet. Please note only the billable units have been updated in the model; the individual City and Town budgets were not provided to the County and therefore the Summary Tabs for each jurisdiction will not be a valid representation of your revenue and expenses. This change redistributed the management fee and cost shares to all jurisdictions within the County.

The scope of services to be provided by the Utility are defined by the IGA, specifically Section 5.04. Those services have been provided by the County staff to the municipalities for many years and will continue in fiscal year FY 2023.

The final but unaudited collections for TY 2020 have been inputted into the model along with the final billed units for TY 2021. With this information input in the model, the distribution of cost shares and “percent of the whole” has shifted to reflect the most equitable method of cost sharing going into FY 2023.

	TY 2020 Total Billed	TY 2020 Total Collected	TY 2020 Billed Units (Actual)	TY 2020 Collected Units	Collection Rates
Port Royal	\$482,416	\$252,710	8,996 IA 4,089 Acct.	# 3,937 Acct.	52.38% 96.28%
Beaufort, City	\$1,836,751	\$1,183,253	16,093 IA 6,472 Acct.	# 6,394 Acct.	64.42% 98.79%
HHI	\$5,024,608	\$4,992,292	38,505 IA 38,289 Acct.	# 37,959 Acct.	99.35% 99.13%
Bluffton	\$1,894,380	\$1,887,879	16,975 IA 14,243 Acct.	# 14,100 Acct.	99.65% 98.99%
Unincorp. BC	\$5,782,802	\$5,541,204	57,710 IA 64,613 Acct.	# 62,540 Acct.	95.82% 96.79%
Total	\$15,020,957	\$13,857,158			

Under Option E, our current accounting system and SWU fee reporting software will not easily determine the exact collected billable units for IA and GA. Much like Option A, a percentage based on dollar amounts collected is assumed for projection of collection rates for billable units for the upcoming year.

	Billable Unit in TY 2021 (actual)	Calculated Growth Rate (TY20 to TY21)	Billable Units for TY 2022 (Projected)	Distribution for FY 2023 B.C. only ^	Distribution for FY 2023 NoB only ^
Port Royal	4,134 Acct.	101.1%	4,179 Acct.	3.22%	5.54%
Beaufort, City	6,482 Acct.	100.1%	6,488 Acct.	4.99%	8.61%
HHI	38,513 Acct.	100.6%	38,744 Acct.	29.81%	N/A
Bluffton	15,012 Acct.	105.4%	15,822 Acct.	12.18%	N/A
Unincorp. BC	64,653 Acct.	100.1%	64,717 Acct.	49.80%	85.85%
Total	128,794		129,950	100%	100%

^ Based on TY 2020 projected billable acct. units for all jurisdictions within Beaufort County only.

The following cost shares are proposed for FY 2023:

- 1) Public Education and Outreach - \$90,000. This is a continuation of the MOA for PE/PO and our contract with Clemson University. Distribution will be by the FY 2023 percentages. These jurisdictions are using the Option E rate structure and will pay this cost share as part of the Management fee.
- 2) Water Quality Monitoring North of the Broad River – \$170,000. This cost share is only for the County, Town of Port Royal, and City of Beaufort. This is a continuation of the MOA for monitoring and our contract with University of South Carolina, Beaufort (USCB) Lab. Distribution will be by the FY 2023 percentages. These jurisdictions are using the Option E rate structure and will pay this cost share as part of the Management fee.

Cost Shares	PE/PO	Monitoring
Port Royal	\$2,898	\$9,418
Beaufort, City	\$4,491	\$14,637
HHI	\$26,829	N/A
Bluffton	\$10,962	N/A
Unincorp. BC	\$44,820	\$145,945
Total	\$90,000	\$170,000

The proposed Management budget for FY 2023 is \$273,840. Information presented is based on Beaufort County’s proposed FY 2023 Stormwater Budget submission and is subject to change based on final Beaufort County Council review, approval, and adoption. The following is a breakdown summary of major budget categories:

- Salaries, Fringe, Training, Memberships = \$241,352
- Depreciation, Insurance, Repairs = \$4,848
- Office Supplies, Operational Expenses = \$5,400
- Professional Services = \$260,000 (Clemson and USCB)
- Professional Services (not included in Management budget) = \$50,000
- Aerial Photography (budgeted annually, expended every 2 years) = \$12,500

Based upon the number of billable units, distribution percentages, and the Management budget, the following Management fee per billable unit and total Management fee has been estimated.

Mgt. Fee	Billable Unit For TY 2022 (Projected)	Rate	Total Mgt. Budget	Total Mgmt. Budget w/ PE/PO & Monitoring Cost Shares (\$)
Port Royal	4,179 Acct.	\$5.06 / Acct.	\$8,806	\$21,122
Beaufort, City	6,488 Acct.	\$5.06 / Acct.	\$13,672	\$32,800
HHI	38,744 Acct.	\$2.80 / Acct.	\$81,644	\$108,473
Bluffton	15,822 Acct.	\$2.80 / Acct.	\$33,341	\$44,303
Unincorp. BC	64,717 Acct.	\$19.00 / Acct. ⁽¹⁾	\$186,377	\$377,142
Total	129,950		\$323,840	\$583,841

\$ - Note that due to the lack of rounding within the Excel Spreadsheet “rate model” these values do differ slightly (\$10 or less) from the model.

⁽¹⁾ Beaufort County has elected to fund a portion of its Regulatory program on a per account basis, therefore, the cost share amounts do not change the account fixed fee being proposed like it does other jurisdictions.

Per Section 4.01 of the IGA, prior to April 1, 2022, please submit in writing your jurisdiction’s approval of the Management fee for TY 2022 within FY 2023.

END

**Beaufort County Stormwater Utility
Proposed Budget for FY2023**

Unaudited Projected Revenue

	FY2022 Budget	FY 2023 Proposed Budget
Revenue		
Total Revenue from SWU Fees	6,887,545	6,713,976
Interest	101,250	15,000
Other	20,975	20,960
Reserve Utilization	3,004,202	1,445,233
Projected Revenue Total	10,013,972	8,195,169

Cost-Share of SWM Budget of \$273,840, monitoring (\$170K) & PE/O (\$90K)
COB - \$32,800
ToB - \$44,303
ToHHI - \$108,473
ToPR - \$21,122

CWI Fees - \$797,558

Interest on County investments

SW Permits & Fines

\$195K - Maintenance Projects
\$1.25M - Capital Improvement Projects

Efforts (Expenses)

	FY2022	FY2022
Administration	391,724	323,840
Operations and Maintenance		
Annual Maintenance	4,503,389	5,106,258
Drainage Enhancement	20,000	-
Additional Studies	20,000	-
<i>Operations & Maintenance Subtotal</i>	<i>4,543,389</i>	<i>5,106,258</i>
Regulatory		
Control Reg	1,161,916	1,000,070
WQ Monitoring	170,000	170,000
Public Information/Outreach	90,000	90,000
<i>Regulatory Subtotal</i>	<i>1,421,916</i>	<i>1,260,070</i>
Reserve Utilization		
Brewer Memorial Demo Pond	13,000	
Salt Creek South	1,099,639	
Shanklin Road	1,604,995	
Evergreen	1,650	
Graves/Pepper Hall	750,000	50,000
Lucy Creek (Tuxedo Park)	87,659	
Shell Point		800,000
Arthur Horn Park		400,000
<i>Capital Improvement Fund Subtotal</i>	<i>3,556,943</i>	<i>1,250,000</i>
Utility Operating Fund		
Capital Assets	100,000	255,000
Efforts Total	10,013,972	8,195,169

Personnel
SW Manager; Business Mngr; Admin Tech - .5 FTE
\$50K Professional Services for litigation of delinquent SW fees (not included in the portion of the admin budget that is cost-shared with the municipalities.)

Personnel
Superintendent; Asst Superintendent; Admin Tech, (2) Foremen; (35) crew & support
Professional/Non-Professional Services
\$50K - Church of God
\$500K - Mystic Drive tree removal & construction
\$368K - Rollover budget for Huspah Court North (survey completed; design in-house)
\$200K - Lucy Point Creek (Tuxedo Park)
\$25K - 10-Year Audit Report
\$244K - Interest and principal on bond
\$25K - Legal services for easements & land acquisition

Personnel
(4) Inspectors; (2) Infrastruc Inspec Tech; Admin Tech - .5 FTE; New requested position - Lead Inspector
Professional Services
\$300K - Rollover budget for Northern Lady's Island drainage study
\$50K - MS4 contingency

Completed

Abandoned

Abandoned - See SW Manager report

Completed

Bathymetry completed.
Moved to O&M budget.

Design & Permitting - Seeking HMGP grant

Design & Permitting - Possible 319 grant project

Infrastructure
\$140K - Skidsteer (Replacement)
\$115K - Bush hog (Replacement)



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD AGENDA
Wednesday, April 20th, 2022 2:00 p.m.
County Council Chambers, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort, South Carolina
843.255.2805

In accordance with South Carolina Code of Laws, 1976, as amended, Section 30-4-80(d), all local media was duly notified of the time, date, place and agenda of this meeting.

1. CALL TO ORDER – 2:00p.m.
 - A. Approval of Agenda
 - B. Approval of Minutes – February 9th, 2022 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
 - A. Utility Update – Katie Herrera ([backup](#))
 - B. Monitoring Update – Katie Herrera ([backup](#))
 - C. Stormwater Implementation Committee Report – Katie Herrera([backup](#))
 - D. Stormwater Related Projects – Julianna Corbin ([backup](#))
 - E. Upcoming Professional Contracts Report – Julianna Corbin ([backup](#))
 - F. Regional Coordination – Katie Herrera ([backup](#))
 - G. Municipal Reports – Katie Herrera ([backup](#))
 - H. MS4 Update – Katie Herrera([backup](#))
 - I. Staff Update – Katie Herrera ([backup](#))
 - J. Maintenance Projects Report – Matthew Rausch ([backup](#))
 - K. Liaison Report - Ms. Alice Howard
5. UNFINISHED BUSINESS
6. NEW BUSINESS
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
 - A. Wednesday, June 15th, 2022 ([backup](#))
9. ADJOURNMENT

