



2023

City Manager's Report



November Edition



City of York: City Manager's Report

TO: Mayor & City Council

FROM: Dalton Pierce, MPA, City Manager

DATE: November 28th, 2023

SUBJECT: City Manager's Report – November 2023



The City Manager's report will be published each month for the City of York Citizens to be informed of City activities and updates. In addition, this report is provided at each regularly scheduled City Council Meeting. I am pleased to send you an update on the City's recent activities for the month of November 2023. Please contact me if you have questions or need additional information at dpierce@yorksc.gov or 803-684-2341.

Community Engagement Department Updates

- City Council awarded \$50,000 to local businesses and organizations who applied for the 2023-2024 City of York Hospitality Tax Grant Program.
- The Community Engagement Director and Community Events Coordinator attended the 2023 Municipal Association of South Carolina Communication Workshop on Tuesday, November 14, 2023.
- The Community Engagement Director attended the South Carolina City and County Management Association Grant Writing Training on Monday, November 27 and Tuesday, November 28, 2023

Upcoming City Events

- **Thursday, December 7, 2023, 6 pm:** City of York Kickoff to Christmas Tree Lighting at City Market, 55 N. Congress Street. We'll have a live music performance by the York Comprehensive High School Choir, dance performances by Julie's Fancy Feet and Fascinating Rhythm Studios, stilt walkers, food trucks, and more! Santa also invited a special guest, Optimus Prime! Check out our Facebook page for more information.
- **Friday, December 8, 2023, 6 pm:** City of York Hometown Christmas Parade, Downtown York. The holiday season is upon us! What better way to celebrate than with the annual Hometown Christmas Parade in downtown York? Bring your chairs and blankets, grab a bite to eat from one of our local restaurants or food trucks, and line Congress Street for an evening of entertainment, starting the night off with a performance by Joe 'Elvis' Borelli and capping it off with an appearance by the big guy himself, Santa!
- **Friday, January 12, 2024, 8 am:** 13th Annual Dr. Martin Luther King Jr. Celebration Breakfast. Come celebrate the life and legacy of Dr. Martin Luther King Jr. at the annual celebration breakfast hosted by the City of York. The event will include breakfast, musical performances, and a keynote address by Sgt. Pierre King of the York Police Department. Click [here](#) to purchase tickets.
- **Saturday, December 9, and Sunday, December 10, 2-6 pm:** Historic Yorkville Holiday Home Tour, presented by the Yorkville Historical Society. Don't miss your chance to view the inside of some of York's beautiful historic homes. This event will also feature horse-drawn carriage rides through downtown York. For more information, visit www.yorkvillehs.com.

City Council, Boards, & Commissions

- December 4, 2023 - Board of Architectural Review at 6:30 p.m.
- December 5, 2023 - Regular City Council Meeting at 6 p.m.
- December 13, 2023 – Board of Zoning Appeals at 6 p.m.
- No City Council Workshop
- December 18, 2023 – Planning Commission at 6 p.m.

Administration

- Continue to meet with various community stakeholders, local government executives, local businesses, and citizens.
- Continuing to review with the Human Resources Director the current organizational structure, processes, procedures, tangible and non-tangible benefits, programs, initiatives, and services.
- The first-ever New Business Welcome Packet was completed by Ms. Mestas, Community Engagement Director, with collaboration with all departments and guidance from the City Manager's Office. [Link](#)
- Completed and presented the first-ever edition of the City's Annual Report at the November 20, 2023, Workshop. [Link to Annual Report](#)
- The City Manager attended the Tender Hearts Luncheon on October 15, 2023.
- The City Manager attended and took part in the Veteran's Day Parade on November 11, 2023.
- Working with different departments on SWOT analyses, finalizing SC State Budget Appropriations Requests for FY25, prepping the FY25 Budget Schedule, and reviewing operations of various departments for new initiatives and changes to enhance public service output.

Finance

- The two LGIP General Fund investment accounts earned approximately \$55k in interest this month, with an average interest rate of 4.75%. As of month 2 of 12, the City has earned \$106k+ in interest in FY23-24.
- Staff are continuously completing journal entries, receiving payments and various revenues, processing account payables, generating work orders for public works and utilities, and responding to daily citizen inquiries.
- Monitoring FY23-24 Budget expenditures and revenues and providing oversight to all capital improvement projects.
- Closing out FY22-23 and preparing for the FY22-23 Audit. The audit is scheduled to start in March 2024.
- Staff have selected an accounting software company to update and improve the current accounting software. Set start date of March 2024,

Fire



Incident Type Group	Q1			Q2			Q3			Q4		
	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
100 - Fire	9	12										
200 - Overpressure/Overheat	0	0										
300 - EMS	62	69										
400 - HAZMAT	5	6										
500 - Service Call	9	9										
600 - Dispatched, Cancel En Route	22	26										
700 - False Alarm	13	20										
800 - Natural Disaster	0	0										
900 - Special Incident	0	0										
Total	120	142	0	0	0	0	0	0	0	0	0	0

FYTD Total Calls for Service 262

- Events, Training, & Other Updates
 - 11/11/2023: Veteran's Day Parade
 - 11/14/2023: K. Ramsey & D. Ayers SCFA Train-the-Trainer Class
 - 11/15 & 11/16/2023: York Fire Dept. at YCHS Firefighter Training

- 11/18/2023: City of York, Red Cross & Fire Safe SC Community Smoke Alarm Blitz
- 11/20/2023: Chief Regal, K. Ramsey & D. Ayers attended Fire & Life Safety Quarterly Training

Police

- Breakdown of the month for calls for service categories (*see attached monthly report*)
- Total Calls for service for the Fiscal Year = 2,836 (*documented on monthly report*)
- **DEPARTMENT MATTERS**
 - 09/25 – New Hire Michael Krause started employment with YPD in the Patrol Division. Officer Krause comes to the City of York from Nassau County Police Department in Long Island, New York.
 - 10/16 – New hire Ishmell Burris started employment with YPD in the Patrol Division. Ishmell Burris will be registered to attend Basic Law training at the South Carolina Criminal Justice Academy.
- **COMMUNITY EVENTS**
 - 11/04 – Held annual Bagging For Tips at Food Lion on E Liberty Street raising approximately \$1,800 in support of Tender Hearts Ministries.
 - 11/11 – Staffed the annual Veterans Day Parade
 - 11/15 – Participated in the annual Hunger & Homelessness Awareness Week Luncheon hosted by Tender Hearts Ministries.

REPORT MONTH: NOVEMBER 10/24/2023 - 11/23/2023			REPORT MONTH: NOVEMBER 10/24/2023 - 11/23/2023		
OFFENSE DESCRIPTIONS	CURRENT	Y-T-D	OFFENSE DESCRIPTION	CURRENT	Y-T-D
CRIMES AGAINST PERSONS			MISCELLANEOUS		
HOMICIDE (09A-C)	0	0	MISSING/RUNAWAYS (979,901)	3	22
KIDNAPPING (100)	0	2	FOUND/MISSING PROPERTY (90Z,NRP)	5	42
ASSAULTS (13A-C)	25	210	MENTAL PERSONS (NRP)	4	32
RESISTING ARREST (90N)	1	18	DEATH INVESTIGATIONS (S27/90Z/NRP)	1	20
SEX OFFENSES (11A-D,36A-C,370)	6	21	SUICIDE/ATTEMPTED SUICIDE (980)	0	1
DOMESTIC OFFENSES (13A-C,90F, 90Z)	5	74	SUSPICIOUS PERSON/VEH. (NRP)	1	11
CHILD ABUSE/NEGLECT (90F)	3	13	PROWLER (992)	0	0
UNLAWFUL USE TELEPHONE (753)	3	42	OVERDOSE (S23)	7	67
TOTAL	43	380	WARRANT SERVICE	36	363
PROPERTY CRIMES			TOTAL	57	558
ARSON (200)	0	1	TRAFFIC OFFENSES		
ROBBERY (120)	1	4	DRIVING UNDER INFLUENCE (90D/99)	7	97
BURGLARY (220)	1	30	SPEEDING (21,41,4H,61,64)	48	507
LARCENIES (23A,B,D-H)	8	121	TRAFFIC (ALL OTHER)	175	1,367
SHOPLIFTING (23C)	14	110	ACCIDENTS INVESTIGATED	40	372
MOTOR VEHICLE THEFT (240)	0	10	SC PUBLIC CONTACT	204	2,419
USE OF VEH. W/O CONSENT (756)	0	1	TOTAL	474	4762
FORGERY (250)	0	3	TOTAL OFFENSES REPORTED		
FRAUD (26A-F)	4	50		642	6,527
EMBEZZLEMENT (270)	0	2	CALLS FOR SERVICE		
STOLEN PROPERTY OFFENSES (280)	0	3		2,836	31,526
VANDALISM (290)	6	94	MONTHLY CITY COUNCIL REPORT:		
TRESPASSING (90J)	3	54	Monthly statistics for inclusive data as shown above. These statistics tally from incidents reported, traffic citations issued, traffic collisions, and calls to service. Calls to service involve, but are not limited to incident types as reported, traffic stops, funeral escorts, bank escorts, property checks, assisting other law enforcement, assisting stranded motorist, and service of warrants, commitments, and court subpoenas.		
TOTAL	37	483			
CRIMES AGAINST SOCIETY					
VIOL. DRUG LAW (35A)	13	150			
WEAPONS VIOLATIONS (520)	0	16			
PUBLIC DISTURBANCES (90C)	7	43			
VIOL. CITY ORDINANCES (35B,90Z,NRP)	7	106			
BEER/WINE/LIQ LAW VIOL (90G)	1	16			
FALSE INFO/INTERFERING W/POLICE (90Z)	1	7			
FUGITIVE FROM JUSTICE (90Z,NRP)	2	6			
TOTAL	31	344			

Human Resources

Human Resources Q4 Employee Health and Wellness

Initiatives:

- On December 6th our health and wellness committee will meet to discuss goals and initiatives for the 2024 calendar year.
 - This committee will meet monthly at first to establish a consistent routine of productivity.
 - Goals for this committee include identifying ways to improve employee health and wellness through initiatives including health fairs, fitness competitions, mental health awareness, and incentivized fitness routines.

- Along with the health and wellness committee, our accident review committee and safety committee will have their introductory meeting on December 6th.
 - These committees will improve safety amongst our staff as well as decrease liability through improved safety measures and awareness.
- All staff underwent performance evaluations with the intention being to both provide feedback on performance, while setting specific and individualized goals for each member of the team to accomplish this fiscal year.
 - Department heads will be provided a survey to inquire as to ways to improve the evaluation process as to ensure success.

Other news:

- Presented the Human Resource Annual report to Council on November 20th
- Work has begun and is nearing completion for electronic key access at City Hall.
- Attended the Risk Management Services Annual Meeting held on November 9th
- Enrolled in the Risk Management Institute and began my coursework.
- Finalized the proposed handbook and reviewed the material with an attorney.

Recruiting and Development:

Role	Closing Date	Applications
Firefighter/EMT (Backfilled)	OTF	17
Residential Building Inspector	OTF	25
Fire Inspector	OTF	9
Total		51

Total New Hires for November 2023: 2 (1 Utility Inspector, 1 Police Rehire - Corporal).

Turnover Rate for 2023: 26% (1 Police LT, 1 Finance Director, 13 Seasonal Rec employees, 1 Part-time Community Events Assistant, 3 Firefighter, 4 Crew Workers, 1 CDL Driver in PW, 2 Dispatchers, 1 Narcotics Sergeant, 1 Police Corporal, 1 Rec PT Security, 1 Rec Part-time, 1 Program Director Parks and Rec)

Parks & Recreation

Sports/ Programming:

- Concluded our youth football season with playoff games held at YCHS stadium. The 10U football team participated in a sub-district tournament on Saturday, 11/18
- Hosted 10U and 12U District SCAP All-Star football games at YCHS stadium.
- Completed basketball registration. Players will be placed on teams to begin practicing on 12/2.
- Attended DYB baseball district meeting to discuss tournament dates for spring and gathered more information about DYB Softball.
- Concluded 2023 Gymnastics session. The recital was held on Saturday, 11/18. We look forward to the gymnastics program returning in March 2024 after our basketball season.
- Hosted YMS basketball team for practices.
- Our 10u York All-Stars began all-star play (football)

Projects:

- The renovations of both dugouts and the new staircase for the press box were completed on field five at the rec complex.
- All site work is completed for the NFC fitness court. The court will be installed in the spring.
- An RFP was put out for a bid for the installation of a batting cage at the recreation complex.
- We are still accepting bids for City Park Phase II

Grounds/Maintenance:

- Staff members are continuing to keep up with their regular scheduled maintenance of the parks.

Planning & Zoning

➤ Permits, Site Plan Reviews, Inspections, Enforcement Data, and Impact & Capacity Fees

- Residential Construction Permits Issued: 41
- Commercial Construction Permits Issued: 2
- Construction Inspections Total: 494
- Certificate of Occupancy or Completion Issued: 35
- Code Enforcement Violations/Notifications: 7
- Total Business License Fees Collected: \$6,555
- Total Impact Fees Collected: \$14,492
- Total Capacity Fees Collected: \$14,356

➤ Ongoing Developments Overview

#	NAME	LOCATION	ZONING	TOTAL UNITS	STATUS
1	Monterey Park	South Pacific and Hunter Street	R-5	157 Single Family Detached	Final plat has been approved for Phases 1,2, 3, and 4
2	Austen Lakes Phase 5	Black Highway	R-5	62 Single-family Detached	Project is mostly complete.
3	Abrial Ridge	Lincoln Road near YCHS	R-5	128 Single-family Detached	Project is mostly complete.
4	Fergus Crossroads	Alexander Love Highway near Cooperative Way	PUD	243 Single-family Detached; 110 Townhomes; 3 Commercial parcels	Bonded final plat approval has been given to the first phase. The final plat drawings for Phase 2A are currently being reviewed.
5	Wilkerson Place	Cooperative Way	PUD	123 Single-family Detached; 22 Townhomes; 7 Commercial parcels	Final plat has been approved.
6	The Landings at White Rose	McFarland Rd and East Liberty St	R-5	40 Townhomes	Home construction of entire development is 90% complete.
7	The Trails at Asbury Ridge	Black Highway & Alexander Love Highway	PUD	152 Single-Family Detached; 3 Commercial out parcels	Final plat for Phase 2 has been approved
8	Cannon Village	Fourth and Fifth Street	R5	100 Single-family Detached; 109 Townhomes	Preliminary plat is conditionally approved
9	Tradition at Spring Lakes	Springlake Road and Blessed Hope Rd	R5	153 Single-family Detached	Preliminary plat is conditionally approved
10	Bellina	Hunter Street near Hunter Street Elementary	R5	75 Single-family Detached	Preliminary plat is conditionally approved. Site work has begun.
11	Brighton Springs	Highway 5 near Park Place Rd	R5	173 Single-family Detached	Preliminary plat is conditionally approved
12	Pinckney Road PUD	Highway 321 and Old Pinckney Road	PUD	156 Townhomes; 126 Single-Family Detached; 1 Commercial parcel	Preliminary plat has been conditionally approved
13	Ratliff Heights	Kings Mountain Street/ Carroll Ave	R5	133 Single-Family Detached	BZA conditionally approved the conceptual site plan; Council action pending regarding rezoning request
14	McFarland Estates	Devinney Rd and McFarland Rd	R5	159 Single-Family Detached	Site work has begun
16	York Meadows	Alexander Love Highway and Lincoln Rd	PUD	155 Townhomes; Commercial parcel	PUD rezoning/conceptual site plan approved

➤ Board & Commission Meetings Highlights/Updates

11/06/2023 - (Board of Architectural Review):

- 220 East Jefferson Street – Replacing front door - Approved
- 12 West Madison Street – Replacing porch railing – Denied
- Take 5 Car Wash – 1109 East Liberty Street - Monument & wall signage - Approved

10/09/2023 – (Board of Zoning Appeals):

- Training session regarding new B-1 Zoning District requirements, new zoning and land development standards as well as variance and special exception requirements


10/23/2023 - (Planning Commission Regular Meeting):

- No Meeting.

➤ Other Updates:

1. 1st reading – Business license ordinance revisions – December 5, 2023
2. 1st reading – Surety standards (draft ordinance attached) – December 5, 2023
3. 2nd reading/public hearing – Annexation/rezoning (Chester Highway) – December 5, 2023
4. 2nd reading/public hearing – Highway Commercial (mini warehouses) – December 5, 2023

Public Works

CITY OF YORK PUBLIC WORKS DEPARTMENT REPORT FY23-24	
NOVEMBER 2023	
SANITATION (TONS)	
Residential	217
Commercial Garbage	213
Recycling	21
Total Sanitation	451
TRASH (TONS)	
Brush	17
Trash	37
Leaf (Loads)	46
Total Trash	100
STREETS	
Sidewalk (FT)	300FT
Curb (FT)	
Asphalt laid (Tons)	
Storm Drain Maint	
Signs Maintained	2
 Chris Wallace Public Works Director	

Public Utilities

- Work orders
 - Created: 52
 - Completed: 22
 - Incomplete: 30 (20 Pending Meter Installs)
- Locate Tickets
 - Created: 346
 - Completed: 141
 - Incomplete: 205
- Hydrants
 - Maintenance has been working with the Fire Department flowing the hydrant in the City for annual compliance. A list of repairs is being generated and addressed as the budget allows.
 - City crews have repaired no hydrants in November.
 - City crews flowed 13 Hydrants during repairs.
 - Flow testing is slated to continue in January 2024.
- Safety
 - Utility Staff from Maintenance and the Wastewater Treatment Plant have begun weekly safety meetings. Staff meets for a minimum of 30 minutes to discuss the safety topic and records the attendance for Risk Management.
 - Daily tailgate meetings for the day's tasks are held every morning before beginning work.

➤ Staff

- Chris Mathewson has been promoted to Utility Projects Inspector. He will be responsible for Reviewing Development Certification and Acceptance applications; conducting field inspections; preparing repair recommendations and conducting repair inspections and final walk-throughs to include: Inspecting water mains, sanitary sewer, lift station, storm sewer, asphalt roadway, and concrete curb and sidewalk construction installation and repairs; performs erosion control inspections; identifies sewer overflows, water leaks, and roadway failures.
- David Bryant has been hired as a Utility Projects Inspector. He will be responsible for Reviewing Development Certification and Acceptance applications; conducting field inspections; preparing repair recommendations and conducting repair inspections and final walk-throughs to include: Inspecting water mains, sanitary sewer, lift station, storm sewer, asphalt roadway, and concrete curb and sidewalk construction installation and repairs; performs erosion control inspections; identifies sewer overflows, water leaks, and roadway failures.

➤ Water & Wastewater Distribution Monthly Data Overview

CITY OF YORK UTILITIES DEPARTMENT REPORT November 2023				
	This Month	Last Month	This Month Last Year	Year to Date
	November 2023	October 2023	November 2022	2023
Treatment (1,000 gal.)				
A. Water Treated	0	0	0	0
B. Sewage Treated	21,960,000	21,302,000	41,999,000	43,262,000
Wastewater Sludge (tons)	0	0	0	0
System Growth				
B. Water Taps (units)	2	3	0	5
C. Line Extensions (ft.)	155	300	100	455
D. Sewer Taps	2	3	3	5
E. Line Extensions (ft.)	60	60	0	120
F. Storm Drain Lines (ft.)	0	0	0	0
G. Irrigation Meter	0	0	0	0
System Maintenance				
A. Water Leaks	17	32	24	49
B. Sewer Repairs	4	4	6	8
C. Utility Cuts Made	3	7	15	10
D. Hydrants Replaced	0	0	0	0
E. Hydrants Repaired	1	2	0	3
F. Hydrants Flowed	6	16	10	22
G. Sewer line maintenance	12	21	30	33
H. Landscaped w/s cuts	6	9	5	15
I. Sand & Gravel (tons)	40	80	120	120
Meters				
A. Replaced	42	18	26	60
B. Repaired	26	19	12	45
C. Flow Tested	0	0	0	0
Overtime (hours)				
B. Waste Water Plant	27.5	11	4	38.5
C. Utility Maintenance	35.25	49	0	84.25
E. Meter Reader	17.5	6	7.25	23.5
Total Overtime	80.25	66	11.25	146.25


Utilities Director

Ongoing Developments & City Projects

Fergus Crossing

- Bonding requirements and maintenance fee agreements have been met, and new home construction in phase 1 has begun.
- Bonding requirements and maintenance fee agreements have been met for phase 2A final plat. Construction in this phase will begin soon.

Wilkerson Place

- Construction continues, no damage to infrastructure.
- The retention pond was downsized on the front side, the skimmer will stay in place until the final conversion. This was planned at this stage of development.

Lake Caldwell

- Revised drawings were resubmitted to DHEC on 9/25/2023, and all comments were addressed.
- Notice of Intent from SCDHEC for grading activities has been granted.
- Permits have been granted, and engineers are altering the bid documents to the specifications outlined in the permit.
- NOI is being revised to match the revised permitted plans.
- All companies that were originally at the pre-bid meeting are being contacted and will be sent the updated bid documents should they choose to bid on the work.

Liberty Street Waterline Extension

- The SCDOT core sample information has been assessed and impacts to the concrete subgrade has been minimized to the extent possible. The final design is being pushed to no later than 11/15/2023 because of the concrete roadbed issues.
- Highway 321 concepts for connecting to the existing 12" waterline are being finalized and cost analysis is being performed to advise the City on options.
- Construction documents have been submitted to DHEC and SCDOT. We have received our NPDES permit and our SCDOT encroachment permit.
- The water construction permit has been submitted and is still undergoing review.
- The project manual and other bid documents are being worked on currently by Keck and Wood along with internal QA/QC on the construction drawings.
- The project is ahead of schedule for SCIIP.

Monterey Park

- Construction in phases 1 & 2 continues with no damage to infrastructure. Construction in Phases 1 & 2 is nearing completion and Construction in phases 3 & 4 will begin soon.

Asbury Ridge

- Construction continues in phases 1 & 2.
- Phase 3 is awaiting final plat. A punch list of items was created earlier in the month and staff will be checking to see if those items were completed.
- As of this report the punch list items requested have not been completed.

Lake Caroline Upper and Lower Dam

- Armstrong Glenn presented the city with a proposal for phase 2 Improvements based on the report given to the City in August which accompanies this report.
- Based on the proposal, staff has decided to move forward with phase 2.
- Armstrong Glenn had a meeting with SCDHEC dam safety division on 11/17/2023 to discuss H&H and Storm analysis for the Lower dam area. Results of the meeting will be sent to the City for review.

Lincoln Rd. Sidewalk Project

- Field Survey and Topographical Survey are 100% complete.
- Subsurface Utility location is 100% complete.
- Designs were completed and sent to SCDOT and SCDHEC. SCDOT had very minor comments, which were to provide the approval letter from SCDHEC and remove the high visibility crosswalk. Other comments, if any, are expected the first week in October.
- ESP will begin preparing and submitting a permit application to the US Army Corps of Engineers if required.
- ESP contacted us about the headwall design details for the project; it will need to be designed by a structural engineer. This was not included in the original scope of work. Staff have reached out to a 3rd party consultant to review the design and give an estimated probable cost.
- Aesthetic Concepts will be providing the design of the headwall to the City and ESP. This will save the project an estimated \$2000 to \$3000.
- Comments were received and addressed, and permit documents were re-submitted to SCDHEC based on those comments. ESP
- ESP expects a quick turnaround for permitting and will begin bidding once the permit is received.

Railroad Ave. Sidewalk Project

- Field survey work is complete except for utility locates. SC811 utility locator service has been the delay with Campco. Should be completed by the end of the week.
- A meeting was held on October 5, 2023 to view the preliminary design of the sidewalk. A summary of the meeting accompanies this report.
- Plans were sent to the City on 11/15/2023 for review and comments.
- A public meeting has been scheduled for December 18, 2023 at 6:30 pm.

Fishing Creek WWTF

- Design for the wastewater treatment plant improvements is complete. The Drawings and Project Manual are prepared for bidding and have been reviewed by the COG and RIA.
- The project is currently being reviewed for its less than 1 acre Stormwater permit and has been estimated to be completed this week, and we are not planning to include the permit in the bid package and believe any comments would be minor.
- Next steps are to begin advertising to bidders, select a pre-bid conference date, and choose the bid opening date.
- Bids documents are being uploaded to SCBO 11/28/2023.
- Pre-bid conference date of December 13th has been proposed and a bid opening date of January 16, 2024 has also been proposed.
- The project is ahead of schedule for SCIIP.

Water Treatment Plant Environmental Review & Remediation

- A final report was sent to the City on August 15th. The report includes the studies that were performed, Gap analysis, and Preliminary Cost Opinions.
- Based on the preliminary cost estimates, we will be moving forward with phase 2 and using Davis & Floyd for the completion of the project.

Bellina Subdivision

- Land clearing and stormwater protection has been completed.
- Silt fencing and the approved construction entrance have been installed.
- BMP's and Stormwater Impoundments have been constructed.

- Water and Sewer construction permits have been issued.
- Sewer infrastructure is currently being installed.

Brighton Springs

- Willingness and Capability has been issued for the proposed subdivision in June.
- Permitting for Land Disturbance, Stormwater construction, Water and Sewer construction has been received.
- Phasing items are still being addressed for the preliminary plat; once approved, a pre-construction meeting will be held.

Pinckney Rd. PUD

- Willingness and Capability has been issued for the proposed project.
- All review comments were addressed and corrected.
- Permitting for Land Disturbance, Stormwater construction, Water and Sewer construction has been received.

McFarland Estates

- Permits for Land Disturbance, Stormwater construction, Water and Sewer construction have been issued.
- A pre-construction meeting was held on 8/31/2023 to go over pre and post-development standards with the developer.
- Land Clearing in phase 1 and 2 continues with BMP's and Stormwater impoundments under construction as well.
- Temporary basins have been terminated and permanent detention has been completed.
- Pre-construction meeting is scheduled for 11/29/2023 for the water line tap from Liberty St. to the project.

Filbert Hwy/Larson Rd. light industrial

- All review comments have been addressed.
- Staff received a Water and Sewer Construction permit on July 19, 2023.
- A pre-construction meeting was held on 10/17/2023, a copy of the minutes and attendees accompany this report.
- Silt fencing and perimeter land clearing have begun.
- Construction on detention basins continues. Once built and inspected, sewer infrastructure and Stormwater infrastructure will begin.
- Offsite force main construction has been completed to the project area from the influent manhole in front of the Filtration group.

AMI meter system

- Data sharing and discovery have begun between Sensus and Harris software.
- Base stations have been purchased and delivered. They are on schedule to be installed 12/11/2023.
- Once the base stations have been installed, 10 test sites in the City will be chosen to test the system before full meter installs begin.
- Staging and planning for the meters, installation, and disposal is ongoing.

Thank you for your time, and I hope you enjoyed this month's update!