



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
March 17, 2023

Good afternoon,

City leaders met with architects Wednesday to plan renovations at the Liberty Park Community Center. This project is estimated to cost \$1.5 million, and we are excited to see it come to fruition.

The City also recently signed a contract with GMC for the upcoming Depot Project. We look forward to working with them and restoring this local landmark for new generations of Grovetown citizens to enjoy.

At Monday's City Council meeting, the City received recognition for being designated a PlanFirst community. We'd like to thank the Georgia Department of Community Affairs for the beautiful award they presented us with, which is now proudly on display in the lobby at City Hall.

Please be reminded curb-side pickup is for rough garbage and yard waste, not for household trash. Be sure yard waste is placed at the curb on Sunday night in the appropriate week for pickup in your neighborhood. Also be reminded that we do not pick up tree debris when a company cuts it. It is the responsibility of the company to move it.

PUBLIC SERVICE ANNOUNCEMENT TO RESIDENTS:

*The CDC has recently revised its guidelines for COVID-19, helping communities determine steps to take based on the most current data by introducing COVID-19 Community Levels (Low, Medium, and High). Currently, Grovetown is at a **LOW** level. This means that the CDC recommends staying up to date with COVID-19 vaccines and getting tested if you have symptoms. You may choose to mask at any time; mask recommendations may change if cases and hospitalizations in the area begin to rise. The pandemic has impacted City operations at all levels, including some of our third-party providers. Various departments may at times operate with smaller crews due to COVID-19. Employees are required to quarantine according to CDC guidelines after contracting or being exposed to the virus. Their absences, while temporary, may*

negatively affect the City's ability to provide on-time services. The City would like to thank residents in advance for their understanding during this time.

Please be aware that there is an ordinance against illegal parking and this ordinance is being enforced. Also be aware that our City has a tree ordinance. Before cutting a tree, please contact Planning and Community Development for guidance on this matter.

If your trash can is missed during pickup, please contact Grovetown City Hall at 706-863-4576, ext. 450.

We have several job openings in the City. For those who may be seeking employment, please visit our website at www.cityofgrovetown.com/jobs.

Human Resources

Personnel Count

- 152 full-time number authorized
- 128 full-time number employed
- 1 part-time (Museum)
- 5 part-time/as needed (Firefighter)
- Part-time/temporary (Planning and Community Development)

Vacancies (24)

- 1 Human Resources Technician
- 1 Road Patrol Sergeant
- 1 Road Patrol Officer
- 2 Traffic Officer
- 4 Public Safety Dispatcher
- 1 City Planner
- 1 Utility Services Director
- 1 Sewer Plant Operator Class III License
- 1 Sewer Plant Operator Trainee
- 2 Light Equipment Operator (Water)
- 1 Light Equipment Operator (Streets and Sanitation)
- 1 Heavy Equipment Operator II (Streets and Sanitation)
- 1 Administrative Assistant – Municipal Court
- 1 Meter Maintenance Technician Coordinator

Hiring Actions

- 1 conditional job offer extended to 1 applicant for Part-Time Firefighter/EMT – Fire Rescue on 3/13/2023
- 1 temporary, part-time employee started at Planning and Community Development on 3/16/2023

Safety/Training/Wellness

- Eye Hazards and Choosing & Using Eye Protection

Worker's Comp Claims

- Nothing to report

Additional information

- Processed additional applications and preparing for interviews
- Scheduling additional interviews for other jobs as we receive enough completed applications from qualified applicants
- Processing pre-employment paperwork and backgrounds on several potential employees
- Preparing conditional job offers for several applicants

Finance

- Asst. City Administrator General Services Director met with potential architect for renovation and expansion at Liberty Park
- Provided completed and signed contract to architect for ongoing depot contract

Police Department

- Police Dept. arrested 11 subjects during this period:
 - 4 for DUI (Open Container, Failure to Maintain Lane, Brake Light Requirement)
 - 3 for Suspended License
 - 1 for Failure to Appear Warrant (No Insurance, Suspended Registration, and Driving While Unlicensed)
 - 1 for Sale of Marijuana (x5)
 - 1 for Columbia County Sheriff's Office Probation Warrant
 - 1 for Failure to Appear Warrant (Driving While License Suspended, GA Hands Free Law)
- Criminal Investigation Division had 5 cases assigned and closed 3 cases
- K9 unit made 1 arrest for DUI
- Sgt. William Loomer attended Internet Crimes Against Children workshop training in Athens, GA

Fire Rescue

- Fire Rescue responded to 24 calls:
 - 19 medical
 - 5 fire
- Shift 1 conducted software training on Electronic Health Records
- Shift 3 conducted master stream device training at Grovetown Middle School
- Lt. McFatrige attended Chief Officer Training Days 1-4 this week at the Georgia Public Safety Training Center
- Fire personnel attended several online demonstrations this week evaluating software for Fire Dept. operations

General Services

- Leisure and Recreation Shop: Cleaned shop, washed/cleaned interior of all Leisure and Recreation vehicles, and cut grass

- Kiddie Park/Goodale Park/City Hall/Public Safety/Wildflower Garden/Historical Park/Planning and Community Development/Grovetown Trails at Euchee Creek/Welcome Signs: Cut grass and maintained landscape
- Liberty Park: Cut grass and dragged baseball fields

Facility Maintenance

- Completed a total of 10 work orders for this week:
 - 2 at City Hall, 2 at Liberty Park, 2 for Fleet Maintenance, 3 at Grovetown Trails at Euchee Creek, and 1 at Streets and Sanitation Dept.

Fleet Maintenance

- Cleaned and organized shop
- **Stormwater/Sewer Dept.**
 - John Deere 444H Loader: Steering column repaired, installed battery charger (E11)
- **Streets and Sanitation Dept.**
 - Grappler: Routine maintenance, replaced hydraulic hose (E107)
 - D2E Utility Trailer: Repaired flat tire (E207)
 - Hustler Mower: Repaired flat tire (E154)
- **Fire Dept.**
 - E-One Fire Rescue Truck: Repaired seat belt, replaced parking brake valve (Engine 2)
- **Public Safety**
 - Ford Police Interceptor Utility: Sent to dealership for warranty repair (V200)
 - Chevy 4x4 Silverado Pickup: Routine maintenance (V115)
 - Chevy Tahoe: Replaced taillamp bulb (V107)

Streets Department

- Picked up 31 bags of litter on main thoroughfare
- Collected 34.64 tons of bulk and yard waste
- Cleaned ditches and cut back overgrown limbs on Katherine St.
- Repaired potholes along Newmantown Rd.
- Utilized Street Sweeper to clean Woodward Dr. and Magnolia Dr.
- Completed 4 work orders

Rental and Member Updates

- 2 new rental contracts with 2 contracts returned with payment
- Facilities and fields were utilized a total of 92 hours

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Spring Fest: 4/1/2023 from 11AM-2PM

Utility Services

Water Dept.

- 38 locates

- 100 service orders
- 10 histories
- 5 repaired water leaks
- 5 state samples completed
 - 1 house sample taken as customer request
- Replaced curb stop in Creekside Estates
- Cleaned and organized trucks
- Radio read route completed
- Manual read meters completed
- Hauled 30 broken trash cans

Stormwater Dept.

- Hauled old concrete and asphalt to Sample & Son
- Started cleaning ditch line on Wrightsboro Rd.
- Taking up silt fence from completed projects

Sewer Dept.

- Conducted daily checks on lift stations.

WWTP Employees

- Conducted permit required laboratory testing
- Conducted daily checks and operations
- Replaced a DO meter
- Replaced a Polymer line
- Submitted monthly DMR to EPD

Infrastructure Inspections

- Conducted 14 developmental infrastructure inspections
- Addressed several water lines hit during fiber boring in Summerfield and Reynolds Pond subdivisions
- Conducted daily inspections at:
 - Deer Hollow Sections 3A and 3B
 - Rivercrest Townhomes
 - 201 Old Berzelia Rd.
 - Dollar General – Pepperhill
 - Euchee Creek – Comcast fiber bore
 - Reynolds Pond – Comcast fiber bore

Information Technology

- Prepared final life cycle computer replacement for installation
 - This project should be done by the end of the month and leaves 22/24 replaced
- Prepared new laptop for Water, Sewer, and Stormwater Superintendent
- Completed and turned in budget proposal for 2023-2024 fiscal year
- Continue to work on new PCI compliance for Public Safety domain
- Conducted 2 successful livestreams
 - 1 for City Council and 1 for Planning Commission
- Calls for service volume was high at 26

Planning and Community Development

- Our team welcomed Mr. Ethan Dent back for another term as a summer intern this week with his first day on 3/16.
- Director Ronnie Kurtz attended the Rotary Club of Columbia County West's weekly luncheon on 3/14.
- Our Director attended Leadership Columbia County's Military Day at Ft. Gordon on 3/15.
- Our Director virtually attended the Augusta Regional Transportation Study Metropolitan Planning Organization's (ARTS MPO) policy committee meeting on 3/16.
- Our Director virtually attended the Georgia Planning Association's weekly Policy and Advocacy meeting on 3/17.
- 15 total building inspections

Meeting Update

- Planning Commission
 - 3/16 Meeting:
 - Approved Final Plat for 610 Katherine St.
 - Approved Final Plat for 401 E Robinson Ave.
 - Approved Final Plat for 109 Old Thompson Rd.
 - Recommended approval of text amendments to "Appendix A – Comprehensive Zoning Ordinance" of the City of Grovetown Code of Ordinances and repeal of the City of Grovetown Form Based Code (City Center Districts).
 - 4/20 Meeting:
 - Request to approve Final Plat for 111 Howell St.
 - Request to approve Final Plat for 329 and 337 Whiskey Rd.
 - ANX 23-001: Request to annex ±4.25 Acres at 769 Chamblin Rd./Parcel# 062-023
 - RZ 23-001: Request to rezone ± 4.25 Acres at 769 Chamblin Rd./Parcel# 062-023 from RA (Columbia County Zoning) to C-2.
- BZA
 - 4/6 Meeting: No Agenda

Code Enforcement Update

- 7 cases deemed in compliance
- 18 signs removed from public ROW
- Parking Violations
 - 1 warning
- Property Maintenance
 - 2 warnings
- Solid Waste/Trash
 - 1 warning
- 3 responses to civil concerns

DEVELOPMENT PROGRESS CHART

March 17, 2023

<u>Sr. No.</u>	<u>PROJECT NAME And Project Details</u>	<u>Building Permits Issued</u>	<u>CO Issued</u>	<u>% of Project Completed</u>	<u>Comments</u>
Commercial					
<u>1</u>	<u>Dunkin' Site (4 Unit Building)</u>	<u>3</u>	<u>2</u>	<u>50%</u>	<u>No change</u>
<u>2</u>	<u>Dollar General (Pepperhill)</u>	<u>1</u>	<u>=</u>	<u>=</u>	<u>Site work in progress</u>
Residential					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>59</u>	<u>92%</u>	<u>No change</u>
<u>2</u>	<u>Brighton Landing, Section 2 (67 Single Family Homes)</u>	<u>68</u>	<u>60</u>	<u>90%</u>	<u>No change</u>
<u>3</u>	<u>McCoy's Creek Section 6 (52 Single Family Homes)</u>	<u>50</u>	<u>49</u>	<u>94%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>92</u>	<u>84%</u>	<u>No change</u>
<u>5</u>	<u>Deer Hollow Section 3A (54 Single Family Homes)</u>	<u>22</u>	<u>4</u>	<u>7%</u>	<u>No change</u>
<u>6</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>30</u>	<u>29%</u>	<u>No change</u>
<u>7</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>47</u>	<u>35</u>	<u>74%</u>	<u>No change</u>
<u>8</u>	<u>Rivercrest Townhomes (45 Units in 18 Buildings)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>Site work in progress</u>
	<u>Renovation Permits Issued</u>	<u>8</u>			
	<u>New Construction Permits Issued</u>	<u>0</u>			
	<u>Total Permits Issued</u>	<u>8</u>			
	<u>New Business Licenses Issued: 4</u>				
	<u>Renewal Business Licenses Issued: 2</u>				

Public Information Officer

- Shared weather alerts from NWS regarding local freeze watches and warnings via social media
- Updated City website
- Photographed 3/13 City Council meeting
- Highlighted City employees via social media
- Photographed updated walking track at Goodale Park
- Registered member of City leadership for 3/22 Columbia County Chamber of Commerce Executive Luncheon Series

- Updated bulletin board at City Hall
- Attended and photographed 3/15 staff meeting and updated dept. heads on social media analytics
- Posted alert regarding 3/15 broken water line/repair via City website and social media
- Photographed refurbished playground equipment at Kiddie Park
- Attended PowerPoint training event on 3/17
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- *Spring Fest: 4/1/2023 from 11AM-2PM at Liberty Park*
- *City Council Meeting: 4/10/2023 at 6 PM in the Council Chambers at City Hall*
- *Planning Commission Meeting: 4/20/2023 at 6PM in the Council Chambers at City Hall*

Closing Comments

Thanks to all our City employees for their hard work. It does not go unnoticed, and we appreciate each one of you for the jobs you do.

Gary E. Jones, Mayor

