

City of Anderson
Retreat Issues and Major Projects
Quarterly Report – January-March 2019

Retreat Issues

- **Economic Development**
 - **Entrepreneurial Programs**
 - Continued 1 Million Cups – 941 attendees since October 2017, 61 presenters since October 2017
 - Youth Entrepreneurs of Anderson – Partnership with Alternative School. 13 students.
 - Kicked off Build Your Own Business (BYOB) sessions (Third Thursday, Monthly)
 - 1st Session January 19th (Business Plan Basics)
 - Ben Smith– 39 attendees
 - 2nd Session February 21st (Financial Planning)
 - Sylvia Mesaraos, John Benca, Mike Wooles – 37 attendees
 - 3rd Session March 21st (Legal and Licenses)
 - Brad Thomas, 34 attendees
 - **Business Recruitment/Retention**
 - Economic Development Incentives awarded:
 - HMR Veteran’s Services for relocation downtown at 201 N. Main resulting in 50 new jobs, \$568,000 in City revenues over 5 years and an economic impact of \$4.25 million dollars. EDI awarded in the amount of \$100,000 over a 5-year period.
 - New Business Prospects:
 - 1 Retail
 - 1 Beauty Service
 - 2 Entertainment Complex
 - 3 Food Service
 - 5 Office
 - 1 Grocery Store
 - Business Assistance Grants awarded:
 - Indigo Custom Framing – N. Main St.
 - Grouchos – Whitner St.
 - C&C Ice Cream & Arcade – Greenville St.
 - Kakalaki Kids Consignment – N. Main St.
 - Lunchbox Creative – N. Main St.
 - Business Development Loan Closings:
 - None this quarter
 - There are 4 pending applications at this time.
 - New businesses in the City – 23
 - New businesses downtown – 4
 - **Development Projects**
 - Completed Downtown:
 - 129 E. Whitner- Groucho’s Deli
 - 400 S. Main - MCA Architecture (office)
 - 402 S. Main- Simply Country Chic (retail)
 - 305 N. Main- Indigo Custom Framing (retail)
 - Under Construction:
 - 109 E. Calhoun– Electric City Brewing & Cross-fit Gym
 - 210 N. Main – (former Johnson Building) – Edward Jones offices & 2 residential units

- 401 N. Main – (former mortuary) –purchased and pursuing plans for micro-retail market, anchor restaurant and 4 residential units.
 - 300 N. Main - Carolina Alliance Bank
 - 300 Block N. Main - 12 residential units
 - 134 N. Main - Downtown Taco
 - 106 E. Benson (former School of Dance) - Katherine Marie’s (wedding dress boutique)
 - 201 S. Murray (Palmetto Building) - event center & 22 corporate apartments
 - 215 & 219 S. Main (former Creative Health & Big John’s Luncheonette) – McCoy Wright Offices with 10 employees & 7 residential units
 - 400 Block S. Main - Anderson Hotel (mixed-use development)
 - 201 N. Main – HMR Veteran’s Solutions to move 50 jobs and full-service operation into the building by end of May.
- Downtown Projects Underway:
 - Under the Bridge Beautification Project SC Heritage Corridor/TBA/Rotary Club
 - Met the SCHC grant match and have received reimbursement of \$30,000. Have raised \$41,000 from TBA and \$23,000 from Rotary Club of Anderson.
 - Weather has been problematic, however, construction is almost complete on Phase I of the Under the Bridge Project. Plan to unveil in May 2019.
 - “Shock this Block” Downtown Development Master Plan
 - Arnett Muldrow Consultants will be sharing final draft of Downtown Master Plan next week. We will schedule public meeting to reveal final findings.
 - Parking Study - Completed limited scope study to accommodate hotel and other development projects in S. Main area; began phase 2 for N. Main area.
 - Project 401 – Micro-retail market, restaurant and residential mixed-use development
 - Project Accommodations – Home2Suites by Hilton on S. Main St.
 - Business Retention
 - Continued partnership with Clemson Area SBDC to offer free and confidential consulting to businesses citywide
 - Proposed an amendment to the ordinance for Business Assistance Program to include facade and sign grants to businesses who have been in business five years or more. Council passed February 11,2019
 - Hospitality Program
 - Continued to distribute promotional materials to area hotels.
 - Events
 - Continued to facilitate special events in Carolina Wren Park & Downtown
 - Continued to coordinate First Friday events in Downtown
 - Assisted in promoting Holiday Ice
- **Community Development**
 - Continued gathering, assessing and reviewing data to enhance a comprehensive approach to neighborhood revitalization (to supplement the adopted 2009 Neighborhood Revitalization Implementation Plan)
 - **Recreation**
 - Master Plan Update – Completed and adopted by Council

Major Projects

- **Fire**

- Continued to partner with Clemson Extension Services to provide child car seat inspections and installation
- Receiving smoke alarms from State Fire and the Red Cross at no cost to be installed by the fire department
- The Fire Department will be receiving a 100% grant from Homeland Security for the Incident Management team for 2019
- All breathing equipment has been updated to meet the current NFPA Standard
- We have received the second shipment of turnout gear to complete the departments gear replacement

- **Planning and Development**

- Re-evaluated state and non-state street conditions in order to develop paving priority lists
 - Staff utilized a weighted ranking criteria to determine roads in most need of resurfacing. Ranking criteria is based on pavement condition (50%), average daily traffic (20%), economic/community impact (10%) and population affected (20%)
 - 2019 Paving Resolution was approved by City Council in February 2019
 - Staff will work with the Anderson County Transportation Committee (ACTC) and other funding sources to secure funding for street paving
- Comprehensive Plan Update
 - Staff and Appalachian Council of Governments personnel are finalizing draft language for the standard elements of the plan
 - Appalachian Council of Governments will facilitate public input sessions and delivery of a final plan for consideration by Council
 - Public input sessions beginning in 2019 and final product to be completed later in 2019

- **Community Development**

- Continued to screen applicants for the Housing Rehabilitation Program. Completed rehabilitation of 303 B Street, 510 Milton Avenue and 1614 Nardin Avenue. Completed rehabilitation of two (2) foreclosed properties, 921 E. Market Street and 417 Douglas Street. First time home buyers purchase 417 Douglas Street through the local Urban Homestead Program. Rehabilitation work began on 607 Quarry Street and 1604 E. Market Street.
- Contracted with Davis and Floyd to retest eighteen (18) units originally tested by Michael Baker International under CDBG Demolition Phase II that include: 615 W. Reed Street, 211 L Street, 1114 White Street, 406 Dickens Avenue, 427 Gray Street, 604 A & B S. Fant Street, 1603 S. Fant Street, 1410 W. Whitner Street, 850 Dora Drive, 112 Norris Street, 1314 South Towers Street, 302 Morris Lane, 116 Bailey Street (2 structures), 602 E. Market Street, 1403 Watson Street, and 806 S. Fant Street (2 structures).
- Solicited bids for asbestos abatement services. Executed contract with Phillips Recoveries to abate thirteen (13) of the above listed units included in Phase 2.

- Executed contract with Davis and Floyd to retest eight (8) units included under Demolition Phase 1. Summit originally tested the following units for asbestos: 312 W. River Street, 1403 Newell Street, 214 B Street, 205 C Street, 309 E. Street, 304 Benjamin Street, 418 Johnson Street, and 805 Beechwood Avenue. Asbestos abatement has been delayed until surveys are revised. We are working with the City Attorney to get the problems addressed.
- Continued to work with Civitas to complete Request for Release of Funds and Statutory Worksheets for D.B. Walker Park, Greeley Park and Beatrice Thompson Park. Continued coordination with Engineering Department to get basketball courts resurfaced at DB Walker and Greeley Park and purchase new goals.
- Received authority to purchase bus shelter for St. Francis Park. Waiting approval from HUD for D.B. Walker Park and Beatrice Thompson Park.
- Assisted Economic Development Department with generating three (3) credit reports for potential businesses seeking loans.

- **Public Works**

- Hurricane Irma Response/Recovery – September 11, 2017
 - Staff met with FEMA representatives in early 2018 to begin completing the Request for Public Assistance for reimbursement.
 - Reimbursement for Category B – Emergency Protective Measures was paid by the South Carolina Emergency Management Division on August 28, 2018 in the amount of \$32,977.
 - Reimbursement for Category A – Vegetative Debris Removal was paid by the South Carolina Emergency Management Division on February 11, 2019 in the amount of \$148,672.28.
- Stormwater Projects
 - SMS4 Compliance and TMDL Monitoring (2019)
 - Approved by City Council on December 10, 2018.
 - Project involves the continued collection and analysis of grab samples collected from the Rocky River and Big Generostee Creek watersheds, general permit compliance services and assistance with reviewing/responding to SC DHEC on the draft MS4 permit that is scheduled to be released for public comment this year.
 - Project was awarded to Woolpert for \$28,000 on December 10, 2018.
 - Water quality monitoring continues in both watersheds.
 - Carolina Clear Contract
 - 2018 public education and outreach efforts included:
 - Social media outreach – 182,261 reached
 - Mass media campaign – 1,447,383 reached
 - Permanent demonstration sites – 146
 - Representation at local events – 477,348 reached
 - Workshops, presentations and training – 4,519 reached
 - Public involvement opportunities – 3,279
 - Public education and outreach efforts in Anderson included:
 - Adopt-A-Stream on Cox Creek and Whitner Creek
 - Stream clean-ups on Cox Creek and Whitner Creek
 - Puppy Love pet waste video on local television and ECTV
 - Rain garden maintenance at Cater’s Lake
 - WOW (What’s in Our Waters) and Junior WOW programs developed by Clemson University graduate students continue to provide outreach and education about water quality and volunteer monitoring to elementary and high school students in the area.

- Poplar Lane and Little Creek Pipe Replacement Project
 - Project involves the replacement of the corrugated metal and reinforced concrete piped drainage system along Poplar Lane, from Harden Rd to the outfall at Little Creek.
 - Topographic survey was recently completed by the Engineering Department.
 - Site plans and detail sheets are being prepared by the Engineering Department.
 - Project pending.
 - Under the Bridge - Clock Project
 - Site work is being performed by in-house crews. Project involves site demolition, removal and relocation of all storm drainage infrastructure, site grading, installation of sidewalks and curb/gutter, asphalt paving, masonry and installation of the clock monument.
 - Site demolition, removal/relocation of storm drainage infrastructure, installation of the clock's concrete foundation, sidewalks, brick pavers and curb/gutter are complete.
 - Electrical, irrigation, grassing, asphalt paving and installation of the clock tower are in progress.
 - Project completion is anticipated for the end of April. Work has been delayed due to weather.
 - S Murray Ave / S Towers St Drainage Improvements
 - A sink hole was discovered in February 2019 between S Murray Ave and S Towers St that involves an arched brick drainage system from downtown approximately 20 feet deep.
 - A title search and other research was conducted to determine maintenance responsibility. The sink hole was barricaded by staff and the arched brick drainage system was inspected by CCTV from S Main St to S Towers St. The storm drainage basin has been delineated.
 - The storm drainage network in this drainage basin is being mapped by stormwater staff. Proposals for engineering services are in progress.
 - Preliminary engineering work is anticipated to take 8-10 weeks.
- Engineering Projects
 - Greely Park and DB Walker Park Basketball Court Replacement
 - Awarded contract to Sterling Structure and Design.
 - Construction expected to begin by April 8, 2019
 - Ella Street Extension Rehabilitation Project
 - Advertised for bids March
 - Bid opening April 5, 2019
 - Clock Project
 - Project is in coordination with Economic Development Division. The current phase of the project construction of the proposed clock monument to be placed on the existing traffic island.
 - Murry to Towers drainage repair
 - Monitoring and investigation of site including documentation, onsite meetings, deed and easement research, CCTV pipe investigation, etc.
 - Assist engineering consultants as need for preparation of proposal.
 - Oak Drive Storm Drain Rehabilitation
 - Received proposals for engineering services from two engineering firms awaiting a third proposal.
 - Oak Hill Subdivision
 - Construction monitoring for rebuild and repair of failing roads.
 - Transit Shelters for St. Francis Park & DB Walker Park
 - Develop site plans and other information requested by community development for transit shelters as CDBG project.

- Signal and Sign Department
 - The new traffic control cabinets with upgraded controller and components are now operational at the following locations:
 - Murray and Sayre, Murray and Franklin, Murray and River, Murray and Market/Church, Murray and Benson/Whitner, Murray and Tribble, Murray and Greenville, Murray and Bleckley, Murray and Mauldin,
 - East North and Glenwood, East North and Whitehall,
 - Main and Sayre, Main and Franklin, Main and River, Main and Benson/Whitner, Main and Earle/Orr, Main and Tribble, Main and Boulevard, Main and North Ave, Main and Whitehall/Concord
 - MLK and Woodcrest, MLK and Civic Center, MLK and North Pointe
 - Concord and Reed, Fant and Boulevard, Fant and Bellview, Hwy 29 and River, Tribble and Bleckley, Brown and Market, McDuffie and Calhoun
 - Continuing to work with contractor installing new and upgraded traffic signal controllers, cabinets and all internal components at the following intersections:
 - All signal cabinets on McDuffie St. from River St. to Earle/Orr St.
 - All cabinets on Main St. from Calhoun St. to Mauldin St. including Main and Market/Church St.
 - Fant and Cleveland
 - Upgraded the traffic signal at Concord Rd on the East/West Connector with two flashing yellow left turn arrows
- Transit Department
 - CNG Maintenance Facility IFB has been completed and is awaiting approval to bid. This facility will allow for minor and major CNG maintenance to be performed.
 - Purple Route (Honea Path/Belton) \$100,000 Department of Workforce Development (DEW) Grant will end December 2018. The Transit Department has applied for remaining DEW funds to extend the purple route for six months or until the end of June 2019. The City received \$30,000 of DEW funds to extend the Purple route until June 30, 2019. Anderson County has expressed interest in continuing this route. Discussions with SCDOT and Anderson County have begun.
 - Transit has ordered one 35' Eldorado National Low Floor CNG bus and one Ford Transit van with a wheelchair lift for ADA service. The bus should be delivered in March 2020 and the van should be delivered in September 2019.

- **Courts**

- AV system upgrade approved and will begin in April.

- **Recreation**

- Recreation Projects

- Facility approved by Tivity Health Silver Sneakers program. Began taking application March 1. Have 40 people enrolled.
- Spin bikes arrived and started offering class in February. Offer 8 classes week. The majority of the classes are at the maximum.
- Completed youth and adult basketball season.

- **Utilities**

- Continued EPA CMOM Program – Consent Agreement with goal of eliminating Sanitary Sewer Overflows (ongoing since July 2014)
 - Submitted 18th Quarterly progress report to EPA in January 2019
 - Submitted and received EPA approval of all 10 CMOM programs
 - Mapping, Overflow Response, Emergency Response, Fats, Oils, and Grease (FOG), Gravity Line, Pump Station, Training, Sewer Assessment Capacity Assurance, and the Infrastructure Rehabilitation Plan
 - Continued implementation of all programs
 - Pump Station O&M Program Details
 - Completed 281 daily, 57 weekly, and 15 monthly inspections at 6 pump stations
 - Fats, Oils, and Grease Program Details
 - Completed 63 FSE compliance visits this quarter (56 were in compliance)
 - Reviewed plans for proposed FSE and one service station
 - Requested monthly manifest for pumping and cleaning activities (over 70,000 gallons removed this quarter)
 - Held FOG training class for 10 team members
 - Delivered 5 FOG training packages to FSE's
 - Began Public Education Program
 - Distributed 122 doorhangers to target neighborhoods
 - Published FOG education poster in E-City Newspaper (10,000 Subscribers)
 - Infrastructure Rehabilitation Program
 - Set capital improvement plan for FY19
 - Reviewing request for engineering services
 - Recommend projects for council consideration in April 2019
- Continued Sewer Assessment Program (CSAP)
 - Assessment of approximately 27 miles of gravity sewer and 600 manholes per year to meet the 10% assessment goal
 - Added 300+ manhole tasks to Cartegraph for O&M scheduling
 - Completed 41,425 linear feet (7.8 miles) of pipe assessment with Sewer Line Rapid Assessment Tool (SL-RAT)
 - Contractor continues line and manhole assessments
 - Review progress and assessment data for O&M
- Continued Sewer Capacity Assurance Program (SCAP)
 - Flow monitoring to determine the current flow patterns during normal and wet weather operations
 - Awarded a 3 year contract to ADS Environmental in May 2017 for \$169,669.00
 - Relocated 7 flow meters in February 2019
 - Continue to review data and assess areas for future repair and rehabilitation to eliminate inflow and infiltration
 - Determined additional relocation of flow meters to help find high inflow and infiltration areas
- Completed Pump Station Replacement Project
 - Replacement of the city's two major pump stations and consolidation of the King's Road Pump Station serving 4000 people
 - Reviewed and submitted application for SRF reimbursement
 - Reviewed SRF officials request for additional information
- Continued Club Drive Waterline Replacement Project
 - Replacement of approximately 5,000LF of water mains
 - Awarded construction contact to J&M Construction

- Began construction on Jackson Street relocation in March 2019
- Complete punch list items and construction in April 2019

- **Police**

- Continued various partnerships
 - Law Enforcement & Community Relations Task Force (Dream Team).
 - Anderson University and the Command College – Anderson University Master Criminal Justice Program
 - Forest College Criminal Justice Program
 - Tri-County Technical College Criminal Justice Program
 - Anderson School District 5 students involved in the law enforcement program at Career Campus
 - Anderson Area Chamber of Commerce Board of Regents
- Implementation of four vehicles as part of FY19 Capital Replacement Plan – approved with budget adoption. Two Chevrolet Silverado’s in CID. K-9 SUV currently being assembled and Detention Transport Van arrives in May.
- Purchase of 2019 Ford Interceptor – awaiting approval from the SC Office of Highway Safety for emergency equipment.
- Purchase of 2019 Dodge Caravan from the Victim’s Advocate with South Carolina Department of Public Safety Victim of Crimes Grant.
- Purchase of eight Dodge Chargers from Performance Dodge. Seven are about two weeks out from complete outfitting.
- Continued the implementation of the January 1, 2018 state mandate for compliance in e-ticketing to include the purchase of additional chrome books and scanners for uniformed personnel.
- Shelagh Dorn in place for council approved Crime Analyst position included in the 2018-19 budget adoption.
- Implementing Spring Bike Patrol within downtown, parks, and neighborhoods, and also for utilization at the Block Party and downtown special events.
- Cpl. Melissa Boggs in place for the grant as the Victim’s Advocate with South Carolina Department of Public Safety Victim of Crimes Grant – 20% match to be taken from current Victim Advocate fee collection
- Sgt. Jamie Brock in place for the awarded grant application for Traffic Officer with South Carolina Department of Public Safety (100% grant).
- Cameras installed in vehicles from the award from South Carolina Department of Public Safety for ten in dash DVD recording systems from Watchguard Video.
- Fifteen additional Watchguard Video cameras awarded from the South Carolina Department of Public Safety. Awaiting approval to pick up the cameras from SCDPS.
- APD awarded the 2018 SC 10th Circuit Law Enforcement Network DUI Challenge Silver Award for DUI enforcement action. Senior Officer Emily Rochester was awarded the DUI Silver Heroes award in the category of 25-49 arrests. Senior Officer T. J. Busha was awarded the DUI Bronze Heroes award in the

category of 10-24 arrests. Senior Officer Robert Crooks was awarded the DUI Bronze Heroes award in the category of 10-24 arrests.

- Implementation of the new SC Criminal Justice Academy March 25 with nine new hires going through Firearms Training.
- Department wide Firearms Qualifications March 25-29 and Emergency Vehicle Operations Training will be April 8-12.

- **IT**

- Continued implementing long range hardware replacement plan for all pc's, servers, and network equipment (This is an ongoing project)
 - Received order of the newest lease of 60 PC's
 - Installed new SAN to replace our old one which reached End of Life.
 - Began the process of moving all faxing to a hosted solution.
 - Continued the process of designing a fiber communications network.
- Continued working with provider for service of video cameras located in parks, downtown and recreation areas
 - Continued working with AT&T and other vendors, developing plans, processes, etc. to ultimately bring all camera maintenance in house
 - Continued to standardize our equipment with AT&T wireless, Cradlepoint SIM routers, and Vicon cameras
 - Installed 1 new camera at the Athletic Maintenance building.
 - This will be a long term project whose completion will coordinate with available funding and new installations.
- Continued security awareness training for all City employees. Three sections have been completed that consisted of interactive online videos and simulated phishing attacks. Topics covered include strong passwords, phishing, and mobile security.

- **Finance**

- 2020 Annual Budget
 - Met with each division head February and March to review their needs and concerns.
 - Updating the 5-year budget forecast for the budget changes and needs.
 - Updating the Capital Model which includes all funds and all capital needs for 5 years.
 - Plan to have draft ready in April for City Manager's review.
- Revenue Collections
 - Property taxes were assessed at 116 mills (no change from prior year) in October. Payment is due January 15, 2019. Taxes YTD are in line with budget.
 - Annual Business License Renewals were mailed December 31. Payment is due March 31, 2019.
- Entered into Contract for Revenue Collection Consulting Service with NuStrat Analytics.
 - Council approved July 23, 2018
 - Held initial meeting August 8, 2018
 - First Launch August 21, 2018
 - Gross collections from September to March 15th \$689,413.

- Financial Reporting
 - Completed the City’s annual report for the SC Fiscal Affairs office (reflecting our year ended June 30, 2018)
 - Issued W-2’s and 1099’s by January 31st
 - Developed the City’s Key Financial Indicators to give a “snapshot” of the City’s finances from graphs to show the financial picture as opposed to just reporting numbers.
 - Updating and closing the end of the month by the 15th to produce timely budget and expense reports to the division heads.
 - Issued Annual Debt Rebate reports for Anderson County and Homeland Park

- Audit
 - Completed the EMMA Annual report filings with the SEC for the utility bonds and City’s General Obligation bonds. This was due January 31st.
 - Issued RFP for new audit CPA’s firms in February 2019.
 - Two proposals received February 28th.
 - Evaluated and recommended Greene Finney LLP (current auditor) to Council March 25, 2019.
 - Agreement covers 2019 – 2022-year end audits.

- **General – Communications Program**
 - Law Enforcement and Community Task Force
 - Planned and facilitated monthly meeting series with 15-20 regular members including pastors, APD and City officials
 - Patrol officers visits, community leaders visits
 - Visit to Robert Anderson Middle School with student panel
 - Tour of APD facilities and jail

 - MASC Hometown Economic Development Grant (Shock this Block)
 - Implementation of Shock this Block downtown development plan
 - Article for Electric City News summarizing activities
 - Research and conceptualization of “3 big ideas” to go with design consultants plans
 - Review and tweak plans from design consultants

 - Economic Development
 - Assist in planning and strategic development of events as needed
 - Provide CVB materials and information for North Carolina Travel Magazine article

 - Recreation Division
 - Build strategic direction and concepts for division presentation including verbiage and photos

 - CDBG initiative
 - Research information regarding resources for displaced and homeless persons
 - Assist in crafting proposal to fund solutions for displaced and homeless persons in downtown
 - Outreach to key stakeholders

- Michelin Cities
 - Facilitate City's involvement in this initiative regarding sustainable cities, mobility, greenspaces and social programming
 - Produce video for inclusion at global event

- Innovate Anderson
 - Assist in strategic direction

- Division Support
 - Outreach, press releases and interview preparation
 - Promotion and advertising support
 - Strategic planning
 - Media relations

- City Manager's Office
 - Assist in transition from Linda McConnell to David McCuen
 - Produce materials and press information associated with transition
 - Retreat planning

- Leadership Training
 - Attended 2-day seminar at College of Charleston on Innovative City management
 - Curate key take-aways and topics for inclusion in City initiatives

- Videos
 - Martin Luther King Breakfast, full event and individual interviews
 - Linda McConnell interview with Paul Brown
 - St. Patrick's Day downtown

- Community Outreach
 - Sister Cities Board, annual meeting materials and planning
 - Little Wren Lost book presentation (17 books sold)
 - Silver Brook donations from two local garden clubs