



2024

# City Manager's Report



January Edition  
Issue 13



# City of York: City Manager's Report

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**TO:** Mayor & City Council

**FROM:** Dalton Pierce, MPA, City Manager

**DATE:** January 31<sup>st</sup>, 2024

**SUBJECT:** City Manager's Report – January 2024

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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 January 2024. Please contact me if you have questions or need additional information at [dpierce@yorksc.gov](mailto:dpierce@yorksc.gov) or 803-684-2341.

## **Community Engagement Department Updates**

- The application period for the 2024 City of York Accommodations Tax Grant Program has ended. The Accommodations Tax Advisory Committee will review applications and make funding decisions.
- Our new website is now live! We invite you to take a moment to explore our updated and refreshed appearance. Visit [www.yorksc.gov](http://www.yorksc.gov) to see our new look!
- For more about what's happening in the City of York, visit our newsletter, [The York Quarterly!](#)

## **Upcoming City Events**

- **Wednesday, February 14, Friday, February 16 & Saturday, February 17: Dream Carriage and Special Events Carriage Rides**
  - Dream Carriage and Special Events will be in Downtown York offering carriage rides at City Market from 5 pm to 9 pm.
- **Saturday, March 9, 2024: March for the Heart 5K**
  - Tender Hearts Ministries organizes this annual 5K event to raise awareness and generate funds for its programs. To learn more or register, please click [here](#).
- **Saturday, March 9, 2024: International Women's Day**
  - Several downtown businesses have partnered to host International Women's Day in Downtown York. The event will run from 10 am to 4 pm and includes a mobile mammography bus, ladies' luncheon, vendors, and shopping at your favorite downtown retailers.

## **City Council, Boards, & Commissions**

- February 5, 2024 - Board of Architectural Review at 6:30 p.m.
- February 5, 2024 - Regular City Council Meeting at 6 p.m.
- February 12, 2024 – Board of Zoning Appeals at 6 p.m.
- February 19, 2024 - City Council Workshop at 5 p.m.
- February 26, 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, tangible and non-tangible benefits, programs, initiatives, and services for FY2025.
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- 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](#)
- The City Manager attended the MLK Breakfast on January 12, 2024, and was a part of the MLK Parade on January 13, 2024
- The City Manager attended the York Men’s Club Banquet on January 20, 2024
- The City Manager submitted the City’s FY25 SC State Budget Request on January 5, 2024.
- The City Manager has started the development and creation of the City’s GIS enterprise using ArcGIS Pro software.
- The City Manager had several economic development meetings with prospective businesses looking at the City for future investment.
- 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 \$78k in interest this month, with an average interest rate of 5.25%. As of month, 4 of 12, the City has earned \$268k+ 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.
- 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	6	5								
200 - Overpressure/Overheat	0	0	1	0								
300 - EMS	62	69	62	53								
400 - HAZMAT	5	6	9	16								
500 - Service Call	9	9	15	2								
600 - Dispatched, Cancel En Route	22	26	29	23								
700 - False Alarm	13	20	12	21								
800 - Natural Disaster	0	0	0	0								
900 - Special Incident	0	0	1	0								
<b>Total</b>	<b>120</b>	<b>142</b>	<b>135</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FYTD Total Calls for Service 517**

- Events, Training, & Other Updates
  - 1/10/2024: Fire extinguisher training for local business.
  - 1/12/2024: Department members attended the MLK Breakfast.
  - 1/13/2024: YFD participated in MLK parade.
  - 1/18-20/2024: Lieutenants Boulware & Gilfillan attended class at SCFA.
  - 1/22/2024: YCHS Firefighter II Class internship at YFD.

**Police**

- Breakdown of the month for calls for service categories (see attached monthly report)
- Total Calls for service for the Fiscal Year = 2,866 (documented on monthly report)
- **DEPARTMENT MATTERS**
  - 12/31 – 01/01 – YPD Traffic Safety Unit participated in the SCDPS Sober or Slammer campaign by increasing traffic enforcement and highway safety measures.
  - 01/07 & 01/14 – Special Prosecutor Stephanie Wood from the York County Sheriff's Office presented to YPD Officers on the basics of courtroom prosecution.
  - 01/18 – YPD Officers participated in the regional Human Trafficking Task Force meeting hosted by the SC Attorney General's Office at the Moss Justice Center.
- **COMMUNITY EVENTS**
  - 12/31 – 01/01 – YPD Traffic Safety Unit participated in the SCDPS Sober or Slammer campaign by increasing traffic enforcement and highway safety measures.
  - 01/12 – YPD Command Staff participated in the 2024 MLK Breakfast at Liberty Church.
  - 01/13 – YPD Officers worked the 2024 MLK Day Parade.
  - 01/20 – Chief Trail was recognized by the Men's Club of York and presented with the Community Service Award for 2024 by the nonprofit organization.

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**Human Resources**

**Initiatives:**

- An initial draft has been constructed of an Emergency Management Plan that will outline procedures in the event of an emergency, as well as work towards proactive practices to better prepare employees for emergent incidents.
  - This will include:
    - Regular practice drills
    - The implementation of additional security measures
    - Additional regular training
    - The implementation of emergency procedures and policies

- Working with the newly reformed Wellness Committee to plan Lunch and Learns as well as a Wellness Fair.
- The first round of employees completed Narcan training, with the goal being to educate and equip public-facing employees with this life-saving resource.
- Successfully completed the SCMIT Workers Comp Audit for the 2023 calendar year.

**Other news:**

- Attended the 2024 South Carolina City/County Managers conference where I was able to network with professionals and vendors alike. Topics of the conference included a SC Economic Budget update, artificial intelligence in public management, and regional impacts of industrial growth.
- Completed ACA reporting required for insurance.
- W2's were mailed and distributed to employees.
- OSHA reporting was successfully completed.

**Recruiting and Development:**

Role	Closing Date	Applications
Firefighter/EMT (Backfilled)	OTF	7
Residential Building Inspector	OTF	84
Parks and Recreation Seasonal Positions	OTF	24
Police Officer (Backfilled)	OTF	4

**Total 119**

**Total New Hires for January 2024: 4**

**Turnover Rate for 2024: 0%**

**Parks & Recreation**

**Sports/ Programming:**

- Began regular season for youth basketball. We had a great turnout this season with 22 teams across three age groups. Playoffs will be held immediately after the regular season.
- Began registration for youth baseball and softball. Registration will be held until February 8<sup>th</sup>.
- Met with Clover Parks and Rec. and the softball umpire-in-chief to discuss the upcoming softball season.
- Staff attended the events committee meeting to discuss upcoming events in the city.
- Staff attended the health and wellness committee meeting.
- Preparing registration for T-ball, Coach Pitch, 16U Softball and 15U baseball. Registration for these age groups begins February 12<sup>th</sup>.

**Projects:**

- We are continuing to move forward with the batting cage project at the recreation complex. There is a completion time frame of mid-March.
- Staff have been in contact with the NFC, regarding the fitness court. We are on track to have it installed in April/May.
- Preconstruction meetings for City Park Phase 2 will begin in February.

**Grounds/Maintenance:**

- Other than regular maintenance this month, the grounds crew continued to clean off the sides of several sections of the bike trail and picked up limbs and trash.
- Staff completely cleaned both shops and the surrounding areas.
- Crews are getting all 6 fields prepped for this upcoming baseball/softball season.

## Planning & Zoning

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

- Residential Construction Permits Issued: 56
- Commercial Construction Permits Issued: 3
- Construction Inspections Total: 560
- Certificate of Occupancy or Completion Issued: 27
- Code Enforcement Violations/Notifications: 14
- Total Business License Fees Collected: \$9,016
- Total Impact Fees Collected: \$43,476
- Total Capacity Fees Collected: \$43,068

### ➤ 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

#### January 2024 - (Board of Architectural Review):

- No Updates

#### 1/22/2024 – (Board of Zoning Appeals):

- A public hearing was held concerning a special exception request regarding driveway requirements for the new Dollar Tree to be located at the corner of Blessed Hope Road and Filbert Highway – **Conditionally approved.**

#### 1/29/2024 - (Planning Commission Regular Meeting):


- Discussion of criteria to be used in reviewing rezoning applications.
- Rezoning application for property located at the intersection of Fairhope Road and Alexander Love Highway referenced by York County Tax Map Id # 0702301038 (Proposed to rezone from GI-General Industrial to R10- Multi-Family Residential) – **Tabled**

### ➤ Other Updates:

1. 1<sup>st</sup> Reading – Urban Camping Ordinance – February 5, 2024
2. 1<sup>st</sup> Reading – Traffic Control Requirements – February 5, 2024

**Public Works**

CITY OF YORK PUBLIC WORKS DEPARTMENT REPORT 2024	
JANUARY 2024	
<b>SANITATION (TONS)</b>	
Residential	287
Commercial Garbage	283
Recycling	29
<b>Total Sanitation</b>	<b>599</b>
<b>TRASH (TONS)</b>	
Brush	37
Trash	46
Leaf (Loads)	34
<b>Total Trash</b>	<b>83</b>
<b>STREETS</b>	
Sidewalk (FT)	
Curb (FT)	
Asphalt laid (Tons)	
Storm Drain Maint	3
Signs Maintained	
<b>Total Streets</b>	<b>2</b>


  
 PUBLIC WORKS DIRECTOR

**Public Utilities**

- Work orders
  - Created: 61
  - Completed: 13
  - Incomplete: 48 (30 Pending Meter Installs)
- Locate Tickets
  - Created: 257
  - Completed: 119
  - Incomplete: 138
- 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 0 hydrants in January.
  - City crews flowed 2 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 January 2024				
	This Month	Last Month	This Month Last Year	Year to Date
	January 2024	December 2023	January 2023	2024
<b>Treatment (1,000 gal.)</b>				
A. Water Treated	0	0	0	0
B. Sewage Treated	39,720,000	26,283,000	25,752,000	109,265,000
Wastewater Sludge (tons)	22	23	0	45
<b>System Growth</b>				
B. Water Taps (units)	0	3	5	8
C. Line Extensions (ft.)	80	150	160	685
D. Sewer Taps	0	3	3	8
E. Line Extensions (ft.)	20	60	100	200
F. Storm Drain Lines (ft.)	0	0	0	0
G. Irrigation Meter	0	0	0	0
<b>System Maintenance</b>				
A. Water Leaks	2	8	6	59
B. Sewer Repairs	3	3	6	14
C. Utility Cuts Made	1	3	5	14
D. Hydrants Replaced	0	0	0	0
E. Hydrants Repaired	0	1	0	4
F. Hydrants Flowed	5	5	0	32
G. Sewer line maintenance	20	20	31	73
H. Landscaped w/s cuts	0	0	6	15
I. Sand & Gravel (tons)	20	20	100	160
<b>Meters</b>				
A. Replaced	23	22	25	105
B. Repaired	4	14	10	63
C. Flow Tested	0	0	0	0
<b>Overtime ( hours)</b>				
B. Waste Water Plant	14	10	28.5	62.5
C. Utility Maintenance	24	53	19.25	161.25
E. Meter Reader	17.5	23.75	13.75	64.75
Total Overtime	55.5	86.75	61.5	288.5

  
 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 not been met for phase 2A final plat.
- Construction in this phase has been halted until the bonding requirements are met.

**Wilkerson Place**

- Construction continues, no damages 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 the development.
- True Homes was contacted about the lack of silt fencing around lots that caused a lot of runoff to the retention ponds after the 1/9/24 rain event.



**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 were been granted but then held by DHEC because of items that were not addressed by the 3<sup>rd</sup> 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, and 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.

**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 being scheduled to be sent to SCIIP review in February, when SCIIP review is completed and permission to bid is granted we hope to bid in early to mid-March with bid opening in April.
- 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.
- As of this report the punch list items requested have not been completed.
- A stop work order was issued after a mechanical plug was lodged in a sewer main on Bezelle Ave. causing an overflow and backups. Century Communities and R&R plumbing responded after city staff were called and repaired the line restoring flow. The stop work order has been lifted.

**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.

#### **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 13<sup>th</sup> 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 13<sup>th</sup> 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.
- The project is ahead of schedule for SCIIP.

#### **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 is aiming to advertise on February 19, 2024 and hold a pre-bid meeting on the 29<sup>th</sup> for all plan holders.

#### **Bellina Subdivision**

- Land clearing and storm water protection has been completed.
- Silt fencing and the approved construction entrance have been installed.
- BMP's and Stormwater Impoundments have been constructed. BMP's were cleaned out after the 1/9/2024 rainfall.
- Water and Sewer construction permits have been issued.
- Sewer infrastructure is currently being installed.
- Water and Sewer infrastructure continue 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.

**Pinckney Rd. PUD**

- Land clearing and silt fencing activities began in early January.
- BMP's are currently under construction for phase 1 of the project.

**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.

**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.

**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 is scheduled to be surveyed later in the week.

**AMI meter system**

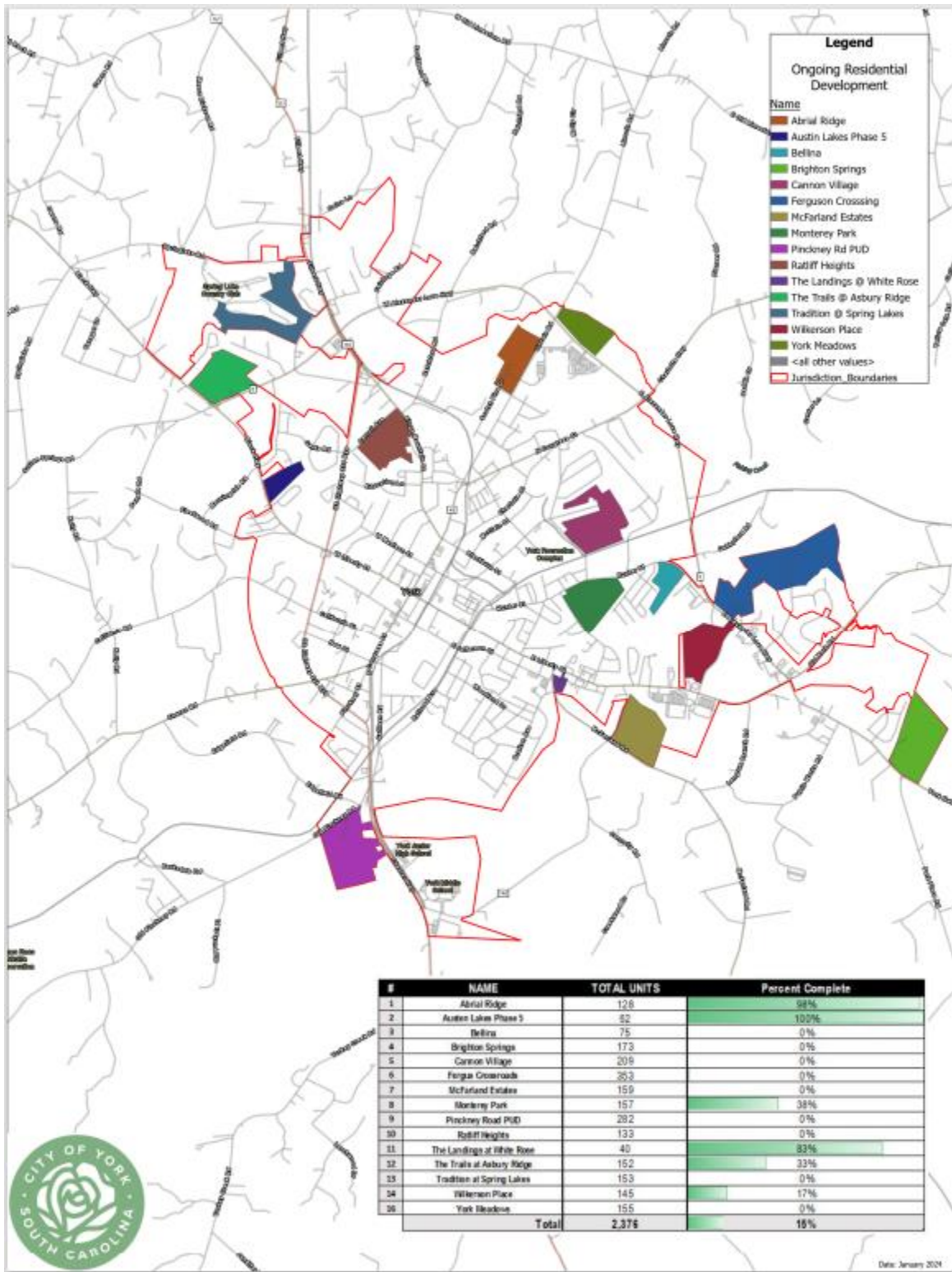
- The TGB base stations were installed the first week of January.
- Carolina Lift Stations installed the breakers and wiring for the TGB stations at Ratchford and Arrow water towers.
- Ferguson was contacted with the test accounts identified by staff, billing and integration verification is scheduled for Feb. 5-9 unless otherwise notified.
- Meter installs at the 13 locations will be Feb. 12-16 unless otherwise notified.
- Testing will take 3 to 4 weeks to complete.
- Project start up and kick off meeting will follow.

**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.

**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 is scheduled for later this week.



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