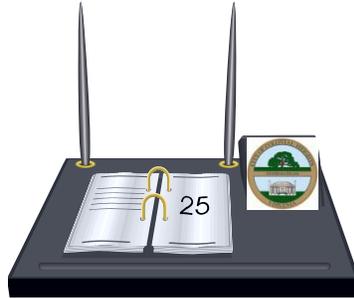


CITY MANAGER'S REPORT TO CITY COUNCIL MARCH 2012



I. PUBLIC WORKS & ENGINEERING:

ENGINEERING AND DEVELOPMENT

Buildings and Facilities Capital Projects

- *New Courts Facility* – Design in process. GMP Amendment approved and executed. Kenbridge solicited bids for civil/site work package. GMP Amendment approved and executed. Groundbreaking ceremony scheduled for May 1, 2012.

Transportation Capital Projects

- *Right Turn Lane on Southpark Boulevard at Dimmock Parkway, UPC 97692* – Contract awarded to Colony Construction Co. Construction in process. Completion date anticipated May 2012.
- *Boulevard/Government Center Enhancement – Transportation Enhancement Program, UPC 7822* – Construction complete.
- *Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434) – Urban and CMAQ Programs* – Design and right of way acquisition in process. Legal assistance sought for 9 parcels. Construction start anticipated Summer 2012.
- *Demolition of 600 & 602 Boulevard (as part of Boulevard/Dupuy Widening Project)* – Contract awarded to Perkinson Construction. Construction start anticipate mid-April 2010. Completion May 2012.
- *Safe Routes to Schools- Phase 1 and 2, UPC 87317 and 93211* – Construction complete. Colonial Heights approved for another phase. Design start anticipated June 2012. Construction start Fall 2013.
- *Temple Avenue Signal Coordination, UPC 98883 (CMAQ program)* – Intergovernmental agreement in process. Design start anticipated Fall 2012.
- *Temple Avenue & Dimmock Parkway Left Turn Lane, UPC 97691 (CMAQ Program)* – Design in process.
- *Temple Avenue & Conduit Road Right Turn Lane, UPC 98882 (CMAQ Program)* – Design in process.
- *Dupuy Avenue Modernization, UPC 101287* – Contract awarded to Lochner, Inc. Design and Right of Way acquisition in process.
- *Lakeview Avenue Modernization, UPC 101288* – Contract awarded to Bowman Consulting. Design and Right of Way acquisition in process.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Utilities Capital Projects

- **Hrouda Pump Station Upgrades** – On hold.
- **Boulevard Water and Sewer Replacement** – Design in process.
- **Lakeview Avenue Water and Sewer Replacement** – Design in process along with Lakeview Avenue Modernization project.
- **Dupuy Avenue Water and Sewer Replacement** – Design in process along with Dupuy Modernization project.

Plan Reviews

- Received six (6) plans and reviewed six (6) plans.

Right-of-Way Permits

- Issued eight (8) permits and closed out five (5) permits.

OPERATIONS AND MAINTENANCE

Traffic Operations

- Replaced/Maintained signals, signs, markings and street lighting – 44 locations.
- Preventative Maintenance – 4 locations.

Vegetation

- Removed litter from (21) locations, and responded to (03) litter miscellaneous/dead animal requests.
- Trimmed tree limbs from (01) location, removed storm damage from (04) locations and responded to (03) tree miscellaneous request.
- Cut and trimmed grass at (45) locations and responded to (01) grass miscellaneous request.
- Graded Bruce Avenue Alley gravel areas with motor grader.
- Removed leaves from (01) location.

Recycling Center

- 463 citizens used the Recycling Center to dispose of Category 1 Materials, brush, Hurricane debris, metal products and other recyclable materials.

Storm Water and Drainage

- Cleaned (7) catch basins, (11) drainage ditches, (1) Curb and Gutters, (3) drainage pipes and responded to (4) miscellaneous drainage request.
- Repaired (1) storm sewer on Pinecliffe Drive and (01) catch basin at Charlotte and Meridian Avenues.
- Placed topsoil/seed at (3) locations.
- Sweeper swept (62) locations collecting (133) cubic yards of debris.
- Concrete Crew repaired/replaced (124) feet of Curb and Gutter at (4) locations, (2) 4x6 sidewalks, (3) 6x6 sidewalks and responded to (1) miscellaneous concrete request.
- Continued cutting beaver dams that blocking water flow off Wakefield Avenue drainage ditch.

Transportation

- Placed Asphalt in (13) potholes, (17) utility cuts, (02) new curb and gutters, (1) sinkhole, (1) shoulder, (9) low area and responded to (2) asphalt miscellaneous request.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Transportation (continued)

- Placed approximately 2 tons of salt on bridges and City’s parking lots on March 5, 2012.
- Assisted Fire Department with paint spill on Temple Avenue and oil spill on Hamilton, McArthur, Elko and Walnut Avenues.

Wastewater Utility

- Responded to (8) sewer backups, flushed (21) main lines, installed (5) sewer cleanouts, flushed drains at the animal shelter, repaired (6) sewer mains, (2) laterals and responded to (9) miscellaneous requests.
- Camera sewer main line at (3) locations.
- Removed debris from pumps at Main Pump Station.
- Removed pump #2 for repairs, engaged a by-pass pump and continue monitoring pump at Hillcrest Pump Station.
- Replaced gasket, cleaned floats and tightened impeller on Pump #2 at Conjurers Neck Pump Station.
- Cut grass around pump stations and water towers.
- Continued checking all pump stations and methane pump daily.

Water Utility

- Replaced (12) and set (1) new meters, replaced (3) meter tops, cleaned (1) box, repaired (2) service, and (6) main lines, installed (2) meter setters, raised (2) meter boxes and responded to (6) miscellaneous water requests.
- Installed new water service and set new meter box at (1) location.
- Flushed hydrant to clear discolored water on Kennon Point Court.
- Backflow/Cross Connection Technician conducted (65) surveys, (11) completed, (54) incomplete and assisted with locating underground utilities performing (16) hours.
- Interviews completed for two Utility Technicians, they have accepted waiting on results from back ground and pre-employment exam.
- Collected weekly routine water samples, performed THM’s, HAA’s sent to Appomattox River Water Authority’s (ARWA) lab for testing.
- Miss Utility locating required (204) man-hours.

II. PLANNING & COMMUNITY DEVELOPMENT:

	Month	YTD
1. Fence Permits	3	7
2. New Sign Permits	4	16
<ul style="list-style-type: none"> • Roslyn Farms – 44 Southgate Square • Modvintique – 206 Chesterfield Avenue 		<ul style="list-style-type: none"> • Liberty Tax – 8 Dunlop Village Circle • Bank of McKenney – 3115 Boulevard
3. Neighborhood Revitalization –		
2011 Emergency Home Repair Rehabilitation funding		\$52,135
Repairs Completed	#6	\$48,451
Repairs in the Works	#0	
<ul style="list-style-type: none"> • 326 Battery Place – new roof, flooring, walls and ceiling repairs - \$7,860 • 161 Windsor Avenue - patch and paint roof, front door and flooring repair - \$7,980 • 315 Plumtree Avenue - new roof, replace front steps, add railings on front and back deck- \$7,310 		

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

Neighborhood Revitalization – Continued

- 138 Charlotte Avenue- rebuild back deck and add handicap ramp - \$7,870
- 403 Highland Avenue – bath accessibility and new fixtures - \$3,725
- 109 Brookhill Court – new roof, gutters paint and repair fascia - \$13,706

2011 Applications being processed #1

- In total seven (7) grant recipients have been selected for this funding cycle. The most recent award will be completed in April.

4. Zoning Property Maintenance

Property Maintenance			Zoning		
	Month	YTD		Month	YTD
Total Inspections	15	32	Total Inspections	12	26
Violations	5	17	Violations	9	23
Violations Resolved	5	12	Violations Resolved	6	14
House # Violations			Tall Grass		
	Month	YTD		Month	YTD
Total Inspections	0	3	Total Inspections	13	14
Violations	0	3	Violations	11	11
Violations Resolved	3	3	Violations Resolved	1	1
Inoperable Motor Vehicles			Building Code		
	Month	YTD		Month	YTD
Total Inspections	11	53	Total Inspections	10	17
Violations	11	42	Violations	3	9
Violations Resolved	0	27	Violations Resolved	6	8
Signs			Other		
	Month	YTD		Month	YTD
Total Inspections	17	27	Total Inspections	2	5
Violations	14	24	Violations	0	1
Violations Resolved	0	7	Violations Resolved	0	1

5. Building Inspections

	Month	YTD
New Construction Inspections	180	637
Permits for new Residents	0	0
Cost New Homes	\$0	\$0
Existing House & Maintenance	0	0
Additions	9	22
Demolitions	0	0
Permits for Commercial	5	13
Cost for Commercial	\$28,647	\$1,078,432
Plumbing Permits Issued	17	41
Electrical Permits Issued	20	49
Mechanical Permits Issued	12	25
Swimming Pool Permits Issued	1	1
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	0	0
Court Cases	0	0

Rental Inspections

	Month	YTD
Total Units Registered	0	0
Total Units Inspected	0	31
Dwellings	0	11
Duplex	0	20
Apartments	0	0
First Inspection		
Passed	0	31
Failed	0	0
Second Inspection	0	0
Passed	0	2
Failed	0	0
Re-Inspection – Phase 1	64	78
Passed	4	14
Failed	64	64
Apartments		
No. of Units Certified	0	0

III. POLICE DEPARTMENT:

- ✓ Our officers responded to 4,184 calls for service during the month of March, 2012. During the same month last year, we responded to 4,393 calls for service—a 5% decrease. Four (4) robberies were reported this month; however, there were none reported in 2011—a 100% increase. There was one (1) reported aggravated assault this March, and one (1) reported during

III. POLICE DEPARTMENT (CONTINUED):

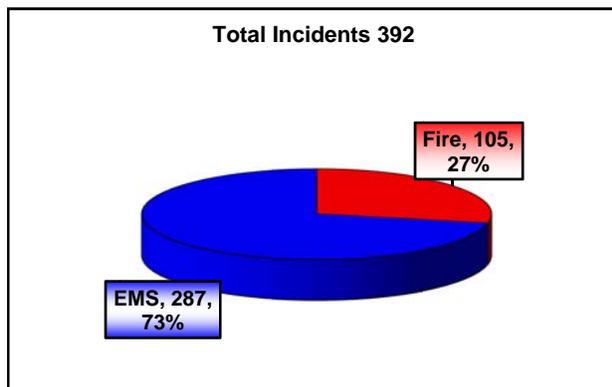
the month of March, 2011—no change. We responded to seven (7) burglaries in March, 2012, compared with a response to two (2) burglaries during the month of March, 2011—a 71% increase. There were 99 Part I, or serious, crimes reported to the Colonial Heights Police Department in March, 2012. Seventy-four (74) of those, or 75%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.

- ✓ The month of March has hastened by due to the fact that business has picked up. In addition to many projects and with the early warm-up in weather, the activities on the street have increased as well. This past month we saw an increase of 16% in our overall arrests—going from 316 in March of 2011 to 374 in 2012. Calls and arrests for larcenies and shoplifting continue to climb.
- ✓ Preparations are ongoing for this year's Law Enforcement Memorial Breakfast to be held on May 9th at the Hopewell Moose Lodge. It is our hope that we have good attendance from many of the dignitaries from the community. In the coming month, we are working with both the high school and the middle school to run our narcotics canine in the schools, as well as prepare for an active shooter response. We try to do this annually with the school system in hopes for all of us to be best prepared for any situation.
- ✓ Our **Operations Bureau** had another month of good, solid police work. Captain Keith Early reported that our supervisors and their officers are making good sense decisions. One in particular was Lt. Steve Groat calling off a high-speed police pursuit. Lt. Groat is to be commended for this action after he determined that the input was not worth the possible outcome. We discussed this incident with all of our supervisors and reminded them that they will continue to be praised and supported for these types of actions. Patrol officers were involved in two foot pursuits which resulted in the apprehensions of both suspects. Officers continue to do a good job with these high stress calls.
- ✓ Our **Law Enforcement Services Bureau**, commanded by Capt. Wayne Newsome, reported that we only have one certified officer still in the background process, since one unfortunately failed to qualify. We did hire our ACO aide, Laura Davis, and it could not have come at a better time since we have one animal control officer still on light duty. The Bureau continues to prepare for a few projects: the *DEA Drug Takeback*, the *Take 25* safety program and the *Special Olympics Torch Run*.
- ✓ Our **Investigations Division** had another solid month. They were assigned 30 new cases and cleared 23 of them—three from the previous month—for a clearance rate of 79%. Cases which were assigned included burglaries, grand larceny, robbery, embezzlement, a death investigation and several sexual assaults. Investigations also processed seventeen (17) concealed weapon permits and five (5) precious metal permits. Officer Karr of our **Street Crimes Unit** cleared cases involving marijuana possession, prescription fraud and violations of a protective order.
- ✓ Overall, we made 374 arrests for the month, to include 44 felonies and 154 misdemeanors; worked 113 crashes; wrote 841 traffic citations; gave 1,024 verbal warnings; affected 18 DUI arrests, 34 drug arrests and issued 45 parking citations.
- ✓ Our **Auxiliary Police** volunteered 318 hours during the month. Duties included the range, bike patrols and traffic control, academy in-service and ride alongs. **Sentinels** volunteered 18 hours of extra patrol service for the month. We are excited that our Sentinels are now meeting with our Auxiliary on a regular basis in an effort to be more efficient and better utilized within the community.
- ✓ **Sr. Detective Thad Johnson** was selected as our Employee of the Month for February, 2012. Being the consummate professional, he puts forth 110% in every case with which he is tasked. Such is the case with his recent investigation of the residential burglaries which occurred during the Fall of 2011. Early in the investigation, it was determined that both Colonial Heights and Prince George Police Departments were plagued by the same perpetrator—a burglar who entered the rear of a residence with a pry bar, ransacking the home and targeting jewelry usually from the

III. POLICE DEPARTMENT (CONTINUED):

master bedroom. Both departments began working collaboratively, which ultimately resulted in the arrest of the suspect at a burglary scene when discovered and confronted by a homeowner in Prince George. As a result of investigative techniques, information was gathered which lead to a search warrant at the home of the suspect, where most of the stolen jewelry from Prince George was located. Further investigative techniques revealed that the suspect had taken numerous items of jewelry to a Colonial Heights jewelry store. An agreement initiated by our Commonwealth's Attorney's Office, the suspect and his attorney, allowed not only a full confession from the suspect, but also a "ride along" with Sr. Detective Johnson during which time the suspect directed Thad to all of the homes that he burglarized, including two locations that had not heretofore been reported. This was a time-intensive investigation spanning over five months. For his initiative and diligence in this case, as in all of his duties, we feel that Thad Johnson has more than earned the distinction as our *Employee of the Month* for February. He was presented with a gift certificate for movie tickets and concessions at any Regal Cinema.

IV. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 105

Total EMS Patients: 288

(Total EMS incidents 287)

Fire units arrived on scene in less than 7 minutes on 90% of emergency incidents. (average response time 6:08 minutes)

EMS units arrived on scene in less than 7 minutes on 90% of emergency incidents. (average response time 5:29 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous situations</u>		<u>Service calls and false calls</u>	
Vehicle Fire	4	Electrical Problem	2	Good Intent Calls	21
Cooking Fire	2	Power Line Down	1	Public Service	38
Brush Fire	3	Chemical/gasoline Spill	4	Alarm Activation (no fire)	11
Trash Fire	2	Bomb Removal	1	Child Seat Installation	5
Overpressure Rupture	1	Gas Leak	5	Smoke detector installation	5
M/A EMS First Responder to Chesterfield	1	M/A received from Chesterfield Fire	4		
M/A to Chesterfield Fire	3	M/A received from Fort Lee Fire	1		

EMS Division (number of patients):

Abdominal pain	20	Diarrhea	1	Pain	4
Airway Obstruction	3	Alcohol Abuse	1	Poisoning/Drug ingestion	3
Allergic Reaction	1	Fever	1	Respiratory Distress	16
Altered Mental Status	12	General Malaise	3	Seizure	3
Behavioral/Psychiatric Prob.	6	Headache	3	Sepsis	1
Cardiac Arrest	2	Hypertension	3	Syncope/Fainting	6
Cardiac Rhythm Disturbance	12	Hypotension	1	Traumatic Injury	62
Chest Pain	29	Nausea/Vomiting	1	Unconscious	1
Congestive Heart Failure	1	Near Syncope	1	Weakness	10
COPD	3	No Apparent injury/illness	7	Other	61
Diabetic Hyperglycemia	4	OB/GYN - hemorrhage	1		
Diabetic Hypoglycemia	4	OB/Pregnancy - non delivery	1		
M/A to Petersburg EMS	6	M/A received from Petersburg EMS	2		
M/A to Dinwiddie EMS	2	M/A received from Chesterfield EMS	2		
M/A to Fort Lee EMS	2	M/A received from Fort Lee EMS	2		
		M/A received from Hopewell EMS	1		

IV. FIRE & EMS DEPARTMENT (CONTINUED):



Transported by Destination Report
From 03/01/12 To 03/31/12

Destination	# of Runs	% of Runs
Not Recorded	8	2.78%
CJW Medical Center - Chippenham Campus	15	5.21%
CJW Medical Center - Johnston-Willis	2	0.69%
John Randolph Medical Center	18	6.25%
Not Applicable	5	1.74%
Not Known	7	2.43%
Other & NA	3	1.04%
Southside Regional Medical Center	187	64.93%
St. Francis Medical Center	4	1.39%
VCU Health Systems	8	2.78%
Unknown	31	10.76%
Total	288	100%

V. FINANCE DEPARTMENT:

Finance - Checks processed: 1,426

The City received a Certificate of Achievement for Excellence in Financial Reporting for our Fiscal Year 2011 Comprehensive Annual Financial Report (CAFR). This is the 32 consecutive CAFR to receive this certification.

No alarm citations were processed during March.

Purchasing - 233 total purchase orders completed with 152 being processed by the purchasing and 81 departmental purchases being reviewed as compared to 223 being completed for the same period in 2011. In addition, 120 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- Invitation # 12-031202-1001 – Demolition, Removal and Disposal of Structures at 600 & 602 Boulevard. Issued on February 17th which was opened on March 12th. Anticipated start date is middle of April with completion by May 4th.

Other Purchasing Activity:

- Cellular Service was switched from Sprint/Nextel To Verizon
- Contract Renewed for Fertilizing yard services
- Quote issued for grinding of yard waste at Recycle Center.
- Contract renewed for pesticide service
- Preliminary engineering & acquisition of right of way for modernization of Dupuy Avenue and Lakeview Avenue projects.

Risk Activity:

- Two City vehicles involved in accidents with little or no damage.
- Tree in median and highway median sign hit in separate accidents.
- Ornamental light poles added to City insurance policy.

Utility Billing:

Bi-monthly Utility Bills Sent – 3,769

Delinquent Notices Sent – 720 or 20 with 96 cut off for nonpayment

VI. HUMAN RESOURCES DEPARTMENT:

Advertisements

<u>Department</u>	<u>Position</u>
Fire & EMS	Communications Supervisor
City Attorney’s Office	Legal Assistant

Applications & Testing

Total applications received for the following position recruitments:

VI. HUMAN RESOURCES DEPARTMENT (CONTINUED):

Legal Assistant 77
 Summer Recreation Program 36

Training

- ☆ New employees continue to complete required ICS and VML University on-line training courses.

Miscellaneous

- ☆ A new employee orientation session was held in March for Barry Davis (Senior Automotive Technician).
- ☆ Attended a virtual summit on “Mastering FMLA, ADA, and Workers’ Comp Overlap” at VML Insurance Programs on March 27, 2012.
- ☆ Attended the IPMA-VA 2012 Spring Conference on March 29-30, 2012. The conference included topics on: healthcare reform, VRS legislative update, communicating in a digital world, and employee engagement/work life balance.

Worker’s Compensation

- ☆ The following workers’ compensation reports were filed during the month of March 2012:

<u>Date</u>	<u>Department</u>	<u>Description of Injury</u>
03/06/12	Electoral Board	Tripped and fell causing abrasion to left thumb and right hand.
03/09/12	Police	Slipped on muddy hill and twisted left lower back.
03/09/12	Police	Bit on left forearm by dog.
03/14/12	Building Inspect.	Blood exposure while waiting for EMS to respond to patient.
03/19/12	Utility Billing	Vehicle was rear ended by another vehicle.
3/20/12	Communications	Right calf muscle cramp while performing physical agility test.
3/28/12	Library	Shelf fell hitting right wrist while putting magazines onto shelf.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City launched its new website on March 10, 2012 with a new domain name, www.colonialheightsva.gov. From March 10 to March 31, the website had 66,673 page views.

Top five website modules accessed: 1. Photo Gallery 2. Calendar 3. Notify Me 4. Facilities 5. Staff Directory	Top five pages visited after home page: 1. Library 2. Real Estate Records 3. Recreation & Parks 4. Education & Schools 5. Sports, Athletics & Fitness
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- ☆ Citizens submitted and city staff processed 237 service requests and questions through the “Citizens Action Center” online during the month of March. The FAQs were viewed 452 times during this same period.
- ☆ The City of Colonial Heights’ Facebook Page now has 2,189 fans. In addition, the City established a Twitter account, @ColHeightsVA, which is integrated with the new City website.
- ☆ Proactive Information Management completed 72.01 hours of IT service and maintenance for City departments this month.
- ☆ IT staff, along with Proactive Information Management and Finance Department staff, held a kick off meeting to discuss the replacement of the City’s telephone system. After specifications are developed, an RFP process will be initiated for this project.

VIII. LIBRARY:

- The library staff circulated 20,907 titles in March.
- The public computer center was used one thousand, nine hundred and forty-nine times.
- Three hundred and thirty-three children participated in story time.
- An average of six hundred and thirty-three residents used the library each day.
- The library's meeting rooms were used one hundred and twenty-two times.
- Three thousand, five hundred and sixteen residents visited the Colonial Heights Virtual Library to retrieve eight hundred and thirteen articles from their homes and offices.

IX. RECREATION & PARKS DEPARTMENT:

Recreation Division

In the month of March, the Recreation Department held its annual Youth and Teen Easter Egg Hunts and completed Youth Baseball and Softball registration. The Department also hosted the 7th Annual Beast of the East Youth Baseball Tournament on 6 fields over the last weekend of the month. The tournament included 51 teams; most from surrounding localities and a handful from out of state that generated tens of thousands of dollars to our local economy.

Athletics	<u>2012</u>	<u>2011</u>
Youth Basketball Registration	338	345
Adult Softball Teams	27	21
Swim Lessons	8	13
Track and Field Program	46	34
Baseball/Softball Registration		
Youth Baseball (ages 4-5) - Rookie	48	72
Youth Baseball (ages 6-8) - Coach Pitch	143	118
Youth Baseball (ages 9-10) - Minor	96	88
Youth Baseball (ages 11-12) - American	66	72
Youth Baseball (ages 13-15) - National	60	53
Youth Softball (ages 9-10) – Pee Wee	48	54
Youth Softball (ages 11-12) - Junior	44	52
Youth Softball (ages 13-15) - Senior	36	N/A
Activities/Programs	<u>2012</u>	<u>2011</u>
POWER	1	6
Youth Painting Class	6	N/A
Young Rembrandts Art Class	6	N/A
Home Depot Workshop	5	N/A
Little Tikes Playgroup	2	8
Little Tikes Gym	10	N/A
Easter Teen Night Egg Hunt	63	25
Easter Youth Egg Hunt	191	244

Parks – Horticulture – Buildings & Grounds

- Prepared all baseball/softball fields for practices and games
- Prepared all soccer fields for practices and games
- Opened all bathrooms at parks and ball fields
- Replaced outfield fencing and installed fence cap at Lakeview #1 and #2
- Constructed and installed new foul poles at Lakeview #1 and #2
- Installed foul poles at A & B fields
- Prepared fields and provided manpower for the Beast of the East Tournament
- Mowed and trimmed city buildings and facilities as needed
- Replaced broken water fountain at White Bank Park
- Painted floor in lock-up and finger print room at Public Safety building
- Replaced Willow tree damaged by beaver at Lakeview Park
- Assisted Beatification with clean-up and planting at Fort Clifton
- Cleaned up tree from car accident in median of Temple Ave
- Assisted Wolf Pack scouts in planting of tree at Floral M Hill Park

Violet Bank Museum

Attendance	<u>2012</u>	<u>2011</u>
	312	255

- Attendance includes 252 on-site and 60 for outreach program at Sutherland Station
- Continues collection work and rotation
- Preparation for resumption of ceiling molding restoration

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

Instructor Based Programs	2012	2011
Belly Dancing	11	14
Karate	25	18
Zumba	26	20
Cardio Fusion	18	22
Facility Usage	2012	2011
Community Room Attendance	1,165	1,090
Community Room Reservations	28	30
Pavilion Attendance	625	770
Pavilion Reservations	5	10
Field Attendance	2,700	2,415
Field Reservations	34	21
Teen Center Attendance-CHHS Students	79	85
Teen Center Attendance-CHMS Students	254	305

Agency on Aging

Activities	2012	2011
AARP	29	32
Advisory Board Meeting	11	12
Bingo in Senior Center	118	115
Bowling	196	192
Bridge Party	64	116
Bridge Tournament	108	124
Crochet & Knitting	72	58
Golfers Board Meeting	12	n/a
Golfers Meeting	112	98
Senior Club Meeting	174	157
Senior Club Board Meeting	12	10
Senior Citizens Dance	81	93
Sing A Long	42	38
Sing A Long CH Health Care Center	14	11
Swap Shop	n/a	60
Table Games	2	7
Awareness/Education		
Chronic Wellness	n/a	37
First Street	14	n/a
Life Line Screening	75	n/a
TRIAD	55	40
Classes		
Craft Class	4	22
Easter Crafts	8	n/a
Gary Jenkins Workshop	100	n/a
Gems by James	12	n/a
Line Dance Class	8	39
Painting Class Kay Tirpak	24	36
Painter Group	42	32
Splash of Color	11	16
Tap Class Beginners	n/a	6
Tap Class Advance	109	79
Sewing Class	11	n/a
Sewing Class with KAP group	25	n/a
Tap Class Intermediate	78	87
Quilting Class	84	51
Watercolor Class	18	12

Fitness	2012	2011
Cardio Bump	104	n/a
Strength Training Class	207	194
Sit Down Exercises	314	217
Floor Exercises	72	94
Yoga	120	158
Zoomer Boomer	207	241
Tai Chi	39	48
Trips		
Atlantic City	n/a	39
Cruise	n/a	28
Cruise Meeting	n/a	22
From the Heart	12	n/a
Museum Trip	11	0
Riverside Theater	n/a	36
Washington Trip	n/a	0
Total	2811	2645
Meals	2012	2011
Home Deliver Meals	7	0
Site Meals	166	161
Breakfast	0	28
Boxes	0	28
Total	173	217
Transportation	2012	2011
Total Passengers	78	86
Total Trips	529	575
Total Miles	2631	2558
Wheelchairs	22	13
Volunteers Hours	4	25.5
Donations	\$285.00	\$246.00

X. OFFICE ON YOUTH & HUMAN SERVICES:

YAC Activities

- 10 YAC Members, YSC Chair, YAC advisor, and Special Olympics Area Coordinator attended monthly meeting 6 YAC members and Advisor worked a total of 36 hours on Youth Forum Planning

Youth Service Commission

- Rescheduled meeting agenda for April – no quorum.

Substance Abuse Prevention Activities

- 12 Teens received VaABC, VASAP, MADD, AAA, State Police information when they received their driver's license

Kids' After School Program

- Served 50 youth with 9 JTCC Work Study students and 20 volunteers.

Ongoing Monthly Meeting/Trainings

- Operation Christmas Child
- Family Assessment Planning Team
- Interagency Prevention Team
- CADRE Coalition Meeting
- Juvenile and Domestic Violence Task Force at City Council Meeting
- "Getting Your Child to School" presented by Attendance Officer and Parent Resource Center Coordinator
- Positive Parenting Coalition – Positive Parenting Institute
- Chamber of Commerce Annual Dinner – Dr. Adolph Brown
- United Way Lunch and Learn
- Colonial Heights School Board Meeting
- Gang Awareness Meeting presented by Jessica Smith from the Virginia Attorney General's Office
- VJCCCA Regional Meeting
- CERT Quarterly Meeting
- Attended showing of "Miss Representation" hosted by The James House, the Daughters of Penelope, and the Appomattox Regional Library
- Community Corrections Justice Board
- Community Policy and Management Team
- Smart Beginnings Coalition

Diversion Program Participation

Parenting

- 0 families completed "Parenting with Love & Limits"

Community Service

- 16 youth completed 130 hours of Community Service

Shoplifting Diversion

- 26 youth and parent attended the Shoplifting Diversion Program

Anger Management

- 2 youth completed Anger Management Classes

Substance Abuse Education

- 21 youth participated in Substance Abuse Education

Presented "Life Skills" to 227 CHMS 6th grade students.

Presented "Open Arms? Open Eyes!" to 241 CHMS 8th grade students.

Presented Assault Diversion Program to 13 teens at Chesterfield Courthouse.

XI. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2012	75	\$45,664.27	9	\$2,770.35
2011	78	\$19,402.12	7	\$ 811.46

While most of the repairs are normal maintenance issues, the Fire Department and Streets Department had several repairs that were in the several thousand dollar range.

Mr. Barry Davis has started and is adapting real well in the shop.

The sublet repairs consist of:

Alignment	120.00
Glass	229.90
Tire Repair	379.74
Towing	2,040.71

Maintenance cost for the 3 quarters of this fiscal year compared to the last four are:

	Sublet	Total
2007/08	\$ 7,372.22	\$148,891.38
2008/09	\$14,498.64	\$134,148.91
2009/10	\$ 9,601.50	\$142,249.30
2010/11	\$ 6,667.11	\$186,067.29
2011/12	\$11,652.03	\$214,704.30