



**THE CITY OF
GROVETOWN**
RISING TOWARD ITS FUTURE
WEEKLY ACTIVITIES REPORT
September 8, 2023

Good afternoon,

Several City officials attended the Columbia County Chamber of Commerce State of the Community address at the Columbia County Performing Arts Center in Evans, GA on Thursday evening. Those included in the program were the City of Harlem, Fort Gordon, Columbia County, the Columbia County School District, and the City of Grovetown. Our portion of the video presentation is now available on the City's Facebook page.

Our Streets and Sanitation Dept. does an outstanding job cleaning litter from our streets and rights-of-way. Please help them by following the policies of the City. Do not place your waste in the street. Bulk and yard waste pickup from the City occurs every other week in your area. If you do not have a bulk and yard waste pickup schedule, please contact Utility Billing at 706-863-4576, ext. 450, and you will be advised on how to receive one. Do not place rough trash out for pickup if it is not your scheduled week. The City will not pick up excessive piles of trash (see guidelines on your bulk and yard waste schedule). Trash must be placed at your address. Do not haul trash across town to dump it on someone else's property. Please help us keep our City clean. Employees are still on the lookout for trash being brought into the City and dumped on the sides of City streets. If you notice anyone dumping, please notify the General Services Dept. at 706-863-4576, ext. 319.

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.

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/jobs.

Human Resources

Personnel Count

- 155 full-time number authorized
- 127 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)

Vacancies (28)

- 1 Human Resources Technician
- 1 Police Sergeant – Road Patrol
- 4 Police Officer – Road Patrol
- 3 Public Safety Dispatcher
- 2 Firefighter/EMT
- 1 City Planner
- 1 Wastewater Lab Analyst
- 2 Sewer Plant Operator Trainee
- 1 Light Equipment Operator (Leisure and Recreation Dept.)
- 1 Light Equipment Operator (Water Dept.)
- 2 Light Equipment Operator (Streets and Sanitation Dept.)
- 1 Administrative Assistant – Administration
- 8 ***positions to be advertised at a later date***
- 3 Part-Time Firefighter/EMT

Hiring Actions

- Interviewed 3 applicants for Police Officer-Road Patrol – Police Dept. on 9/6/2023
- Interviewed 2 applicants for Communication Officer-Road Patrol – Police Dept. on 9/6/2023

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

Police Department

- Police Dept. arrested 8 subjects during this period:
 - 1 for Obstructing or Hindering Persons Making an Emergency Call
 - 1 for Driving While Unlicensed and Failure to Yield
 - 1 for Simple Battery (Family Violence)
 - 2 for Grovetown Police Dept. Bench Warrant (Suspended License [x2], No Insurance, Expired Tag, and Open Container)
 - 1 for Richmond County Sheriff's Office Warrant for Marijuana Trafficking
 - 1 for Suspended License and Speeding
 - 1 for 3 Counts of Child Pornography

- Criminal Investigation Division had 8 cases assigned and closed 2:
 - CID obtained and executed 2 search warrants and made 1 arrest
- Participated with Augusta Stars Special Olympics bike riders, providing traffic control and riding patrol bicycles alongside the riders
- Congratulations to TAC Officer Naise Gordon for successfully passing the GBI GCIC compliance audit; this is a huge accomplishment for any law enforcement department.
- Conducted interviews for Police and Communications Officers on 9/6

Fire Rescue

- Fire Rescue responded to 20 calls:
 - 15 medical
 - 5 fire
- Conducted weekly duties around stations
- Continued to conduct fire hydrant testing
- Chief Kent attended an EMS Advisory Board Meeting

General Services

Leisure and Recreation

- General Services: Cut grass, cleaned shop, offices, and City vehicles
- Made weekly park rounds, watered flowers throughout City, and rehung ferns at City Hall gazebo due to last week's inclement weather
- Liberty Park: Cut grass and cleaned all storage areas, dragged and chalked baseball fields, and cleaned and sanitized bathroom and concession area
- Planning and Community Development, City Hall, Courthouse, Wildflower Garden, Kiddie Park, and Historical Park: Cut grass and weeded.
- Grovetown Trails at Euchee Creek: Cut low hanging limbs, cut grass, and cleaned off trails

Fleet Maintenance

- **General Services**
 - Chevy Silverado Pickup: Routine maintenance (V186)
 - Chevy 5500 Dump Truck: Routine maintenance (V259)
 - Big Tex U-Dump Trailer: Replaced tire (E195)
 - D2E Utility Trailer: Replaced 4 Hercules tires (E207)
 - Ford F-250 Utility Truck: Repaired flat tire (V129)
 - GMC Sierra 3500 HD Flatbed: Repaired flat tire (V190)
- **Public Safety**
 - Ford Police Interceptor: Routine maintenance and replaced tire (V110)
 - Chevy Tahoe: Routine maintenance, replaced batteries, and replaced windshield (V110)
- **Utility Services**
 - John Deere Mower 60: Routine maintenance (E125)

Facility Maintenance

- Facility Maintenance completed 18 work orders:
 - 4 at City Hall, 4 at Fire Dept., 3 at Streets and Sanitation Dept., 2 at Leisure and Recreation, 2 at General Services, 1 at Facility Maintenance, and 1 at Planning and Community Development

Streets and Sanitation Dept.

- Collected 26 bags of litter on main thoroughfare
- Collected total of 18.61 tons of bulk and yard waste
- Completed 4 work orders
- Distributed 5 bulk and yard waste violation tags
- Utilized Street Sweeper to collect 4.83 tons of waste and debris on Ford Ave., Railroad Ave., and Hardy Dr.
- Cut limbs on Green St. and Leven St.
- Cut grass on Old Wrightsboro Rd., Old Berzelia Rd., Robinson Ave., Hayne Dr., Ford Ave., and Railroad Ave.

Leisure and Recreation Rental and Member Updates

- 4 new rental contracts and 8 returned with payment
- Facilities and fields were utilized a total of 38 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
- Trunk or Treat: 10/27 from 6PM-9PM

Utility Services

Water Dept.

- Ran daily water route
- 36 locates
- 93 service orders
- 3 leaks repaired (2 on Robin Ln. and 1 on Cottonwood Ct.)
- 8 histories
- State report completed
- Repaired out of service fire hydrant on Adams Ln.
- Cut grass at Dodge Ln. water tank and new office on Parham Rd.
- Flushed hydrants for dirty water complaints
- Installed 13 new meters in Rivercrest Townhomes
- Cleaned all trucks

Stormwater Dept.

- Completed cutting grass in 6 retention ponds
 - 2 in Summerfield subdivision, 2 in Bryans Cove subdivision, 1 on Koweta Way, and 1 in Liberty Hills subdivision
- Checked storm drains in multiple locations
- Cleaned all trucks

Sewer Dept./WWTP Employees

- Completed daily labs and operations

- Cut grass at WWTP
- Draining pond to pumps
- Took extra phosphorous and ammonia samples
- Filled and sent 2 dumpsters to Waste Management
- Jetted inflow to WWTP
- Discharged 9.83 million gallons of treated wastewater to Butler Creek

Infrastructure Inspections

- Addressed 3 residential issues

Information Technology

- Setup new City Hall server
- Received update quote on computer lifecycle replacements
- Calls for service volume was high at 24
 - Tyler ERP Pro 10 issues led the way for ticketed action items

Planning and Community Development

- City Council voted to adopt a new zoning code and map on **5/8** at 6PM in the Council Chambers. Video from the event is archived on the City's Facebook page. Follow this link to access the new documents on the City's website:
 - <https://cityofgrovetown.com/159/Zoning>
 - Citizens are encouraged to reach out with any questions to: rkurtz@cityofgrovetown.com.
- Director Ronnie Kurtz attended an executive meeting for the Columbia County West Rotary Club on 9/5
- Our Director attended the Association of the U.S. Army (AUSA) Greater Augusta-Ft. Gordon Chapter's monthly executive meeting on 9/5.
- Our Director attended the Columbia County Chamber's State of the Community event on 9/7
- 30 total building inspections

Meeting Update

- Planning Commission
 - 9/21 Meeting: No Agenda
- BZA
 - 9/7 Meeting: No Agenda
 - 10/5 Meeting: Request for Conditional Use Permit at 5237 Wrightsboro Rd. for an Automobile Service Station.

Code Enforcement Update

- 23 cases deemed in compliance
- 25 signs removed from ROW
- 4 responses to civil concerns
- Overgrown Vegetation
 - 1 NOV
 - 1 warning

- Inoperative/Abandoned Vehicles
 - 3 warnings
- Solid Waste/Trash
 - 11 warnings
- Obstruction of ROW
 - 2 warnings

DEVELOPMENT PROGRESS CHART

September 8, 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>
<u>Commercial</u>					
<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>Palmetto Industries (Brighton)</u>	<u>1</u>	<u>=</u>	<u>=</u>	<u>Building permit issued</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>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>106</u>	<u>102</u>	<u>93%</u>	<u>No change</u>
<u>4</u>	<u>Deer Hollow Section 3 (122 Single Family Homes)</u>	<u>87</u>	<u>42</u>	<u>34%</u>	<u>No change</u>
<u>5</u>	<u>Caroleton Phase 3 (103 townhomes)</u>	<u>50</u>	<u>37</u>	<u>36%</u>	<u>4 permits</u>
<u>6</u>	<u>Rivercrest Townhomes (45 Townhomes)</u>	<u>22</u>	<u>=</u>	<u>=</u>	<u>No change</u>
<u>7</u>	<u>Ferguson Farms (100 Single Family Homes)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>LDP issued; site work to begin soon</u>
	<u>Renovation Permits Issued</u>	<u>8</u>			
	<u>New Construction Permits Issued</u>	<u>4</u>			
	<u>Total Permits Issued</u>	<u>12</u>			
<u>New Business Licenses Issued: 2</u>					
<u>Renewal Business Licenses Issued: 0</u>					

Public Information Officer

- Observed Labor Day holiday via social media
- Alerted public to hydrant testing via social media
- Shared traffic alerts from Columbia County via social media
- Updated digital sign at City Hall
- Edited educational materials for public distribution
- Updated bulletin board at City Hall
- Updated City website
- Highlighted City employees via social media
- Participated in interview with Government Technology regarding MyGrovetown app
- Attended Columbia County Chamber of Commerce State of the Community event
- Alerted public to 9/21 Planning Commission meeting cancellation via City website and social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***City Council Meeting: 9/11 at 6PM in the Council Chambers at City Hall***
- ***Board of Zoning Appeals Meeting: 10/5 at 6PM in the Council Chambers at City Hall***
- ***Trunk or Treat: 10/27 at Liberty Park from 6PM-9PM***

Closing Comments

Our City is a very safe place to live, work, and raise a family. Thanks to all our citizens who keep their property clean and in order. Have a safe weekend!

Gary E. Jones, Mayor

