



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING

March 18, 2022

Good Afternoon,

The Mayor and Council congratulated and recognized the Grovetown High School Warriors Men's Basketball Team for their state championship title, won in Macon last Friday night.

On March 16th, Mayor Gary E. Jones, Mayor Pro-Tem Eric Blair, Councilwoman Ceretta Smith, City PIO Jordan Johnson, Director of Community Development Ronnie Kurtz, and City Administrator Elaine Matthews attended the Columbia County Chamber of Commerce's Executive Luncheon Series, which was held at Savannah Rapids Pavilion.

On March 23rd, the Georgia Municipal Association will be conducting training in diversity in the workplace at City Hall Council Chambers. All directors and supervisors are required to attend.

Two major events are scheduled for the month of April 2022. Spring Fest will be held on Saturday, April 9th at Liberty Park from 10AM to 3PM. Many vendors will be on hand for the event. On April 15th and 16th, the first ever rodeo in Grovetown will also be held at Liberty Park with great entertainment for the whole family. Gates open at 5PM.

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.

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

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.

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

Human Resources

Personnel Count

- Number authorized = **144** full-time
- Number employed = **121** full-time
- 1 part-time (Museum)
- 5 part-time/as needed (Firefighters)

Vacancies (23)

- 1 Administrative Captain – Police Department
- 2 Road Patrol Officer
- 2 Traffic-Road Patrol Officer
- 4 Public Safety Dispatcher
- 1 Firefighter/EMT/Medical Officer
- 1 Part-Time Firefighter/EMT
- 1 Sewer Plant Operator, Class 2 License
- 1 Sewer Plant Operator, Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Water Dept.) [using 2 temp. employees to augment staffing]
- 3 Light Equipment Operator (Streets Dept.) [using 5 temp. employees to augment staffing]
- 1 Light Equipment Operator (Stormwater Dept.) [using 1 temp. employee to augment staffing]
- 1 Heavy Equipment Operator 2 (Streets Dept.)

- 1 Light Equipment Operator (Parks & Recreation)
- 1 Program Assistant (Parks & Recreation)
- 1 Water/Sewer/Maintenance Supervisor
- 1 ***Frozen Position***

Hiring Actions

- One Criminal Investigator-Police Department started on 03-14-2022
- One part-time Firefighter/EMT-Fire Department started on 03-16-2022
- One conditional job offer extended for Light Equipment Operator-Streets & Sanitation on 03-18-2022

Safety/Training/Wellness

- Safety Talk: **Watch for Proper PPE**

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
- Presented three (3) revised and/or new job descriptions to City Council for approval
- Meeting to negotiate health insurance rates for FY 2023

Finance

- Met with ARP committee to discuss uses of funds from American Rescue Plan Act
- Met with SPLOST committee to draft plan for SPLOST 2023-2028
- Continued working on 2022-2023 budget

Grovetown Police Department

Police Department arrested 8 subjects during this period:

- 1 for aggravated assault and possession of a knife during the commission of a crime
 - 1 for aggravated assault and strangulation with a parole hold for state court
 - 2 for driving with a suspended license, fleeing and eluding a Police Officer
 - 1 for DUI
 - 2 for theft by shoplifting
 - 1 for CCSO warrant
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- Criminal Investigation Division had 6 cases assigned and closed 5 cases
 - Police Department would like to welcome Investigator Patrick Brown to the City of Grovetown
 - Congratulations to Officer Eric Parsons, Lt. Josh Rote, and Ms. Deborah James for receiving the lifesaving award commendation
 - Chief Jamey Kitchens, Major Robert Eastman, Lt. Christopher Powell, Sgt. Donald Carroll, Officer Karlton Williams, and Reserve Officer Rodney Williams attended the Officer Safety Awareness Training event hosted by the Fort Gordon Civilian Law Enforcement Office and delivered by the Federal Bureau of Investigation on 03/16/2022
 - Police Department completed their annual firearms requalification training on 03/17/2022.

Grovetown Fire Rescue

- Fire Department responded to 24 calls:
 - 15 medical and 9 fire calls
- Continued preparing 2022-2023 budgets
- Conducted yearly turnout gear inspection and inventory

Leisure and Recreation (L&R) Services

General

- Leisure and Recreational Shop: cleaned, organized shop, washed vehicles, and cut grass
- Liberty Park: cut grass
- Kiddie Park: cut grass
- Euchee Creek Trails: cut grass and cleaned off trails
- City Hall: cut grass

- Planning and Development: cut grass
- Courthouse: cut grass
- Goodale Park: cut grass

Rental & Member Updates

- 5 new rental contracts with 6 contracts returned with payment
- Facilities and fields were utilized a total of 66 hours
- Weekly gym memberships: 1

Fleet Maintenance

- **Public Safety**
 - Chevy Tahoe: routine service
- **Stormwater/Sewer**
 - Ford F-250 Utility Truck: routine service
- **Street Department**
 - Hustler Mower 1: routine service and replaced blades
 - Hustler Mower 2: routine service and replaced blades
 - Chevy Silverado 5500: routine service
- **Recreation Department**
 - Ford 550: routine service
 - John Deere Mower: routine service and replaced blades
 - John Deere Mower: replaced deck wheels
 - Chevy 3500: routine service and repaired front tire

Facility Maintenance

- A total of 16 work orders for this week:
 - 5 at City Hall, 2 at Public Safety, 4 at Sewer Plant, 3 at Liberty Park, 1 at Courthouse, and 1 at Planning and Development.

Upcoming Programs

- Maverick's Fitness will be held every Monday and Wednesday from 6:15 PM–7:15 PM and Martial Arts classes will be held every Tuesday and Thursday from 6 P –7:30 PM
- Spring Fest: Saturday, April 9th from 10AM-3PM, at Liberty Park Community Center
- American Hero Pro Rodeo: April 15th and 16th at Liberty Park Community Center; gates open at PM and show starts at 7:30PM

Information Technology

- Finished onboarding the new IT Tech who is now set up and equipped with a City cellphone and workspace
- Conducted a walkthrough of City parks to bring the IT Tech fully up to date on the Wi-Fi in the Parks project:
 - The Intragovernmental Agreement with Columbia County has been signed
 - Expansion of the Columbia County fiber network into our parks is expected to begin soon
- Met with Cruise Security for an update on new and ongoing projects
- Conducted a construction manager walkthrough at the Wastewater Treatment Plant (WWTP)
 - This is the last meeting in a series with Columbia County Community Broadband Utility (C3BU)
- Conducted 2 successful livestreams this week:
 - 1 for City Council meeting and 1 for Planning Commission meeting
- Performing some research into the capabilities of Adobe Acrobat DC Pro
- Our metrics for the week are high at 22 calls for service
 - Incode passwords and issues lead the way, with email and new employee accounts following

Water/Sewer/Stormwater/Infrastructure and Streets Departments

Water Department Reports

- Locates were up again this week by 51, bringing the total for the week to 127
- 44 work orders
- State-required samples taken
- Conducted truck inspections
- Monitored and tested water at buster pump stations daily
- Cleaned fence line around the Water Pollution Plant
- Uncovered a buried valve box in sidewalk around Swinton Pond

Sewer Department

- 53 service orders were completed at the WWTP
- 10 additional service orders were completed by the Stormwater and Sewer Dept.
- Put lime out at the head works
- Vac-Truck was used to clean the Robinson Ave. lift station
- Maintenance to the Robinson Ave. lift station
- Cut the ditch line in field 1 at the WWTP
- Laid down Geo Fab and spread rocks on top for the road
- Cleaned sewer lines in Liberty Hills
- Daily inspection of the condition and function of sewer lift stations
- Worked on budget for upcoming year

Stormwater Department

- Conducted truck inspections
- Cleaned storm drains in Liberty Hills
- Jetted storm line at Pinetree St. and James St.
- Worked on budget for upcoming year

Streets and Sanitation Department

- Picked up 26.35 tons of bulk and yard waste
- Litter pick-up was up this week with 15 bags of litter on the main thoroughfare
- Repaired potholes on Harlem Grovetown Rd, Williams St., and in Grove Landing
- Removed trees and cleaned debris after storm on Stephens St.

Planning and Community Development

General

- City Council adopted a \$100 administrative fee for the processing of Solicitor's Permits at the March 14 meeting. Please contact the Department of Planning and Community Development should you plan to solicit orders or donations door-to-door to ensure compliance with the ordinance.
- Our Director of Planning and Community Development Ronnie Kurtz attended the Association of the U.S. Army (AUSA) Greater Augusta-Fort Gordon Chapter's Monthly Breakfast and Briefing on March 15th at the DoubleTree Hilton in Augusta. The speaker was SGM Audrey X. Daugherty, the Personnel Sergeant Major of the U.S. Army Cyber Center of Excellence, who spoke regarding DoD Women's History Month and human resource management within the CCOE.
- Our Director also attended the Columbia County Chamber of Commerce's Executive Luncheon Series on March 16 at the Savannah Rapids Pavilion. The speaker was Katie Wynn, with Dynamik Consulting, who spoke on situational leadership.
- At the March 17th Planning Commission meeting, Commission members elected Jennifer Bramblett as Chair and Ed Connell as Vice Chair for the remainder of the year. The Commission also adopted a set of bylaws governing their hearing procedures.
- 68 total building inspections.

Meeting Update

- Planning Commission
 - 03/17 Meeting:
 - McCoys Creek Section 6 Final Plat Revision: Approved plat without requested variances.
 - 769 Chamblin Rd.: Application withdrawn without prejudice.
 - 04/21 Meeting:
 - 320 Newmantown Rd.: Request to annex and rezone to CC6.
 - 408 Newmantown Rd.: Request to annex and rezone to CC6.

- The following to facilitate an approximately 100-home subdivision:
 - 301 Old Berzelia Rd./Parcel# G14 001: Request to annex and rezone to R-2.
 - 301 Old Berzelia Rd./Parcel# G14 001A: Request to rezone to R-2.
 - 0 Old Berzelia Rd./Parcel# G14 001B: Request to rezone to R-2.
 - 215 Old Berzelia Rd.: Request to rezone to R-2.
- BZA
 - 04/7 Meeting:
 - 305 E Robinson Ave.: Request to reduce parking stall size and quantity.
 - 5221 Wrightsboro Rd.: Request to reduce parking stall size.

Code Enforcement Update

- 49 signs removed from Public ROW
- Inoperative/Abandoned Vehicles
 - 1 warning
- Property Maintenance
 - 2 warnings
- 3 cases deemed in compliance
- 1 citation issued
- 2 responses to civil concerns
- 5 permit checks for construction jobs within the city

DEVELOPMENT PROGRESS CHART

DATE: March 18, 2022

<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>
<u>Commercial</u>					
<u>1</u>	<u>Dunkin Site</u>	<u>1</u>			<u>Site work is on going</u>
<u>2</u>	<u>Sparkle Car Wash</u>	<u>1</u>			<u>Site work is on going</u>
<u>3</u>	<u>Therapy Trails</u>	<u>1</u>			<u>Expect site work to begin mid-March.</u>
<u>Residential</u>					
<u>1</u>	<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>53</u>	<u>83%</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>Highland Hills, Section 2 (32 Apartments in 4 Buildings)</u>	<u>32</u>	<u>25</u>	<u>78%</u>	<u>No change</u>

<u>4</u>	<u>McCoy's Creek Section 6 (53 Single Family Homes)</u>	<u>49</u>	<u>32</u>	<u>60%</u>	<u>6 Permits</u>
<u>5</u>	<u>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>105</u>	<u>27</u>	<u>25%</u>	<u>2 C/O</u>
<u>6</u>	<u>Caroleton, Phase 2 (73 Single Family Lots)</u>	<u>73</u>	<u>70</u>	<u>96%</u>	<u>No change</u>
<u>7</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>31</u>	<u>=</u>	<u>=</u>	<u>No change</u>
<u>8</u>	<u>Robin Landing Townhomes (47 Townhomes)</u>	<u>7 bldgs. (35 units)</u>	<u>5 bldgs. (28 units)</u>	<u>60%</u>	<u>1 C/O</u>
<u>9</u>	<u>Brighton Woods Townhomes Section 2 (66 Townhomes)</u>	<u>37</u>	<u>15</u>	<u>23%</u>	<u>No change</u>
<u>10</u>	<u>Shepard Square Section 4 (7 Single Family Homes)</u>	<u>7</u>	<u>6</u>	<u>86%</u>	<u>No change</u>
<u>11</u>	<u>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>98</u>	<u>=</u>	<u>=</u>	<u>8 Permits</u>
	<u>Number of Renovation Permits Issued</u>	<u>4</u>			
	<u>Number of New Construction Permits Issued</u>	<u>16</u>			
	<u>Total Number of Permits Issued</u>	<u>20</u>			
	<u>New Business Licenses Issued: 1</u>				
	<u>Renewal Business Licenses Issued: 2</u>				

City-Wide Projects

Pump Stations

All pump stations and accompanying force mains are online and running except for Butler Creek which is waiting on power. Georgia Power was on-site this week preparing to run power to the station. Both contractors are nearing completion on punch list items.

Old Louisville Rd. Booster Station

Tank is now online. Coordination continuing with Columbia County and City of Grovetown to get line disinfected and in use.

Public Information Officer

- Created rough draft of City newsletter
- Continued Women's History Month social media campaign
- Updated City website to reflect separation of Police and Fire Departments
- Posted traffic alerts to City website and social media
- Provided digital assets to Police Chief for upcoming event
- Documented 3/14 City Council meeting and highlighted employees/citizens recognized by Grovetown on social media
- Attended 3/16 Columbia County Chamber of Commerce's Executive Luncheon Series as a representative of Grovetown
- Added fire safety links to Grovetown Fire Rescue's Community Outreach webpage
- Interviewed owner of Embers Grille to be featured in newsletter
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***City Council Work Session: Thursday, March 24, 2022, at 6PM in the Council Chambers at City Hall***
- ***Spring Fest: Saturday, April 9th, from 10AM-3PM, at Liberty Park Community Center***
- ***City Council Meeting: Monday, April 11, 2022, at 6PM in the Council Chambers at City Hall***
- ***American Hero Pro Rodeo: Friday and Saturday, April 15th and 16th, at Liberty Park Community Center; gates open at 5PM and show starts at 7:30PM***

Closing Comments

The month of March is Women's History Month, and our City is celebrating by presenting information about women in Grovetown who have made notable contributions to our community. Thus far, Country Singer Terry Gibbs and Councilwoman Deborah Fisher have been recognized.

Gary E. Jones, Mayor

