



CITY MANAGER'S REPORT TO CITY COUNCIL

AUGUST 2020

I. PUBLIC WORKS & ENGINEERING:

Transportation Capital Projects

- **Safe Routes to Schools- Phase 3 (Middle School), UPC 102836** – City to advertise project in Summer 2021.
- **Safe Routes to Schools (North Elementary School Phase I), UPC 105233** – Finalizing utility relocation for construction bid advertisement in Fall 2020.
- **Safe Routes to Schools (North Elementary School Sidewalks Phase 2), UPC 106188** – Awaiting Right of Way Authorization from VDOT.
- **Boulevard and Westover Ave Intersection, UPC 100501** – Conducted Public Meeting on 8/6. Design consultant finalizing the 30% Plans.
- **Dupuy Avenue Modernization UPC 101287** – Construction in progress.
- **Lakeview Avenue Modernization, UPC 101288** – Utility relocation has been completed. Bid documents scheduled for advertisement Fall 2020.
- **Temple Avenue Signal Coordination (CMAQ Program), UPC 98883** – Construction is on-going.
- **Appomattox Greenway River Trail Phase IV, UPC 115182** – Construction has been completed.
- **Appomattox River Greenway Trail Phase V, UPC 107533** – Awaiting State approval for additional funding. Consultant working on 70% Plans.
- **FY 20 Pavement Preservation** – Bid retracted due to current budget concerns.

Utilities Capital Projects

- **Lakeview Avenue Water and Sewer Replacement** – Utility relocation completed. Construction start scheduled for Fall 2020.
- **Dupuy Avenue Water and Sewer Replacement** – Construction in progress.
- **Hrouda Pump Station** – Southwood Construction has been awarded the project. Currently working on the Preliminary Engineering Report.

Development Plan Reviews

- **Riverside Park Resubdivision Plat** – Plat received on 8/13. Plat approved on 8/24.
- **Royal Farms Preliminary Plat** – Plat received on 8/28. Plat reviewed and comments sent to Planning on 9/8.
- **Royal Farms Preliminary Plan** – Plan received on 8/28. Plan reviewed and comments sent to Planning on 9/8.

II. PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

PLANNING & COMMUNITY DEVELOPMENT MONTHLY REPORT

August 2020

BUILDING INSPECTIONS DIVISION

Building Permits	Month	Year to Date
	Permits Issued	Permits Issued
Residential Building	12	91
Commercial Building	2	22
Demolition	0	0
Electrical	18	101
Mechanical	9	60
Plumbing	8	58
Swimming Pool	3	12
Amusement Rides	0	1
Tent	0	2
Clean Out Installation	4	31
Water and Sewer Connection	2	6
Total: All Permits	58	384

New Residential Units (CO's)	Month	Year to Date
Total	0	2

Valuations	Month	Year to Date
Residential	\$349,956.76	\$2,320,922.91
Commercial	\$75.00	\$12,309,091.00
Total	\$350,031.76	\$14,630,013.91

Building Inspections	Month	Year to Date
Residential	65	422
Commercial	14	606
Total: All Inspections	79	1028

CODE ENFORCEMENT DIVISION

Cases	Open Cases		Closed Cases	
	Month	Year to Date	Month	Year to Date
Commercial/Recreational Vehicle	2	33	2	22
Exterior Storage of Objects	4	36	11	35
Inoperable Vehicle	4	72	9	64
Property Defacement	0	2	0	2
Tall Grass	62	214	11	131
Trash Can Placement	11	253	1	118
Trash/Debris	5	53	28	61
VA Property Maintenance Code	3	20	25	56
Zoning	5	26	13	29
Total: All Cases	96	709	100	518

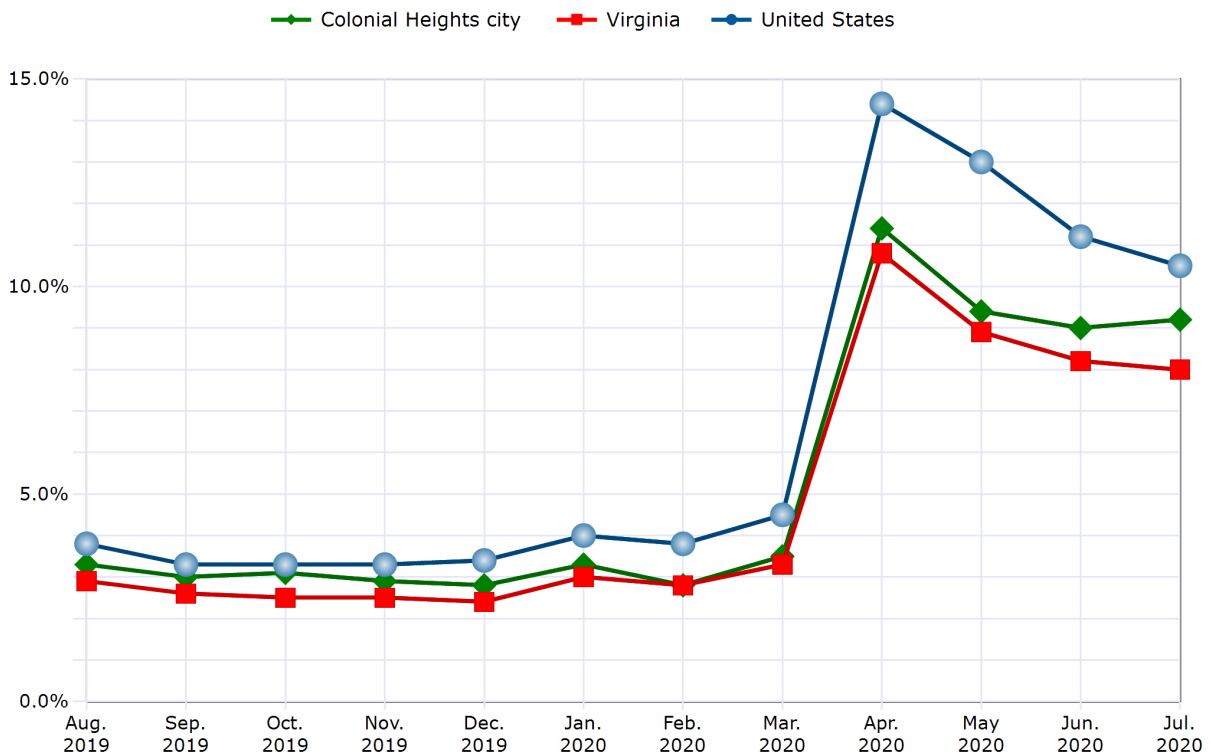
PLANNING DIVISION

Planning Permits	Month	Year to Date
Farmer's Market	0	0
Fence	6	51
Mobile Food Units	0	4
Signs - Permanent	2	12
Signs - Temporary	1	7
Zoning	14	70
Total: All Permits	23	144

Development	Month	Year to Date
Plat: Adjustment/Vacation	0	0
Prelim. Subdivision Review	0	1
Prelim. Site Plan Review	0	1
Special Exception Permit	0	0
Special Use Permit	0	4
Rezoning	0	0
Variance	0	4
Wetland Development	0	0
Zoning Opinion	0	5
Total: All Categories	0	15

Community Meetings	Month	Year to Date
Board of Zoning Appeals	1	3
Planning Commission	0	5
Wetlands Board	0	0
Total: All Meetings	1	8

III. ECONOMIC DEVELOPMENT DEPARTMENT:



UNEMPLOYMENT FOR THE PAST 12 MONTHS – COLONIAL HEIGHTS

Comparison Over Time			
Time Period	Colonial Heights city	Virginia	United States
Aug 2020	7.4%	6.1%	8.4.0%
July 2020	9.2%	8.0%	10.5%
Aug 2019	3.3%	2.9%	3.8%

Source: Virginia Bureau of Labor Statistics

Source: Virginia Bureau Labor Statistics

Labor Force, Employment and Unemployment in Colonial Heights

The table below shows the monthly not seasonally adjusted Labor Force, Employment and Unemployment data for Colonial Heights city in August 2020 per *Virginia Employment Commission*.

Labor Force	Employed	Unemployed	Unemployment Rate	Preliminary
8,777	8,129	648	7.4	No

*Chesterfield 5.9 %unemployment
 *Dinwiddie 6.5 % unemployment
 *Prince George 6.6 % unemployment
 *City of Petersburg 15.8% unemployment
 *City of Hopewell 11.9% unemployment

III. ECONOMIC DEVELOPMENT DEPARTMENT (CONTINUED):

Prospect Activity:

Direct Requests for Information:	5
Sites/Bldgs. Submitted	1
Active Prospects	7

Projects:

Boot Barn – under construction
Towneplace Suites – in site plan
Panera w/Drive-thru – submitted preliminary site plan for review
Mission BBQ – 2021
The Volcano Crab – Open
Boil Bay – Open
Wing & Burger (WNB Factory) – Open

IV. POLICE DEPARTMENT:

The month of August was an extremely busy month for the Colonial Heights Police Department with both the hiring process as well as promotional testing. First and foremost, we are pleased to report that Acting Sgt. Chris Wulff and Career Officer Bob Clark were each promoted to the rank of sergeant. The competition among the candidates was very close; however, these two veteran officers excelled throughout the process. Both sergeants have been assigned within the Patrol Division to respective evening commands.

Regarding the hiring process, we received a good number of qualified applications and are looking to hire both certified officers as well as sending forward a couple of applicants to the next police training academy. We continue to look for the best qualified officers and feel strongly about the applicant pool that we currently have.

Kudos to our Patrol Division commander, Capt. Steve Groat, and to our evening patrol supervisors and officers for taking 19 impaired drivers off our roadways during the month. Their collective efforts are to be noted and recognized throughout the department.

We continue to prepare for our second reaccreditation. Our efforts and attention to detail have been on point as we are scheduled for our assessment in January of 2021. I am also proud to recognize the efforts of the Administrative Division, as they were able to secure grants totaling in excess of \$80,000.00. We received notification for the funding of three grants that we had applied for—Coronavirus Emergency Funding Grant; DMV Selective Enforcement—Alcohol; and DMV Selective Enforcement—Occupant Protection. Credit goes to Sgt. Renee Walters and Major William Anspach for keeping their noses to the grindstone and pursuing these limited opportunities. Great job!!

Capt. Steve Groat, commander of our **Operations Division**, reported the following from his personnel. Some of the operational highlights are as follows:

- Officers responded to Compton Road for a subject in the victims' crawl space under their home. When officers arrived, they located a suspect who had damaged some of the victims' property under their home. It took over an hour to get the subject out of the crawl space, at which time he was charged with multiple criminal violations.

IV. POLICE DEPARTMENT (CONTINUED):

- During an arrest, Sr. Officer Darrell Aleshire was able to obtain enough evidence for a search warrant at a residence on Floral Avenue. The residents were charged with multiple narcotic charges at the conclusion of the search.
- Officer Cecil Powell attempted to stop a vehicle for speeding and the vehicle's driver refused to stop. A vehicle pursuit ensued, but as speeds increased, the officers terminated the pursuit. The suspect vehicle was seen stopped at a red traffic light on the Boulevard and Sherwood Drive with damage to a rear tire. Officers attempted to halt the vehicle again when it stopped in Chesterfield County. Ultimately, the 17-year-old driver was charged with DUID as well as eluding and other traffic violations.
- Patrol held a traffic checkpoint detail on Temple Avenue, during which time there were two separate vehicle pursuits. The first one was terminated on I-95 with suspect information obtained. The second was also terminated, but the suspect vehicle was located on Washington Street at Puddledock Road in Petersburg and wrecked attempting to flee again. The suspect was taken into custody and charged with multiple criminal violations.
- Officers responded to a domestic situation at The Oaks apartments where the suspect fled on foot carrying a firearm. The suspect was located on Longhorn Drive still in possession of the firearm. The suspect was charged with assault and violation of a protective order. A few days earlier, another shift dealt with this same person as a suspect in a brandishing incident.
- Officer Morgan Davis investigated an assault case at Southpark Mall involving numerous juveniles. She used social media videos to identify where the juveniles lived and was able to identify at least one suspect with the assistance of Hopewell's School Resource Officer. The suspect was a juvenile and petitions were obtained.
- Officer Aleshire assisted a victim of a theft from auto that occurred the previous day. The victim located their property for sale on the Market Place website and set up a meeting to purchase the items. Sr. Officer Aleshire was able to stop the suspect and place multiple criminal charges.

K-9 ACTIVITIES

- Sr. K-9 Officer Micaulay Fable and K-9 Justice completed two days of training with Chesterfield County Police Department.
- Sr. K-9 Officer Fable and K-9 Justice assisted Sr. Officer Aleshire with a narcotic search warrant.
- Sr. K-9 Officer Fable and K-9 Justice responded to assist Chesterfield Police Department with a traffic stop where heroin was recovered.
- Acting Sgt. Wulff and K-9 Rose responded to Amelia County to assist in locating a missing 79-year-old female.

IV. POLICE DEPARTMENT (CONTINUED):

The **Law Enforcement Services Division**, commanded by **Major William Anspach**, also reported his division as having a productive month. Highlights from their reported activities are as follows:

- All members of the division assisted with police applicant testing at the high school, both written and physical.
- Major Anspach and Sgt. Renee Walters assisted with the lieutenant and sergeant written tests for the promotional process.
- Major Anspach and Sgt. Walters participated in week two of the CAD-Records Build.
- The division received notification that we received funding for three grants we had applied for—Coronavirus Emergency Funding Grant; DMV Selective Enforcement—Alcohol; and DMV Selective Enforcement—Occupant Protection.
- Career Officer Scott Whirley confirmed with Derrick Mayes, the State Accreditation Center Program Manager, that our department will participate in our second re-accreditation assessment on January 12-14, 2021. Mr. Mayes also confirmed with Career Officer Whirley that he and Lt. Mike Foster were approved to attend and observe Caroline County’s static display during their reassessment on October 27, 2020.
- Over the month of August 2020, Career Officer Whirley and Officer Jasmine Lynch continued to plan for Celebrate Safe Communities.

Our **Investigations Division**, commanded by **Capt. Robert Ruxer**, reported August was an average month for the number of cases assigned to Investigations. **Det. Sgt. Chris Harris** continues to be lead supervisor within the division during Capt. Ruxer’s absence while he attends Command College. Twelve (12) new cases were assigned to detectives for the month. Of all the cases that were investigated, eight (8) were cleared (this included clearing one case from a previous month), which resulted in a clearance rate of 75% for the month.

Regarding the total workload for Investigations for the month, detectives were very busy completing background investigations for certified and non-certified police officer applicants. With the assistance of Auxiliary Officer Dann Ferguson, detectives handled ten background investigations in addition to the criminal caseload outlined above.

We experienced a significant decrease in known heroin/opioid overdoses for August. We had three (3) overdoses, all of which were non-fatal. Narcan was deployed by officers at all three incidents.

Some of the division highlights include:

- **Detective Sergeant Chris Harris** is handling the supervision of the unit during Captain Ruxer’s absence.
 - A death investigation was closed, and three backgrounds are in the process.

IV. POLICE DEPARTMENT (CONTINUED):

- **Career Detective Roger Santini** was assigned three (3) new cases:
 - Child abuse, unfounded
 - Solicitation of child sexual abuse material was cleared by arrest
 - Fraud, unfounded
- **Senior Detective Joe Vaughan** was assigned four (4) new cases as well as four (4) backgrounds:
 - Death investigation
 - Child Abuse, unfounded
 - Attempted abduction, unfounded
 - Fraud, pending further investigation
- **Master Detective Adam Brandeberry** was assigned four (4) new cases this month:
 - Grand Larceny
 - Sex offense, unfounded
 - Attempted burglary
 - Distribution of child sexual abuse material

No **public nuisance** letters were issued this month.

Senior Detective Will Waldrep is assigned to the **U. S. Marshal's Fugitive Task Force**, where numerous fugitives were arrested, and warrants were served. Three (3) were from the City of Colonial Heights this month. A total of 14 fugitives were arrested; 40 felony warrants were cleared; seven (7) misdemeanor warrants were cleared; two grams of crystal meth were seized, along with two firearms, ¼-ounce of heroin, and one and a quarter pounds of marijuana.

Auxiliary officers and **Sentinels** provided 45 hours of extra manpower patrolling and riding with officers. They assisted with road races and our traffic checkpoint. They volunteered a total of 102 hours of service during August, and they have volunteered a total of 841 hours of service during the 2020 calendar year to date.

Overall as an agency during the month of August, we made **258 total arrests**; worked **75 crashes**; wrote **416 traffic citations**; executed **557 traffic stops**; affected **19 DUI arrests**, **33 drug arrests**, and issued **8 parking citations**.

Our **Employee of the Month for July 2020** was nominated by more than one squad. **Sergeant Jared R. Brandeberry** has shown himself to be a positive, significant member of the supervisory staff since he was promoted to the rank of sergeant in August of 2019. Jared has taken on multiple projects and assignments in addition to his supervisory duties in the Patrol Division. For one, he has accepted a leadership role in the department's new Peer Support Program. This program consists of department members, chaplains and professional mental health providers engaging with staff members during a crisis or with the day-to-day stress of the position. With current trends, mental wellness is just as essential as physical wellness. Sgt. Brandeberry has attended peer support training, developed new policy for this program, and is constantly researching new resources.

IV. POLICE DEPARTMENT (CONTINUED):

Secondly, Sgt. Brandeberry took on the contact role for the new e-citation program that will ultimately be used by every officer. Not only did he attend the training and then trained the officers on his squad, but he also made himself available to all squads and members of the department. As with any new program, corrections needed to be addressed, which Jared took care of while both on and off duty, making himself available and ensuring that officers and the department were in compliance with state mandates. The success of this new system can largely be attributed to Jared's involvement.

Last, but certainly not least, Sgt. Brandeberry is one of multiple members of the massive CAD conversion and building team project. As a supervisor and former school recourse officer, Jared offers a great perspective, adding his knowledge and expertise.

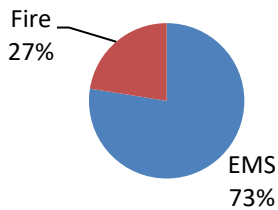
Sgt. Brandeberry has worked on self-improvement in education by achieving his master's degree and entering the promotional process for lieutenant. Jared presents himself in a positive and professional manner to his squad, the department and to our citizens on a daily basis.

For his professionalism, dedication, positivity and willingness to lead, the review panel felt that Sgt. Jared Brandeberry was most deserving of this award. He is exemplary in his performance every day, always striving to be the best at whatever challenges arise. We are so honored to call Sgt. Jared Brandeberry a friend and colleague.

DEPARTMENT STATISTICS			
August 2020			
Crime	August 2019	August 2020	Percentage of Increase/Decrease
Homicide	0	0	0%
Rape	0	0	0%
Robbery	0	2	200%
Aggravated Assaults	5	7	40%
Simple Assaults	14	13	-7%
Breaking & Entering	2	2	0%
Larceny	48	51	6%
Vehicle Thefts	0	0	0%
Arson	0	0	0%
Shoplifting	30	25	-17%
DUI Arrests	12	19	58%
All Criminal Arrests	347	258	-26%
Calls for Service	3,496	3,283	-6%
August 2020	Number Reported	Number Cleared	Percentage Cleared
	75	40	53%

V. FIRE & EMS DEPARTMENT:

Total Incidents: 438



Total Fire Type Incidents: 119

(Total Fire Loss \$0)

Total EMS Incidents: 319 (199 Patients Transported)

Fire units arrived on scene in less than 9 minutes on 94.4% of emergency incidents: (Avg. response time 6:42 minutes)

EMS units arrived on scene in less than 9 minutes on 98% of emergency incidents. (Avg. response time 5:31 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous Situations</u>		<u>Services Calls and False Calls</u>	
Dumpster or outside trash receptacle	1	Power line	10	Good intent calls	30
Authorized burning	1	Arcing shorted electrical equipment	2	Public service calls	14
		Overheated Motor	1	Assist invalid	15
		Gas leak (natural or LPG)	2	Smoke/CO detector installation	8
		Haz Mat release investigation w/no Haz Mat found	4	False alarm/false calls	22
		Steam, other gas mistaken for smoke	1	Animal rescue	2
		Water or steam leak	1	Child seat installation	1
		Flood Assessments	3	Public Fire Education	2
				Citizen complaint	5

EMS Disposition Incident/Patient Disposition

Cancelled on Scene (No Patient Contact)	7	Assist, Public	22	Cancelled (Prior to Arrival at Scene)	14
Patient Evaluated, No Treatment/Transport Required	7	Cancelled on Scene (No Patient Found)	5	Patient Dead at Scene-No Resuscitation Attempted (W/O Transport)	4
Patient Treated, Released (AMA)	23	Patient Refused Evaluation/Care (Without Transport)	30	Patient treated, Transported by private vehicle	2
Assist Agency	2	Patient Treated, Released (per protocol)	5		
		Patient Dead at scene resuscitation attempted (W/O transport)	1		

Fire Mutual Aid Given & Received

M/A Fire engine (First Responder) EMS to Chesterfield **5**
M/A given to Petersburg Fire **1**

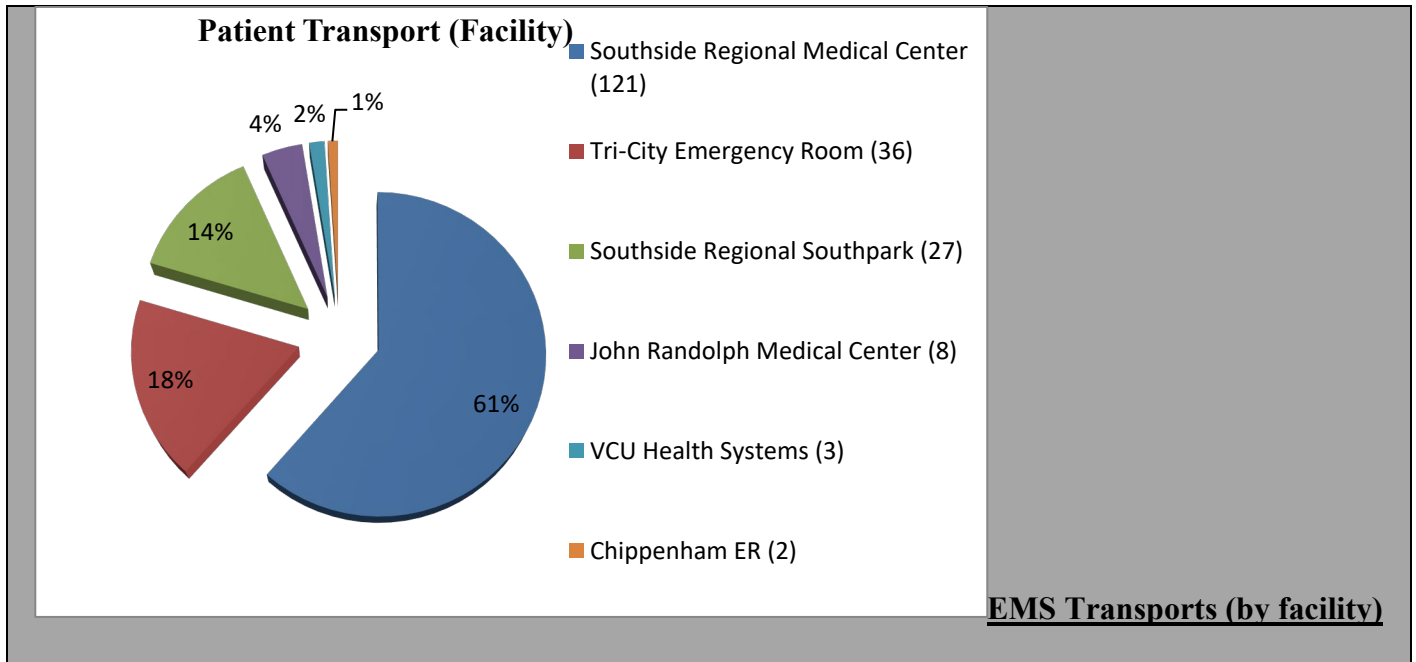
EMS Mutual Aid Given and Received

M/A given to Petersburg EMS **3** M/A received from Fort Lee EMS **1**

Out of Service Apparatus

Station	Number of Incidents	<u>Fire Units</u>	<u>Medical Units</u>
		1 Engine 941- 393 hrs.	1 Medic 934-102 hrs.
Station 2	Number of Incidents	2	2
	Total Hours	Quint 942-7hrs / Rescue942-3.5hrs	Medic 932- 335hrs / Medic 933-3hrs

V. FIRE & EMS DEPARTMENT (CONTINUED):



VI. FINANCE DEPARTMENT:

Finance Activity:

- Covid-19- Finance Admin., Real Estate Assessor, and Purchasing are still split between telework and in-office; Utility Billing, and Billing and Collections are fully staffed in-office.
- Covid-19 Economic Impact- June sales taxes remitted in August were at pre-Covid levels, July meals taxes and lodging taxes were at 94% and 83% of their pre-Covid average, respectively. FY20 ended with a surplus, despite the significant losses in these revenue sources, due to expenditure holds and higher than anticipated collections in cigarette and personal property taxes.
- FY20 Audit- Auditors came on site August 31 and will be in the department through September 11.

Purchasing Activity:

- Purchasing - 185 total purchase orders were completed, which includes 15 departmental purchases being reviewed. This is compared to 230 that were completed for the same month in 2019.
- Finance processed 94 check requests during the month.

Bid/RFP Activity:

- Invitation # 20-062302-1112 was issued on June 5, with proposals received on June 23, for professional Engineering Services for inspection of elevated Water Storage Tanks. Two proposals were received and are being reviewed by the City's Engineering Department. A proposal meeting will be held in September

VI. FINANCE DEPARTMENT (CONTINUED):

Other Purchasing Activity:

- A Purchase Order was issued for a consultant to help with integration of the GIS with the NG911 system. Grant money will pay for these services.
- A Purchase Order was issued for a new UPS system at the Public Safety Building, to support the 911 Center. The present UPS system is over 10 years old.
- Purchase Orders were issued for miscellaneous COVID related supplies for the Nov 4 election. The State Board of Elections has provided special CARES funds for election preparation. New voting machine was also ordered and financed by the ELECT CARES funds, to help with absentee and in person voting for the Registrar's Office.
- Purchase order issued for the underwater inspection of the Sherwood Hills Bridge, after the flood on August 16.
- Purchase order issued for the cleaning of the sign shop basement, which was flooded out by the August 16 flood.
- Folder/inserters purchased for the new ERP system, to fold and insert City forms into envelopes for mailing. This will be available for city-wide use.
- 2019 Ford Transit van purchased, using CARES funds, for transporting prisoners in the Sheriff Department.
- Purchase order issued for the emergency repair of the Conduit Road sewer line.
- Horton ambulance was purchased with CARES funds. Delivery is expected before Dec 30 of this year.
- Purchase order issued for on-site physicals for the Fire Department, using a contract in place by Dinwiddie County.

Utility Billing Activity:

- Bi-monthly Utility Bills Sent- 3,660
- Delinquent Notices were not sent in August. With the conversion, the updated delinquent notice indicates that services will be cut off for non-payment. Since the city has a temporary moratorium on cut-offs, this would not be applicable.
- No utility billing set-off debt collections were received for this month.
- Staff is planning a second round of CDBG utility relief payments.

Billing and Collections Activity:

- 45 DMV releases processed: 42 personal property, 3 parking
- Administrative fees collected \$978.25
- There were no set-off collections this month

VI. FINANCE DEPARTMENT (CONTINUED):

Real Estate Activity:

- 65 transfers this month, 36 of which were valid residential sales
- \$173,300 in new residential construction picked up for the month; \$2,463,600 in commercial activity added.

VII. HUMAN RESOURCES DEPARTMENT:

The following information is a summary of activities for the Human Resources Department during the month of August 2020:

Advertisements

<u>Department</u>	<u>Position</u>
Police	Animal Control Aide (Part-time)
Fire & EMS	Deputy Chief of Fire & EMS (Promotional)

Applications & Testing

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Animal Control Aide (Part-time)	13	562
Deputy Chief of Fire & EMS (Promotional)	3	37

- Administered the written test phase of the Police Office recruitment process on August 1, 2020.
- Participated on the initial panel interview phase of the Police Lieutenant & Police Sergeant promotional processes on August 12, 2020.

Miscellaneous

- Employees began the required training for the Department of Labor and Industry (DOLI) §16VAC25-220, *Emergency Temporary Standard for COVID-19 Infectious Disease Prevention*. This training is being presented to employees in two parts, which consists of Employee Awareness of the Emergency Temporary Standard for COVID-19 Prevention & the City's Infectious Disease Prevention Plan.
- Virtual meetings continue to be held by various agencies to provide a review of COVID-19 restrictions and requirements related to compliance, disability benefits, and workers compensation, as well as updates on Virginia employment law.

VIII. INFORMATION TECHNOLOGY DEPARTMENT:

- The City's website, www.colonialheightsva.gov had 58,950 page views in the month of August.

Top fifteen sites visited after the home page: <ol style="list-style-type: none">1. Animal Control & Shelter2. Library3. Real Estate Search Records4. Pay Online5. City Employees6. Yard Sales7. Human Resources8. Police9. Real Estate Assessor10. Upcoming Elections11. Recreation & Parks12. GIS & Maps13. Utility Billing14. Records & Property Tax Maps15. eLibrary	Top five countries after U.S.:  Germany  Philippines  South Korea  Ireland  India Top five regions after Virginia:  Illinois  District of Columbia  Pennsylvania  Maryland  Texas
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- ☆ Citizens submitted and city staff processed 292 Service Requests and questions through the "Report a Concern" module during the month of August.
- ☆ The City of Colonial Heights' Facebook Page now has 5,347 fans and the City's Twitter account has 1,538 followers. There are 3,323 subscribers for "In the News".

IX. LIBRARY:

- ☆ The library staff circulated 9,919 titles in August, which compares with 7,858 in July. This increase continues the pattern of a gradual return of residents to the library after the extended closure.
- ☆ Residents borrowed 7,087 print titles; the staff downloaded 1,917 e-books on Kindles, while 915 e-books and audios were downloaded by residents from the library's online Hoopla collection. There are currently 1,131 residents registered for the Hoopla service.
- ☆ The curbside service continues to be popular with high risk residents, and the staff circulated 217 print titles through this no-contact service.
- ☆ The public computer center had 381 users, while the iPad center was used 0 times.
- ☆ The new Digital Resources Center remains closed.
- ☆ The library's meeting rooms remain closed.
- ☆ An average of 139 residents used the library each day, while 58 residents registered for new library cards.

X. RECREATION & PARKS DEPARTMENT:

Recreation Division

The Recreation Division continued to work on reopening plans to include programming for the Fall of 2020. Staff is currently working on restarting the Therapeutic Recreation program in September, as well as, looking at options for After-School programs as schools plan to reopen this Fall. Due to the success of the Summer Tri-City Tourneys schedule, a Fall series has been approved and will begin its Fall schedule Labor Day weekend. Unfortunately, due to current COVID-19 restrictions and Safe Return to Play guidelines, we are not able to offer our Youth Football and Cheerleading program this year. Departmental rentals of facilities saw a slight uptick in the month of August.

Athletics/Programs	<u>2020</u>	<u>2019</u>
Belly Dancing	3	5
Facility Usage	<u>2020</u>	<u>2019</u>
Community Room Attendance	1,334	1,034
Community Room Reservations	23	22
Pavilion Attendance	2,706	1,950
Pavilion Reservations	33	25
Field Attendance	6,930	4,760
Field Rentals	33	28

Violet Bank Museum

There was a slight increase in the number of tours given during the month of August, while grounds usage remained about the same as the previous month. There were no outreach or Special Events & Programs during the month. Staff is working on their Fall craft classes that will begin in October.

The ongoing program at the Museum, The Violet Bank Stitchers from the Heart Group, was able to contribute the following items to help others.

- 8 knitted/crocheted lap blankets
- 6 knitted/crocheted cot size blankets
- 2 knitted/crocheted baby blankets
- 26 knitted neck scarves
- 6 adult hats
- 10 children's hats
- 1 pair crocheted slipper socks
- 36 woven squares (these are turned into items for dementia patients)

Attendance	<u>2020</u>	<u>2019</u>
Tours Given	42	56
Grounds Visitors	25	18
Ongoing Programs	13	15
Outreach Programs	0	45
Special Events	0	12
Attendance Totals	110	210

X. RECREATION & PARKS DEPARTMENT CONTINUED:

Agency on Aging

Activities	2019	2020
Bingo in Center	46	29
Bob Ross Painting Video	11	N/A
Bowling	240	160
Bridge Party	48	12
Bridge Tournament	113	N/A
BUNCO	8	N/A
Grand High Tea	70	N/A
I'll Be Me Movie	45	N/A
Pinochle	N/A	16
Scrabble	16	15
Senior Club Meeting	91	46
Senior Citizen Dance	81	N/A
Senior Golf Associations	744	468
Seniors Got Talent Show & Dinner	129	N/A
Sing A-Long	34	N/A
Thursday Game Central	30	N/A
Awareness/Education	2019	2020
Diabetes Interest Class	5	N/A
Blood Pressure Check	35	N/A
Classes	2019	2020
Colorful Creation Open Paint	28	8
Crochet & Knitting	38	12
Line Dancing Class	53	118
Quilts for Vets	9	17
Sewing Class	28	8
Tap Class	58	28
Tech Savvy	0	N/A
Watercolor with Faye	28	16
Fitness	2019	2020
Boot Camp	93	N/A
Chisel & Sculpt	24	N/A
Educational Strength Training	33	N/A
Fitness Center Use	131	14
Morning Crunch	77	N/A
Muscles in Motion	169	43
Sit & Let's Get Fit	190	81
Strength & Stretch	377	40
Tai Chi	48	62
TBS	316	35
Pickleball	197	131
Rise & Grind	42	N/A
Water Aerobics	135	N/A
Yoga	182	40
Trips	2019	2020
Science Museum: Pompeii	13	N/A
Riverside Theater	26	N/A
TOTAL	3,653	1,465

Agency on Aging - continued

Volunteer Hours	41	N/A
Meals	2019	2020
Home Delivery Meals	20	12
Site Meals	91	N/A
Transportation	2019	2020
Total Passengers	484	212
Total Trips	1006	398
Total Miles	6169	1571
Wheelchairs	39	16
Donations	\$800.00	\$233.00
New Riders	10	4

Parks, Horticulture, Buildings & Grounds

- Cut grass as needed around City buildings, at parks, and sports fields.
- Prepped ball fields as needed for league and tournament play.
- Installed goals on soccer fields at Soccer Complex
- Painted soccer fields as needed.
- Rebuilt mound and home plate area in Shepherd Stadium.
- Cut down and removed tree from Appomattox River Trail.
- Cleaned Lakeview Park parking lot, fishing pier, and boat ramp after flooding.
- Repaired fence panel on disc golf course at White Bank Park.
- Removed graffiti from playground equipment at Floral M. Hill Park.
- Removed graffiti from several areas along Appomattox River Trail.
- Mulched sites as needed.
- Weeded and trimmed flower beds at sites as needed.
- Cut low limbs off Crepe Myrtles at Appamatuck Park, Public Safety building and along Boulevard, and hauled to transfer station.
- Cut suckers off of Crepe Myrtles along Temple Ave., at Library and White Bank Park.
- Removed dead shrubs from flower bed at Dupuy Ave. and the Boulevard.

X. RECREATION & PARKS DEPARTMENT CONTINUED:

Office on Youth & Human Services

Youth Advisory Council (YAC)

Leadership organization for teens in grades 6-12, YAC works with members of City Council and the Youth Services Commission to identify, address, and resolve issues that affect teens

- August 26 meeting - (5) youth attended and elected new officers, discussed 'Building Change' and Drive-In Karaoke projects, made plans for recruitment of new members, completed trash pickup on James Ave, and created a new YAC brochure and mailed donation letters to civic groups

Youth Services Commission (YSC)

Youth Services Commission is a fifteen-member advisory board appointed by City Council. The Commission provides for continuing study of the needs and problems of youth; coordinates a network of existing youth services; facilitates access to existing community services for youth and promotes additional services needed

- Meeting August 20-elected new officers, set goals for new fiscal year, discussion on school reopening and how to collaborate

Kids' Achieving Progress Afterschool Program (KAP)

KAP is a referral-based program serving 4th-8th grade students who need extra academic and/or social support

- Making plans for virtual programming
- Held 2 weeks of Leadership camp for (12) 6th and 7th grade students

Substance Abuse Workgroups

- CAAN DUU, SAFE, CCOVA

Community Policy Management Team (CPMT)/Family Assessment Planning Team (FAPT)

CPMT manages the local CSA program by coordinating agencies efforts, managing the available funds, and establishing local CSA program policies. FAPT is a multi-disciplinary group that helps assess the strengths and needs of individual youth and families, and together decides what services to recommend, prepares a plan, and monitors progress toward accomplishing goals.

- Colonial Heights current caseload is 24

Crime Control Diversion Programs-12th District Court Community Service

Program to provide community service supervision for court mandated youth

- (4) Youth Completed 45 Hours of Service Learning

Shoplifting Diversion

Program to educate participants and their parents on shoplifting, the juvenile justice system, legal consequences for violating laws, the detrimental effects on local businesses and the cost of security measures

- August 8 (3) Youth and Parent/Guardian completed 9 service learning hours at the Shoplifting Diversion Program

Substance Abuse Assessment District 19

Funding to pay for assessments for youth who have no insurance or Medicaid.

- 2 Referrals

Developing Projects

- Collaboration with CHPS to determine needs of schools with aim to implement prevention-based programs
- Virtual programming
- Teen Work/Life Expo

Professional Development

- Youth Mental Health First Aid
- Science and Human Behavior
- Covid 19 Employee Health & Safety Training
- Diversity Training VCU
- Racial Trauma DBHDS
- Safer Spaces (for Trans and Non-Binary individuals) DBHDS

XI. FLEET MAINTENANCE:

	<u># Invoices</u>	<u>Total</u>	<u>Sublet</u>	<u>Sublet total</u>
2020	71	\$18,283.37	3	\$225.00
2019	74	\$33,445.56	3	\$11,874.87

The sublet repairs consist of the following; Glass

repair	\$225.00
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