

CITY MANAGER'S REPORT TO CITY COUNCIL MAY 2024

PUBLIC WORKS & ENGINEERING:

ENGINEERING

TRANSPORTATION CAPITAL PROJECTS

SRTS Phase 3 UPC 122282 (Formerly)102836

- Project scoped
- Development of RFP in process
- Awaiting authorization to advertise from VDOT
- Advertised 2/15/2024
- Prebid meeting held 3/4/2024
- Bid opening 3/18/2024
- Authorization to award received from VDOT
- Construction to start June 17, 2024

Lakeview Modernization UPC 101288

- Installation of sanitary sewer trunk line complete.
- Installation of sanitary sewer laterals complete
- Installation of storm sewer in complete
- Installation and tie in of water main complete
- Installation of ornamental street light conduit complete
- Paving and striping complete, all lanes open to travel
- Permanent signalization operational
- Private sidewalk connections complete
- Walkthrough with VDOT 12/21/2023
- Punch list items from walkthrough forwarded to contractor
- Working with contractor and design engineer to resolve an issue of an ADA ramp holding water

ARGT Phase 5 UPC 107533

- Advertisement authorization received 3/29/2023
- Project advertised 5/17/2023
- Pre-bid conference scheduled for 6/23/2023
- Project will be impacted by time of year tree clearing restrictions
- Advertised with delayed NTP
- Bid opening 7/7/2023
 - Dickerson Construction: \$2,108,245.13
 - J Sanders Construction: \$2,143,412.00
- Bids significantly higher than allocation of \$1,014,550
- In talks with MPO to vote on a transfer of \$580,000 in TAP funds to project in January 2024
- In talks with VDOT to receive additional TAP funds to fully fund the project
- Working with design engineer to identify cost savings

Highschool Sidewalks UPC 118071

- Awaiting 100% plans
- Received DHR concurrence of no adverse impacts
- Willingness to hold a public hearing advertised and expired on 2/21/2023 without any requests or questions
- Requested ROW authorization and federal NTP from VDOT
- UFI Held on 2/22/23
- ROW Authorization and federal NTP received 3/28/2023

PUBLIC WORKS & ENGINEERING (CONTINUED):

- ROW acquisition complete
- Relocate Utilities: in process
- Solicit Bids: 11/21/2024 – 4/4/2025
- Start Delivery: 9/8/2025

Boulevard at Temple Intersection Improvements UPC 109264

- Received ROW authorization and federal NTP 2/3/2023
- ROW acquisition started
- ROW plats in legal review for deed creation
- Relocate Utilities: 9/22/2023 – 4/19/2024
- Solicit Bids: 8/13/2024
- Start Delivery: 10/16/2024
- Constructability review by MBP completed, comments sent to design engineer
- Shortfall identified in RoW and CN phases, application for additional CMAQ funding submitted to MPO

Appomattox Greenway Trail Boulevard Spur UPC 121417

- Transportation Alternatives Program funding awarded (\$396,0000), estimate is \$541,000, project is showing a shortfall of \$145,000. Smart Scale and CMAQ application submitted to cover shortfall.
- Funding received
- Agreement executed 6/25/2023
- Authorization to open PE to charges received
- Requested Timmons to provide a cost proposal for design services
- Timmons design proposal accepted
- Design has started

Ridge Road Reconstruction UPC 117072

- Agreement and Appendix A signed and returned to VDOT
- PE phase open to charges 4/4/2023
- Kimley Horn selected as design engineer NTP 5/2/2023
- Design has started

EMERGENCY/CITY PROJECTS

- **Right of Way** – Reviewing and issuing permits.
- **Tri-State** – Continuing rehab of sanitary sewer lines and assessing storm water lines for lining
- **Water Tower Cleaning** – Valve used to drain Southpark tank needs to be repaired prior to draining.
- **Meadowview Emergency Sewer** - Complete
- **Pavement Preservation** – Bid opening 3/25/2024 Finley Asphalt low bidder at \$589,632.57.

FLEET MAINTENANCE

<u>YEAR</u>	<u># Invoices</u>	<u>Total</u>	<u>Sublet</u>	<u>Sublet Total</u>
2024	64	\$33,882.48	0	\$0
2023	49	\$17,928.76	0	\$0

UTILITIES

- Utilities responded to 2 main line repairs.
- Utilities replaced 6 water meters.

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT:

May 2024

BUILDING INSPECTIONS DIVISION

Building Permits	Month	Year to Date
	Permits Issued	Permits Issued
Residential Building	15	67
Commercial Building	1	10
Demolition	0	1
Electrical	24	87
Mechanical	14	43
Plumbing	5	41
Swimming Pool	1	3
Amusement Rides	0	0
Tent	0	3
Clean Out Installation	2	7
Water and Sewer Connection	1	7
Total: All Permits	63	269

New Residential Units (CO's)	Month	Year to Date
Total	0	7

Valuations	Month	Year to Date
Residential	\$713,186.63	\$2,574,129.81
Commercial	\$155,000.00	\$8,187,956.78
Total	\$868,186.63	\$10,762,086.59

Building Inspections	Month	Year to Date
Residential	73	361
Commercial	37	239
Total: All Inspections	110	600

CODE ENFORCEMENT DIVISION

Cases	Open Cases		Closed Cases	
	Month	Year to Date	Month	Year to Date
Commercial/Recreational Vehicle	0	5	0	5
Exterior Storage of Objects	0	7	0	2
Inoperable Vehicle	1	9	0	1
Property Defacement	0	0	0	0
Tall Grass	29	60	29	73
Trash Can Placement	0	7	0	30
Trash/Debris	2	11	4	7
VA Property Maintenance Code	0	6	0	0
Zoning	1	6	0	0
Uniform Statewide Building Code Violation	6	8	0	1
Total: All Cases	39	119	33	119

PLANNING DIVISION

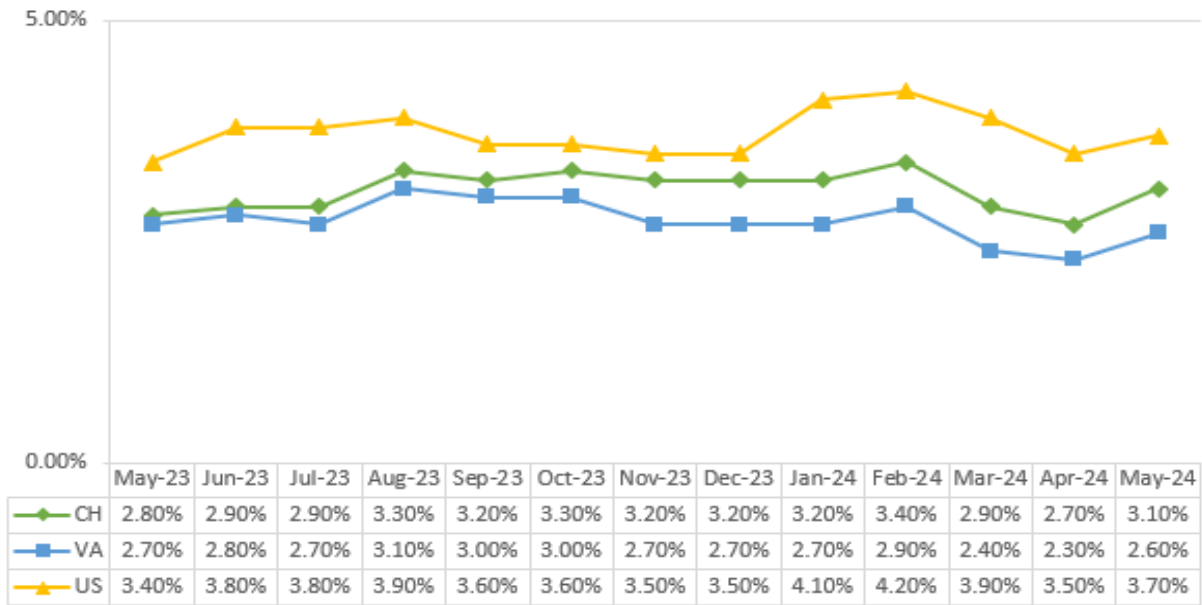
Planning Permits	Month	Year to Date
Farmer's Market	0	0
Fence	12	40
Mobile Food Units	1	4
Signs - Permanent	3	15
Signs - Temporary	0	3
Zoning	7	35
Total: All Permits	23	97

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 & Cert	2	9
Total: All Categories	2	9

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

ECONOMIC DEVELOPMENT DEPARTMENT:

UNEMPLOYMENT DATA



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 May 2024 per *Virginia Employment Commission*.

Labor Force	Employed	Unemployed	Unemployment Rate	Preliminary
8864	8590	274	3.10%	No

*Chesterfield 2.6 %unemployment
*Dinwiddie 3.10% unemployment
*Prince George 2.6% unemployment

*City of Petersburg 5.10% unemployment
*City of Hopewell 4.0% unemployment

Prospect Activity:

Direct Requests for Information: 2
Sites/Bldgs. Submitted 2
Active Prospects 6

Projects:

Panera w/Drive-thru – opened
Popeyes – submitted final site plan
Stallings Storage Facility – grading site
Holiday Inn Renovation – completed and now a DELTA
Home2 Suites – site plan
Flag Stop Carwash – under construction.
Destination Café @ Southpark Mall – tenant upfit



Colonial Heights Police Department

Monthly Report: May 2024

MEMORANDUM:

TO: Douglas E. Smith, City Manager

FROM: Colonel William H. Anspach, Chief of Police

RE: **MONTHLY REPORT for May 2024**

This month has been extremely busy and a significant period of growth for our agency, marked by promotions and new assignments due to retirements and vacancies. It was also a time of reflection, as we paid tribute to those law enforcement officers who made the ultimate sacrifice in the performance of their duties during **National Police Week**.

April 30th marked the final day of service for Lieutenant Stacey Whitt, as he completed his final tour of duty after more than 27 years of service. While we are sad to see Lt. Whitt go, we are also grateful for the opportunities this transition has created for others within our department. On May 1st, several key promotions were announced:

- **Detective Joseph Vaughan was promoted to the rank of Sergeant** and will now supervise the agency's Investigation Division.
- **Detective Sergeant Adam Brandeberry was promoted to Lieutenant** and will command an evening Patrol Division platoon.
- **Animal Control Officer Hannah Jones was promoted to Animal Control Supervisor**, where she will manage all aspects of our Animal Shelter in addition to supervising Animal Control staff.

These well-deserved promotions reflect our commitment to fostering leadership and ensuring the continued delivery of exemplary services. We look forward to seeing these individuals guide our agency and meet future challenges.

For more than a quarter of a century, the Hopewell Moose Lodge has hosted the annual **Tri-Cities Police Memorial Breakfast**. This year, it was our turn to host the event, which took place on May 2nd. It proved to be an incredible undertaking. With the assistance of officers from other jurisdictions, we hosted 300 guests, coordinated speakers, and managed the complex logistics of inviting and accommodating the families of fallen officers from different tri-cities agencies. CHPD Sergeant Desiree McCurry was appointed to lead this year's event, and to say she did an outstanding job is an understatement! Her ability to manage, lead, and take ownership of the breakfast created a memorial that was the best I have ever attended. In fact, at the conclusion of the memorial, several family members of fallen officers approached me to specifically express their appreciation and gratitude for Sergeant McCurry's efforts.

We also were honored to attend the **American Legion's Officer of the Year Banquet**. Every year, Post 284 recognizes not only area law enforcement, but also Fire and EMS and Emergency Communications personnel. We cannot thank these amazing men and women enough for their support of our mission. Finally, in honor of **Police Week**, we held our annual memorial at the Police Department recognizing the Colonial Heights Officers who gave their lives serving this community. This year was extremely special, as Senior Officer Jason Poe's son, Joshua, did a fantastic job playing the bagpipes!!

June looks to be another busy month as we prepare for the 4th of July Fireworks show and get ready to reorganize the agency structure so that we can better respond to the needs of our community. The Colonial Heights Police Department remains dedicated to ensuring public safety, and we look forward to serving our community.

OFFICER OF THE MONTH:

May 2024



OFFICER ROCKY NAVARRO

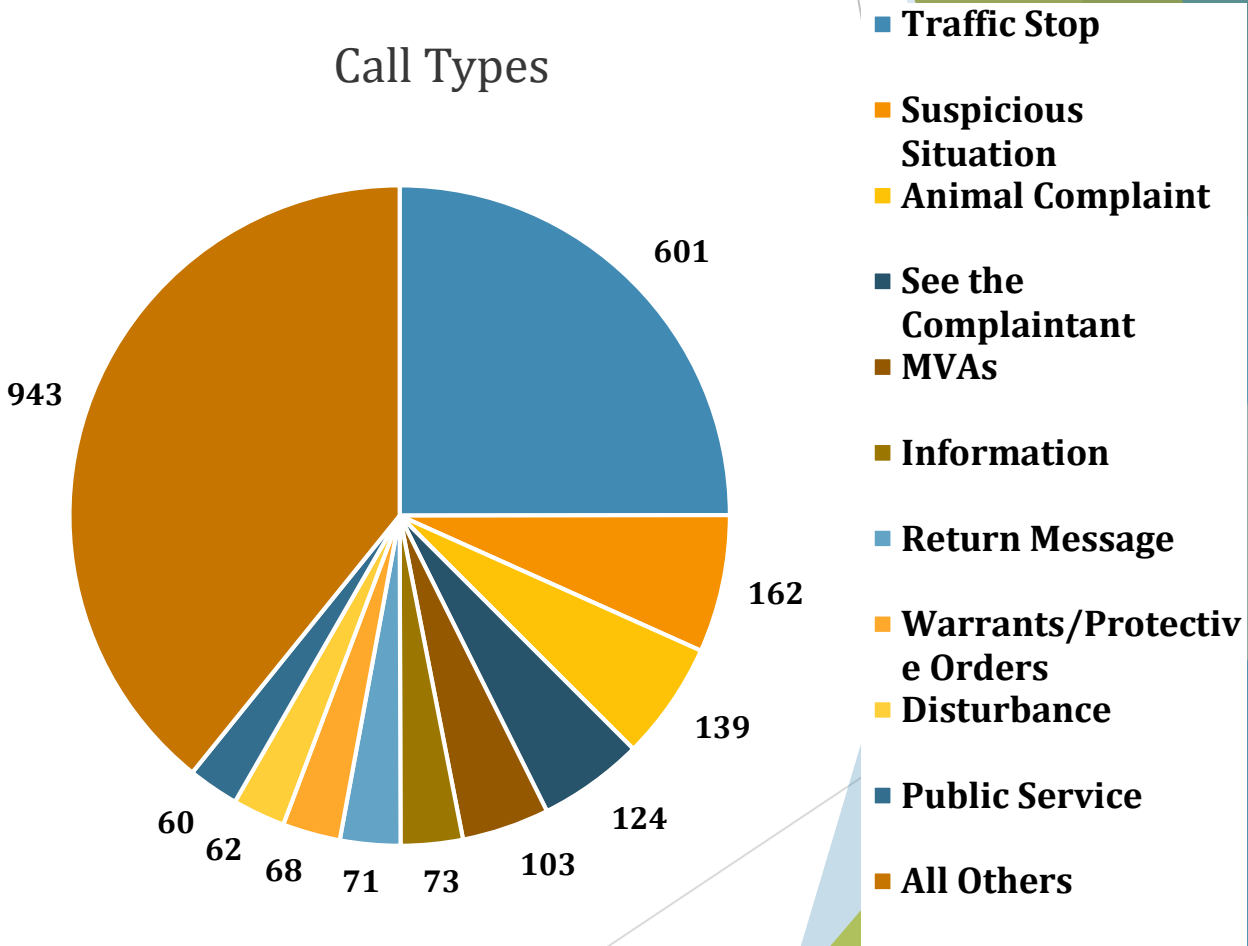
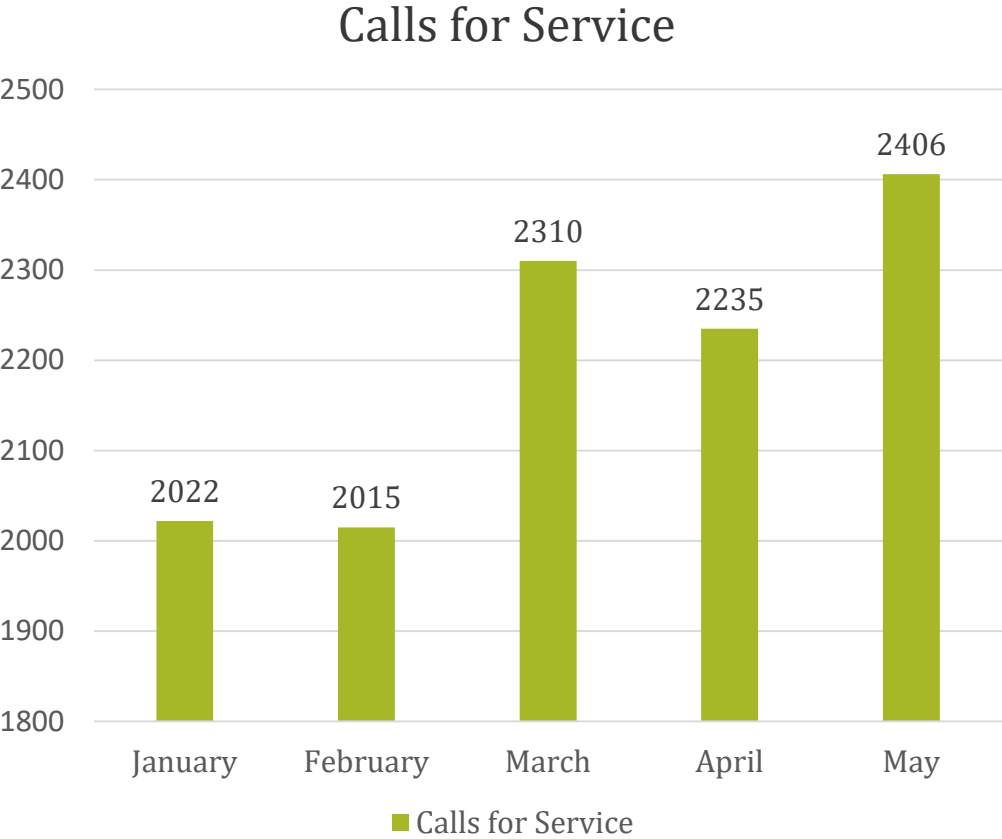
The Employee of the Month Committee met on June 12, 2024, reviewed the nominations submitted, and selected **Officer Rocky Navarro** for **Employee of the Month for May 2024**.

Due to retirements last year, **Officer Navarro** stepped into a new role as the department's representative for the Special Olympics. This role comes with a tremendous amount of responsibility and is very time-consuming. Officer Navarro hit the ground running and began planning multiple events, appearing at various fundraisers and coordinating the department's participation in events such as the *Special Olympics Torch Run* and *Tip-a-Cop*. The latter event, which occurred on May 29th, was a huge success, raising over \$1,900.00 dollars in just three hours at Texas Roadhouse in the city.

Currently Officer Navarro is planning the *Special Olympics Torch Run* for the Colonial Heights leg of the event, which is certain to be a huge success in raising funds and awareness for Special Olympics. For his dedication, **Officer Navarro** has been selected to attend the *Law Enforcement Torch Run International Conference* in San Antonio, Texas. This is incredibly difficult to be selected for, especially since this is his first year of taking over this role. **Rocky** has the passion and dedication for this role and represents the department and citizens of Colonial Heights extremely well. He is a tremendous asset to the department and advocate for the Special Olympics athletes. For this alone, he is most deserving of recognition as Employee of the Month.

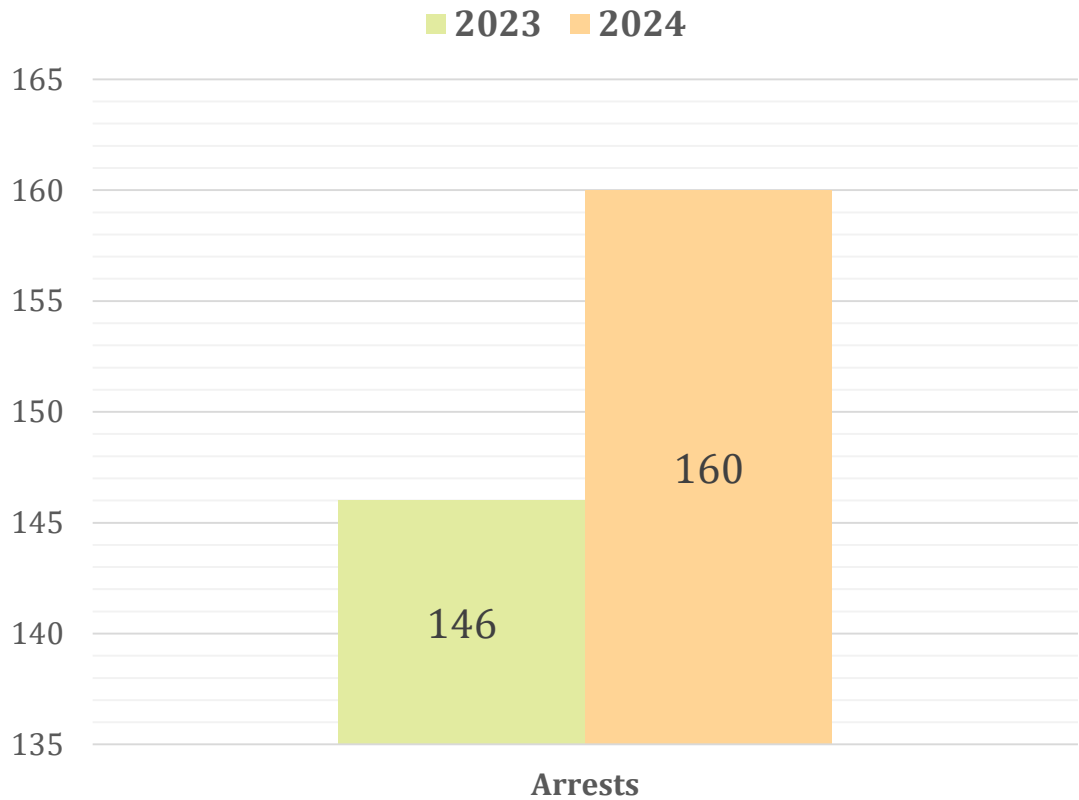
Rocky contributes to the overall mission of the department through his excellent work ethic and dedication. He meets the department's mission of protecting the life, individual liberty and property of all people within the City of Colonial Heights.

CALLS FOR SERVICE: May 2024

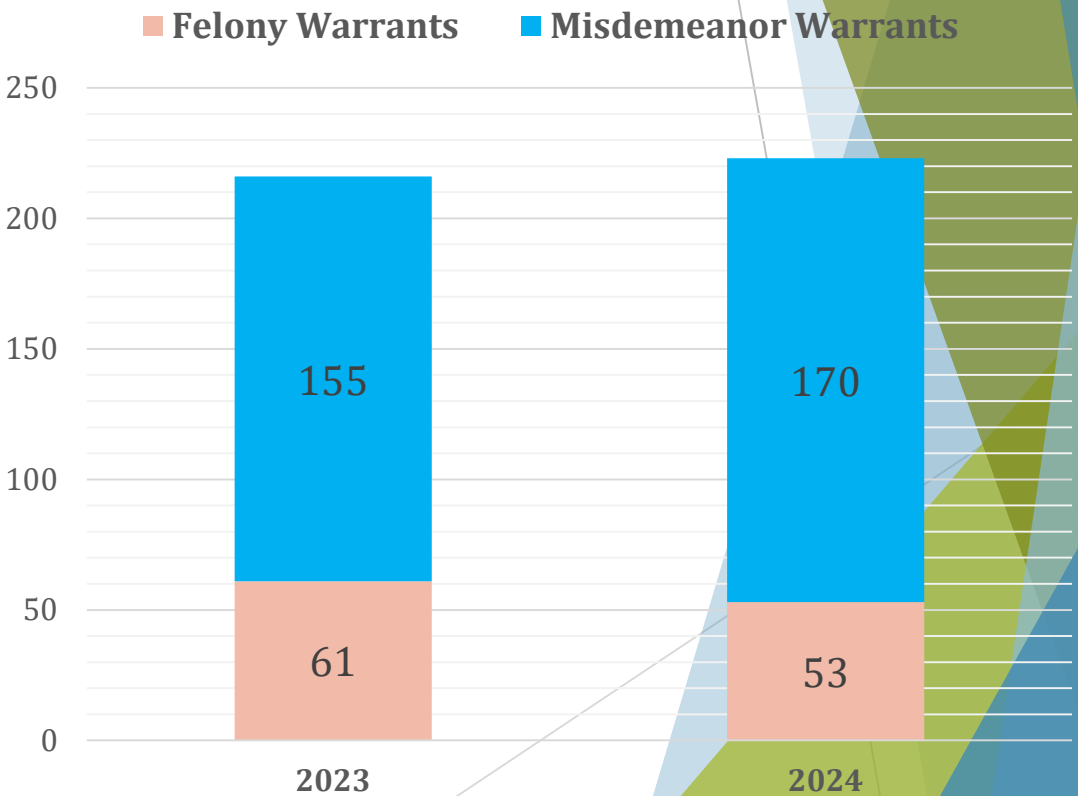


ARRESTS MADE AND WARRANTS SERVED: MAY 2024

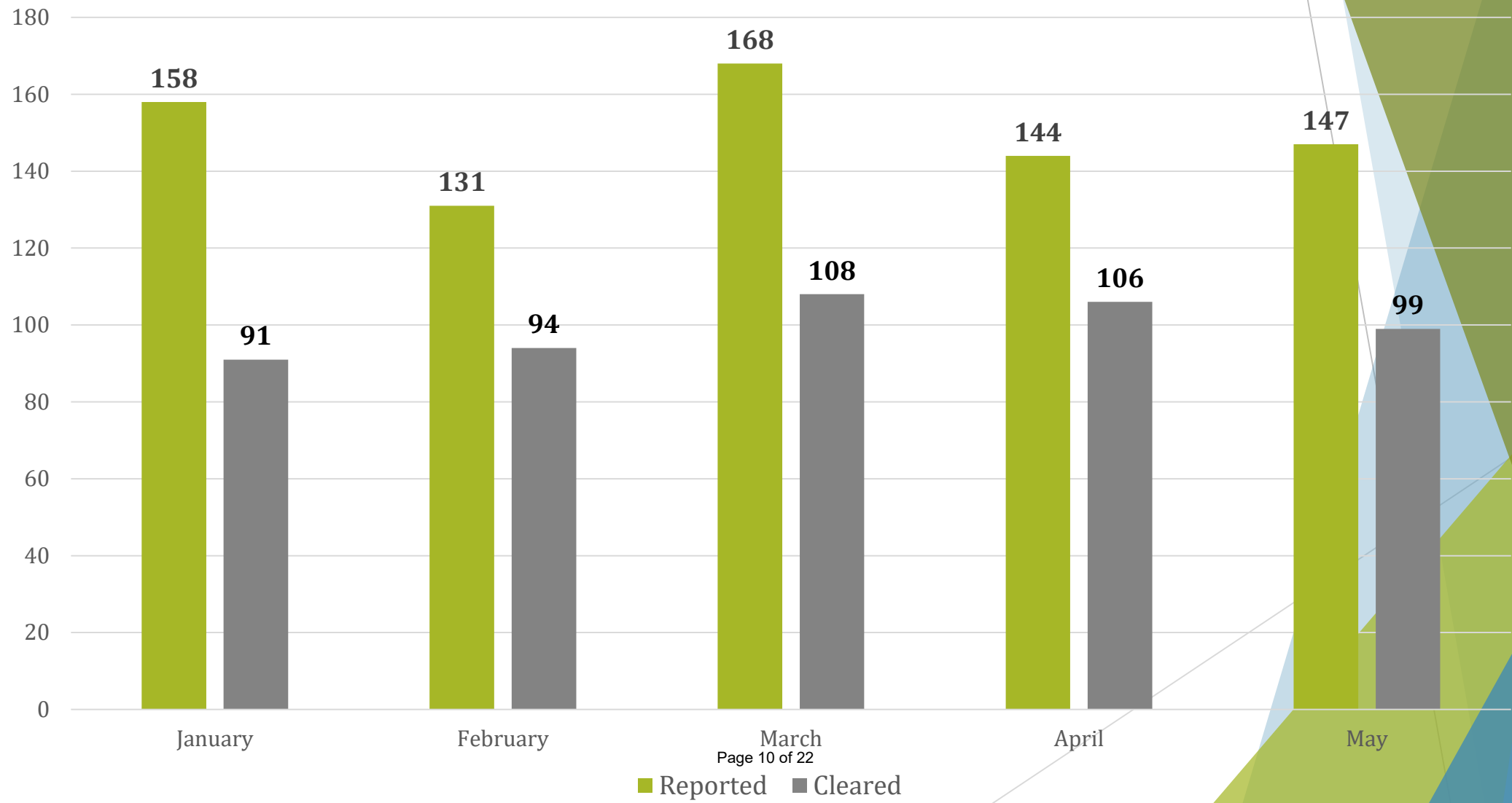
Criminal Arrests Comparison



Warrants Served Comparison



GROUP A CRIME STATISTICS COMPARISON: MAY 2024



Offense Type	Number of Offenses Occurred	Number of Offenses Cleared	Percentage Cleared
Crimes Against Persons			
Homicide Offenses	0	1 (from a previous month)	100%
Aggravated Assault	5	5	100%
Simple Assault	16	15	93.8%
Intimidation	2	1	50%
Sex Offenses	1	1	100%
Crimes Against Property			
Burglary	2	1	50%
Counterfeiting/Forgery	1	1	100%
Destruction/Damage/Vandalism to Property	9	4	44.4%
Fraud Offenses	20	10	50%
Larceny/Theft Offenses	56	28	50%
Motor Vehicle Theft	2	0	0%
Robbery	2	1	50%
Stolen Property Offenses	2	2	100%
Crimes Against Society			
Drug/Narcotic Violations	11	11	100%
Pornography	0	0	N/A
Weapon Law Violations	17	17	100%

CRIME STATISTICS AND CLEARANCE RATES: MAY 2024

GROUP A CRIMES:	
REPORTED TO DATE:	753
CLEARED TO DATE:	498 (66.1%)

MONTHLY STATISTICS:

MAY 2024

Action	January	February	March	April	May	Year Total
Traffic Stops	480	549	645	566	601	2,841
Verbal Warnings	241	281	326	306	333	1,487
Written Warnings	114	146	120	123	136	639
Summonses	264	288	406	315	301	1,574
DUI Arrests	11	5	8	10	11	45
Felony Warrants Served	61	81	84	59	53	338
Misdemeanor Warrants Served	159	173	178	143	170	823
Total Arrests	167	173	172	139	160	811
Vehicle Crashes	65	59	73	65	92	354
Field Interviews	10	15	9	11	8	53
Parking Citations	85	114	109	125	75	508
Alarm Citations	7	5	3	4	6	25
Calls for Service	2,022	2,015	2,310	2,235	2,406	10,988

ANIMAL SERVICES:

MAY 2024

Animal Services

Stray Animals	17 Dogs	16 Cats
Surrendered Animals	4 Dogs	9 Cats
Adopted Animals	8 Dogs	2 Cats
Returned to Owner	14 Dogs	0 Cats
Euthanized Animals	0 Dogs	6 Cats
Animal-Related Calls for Service	115	
Animal-Related Calls for Service, YTD	377	



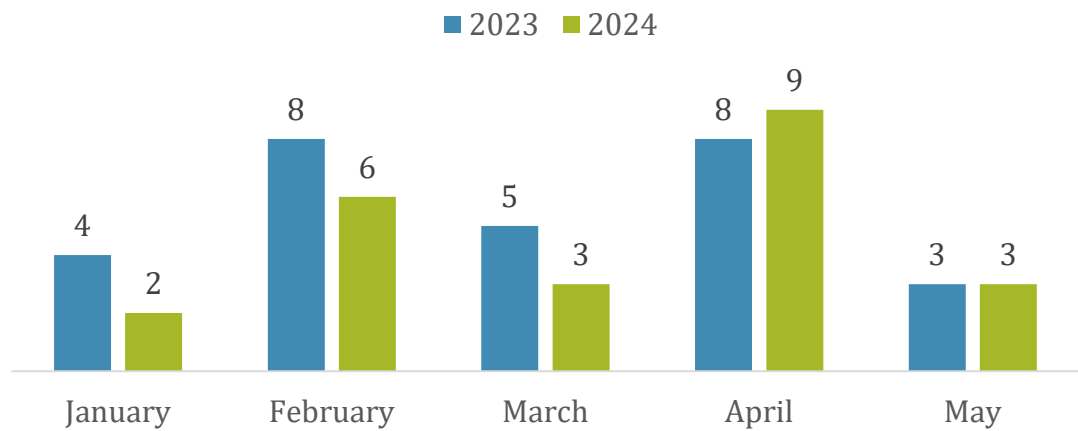
INVESTIGATIONS:

MAY 2024

Investigations	
New Cases Assigned	21
Child Protective Services Cases	8
Child Protective Services Referrals	12
Other Investigations	2
Total Cases Cleared	18 in May 2 from a previous month
Percentage of Cases Cleared for April	85%
Year to Date Clearance Percentage	94%

OVERDOSES & BEHAVIORAL EMERGENCIES: MAY 2024

Overdose Comparison

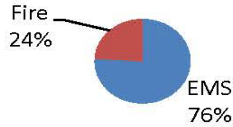


Overdose Investigations	Overdoses	Non-Fatal	Fatal
May 2024	3	3	0
Year to Date	23	21	2
2023	55	52	3

	May 2024	2024 To Date	2023 Total
Behavioral Health Emergency Calls	11	125	343
Total Hours Spent by Officers	68	564 hours	1,142.3 hours
Equivalent Days	3 days	23 days	47.5 days

FIRE & EMS DEPARTMENT:

Total Incidents: 539



Total Fire Type Incidents: 129 (\$53,085 Total Fire Loss)

Total EMS Incidents: 410 (264 Patients Transported)

Fire units arrived on scene in less than 9 minutes on 94.3% of emergency incidents: (Avg. first apparatus travel time 6:03 minutes)

EMS units arrived on scene in less than 9 minutes on 96.6% of emergency incidents. (Avg. first ems unit response time 5:52 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous Situations</u>		<u>Service Calls and False Calls</u>	
Building Fire	1	Gas leak (natural gas or LPG)	1	Good intent calls	24
Fire in structure other than in a building	1	Power line down	3	Public service calls	33
Cooking Fire, confined to container	2	Heat from short circuit (wiring), defective worn	1	False alarm/false calls	18
Passenger vehicle fire	1	Arcing shorted electrical equipment	2	Assist invalid	13
Off-road vehicle or heavy equipment fire	1	Water or steam leak	3	Smoke detector installation	9
Outside rubbish, trash or waste fire	1	Water evacuation	1	Public Fire education	1
		Smoke or odor removal	1	Carbon Monoxide detector installation(s)	N/A
		Haz mat release investigation w/no Haz Mat found	1	Knox Box Installation	1
		Unauthorized burning	2	Preplan	2
		Attempted burning, illegal action	1		
		Extrication, rescue, other	1		
		Removal of victim from stalled elevator	1		

EMS Disposition Incident/Patient Disposition

Cancelled (No Patient Contact)	11	Cancelled on Scene (No Patient Found)	6	Cancelled (Prior to Arrival at Scene)	6
Patient Evaluated, No Treatment/Transport Required	10	Assist Public	32	Patient Dead at Scene-No Resuscitation Attempted (W/O Transport)	N/A
Patient Dead on Scene-Resuscitation Attempted (W/O Transport)	2	Patient Refused Evaluation/Care (Without transport)	27	Standby, Public Safety, Fire, or EMS	N/A
Patient Treated, Released (AMA)	15	Patient Treated, Released (per protocol)	N/A	Transported Lights/Siren	45
Patient treated, Transported by Private vehicle	1	Patient Treated, Transferred Care To another EMS Professional /Unit	1	Transported no Lights/Siren	219

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)	1	Automatic Aid received Chesterfield (EMS)	N/A
Automatic Aid given to Chesterfield (Fire)	1	Automatic Aid received Chesterfield (Fire)	5
Mutual Aid given to Petersburg (Fire)	N/A	Mutual Aid received from Petersburg (Fire)	N/A
Mutual Aid given to Prince George (Fire)	N/A	Mutual Aid received from Prince George (Fire)	N/A
Mutual Aid given to Hopewell (Fire)	N/A	Mutual Aid received from Hopewell (Fire)	N/A
Mutual Aid given to Dinwiddie (Fire)	N/A	Mutual Aid received from Dinwiddie (Fire)	N/A
Mutual Aid given to Fort Lee (Fire)	N/A	Mutual Aid received from Fort Lee (Fire)	N/A
Crater Technical Rescue Team Activation	1	Crater Regional Hazardous Materials	N/A

EMS Mutual Aid Given & Received

Mutual Aid given to Petersburg (EMS)	7	Mutual Aid received from Petersburg (EMS)	5
Mutual Aid given to Chesterfield (EMS)	N/A	Mutual Aid received from Chesterfield (EMS)	N/A
Mutual Aid given to Fort Lee (EMS)	N/A	Mutual Aid received from Fort Lee (EMS)	N/A
Mutual Aid given to Prince George (EMS)	N/A	Mutual Aid received from Prince George (EMS)	N/A
Mutual Aid given to Hopewell (EMS)	N/A	Mutual Aid received from Hopewell (EMS)	N/A
Mutual Aid given to Dinwiddie (EMS)	1	Mutual Aid received from Dinwiddie (EMS)	N/A
Total EMS Mutual Aid given (Transport unit)	8	Total EMS Mutual Aid received (Transport unit)	5
Total Fire Mutual Aid given (Engine/Ladder)	2	Total Fire Mutual Aid Received (Engine/Ladder)	6

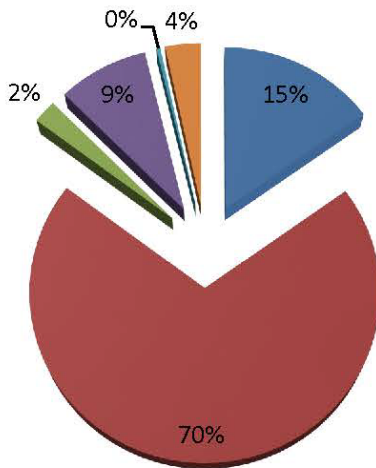
FIRE & EMS DEPARTMENT (CONTINUED):

Out of Service Apparatus

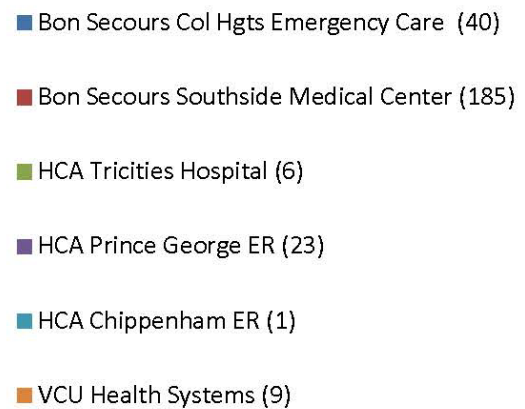
Station 1	Number of Incidents	Fire Units	Medical Units
		N/A	1
Total Hours		N/A	Medic-932 432 hrs.
		N/A	N/A

Station 2	Number of Incidents	Fire Units	Medical Units
		1	1
Total Hours		Quint-992 329 hrs.	Medic 933 25.0 hrs.
		N/A	N/A

Patient Transport (by Facility)



EMS Transport (by Facility)



Fire Investigations / Inspections

Inspections /Plans review completed 28

Special Assignments:

- Assisted the Deputy Fire Chief with Fire Station 1 project (site plans, land assessments, coordination of contractors)
- Assisted Henrico County Fire Marshal office with a search warrant in the city
- 18 Fire lane violations with parking citations issued by the Fire Department
- Assisted Brush Truck Committee with design and planning of the “New” brush truck. This included several trips to vendor locations to receive quotes

Special Notes

CHFD/EMS Medic Patient Transport Mileage:	Total:	1,880.70 miles
	Average:	7.18 Miles

May 2023 Total Incidents: 465 Fire: 103 EMS: 362

FINANCE DEPARTMENT: Finance Reports to resume at a later date.

HUMAN RESOURCES DEPARTMENT:

The following information is a summary of activities for the Human Resources Department during the month of May 2024:

Advertisements

<u>Department</u>	<u>Position</u>
Commonwealth’s Attorney	Legal Secretary
Fire & EMS	Communications Officer
Fire & EMS	Firefighter/EMT
Library	Digital Resources Assistant (Part-time)
Office on Youth	Support Worker (Part-time)
Office on Youth	Site Supervisor (Part-time)
Police	Animal Control Officer
Recreation & Parks	Recreation Assistant II (Part-time)

Applications

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Communications Officer	53	1,151
Legal Secretary	31	708
Animal Control Aide (Part-time)	19	862
Animal Control Officer	28	1,464











Miscellaneous

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

<u>New Employees</u>	<u>Employee Separations</u>
Police Officer	Facilities/Groundskeeper III (<i>Retirement</i>)
Crime Analyst	
Communications Officer	
- The annual Employee Benefits Fair & Luncheon was held at the American Legion on May 1, 2024 to kick off the annual open enrollment period for health insurance and Section 125 benefits.
- The annual employee Open Enrollment process was held May 1 – 13, 2024. The Human Resources Department staff and a Pierce Group Benefits counselor conducted on-site enrollment assistance during the open enrollment period. Employees had the option of completing this process using one of the following methods: on-site appointments, on-line, by phone or by visiting the Human Resources Department.
- Attended a virtual webinar on Family Medical Leave Act (FMLA) provisions and requirements on April 8, 2024.
- The 2024 Citizens Government Academy program concluded on May 9, 2024 followed by a graduation presentation at the City Council meeting on May 14, 2024.
- Two separate employee service recognition luncheons were held at the American Legion to recognize the following employee groups based on their years of service:
 - May 15, 2024: Service years between July 1, 2020 – June 30, 2022
 - May 20, 2024: Service years between July 1, 2022 – June 30, 2024.

INFORMATION TECHNOLOGY DEPARTMENT:

The City's website, www.colonialheightsva.gov, had 70,714 views in the month of May.

<p>Top fifteen sites visited after the home page:</p> <ol style="list-style-type: none">1. Colonial Heights Web Site (8,568)2. Pay On-Line (4,257)3. Fort Clifton Festival (3,456)4. Search (3,271)5. Real Estate Records (2,997)6. Yard Sale & Temporary Sign Permit (2,350)7. Library (2,031)8. Animal Control (1,601)9. Agenda Center (1,111)10. Utility Billing (1,100)11. Recreation & Parks (1,072)12. Facilities – Shepherd Stadium (917)13. Police (890)14. Real Estate Tax (706)15. Mapping & GIS (656)	<p>Top five countries after U.S.:</p> <ul style="list-style-type: none"> India Canada China Philippines Germany <p>Top five regions after Virginia:</p> <ul style="list-style-type: none"> New York Pennsylvania Maryland Georgia Washington, D. C.
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- Citizens submitted and city staff processed 225 service requests and questions through the “Report a Concern” module during the month of May.
- The City of Colonial Heights’ Facebook Page now has 6,604 fans and the City’s Twitter (X) account has 1,702 followers. There are 2,423 subscribers for “In the News”.
- Proactive Information Management completed 63.5 hours of IT service and maintenance for City departments this month.
- Myself and Jay worked with ESRI to complete the ESRI Web Portal. GIS continued to work with the Recreation Department on various GIS Projects.

LIBRARY:

- The library staff circulated 8,839 items in May broken down as follows:
 - Residents borrowed 7,510 print titles
 - 152 e-books on Kindle readers
 - 1,177 e-books and audios were downloaded from the library’s online Hoopla collection. There are currently 1,548 residents registered for the Hoopla service.
- The public computer center had 626 users
- The Story Time programs had 322 children attend
 - The library’s meeting rooms were used 112 times
- An average of 511 residents used the library each day, and 85 residents registered for new library cards.

RECREATION & PARKS DEPARTMENT:

Recreation Division

The month of May was full of action at the Recreation and Parks Department. Youth Baseball and Softball leagues continued with regular season play and will complete their seasons the second week in June. Intro to Football, Pickleball programs, and Therapeutic Recreation classes continue to see good enrollment and another successful Fort Clifton Festival was held Mother's Day weekend.

Shepherd Stadium played host to the VISAA State Baseball Championships again this year and the Colonial Heights High School completed regular season and post season play at Shepherd Stadium. The Tri-City Chili Peppers began their season on May 23rd and held a Fireworks show on May 25th. The Chili Peppers Cosmic Baseball games are completely sold out and have been featured in national news and have gone viral on social media. Their first Cosmic Baseball game is scheduled for June 1st.

Athletics/Programs	2024	2023
Belly Dancing	13	3
Pickleball Classes	173	125
Soul Line Dancing	144	136
Swing Dance Classes	153	94
Nature/Outdoor Classes	17	18
Martial Arts	6	N/A
Ft. Clifton Festival	6,400	6,000
Youth Baseball	200	236
Intro to Football	31	33
Pickleball Round-Robin League	116	99
Therapeutic Recreation	54	96
Facility Usage	2024	2023
Community Room Attendance	1,170	1,206
Community Room Reservations	17	18
Pavilion Attendance	2,457	1,450
Pavilion Reservations	39	25
Field Attendance	19,900	14,896
<i>Chili Peppers Attendance (included in total field attendance)</i>	<i>8,600</i>	<i>3,300</i>
Field Rentals	64	49

Violet Bank Museum	2024	2023
Tours Given	58	49
Grounds Visitors	21	22
Ongoing Programs	62	51
Special Events	N/A	115
Attendance Totals	141	237



Parks, Horticulture, Building Maintenance

Parks

- Cut grass and edged at all City buildings and parks.
- Dragged, watered, lined and edged ballfields.
- Cleaned and stocked restrooms at parks and ballfields.
- Emptied all trashcans at parks, ballfields, tennis courts and pickleball court.
- Laid out and painted Tussing field for parking for Fort Clifton Festival.
- Worked Fort Clifton Festival cleaning restrooms, emptying trash and other duties.
- Worked VISAA tournament preparing field and cleaning restrooms and trash.
- Blew and cleaned stands and restrooms after Chili Pepper games.
- Cleaned up trash and lined fields at soccer complex.
- Laid out and painted B field lot for parking at Chili Peppers games.
- Cleaned and picked up trash at park pavilions.
- Made necessary repairs to playground equipment at City parks.

Horticulture

- Mulched flower beds at City buildings and properties.
- Weeded areas around City buildings as needed.
- Trimmed trees as needed on City properties and buildings.
- Picked up and discarded trash on City properties as needed.
- Helped blow leaves and pine tags at Fort Clifton Park to prepare for Festival.
- Picked up cut down trees and limbs as needed throughout City properties and parks.
- Pulled old and planted new flowers at Community Building.
- Worked Fort Clifton Festival with Parks staff.
- Maintained areas around memorial trees on City properties.
- Planted new annuals and discarded old winter flowers at all Welcome Signs for the City.
- Cut and maintained grass at City medians and road sides.

Building Maintenance

- Fixed Fort Clifton Park electrical outlets.
- Replaced thermostat at Public Safety Building for Police Department.
- Replaced condenser motor at Library and fixed shroud.
- Worked with HVAC company doing preventive maintenance on units.
- Replaced breaker for new scoreboard at Civic Field.
- Removed non-working freezer at Lakeview concession stand.
- Installed drain for area concreted behind 1st base dugout at Shepherd Stadium.
- Attached antenna to Animal Shelter.
- Fixed leaking sink at Shepherd Stadium concession stand.
- Replaced parts on toilet and installed 6 bulbs at Girl Scout Building.
- Replaced broken actuator for heating system at Library.
- Cleaned graffiti off of soccer concession restroom walls.
- Completed numerous work orders throughout City buildings and properties.

Agency on Aging

Agency on Aging Activities	2024	2023
Bingo in Center	80	103
Bowling	135	140
Bridge Party	61	36
Dominoes	56	33
Mahjong	47	23
Movie Matinee	7	10
Pinochle	60	61
Scrabble	10	12
Senior Club Board Meeting	8	8
Senior Club Meeting	116	138
Senior Golf Association Fort Lee	289	484
Senior Golf Association Tri-Cities	192	220
Tea Party	40	40
Stonebridge Volleyball Tournament	11	N/A
Weekly Lunch Programs	98	95
Awareness/Education	2024	2023
Library: Total # Books Checked Out	25	15
L&L Tech Heads	16	N/A
L&L Touchstone	22	N/A
Classes	2024	2023
Pickleball Classes @ Lakeview Park	132	N/A
Crochet & Knitting	16	45
Intro. To Line Dancing	156	89
It's Game Time	40	63
Line Dancing Class	189	207
Meditation	95	75
Open Paint	24	13
Quilts for Vets	7	7
Scrapbooking	12	N/A
Sewing Class	16	20
Tap Class	22	25
Fitness	2024	2023
Balance	92	97
Cardio Ball	24	30
Chair Volleyball	62	69
Drum Fit 45	42	56
Fitness Center Usage	125	89
Muscles in Motion	233	183
Pickleball	322	253
Senior Stride	10	10
Sit & Fit	380	288
Strength & Stretch	100	114
Stretch it Out	38	25
Tai Chi	38	47
Walk this Weigh	68	47
Water Aerobics	53	48
Yoga	106	129
Trips	2024	2023
Agecroft Hall	10	N/A
Hollywood Casino	45	N/A
TOTAL	3,730	3,447

Agency on Aging

Transportation	2024	2023
Total Passengers	342	268
Total Trips	653	575
Total Miles	2866	2523
Wheelchairs	5	11
Donations	\$374.00	\$291.00
New Riders	7	2
Volunteer Hours	38	34

Hollywood Casino trip



Annual Tea Party



Violet Bank Museum

Attendance	2024	2023
Tours Given	58	49
Grounds Visitors	21	22
Ongoing Programs	62	51
Special Events	N/A	115
Attendance Totals	141	237

RECREATION & PARKS DEPARTMENT CONTINUED:

Office on Youth & Human Services

OOY Values - Staff continue to serve the community through prevention and diversion programming, education and mentorship by utilizing a growth mindset with an emphasis on tolerance, fairness, balance, inclusiveness and respect. As a team, we believe that children and families are resilient and are capable of growth, learning and change. Positive outcomes are achieved through the recognition of their strengths and putting a focus on innate abilities, knowledge and capacities.

OOY Meetings for May, 2024

- Colonial Heights Public Schools Mental Health Committee; Crater Area Coalition on Homelessness (CACHE)
- Community Coalitions of Virginia (CCOVA); Community Criminal Justice Board (CCJB)
- Community Policy Management Team (CPMT); Community Multi-Disciplinary Team (CMDT)-caseload 5
- District 19 (D19); Juvenile & Domestic Violence Task Force (JDVTF); SAFE; Health Advisory Board
- Family Assessment Planning Team (FAPT)-caseload 52; Interagency Prevention Team-caseload one
- Juvenile & Domestic Violence Task Force (JDVTF); Positive Parent Coalition (PPC); Families First
- CHPS Superintendent Advisory Board; Southside Trauma Informed Care Network (STICN)
- Virginia Community Crime Control (VJCCCA); Youth Services Commission (YSC); Systems of Care (SOC)
- Youth Conservation Corps. (YCC), Opioid grant committee/Chesterfield partners

Professional Development

- Two staff attended the Beyond ACES Summit at Richard Bland College.
- Navigating Anxiety and Depression: A Guide to Understanding & Support
- LET'S Save Lives
- Impact of Trauma on Professionals
- DJJ Regulations & Audits

Special Happenings

- OOY Staff distributed goodie bags to employees at City Hall in recognition of Mental Health Awareness month.
- City Council presented a proclamation recognizing the month of May as Mental Health Awareness month. Becca Lynch accepted on behalf of Office on Youth.
- CHHS Senior Scholarship Night on May 23rd. Three graduating YAC members were awarded the "Coleman Voice of Youth" scholarship of \$700.00 each. Recipients were Kendall Ackerman, Andrew Davenport and Parker Hanshew. Becca Lynch made the presentation along with Yvette Hawthorne.

Youth Advisory Council (YAC)

- Monthly meeting recognized the graduating seniors, completed a team building activity and discussed officer nominations.
- Four YAC Members graduated from CHHS on May 30, 2024. Those members were: Andrew Davenport, YAC President, Carson Young, YAC Vice President, Parker Hanshew, YAC Vice President, and Kendall Ackerman, YAC Secretary.

VJCCCA Diversion/Prevention Programs- 12th District Juvenile & Domestic Relations Court

- Community Service**-Program to provide community service supervision for court mandated youth. Five youth completed a variety of tasks in May. Paper shred, cleaning Ft. Clifton, White Bank Parks.
- Shoplifting Diversion**-Program to educate youth and parents about the consequences of committing larceny. 24 participants
- District 19 Substance Abuse Assessments**-Contract with District 19 to evaluate youth referred for possible substance use. Three referrals for May.
- ATOD**-Alcohol, Tobacco, Other Drugs. Program to educate youth on risks associated with drug use. Two referrals for May.
- Tackling Tough Skills**- program to educate youth on making good decisions, setting goals, taking accountability and being responsible. Thirteen youth completed the program in May at the Community Day School.

UPCOMING EVENTS

- July 8-19-Middle School Leaders
- July 19 Lemonade Stand
- July 22-August 9-Youth Conversation Corps Program

