



CITY MANAGER'S REPORT TO CITY COUNCIL

DECEMBER 2021

I. PUBLIC WORKS & ENGINEERING:

Transportation Capital Projects

- **Safe Routes to Schools- Phase 3 (Middle School), UPC 102836** – City to advertise project in Spring 2022.
- **Safe Routes to Schools (North Elementary School Sidewalks Phase 2) UPC 106188** – Right of way negotiation and acquisition has been completed. Utility relocation to start at the beginning of 2022.
- **Boulevard and Westover Ave Intersection (UPC 100501)** – Right of way negotiation and acquisition by KDR underway.
- **Lakeview Avenue Modernization (UPC 101288)** – Construction bids opened on 11/12. Shoosmith Construction was the lowest bid at \$5,575,000. Construction to start Spring 2022.
- **Appomattox River Greenway Trail Phase V (UPC 107533)** – Right of way negotiation and acquisition by KDR underway. Awaiting environmental permit approval.
- **High School Sidewalks (UPC 118071)** -- Clark Nexsen selected as consultant, surveying underway.
- **Boulevard at Temple Intersection Improvements (UPC 109264)** -- Categorical exclusion approved, preliminary engineering work has commenced.

Utilities Capital Projects

- **Old Town Emergency Sewer Repair-** Work complete.
- **Hrouda Pump Station** – Substantial completion has been met. Awaiting completion of punch list items.
- **ARGT Phase 4 Emergency Repair** – Work Complete

Fleet Maintenance

<u>YEAR</u>	<u># Invoices</u>	<u>Total</u>	<u>Sublet</u>	<u>Sublet Total</u>
2021	74	\$24,864.71	8	\$2,172.06
2020	70	\$36,777.48	6	\$14,960.85

The sublet repairs consist of the following:

Tire	\$391.03
Misc.	\$200.00
Service Work (Fire)	\$780.10
Seat Repair	\$175.00
Towing	\$85.00
Glass Replacement	\$250.00
Dealer Repair	\$360.93

II. PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

BUILDING INSPECTIONS DIVISION

Building Permits	Month	Year to Date
	Permits Issued	Permits Issued
Residential Building	11	141
Commercial Building	3	60
Demolition	0	1
Electrical	12	182
Mechanical	16	161
Plumbing	9	89
Swimming Pool	1	9
Amusement Rides	0	2
Tent	0	2
Clean Out Installation	2	36
Water and Sewer Connection	3	14
Total: All Permits	57	697

New Residential Units (CO's)	Month	Year to Date
Total	2	14

Valuations	Month	Year to Date
Residential	\$338,209.00	\$3,206,594.91
Commercial	\$6,229,400.00	\$12,139,305.00
Total	\$6,567,609.00	\$15,345,899.91

Building Inspections	Month	Year to Date
Residential	51	831
Commercial	47	542
Total: All Inspections	98	1373

PLANNING DIVISION

Planning Permits	Month	Year to Date
Farmer's Market	0	0
Fence	5	34
Mobile Food Units	0	12
Signs - Permanent	0	33
Signs - Temporary	4	15
Zoning	2	100
Total: All Permits	0	194

Development	Month	Year to Date
Plat: Adjustment/Vacation	0	3
Plat: Subdivision	0	1
Prelim. Site Plan Review	0	0
Special Exception Permit	0	1
Special Use Permit	0	2
Rezoning	0	2
Variance	0	3
Wetland Development	0	0
Zoning Opinion & Cert	0	7
Total: All Categories	0	19

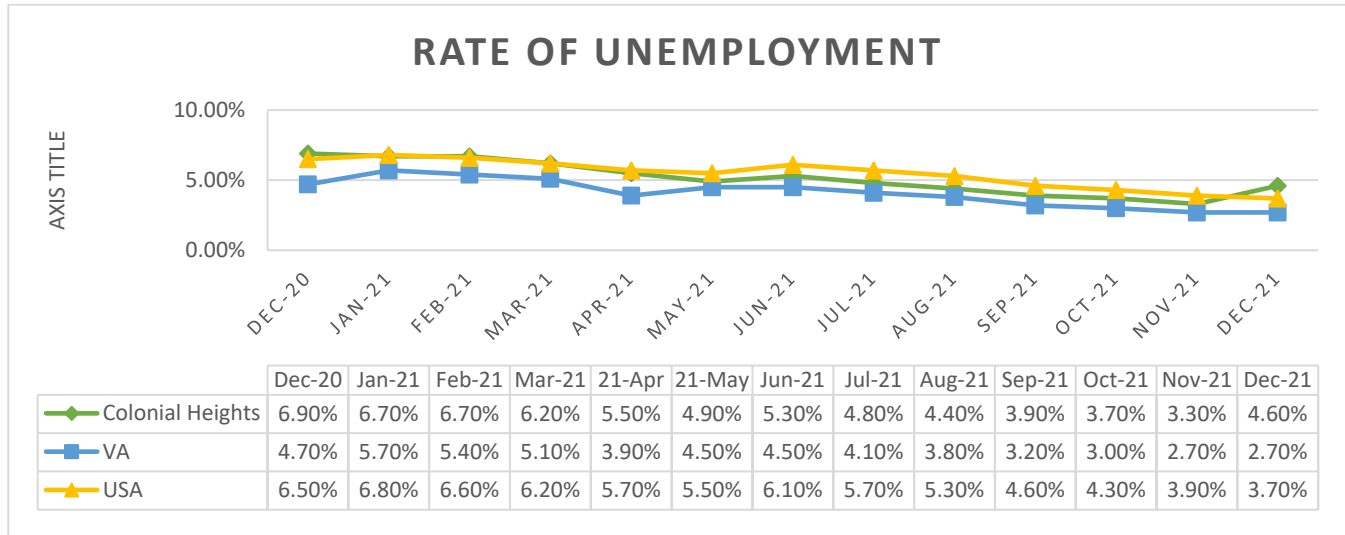
Community Meetings	Month	Year to Date
Board of Zoning Appeals	0	3
Planning Commission	1	7
Wetlands Board	0	0
Total: All Meetings	1	10

CODE ENFORCEMENT DIVISION

Cases	Open Cases		Closed Cases	
	Month	Year to Date	Month	Year to Date
Commercial/Recreational Vehicle	2	46	0	7
Exterior Storage of Objects	3	55	0	17
Inoperable Vehicle	2	44	0	10
Property Defacement	0	0	0	0
Tall Grass	0	302	0	93
Trash Can Placement	3	109	0	6
Trash/Debris	2	53	0	23
VA Property Maintenance Code	1	16	0	15
Zoning	15	63	6	27
Total: All Cases	28	688	6	198

III. ECONOMIC DEVELOPMENT DEPARTMENT:

UNEMPLOYMENT FOR THE PAST 12 MONTHS – COLONIAL HEIGHTS



Source: Virginia Bureau of 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 December 2021 per *Virginia Employment Commission*.

Labor Force	Employed	Unemployed	Unemployment Rate	Preliminary
8,155	7,782	373	4.6	No

*Chesterfield 2.8 %unemployment
 *Dinwiddie 3.2 % unemployment
 *Prince George 4.1 % unemployment

*City of Petersburg 7.8% unemployment
 *City of Hopewell 5.4% unemployment

Prospect Activity:

Direct Requests for Information: 3
 Sites/Bldgs. Submitted 3
 Active Prospects 9

Projects:

Panera w/Drive-thru – submitted preliminary site plan for review (expired)
 Mission BBQ – Early 2022 opening
 Dunkin Donuts in former Wells Fargo Building – tenant upfit underway
 MIDAS – Expansion with additional bays.
 CBL Properties Site
 Towneplace Suites – E & S permit issued
 Royal Farms – construction underway
 Valvoline – site preparation

IV. POLICE DEPARTMENT:

The trend continues within the city as the month of December was another month where there was a significant decrease in our calls for service and criminal arrests. December showed a 45% decrease in the number of calls for service, as well as a 36% decrease in the number of criminal arrests. There were no issues with regards to the reduced calls for service, as we have faced some challenges with staffing due to COVID-related issues. However, there has been an increase in calls for service related to ECO/TDO (Emergency Custody and Temporary Detention Order) issues. We have been able to address our short-staffing issues by utilizing our School Resource Officers while they were out for school holiday break. Likewise, we reassigned our narcotics Task Force officers, as well as sought assistance from our Sheriff's Office. It has really been a team effort that has addressed the continued pandemic sweeping through our community.

This past month has been extremely busy. Our officers and our detectives worked many long hours investigating school threats both at the middle school and our high school. Unfortunately, past school incidents that have taken place elsewhere and publicized social media heighten awareness and impacts our community. I am very proud of our efforts in tracking down this information and value our relationship with school system personnel.

Overall, we had a very safe shopping season in the city and a very successful Christmas parade. We also received our second reaccreditation from the Department of Criminal Justice Services, the certificate for which is proudly hanging on our wall at headquarters. We are continuing our efforts in hiring, as we recently employed two (2) non-certified applicants—Rachel Reese and Tristan Bennett. Both started the training academy the first full week in January.

I wish to remind everyone that we will be honoring Sgt. Renee Walters for her service to the city on January 31st at the American Legion between 2:00 and 4:00 pm. Sgt. Walters has been an amazing co-worker to so many within the agency, as well as to those in our school system. She began her career as a dispatcher within Communications and then transferred over to the police department, where she served as a long-time SRO at the middle school.

Capt. Mike Foster, commander of our **Operations Division**, reported the following operational highlights from his personnel:

- Officer Zaneisha Clay arrested Kayln Fischer for possession of a Schedule I or II drug in the parking lot of McDonald's on the Boulevard.
- Officer Jason Poe arrested Denise Pride for carrying a concealed weapon during an incident that occurred at Burlington Coat Factory.
- Sgt. Greg Thinnies arrested Justin Hulon for trespassing, resisting arrest, and possession of a Schedule I or II narcotic behind the old Walgreen's on the Boulevard.
- Officer Morgan Davis responded to Southpark Mall for a report of domestic assault, kidnapping, obstruction, preventing someone from calling 911, conceal carry of a firearm, and eluding, the last of which occurred when Harvey Johnson fled on foot from officers during the investigation. Johnson was arrested a few days later by the U.S. Marshal's Fugitive Task Force.
- Sr. Officer Jacob Miller was able to clear several larceny reports at Target utilizing a Crime Solvers Tip. Sean Pennington was subsequently arrested for the crimes.

IV. POLICE DEPARTMENT (CONTINUED):

- Officer Karrissa Jackson was flagged down by Walmart Loss Prevention and advised of two individuals running through the parking lot with stolen merchandise. Rodney Johnson and Tammi Liller were subsequently arrested for shoplifting and possession of Schedule I or II narcotics.
- Officer Alex Riazi arrested Shawn Thompson for possession of Schedule I or II narcotics in the parking lot of 7-11.
- Officer Riazi was conducting a community engagement patrol at Maddox Landing Apartments when he contacted two males in a vehicle. While speaking to them, he observed a large amount of marijuana and a loaded firearm inside the vehicle. When Officer Riazi confronted the driver, the vehicle fled the scene. A short pursuit ensued and was terminated by Sgt. Brandon Cherry due the danger it posed to the public. Officer Riazi was able to identify the driver through his investigation, and warrants were obtained for eluding and possession of a firearm by a convicted felon.
- Lt. Bob Clark and Sgt. Brandon Cherry responded to Burlington Coat Factory for a report of a shoplifting. The suspect vehicle was located as the occupants fled from the vehicle. Units were able to locate the suspects and subsequently arrested Eric Diane and Wilfredo Morales. Investigations personnel responded and obtained a search warrant for the vehicle, after which over \$6,000.00 worth of merchandise was recovered. The two suspects were later tied to several larcenies from Florida to New York. Investigations is assisting the localities with clearing their cases. GREAT JOB BY ALL.
- Lt. Clark and Officer Rocky Navarro assisted the U.S. Marshal's Fugitive Task Force with apprehending Tremayne Dorsey, who was wanted out of Maryland for murder. Mr. Dorsey was turned over to the marshals without incident.
- Officer Navarro was running stationary radar in the 1200 block of Temple Avenue, when a vehicle entered his radar traveling at 86 miles an hour. Officer Navarro attempted to conduct a traffic stop, but the vehicle fled. The pursuit was terminated due to the risk it posed on the safety of the community. The vehicle crashed as it was getting onto 95 North. Officer Navarro responded and arrested Tanner Dean for DUI (.16 BAC), felony eluding, felony vandalism, felony child neglect, reckless driving, no operator's license, and no insurance.
- Officer Erik Reedy arrested Tytasia Rousey for possession of forged prescription and uttering a false prescription at Walmart.
- Sgt. Cecil Powell arrested Chervon Anderson for probation violation, DUI, and eluding from a traffic stop.

K-9 ACTIVITIES

- Sr. K-9 Officer Micaulay Fable and K-9 Nero were utilized on seven incidents during the month of December.
- On December 19, 21 and 28, 2021, Sr. K-9 Officer Fable and K-9 Nero completed in- service training.

IV. POLICE DEPARTMENT (CONTINUED):

The **Law Enforcement Services Division**, commanded by **Captain Robert Ruxer**, also reported his division as having a busy month. Highlights from their reported activities are as follows:

- Members of the division worked the city Christmas parade.
- Two new recruit officers, **Tristan Bennett** and **Rachel Reese**, were sworn in at the Colonial Heights Circuit Court.
- Sr. Officer Desiree McCurry started shadowing Sgt. Walters in an effort to learn aspects of the Law Enforcement Services sergeant position in preparation of the upcoming retirement of Sergeant Walters.
- We received award notices for the Byrne Justice Assistance Grant FY22 for Training and Equipment; the COVID Emergency Supplement Fund (CESF) Grant; and the LOLE grant transferred to Underway was approved.

Our **Investigations Division**, commanded by **Capt. Thad Johnson**, reported December as a below average month. Only four (4) new cases were assigned to detectives – six (6) were cleared (this included clearing three (3) case from a previous month), resulting in a clearance rate of 106% for the month. The detectives also conducted three (3) background investigations on potential new hires. During the month of December, the Investigations Division saw the resignation of Career Detective Roger Santini. They also welcomed Senior Detective Christopher Velasquez as its newest member. Both Sr. Detective Rob Brown and Sr. Detective Will Waldrep have been temporarily reassigned to the Patrol Division due to staffing shortages.

Two non-fatal overdoses were experienced during the month. We continue to follow up on these cases; however, with the changes in the legislature, the involved parties are mostly free from criminal charges. Despite the fact that we have found most scenes are “cleaned” prior to arrival, we remain committed to investigating the seller of the narcotics.

Some of the division highlights include:

- **Detective Sergeant Adam Brandeberry** was not assigned any new cases for the month; however, he cleared three (3) from previous months:
 - Sexual Assault, exceptionally cleared
 - Possession of sexual abuse material, unfounded
 - Assault, unfounded
- **Senior Detective Chris Velasquez** began his new assignment within Investigations and was assigned four (4) cases and completed a background investigation.
 - Assisted Montgomery County, Maryland, with an arrest of a homicide fugitive
 - Three (3) petit larcenies
 - Check fraud, inactive

IV. POLICE DEPARTMENT (CONTINUED):

- **Senior Detective Joe Vaughan** was not assigned any new cases for the month due to him preparing to attend Polygraph Examiner training for three months in Fort Indiantown Gap, Pennsylvania, starting in January of 2022.
- **Senior Detective Darrell Aleshire** was assigned two (2) new cases for the month:
 - School threats in consecutive days, cleared by arrest of two (2) juveniles.
 - Possession of child sexual abuse material, pending

No public nuisance letters were issued this month.

Senior Detective Will Waldrep, who is assigned to the **U. S. Marshal's Fugitive Task Force**, reported five (5) fugitive arrests, all of whom were from the City of Colonial Heights. Fifteen (15) local warrants were also served.

Auxiliary officers provided **160 hours** of extra manpower patrolling and riding with officers, as well as assisting with our Christmas parade. A total of **1,457 hours** was volunteered to date. **Sentinels** had **five hours** for the month and **149** total hours for the year.

Overall as an agency during the month of December, we made **195 total arrests**; worked **104 crashes**; wrote **239 traffic citations**; executed **273 traffic stops**; affected **nine (9) DUI arrests**, **eight (8) drug arrests** and issued **54 parking citations**.

Officer Christopher "Storm" Ayers was selected as our **Employee of the Month** for **November 2021**. Officer Ayers came to the Colonial Heights Police Department from the Petersburg Police Department in September 2021. Since his arrival, he has proven himself to be a very proactive officer who stays consistently busy. Officer Ayers is a seasoned investigator who investigates all of his own cases. While he is always available to aid other squad members on a regular basis, he never hesitates to ask for advice from his supervisors or senior officers when a question arises. Storm always presents himself in a professional manner when dealing with citizens and visitors alike.

On October 1, 2021, the Colonial Heights Police Department received a BOL from the Santa Rosa County Sheriff's Office in Florida regarding a stolen vehicle from that jurisdiction. The vehicle was believed to be in the area of Colonial Heights, since it was able to be tracked. Officer Ayers took the initiative to canvass the area where the vehicle was believed to be. While doing so, he was able to locate the stolen vehicle at 203 Maple Avenue. The vehicle was recovered, at which time Officer Ayers obtained a search warrant for the vehicle. During the processing of the vehicle, contact was made with the owner, who was able to remotely unlock same. During a check of the vehicle's interior, a firearm that was reported stolen out of the City of Richmond was located and recovered. Additional evidence to identify a possible suspect was obtained and passed on to Santa Rosa County Sheriff's Office to assist in their investigation.

During another notable incident, on October 16, 2021, a call was dispatched in reference to a stabbing at the Southpark Mall near Dick's Sporting Goods. As units arrived on scene, Officer Ayers, using his keen observation skills, noticed two subjects who appeared to be running from the scene. Officer Ayers quickly made contact with the juvenile suspects and was able to detain them until Investigations personnel arrived to take over the scene. He was also able to locate the weapon used during the incident. Ultimately, both suspects were charged with aggravated assault for their involvement in this incident.

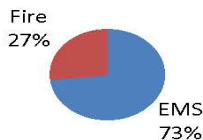
IV. POLICE DEPARTMENT (CONTINUED):

Officer Ayers comes to work every day with a positive attitude and a willingness to be a team player. Through his hard work, he makes it quite evident that he is contributing to the overall mission of the department, protecting the life, individual liberty and property of all people within the City of Colonial Heights. We feel that he more than deserves to be selected and honored as our Employee of the Month for November 2021.

DEPARTMENT STATISTICS			
Crime	December 2020	December 2021	Percentage of Increase/Decrease
Homicide	0	0	0%
Rape	1	0	-100%
Robbery	2	0	-100%
Aggravated Assaults	4	6	50%
Simple Assaults	16	20	25%
Breaking & Entering	4	1	-75%
Larceny	53	69	30%
Vehicle Thefts	4	3	-25%
Arson	0	0	0%
Shoplifting	38	51	34%
DUI Arrests	7	9	29%
All Criminal Arrests	306	195	-36%
Calls for Service	3,311	1,836	-45%
November 2021	Number Reported	Number Cleared	Percentage Cleared
	99	48	48%

V. FIRE & EMS DEPARTMENT:

Total Incidents: 510



Total Fire Type Incidents: 137 (Total Fire Loss \$124,510)

Total EMS Incidents: 373 (268 Patients Transported)

Fire units arrived on scene in less than 9 minutes on 97% of emergency incidents: (Avg. response time 5:39 minutes)

EMS units arrived on scene in less than 9 minutes on 94% of emergency incidents. (Avg. response time 5:52 minutes)

Fire Division (number of incidents):

Fires		Hazardous Situations		Services Calls and False Calls	
Building fire	2	Gasoline or flammable spill	1	Good intent calls	30
Brush or Brush and grass mixture fire	2	Oil or combustible liquid spill	1	Public service calls	34
Cooking fire, contained to container	1	Arcing shorted electrical equipment	1	Assist invalid	14
Passenger vehicle fire	2	Overheated motor	2	Smoke/CO detector installation	4
Unauthorized burning	1	Vehicle accident, general cleanup	1	False alarm/false calls	28
Authorized controlled burning	1	Carbon Monoxide incident	1	Child Safety Seat installation	3
Fire other	1	Smoke scare odor of smoke	3		
		Water Problem, steam or leak	2		
		Smoke or odor removal	1		

EMS Disposition Incident/Patient Disposition

Cancelled on Scene (No Patient Contact)	12	Assist, Public	48	Cancelled (Prior to Arrival at Scene)	17
Patient Evaluated, No Treatment/Transport Required	7	Cancelled on Scene (No Patient Found)	10	Patient Dead at Scene-No Resuscitation Attempted (W/O Transport)	4
Patient Dead on Scene-Resuscitation Attempted (W/O Transport)	1	Patient Refused Evaluation/Care (Without transport)	33	Patient treated, Transported by private vehicle	3
Patient Treated, Released (AMA)	26	Patient Treated, Released (per protocol)	8	Patient treated, Transferred to another EMS unit	2
Standby-Public Safety, Fire or EMS	2			Transported Lights/Siren	21
				Transported no Lights/Siren	246

Fire Mutual Aid Given & Received

M/A given to Chesterfield Fire	N/A	M/A received from Chesterfield Fire	N/A
Automatic Aid given to Chesterfield (EMS)	3	Automatic Aid received Chesterfield (EMS)	5
Automatic Aid given to Chesterfield (Fire)	4	Automatic Aid received Chesterfield (Fire)	4

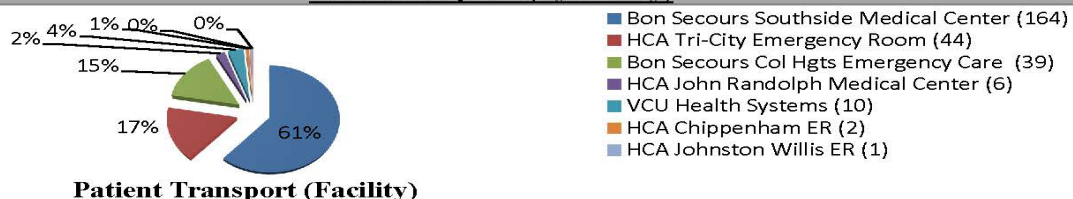
EMS Mutual Aid Given & Received

M/A given to Petersburg EMS	13	M/A received from Petersburg EMS	1
M/A given to Chesterfield EMS	1	M/A received from Chesterfield EMS	2
M/A given to Fort Lee EMS	N/A	M/A received from Fort Lee EMS	3
M/A given to Prince George EMS	N/A	M/A received from Prince George EMS	1
M/A given to Hopewell EMS	1		
Total EMS Mutual Aid given (Transport unit)	15	Total EMS Mutual Aid received (Transport unit)	7
Total Fire Mutual Aid given (Engine/Ladder)	4	Total Fire Mutual Aid Received (Engine/Ladder)	4

Out of Service Apparatus

Station		Fire Units	Medical Units
		Fire Units	Medical Units
Station 1	Number of Incidents	1	1
	Total Hours	N/A	Medic 936 8.5 hrs.
Station 2	Number of Incidents	2	2
	Total Hours	Quint 992 696 hrs.	Medic 932- 192 hrs.

EMS Transports (by facility)



Patient Transport (Facility)

Special Notes:

CHFD/EMS Medic Patient Transport Mileage:

December 2020

Total: 1,871.00 miles
Average: 7.01 Miles
Fire: 122 EMS: 412
Total Incidents: 534

VI. FINANCE DEPARTMENT:

**Finance report to resume at a later time.

VII. HUMAN RESOURCES DEPARTMENT:

The following information is a summary of activities for the Human Resources Department during the month of December 2021:

Advertisements

<u>Department</u>	<u>Position</u>
Finance	Director of Finance
Information Technology	Information Systems Coordinator
Information Technology	Geographic Information System (GIS) Coordinator
Office on Youth	Site Supervisor (Part-time)

Applications & Testing

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Director of Finance	18	1,141
Information Systems Coordinator	18	556
Geographic Information System Coordinator	17	703
Site Supervisor (Part-time)	7 (Continuous Ad)	1,127

Miscellaneous

- New Employee Orientation sessions were held for the following new individuals:

New Employee Orientation

Police Officer
Police Officer

Employee Separation

Firefighter	Police Detective
Public Works Technician	Public Works Technician
Director of Finance	











Retirement

Treasurer

- Participated in a virtual briefing on new Entry Level Driver Training (ELDT) minimum training program established by the Federal Motor Carrier Safety Administration (FMCSA), which begins on February 7, 2022.
- Initiated required annual FMCSA Clearinghouse driver status report inquiries, which must be completed by January 2022.
- Tyler-Munis HRM/Payroll system training and conversion processes continue with an anticipated April 2022 completion date.

VIII. INFORMATION TECHNOLOGY DEPARTMENT:

☆ The City's website, www.colonialheightsva.gov had 54,512 page views in the month of December.

Top fifteen sites visited after the home page: <ol style="list-style-type: none">1. Pay On-Line2. News Flash3. Christmas Parade4. Animal Control5. Real Estate Records Search6. Library7. Staff Directory8. City Employees9. Utility Billing10. Facilities11. Human Resourced12. Agenda Center13. Recreation & Parks14. Alert Center15. Bid Posting	Top five countries after U.S.: <div> Germany</div> <div> India</div> <div> Spain</div> <div> Ireland</div> <div> China</div> Top five regions after Virginia: <div> California</div> <div> Illinois</div> <div> District of Columbia</div> <div> Massachusetts</div> <div> New York</div>
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☆ Citizens submitted and city staff processed 177 service requests and questions through the “Report a Concern” module during the month of December.

☆ The City of Colonial Heights' Facebook Page now has 5,807 fans and the City's Twitter account has 1,640 followers. There are 2,856 subscribers for “In the News”.

IX. LIBRARY:

☆ The library staff circulated 7,335 titles in December broken down as follows:

- Residents borrowed 6,372 print titles
- 108 e-books on Kindle readers
- 855 e-books and audios were downloaded from the library's online Hoopla collection. There are currently 1,380 residents registered for the Hoopla service.

☆ The public computer center and iPad Center had 613 users;

☆ The library's meeting rooms were used by 83 groups;

☆ An average of 378 residents used the library each day, while 31 residents registered for new library cards;

☆ The library's Digital Knowledge Center remains closed due to COVID.

X. RECREATION & PARKS DEPARTMENT:

RECREATION & PARKS – DECEMBER 2021

Recreation Division

The month of December was a very active one for the Recreation Department. The Annual Christmas Parade was back this year with a great community turnout and over 60 units participating. The Lights in the Heights event was also back in 2021 and had 47 houses and 3 businesses take part.

December also saw the return of the Youth Basketball Program with over 200 kids participating. Practices began the first week in December and games will begin on January 8th.

Staff began accepting Community Center and Park Pavilion reservations for 2022 in December and continued work on confirming Baseball and Softball Tournament dates at its fields in 2022.

The Department also began a new program, Futsal, in December and will continue the program in the New Year

Athletics/Programs	<u>2021</u>	<u>2020</u>
Belly Dancing	4	5
Lights in the Heights Decorating Contest	50	51
Christmas Parade Entries	61	N/A
Futsal	100	N/A
Open Gym Basketball	57	N/A
Therapeutic Recreation	35	16
Facility Usage	<u>2021</u>	<u>2020</u>
Community Room Attendance	1,224	30
Community Room Reservations	18	3

2021 Christmas Parade



Parks, Horticulture, Buildings & Grounds Parks

- Installed gates at Wakefield Park
- Winterized soccer complex restrooms
- Replaced picnic tables at Wakefield Park
- Hung pictures at Public Safety Building
- Replaced vandalized rails on fences on River Walk trail.
- Replaced disc golf signs at White Bank Park
- Replaced GFI receptacle and cover at Fire Station 1
- Removed brush and debris from Appamatuck Park
- Maintained parks and playgrounds as needed
- Rehung windscreens from wind damage
- Decorated, assisted setup/cleanup, and provided staff for Christmas parade

Horticulture

- Weeded, trimmed flower beds, and mulched sites as needed.
- Cut back perennials
- Removed branches from damaged trees at various sites
- Trimmed trees limbs at various sites
- Planted flowers at various sites
- Trimmed back plants for winter as needed at various sites
- Blew leaves at various sites
- Finished Christmas decorating

Building and Grounds

- Assisted techs at Courthouse, City Hall, and Library for trouble with alarm systems
- Reset lights at Courthouse for jury trial
- Repaired doors at Library, Fire Station 2, and property room at PD
- Adjusted timers for lights at Library and Public Safety
- Changed lights at City Hall elevator
- Repaired sewer, toilet, and sink issues at Library, City Hall, and Courthouse
- Changed door handles in bathroom at Fire Station 1
- Escorted inspection personnel for fire sprinkler system at Courthouse
- Escorted irrigation reps in buildings that have back flows inspected
- Fixed back flow at Shepherd Stadium
- Escorted HVAC techs for preventive maintenance in buildings
- Changed filters in SAVR machines
- Repaired water line at white bank yard hydrant
- Installed gas dryer at fire station 2

X. RECREATION & PARKS DEPARTMENT CONTINUED:

Agency on Aging

Activities	2021	2020
Bingo in Center	26	33
Bowling	120	105
Game Day	21	N/A
Senior Club Meeting	39	18
Sing A-Long	6	N/A
Awareness/Education	2021	2020
Library: Total # books checked out	6	N/A
Classes	2021	2020
Crochet & Knitting	15	23
Intro. To Line Dancing	34	N/A
Line Dancing Class	112	136
Meaningful Exchanges	19	N/A
Meditation	16	23
Sewing Class	8	14
Tap Class	6	7
Watercolor with Faye	9	15
World Religion	8	N/A
Fitness	2021	2020
Balance	40	36
Fitness Center Usage	8	18
Muscles in Motion	97	74
Pickleball	174	129
Sit & Let's Get Fit	69	106
Strength & Stretch	41	57
Tai Chi	29	26
TBS	24	80
Water Aerobics	7	N/A
Yoga	34	76
TOTAL	968	976
Meals	2021	2020
Home Delivery Meals	2	3
Transportation	2021	2020
Total Passengers	169	212
Total Trips	403	352
Total Miles	1913	2070
Wheelchairs	21	14
Donations	\$159.00	\$308.00
New Riders	5	1

Violet Bank Museum

Attendance	2021	2020
Tours Given	26	17
Grounds Visitors	8	5
Ongoing Programs	15	20
Outreach Programs	0	75
Special Events	245	0
Attendance Totals	294	117

In the month of December, the Museum was very busy hosting various events and classes to include the Annual Candlelit Open House, a 12th Virginia Infantry Winter Encampment on the grounds, and also collected 88 pounds of food for the Food Pantry as part of their Annual Food Drive during the Candlelit event. The Museum also hosted Homeschool and other groups at the Museum to complete seasonal craft projects, and hold meetings.

Staff is appreciative of all the volunteers that have helped the Museum conduct their events this Winter and staff is beginning work on their Spring programs and events

Candlelit Open House



X. RECREATION & PARKS DEPARTMENT CONTINUED:

Office on Youth & Human Services

OOY Activities

- OOO staff continues providing services in-person and/or through the Zoom format
- Continued postings of Facebook and Instagram of relevant topics for the community
- Staff continues cross training between positions to ensure continuity of services to the community
- Distributed resource information to 150 families at ESL/Title I Resource night at CHPS
- Coordinated Salvation Army Stocking project citywide (66 stockings filled and collected)
- Coordinated City Hall Christmas Family
- Established new partnership for Alcohol, Drug Awareness Program with CHPS-program intended for first time marijuana violations
- Wafeeq Amin completed 30-hour certification as Mental Health First Aid Instructor with District 19 grant
- Becca Lynch completed 24-hour ICR 300 training through FEMA

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

- Caseload 22

Community Multi-Disciplinary Team –CAC

- Caseload 9

Kids Achieving Progress

- 22 students enrolled
- Continued homework and study time
- Enjoyed creating crafts and eating pizza at the Winter Break gathering

Interagency Team

- Caseload 5

Youth Advisory Council (YAC) –

- Walmart shopping for Christmas family (9 youth in attendance)
- Library kits distributed 100 Snow man craft
- Monthly meeting had 12, Dr. Laura Poe was guest speaker
- 2 members participated in Christmas parade
- Monitor Little Library at City Hall

VJCCCA Diversion Programs-12th District Court-

Community Service - Program to provide community service supervision for court mandated youth

- 9 Youth completed 81 hours

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

- 2 participants

Juvenile Court Navigator

- 2 families were served

Supervision Plan Services-

- 3 assessments completed by District 19

RVA Basics –

- Partnered with City employees and community members to read winter/holiday books and post to OOO YouTube--
<https://www.youtube.com/channel/UCJ5hEMsbA5rIQsCnClk-CZ>