



CITY MANAGER'S REPORT TO CITY COUNCIL

JANUARY 2022

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 currently on-going.
- **Boulevard and Westover Ave Intersection, UPC 100501** – Right of way negotiation and acquisition by KDR compete. Three properties are currently going through the condemnation process.
- **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 complete. 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

- **Crestwood Drive Emergency Sanitary Sewer Repair-** Work complete
- **Hrouda Pump Station** – Substantial completion has been met. Awaiting completion of punch list items.

Fleet Maintenance

<u>YEAR</u>	<u># Invoices</u>	<u>Total</u>	<u>Sublet</u>	<u>Sublet Total</u>
2022	53	\$24,674.63	5	\$7,838.80
2021	65	\$22,459.48	3	\$939.96

The sublet repairs consist of the following:

Tire	\$444.48
Dealer Repair	\$7,394.32

II. PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

BUILDING INSPECTIONS DIVISION

Building Permits	Month	Year to Date
	Permits Issued	Permits Issued
Residential Building	11	11
Commercial Building	3	3
Demolition	0	0
Electrical	11	11
Mechanical	12	12
Plumbing	4	4
Swimming Pool	0	0
Amusement Rides	0	0
Tent	0	0
Clean Out Installation	2	2
Water and Sewer Connection	0	0
Total: All Permits	43	43

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

Valuations	Month	Year to Date
Residential	\$358,386.97	\$358,386.97
Commercial	\$334,649.72	\$334,649.72
Total	\$693,036.69	\$693,036.69

Building Inspections	Month	Year to Date
Residential	57	57
Commercial	48	48
Total: All Inspections	105	105

CODE ENFORCEMENT DIVISION

Cases	Open Cases		Closed Cases	
	Month	Year to Date	Month	Year to Date
Commercial/Recreational Vehicle	3	3	0	0
Exterior Storage of Objects	2	2	0	0
Inoperable Vehicle	2	2	0	0
Property Defacement	0	0	0	0
Tall Grass	0	0	0	0
Trash Can Placement	5	5	0	0
Trash/Debris	5	5	0	0
VA Property Maintenance Code	0	0	1	1
Zoning	3	3	4	4
Total: All Cases	20	20	5	5

PLANNING DIVISION

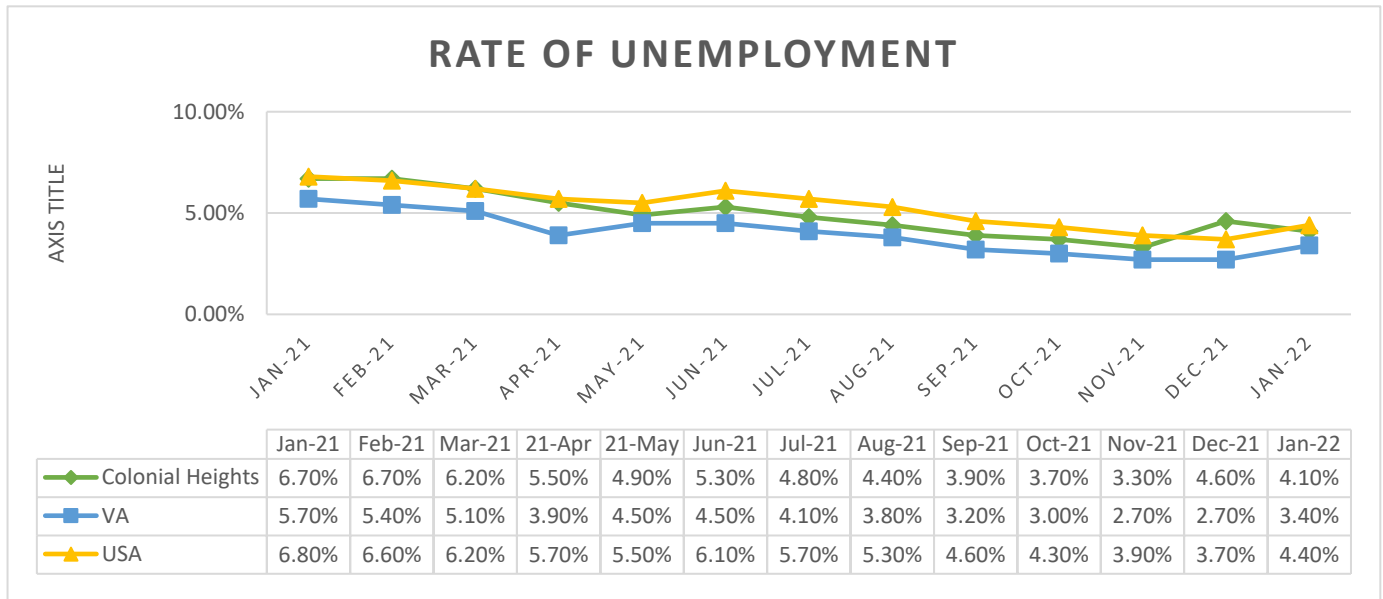
Planning Permits	Month	Year to Date
Farmer's Market	0	0
Fence	0	0
Mobile Food Units	0	0
Signs - Permanent	0	0
Signs - Temporary	0	0
Zoning	0	0
Total: All Permits	0	0

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

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

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 January 2022 per *Virginia Employment Commission*.

Labor Force	Employed	Unemployed	Unemployment Rate	Preliminary
8,119	7,785	334	4.1	No

*Chesterfield 3.2 %unemployment
 *Dinwiddie 4.1 % unemployment
 *Prince George 4.2% unemployment

*City of Petersburg 9.0% unemployment
 *City of Hopewell 6.4% 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 – Grading site
 Royal Farms – construction underway
 Valvoline – site preparation

IV. POLICE DEPARTMENT:

Going into the new year, we cannot account for the trend that is following us from 2021. In looking at our statistics, there is a significant decrease in both calls for service as well as criminal arrests. For the most part, criminal arrests go hand-in-hand with calls for service, but there is no one obvious factor causing this. January showed a 45% decrease in the number of calls for service, as well as a 46% decrease in the number of criminal arrests.

COVID cases within the agency appear to be tapering off, which is a positive sign. We have already started returning officers back to their original duty assignments. This coincides with our successful hiring efforts. We have been able to attract very good certified candidates. I believe our Recruiting and Retention Program that was recently approved has really helped our agency. Recruiting good candidates that officers personally know from other jurisdictions has been most beneficial, both financially for individual officers as well as good for morale.

We have added a new police chaplain to our team—Pastor Scott Utter will be joining our family. Chaplain Utter comes to us with a heart to serve public safety and has experience as a chaplain with the Petersburg Bureau of Police and with the United States Armed Services. He is currently a pastor at the Church of Christ, and has a strong desire to connect with members of our agency in order to serve them in whatever capacity they need.

Overall, we had a solid month and I am excited about the coming year. I am encouraged by the direction our agency is headed as we try to get back to some “normalcy” from the pandemic. As an agency, we are much more diverse within, and I feel strongly that our diversity mirrors the public that we are serving. With all of the retirements of our tenured staff—14 over the last three year—the agency has gotten “younger”, resulting in less experienced supervision. Nonetheless, our officers are dedicated and committed to those they serve. They share the passion to do a good job and compassion to help their fellow man/woman. It is my hope that we can continue this positive trend of attracting and retaining good officers through the future of a step plan that will compensate them accordingly in comparison to those surrounding agencies.

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

- **Sr. Officer Jacob Miller** engaged in a vehicle pursuit as the suspect vehicle fled from a domestic relations incident. The driver was known to be intoxicated. Chesterfield Police utilized spike strips to end the pursuit. Mr. Cunningham was charged with felony DUI; felony eluding; driving on a suspended license, DUI related; and improper registration.
- **Officer Marcus Hall** arrested a subject for breaking and entering and violation of a protective order after he broke into his estranged wife’s apartment while she was home.
- **Officer Miller** recovered a stolen vehicle from New Jersey. An individual purchased the vehicle in Northern Virginia, and when he attempted to get a registration from DMV, the vehicle came up as being stolen. The individual was referred to Northern Virginia to file a report for fraud. The vehicle was towed and held for the agency in New Jersey .

IV. POLICE DEPARTMENT (CONTINUED):

- **Officer Morgan Davis** obtained a warrant on a subject for possession of Schedule I or II drugs (methamphetamine).
- **Officer Jason Poe** arrested two juveniles for vandalism. They shot BB's through windows at Mattox Landing Apartments.
- **Sgt. Greg Thinnies** and **Sr. Detective Will Waldrep** arrested a suspect for domestic assault, resisting arrest, and two charges of assault on law enforcement at 209 Newcastle Drive.
- **Sgt. Thinnies** arrested a suspect for possession of Schedule I or II drug after responding to Walmart for a suspicious person.
- **Master Officer David Gallagher** arrested a subject for child neglect after she left her three-year-old daughter in the vehicle alone while she shopped inside Sam's Club.
- **Lt. Bob Clark** arrested a subject for domestic assault and brandishing a firearm at 3111 Dale Avenue, Apartment #17.
- **Officer Corbin Ramos** arrested a subject for attempted robbery, abduction, and assault and battery at 7-11 South.
- **Officer Karrissa Jackson** arrested a suspect for possession of Schedule I or II drugs and two counts of obstruction of justice.
- **Officer Jackson** arrested a subject for stalking and protective order violation.
- **Officer Alex Riazi** arrested a suspect for concealed weapon, possession of a Schedule I or II drug, and possession of a firearm with a Schedule I or II drug.
- **Officer Jackson** responded to police headquarters for a report of a robbery. Information was obtained and a BOL bulletin was issued for the suspect vehicle. Virginia State Police located and stopped the suspect on Interstate 95 in Greensville County. Items that were stolen and a firearm were all recovered from the vehicle. Warrants for robbery, use of a firearm in the commission of a felony, brandishing a firearm, and petit larceny were obtained and served.
- **Officer Riazi** arrested Shirazi Harrington and Isiah Harrington for possession of a concealed weapon and underage possession of marijuana.
- **Officers Erik Reedy** and **Karrissa Jackson** responded to Walmart for a shoplifting. During the investigation, a stolen firearm from Petersburg was recovered. The suspects were charged with petit larceny, identity theft, obstruction, concealed weapon, 2nd offense, felon in possession of a firearm, felon in possession of ammunition, and concealed weapon by a convicted felon.

IV. POLICE DEPARTMENT (CONTINUED):

- **Officer Reedy** attempted to stop a vehicle for a traffic violation. The vehicle fled, and the traffic stop was terminated. **Officer Riazi** witnessed the vehicle traveling over 100 mph in the area of Boulevard and Dupuy Avenue. The vehicle was ultimately located wrecked in the area of the Courthouse. The driver and front passenger were taken into custody. The driver was charged with felony DUI, fourth offense; felony eluding, felony destruction of property, refusal, driving without interlock, and driving on a suspended license. The passenger was charged with drunk in public.

K-9 ACTIVITIES

- **K-9 Sgt. Chris Wulff** and **K-9 Rose** completed in-service training.
- **K-9s Rose** and **Nero** received their ballistic vests that were donated by Vested Interest in K9s, Inc.

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:

- Command Staff attended the **Adopt-A-Cop** fundraiser at Mission BBQ, as our Honor Guard performed for their grand opening.
- **Captain Rob Ruxer**, **Career Officer Wayne Moody** and **Career Officer Mike Duncan** assisted with a Library-sponsored COVID test distribution event at White Bank Park.
- Members of Law Enforcement Services completed a Personnel Transfer Audit of the entire Property Room. All items were accounted for and no discrepancies were found.

Our **Investigations Division**, commanded by **Capt. Thad Johnson**, reported January as an average month. Ten new cases were assigned to detectives—three (3) were cleared (this included clearing one (1) case from a previous month), resulting in a clearance rate of 30% for the month. The detectives also conducted one (1) background investigation on potential new hires. Sr. Detective Rob Brown is still assisting within our Patrol Division, and Sr. Detective Will Waldrep has returned to the U. S. Marshal's Fugitive Task Force.

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 assigned one new case for the month; however, he cleared one (1) from previous months:
 - Object sexual penetration from October 2021 was cleared by arrest
 - Credit card fraud is pending

IV. POLICE DEPARTMENT (CONTINUED):

- **Senior Detective Chris Velasquez** was assigned four (4) cases and completed a background investigation:
 - Missing juvenile was assigned and located then committed to John Randolph Hospital
 - Death investigation is pending
 - Sexual assault was unfounded
- **Senior Detective Joe Vaughan** was not assigned any new cases for the month due to his 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 five (5) new cases for the month:
 - Shooting into an occupied building
 - Reckless handling of a firearm
 - Elder abuse pending
 - Solicitation of sexual abuse material is 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 nine (9) fugitive arrests, all of whom were from the City of Colonial Heights. Forty-one (41) local warrants were also served.

Auxiliary officers provided **96 hours** of extra manpower patrolling and riding with officers. 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 January, we made **142 total arrests**; worked **71 crashes**; wrote **320 traffic citations**; executed **412 traffic stops**; affected **11 DUI arrests**, **nine (9) drug arrests** and issued **34 parking citations**.

Master Officer David E. Gallagher was recognized as our **Employee of the Month** for **December 2021**, after being nominated by two squads. During the past couple of months, Master Officer Gallagher has really stepped up to assist his fellow officers. Like most businesses, the Colonial Heights Police Department has been experiencing an uptick in COVID-related illnesses. In light of the staffing shortages, Master Officer Gallagher has taken the initiative and volunteered to cover multiple patrol shifts, regardless of how last-minute, regardless of which squad, regardless of full or partial hours. He does so without complaint, even on New Year's Eve. His dedication to the department and to the citizens of Colonial Heights is a testament to his character.

Recently, Master Officer Gallagher assisted the night shift, as well as the Investigations Division in gathering evidence. He was sent to Greenville County to process a vehicle and collect evidence in a robbery investigation. Without hesitation, and with very little guidance, Master Officer Gallagher gathered not only the stolen items from the vehicle, but also was able to recover other evidence that will be crucial during trial.

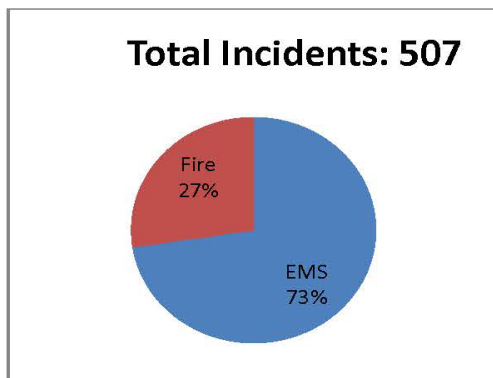
IV. POLICE DEPARTMENT (CONTINUED):

Dave comes to work every day with a good attitude and is a team player. He is always willing to assist other officers with their cases and has become a good crime scene technician. One of the key criteria in being selected as **Employee of the Month** is that the nominee is contributing to the overall mission of the department by protecting the life, individual liberty and property of all people with the City of Colonial Heights. After consideration of all the above and more, the review committee felt that Master Officer David Gallagher was most deserving of this award.

DEPARTMENT STATISTICS			
January 2022			
Crime	January 2021	January 2022	Percentage of Increase/Decrease
Homicide	0	0	0%
Rape	0	0	0%
Robbery	1	1	0%
Aggravated Assaults	2	7	250%
Simple Assaults	20	12	-40%
Breaking & Entering	3	1	-67%
Larceny	54	48	-11%
Vehicle Thefts	4	1	-75%
Arson	0	0	0%
Shoplifting	31	31	0%
DUI Arrests	8	11	38%
All Criminal Arrests	261	142	-46%
Calls for Service	3,216	1,763	-45%
January 2022	Number Reported	Number Cleared	Percentage Cleared
	70	29	41%

V. FIRE & EMS DEPARTMENT:

Fire & EMS Monthly Report for January 2022



Total Fire Type Incidents: 139 (Total Fire Loss \$4,000)

Total EMS Incidents: 368 (267 Patients Transported)

Fire units arrived on scene in less than 9 minutes on 97% of emergency incidents: (Avg. response time 5:47 minutes)

EMS units arrived on scene in less than 9 minutes on 94% of emergency incidents. (Avg. response time 5:38 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous Situations</u>		<u>Services Calls and False Calls</u>	
Building fire	2	Gasoline or flammable spill	1	Good intent calls	27
Cooking fire, contained to container	1	Oil or combustible liquid spill	1	Public service calls	40
Passenger vehicle fire	1	Gas leak (natural gas or LP)	1	Assist invalid	22
		Arcing shorted electrical equipment	4	Smoke/CO detector installation	7
		Electrical wiring/equipment problem other	1	KnoxBox installation	1
		Overheated motor	1	False alarm/false calls	20
		Power line down	1	Child Safety Seat installation	1
		Water Problem, steam or leak	2		
		Smoke scare/odor of smoke	1		
		Smoke or odor removal	1		
		Service call other	2		

EMS Disposition Incident/Patient Disposition

Cancelled on Scene (No Patient Contact)	14	Assist, Public	60	Cancelled (Prior to Arrival at Scene)	7
Patient Evaluated, No Treatment/Transport Required	12	Cancelled on Scene (No Patient Found)	8	Patient Dead at Scene-No Resuscitation Attempted (W/O Transport)	3
Patient Dead on Scene-Resuscitation Attempted (W/O Transport)	5	Patient Refused Evaluation/Care (Without transport)	40	Patient treated, Transported by private vehicle	1
Patient Treated, Released (AMA)	26	Patient Treated, Released (per protocol)	11	Patient treated, Transferred to another EMS unit	3
Standby-Public Safety, Fire or EMS	2			Transported Lights/Siren	15
				Transported no Lights/Siren	252

Fire Mutual Aid Given & Received

M/A given to Chesterfield Fire	N/A	M/A received from Chesterfield Fire	1
Automatic Aid given to Chesterfield (EMS)	3	Automatic Aid received Chesterfield (EMS)	2
Automatic Aid given to Chesterfield (Fire)	2	Automatic Aid received Chesterfield (Fire)	2
Mutual Aid Given to Petersburg (Fire)	2		
Crater Technical Rescue Team Activation (Sussex)	1		

EMS Mutual Aid Given & Received

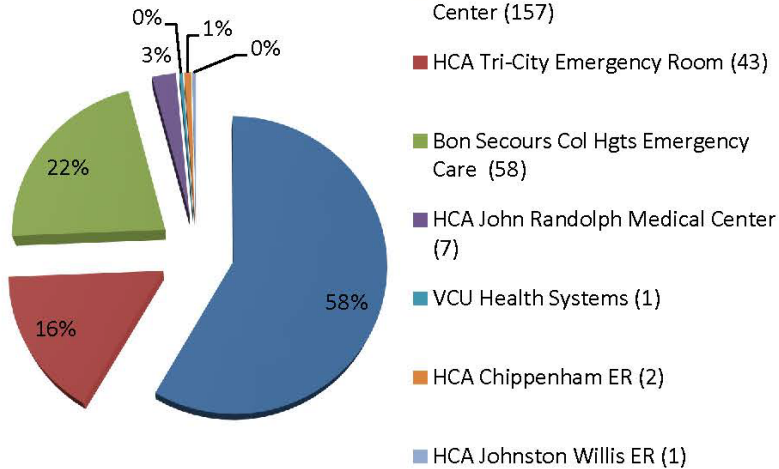
M/A given to Petersburg EMS	11	M/A received from Petersburg EMS	2
M/A given to Chesterfield EMS	N/A	M/A received from Chesterfield EMS	2
M/A given to Fort Lee EMS	N/A	M/A received from Fort Lee EMS	3
M/A given to Prince George EMS	N/A	M/A received from Prince George EMS	1
M/A given to Hopewell EMS	N/A		
Total EMS Mutual Aid given (Transport unit)	11	Total EMS Mutual Aid received (Transport unit)	8
Total Fire Mutual Aid given (Engine/Ladder)	4	Total Fire Mutual Aid Received (Engine/Ladder)	3

V. FIRE & EMS DEPARTMENT (CONTINUED):

Out of Service Apparatus

		<u>Fire Units</u>	<u>Medical Units</u>
Station 1	<u>Number of Incidents</u>	<i>1</i>	<i>N/A</i>
	<u>Total Hours</u>	E-991	N/A
		36 hrs.	
Station 2	<u>Number of Incidents</u>	<i>2</i>	<i>1</i>
	<u>Total Hours</u>	Quint 992 720 hrs.	Medic 932- 220 hrs.
		Rescue-942 7 hrs.	

Patient Transport (Facility)



EMS Transports (by facility)

Special Notes:

CHFD/EMS Medic Patient Transport Mileage:	Total:	1,662.30 miles
	Average:	6.23 Miles

January 2021 Total Incidents: 457 Fire: 103 EMS: 354

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 January 2022:

Advertisements

<u>Department</u>	<u>Position</u>
Finance	Meter Reader
Fire & EMS	EMS Firefighter (Part-time)
Fire & EMS	Firefighter/EMT
Library	Digital Resources Assistant (Part-time)
Office on Youth	Youth Program Coordinator

Applications & Testing

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Digital Resources Assistant (Part-time)	8	434
EMS Firefighter (Part-time)	22	933
Firefighter/EMT	11 (Continuous Ad)	824
Meter Reader	24	471
Youth Program Coordinator	19 (Continuous Ad)	717

Miscellaneous

- New Employee Orientation and Employee Separation/Retirement sessions were held for the following individuals:

New Employee Orientation

Treasurer
Assistant Director of Public Works-Engineering











Employee Separations

Deputy I
Meter Reader

- The annual OSHA Summary Log (2021) was distributed to all departments, as each department's specific summary must be displayed annual in the identified buildings/worksites from February 1 – April 30, 2021.
- Attended a TLC (The Local Choice) Benefits Administration virtual update to review the annual renewal procedures and obtain information about the open enrollment process/timeline.
- 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 57,250 page views in the month of January.

<p>Top fifteen sites visited after the home page:</p> <ol style="list-style-type: none">1. News Flash2. Pay On-Line3. Library4. Real Estate Records Search5. Animal Control6. Staff Directory7. City Employees8. Alert Center9. Agenda Center10. Recreation & Parks11. Human Resources12. Utility Billing13. Bid Posting14. Facilities15. Archive Center	<p>Top five countries after U.S.:</p> <ul style="list-style-type: none"> Germany India Ireland Spain Canada <p>Top five regions after Virginia:</p> <ul style="list-style-type: none"> Illinois California District of Columbia Massachusetts New Jersey
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☆ Citizens submitted and city staff processed 99 service requests and questions through the “Report a Concern” module during the month of January.

☆ The City of Colonial Heights' Facebook Page now has 5,800 fans and the City's Twitter account has 1,640 followers. There are 2,858 subscribers for “In the News”.

IX. LIBRARY:

☆ Residents borrowed 9,027 titles in January broken down as follows:

- Residents borrowed 7,662 print titles
- 372 e-books on Kindle readers,
- 993 e-books and audios were downloaded from the library's online Hoopla collection. There are currently 1,399 residents registered for the Hoopla service.

☆ The public computer center had 943 users, while the iPad center was used 105 times

☆ The Storytime programs were attended by 52 children

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

- The library's meeting rooms were used 85 times

☆ An average of 574 residents used the library each day, while 58 residents registered for new library cards.

X. RECREATION & PARKS DEPARTMENT:

Recreation and Parks - January 2022

Recreation Division

In the month of January, the Youth Basketball program continued with games beginning in early January. Youth Baseball and Softball registration for Spring 2022 also started in January. Futsal and Open Gym Basketball continue to see great attendance and Athletics staff is currently working on Spring Break week activities. Staff members also began work on Spring activities to be included in the Spring 2022 City Focus to be distributed in late-February.

Our popular Swing Dance classes resumed their weekly class in January and Therapeutic Recreation classes continued their weekly meeting times.

Spring school schedules, as well as, Chili Peppers and Tournament reservations were completed for the year in January. Staff is currently preparing fields and courts for Spring baseball/softball, soccer, pickleball, and tennis programs across the City. Our pool partnership with Virginia State University will resume in early February for our Senior Center Water Aerobics program.

Athletics/Programs	<u>2022</u>	<u>2021</u>
Belly Dancing	4	4
Swing Dance	42	N/A
Youth Basketball	212	61
Futsal	80	N/A
Open Gym Basketball	64	N/A
Therapeutic Recreation	23	35
Facility Usage	<u>2022</u>	<u>2021</u>
Community Room Attendance	938	1,323
Community Room Reservations	14	21

Violet Bank Museum

Attendance	<u>2022</u>	<u>2021</u>
Tours Given	10	26
Grounds Visitors	0	8
Ongoing Programs	15	15
Outreach Programs	0	0
Special Events	24	245
Attendance Totals	49	294

Parks, Horticulture, Buildings & Grounds

Parks

- Removed Christmas tree and decorations at Courthouse and placed in storage.
- Shoveled snow from sidewalks as needed at various City Buildings.
- Spread ice melt on sidewalks at Courthouse, Community Center, Public Safety, City Hall, and Library as needed for ice.
- Moved furniture in offices at City Hall that were being painted.
- Cleaned leaves from gutters at Library.
- Painted offices at Community Center.
- Painted bathroom interiors at High School baseball field.
- Painted bathroom interiors at Lakeview Park.
- Picked up furniture from several offices and transported to surplus storage.

Horticulture

- Mulched sites as needed.
- Weeded and trimmed flower beds at sites as needed.
- Edged flower beds as needed.
- Blew and raked leaves at sites.
- Picked up dead limbs at sites and took to transfer station.
- Removed Christmas wreaths from City signs and placed in storage.
- Removed Christmas lights from trees at Library and placed in storage.
- Started mulching under Cucumber tree at Violet Bank Museum.

Building and Grounds

- Worked with EcoAir on quarterly PMs of HVAC in buildings.
- Installed new sinks, faucets, urinals, and toilet seats in bathrooms at High School baseball field.
- Tightened lag bolts on banisters in stairwells at City Hall.
- Unstopped sewer in Community Building.
- Worked with EcoAir on malfunctioning furnace at Fire Station.
- Worked with CTSI to correct security alarm issue at City Hall.
- Changed water filters on water coolers at Public Safety Building.
- Adjusted timers on security lights at Library.
- Adjusted heat valves on HVAC system at the Courthouse.
- Changed filters and sails on Synexis Systems in all buildings.

X. RECREATION & PARKS DEPARTMENT CONTINUED:

Agency on Aging

Agency on Aging Activities	2022	2021
Bingo in Center	52	31
Bowling	140	140
Game Day	7	N/A
Movie Day	9	N/A
Senior Club Meeting	44	N/A
Sing A-Long	6	N/A
Tri-cities Golfers Board Meeting	8	8
Awareness/Education	2022	2021
Blood Pressure Check	5	N/A
Healthy Lifestyle Class	28	N/A
Library - Total # books checked out	20	N/A
Lunch & Learn Heart Health & Nutrition	20	N/A
Lunch & Learn Stroke Education	20	N/A
Classes	2022	2021
Crochet & Knitting	4	15
Intro. To Line Dancing	31	N/A
Line Dancing Class	161	119
Meaningful Exchanges	30	N/A
Meditation	79	29
Sewing Class	7	12
Tap Class	17	31
Tech Savvy	6	3
Watercolor with Faye	12	21
World Religion	39	N/A
Worthy Wednesdays	3	N/A
Fitness	2022	2021
Balance	48	N/A
Fitness Center Usage	72	54
Muscles in Motion	148	65
Pickleball	215	133
Sit & Fit	208	61
Strength & Stretch	80	60
Tai Chi	27	23
TBS	82	58
Yoga	86	75
TOTAL	1,714	938
Meals	2022	2021
Home Delivery Meals	2	4
Transportation	2022	2021
Total Passengers	174	199
Total Trips	408	320
Total Miles	2062	1694
Wheelchairs	17	12
Donations	\$202.00	\$520.00
New Riders	6	5
Volunteer Hours	12	4

Lunch & Learn Stroke Education



Lunch & Learn Heart Health & Nutrition



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
- All staff certified in ACE Trauma Informed Care Master training and authorized to facilitate
- Christian Velez attended 30-hour conference for Restorative Justice
- New partnership with CHHS to provide translation services and resources for Spanish speaking families-Christian Velez coordinates with Truancy Officer Pattison
- Completed Alcohol Drug Awareness program with 1 student referred by CHPS
- Coordinated Resource Directory project with 2 interns from Longwood University
- Interviewed and accepted 3 interns from VSU Criminal Justice
- Attended meetings with CCOVA, SAFE and CAAN-DUU- discussion was centered on substance abuse and monitor of bills through General Assembly
- Developing new VJCCCA plan for FY23

Colonial Heights Health Advisory Board (HAB)

- Reviewed and updated By-Laws, updates from Board members indicated challenges ongoing due to COVID, in particular the supply chain for Food Services at CHPS

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

- Caseload 22

Community Multi-Disciplinary Team –CAC

- Caseload 9

Interagency Team

- Caseload 5

VJCCCA Diversion Programs-12th District Court-

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

- 5 Youth completed 37 hours to include, paper shred, trash pick- up, cleaning Veteran banners, cleaning City vehicles, laminating for RVA Basics project. Partnered with Planning, Chamber of Commerce, Parks and Rec to complete 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

- January class cancelled due to COVID will reconvene in February

Juvenile Court Navigator

- 7 families were served

Supervision Plan Services-

- 1 assessment pending by District 19

RVA Basics

- Continued partnership with Chesterfield Mental Health regarding YouTube channel
- Assembling literacy kits for Pre-K students in Colonial Heights

Youth Advisory Council (YAC)

- Monthly meeting had 12
- Planning stages of event for the community
- Partner with American Legion for the event
- Monitor Little Library at City Hall
- Winter coloring sheets for Library (100)

Kids Achieving Progress (KAP Afterschool Program)

- 30 students enrolled
- Continued homework and study time