



WEEKLY ACTIVITIES REPORT

January 5, 2024

Good afternoon,

Happy New Year! Thursday evening, all newly elected officials were sworn in by Judge Grady Blanchard. Those officials are Mayor Gary Jones, Councilman Eric Blair, and Councilman Richard Bowman. The event was well attended by the citizens of Grovetown.

Our beautiful Christmas lights are in the process of coming down around town. This year's display was the most beautiful ever! Many thanks to all our employees who worked to make this happen.

As we begin the new year, our first City Council meeting will take place on Monday, January 8th, 2024, at 6PM in the Council Chambers at City Hall.

New information has been posted to our website regarding bulk and yard waste pickup dates for 2024. Please check the website or contact Utility Billing at 706-863-4576, ext. 450.

Our Streets and Sanitation Department and Code Enforcement are issuing notices for rough trash violations. Please 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 General Services at 706-863-4576, ext. 319.

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
- 131 full-time number employed
- 1 part-time (Museum)
- 12 part-time/as needed (Firefighters)

Vacancies (24)

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

Hiring Actions

- 1 Councilmember started on 1/4/2024

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
- Attended Swearing-In Ceremony for Mayor and Councilmembers

Police Department

- Police Dept. arrested 20 subjects during this period:
 - 2 for DUI-Refusal (Failure to Maintain Lane, Hit and Run, Reckless Driving, and Tag Light Violation)
 - 6 for Suspended License.
 - 1 for Battery (Family Violence)
 - 2 for Simple Battery (Family Violence)
 - 1 for Stalking, Harassing Communication, Loitering, and Prowling

- 1 for Fleeing and Eluding, Possession of Marijuana, Failure to Maintain Lane, and Seatbelt Violation
- 1 for Shoplifting (Less than \$500)
- 1 for Criminal Trespass
- 1 for Probation Violation (Driving with Suspended License)
- 3 for False Statements and Writings (Possession of Schedule II Drug [fentanyl])
- 1 for Failure to Appear (Too Fast for Conditions and Driving While Unlicensed)
- Criminal Investigation Division:
 - 1 case assigned, closed 4 cases, and made 5 arrests
 - Seized 2 grams of fentanyl on Durban Dr.
- K9 Unit:
 - Initiated 59 traffic stops, issued 34 citations and 28 warnings, arrested 2 subjects, and seized 10.7 grams of marijuana
- Members of Grovetown Police Dept. will attend the funeral service of an officer slain in the line of duty in Spalding County, GA
- Congratulations to Mayor Gary Jones, Councilman Eric Blair, and Councilman Richard Bowman on their victorious campaigns and 4 years of prosperity and harmony

Fire Rescue

- Fire Rescue responded to 25 calls:
 - 17 medical
 - 8 fire
- Conducted weekly duties around stations
- 2024 Fire Dept. training plan is being implemented
- 2023 closeout of training and other administrative processes being completed

General Services

Leisure and Recreation

- General Services: Cleaned and organized shop, offices, and City vehicles
- Liberty Park: Cleaned and organized all storage areas, dragged and chalked baseball fields, cleaned and sanitized bathroom and concession area, and maintained multipurpose fields
- Kiddie Park: Mulched leaves
- Goodale Park, Wildflower Garden, Welcome Signs, and facility grounds: Tidied grounds
- Grovetown Trails at Euchee Creek: Repaired gate and tidied grounds
- Removed Christmas decorations at Liberty Park and General Services
- Made weekly park rounds, watered flowers throughout City, and replaced dead flowers as necessary

Fleet Maintenance

- **General Services**
 - Grappler: Repaired DEF Issue (E107)
 - Ford Explorer XLT: Installed GPS (V281)
- **Utility Services**
 - Ford F-250 Utility Truck: Repaired evaporative system (V130)
 - Ford F-150 Pickup Truck: Replaced taillight (V122)

- Ford Transit 150: Routine maintenance (V103)
- Bobcat T-75R: Replaced rubber tracks (E229)
- **Public Safety**
 - Ford Police Interceptor SUV: Routine maintenance (V258)
 - Chevy Tahoe: Routine maintenance (V136)
 - GMC Sierra 2500 4x4 Pickup: Routine maintenance (V198)
- **Planning and Community Development**
 - Ford Bronco: Repaired flat tire (V254)
- **Fire Dept.**
 - EONE Cyclone: Engine repair at Dealer (ENG #2)

Facility Maintenance

- Facility Maintenance completed 13 work orders:
 - 3 at City Hall, 3 at Utility Services, 2 at Liberty Park, 2 at Courthouse, 1 at Fire Dept., 1 at Police Dept., and 1 at Streets and Sanitation Dept.

Streets and Sanitation Dept.

- Picked up 42 bags of litter on main thoroughfare
- Collected total of 49.84 tons of bulk and yard waste
- Completed 11 work orders
- Distributed 9 bulk and yard waste violation tags
- Utilized Street Sweeper on VFW Rd., Hardy Dr., Railroad Ave., and Ford Ave., collecting 2.81 tons of debris
- Used leaf vacuum truck to collect 40 leaf piles throughout City
- Reported 1 streetlight issue to GA Power for repair
- Washed exteriors and cleaned interiors of all vehicles
- Repaired 7 traffic signs throughout City
- Began breakdown of Christmas decorations

Leisure and Recreation Rental and Member Updates

- 9 new rental contracts and 14 returned with payment
- Facilities and fields were utilized a total of 15 hours

Upcoming Programs/Events

- Maverick's Fitness: Mondays and Wednesdays from 6:15PM–7:15PM
- Martial Arts Classes: Tuesdays and Thursdays from 6PM–7:30PM

Utility Services

Water Dept.

- Ran daily water route
- 39 locates
- 114 service Orders
- 3 histories
- Repaired 3 leaks (2 in Brandimere subdivision and 1 on Selkirk Way)
- Changed out 1 meter in Grove Landing subdisvision
- Removed steel plates and cones from 2nd Ave.
- Backfield previous work site on Lory Ln.
- Completed fluoride samples
- 5 TCB samples completed

- Conducted safety meeting for employees
- Cleaned and organized all trucks

Stormwater Dept.

- Assisted Sewer Dept. with the vacuum truck at a lift station
- Cleaned leaves and debris from clogged storm drainpipe on Barbara St.
- Cut grass around 3 ponds at WWTP

Sewer Dept./WWTP Employees

- Conducted daily labs and operations
- Filled 3 dumpsters of sludge and sent to Waste Management
- Vacuumed out Butler Creek lift stations
- Discharged 3.205 million gallons of treated wastewater to Butler Creek

Infrastructure Inspections

- 1 residential issue addressed on Settlement Ct.

Information Technology

- Computer Lifecycle Replacement now at 10/19
 - We will focus on at least 1 replacement per week
- Conducted successful livestream for 1/4 Swearing-In Ceremony
- Calls for service volume low for the holidays at 14:
 - Email issues and ERP Pro 10 passwords led the way

Planning and Community Development

- City Council voted to adopt a new zoning code and map on **5/8/2023** 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 and Asst. City Administrator Bradley Smith met with representatives from GDOT to discuss future improvements on Whiskey Rd. on 1/3.
- Col. Reginald Evans, Garrison Commander at Ft. Eisenhower, visited the City on 1/4 to tour and discuss ways we can support each other in the year ahead.
- 21 total building inspections

Meeting Update

- Planning Commission
 - 1/18 Meeting:
 - Request to rezone 210 E Robinson Ave. to R-C2 for a townhome development.
- BZA
 - 1/4 Meeting: No Agenda
 - 2/1 Meeting:
 - Request for Conditional Use Permit for 401 E Robinson Ave. for a private utility shed.

Code Enforcement

- 7 cases deemed in compliance
- 1 response to civil concerns
- 4 signs removed from ROW
- Inoperative/Abandoned Vehicles
 - 4 NOVs
 - 1 warning
- Parking Violations
 - 1 warning
- Solid Waste/Trash
 - 1 warning

DEVELOPMENT PROGRESS CHART

January 5, 2024

<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>Dunkin Site (4 Unit Building)</u>	<u>3</u>	<u>2</u>	<u>50%</u>	<u>No change</u>
<u>Palmetto Industries (Brighton)</u>	<u>1</u>	<u>=</u>	<u>=</u>	<u>Building permit issued</u>
<u>Residential</u>				
<u>Grove Landing, Section 5 (64 Single Family Homes)</u>	<u>64</u>	<u>60</u>	<u>94%</u>	<u>No change</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>Deer Hollow Section 2 (110 Single Family Homes)</u>	<u>106</u>	<u>102</u>	<u>93%</u>	<u>No change</u>
<u>Deer Hollow Section 3 (122 Single Family Homes)</u>	<u>103</u>	<u>69</u>	<u>56%</u>	<u>2 C/Os</u>
<u>Caroleton Phase 3 (103 townhomes)</u>	<u>54</u>	<u>45</u>	<u>44%</u>	<u>No change</u>
<u>Rivercrest Townhomes (45 Townhomes)</u>	<u>22</u>	<u>6</u>	<u>13%</u>	<u>No change</u>
<u>Ferguson Farms (100 Single Family Homes)</u>	<u>=</u>	<u>=</u>	<u>=</u>	<u>LDP issued; site work underway</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: 31</u>				

Public Information Officer

- Highlighted local citizens via social media
- Observed Christmas Eve and Christmas holidays via social media
- Highlighted City employee via social media
- Alerted public to New Year's holiday hours via City website, social media, and digital sign at City Hall
- Updated City website
- Updated digital sign at City Hall
- Released 2024 bulk and yard waste schedule and guidelines via City website and social media
- Alerted public to 12/28/2023 2nd Ave. road work via social media
- Alerted public to postponed 12/29/2023 Weekly Activities report via social media
- Shared traffic updates from Columbia County via social media
- Observed National Resolution Planning Day, New Year's Eve, and New Year's Day via social media
- Updated bulletin board at City Hall
- Ordered headshot for new City Councilman
- Updated MyGrovetown app
- Edited educational materials for public distribution and posted to City website, social media, and bulletin board in lobby at City Hall
- Attended and photographed 1/3 Zaxby's ribbon cutting ceremony
- Assisted in breakdown of holiday décor at City Hall
- Registered City leaders for upcoming event
- Alerted public to Citywide holiday decoration removal via social media
- Attended and photographed 1/4 Swearing-In Ceremony
- Alerted public to 1/5 Katherine St. lane closure/reopening via social media
- Promoted events in/around Grovetown via social media

Upcoming Events/Programs/Meetings

- ***City Council: 1/8/2024 at 6PM in the Council Chambers at City Hall***
- ***Planning Commission: 1/18/2024 at 6PM in the Council Chambers at City Hall***

Closing Comments

Thanks to all our citizens for making Grovetown a great place to live. In 2024, the City will work hard to accomplish projects such as a new 24-hour parking lot across from our Municipal Court, improvements to the Wildflower Garden on Robinson Avenue at Johns Street, a community center on Robinson Avenue (Depot Project), and renovations to the Liberty Park Community Center. I hope each and every one of you has a blessed new year. Thank you.

Gary E. Jones, Mayor

