



SIGNIFICANT ACTIVITIES FOR THE WEEK ENDING December 2, 2022

Good afternoon,

*The Grovetown Christmas Parade will be held on December 3rd, 2022, at 10AM. It will begin at John Huffman Way near Augusta Tech and will conclude at the Neighborhood Walmart. The Christmas Festival will be at 4PM on the same day at Liberty Park, where the tree lighting will take place at dark. Everyone is invited to attend! **Please be aware of road closures that will take place in conjunction with the parade route.***

City offices will be closed from noon on December 22nd, 2022 and will reopen on Tuesday, December 27th, at the normal business hour.

Please be reminded that curb-side pickup is for bulk 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 it is cut by a company; 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.

Citizens are encouraged to submit comments about the City's Zoning Code Revision project to jbush@cityofgrovetown.com. Follow this link for the information page on the City's website:

- http://cityofgrovetown.com/304/Zoning-Code-Revision_

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

- 152 full-time number authorized
- 131 full-time number employed
- 1 part-time (Museum)
- 6 part-time/as needed (Firefighters)
- 6 temp. agency employees in Streets & Sanitation
- 4 temp. agency employees in Water/Sewer

Vacancies (21)

- 1 Human Resources Technician
- 1 Utility Billing Clerk
- 1 Road Patrol Officer
- 2 Traffic Officer
- 3 Public Safety Dispatcher
- 1 Firefighter/EMT
- 1 Utility Services Director
- 1 Sewer Plant Operator Class 3 License
- 1 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Recreation)
- 1 Light Equipment Operator (Sewer)
- 2 Light Equipment Operator (Streets)
- 1 Heavy Equipment Operator 2 (Streets)
- 1 Meter Maintenance Technician Coordinator
- 3 ***Positions to be advertised at a later date***
- 3 Part-Time Firefighter/EMT

Hiring Actions

- Extended 1 conditional job offer for Part-time Firefighter/EMT - Fire Dept. 11/28/2022
- Interviewed 1 applicant for Light Equipment Operator-Streets and Sanitation on 11/29/2022
- 1 Firefighter-Fire Dept. started on 12/1/2022
- Interviewed 1 applicant for Police Officer-Road Patrol-Police Dept. on 12/1/2022

Worker's Comp Claims

- Two knee injuries

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
- Prepared for the Christmas Parade

Finance

- Continued working on year-end audit
- Working on Budget Calendar for 2023-2024

Police Department

Police Dept. arrested 12 subjects during this period:

- 4 for DUI (Possession of Marijuana, Reckless Driving, Lewdness Indecent Exposure, Driving while Unlicensed)
- 3 for Simple Battery (Family Violence)
- 1 for Battery (Family Violence)
- 1 for Speeding and Driving without a License
- 1 for Probation Warrant (Suspended License, 3rd)
- 1 for Felony Warrant through Bulloch County Sheriff's Office
- 1 for Child Molestation (Juvenile) x2
- Criminal Investigation Division had 4 cases assigned and closed 2 cases
- Criminal Investigation Division and Road Patrol recovered a stolen vehicle
- K9 Division is now fully trained, staffed, and operational
- Police Dept. is accepting donations for the purchase of Christmas toys and clothing for less fortunate children

Fire Rescue

- Fire Dept. responded to 22 calls:
 - 12 medical
 - 10 fire
- Hosted NPQ Fire Officer II class, day 2, on 11/30
- Chief Kent attended the quarterly EMS Advisory Board meeting

General Services

- Please be advised to put your trash can out the night before your pick-up day

Leisure and Recreation Dept.

- Leisure and Recreational Shop: Organized shop, washed vehicles, and cut grass
- Kiddie Park: Cut grass
- Municipal Court: Cut grass
- 2nd Ave. Cemetery: Cut grass

- Grovetown Trails at Euchee Creek: Cut grass and cleaned trails
- Worked on Christmas parade/festival
- Replaced flowers at City Hall and Veterans Park

Rental & Member Updates

- 4 new rental contracts with 8 contracts returned with payment
- 1 new gym membership
- Facilities and fields were utilized a total of 68.5 hours

Fleet Maintenance

- **Stormwater/Sewer Dept.**
 - Ford F-250: Routine service
 - Gravely Mower: Routine service
- **Streets and Sanitation Dept.**
 - Elgin Street Sweeper: Replaced side brooms
 - Silverado 1500: Routine service
- **Police Dept.**
 - Chevrolet Tahoe: Replaced coolant reservoir
 - Chevrolet Tahoe: Replaced tires
 - Dodge Charger: Installed printer and wiper blades
 - Ford Police Interceptor SUV : Routine service
- **Fire Rescue**
 - Ford F-550 Recuse Truck: Replaced batteries
 - Ford F-250 Truck : Routine service and replaced batteries

Facility Maintenance

- A total of 12 work orders for this week:
 - 3 at City Hall, 3 at Liberty Park, 1 at Fire Dept., 1 at Police Dept., 1 at Museum, 2 at Fleet Maintenance, and 1 at Streets and Sanitation Dept.

Streets and Sanitation Dept.

- 2 service orders
- Picked up 11 bags of litter on the main thoroughfare
- Picked up 20.26 tons of bulk and yard waste
- Continued to hang Christmas lights around town
- Used Street Sweeper to clean Robinson Ave.

Upcoming Events/Programs

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM
- Old-Fashion Christmas Parade: 12/3/2022 at 10AM starting at John Huffman Way
- Christmas Festival: 12/3/2022 from 4PM-8PM at Liberty Park

Information Technology

- Completed a scrub of all O365 licenses as well as Incode 10
- Completed an update to our PCI compliance for CivicRec
- Begun capturing City employee IT needs in our MyGrovetown app processes
- Attended a walkthrough of the proposed upgrade to the Recreation Maintenance offices
 - Also researching printer options and getting quotes for a 12-port switch
- Ordered new DP cables for monitor connections as our stock was depleted

- Installed 1 Life Cycle Replacement, bringing total to 10 of 22
- This week's calls for service was normal at 15
 - Tyler issues were the largest source this week by a large margin

Utility Services

Water Dept.

- 33 locates
- 76 service orders
- 4 histories
- 1 water leak repaired
- Changed out 3 water meters
- Hauled off 31 broken trash cans
- Continued hauling debris from Dodge Ln. water tank
- Continued picking up trash in retention ponds
- Cleaned out barn and cleaned equipment in preparation for parade
- Decorated departmental float for parade
- Dressed up a previous work site on Parkridge Dr. with topsoil and seeds

Stormwater Dept.

- Assisted Water Dept. with cut-offs/cut-ons
- Assisted Water Dept. in preparations for the parade

Infrastructure Inspections

- Completed 19 developmental infrastructure inspections
- Conducted FOG inspections at Wings & Philly, Armando's Pizza, Mi Rinconcito, Sista Sista Soul Food, Papa Johns Pizza, China Wok, Pizza Hut, and Little Caesars Pizza
- Assisted contractors at Walmart Neighborhood Marketplace with determining a property side water leak and located and assisted them with turning their irrigation meter off; store manager notified
- Assisted resident to locate and uncover a manhole on his street to get size and depth of sewer line for future sewer tap
- Used CCTV to look in storm drain at vacant property on Katherine St. to determine if it ties into a manhole; GMC has an upcoming project and inquired about this line
- Continued monitoring Comcast boring in Deer Hollow phase 1 and on Harlem Grovetown Rd.
- Began monitoring AT&T boring in Summerfield subdivision

Deer Hollow Section 3A

- Continuing to build homes; no infrastructure work this week

Deer Hollow Section 3B

- Performed vacuum test on manholes

2nd Ave. Water Line/Storm Pipe Upgrade

- Shockley contractors back on-site at 118 2nd Ave. after repairing water service on 11/19; also grassing the area where dirt was piled up and equipment parked

Rivercrest Townhomes

- Earthworks contractors on-site continuing to haul off excess dirt from project; no other infrastructure work going on

Sewer Dept.

- Daily route of checking lift stations was completed
- Ran and cleaned belt press
- Pulled pump at Liberty Park Community Center and cleaned it

WWTP Employees

- Conducted permit-required process control testing of raw and treated wastewater
 - All results for our weekly reports were in permit
- Performed maintenance to headworks

Planning and Community Development

- The City of Grovetown Department of Planning and Community Development held an informational meeting in the Council Chambers of Grovetown City Hall, 103 Old Wrightsboro Road, on Tuesday, August 30, 2022 at 6:00 PM to discuss the City’s zoning code revision. Video of the event is on the City’s Facebook. Citizens are encouraged to submit comment throughout the process to jbush@cityofgrovetown.com. Follow this link for the information page on the City’s website:
 - <http://cityofgrovetown.com/304/Zoning-Code-Revision>
- Director attended the Columbia County Chamber of Commerce’s Holiday Chamber After Hours event at the Bartram Trail Golf Course on behalf of the City on 11/29

Meeting Update

- Planning Commission
 - 12/15 Meeting: No Agenda.
- BZA
 - 1/5 Meeting: No Agenda.

Code Enforcement Update

- Inoperative/Abandoned Vehicles
 - 3 NOVs
- Property Maintenance
 - 1 warning
- 1 response to civil concerns
- 2 cases deemed in compliance
- 35 total building inspections

DEVELOPMENT PROGRESS CHART

December 2, 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 (4 Unit Building)</u>	<u>3</u>	<u>1</u>	<u>25%</u>	<u>Tasty Wings and Seafood buildout underway</u>

<u>Residential</u>					
<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>90</u>	<u>82%</u>	<u>No change</u>
<u>5</u>	<u>Deer Hollow Section 3A (54 Single Family Homes)</u>	<u>12</u>	<u>=</u>	<u>0%</u>	<u>No change</u>
<u>6</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>42</u>	<u>27</u>	<u>26%</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>Brighton Park Apartments (134 Units in 29 Buildings)</u>	<u>130</u>	<u>60</u>	45%	<u>8 C/Os</u>
<u>9</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>6</u>			
	<u>New Construction Permits Issued</u>	<u>0</u>			
	<u>Total Permits Issued</u>	<u>6</u>			
<u>New Business Licenses Issued: 0</u>					
<u>Renewal Business Licenses Issued: 1</u>					

Public Information Officer

- Observed Thanksgiving holiday via social media
- Updated digital sign at City Hall
- Shared information on early voting in Columbia County via social media
- Updated bulletin board at City Hall

- Updated City website
- Filmed, directed, and edited Christmas in Grovetown video
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***Old-Fashion Christmas Parade: 12/3/2022 at 10AM starting at John Huffman Way***
- ***Christmas Festival: 12/3/2022 from 4PM-8PM at Liberty Park***
- ***City Council Meeting: 12/12/2022 at 6PM in the Council Chambers at City Hall***

Closing Comments

Christmas lights and decorations are all in place and we express our sincere gratitude to all our employees who have done such a great job. Please come out this Saturday to enjoy the festivities!

Gary E. Jones, Mayor

