



2024

City Manager's Report



March Edition
Issue 15



City of York: City Manager's Report

TO: Mayor & City Council

FROM: Dalton Pierce, MPA, City Manager

DATE: March 27th, 2024

SUBJECT: City Manager's Report – March 2024



The City Manager's report will be published each month so that the City of York citizens can 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 March 2024. Please contact me if you have questions or need additional information at dpierce@yorksc.gov or 803-684-2341.

Community Engagement Department

- It's official! York Summerfest is back for 2024! Scheduled for Saturday, August 26, 2024, York Summerfest will feature live music and family-friendly activities, along with food and artisan craft vendors. For more information, stay tuned to www.yorkscsummerfest.com. We are seeking sponsors to be a part of this great event. To learn more about the benefits of being a York Summerfest sponsor, click [here](#). Interested in showcasing your products in front of a large audience at York Summerfest? Check out our vendor application [here](#).
- The most recent release of the York Quarterly is available now! Click [here](#) to view the latest edition. Copies are also available at City Hall.

Upcoming Community Events

- **Friday, April 12 – Sunday, April 14, 2024: Silver in the City**
Join us for a weekend of camaraderie, exploration, and relaxation at the 7th Annual Silver in the City Airstream Rally. Whether you're a seasoned Airstream enthusiast or just curious about the lifestyle, this event is the perfect opportunity to connect with fellow travelers and immerse yourself in the Airstream community. There will be live music throughout the weekend and an opportunity to tour select Airstreams from 1-4 pm on Saturday, April 13. Visit the event Facebook page [here](#) to learn more.
- **Saturday, April 13, 2024: Mayor's Litter Clean-Up**
Mayor Fuesser invites you to join hands in a community-wide effort to clean up our city streets. This event is a part of the Mayor's commitment to keeping our community clean and beautiful for all residents and visitors. The Mayor, along with Chief Shepard and his YCHS NJROTC cadets, will meet at City Hall at 7:45 AM, concentrating on Liberty St. and Jefferson St. In the event of bad weather, the litter pick-up will be postponed. Click [here](#) to learn more!
- **Saturday, April 27, 2024: Will Frederick Memorial 5K Run for the Kids**
Come run the 6th Annual Will Frederick Memorial 5K Run for the Kids! This event supports programs geared towards kids and youth in the community. Click [here](#) to learn more.

City Council, Boards, & Commissions

- April 8, 2024 - Board of Architectural Review at 6:30 p.m.
- April 2, 2024 - Regular City Council Meeting at 6 p.m.
- April 15, 2024 – Board of Zoning Appeals at 6 p.m.
- April 15, 2024 - City Council Workshop at 5 p.m.
- April 29, 2024 – 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, 5-year personnel plan, tangible and non-tangible benefits, programs, initiatives, and services for FY2025.
- The City Manager was the keynote speaker at the YCRC Government Relations Task Force on March 5, 2024, in Rock Hill, SC.
- The City Manager completed all department heads' mid-year performance reviews the week of March 11-15, 2024.
- The City Manager attended various Planning Commission, Board of Zoning Appeals, and Board of Architectural Review meetings.
- The City Manager attended and presented to Girl Scout Troop 892 as a part of their Civic Badge Requirements on March 14, 2024.
- The City Manager is continuing to develop and create the City's GIS enterprise using ArcGIS Pro software.
- The city manager had several economic development meetings with prospective businesses looking to invest in the city.
- Completed the restriping of downtown along N. Congress St. from Liberty St. to Madison St.
- Working with different departments on SWOT analyses, prepping the FY25 Budget documents and data collection, 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 \$75k+ in interest this month, with an average interest rate of 5.25%. As of month, 6 of 12, the City has earned \$420k+ in interest in FY23-24.
- Staff continuously complete journal entries, receive payments and various revenues, process account payables, generate work orders for public works and utilities, and respond to daily citizen inquiries.
- Monitoring FY23-24 Budget expenditures and revenues and providing oversight to all capital improvement projects.
- Preparing FY23-24 budget amendment due to unexpected grant awards and capital projects.
- Reviewing the first draft of the Capital Planning Tool generated from First Tryon Advisors.
- We are closing out FY22-23 and preparing for the FY22-23 Audit. The audit is ongoing, with auditors visiting multiple times in March 2024.
- Staff have selected an accounting software company to update and improve the current accounting software. The start date is March 2024, and the final installation date is October 2024.

Municipal Court

Municipal Court Report												
	January	February	March	April	May	June	July	August	September	October	November	December
Cases Filed	236	220	91									
Cases Pending	155	101	73									
Cases Disposed	81	321	204									
Jury Trials Held	0	0	0									
Deposits	\$11,274.23	\$14,561.27	\$16,771.90									

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	6	5	6	12						
200 - Overpressure/Overheat	0	0	1	0	0	0						
300 - EMS	62	69	62	53	71	52						
400 - HAZMAT	5	6	9	16	10	7						
500 - Service Call	9	9	15	2	8	9						
600 - Dispatched, Cancel En Route	22	26	29	23	37	16						
700 - False Alarm	13	20	12	21	22	18						
800 - Natural Disaster	0	0	0	0	0	0						
900 - Special Incident	0	0	1	0	0	0						
Total	120	142	135	120	154	114	0	0	0	0	0	0

FYTD Total Calls for Service 785

- Events, Training, & Other Updates
 - 2/26/2024: Attended Fire & Life Safety Quarterly Training
 - 2/27/2024: Department Monthly Meeting & Training
 - 3/2/2024: Standby at York County HazMat Day
 - 3/12 - 3/14/2024: Staff In-Service Training
 - 3/13/2024: Participated in the York County HazMat Incident Mgmt. Tabletop Exercise
 - 3/14/2024: Girl Scout's Badge Tour of Fire Dept.
 - 3/14/2024: Hosted the York County Fire Chief's Assoc. Meeting
 - 3/15/2024: Career Day at York Intermediate School
 - 3/20 - 3/21/2024: Attended 2024 Community Risk Reduction Summit
 - 3/21/2024: Career Day at Jefferson Elementary School

Police

- Breakdown of the month for calls for service categories (*see attached monthly report*)
- Total Calls for service for the Fiscal Year = 7,662 (*documented on monthly report*)
- **DEPARTMENT MATTERS**
 - 03/06 – Detective Kiera Fayall was presented with the Crime Stoppers of York County Investigator of the Year award during a ceremony held at the Moss Justice Center.

➤ COMMUNITY EVENTS

- 03/09 – Officers supported the Tender Hearts Ministries March for The Heart 5K.
- 03/14 – Chief Trail and officers participated in a public presentation and tour for a local Girl Scout Troop in support of their civic badge event for the troop.

REPORT MONTH: MARCH 02/24/2024 - 03/23/2024			REPORT MONTH: MARCH 02/24/2024 - 03/23/2024		
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)	1	4
KIDNAPPING (100)	0	0	FOUND/MISSING PROPERTY (90Z,NRP)	1	4
ASSAULTS (13A-C)	10	48	MENTAL PERSONS (NRP)	2	11
RESISTING ARREST (90N)	2	5	DEATH INVESTIGATIONS (S27/90Z/NRP)	0	4
SEX OFFENSES (11A-D,36A-C,370)	0	2	SUICIDE/ATTEMPTED SUICIDE (980)	0	1
DOMESTIC OFFENSES (13A-C,90F, 90Z)	5	13	SUSPICIOUS PERSON/VEH. (NRP)	2	5
CHILD ABUSE/NEGLECT (90F)	0	3	PROWLER (992)	0	1
UNLAWFUL USE TELEPHONE (753)	3	7	OVERDOSE (S23)	5	10
TOTAL	20	78	WARRANT SERVICE	25	142
PROPERTY CRIMES			TOTAL	36	182
ARSON (200)	0	0	TRAFFIC OFFENSES		
ROBBERY (120)	1	2	DRIVING UNDER INFLUENCE (90D/99)	3	17
BURGLARY (220)	0	5	SPEEDING (21,41,4H,61,64)	33	167
LARCENIES (23A,B,D-H)	8	28	TRAFFIC (ALL OTHER)	137	429
SHOPLIFTING (23C)	13	27	ACCIDENTS INVESTIGATED	25	73
MOTOR VEHICLE THEFT (240)	1	1	SC PUBLIC CONTACT	123	646
USE OF VEH. W/O CONSENT (756)	1	2	TOTAL	321	1332
FORGERY (250)	1	2	TOTAL OFFENSES REPORTED		
FRAUD (26A-F)	14	33		548	1,789
EMBEZZLEMENT (270)	0	1	CALLS FOR SERVICE		
STOLEN PROPERTY OFFENSES (280)	0	2		1,882	7,662
VANDALISM (290)	2	11	MONTHLY CITY COUNCIL REPORT:		
TRESSPASSING (90J)	7	10	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	48	124			
CRIMES AGAINST SOCIETY					
VIOL. DRUG LAW (35A)	10	23			
WEAPONS VIOLATIONS (520)	2	8			
PUBLIC DISTURBANCES (90C)	4	7			
VIOL. CITY ORDINANCES (35B,90Z,NRP)	5	36			
BEER/WINE/LIQ LAW VIOL (90G)	1	4			
FALSE INFO/INTERFERING W/POLICE (90Z)	5	3			
FUGITIVE FROM JUSTICE (90Z,NRP)	1	1			
TOTAL	28	82			

Human Resources

Initiatives:

- Took pictures of City of York employees from all departments to use for recruiting and marketing materials, presentations, etc.
 - Created marketing materials for hiring. (Examples of flyers I created below)
- Issued an organization-wide mandatory training on Slips, Trips, and Falls, as this category of claims:
 - Are among the top 5 claim types submitted in 2023 through MASC.
 - Costs organizations on average 70 billion per year
 - Are responsible for at least 3 claims in the past year in the City of York.
- The wellness committee will host a Lunch and Learn for employees in April—more information will be released soon.
- Applied for and received the 2024 SCMIRF Public Works Property and Liability Reduction Grant.

Other News:

- Attending a Defensive Driving training in Columbia on 3/26 as part of the required course work in the Risk Management Institute.

Recruiting and Development:

Role	Closing Date	Applications
Firefighter/EMT (Backfilled)	OTF	19
Residential Building Inspector	OTF	98
Police Officer (Backfilled)	OTF	34
Total		151

Total New Hires for March 2024: 6 - Parks and Recreation Seasonal Employees
Voluntary Turnover Rate for 2024: 0%



Parks & Recreation

Maintenance/Facilities

- The maintenance crew is maintaining all 6 baseball fields for baseball/ softball season.
- Maintenance staff have continued to stay on scheduled park cleanup days. We are seeing an increase in litter and vandalism in parks as the weather warms up and the parks and shelters are utilized more. We encourage citizens to use the trash bins located in the parks.
- Conditioner was put on all 5 complex ballfields and packed clay in all batters' boxes.
- Sprayed herbicide on all fence lines and all light poles, aerated the 4 main fields, treated all 5 complex fields for fire ants, put up all the 200-foot fences, and installed the one on field 5.
- Treated the walking trail for fire ant mounds.
- Crews will begin work on Optimist Field next week.

Athletics/ Programs:

- Began regular season for 6 age groups in baseball and softball. We are drawing large crowds for these games, especially on Mondays and Thursdays.
- Completed registration for t-ball, coach pitch, 15U baseball, and 16U softball.
- Staff met with Visit York County to discuss future opportunities.
- Held training for new seasonal employees.
- Began using the Quick scores website, which offers an easy way for staff and participants to view schedules, record scores, and view standings.
- The Easter Egg Hunt will be held Thursday, 3/28, at 6:00 p.m. at the York Recreation Complex.

Projects:

City Park Phase 2

- Silt fencing of the construction area has been completed.
- On-site erosion control and rock ditch checks have been completed.
- Construction entrances are in place.
- Unmarked electrical lines are in the process of being moved for safety reasons by Duke Energy.
- Construction of the restroom facilities has begun.
- Concrete pillars for the Amphitheatre have been set and poured.

Batting Cages

- All sitework for the batting cages has been completed. Crews will begin installing the framework within the next week. We have a completion timeframe of mid-April.

NFC Outdoor Fitness Court

- The installation of the fitness court was completed this month.
- Fence repairs around the fitness court is completed and now open to the public.
- The NFC Outdoor Fitness Court grand opening will be held on April 26th at 10 AM at the Rec Complex.

Upcoming Events:

- The Easter Egg Hunt is scheduled for March 28th at 6 PM at the rec complex.

Planning & Zoning

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

- Residential Construction Permits Issued: 70
- Commercial Construction Permits Issued: 12
- Construction Inspections Total: 650
- Certificate of Occupancy or Completion Issued: 41
- Code Enforcement Violations/Notifications: 7
- Total Business License Fees Collected: \$60,170
- Total Impact Fees Collected: \$28,948
- Total Capacity Fees Collected: \$28,712

➤ **Board & Commission Meetings Highlights/Updates**

03/04/2024 - (Board of Architectural Review):

- 13 South Congress Street – Hampton Inn & Suites – Elevations & Landscaping plan- approved.
- 67 North Congress Street – Exterior renovations – approved.
- 948 East Liberty Street - Hibbett Sports – Signage – approved.
- 732 East Liberty Street - Scooter's Coffee – Signage – conditionally approved.

03/11/2024 – (Board of Zoning Appeals):

- Variance request regarding the height of proposed hotel to be located at the corner of South Congress Street and East Jefferson Street in the B1 – Central Business District & HD - Local Historic District (referenced by YC Tax Map #'s 0701101007, 0701101008, 0701101009 & 0701101016) – approved.
- Variance request regarding the rear setback for an attached back porch addition located at 655 Gants Road (referenced by YC Tax Map # 0700103069) – approved.
- Special exception request regarding a proposed wine bar to be located at 22 North Congress Street located in the B1 – Central Business District & HD - Local Historic District (referenced by YC Tax Map # 0700401007) – approved.
- Variance request regarding the potential subdivision of property located off of Galilean Road and Thicket Run in the R5 – Multifamily Residential District (referenced by YC Tax Map # 0701008002) – tabled to next meeting- more information needed.

03/21/2024 - (Planning Commission Workshop Meeting):

- Discussion of criteria for reviewing rezoning applications

03/25/2024 – (Planning Commission Regular Meeting):

- Rezoning application for property off of Georgia Avenue near Barron Park – tabled to next month's meeting.
- Rezoning application for property located at the intersection of Fairhope Road and Alexander Love Highway – recommendation to approve.
- Rezoning and annexation application for properties located off of Highway 5 and Park Place Rd near Colonial Acres Subdivision –tabled to next month's meeting.
- Rezoning and annexation application for properties located on Alexander Love Highway near North Congress Street (Alexander Cove) – recommendation to approve.
- Rezoning and annexation application for properties located at the intersection of North Congress Street and Alexander Love Highway - tabled to next month's meeting.

➤ **Other Updates:**


1. 2nd reading – Highway Commercial zoning district revisions– April 2, 2024

➤ **Ongoing Developments Overview**

LOCATION	ZONING	TOTAL UNITS	STATUS
South Pacific and Hunter Street	R-5	157 Single Family Detached	Final plat has been approved for Phases 1, 2, 3 and 4
Black Highway	R-5	62 Single-family Detached	The project is mostly completed.
Lincoln Road	R-5	128 Single-family Detached	The project is mostly completed.
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 1st and 2nd phases.
Cooperative Way	PUD	123 Single-family Detached 22 Townhomes 7 Commercial parcels	Final plat has been approved
McFarland	R-5	40 Townhomes	The project is mostly completed.
Black Highway & Alexander Love Highway	PUD	152 Single-Family Detached; 3 Commerical out parcels	Final plat for Phase 2 has been approved. The Phase 3 final plat is under review.
Fourth and Fifth Street	R-5	100 Single-family Detached 109 Townhomes	Preliminary plat is conditionally approved. Site work should begin soon.
Springlake Road and Blessed Hope Road	R-5	153 Single-family Detached	Preliminary plat is conditionally approved. Site work has begun.
Hunter Street near Hunter Street Elementary	R-5	75 Single-family Detached	Preliminary plat is conditionally approved. Site work has begun.
Highway 5 near Park Place Road	R-5	173 Single-family Detached	Preliminary plat is conditionally approved. Site work has begun.
Highway 321 and Old Pinckney Road	PUD	156 Townhomes 126 Single-Family Detached 1 Commerical parcel	Preliminary plat has been conditionally approved. Site work has begun.
Kings Mountain Street/Carroll Avenue	R-5	133 Single-Family Detached	Conceptual site plan has been conditionally approved
Devinney Road and McFarland Road	R-5	159 Single-Family Detached	Preliminary plat is conditionally approved. Site work has begun.
Alexander Love Highway and Lincoln Road	PUD	155 Townhomes; Commerical parcel	PUD rezoning/conceptual site plan approved

Public Works

CITY OF YORK PUBLIC WORKS DEPARTMENT REPORT 2024	
MARCH 2024	
SANITATION (TONS)	
Residential	280
Commercial Garbage	285
Recycling	25
Total Sanitation	590
TRASH (TONS)	
Brush	17
Trash	53
Leaf (Loads)	10
Total Trash	80
STREETS	
Sidewalk (FT)	500'
Curb (FT)	
Asphalt laid (Tons)	
Storm Drain Maint	
Signs Maintained	
Total Streets	


 PUBLIC WORKS DIRECTOR

Public Utilities

- Work Orders
 - Created: 86
 - Completed: 15
 - Incomplete: 71 (65 Pending Meter Installs)
- Locate Tickets
 - Created: 379
 - Completed: 99
 - Incomplete: 280
- 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 repaired 1 hydrant in March.
 - City crews flowed 5 Hydrants during repairs.
 - Flow testing is slated to continue in Spring 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 record the attendance for Risk Management.
 - Daily tailgate meetings for the day's tasks are held every morning before beginning work.
- Water & Wastewater Distribution Monthly Data Overview

CITY OF YORK UTILITIES DEPARTMENT REPORT March 2024				
	This Month	Last Month	This Month Last Year	Year to Date
	March 2024	February 2024	March 2023	2024
Treatment (1,000 gal.)				October 2023 - October 2024
A. Water Treated	0	0	0	0
B. Sewage Treated	34,473,000	36,838,000	30,630,000	180,576,000
Wastewater Sludge (tons)	78	47	65	170
System Growth				
B. Water Taps (units)	1	0	4	9
C. Line Extensions (ft.)	400	150	300	1235
D. Sewer Taps	2	2	2	12
E. Line Extensions (ft.)	100	40	0	340
F. Storm Drain Lines (ft.)	0	0	0	0
G. Irrigation Meter	2	2	0	4
System Maintenance				
A. Water Leaks	13	10	8	82
B. Sewer Repairs	2	1	3	17
C. Utility Cuts Made	6	0	6	20
D. Hydrants Replaced	0	0	0	0
E. Hydrants Repaired	0	0	0	4
F. Hydrants Flowed	5	5	3	42
G. Sewer line maintenance	30	25	20	128
H. Landscaped w/s cuts	6	10	6	31
I. Sand & Gravel (tons)	70	80	60	310
Meters				
A. Replaced	25	10	45	140
B. Repaired	0	0	20	63
C. Flow Tested	0	0	0	0
D. Installed	20	26	0	46
Overtime (hours)				
B. Waste Water Plant	1	18	5	81.5
C. Utility Maintenance	0	0	19.5	161.25
E. Meter Reader	0	0	7	64.75
Total Overtime	1	18	31.5	307.5


Utilities Director

Ongoing Developments & City Projects

Fergus Crossing

- Bonding requirements and maintenance fee agreements have been met for phase 2A final plat.
- Construction in this phase has begun.

- Hopper Communities has been contacted about several leaks due to construction traffic damaging meter boxes and hitting underground services. A list was generated on 3/18/2024 and sent to Hopper.

Wilkerson Place

- Construction continues, no damage to infrastructure.
- Construction has begun on Candella Ct. with no damage to infrastructure.

Lake Caldwell

- Revised drawings were resubmitted to DHEC 9/25/2023 and all comments were addressed.
- Notice of Intent from SCDHEC for grading activities has been granted.
- Permits were been granted but then held by DHEC because of items that were not addresses by the 3rd party plan reviewer CDM Smith.
- A meeting was held between city staff, DHEC, CDM Smith and CDG Shield in early January to discuss these items. City staff communicated its displeasure at the length of time this project has taken and pressed the fact that we had a permit in hand, were ready to move forward and now the goalpost has been moved again costing us more time and money. DHEC officials and CDM Smith stated they would work with our engineers to quickly address the issues in the proposed plans for a permit.
- City staff has been in touch with SCDHEC Dam safety officials about additional funding for the Lake Caldwell Dam through the High Hazard program.
- Conducting seepage analysis model at States request, model will be submitted in March. If the model is accepted; spillway slab thickness, underdrain system, and other design parameters will be met for State acceptance.
- The Model was submitted on March 7, 2024, there has been no response from DHEC.

Liberty Street Waterline Extension

- 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 granted by DHEC for the project.
- 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.
- Keck & Wood is currently working on additional items to include in the final bid package for SCIIP review, an item included is an 8" main replacement from Georgia Ave. to Hunter St.
- The project is scheduled to be sent to SCIIP review in February, when SCIIP review is completed and permission to bid is granted we hope to bid the project in April.
- The project manual and bid documents are still with the SCIIP/COG for review and approval as of this report.
- 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 has begun.
- Drainage issues and retention pond cleanout were addressed after the 1/9/2024 rains.

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.
- Punch List items were completed, and final plat issued, building has begun in phase 3.

- After a plug was found lodged in a sewer main that caused a backup in January, staff asked that the entire sewer collection system be video inspected. Staff received the video inspections and reviewed them. There were no obstructions.
- All BMP's have been cleaned out, silt fencing replaced on lots where it had fallen, silt sacks in storm drains replaced.
- Street lighting and wiring has begun.
- Older landscaping around the development, including bushes around the existing lift station are being updated and changed out for more non-invasive plants.

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. The letter from the meeting accompanies this report.
- A meeting with Armstrong Glenn on 1/16/2024 to discuss plans moving forward from the SCDHEC dam safety meeting
- A bid package is being put together to address the brush and small diameter trees on the upper dam, once received we will put it out to bid. Once the appropriated funds are used, we will apply for additional funding through the SCDHEC High Hazard dam program to address the spillway issues.

Lincoln Rd. Sidewalk Project

- NOI and Environmental Applications were signed and submitted in mid-December. ESP expects to have approved permits by early January 2024.
- ESP is currently working on the construction specifications, once received they will begin working on the bid package for the project.
- ESP estimates 3 months for the bidding phase with construction beginning in May or sooner.
- Construction is estimated to take 6 months.
- The Bid package and project specifications were sent over for Staff review and comments. Once approved it will be advertised and a date will be given.
- Bid package was advertised on March 1, 2024, and a pre-bid meeting was held on March 13, 2024. The bid opening for the project will be March 28, 2024, 2:00 pm at City Hall.

Railroad Ave. Sidewalk Project

- A public meeting has been scheduled for December 18, 2023 at 6:30 pm. Representative from Catawba Council of Governments, Campco engineering, City Staff and Council were in attendance to answer questions and relay any concerns to council.
- On January 2, 2024 a motion and vote was taken regarding whether to change to Alternate one or remain with Alternate two (approved on July, 11 2023) based on feedback from the community meeting, various conversations, and discussions with SCDOT about proposed changes. Alternate two is confirmed to remain as the location for the Railroad Ave. sidewalk project based on a motion and vote.
- Plans were sent to SCDOT and their comments are included with this report.

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.
- A pre-bid meeting was held at the plant on December 13th with several plan holders in attendance. Bidders were able to see all of the proposed improvement and construction areas and ask any questions to staff and the engineers.
- A bid opening was held on January 25, 2024 at 2:00 pm in council chambers. Bid tab results accompany this report.
- Awaiting RIA award approval, once it has been received, we will contact North American Contracting and begin with the project construction schedule.
- Award approval has been sent to us from RIA, North American Construction co. has been notified and sent all addendums, Construction drawings and Specifications.
- A pre-construction meeting and formal introductions are scheduled for early April.
- The project is ahead of schedule for SCIP.

Water Treatment Plant Environmental Review & Remediation

- Thomas Jordan with Davis and Floyd met with city staff on January 25, 2024 and brought demolition plans and schedule to staff for review.
- A bid package is being developed by Davis & Floyd, city staff will communicate the availability to dump various items at the county landfill, and the availability of fill dirt needed for the project before the bid package will be ready for staff review.
- Staff advertised on February 19, 2024, and held a pre-bid meeting on the 29th for all plan holders. Bid opening is scheduled for March 19, 2024
- The bid opening was held on March 19, 2024, Wilma Pump & Tank Co. was selected as the lowest bidder for \$292,077.00 with \$45.00 per cubic yard of fill if needed. The project is not to exceed \$350,000.00.
- A pre-construction meeting is scheduled for early April contingent upon council approval of the contract award.

Bellina Subdivision

- Stormwater infrastructure has been installed.
- Water and Sewer construction permits have been issued.
- Sewer infrastructure has been installed.
- Water infrastructure continues to be installed.

Brighton Springs

- Land clearing activities began in early January, and silt fencing has been installed on 60% of the disturbed areas. Once all the silt fencing has been installed, BMP construction will begin for phase 1 of the project.
- Clearing, grubbing and silt fencing activities are still ongoing.
- BMP construction has been completed; final grubbing of the site is underway.
- Existing structures (2) on the site are slated for demolition.

Pinckney Rd. PUD

- Land clearing and silt fencing activities are still ongoing for the site.
- BMP construction has been completed.
- Construction entrance on Pinckney Rd has been completed.
- Material submittals for water and sewer have been approved.
- Pump station submittals are still under review.
- The old 6" water main on Cedar St. was located and disconnected from the water distribution system.

Traditions @ Springlakes

- 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.
- A pre-construction meeting was held on December 20th. Land disturbance activities will begin early January 2024.
- Construction entrances on Springlakes Rd. and Blessed Hope road have been installed.
- Land Clearing and silt fencing are underway on the Springlakes Rd side of the project.
- Silt fencing has been installed; BMP's have been completed.
- Final grubbing of the site is underway.

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.
- Water and sewer infrastructure construction continues.
- City Staff approved encroachment for 2 entrances off of Devinney Rd.
- Stormwater infrastructure construction has begun.
- Water infrastructure is at 75% completion.
- Sewer Infrastructure is at 50% completion.
- Curbing and Subgrade proof rolls have been performed in Phase 1A.
- The surface layer of asphalt for phase 1A has been laid.
- The water main on Liberty St. has been located and excavated for the tap to serve the site.
- Stormwater, Water and Sewer infrastructure continues for all phases.

Cannon Village

- A preconstruction meeting is set for Thursday March 28, 2024 @ 10:00 am.

Filbert Hwy/Larson Rd. light industrial

- Stormwater BMP's and infrastructure have been constructed and inspected
- Water and Sewer infrastructure has been installed.
- Staff is awaiting inspections for the roadway and curbing but have been delayed by the rainfall.

- The city 3-acre parcel was surveyed on March 20, 2024, and we are awaiting the report from the surveyor.
- Lift Station construction has begun.
- Proof rolls for sub-grade have been planned for the end of March weather permitting.

AMI meter system

- The TGB base stations were installed the first week of January.
- Carolina Lift Stations installed the breakers and wiring for the TGB stations at Ratchford and Arrow water towers.
- Ferguson was contacted with the test accounts identified by staff, billing and integration verification is scheduled for Feb. 5-9 unless otherwise notified.
- Utilities staff members attended the Sensus meter expo Feb. 12-14 in Myrtle Beach. The expo specifically addressed the AMI system, deployments, troubleshooting, and the growing pains that others have experienced.
- A meeting with Sensus and Ferguson is scheduled Feb. 29th to discuss the billing conversion to BS&A. Project schedule and implementation.
- Representatives from Ferguson installed modems at the base station locations and commissioned the stations live.
- Installers will be coming in early April to install the test meters at the 13 locations chosen by staff.
- Software integration between CSI and Ferguson continues to progress with the Master Meter Change Out file being the only piece missing at this point.
- After the test meters are installed, the system will be monitored for viability and connection issues before the master change out of the system is planned.

Water Sewer Inventory Management Grant

- A kick-off meeting was held on 11/20/2023 via zoom to outline what would be needed from the City to be submitted for acceptance of the Grant.
- All grant award documentation was signed and mailed to RIA on 12/15/2023.
- The next phase will be the creation of an RFP and bidding dates.
- An RFP was created and sent to RIA for approval, comments were sent, revisions made and sent back for RIA approval.
- The bid was released and advertised on March 18, 2024, an Addendum was added on March 20, 2024 for questions related to the scope of work to be sent to The Utilities Director no later than April 4, 2024.
- The bid opening is scheduled for April 11, 2024 @ 4:00pm

North Congress St. Waterline

- Staff met with surveyors on 12/20/2023 and walked the North Congress St. area outlining the survey area. Surveyors will return in mid-January 2024 to complete surveying.
- Surveying of the entire project was completed the week of March 18th; we are awaiting the report from the surveyor.
- After the survey is completed, we will begin the design phase of the project.



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