

Good Afternoon from the Mayor's Corner,

Below please find our weekly staff Significant Acts for August 10-14, 2020.

Initial Notes

1. We are proud to report a 'clean' financial report for 2019. As described at the City Council meeting Monday by a representative from the accounting firm hired to conduct an audit of the City's fiscal year 2019 finances, the City's financial report had zero findings of either material deficiencies or minor shortcomings.
2. In order to gather community input for the Comprehensive Plan (Complan) update we posted a survey to the City Website this week (www.cityofgrovetown.com). This survey may be found at <https://www.surveymonkey.com/r/GrovetownCP21>. We ask all citizens to complete this survey so that the Complan Update Committee has as much information as possible to review and include in this important project. Hard copies of the survey may be obtained in the lobby of city hall and with the Help Desk / Public Information Officer (PIO).
3. Public Safety, Leisure and Recreation Services, and the Streets and Sanitation Departments were all involved in cleaning up damage and debris from the micro-burst the City experienced this week. Trees were downed, residents lost power, and some citizens experienced property damage.
4. The Goodale Park Dog Park will reopen on Monday, August 17th following recent renovations and improvements.

Human Resources

Personnel Count number authorized = 129 full time; number employed = 124 full-time (Up 1); 1 part-time (museum); 5 part-time / as needed (firefighters)

- vacancies – 5 (**Down 1**): 1 each Police Officer, Public Works Director, Water-Sewer Light Equipment Operator (LEO), Building Inspector, and Lab Technician

Hiring Actions

- from the two background checks begun for Police Officer candidates one is pending and one turned up information which has led to withdrawing the job offer
- we will re-advertise the Public Works Director vacancy next week

Resignations and Terminations - none

Safety / Training & Worker's Comp Claims – nothing to report this week

Finance

- the Utility Billing Department collected a total of approximately \$190,000; set up 32 new accounts and finalized 49 accounts, a net decrease of 17 accounts
- finalized 2019 financial audit with zero findings; continued thanks to the Finance Team who worked so hard to complete the 2019 audit under new conditions due to COVID
- submitted 2019 single audit data to required Federal Clearing House; began submissions to required agencies of financial data for the City
- hosted two Raftellis rate study presentations with City Council members attending
- our Finance Director attended the Chamber of Commerce-sponsored Leadership Columbia County Class of 2021 orientation and meet the class event; over the next ten months the Finance Director will attend various day long seminars highlighting important aspects of Columbia County
- participated in a CARES Act funding webinar to ensure the City submits appropriate documentation to retain and use Round One CARES Act funds; continuing to review CARES Act information and requirements to determine qualifications to receive and use funding from Rounds Two and Three

Public Safety

- the Police Department arrested 5 subjects during this period: 2 for DUI; and 1 each for battery (FV), possession of marijuana, and Richmond County warrant
- Criminal Investigation Division had 2 cases assigned and closed 35 cases
- the Fire Department responded to 13 calls: 8 fire calls and 5 medical calls
- the Public Safety Department would like to wish a happy birthday to Sgt. Eldon Powers; we would also like to welcome Officer Brandon Sibert to road patrol - he comes to us from Augusta State Public Safety
- Firefighters James Glasscock, Liam Barnes, and Gage Wright all passed NPQ (National Professional Qualifications) Firefighter II Written and Practical Certifications

- E-One (contractor) has notified the Department that the new fire engine has gone into production with a tentative delivery date of October 16, 2020
- the Public Safety Department would like to thank Officer Jacob Rambo and Officer Angela Collins for their service to the City of Grovetown as they start new chapters in their professional careers

Leisure and Recreation (L&R) Services

Parks & Facilities Updates

- cut grass at the 201 E. Robinson, Cemetery, City Hall, Euchee Creek Trails, Kiddie Park, Municipal Court, Museum and Planning and Development
- removed 3 trees due to storm; one each at the Euchee Creek Trails, 201 E. Robinson and next to the Leisure & Recreation Maintenance Facility
- the Goodale Park Dog Park will reopen on Monday, August 17th following recent renovations and improvements

Facilities Maintenance

- a total of 7 work orders this week: 2 each at City Hall and the Municipal Court; and 1 each at the Fire Department, Liberty Park and Public Safety

Fleet Maintenance

- 2 jobs from last week completed
- Planning & Development
 - Ford F150 Pickup: repaired two tires
- Public Safety Department
 - Dodge Charger: routine service, tires and possible fuel pump issue (not complete)
 - Ford F-550 Rescue Truck: replaced wiper blades
 - Chevy Tahoe: replaced tire
 - Chevy Tahoe: routine service, replaced front tire, A/C issue, front end alignment (outsourced – completed from last week)
- Streets
 - Grasshopper Mower: need to replace hydro pump, hoses, and starter (completed from 2 weeks ago)
 - Hustler Mower: leaking wheel motor seal (outsourced to dealer – new equipment)
 - Hustler Mower: leaking wheel motor seal (outsourced to dealer – new equipment - not complete)

- Chevy Silverado 4X4 Pickup: routine service
- Ford F-650 Dump Truck: routine service
- Water/Sewer
 - Ford F-250 Utility Truck: routine service, blow out A/C condenser

Rental & Member Updates

- 6 new rental contracts and 3 returned contracts with payment
- facilities and fields were utilized a total of 16 hours
- 4 new gym membership

Event & Program Updates

- *Family Movie Night* – postponed to Friday, August 21st
 - Friday, August 21st at Liberty Park on the Gym Field at Dusk (approx. 8:45pm); limited space available, reservations required at \$5.00 per family, food vendors will be present
 - we are showing *How to Train Your Dragon - The Hidden World* – 20 registrations (83 guest) & 2 vendors
- *Food Truck & Farmer's Market event*
 - Friday, September 11th at Liberty Park; 6 confirmed vendors
- *Fall Archery Program*
 - Tuesdays beginning August 25th through September 29th from 6pm to 6:45pm or 7pm to 7:45pm at Liberty Park Community Center
 - 14 registrations (limited to 20 registrations due to COVID-19 regulations)
- *Adult Kickball Program*
 - Mondays and Thursdays beginning September 14th through November 2nd from 5:30pm to 8:30pm (1 hour per game, 2 games per night)
 - \$25 per person, 12 persons per team max (8-person minimum); registration opened on Monday, August 10th

Miscellaneous

- our 26-foot decorative Christmas tree to be placed at Liberty Park during the Holiday Season arrived this week
- Leisure and Recreation Services Director participated in the Leadership Columbia County orientation and meet the class event this week; with the Finance Director will participate in the 10-month long program

Information Technology

- worked to resolve issues from the violent storms the last two weeks; all outages from the have been resolved or are being addressed
 - the access panels for the city hall doors were replaced
 - color copier is back on line
 - replaced the fax line at the court
 - the lobby door access button is still being worked on
- with the completion of the computer inventory and renaming completed, determined six computers no longer needed external monitoring by Corsica, saving the City \$540 per month; began the wiping of excess computers this week
- upgraded both Planning and Development and Public Safety Departments (Fire Rescue Division at Station 2) with new Cisco switches; this allows for remote network management from city hall as well as better internet capability
- the Wifi refresh – upgrading wifi in City facilities - is moving forward with an order for seven Aruba wifi Access Points (AP)
 - next week will see the configuration and installation of new wifi APs featuring Wifi 6 technology for city hall
 - wifi users will see an increase in capability and throughput that should more closely mirror a wired experience
 - this platform can be used to upgrade or add wifi to all City buildings and can also be used to add outdoor wifi capabilities (which we will explore after the capability has been installed in buildings where it's needed)
 - this new wifi capability will be added to Planning and Development next week, then for Fire Rescue at Public Safety Station 1

Public Works

General

- met with Planning and Development Department regarding Shepherds Square development
- Mike Woods on vacation most of the week

Project Updates

- Phase 3 Effluent Force Main – clearing and grubbing the area where the sewer line will be installed (no change)
- Pump Stations
 - Horizon South Parkway - waiting for manholes to arrive (no change)
 - Butler Creek Pump Station – valves and pipework are still being performed
- Christmas Lights – made contact with the Columbia County traffic department; they are looking into what needs to be done to move any equipment on City utility poles

Streets and Sanitation Department

- collected 18.11 tons of bulk waste, 13.47 tons of yard waste, and 8 bags of litter; completed 58 work orders
- cleaned up branches and debris from this week's storm; cut grass on Wrightsboro Road and Harlem Grovetown Road
- painted the edges of the recently installed concrete divider separating the turn lane into Northlake Subdivision from the thru lane when traveling west on Harlem Grovetown Road; this painting will make the divider easier to see in times of low illumination and poor weather
- coordinated to fill the pothole in the CVS parking lot between CVS and Bojangles restaurant – job completed Friday

Water / Sewer and Stormwater Departments

- 11 x water use history reports and 36 locates performed; repaired 7 water service line leaks

- met with CSX Railroad and forwarded storm drain pipe video to assist them with repairs
- took quarterly THM (Trihalomethanes) sample and sent into the State Environmental Protection Division (EPD) lab
- repaired storm drain top at the corner of Robin Lane and Horizon South Parkway
- completed two driveway repairs

Planning and Development

General

- 80 inspections; 16 construction permits, and 1 business license issued
- at this week's City Council meeting the Mayor and City Council voted to approve and adopt the recommendations of text amendments and map area modifications forwarded by the Form Based Code Committee

Code Enforcement Update

- developer cut/mowed area in McCoy's Creek adjacent to concerned citizen in Richmond County; several soil erosion violations corrected in most recent phase of Brighton Landing, continue to monitor
- successfully required several operators of "tractor trailers" to remove the trucks from residential areas; discovered roofing job which lacked valid permit
- worked with property owner to secure proper demolition permits/approvals; identifying current status of several properties with dilapidated structures
- assisted business in securing current occupation tax and permits for signage
- vacant lot on Wrightsboro Rd mowed and cleaned; issued notices to several "habitual" violators of overgrown grass ordinance
- certified mail sent to one HOA requiring maintenance of a common area, monitoring for compliance; certified mail also sent to owner of vacant lot in a residential zone, requiring property to be cut/mowed, monitoring for compliance

Development Highlights

- Brighton Apartments - working on the buildings and the apartments (no change)

- Deer Hollow - mulching and clearing stumps continues

Public Information Officer

- Managed the Help and Information Desk: Received about 25 calls/walk-ins. Most inquiries were regarding Utilities, Planning and Community Development, Bulk Waste Pick-up, Notaries, fan requests and Code Enforcement
- Distributed 4 fans for those in need during our fan drive
- Organized a Census Count for next Monday, Wednesday and Friday. Volunteers will be set up at City Hall and Liberty Park Recreation Center, helping residents fill out their Census if they have not already done so. This will take place from 9 am-4pm on those days
- Designed and ordered cards for Mayor and City Council
- Ordered giveaways at events once they start up again and for City Council to hand out which we received Friday afternoon
- Managed all social media pages and website
- Attended City Council meeting and uploaded minutes to the web from that Monday night meeting
- I was called in during Wednesday night's microburst and documented damage the severe weather caused that night
- Evaluated storm damage and retook daytime pictures on Thursday to send to Columbia County Emergency Management and the National Weather Service
- Sent press releases to all media regarding the severe storm and kept media up to date with each piece of new information the City received
- Interviewed by WJBF NewsChannel 6 regarding the storm and clean-up process
- Documented the Streets Department assisting residents who needed help with cleaning up debris from the storm.
- Rotary duties

Key Events

- August 18th - Association of the United States Army Breakfast and Briefings, 7:30 a.m. (webinar)
- August 20th - Staff Update, 10:00 a.m., Zoom; *also*, Planning Commission Meeting, 6:00 p.m., Council Chambers, *if needed*
- August 26th — Quarterly Georgia Municipal Association (GMA) Regional Meeting (Virtual), 2:00 p.m. (*cancelled*)
- **August 27th – Work Session, 6:00 p.m., via Zoom (*changed from August 24th, the fourth Monday of the Month; from now on Work Sessions will be held the fourth Thursday of the Month*); *also*, GMA Workforce Development Meeting (Virtual), 1:00 p.m.**

- September 3rd – Staff Update, 10:00 a.m., Zoom; *also*, Board of Zoning Appeals, *if needed*
- September 4th – City Offices Closed at Noon, Staff Released Early for Labor Day Weekend
- September 7th – Labor Day, City Hall and Offices Closed
- September 9th – Complan Update Meeting, 6:00 p.m., Council Chambers
- **September 10th – Columbia County Chamber of Commerce “State of the Community” Dinner, Columbia County Exhibition Center**

Please enjoy the rest of your weekend,

Mayor Gary E. Jones

(Posted on behalf of Mayor Jones by Public Information Officer Ashley Campbell)