TO: ED DRIGGERS, CITY ADMINISTRATOR
       TAMMY DUNCAN, CITY CLERK
FROM: PUBLIC SERVICES DEPARTMENT
SUBJECT: ACTIVITY REPORT FOR December, 2019
DATE: January 23, 2020

PUBLIC SERVICE CREW

- Ran 3 leaf trucks throughout the month
- Leaves were cleared from storm drains throughout Greer
- Clean up O.C. Building and ran floor scrubber machine
- Hauled 3 loads of E-Waste to landfill
- 4 loads of construction waste was taken to landfill

CARTS DELIVERED

NEW HOME CARTS: 62       REPLACEMENT CARTS: 11
RECYCLE BINS: 69       CARTS REPAIRED: 22
YARD WASTE CARTS: 0
YTD Fiscal Year Totals: Greenville 4030.09 + Spartanburg 2182.94 = 6,213.33 Tons
**STORM DRAINS & CATCH BASINS**

- Jetted stormwater pipe on Bellshire with truck

**STREET SWEEPER**

- Street sweeper was down half of the month and leaf truck was used to clean curbs

**POTHOLES**

- Patched/repaired potholes on West Phillips, Westmoreland, Tryon St Ext., Hilton St

**SIGNS REPAIRED/REPLACED**

- Repaired/replaced 3 Stop signs on Highgate Circle
- Stop sign on North & W Church St
- No Left Turn installed on Poinsett/Hwy101
- No Outlet Sign was installed on North Miller

**CITY BUILDING, AND CUSTODIAL MAINTENANCE**

- Completed new HVAC at Victor Gym.
- Installed heaters in Tryon Center outdoor restrooms
- Rebuilt and repaired egress lights at Cannon Center
- Installed new outlets in Police Department records room
- Repaired several rooftop lights/Christmas lights
- Replaced mini blinds in dispatch office
- Completed NIMS training 100 and 200
- Installed new chain link fence at Victor Gym.
Ongoing Engineering Projects:

- Pavement Evaluation for 2020-met consultant and reviewed proposal
- CSX Railroad bridge at Biblebrook road/bridge closure – prelim site visit and planning
- Mt. Vernon Rd @ Poinsett right turn lane – prelim planning
- Faye Court drainage issue – met paving contractor
- Road Improvement Program – prep for Council
- Downtown Streetscape project – Site visits, inspections and coordination
- Trakit Project Management Software – On site training, testing (3-5 hrs/wk)
- US 29 Accel/Decel lanes – waiting on DOT for options
- 2019 Paving Program – coordinating with contractor – crack sealing wrapping up
- Recycle Center Upgrade Phase 2 – on hold
- Lemon Creek speed humps – planning (on hold)

Public Works Projects & Activities:

- Solid Waste program review – scheduled meeting with consultant
- Reviewing Street Cut Permit process
- Catch basin lid collapse at 205 Sumter St.
- Recycle Center monthly inspection completed for December

Subdivision/Development Projects – Meetings with engineers and developer representatives discussing details with new subdivisions or commercial sites that are either in planning stages or under construction.

Active projects:

- Brentwood – site meeting to look at sidewalk problems

Other:

- PAC site reviews (0)
- Road/drainage complaints checked (4)
- Requisition for Mechanic position
- Applications and interviews for PSW1 position
- Research potential new titles and structural changes for PS dept.
- Space planning meeting at OC with architect
- Attended APWA/ASCE annual meeting in Greenville
- Attended SCAHM meeting in Greenville
- Class & Comp meetings
- Met with Susan about Cemetery policy changes
- Completed ICS 100 & 200 training
- Met with PD about future firing range site
STORMWATER MANAGER

STORMWATER MANAGER – (Robert Roux, Assistant City Engineer)

Construction/ Post-construction Program – Pre-submittal Meetings, Plan Reviews, Pre-construction meetings, As-built Review and Project Meetings (Construction and Post-construction Minimum Control Measures) - Stormwater site plan reviews that incorporate consideration for water quality impacts and attempt to maintain pre-development runoff conditions are required by our SMS4 permit.

<table>
<thead>
<tr>
<th>Development Type</th>
<th>Project Name</th>
<th># Lots/Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial</td>
<td>Waffle House</td>
<td>NA</td>
</tr>
<tr>
<td>Commercial</td>
<td>BMW Via Road</td>
<td>NA</td>
</tr>
<tr>
<td>Residential</td>
<td>Park Avenue Townes</td>
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<tr>
<td>Residential</td>
<td>Walnut Hill Townes</td>
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<table>
<thead>
<tr>
<th>Development Type</th>
<th>Project Name</th>
<th>Review Type</th>
<th># Lots/Units</th>
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<tbody>
<tr>
<td>Commercial</td>
<td>Springwood Park ADA</td>
<td>Follow up</td>
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<tr>
<td>Commercial</td>
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<tr>
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<td>BMW Via Road</td>
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<tr>
<th>Development Type</th>
<th>Project Name</th>
<th># Lots/Units</th>
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<tr>
<td>Commercial</td>
<td>Chili’s</td>
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<tr>
<td>Commercial</td>
<td>Praise Cathedral Family Life Center</td>
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<tr>
<td>Residential</td>
<td>Suber Branch Townhomes</td>
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<tr>
<td>Commercial</td>
<td>Hampton Inn Build Out</td>
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2019 Stormwater Summary January 1st through December 31st, 2019

<table>
<thead>
<tr>
<th>Projects Submitted</th>
<th>Plan Reviews</th>
<th>Preconstruction Meetings</th>
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<tbody>
<tr>
<td>41</td>
<td>125</td>
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# Historical Project Submittals

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<th>Year</th>
<th>Projects Submitted</th>
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<td>2018</td>
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<td>2015</td>
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# As-Built Reviews

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<tr>
<th>Development Type</th>
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<tbody>
<tr>
<td>Commercial</td>
<td>NTB Brannon Drive</td>
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<tr>
<td>Commercial</td>
<td>NTB Brannon Drive</td>
<td>Follow up</td>
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<tr>
<td>Residential</td>
<td>The Reserve at Richglen</td>
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<tr>
<td>Commercial</td>
<td>Whatta Wash</td>
<td>Initial</td>
</tr>
<tr>
<td>Commercial</td>
<td>Whatta Wash</td>
<td>Follow up</td>
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</table>

# Miscellaneous – Stormwater and Engineering

1) Coordinated Biblebrook Drive Bridge Site Visit and Discussions.
2) Final Plat Reviews for Mayfair Station, Brushy Creek Townes Ph 2, South Main Townes Ph 2, Pelham Glen, O’Neal Village Phase 4 Section 2, and Magnolia Green.
3) Attended the City of Greer Annual Employee Appreciation Breakfast.
4) Conducted the Roadway Inspection of Redcroft Phase 3 subdivision.
5) Completed the FEMA National Incident Management System (NIMS) Incident Command System Levels 100 and 200 Courses.
6) Completed the site plan Engineering Reviews for the Waffle House, BMW Via Road, and Park Ave Townes projects.
7) Attended the Public Services Christmas Lunch.
8) Sent Notice of Terminations (project closeout) to DHEC for the Whatta Wash, Reserve at Richglen, NTB Brannon Drive, and Piedmont Pointe projects.
9) Investigated drainage complaint at the Le Jardin subdivision after heavy December rain events.
STORMWATER INSPECTION

STORMWATER INSPECTION: Anthony Copeland/Brian Hunter
74 Active Site Inspected (Per Month)

1. Jones Creek Gardens
2. Le Jardin Subd.
3. Crosswinds Subd.
5. Old Woodruff Rd. Ind. WH
6. API Box
7. Cranky Yankey Ph-2 WH
8. POM Storage
10. Franklin Point Subd.
11. Riverside Crossx OutParcel 3
12. Freeman Farms Subd.
13. Heatherfield Subd.
14. RV and Boat Storage Ph-III
15. Greer Library Reno
17. Braeburn Orchard Subd.
18. Gibbs Cancer Center
19. Mayfield Crossing Subd.
20. Pleasant Dr. Subd.
22. O'Neal Village Subd. Ph-1
23. Global Commerce Park Ph-II
24. Reserves At Richglen Subd.
26. Darrien Properties Lot 3
27. New Hope Baptist Church
28. O'Neal Village Subd. Ph-3
29. Briar Ridge
30. Echo Ridge
31. O'Neal Village Subd. Ph-4
32. Redcroft Subd. Ph-1
33. Mayfair Station
34. Orchard Crest Subd. Ph-1
35. Redcroft Subd. Ph-2
36. South Main Towns
37. Town Pines
38. Pelham Medical Addition
39. Reserves at Redcroft
40. Views At Mt. Vernon
41. Hammett Bridge Town
42. Town City Retail
43. The Ledges
44. Hammett Bridge Res. Subd.
45. Creekside Manor
46. Brushy Creek Towns
47. Hartwood Lake Subd.
48. STI Phase II
49. Ozellas Ridge
50. Netzero
51. Pavilion Development
52. Piedmont Point Apt.
53. GHS GME Residence
54. O’Hare Project
55. O’Hare Project Utilities
56. Carolina Commerce
57. Magnolia Greens
58. Lear Corporation Addit.
59. Benson CDRJ
60. Whata A Wash Carwash
61. Brockman Mcclimon Rd.
62. Katherine’s Garden
63. Branchwood Subd.
64. Sudduth Farms
65. Global Commerce
66. Greer High School Addition
67. NTB
68. Greer Express Carwash
69. Crescent Park Commons
70. Hampton Inn  
71. Short Street  
72. Nifty Lift  
73. Affordable Suites  
74. Abner Creek Elem. Addit.

**STORMWATER INSPECTION:** Anthony Copeland  
41 Individual LOT Drainage Plan Reviews (Per Month)

<table>
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<tr>
<th>Month</th>
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<th>2019</th>
<th>2020</th>
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<td>Jul</td>
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<td>Dec</td>
<td>31</td>
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**Addressed Citizen Complaints:** Anthony Copeland

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<thead>
<tr>
<th>Issue</th>
<th>Complaint Date</th>
<th>Address</th>
<th>Resolution</th>
<th>Completed</th>
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<tbody>
<tr>
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**Asphalt Activities Inspection:** Anthony Copeland / Brian Hunter

<table>
<thead>
<tr>
<th>Subd. / Project Name</th>
<th>Date</th>
<th>Operation</th>
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<tbody>
<tr>
<td>Sudduth Farms</td>
<td>12/5/2019</td>
<td>Sub-grade Proof-roll</td>
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<tr>
<td>Sudduth Farms</td>
<td>12/6/2019</td>
<td>Sub-grade Proof-roll</td>
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