



# CITY MANAGER'S REPORT TO CITY COUNCIL

**MARCH 2022**

## **I. PUBLIC WORKS & ENGINEERING:**

### **Transportation Capital Projects**

- **Safe Routes to Schools- Phase 3 (Middle School), UPC 102836** – City to advertise project in Summer 2023.
- **Safe Routes to Schools (North Elementary School Sidewalks Phase 2), UPC 106188** – Right of way negotiation and acquisition has been completed. Utility relocation on-going.
- **Boulevard and Westover Ave Intersection, UPC 100501** – Right of way negotiation and acquisition by KDR compete. Council approved certificate of take for the parcels going through the condemnation process during the March 8th meeting. Dominion utility relocation authorized. Columbia utility relocation to begin after certificate of take is recorded with the Circuit Court.
- **Lakeview Avenue Modernization, UPC 101288** – Shoosmith Construction issued Notice to Proceed. Construction to begin in April.
- **Appomattox River Greenway Trail Phase V, UPC 107533** – Right of way phase complete. Environmental permit re-submitted 3/11/2022. Project will have to purchase 0.49 Acres of wetland mitigation credits.
- **High School Sidewalks, UPC 118071** -- Clark Nexsen selected as consultant, 30% Plans to be submitted in April.
- **Boulevard at Temple Intersection Improvements, UPC 109264** -- 30% Plans submitted.

### **Utilities Capital Projects**

- **Greenwood Emergency Storm Water Repairs** – Complete.
- **Cal's Emergency Sanitary Sewer Repair** - Replacement of approximately 230 Linear feet of sewer main and one manhole.

### **Fleet Maintenance**

<b>YEAR</b>	<b># Invoices</b>	<b>Total</b>	<b>Sublet</b>	<b>Sublet Total</b>
2022	89	\$40,144.10	6	\$23,563.10
2021	73	\$14,999.90	1	\$225.00

The sublet repairs consist of the following:

Dealer Repair	\$23,441.97
Tire Repair	\$121.13

## II. PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

### BUILDING INSPECTIONS DIVISION

Building Permits	Month	Year to Date
	Permits Issued	Permits Issued
Residential Building	14	36
Commercial Building	3	6
Demolition	0	0
Electrical	21	51
Mechanical	9	29
Plumbing	7	21
Swimming Pool	0	1
Amusement Rides	1	1
Tent	0	1
Clean Out Installation	7	11
Water and Sewer Connection	6	7
<b>Total: All Permits</b>	<b>68</b>	<b>164</b>

New Residential Units (CO's)	Month	Year to Date
<b>Total</b>	<b>1</b>	<b>1</b>

Valuations	Month	Year to Date
Residential	\$217,265.00	\$656,123.97
Commercial	\$397,679.00	\$900,778.72
<b>Total</b>	<b>\$614,944.00</b>	<b>\$1,556,902.69</b>

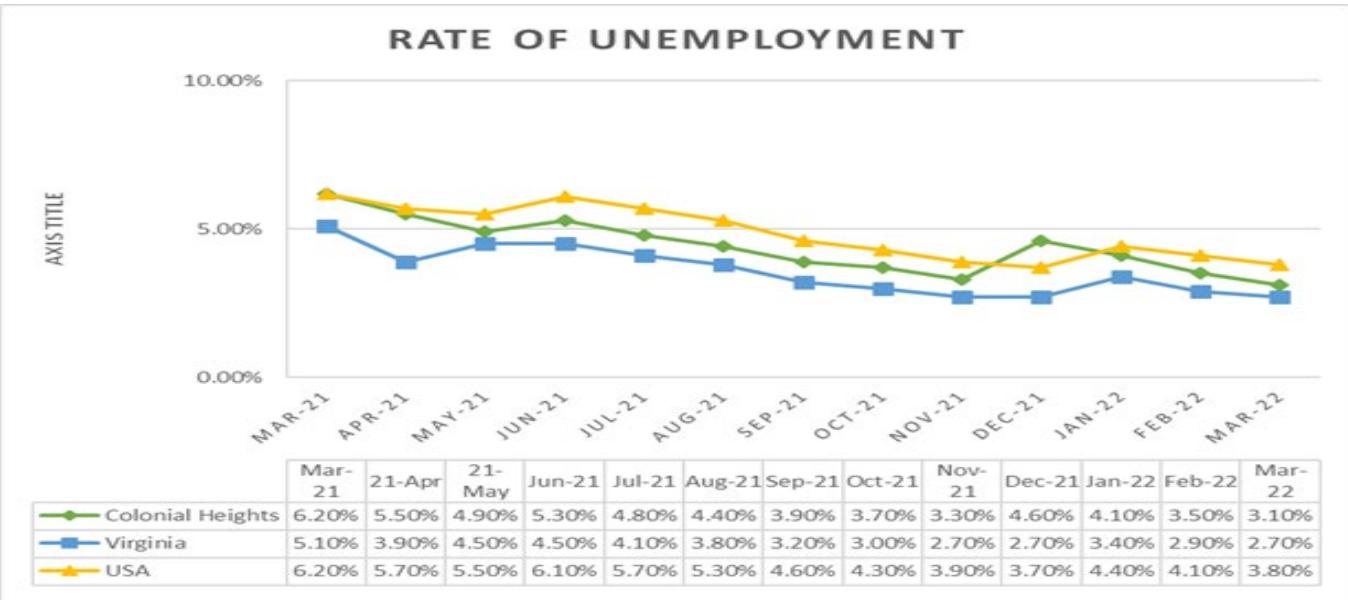
Building Inspections	Month	Year to Date
Residential	80	201
Commercial	42	122
<b>Total: All Inspections</b>	<b>122</b>	<b>323</b>

### CODE ENFORCEMENT DIVISION

Cases	Open Cases		Closed Cases	
	Month	Year to Date	Month	Year to Date
Commercial/Recreational Vehicle	4	9	0	0
Exterior Storage of Objects	2	7	0	0
Inoperable Vehicle	7	11	0	0
Property Defacement	0	0	0	0
Tall Grass	0	0	0	0
Trash Can Placement	18	24	0	0
Trash/Debris	14	19	0	0
VA Property Maintenance Code	2	7	1	3
Zoning	5	12	1	5
<b>Total: All Cases</b>	<b>52</b>	<b>89</b>	<b>2</b>	<b>9</b>

### 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 March 2022 per *Virginia Employment Commission*.

Labor Force	Employed	Unemployed	Unemployment Rate	Preliminary
8,215	7,961	254	3.1	No

\*Chesterfield

2.6 %unemployment

\*Dinwiddie

3.1 % unemployment

\*Prince George

3.1% unemployment

\*City of Petersburg

7.0% unemployment

\*City of Hopewell

5.1% unemployment

#### Prospect Activity:

Direct Requests for Information:	3
Sites/Bldgs. Submitted	3
Active Prospects	6

#### Projects:

- Panera w/Drive-thru – submitted preliminary site plan for review (expired)
- CBL Properties Site
- Towneplace Suites – under construction
- Royal Farms – under construction
- Valvoline – under construction

#### **IV. POLICE DEPARTMENT:**

Going into the second quarter of 2022, we have experienced an increase in burglaries. There is no accounting for this trend; however, we are directing extra patrols to combat the upsurge. In looking at our statistics, there is a significant decrease in calls for service, mostly due to the uptick in burglaries and shoplifting crimes. There was an 11% increase in shopliftings from March 2021, perhaps indicating a continuous increase in the number of citizens reappearing as COVID restrictions have been lifted. March showed a 35% decrease in the number of calls for service, as well as a 34% decrease in the number of criminal arrests.

I believe our **Recruiting and Retention Program** that was recently approved has continued to help with maintaining staffing levels, a problem being shared with law enforcement agencies in the region. Recruiting good candidates who our officers personally know from other jurisdictions has been most beneficial, both financially for individual officers as well as good for morale. In March, we added a certified officer to our agency, which is a substantial savings in the cost to train an officer.

March marked changes within the Law Enforcement Services Division with the return of retired sergeant, **Renee Walters**. Her part-time assistance, primarily with evidence in the Property/Evidence Room, not only reduces the workload on existing personnel, but also allows for her years of institutional knowledge to not be lost. Additionally, a complete audit of the Property/Evidence Room was completed to facilitate a key change—a sort of “changing of the guard” that enables only certain personnel to oversee the high-security status of that room.

Overall, the agency has had a good month. We have begun a hiring process for non-certified officers with the intention of sending one or two officers to a July training academy. It is my hope that we can continue this positive trend of attracting and retaining good officers through the future with an updated compensation plan that will allow us to remain competitive with surrounding agencies.

In addition, our department continues to accept applications for certified police officers. In March, **Captain Thad Johnson, Captain Mike Foster and Lieutenant Jared Brandeberry** conducted panel interviews. As a result, **Officer Jonathan Walker**, a fully certified officer, joined our ranks and was sworn in on March 2, 2022.

**Capt. Mike Foster**, commander of our **Operations Division**, reported that his division issued **442** traffic citations, issued **72** written warnings and **227** verbal warnings, made **nine** DUI arrests, obtained **43** felony and **109** misdemeanor warrants. The **Operations Division** investigated **61** vehicle crashes, **19** field identifications, **10** parking citations, **nine** alarm citations and tagged **two** vehicles as inoperative. He reported the following operational highlights from his personnel:

- **Master Officer David Gallagher** investigated a domestic assault where the suspect fled from the scene and crashed his vehicle in the Walgreen’s parking lot. Additional charges were obtained for hit and run and driving while suspended.

#### **IV. POLICE DEPARTMENT (CONTINUED):**

- **Officer Jason Poe** investigated and arrested a suspect for indecent exposure which occurred in the parking lot near the food court at Southpark Mall.
- **Senior Officer Devin Marks** investigated a strong-armed robbery of an employee which occurred outside of Chipotle. He was able to identify and arrest two suspects.
- **Officer Marcus Hall** responded to a larceny at the ABC store where the driver of a vehicle fled on foot. He was able to detain and identify a passenger and place charges on both parties involved, recovering narcotics and several firearms.

#### **Community Issues Addressed**

- The speed sign and stealth stat devices were deployed in several locations throughout the city to gather data on problem areas for direct enforcement action.
- Officers conducted extra patrols at pharmacies, vehicle repair facilities, car dealerships, and hotels due to a report of robberies and thefts from vehicles in surrounding jurisdictions.
- Each squad was assigned an apartment complex in order to build community relations. Foot patrols were conducted and management was consulted to address specific issues.

#### **Animal Services**

- A total of **14** canines found permanent placement through adoption or rescue.
- A total of **five** felines found permanent placement through rescue.
- **Animal Services Officers Amanda Sverchek and Toni Morocco** assisted Hopewell Animal Services with a presentation at Carter G. Woodson Middle School.

#### **K-9 ACTIVITIES**

- **K-9 Sgt. Chris Wulff** and **K-9 Rose** completed in-service training.
- **K-9 Officer Micaulay Fable** and **K-9 Nero** completed in-service training.

The **Law Enforcement Services Division**, commanded by **Major Rob Ruxer**, with the assistance of **Sergeant Desiree McCurry**, reported the following activities:

- **Career Officer Scott Whirley** attended a quarterly accreditation meeting.
- **Senior Officer Jacob Miller** completed the first-quarter evidence room audit on March 11<sup>th</sup>.
- **Acting Chief Ruxer** attended D.A.R.E. graduation at Tussing Elementary.

#### IV. **POLICE DEPARTMENT (CONTINUED):**

##### **Grant Activity**

- The FY2023 **School Resource Officer Grant** was completed and submitted.
- The FY2022 **DMV Grant** saturation patrols were completed.
- The FY2020 **LOLE Grant** award package was received.
- The **Byrne Justice Assistance Grant** application (SmartWater) was resubmitted due to a change in vendor.

##### **FOIA (Freedom of Information Act)**

Our FOIA Specialist, **Franklin McQuage** reported the following:

- Eighteen FOIA requests were made in March 2022
- Thirteen concealed weapon permits were processed
- One massage permit application was processed
- One *subpoena duces tecum* was received
- Twelve requests to assist other agencies were received

Our **Investigations Division**, commanded by **Capt. Thad Johnson**, reported March as an average month. Twelve new cases were assigned to detectives—six were cleared (this included clearing two cases from a previous month), resulting in a clearance rate of 49% for the month. Senior Detective Joe Vaughan also completed his training to become a certified polygraph examiner.

Some of the division highlights include:

- **Detective Sergeant Adam Brandedberry** was assigned three new cases this month:
  - A Child Protective Services (CPS) referral case that was unfounded
  - A trespassing case which was inactivated pending further investigation
  - A domestic assault case which was cleared by arrest
- **Senior Detective Chris Velasquez** was assigned four (4) cases
  - A possession of child sexual abuse material case which was inactivated pending further investigation
  - A fraud case which was inactivated pending further investigation
  - A burglary case which was inactivated pending further investigation
  - A domestic assault/malicious wounding/use of a firearm in the commission of a felony case in which the suspect was identified and charges were obtained

#### IV. **POLICE DEPARTMENT (CONTINUED):**

- **Senior Detective Joe Vaughan** was not assigned any new cases for the month due to his absence while attending Polygraph Examiner training for three months in Fort Indiantown Gap, Pennsylvania, which began in January of 2022.
- **Senior Detective Darrell Aleshire** was assigned five (5) new cases for the month. He also cleared two cases from a previous month:
  - A distribution of child sexual abuse material (CSAM) which was inactivated pending further investigation
  - A child neglect case which was cleared by arrest
  - An aggravated sexual battery case which was inactivated pending further investigation
  - A solicitation of a minor case which was inactivated pending further investigation
  - A distribution of child sexual abuse material from December 2021 was cleared by arrest
  - A distribution of child sexual abuse material from February 2022 was cleared by arrest

**Senior Detective Will Waldrep**, who is assigned to the **U. S. Marshal's Fugitive Task Force**, reported **16** fugitive arrests, **five** of whom were from the City of Colonial Heights. **Fifty-three** warrants were also served, **15** of which were from Colonial Heights.

**Auxiliary officers** provided **128 hours** of extra manpower patrolling and riding with officers. A total of **329 hours** were volunteered this year. **Sentinels** had **10 hours** for the month and **34** total hours for the year.

**Officer Christopher "Storm" Ayers** and **Officer Anthony C. McCurry** were selected and honored as our **Employees of the Month for February 2022**. While it is rare that we have two officers nominated in the same month, the efforts of both of these officers justify their selection by the committee.

On February 23, 2022, Officers Ayers and McCurry responded to 2102 Wakefield Avenue in reference to an unknown subject yelling for help. Upon arrival, they exited their vehicles and maintained a presence in the area for several minutes, taking that time to surveil the surroundings. By taking these additional minutes, the officers were able to hear an individual yelling for help. They began making their way through the woods behind the aforementioned address, while advising Communications via radio of their location at all times.

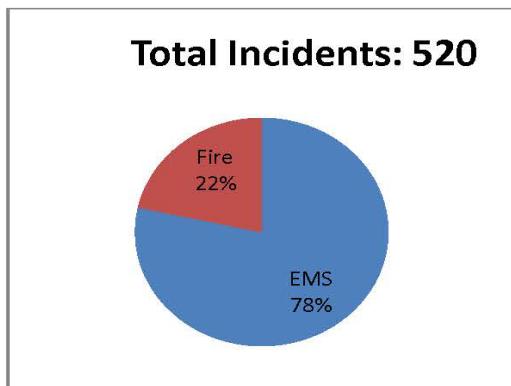
Once they made their way through the woods and swamp area, having to knock down thorn bushes and slush through the muck, they made it to the male subject who was yelling for help. He had fallen down in the swamp and was unable to get up due to a physical disability from a previous stroke that disabled the right side of his body. Officers Ayers and McCurry noted that the subject needed EMS services for a mental disorder and were able to direct EMS to come down the old railroad bed that runs behind Branders Bridge apartments. In order to make it the 50 yards to safety, both officers had to maintain the victim's stability on his left side, while lifting his right foot over small trees and grass, a laborious process that they were willing to do to get him to much needed medical services.

#### IV. POLICE DEPARTMENT (CONTINUED):

Both Officer Ayers and Officer McCurry should be commended for not only taking the time to located and identify the needs of this disabled victim, but also for offering assistance and care to get him to safety while maintaining his dignity. Storm and Anthony have proven over and over again that they are valuable assets to the Colonial Heights Police Department. Their actions on February 23<sup>rd</sup> show that they are dedicated employees who genuinely care about the community in which they serve. For these reasons, there is no doubt that they are most deserving of our Employee of the Month award for February 2022.

<b>DEPARTMENT STATISTICS</b>			
<b>March 2022</b>			
<b>Crime</b>	<b>March 2021</b>	<b>March 2022</b>	<b>Percentage of Increase/Decrease</b>
Homicide	2	0	<b>-100%</b>
Rape	1	0	<b>-100%</b>
Robbery	0	1	<b>100%</b>
Aggravated Assaults	3	4	<b>33%</b>
Simple Assaults	15	21	<b>40%</b>
Breaking & Entering	3	6	<b>100%</b>
Larceny	66	65	<b>-2%</b>
Vehicle Thefts	1	5	<b>400%</b>
Arson	1	0	<b>-100%</b>
Shoplifting	46	51	<b>11%</b>
DUI Arrests	9	9	<b>0%</b>
All Criminal Arrests	298	196	<b>-34%</b>
Calls for Service	3,193	2,078	<b>-35%</b>
<b>March 2022</b>	<b>Number Reported</b>	<b>Number Cleared</b>	<b>Percentage Cleared</b>
	<b>102</b>	<b>46</b>	<b>45%</b>

## V. FIRE & EMS DEPARTMENT:



**Total Fire Type Incidents: 112 (Total Fire Loss \$18,770)**

**Total EMS Incidents: 408 (273 Patients Transported)**

*Fire units arrived on scene in less than 9 minutes on 95.6% of emergency incidents: (Avg. response time 5:32 minutes)*

*EMS units arrived on scene in less than 9 minutes on 93% of emergency incidents. (Avg. response time 5:42 minutes)*

### Fire Division (number of incidents):

<b>Fires</b>		<b>Hazardous Situations</b>		<b>Services Calls and False Calls</b>	
Building fire	2	Gas leak (natural gas or LP)	2	Good intent calls	25
Passenger vehicle fire	1	Oil or other combustible liquid	1	Public service calls	16
Brush or brush and grass mixture fire	5	spill		Assist invalid	16
Outside equipment fire	1	Chemical spill or leak	1	Smoke/CO detector installation	5
Excessive heat, scorch burns with no ignition	1	Power line down	2	False alarm/false calls	15
Authorized controlled burning	1	Steam or other gas mistaken for smoke	1	Knoxbox installation	2
		Vehicle accident general cleanup	1	Aircraft standby	1
		Search for person in water	6	Pre-plan business	4
				Rescue EMS standby	2

### EMS Disposition Incident/Patient Disposition

Cancelled on Scene (No Patient Contact)	12	Assist, Public	47	Cancelled (Prior to Arrival at Scene)	5
Patient Evaluated, No Treatment/Transport Required	4	Cancelled on Scene (No Patient Found)	9	Patient Dead at Scene-No Resuscitation Attempted (W/O Transport)	1
Patient Dead on Scene-Resuscitation Attempted (W/O Transport)	1	Patient Refused Evaluation/Care (Without transport)	35	Patient treated, Transported by by private vehicle	N/A
Patient Treated, Released (AMA)	10	Patient Treated, Released (per protocol)	8	Patient treated, Transferred to another EMS unit	2
Standby-Public Safety, Fire or EMS	3			Transported Lights/Siren	10
				Transported no Lights/Siren	182

### Fire Mutual Aid Given & Received

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

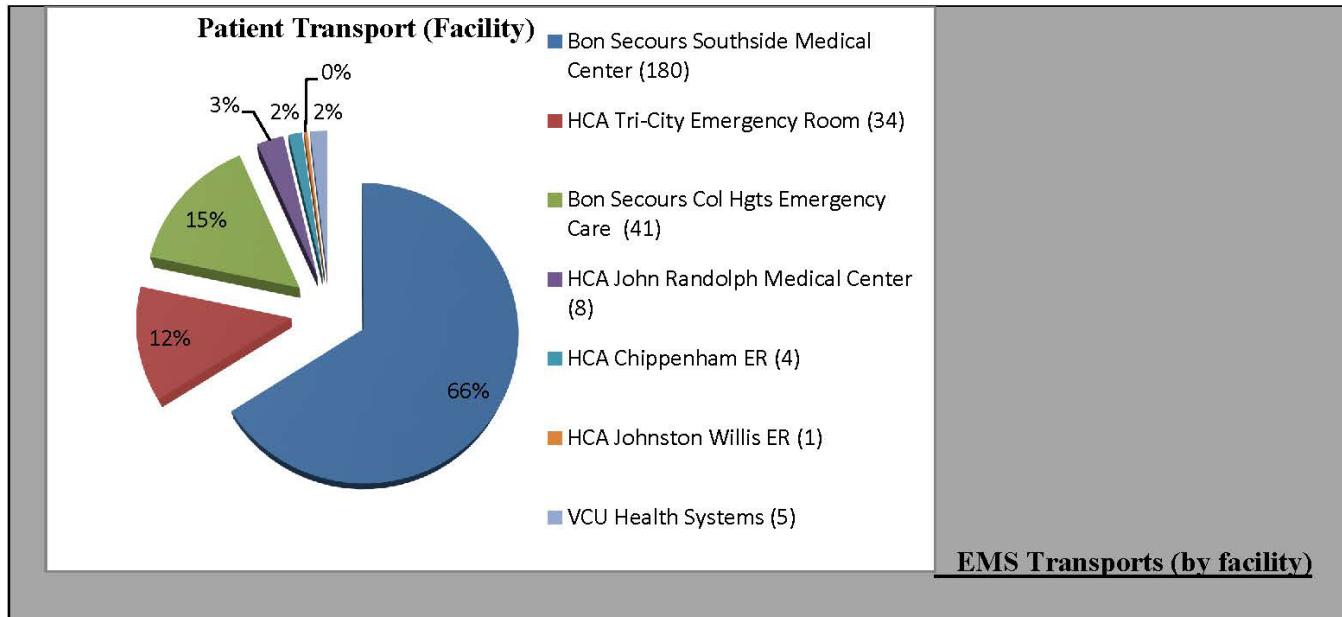
### EMS Mutual Aid Given & Received

M/A given to Petersburg EMS	13	M/A received from Petersburg EMS	3
M/A given to Chesterfield EMS	N/A	M/A received from Chesterfield EMS	N/A
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	N/A
M/A given to Hopewell EMS	N/A	M/A received from Hopewell EMS	N/A
Total EMS Mutual Aid given (Transport unit)	13	Total EMS Mutual Aid received (Transport unit)	6
Total Fire Mutual Aid given (Engine/Ladder)	N/A	Total Fire Mutual Aid Received (Engine/Ladder)	6

## V. FIRE & EMS DEPARTMENT (CONTINUED):

### Out of Service Apparatus

Station 1	<u>Fire Units</u>		<u>Medical Units</u>	
	<u>Number of Incidents</u>	1	3	
	Total Hours	E-941 273 hrs.	M-931 8hrs., Medic-933 8hrs. Medic-936 6 hrs.	
Station 2	<u>Number of Incidents</u>	1	2	
	Total Hours	Q-992 370 hrs.	Medic 932 110.5 hrs. Medic 935 338 hrs.	



### Special Notes:

CHFD/EMS Medic Patient Transport Mileage: Total: 1,876.70 miles

Average: 6.93 Miles

March 2021 Total Incidents: 468 Fire: 107 EMS: 361

## 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 March 2022:

### **Advertisements**

<u>Department</u>	<u>Position</u>
Fire & EMS	Firefighter/EMT
Fire & EMS	Emergency Management Assistant (Part-time)
Police	Animal Control Aide (Part-time)
Recreation & Parks	Recreation Assistant I (Part-time)
Recreation & Parks	Recreation Assistant I-IV (Part-time)
Recreation & Parks	Van Driver
Sheriff	Deputy Sheriff (Part-time)
Treasurer	Deputy III

### **Applications & Testing**

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Firefighter/EMT	20	1,931
Police Officer	25	570

### **Miscellaneous**

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

#### New Employee Orientation

Police Officer  
Public Works Technician  
Meter Reader

#### Employee Separation/Retirement

Deputy Sheriff  
Public Works Technician

- Attended a Hybrid Disability & Workers' Compensation presentation provided by VACorp as an update to review the requirements for VRS hybrid plan benefits.
- Participated in a virtual client advisory board meeting for BLR.HR to discuss and review changes and updates for HR user levels.
- Participated in a Virginia Employment Commission (VEC) telephonic fact-finding interview regarding an employee separation.
- Attended the annual IPMA-HR Virginia Chapter spring conference in Virginia Beach, which covered a variety of HR topics including: Employment Law, VA Legislative Update, Ethics, Recruitment & Onboarding, Diversity & Inclusion, and Civility in the Workplace.
- Attended a virtual Hybrid Disability Spring Training (Session #1), which was presented by Anthem to review claims system enhancements and processing procedures.

## **VII. HUMAN RESOURCES DEPARTMENT (CONTINUED):**

- Annual open enrollment planning for Section 125 and health insurance benefits is complete with the following event/meetings scheduled for April & May 2022:
  - 4/21/22 – Employee Benefits/Wellness Fair & Luncheon
  - 4/26/22 – Virtual Group Meeting: Overview of benefit options with Q&A
  - 4/25/22 – Open Enrollment announcements to department and employees
  - 5/2/22 – 5/13/22 – Open Enrollment
- The annual Employee Benefits/Wellness Fair & Luncheon was held at the American Legion on April 21, 2022, which allowed employees to visit with benefit/wellness vendors to obtain information as well as eat lunch.
- Tyler-Munis HRM/Payroll system training and conversion processes continue with an anticipated completion date scheduled for Fall 2022.

## **VIII. INFORMATION TECHNOLOGY DEPARTMENT:**

☆ The City's website, [www.colonialheightsva.gov](http://www.colonialheightsva.gov) had 62,157 page views in the month of March.

Top fifteen sites visited after the home page:  <ol style="list-style-type: none"><li>1. Pay-Online (2,972)</li><li>2. Real-Estate Records (2,909)</li><li>3. Library (2,295)</li><li>4. Animal Control (1,817)</li><li>5. City Employees (1,253)</li><li>6. Recreation-Parks (1,155)</li><li>7. Human Resources (957)</li><li>8. Utility Billing (841)</li><li>9. Police (710)</li><li>10. Business License Tax (628)</li><li>11. Real Estate Assessor (508)</li><li>12. GIS (500)</li><li>13. Agenda Center (462)</li><li>14. Records, Property, Tax Maps (417)</li><li>15. eLibrary (405)</li></ol>	Top five countries after U.S.:  <table><tbody><tr><td></td><td>China</td></tr><tr><td></td><td>India</td></tr><tr><td></td><td>Philippines</td></tr><tr><td></td><td>Canada</td></tr><tr><td></td><td>Ireland</td></tr></tbody></table> Top five regions after Virginia:  <table><tbody><tr><td></td><td>Missouri</td></tr><tr><td></td><td>Pennsylvania</td></tr><tr><td></td><td>Maryland</td></tr><tr><td></td><td>Washington D.C.</td></tr><tr><td></td><td>New York</td></tr></tbody></table>		China		India		Philippines		Canada		Ireland		Missouri		Pennsylvania		Maryland		Washington D.C.		New York
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	New York																				

☆ Citizens submitted and city staff processed 378 service requests and questions through the “Report a Concern” module during the month of March.

☆ The City of Colonial Heights’ Facebook Page now has 5,805 fans and the City’s Twitter account has 1,648 followers. There are 2,851 subscribers for “In the News”.

## **IX. LIBRARY:**

☆ The library staff circulated 8,833 titles in March broken down as follows:

- Residents borrowed 7,443 print titles
- 428 e-books on Kindle readers
- 962 e-books and audios were downloaded from the library's online Hoopla collection. There are currently 1,431 residents registered for the Hoopla service.

☆ The public computer center had 879 users, while the iPad center was used 31 times

☆ The library's meeting rooms were used 96 times

☆ An average of 501 residents used the library each day, while 44 residents registered for new library cards.

## **X. RECREATION & PARKS DEPARTMENT:**

## Recreation Division

In the month of March, the Recreation Department held Youth Baseball/Softball registration, evaluations and team drafts. Practices began in late March and games begin the week of April 11<sup>th</sup>. Youth and Adult Baseball/Softball tournaments and practices were played on Department fields and Spring high school sports began regular season play in early March as well.

Staff is preparing for upcoming events to include Children's Fun Day event at White Bank Park in late April, the Ft. Clifton Festival in early May, and Spring Break week athletics activities. Staff has also started planning and preparations for Summer activities to include Summer Camp, Sports Camps, and the Annual Back to School Festival.

Staff continues to work with the Chili Peppers Baseball team as they prepare for their May 26 opening night – additional corporate suites are scheduled to be added in April.

Athletics/Programs	2022	2021
Belly Dancing	5	10
Youth Baseball	231	153
Youth Softball	74	43
Swing Dance Classes	52	N/A
Art in the Park	8	N/A
Therapeutic Recreation	56	30
Facility Usage	2022	2021
Community Room Attendance	1,040	30
Community Room Reservations	16	3
Pavilion Attendance	630	425
Pavilion Reservations	14	17
Field Attendance	3,900	810
Field Rentals	26	19

## Parks, Horticulture, Buildings & Grounds

### Parks

- Installed new bollard at entrance to river trail at Appamatuck Park.
- Installed new banners on outside of Shepherd Stadium.
- Cut grass as needed around City buildings, at parks, and at sports fields.
- Prepared ballfields as needed for High School practices and games.
- Prepared ballfields as needed for league and tournament play.
- Painted soccer fields as needed for High School practice and games.
- Painted soccer fields at Soccer Complex as needed for youth practice and games.
- Replaced trail mile marker posts on river walking trail.
- Repaired backstop board at High School softball field.
- Replaced damaged plywood on Shepherd Stadium outfield wall.
- Painted new repaired areas of Shepherd Stadium outfield wall.
- De-winterized and opened all ballfield and park restrooms.
- Installed door inside storage area of Shepherd Stadium.
- Rebuilt pitcher's mound in Shepherd Stadium and High School baseball field.

### Horticulture

- Weeded, edged, trimmed and mulched sites as needed.
- Mulched around Cucumber tree at Violet Bank Museum.
- Cut back Liriope at various locations.
- Trimmed shrubs at various locations.
- Picked up debris at Lakeview Park from Swift Creek Women's Club clean-up.
- Trimmed back Butterfly bushes at City Hall, Roslyn Landing Park and Ft Clifton Park.
- Assisted the Garden Club in a clean-up at Roslyn Landing Park.

### Building and Grounds

- Secured fence with fence ties at Police impound lot.
- Assisted EcoAir with installation of A/C units and dehumidifiers at Community Building.
- Assisted Parks staff with opening Park restrooms for the season.
- Rebuilt six toilets at various Park restrooms.
- Repair broken water lines at White Bank Park and Ft Clifton Park restrooms.
- Worked with ACES on updating HVAC automation software at the Courthouse.
- Changed lights out in sign at Fire Station #2.
- Changed two outside lights at the Library.

## X. RECREATION & PARKS DEPARTMENT CONTINUED:

### Agency on Aging

Agency on Aging Activities	2022	2021
Bingo in Center	78	40
Bowling	140	175
Bridge Party	45	N/A
Ft. Lee Golf Assoc. Meeting	90	46
Mahjong	15	N/A
Movie Day	11	N/A
Pinochle	24	N/A
Senior Club Meeting	94	N/A
Senior Citizen Dance	45	N/A
Tri-City Golfer's Board Meeting	10	10
Tri-City Golfer's Meeting	55	46
Sing A-Long	12	N/A
Awareness/Education	2022	2021
Healthy Lifestyle Class	28	N/A
Library: Total # Books Checked Out	35	24
Lunch & Learn - Choosing Executor	20	N/A
Lunch & Learn Humana - Brain Health	20	N/A
Classes	2022	2021
Crochet & Knitting	18	15
Intro. To Line Dancing	49	N/A
Line Dancing Class	234	140
Meaningful Exchanges	58	51
Meditation	118	36
Quilts for Vets	7	N/A
Scrapbooking	3	N/A
Sewing Class	31	12
Tap Class	31	37
Tech Savvy	16	N/A
Watercolor with Faye	21	14
World Religion	53	N/A
Worthy Wednesdays	5	24
Fitness	2022	2021
Balance	74	21
Fitness Center	76	107
Muscles in Motion	170	83
Pickleball	211	189
Sit & Fit	324	148
Strength & Stretch	107	81
Stretch It Out	35	N/A
Tai Chi	34	40
TBS	97	32
Water Aerobics	51	N/A
Walk This Weigh	45	N/A
Yoga	116	85
<b>TOTAL</b>	<b>2,706</b>	<b>1,456</b>

Meals	2022	2021
Home Delivery Meals	2	4
Transportation	2022	2021
Total Passengers	255	244
Total Trips	554	414
Total Miles	2833	2572
Wheelchairs	19	23
Donations	\$367.00	\$391.00
New Riders	12	7
Volunteer Hours	10	N/A

### Violet Bank Museum

Attendance	2022	2021
Tours Given	38	15
Grounds Visitors	19	27
Ongoing Programs	31	21
Outreach Programs	14	0
Special Events	39	0
Attendance Totals	141	63

Violet Bank Museum staff had the privilege of being the guest speaker for the March meeting of the Violet Bank Garden Club. The event was held at the St. Michael's Episcopal Church in Colonial Heights. There was a slight increase in tours and grounds usage throughout the month, hopefully with nicer weather settling in, April's number should be higher.

The Violet Bank Stitchers from the Heart group that meets in the conference room of Violet Bank each Tuesday was able to contribute a good assortment of hand knit and crochet items as part of a much larger effort through Stitchers from the Heart and Vessels of Mercy International, Inc. These items will be heading overseas to help displaced Ukrainian refugees.

## **X. RECREATION & PARKS DEPARTMENT CONTINUED:**

### **Office on Youth & Human Services**

#### **OOY Activities**

- OOV 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
- Recruiting & Interviewing for Youth Program Coordinator
- Providing internships for 4 VSU Criminal Justice students and 1 JTCC Human Services student
- Attended meetings with CCOVA, SAFE and CAAN-DUU- discussion was centered on substance abuse and monitor of bills through General Assembly
- Presentations for CPMT, 12<sup>th</sup> District Juvenile Judges, and 12<sup>th</sup> District Court Service Unit to review new VJCCA plan FY 23
- Completed new VJCCA plan for FY23 to include new prevention programs
- Staff attended Positive Parent Institute-Professional Development by Dr. Anne Stewart about Fostering Attachments

#### **Colonial Heights Health Advisory Board (HAB)**

- Reviewed and discussed Family Life Curriculum for CHPS

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

- Caseload 25

#### **Community Multi-Disciplinary Team –CAC**

- Caseload 9

#### **Families First Board meeting**

- Discussed upcoming events-participated in Diaper Drive with Chesterfield Mental Health

#### **Juvenile Domestic Violence Task Force (JDVTF)**

- Coordinated Pinwheel Planting in the City to observe Child Abuse Prevention Month

#### **Kids Achieving Progress** – 30 students enrolled

- Continued homework and study time
- All sites fully staffed
- All sites made Slime

#### **Interagency Team** – caseload 10

#### **Youth Service Commission (YSC)**

- Presentation by Christian Velez about Kids Achieving Progress program

#### **Youth Advisory Council (YAC) –**

- Monthly meeting had 12
- Discussed roles of officers, nominations of new officers and elections
- Made plans for volunteer activities in the community for April
- Will partner with American Legion and Recreation Dept. for Fun Day April 24<sup>th</sup>
- Monitor Little Library at City Hall
- Discussed Senior Scholarship due dates
- Made friendship bracelet templates for Family Engagement Night for April 19

#### **VJCCA Diversion Programs-12<sup>th</sup> District Court-**

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

- 14 Youth on caseload, completed 82 hours on various projects for upcoming events

##### **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

- 16 Participants

##### **Juvenile Court Navigator**

- 11 families were served

##### **Supervision Plan Services-**

- 1 assessment completed by District 19

##### **RVA Basics –**

- Continued partnership with Chesterfield Mental Health regarding YouTube channel
- Assembling literacy kits for Pre-K students in Colonial Heights (72 kits to be distributed in August)