



**TO:** ED DRIGGERS, CITY ADMINISTRATOR  
TAMMY DUNCAN, CITY CLERK

**FROM:** PUBLIC SERVICES DEPARTMENT

**SUBJECT:** ACTIVITY REPORT FOR March, 2020

**DATE:** April 23, 2020

### *COVID-19 UPDATE*

- Public Service crews still working in teams.
- All other divisions are practicing Social Distancing.
- ACE still working a modified schedule.

### *PUBLIC SERVICE CREW*

- Prepared for annual inspection by cleaning up trucks and the OC Building
- Replaced 150' of sidewalk in Shelbourne Farms
- 5 loads of construction waste and 3 loads of e-waste taken to the landfill
- Cut trees back on Flemming Dr.
- Repaired sinkhole in cemetery
- Cut tree in alleyway on Lindel St.
- Repaired emergency sinkhole on W. Bearden St. due to two bad storm drain lines
- Street sweeper ran for 12 days in the month of March

## CARTS DELIVERED

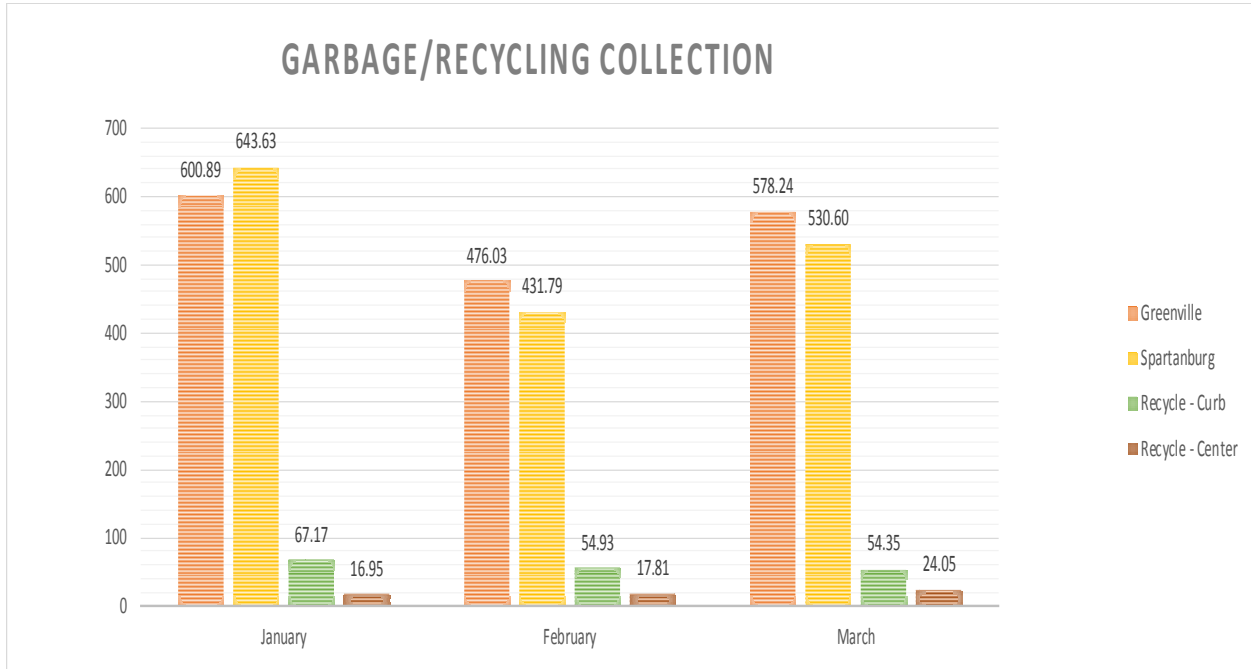
NEW HOME CARTS: 73

REPLACEMENT CARTS: 16

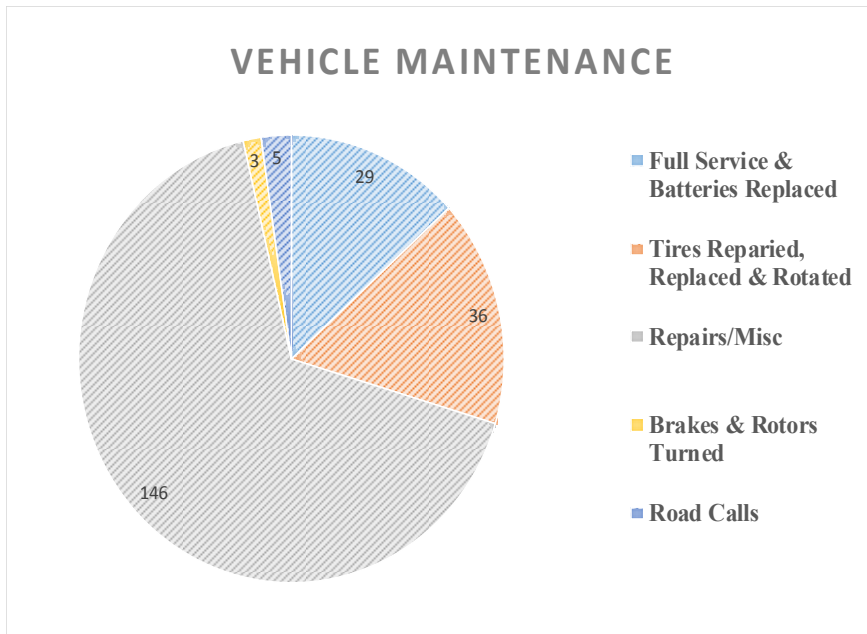
RECYCLE BINS: 95

CARTS REPAIRED: 21

YARD WASTE CARTS: 0



YTD Fiscal Year Totals: Greenville 5685.55 + Spartanburg 3788.96 = **9474.51 Tons**



### *RIGHT OF WAY CUTBACKS & GRASS CUTTING*

- Small tractor was run for 11 days in March to cut grass
- Cut grass around town and at the old shop, high bridge, triangles, and Museum
- Cemeteries were cut for first time this year
- Sprayed for weeds in several areas throughout the City

### *POTHoles*

- Patched/repaired potholes on W. Phillips, Mills, Poplar, Buncombe, Morrow and Highland

### *SIGNS REPAIRED/REPLACED*

- Repaired/replaced street signs on Town Center, Bella Michelle, Wade Hampton, and Town Centre
- Curve ahead sign repaired/replaced on Westmoreland
- Arrow signs repaired/replaced on Westmoreland

### *CITY BUILDING, AND CUSTODIAL MAINTENANCE*

- Painted classrooms A&B at Cannon Center
- Installed U/V light in Hood Rd HVAC system
- Installed new shelving in clerks storage closet
- Ice machines at golf club were cleaned
- Installed new mini split HVAC downstairs at golf club
- Completed HVAC preventative maintenance and leveling of outdoor units at golf club
- Tested kitchen hood fire suppression system at golf club
- 4 new bathroom faucets were installed in men's restroom at golf club
- Installed new handrails in stairwell at golf club
- Installed cabinets for courts dept.
- Painted City Park entrance sign
- Sprayed with disinfectant gun daily at city buildings

## CITY ENGINEER

### CITY ENGINEER –

#### **Ongoing Engineering Projects:**

- Blackwell Rd bridge – Consultant performed inspection
- Pavement Evaluation for 2020-Eval Van in town
- CSX Railroad bridge at Biblebrook road/bridge closure – planning and prelim design
- Mt. Vernon Rd @ Poinsett right turn lane – getting cost est.
- Faye Court drainage issue – waiting on cost EST.
- Road Improvement Program – Consultant working
- Downtown Streetscape project – Site visits, inspections and coordination
- Trakit Project Management Software – Training & Go Live March 10
- US 29 Accel/Decel lanes – on hold
- Recycle Center Upgrade Phase 2 – on hold
- Lemon Creek speed humps – getting field data

#### **Bearden St Sinkhole**



#### **Paving Eval Van**



#### **Public Works Projects & Activities:**

- Worked with ACE on Route adjustments
- Recycle Center monthly inspection completed for March
- Bearden Street sink hole
- Asset Management discussion with a consultant
- Wood Ave project for Parks/Rec
- Reviewing Encroachment Permit process

**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:**

- None

#### **Other:**

- PAC site reviews (3)
- Road/drainage complaints checked (1)
- Annual Report prep & presentation
- Annual Budget preparation
- Attended SCAHM conference in Greenville
- Utility complaint – Douglas Drive
- Lunch & Learn with ADS Pipe
- Attend Recycle meeting in Greenville

- Drainage issue at Needmore
- Interviews for Custodian position
- Attended SCSPE Board meeting in Columbia
- Public Services Dept inspection was held

**STORMWATER MANAGER**

**STORMWATER MANAGER – (Robert Roux, Assistant City Engineer)**

**Miscellaneous Tasks – Stormwater and Engineering**

- 1) Trakit Go Live and implementation.
- 2) Met with consultant to discuss Illicit Discharge Detection and Elimination (IDDE) Program. We are analyzing all outfalls in the City for Illicit Discharges which is required in our SMS4 Permit.
- 3) Met with consultant to discuss City Asset Management programs and Storm Drain Inventory.
- 4) Working to analyze traffic speeds and counts in various subdivisions where speed bumps have been requested.
- 5) Attended Association of State Floodplain Managers Webinar on Subdivision Design for Flood Resilience.

**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.*

Projects Submitted	
Development Type	Project Name
COMMERCIAL	BMW Guard Shack Addition
COMMERCIAL	Shine On 29
MAJOR MODIFICATION	Carolina Commerce Center Major Modification

Plan Reviews - Site Plan, Final Plat, As-built	
Development Type	Project Name
COMMERCIAL	Inland Port Additional Tracks
COMMERCIAL	Carolina Rage Headquarters
COMMERCIAL	Shine On 29
COMMERCIAL	Inland Port Additional Tracks

COMMERCIAL	Carolina Rage Headquarters
COMMERCIAL	BMW Guard Shack Addition
MAJOR MODIFICATION	Carolina Commerce Center Major Modification
MAJOR MODIFICATION	Carolina Commerce Center Major Modification
RESIDENTIAL	Grady Manor Townhomes
RESIDENTIAL	Park Avenue Townhomes
SITE PREP	Freeman Farm Industrial Park Site Prep
SITE PREP	Freeman Farm Industrial Park Site Prep
FINAL PLAT	Brushy Creek Townes Phase II
FINAL PLAT	Brushy Creek Townes Phase II
FINAL PLAT	Daily Bread Ministries - Tiny Homes
FINAL PLAT	Daily Bread Ministries - Tiny Homes
FINAL PLAT	Freeman Farm Phase 2
FINAL PLAT	Sudduth Farms Phase 1A
FINAL PLAT	Sudduth Farms Phase 1A
AS-BUILT	Rockbridge Townhomes
AS-BUILT	Rockbridge Townhomes
AS-BUILT	Belshire Phase 2
AS-BUILT	Le Jardin
AS-BUILT	Crosswinds

Permits Issued	
Permit Type	Project Name
ENCROACHMENT	additional driveway
ENCROACHMENT	Water Tap on Jason St
GRADING COMMERCIAL	Greer Municipal Parking Deck
GRADING COMMERCIAL	Shine on Two 9

As-Built Reviews		
Development Type	Project Name	Review Group
RESIDENTIAL	Rockbridge Townhomes	ALL
RESIDENTIAL	Rockbridge Townhomes	ALL
RESIDENTIAL	Belshire Phase 2	ALL
RESIDENTIAL	Le Jardin	ALL
RESIDENTIAL	Crosswinds	ALL

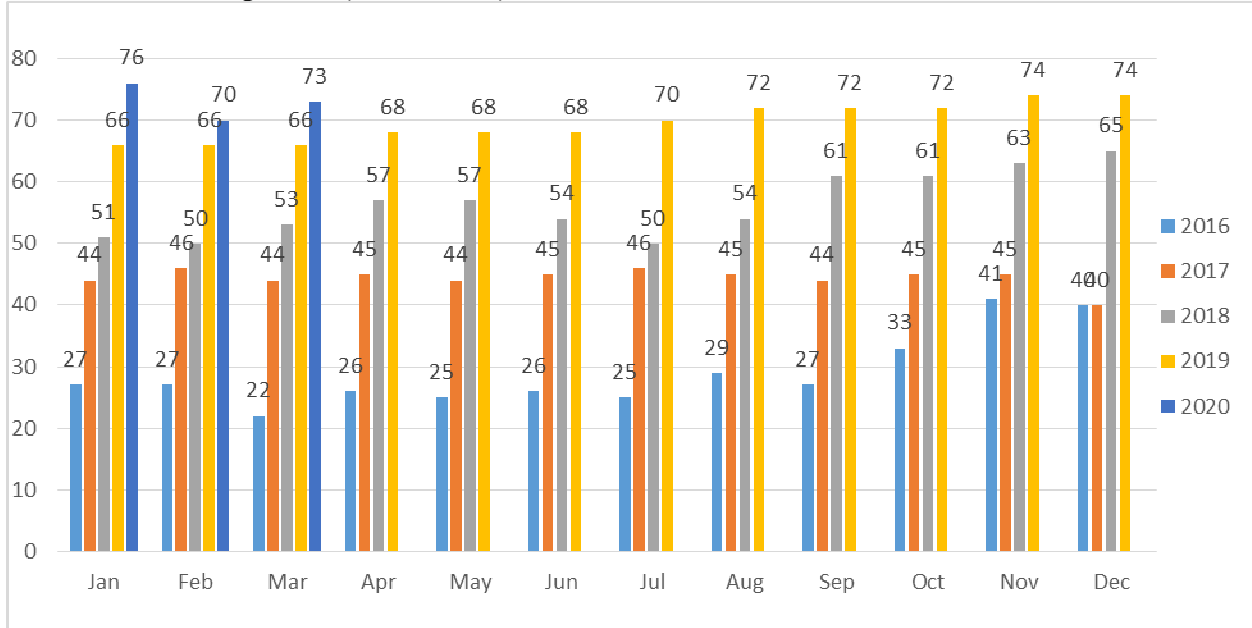
Engineering & Stormwater Inspections	
Inspection Type	
CEPSCI INSPECTION	66
CLOSEOUT INSPECTION	4
ENCROACHMENT	1

2020 Stormwater Summary January 1 <sup>st</sup> through March 31 <sup>st</sup> , 2020		
Projects Submitted	Plan Reviews	Preconstruction Meetings
10	38	7

Historical Project Submittals	
Year	Projects Submitted
2020	10
2019	41
2018	46
2017	37
2016	41
2015	35
2014	34

## STORMWATER INSPECTIONS

### STORMWATER INSPECTION: Anthony Copeland/Brian Hunter 73 Active Site Inspected (Per Month)

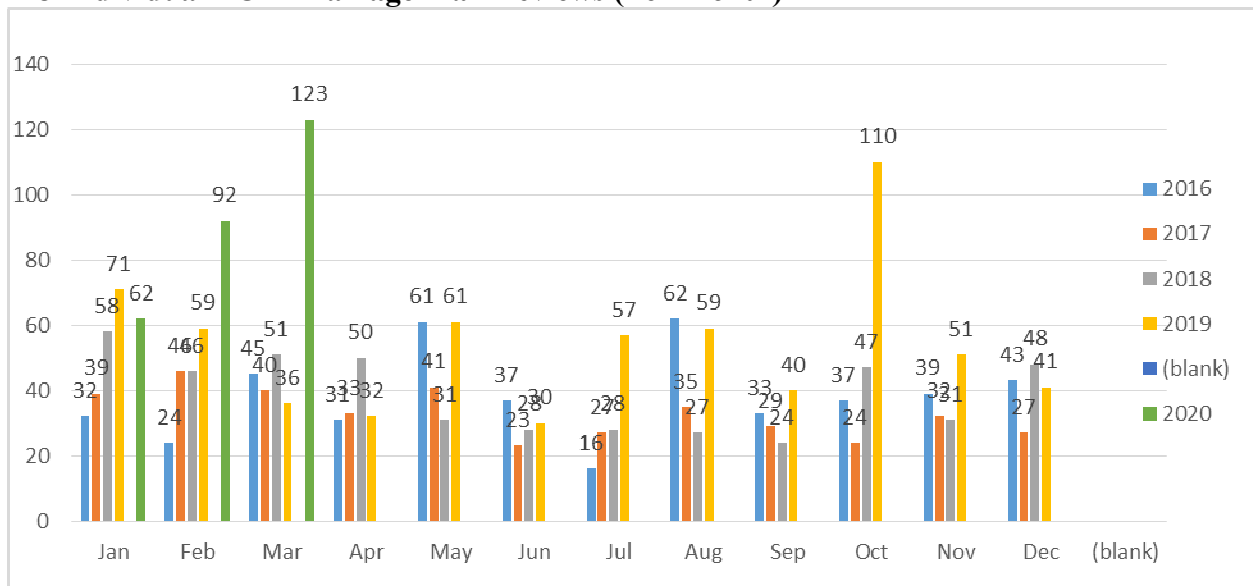


1. Jones Creek Gardens	2. Le Jardin Subd.	3. Crosswinds Subd.
4. Belshires Subd. Ph-2	5. Old Woodruff Rd. Ind. WH	6. API Box
7. Cranky Yankey Ph-2 WH	8. POM Storage	9. Cypress Landing Subd.
10. Franklin Point Subd.	11. Riverside Crossx OutParcel 3	12. Freeman Farms Subd.
13. Heatherfield Subd.	14. RV and Boat Storage Ph-III	15. Greer Express Carwash
16. Manor At Abner Crk. Subd.	17. Braeburn Orchard Subd.	18. Gibbs Cancer Center
19. Mayfield Crossing Subd.	20. Pleasant Dr. Subd.	21. Pelham Glen Subd.
22. Oneal Village Subd. Ph-1	23. Global Commerce Park Ph-II	24. Foundations Early Learn Ctr
25. Oneal Village Subd. Ph-2	26. Darrien Properties Lot 3	27. New Hope Baptist Church
28. Oneal Village Subd. Ph-3	29. Briar Ridge	30. Echo Ridge
31. Oneal Village Subd. Ph-4	32. Praise Cathedral	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. Hampton Inn



52. STI Trucking Ph2	53. GHS GME Residence	54. O'Hare Project
55. O'Hare Project Utilities	56. Carolina Commerce	57. Magnolia Greens
58. Lear Corporation Addit.	59. Global Commerce	60. Affordable Suites
61. Brockman McClimon Rd.	62. Katherine's Garden	63. Branchwood Subd.
64. Sudduth Farms	65. Nifty Lift	66. Greer High School Addition
67. Overton Park	68. Abner Creek Elem. Addit.	69. Crescent Park Commons
70. Chick-fil-a	71. Turner St. (4) New Houses	72. Bent Creek Sewer Ext. Ph 3
73. Suber Branch Towns		

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



**Addressed Citizen Complaints: Anthony Copeland**

Issue	Complaint Date	Address	Resolution	Completed
Sink Hole	3-4-2020	409 Rose Haven Wy.	There was no sink hole, only a pothole in the road, which filled and patch by COG Maintenance	3-9-2020

Water Back-up in yard	3-4-2020	404 Maplewood Cir	CPW Sewer Issue	3-4-2020
Storm Drain / Trash	3-6-2020	Reserves at Riverside Riello Dr	CPW R/W, Performing Work	3-6-2020
Sod Issue/Water Runoff	3-23-2020	Mt. Vernon	Sod is installed	3-30-2020

### **Asphalt Activities Inspection: Anthony Copeland**

<b>Subd. / Project Name</b>	<b>Date</b>	<b>Operation</b>
Freeman Farms Road: C: Sta: 5+50 to 7+00	3/13/2020	Proof-roll Stone-base /Asphalt
Magnolia Greens (Magnolia Green Dr, Long Grove Ln	3/14/2020	Proof-roll Stone-base /Asphalt
Saddle Brook (Road-F)	3/30/2020	Proof-roll Subgrade / Placement Asphalt Binder