

CITY MANAGER'S REPORT TO CITY COUNCIL MAY 2013



I. PUBLIC WORKS & ENGINEERING: ENGINEERING AND DEVELOPMENT

Buildings and Facilities Capital Projects

- **New Courts Facility** – Construction in process. Site work has resumed in May with construction and preparation of subgrade for pavement. Remaining site work to be completed by August 2013. Kenbridge has begun the construction of the monument sign for the Courthouse. Interior of building is being conditioned with humidifiers and fans. Painting and floor tile installation are occurring. Coordination of installation of IT and Telecom services is occurring. MOI to submit final drawings for furnishings and to obtain final approval from individual end users the first week of June.

Transportation Capital Projects

- **Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434 –Urban and CMAQ Programs** – Temporary lane closure on southbound lanes between Dupuy Avenue and Lafayette Avenue along the Boulevard commenced on June 7. Contractor will complete all improvements on west side of the Boulevard (Courthouse frontage) by the end of August 2013.
- **Safe Routes to Schools- Phase 2 (2012), UPC 102836** – Design in process.
- **Temple Avenue & Dimmock Parkway Left Turn Lane, UPC 97691 (CMAQ Program)** – Design in process. Advertisement for construction bids anticipated in Summer 2013.
- **Temple Avenue & Conduit Road Right Turn Lane, UPC 98882 (CMAQ Program)** – Design in process. Advertisement for construction bids anticipated in Summer 2013.
- **Dupuy Avenue Modernization, UPC 101287** – Plans to be submitted to VDOT June 2013 for right of way authorization. Authorization from VDOT to begin Right of Way expected July 2013.
- **Lakeview Avenue Modernization, UPC 101288** – Design in process. Consultant currently preparing design drawings for submission to VDOT for right of way authorization.
- **Government Center Enhancement Project (Phase II – James Avenue to A Avenue) UPC 78222** – Design in process. Anticipated solicitation for construction bids is Fall 2013.

Utilities Capital Projects

- **Boulevard Water and Sewer Replacement** – Contractor will begin installation of new water line in July 2013.
- **Lakeview Avenue Water and Sewer Replacement** – Design in process.
- **Dupuy Avenue Water and Sewer Replacement** – Design in process.
- **2013 Pavement Preservation and Restoration** – Blakemore Construction was the successful bidder for the City's annual Pavement Preservation. Construction will be within the Briarcliffe Court and Briarcliff Drive area. Also, portions of Battery Place between Hamilton Avenue and Dupuy Avenue will be restored and resurfaced as part of this contract.

I. **PUBLIC WORKS & ENGINEERING (CONTINUED):**

Plan Reviews

- Received and reviewed nine (9) plan submittals.

Right-of-Way Permits

- Issued five (5) permits and closed out one (1) permit.

OPERATIONS AND MAINTENANCE

Traffic Operations

- Replaced/maintained signals, signs, markings and street lighting – 62 locations.
- Performed preventative maintenance - 4 locations.

Vegetation

- Removed litter from (11) locations, and responded to (02) litter miscellaneous/dead animal requests.
- Cut vegetation at (73) locations and sprayed for weeds and high grass at (07) locations.
- Trimmed tree limbs and bushes at (02) locations.
- Placed gravel in alleys at (12) locations, on shoulder of road at (02) locations and driveway at (01) location.
- Cleaned all Street Division's Vehicles and Equipments.
- Sprayed grass outside and inside Radio Tower fence at Animal Shelter.

Recycling Center

- 398 citizens used the Recycling Center to dispose of Category 1 Materials, brush, metal products and other recyclable materials.

Storm Water and Drainage

- Cleaned (26) catch basins, (02) drainage ditches, (01) drainage pipe, (08) BMPs, (26) outfalls, (04) Curb and Gutters and responded to (13) miscellaneous drainage requests.
- Repaired catch basin on Lafayette Avenue and storm drain pipe on MacArthur Avenue.
- Repaired storm drain pipe damaged by contractor on Roanoke Avenue at Boulevard and on Wright Avenue at Boulevard.
- Filled a sinkhole with topsoil in low areas at 216 Maple Avenue and 148 Carroll Avenue.
- Concrete Crew repaired/replaced (127) feet of Curb and Gutter at (06) locations and (04) feet of sidewalk at (01) location.
- Sweeper collected (96) cubic yards of debris from City Streets at (78) locations.
- Assisted Purchasing Department with auction on 6th and 7th.

Transportation

- Placed Asphalt in (23) potholes, (05) utility cuts, (05) low pavement, (01) gutters, (02) new concrete structures, (01) driveway and responded to (03) asphalt miscellaneous requests.
- Saw cut, removed old asphalt and started paving failed areas on Verbov from Lakeview to Lundy Avenues.
- Removed 18 dump truck loads of construction debris from Public Works Complex.
- Graded gravel area Bruce and Pickwick Alleys with motor grader.
- Asphalt and Concrete Crews attended an Equipment Show in North Carolina on March 17th.

Wastewater Utility

- Responded to (15) sewer backups, flushed drains at the animal shelter, repaired (01) lateral, installed (04) cleanouts, repaired (01) main line, and responded to (05) sewer miscellaneous requests.
- Placed topsoil around cleanout at (02) locations.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

- Camera sewer main line at (04) locations.
- Removed debris from pumps and greased pump number one at Main Pump Station.
- Acknowledge alarms after hours found everything working at Hillcrest Pump Station.
- Acknowledge alarm after hours found station down repaired floats at Conjurers Neck Pump Station.
- Continued cutting and trimming grass round all pump and water stations.
- Continue monitoring all pump stations and methane pump daily.

Water Utility

- Replaced (11) meters, set (01) new meter, (04) meter tops, (02) washers for meter leaks.
- Cleaned (06) meter boxes, turned water on for a citizen at (01) location and responded to (05) water miscellaneous requests.
- Installed (01) pigtail, (03) meter setters and performed (01) pressure test.
- Backflow/Cross Connection Technician conducted (104) surveys, (58) completed, (46) incomplete and assisted with locating underground utilities performing (32) hours.
- Collected weekly routine water samples, performed THM's, HAA's sent these to Appomattox River Water Authority's (ARWA) for testing.
- Miss Utility locating required (235) man-hours.

II. PLANNING & COMMUNITY DEVELOPMENT:

	Month	YTD
1. Fence Permits	3	11
2. New Sign Permits	6	38
• Hair It Is – 2411 Charles Dimmock Parkway		
• Kangaroo Express – 891 Temple Avenue		
• Claim Co. – 3424 Boulevard		
• BB&T – 810 Southpark Boulevard		
• U-Haul – 804 W. Roslyn Road		
• AT&T – 723 Southpark Boulevard		
3. Neighborhood Revitalization –		
2012 Emergency Home Repair Rehabilitation funding		\$46,040
Repairs Completed	#6	
• 520 Colonial Avenue – new roof and ceiling repairs – \$6,240		
• 122 Cameron Avenue – patch and paint roof, new furnace – \$8,530		
• 202 Lafayette Avenue – new roof and electrical - \$7,080		
• 2102 Snead Avenue – new roof, and repair porch, bathroom floor - \$7,155		
• 159 Piedmont Avenue – new roof, - \$9,905		
• 112 Lafayette Avenue – new roof – \$7,130		

2012 Applications being Processed #0

The 2012-2013 Colonial Heights Home Repair Program is complete. Applications for the 2013-2014 program will be available in June 2013.

4. Zoning Property Maintenance

Property Maintenance	Zoning		Month	YTD
	Month	YTD		
Total Inspections	0	34	Total Inspections	3
Violations	0	24	Violations	1
Violations Resolved	0	15	Violations Resolved	0
				17

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

House # Violations		Tall Grass		Month		YTD	
Total Inspections	5	46	Total Inspections	251	276		
Violations	2	17	Violations	179	203		
Violations Resolved	7	17	Violations Resolved	64	88		
Inoperable Motor Vehicles		Building Code		Month		YTD	
Total Inspections	10	60	Total Inspections	3	19		
Violations	6	45	Violations	2	18		
Violations Resolved	1	30	Violations Resolved	4	15		
Signs		Other		Month		YTD	
Total Inspections	11	54	Total Inspections	0	15		
Violations	11	53	Violations	0	9		
Violations Resolved	9	48	Violations Resolved	0	9		

5.

Building Inspections

	<u>Month</u>	<u>YTD</u>
New Construction Inspections	305	1146
Permits for new Residents	1	1
Cost New Homes	\$269,500	268,500
Existing House & Maintenance	0	0
Additions	11	26
Demolitions	0	1
Permits for Commercial	4	27
Cost for Commercial	\$3,150	\$1,835,316
Plumbing Permits Issued	7	38
Electrical Permits Issued	15	71
Mechanical Permits Issued	13	54
Swimming Pool Permits Issued	0	3
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	0	15
Court Cases	0	0

Rental Inspections

	<u>Month</u>	<u>YTD</u>
Total Units Inspected	3	63
Dwellings	3	52
Duplex	0	7
Apartments	0	4
First Inspection		
Passed	3	63
Failed	0	0
Second Inspection	0	0
Passed	0	0
Failed	0	0
4 Year Cert. Issued	3	64
Apartments Complexes	0	4
No. of Units Cert.	0	84

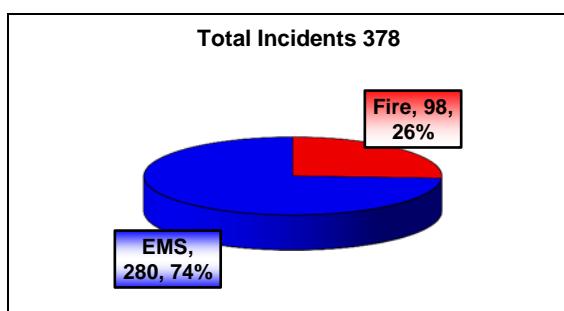
III. POLICE DEPARTMENT:

- ✓ Our officers responded to 3,671 calls for service during the month of May, 2013. During the same month last year, we responded to 4,111 calls for service— 11% decrease. We had one (1) reported robbery this month and none were reported in May of 2012— 100% increase. There was one (1) reported aggravated assault this May and five (5) reported during the month of May, 2012— an 80% decrease. We had six (6) reported burglaries in May, 2013, compared with seven (7) burglaries reported during the month of May, 2012— 17% decrease. There were 70 Part I, or serious, crimes reported to the Colonial Heights Police Department in May, 2013. Thirty-eight (38) of those, or 54%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.
- ✓ This past month was overall a very quiet and calm month in that calls for service as well as overall arrests were down. We saw reductions in all our Part I, or serious crimes, other than the one (1) robbery for the month. It would be preferred if this kept up in our area but we are not betting on it. Arrests for larcenies and shoplifting decreased significantly by 32% and 47% respectively.
- ✓ We are pleased to report that Master Detective Jason Chimera was recognized as the Sons of the American Legion “**Police Officer of the Year**”. Jason’s work ethic and overall attitude and performance are what separated him from his peers. As I previously stated, we had one attempted robbery and it occurred at our north end Walgreens. A suspect attempted to obtain all of the drug oxycodone from the pharmacists and when she refused his demand he placed his hand in his shirt as to look like a weapon and she then stated she was calling the police and the suspect left the store. We have good video and photos of the suspect and have sent it to the local media for their assistance in identifying this person.

III. POLICE DEPARTMENT (CONTINUED):

- ✓ We have been extremely busy with a lot of community projects going on throughout the schools and the City. We continue our efforts with the “*Drive 25 Keep Kids Alive*” program and added stickers to trash cans at various locations in the city with a goal to reduce residential speeding. We also sent home to all elementary students’ safety information and requested all parents/guardians to “*Take 25*” minutes to go over safety habits in the community and on the internet. We also participated in the Senior Citizens Health Fair and provided crime prevention material to all the attendees.
- ✓ Our **Operations Bureau**, commanded by Capt. Keith Early, reports uniform patrol had a very slow month. Uniform patrols productivity was down however our Special Operations Unit continues to perform at a high level. Capt. Early did recognize the initiative and leadership of Lt. Dann Ferguson as Dann took on two grant funded traffic check points. Uniform patrol officers have been providing security coverage at CHHS in reference to our SRO (Master Officer Pattison) being out on extended sick leave due to an injury sustained off duty. Capt. Early was excited to report that one of our **Animal Control** aides, Kirsty Waller, is raising money for the shelter by taking donations for her to “sky dive”. WRIC Channel 8 did a nice story on Kirsty and her involvement with the non-profit organization B.A.R.K. and our shelter. We had the occasion to conduct one fugitive extradition during the month—our officers responded to the Oxford, North Carolina to pick up a fugitive.
- ✓ Our **Special Operations Unit**, supervised by Lt. William Anspach, reported another active month. They secured 13 felony warrants and 29 misdemeanor warrants from a variety of criminal and traffic offenses. There were 22 narcotics arrests, two (2) weapons violations and four (4) alcohol violations.
- ✓ Our **volunteer services** are in full force now since the weather is nice. Our Auxiliary Police and Sentinels volunteered a total of 339 hours during the month. Duties included annual road races, ride-alongs, motor cycle fundraisers and Fort Clifton festival.
- ✓ Our **Law Enforcement Services Bureau**, commanded by Capt. Wayne Newsome, reported his unit as being very busy as previously mentioned. They included the following:
 - Vin etching, HEAT event
 - Special Olympics Torch Run
 - D.A.R.E. Graduation
 - TRIAD Health Fair
 - Project Sticker Shock
 - City Auction
- ✓ Our **Investigations Division** had a quiet month. Other than the attempted armed robbery, they picked up 14 new cases during the month. Their caseload included a possession of child pornography, stolen checks, and a possession of cocaine, grand larceny, burglaries, aggravated sexual battery and an attempted suicide. Sgt. Stephanie Early also processed 13 concealed weapon permits and one precious metal permit.
- ✓ Overall, we made 279 arrests for the month, including 78 felonies and 189 misdemeanors; worked 74 crashes; wrote 633 traffic citations; gave 877 verbal warnings; affected 7 DUI arrests and 52 drug arrests; and issued 42 parking citations.

IV. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 98
(Total Fire Loss \$6,075)

Total Patients transported: 280
(Total EMS incidents 280)

Fire units arrived on scene in less than 9 minutes on 83.4% of emergency incidents.

(average response time 6:17 minutes)

EMS units arrived on scene in less than 9 minutes on 95.2% of emergency incidents.

(average response time 5:11 minutes)

IV. FIRE & EMS DEPARTMENT (CONTINUED):

Fire Division (number of incidents):				
<u>Fires</u>	<u>Hazardous Situations</u>		<u>Service calls and false calls</u>	
Building Fire	3	Electrical Problem	2	Good Intent Calls 21
Cooking Fire	1	Gas Leak	3	Public Service 39
Brush Fire/Outside Fire	1	Power Line Down	3	Alarm Activation (no fire) 5
Vehicle Fire	1	Gasoline/Chemical spill	3	Child Seat Installation 6
Other Fire	2	Other Hazardous Situation	4	Smoke detector installation 4
M/A EMS First Responder to Chesterfield	11	M/A received from Chesterfield Fire		1
M/A to Chesterfield Fire	2	M/A received from Fort Lee Fire		1

EMS Division (number of patients):				
Abdominal Pain	15	Diabetic Hypoglycemia	4	Obvious Death 2
Airway Obstruction	3	Diarrhea	1	Pain 9
Allergic Reaction	2	Epistaxis (non-traumatic)	1	Poisoning/Drug Ingestion 1
Altered Mental Status	11	OTOH Abuse	1	Respiratory Distress 25
Asthma	3	Fever/Hyperthermia	1	Seizure 7
Back pain	3	GI Bleed	2	Stroke/CVA 8
Behavioral/Psychiatric	3	General Malaise	5	Syncope/Fainting 10
Cardiac Arrest	2	Headache	3	TIA (transient ischemic Attack) 2
Cardiac Rhythm Disturbance	10	Hypertension	3	Traumatic Injury 48
Chest Pain	17	Migraine	1	Unconscious 1
CHF (congestive heart failure)	4	Nausea/Vomiting	4	Weakness 12
COPD (emphysema)	2	No Apparent injury/illness	3	Other 36
Diabetic Hyperglycemia	1	OB/Pregnancy (non-delivery)	1	
M/A to Petersburg EMS	1	M/A received from Fort Lee EMS		
M/A to Dinwiddie EMS	1	M/A received from Petersburg EMS		

EMS Transports (by facility)			
Southside Regional Medical Center		170	77.98%
CJW Medical Center –Chippenham Campus		21	9.63%
John Randolph Medical Center		15	6.88%
St. Francis Medical Center		5	2.29%
VCU Health Systems		4	1.83%
VAMC Richmond (McQuire)		2	0.92%
CJW Medical Center –Johnston Willis Campus		1	0.46%
Total:		218	100%

V. FINANCE DEPARTMENT:

Finance - Checks processed: 1,203

Three alarm citations were processed during May.

Purchasing - 204 total purchase orders completed with 160 being processed by the purchasing and 44 departmental purchases being reviewed as compared to 223 being completed for the same period in 2012. In addition, 126 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- Invitation # 12-092502-1007 – Telephone Service & Equipment, Data Lines. Data services finalized, phone equipment/service contract changes being reviewed by Comcast.
- Invitation # 13-012502-1011 – On Call Land Surveying & Mapping Services, Contracts are in process for the two vendors selected.
- Invitation # 13-051602-1013 – Wetlands and Stream Mitigation Credits for Appomattox River Greenway Trail Project. Proposal was issued April 30, bids received May 16. Two vendors selected.

V. FINANCE DEPARTMENT (CONTINUED):

- Invitation # 13-051602-1014 – Pavement Preservation 2013. Sealed bid issued May 17th with opening on June 3th.

Other Purchasing Activity:

- City auction was held with sales totaling \$29,894.
- Purchase Order issued for cutting various trees and removing stumps in the City.
- Purchase Order was used for grinding and hauling away yard waste from the City's Recycling Center.
- Set up recycling of metal for obsolete parts at Fleet Maintenance.
- Purchase Order issued for fire hoses for the Fire Department.
- Contract renewed for salt for snow storms.
- Began work on Blanket Orders for Fiscal Year 2013-14.

Risk Activity:

- City vehicle involved in accident at Temple Avenue and Conduit Road.
- Ornamental light struck by hit and run driver.

Utility Billing:

Bi-monthly Utility Bills Sent – 3,773

Delinquent Notices Sent – 703 or 19.5% with 140 cut off for nonpayment.

Set off debt collected for April - \$601.66.

VI. HUMAN RESOURCES DEPARTMENT:

The following information is a summary of activities for the Human Resources Department during the month of May 2013:

Advertisements

<u>Department</u>	<u>Position</u>
Office on Youth	Site Supervisor (Part-time)
Recreation & Parks	Landscape Technician (Part-time)
Recreation & Parks	Recreation Supervisor (Part-time)

Applications & Testing

Total applications received and recruitment information for the following position:

<u>Position</u>	<u>Total Applications</u>	<u>Total Hits on Job</u>
	<u>Received</u>	<u>Announcement Page</u>
Deputy II	231	1,007

Training

- ☆ New employees continue to complete required ICS and VML University training courses.

Miscellaneous

- ☆ A new employee orientation session was held for Robert Moore (Telecommunicator) in May 2013.
- ☆ The annual Employee Picnic Luncheon was held on May 17, 2013 at White Bank Park as part of the employee recognition program.
- ☆ Attended seminars addressing new healthcare reform regulations and new VRS retirement plans.

Worker's Compensation

- ☆ The following workers' compensation reports were filed during the month of April 2013:

<u>Date</u>	<u>Department</u>	<u>Description of Injury</u>
05-02-13	Sheriff	Right elbow strain during academy training.
05-08-13	Police	Lower back strain while chasing suspect.
05-08-13	Police	Laceration to head from door.
05-29-13	Public Works	Right finger cut/crushed while installing street light.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City's website, www.colonialheightsva.gov, had 70,487 page views in the month of May.

Top ten website modules accessed:	Top ten pages visited after home page:
<ol style="list-style-type: none">1. News Flash2. Calendar3. Photo Gallery4. FAQs5. Staff Directory6. Site Search7. Bids/RFPs8. Forms9. Archive Center10. Notify Me	<ol style="list-style-type: none">1. Library2. Real Estate Records3. Recreation & Parks4. Fort Clifton Festival5. Recreation Programs6. Animal Shelter7. Fort Clifton Entertainment Schedule8. Education & Schools9. Yard Sales10. Police

- ☆ Citizens submitted and city staff processed 269 service requests and questions through the "Let Us Know" module during the month of May. The City of Colonial Heights' Facebook Page now has 2,717 fans and the City's Twitter account has 148 followers.
- ☆ Proactive Information Management completed 59.5 hours of IT service and maintenance for City departments this month.
- ☆ City IT staff continues to meet with the new Courthouse contractors, Chesterfield County representatives, and Public Works to coordinate IT network connectivity in the new facility.

VIII. LIBRARY:

- ☆ The library staff circulated 17,869 titles in May.
- ☆ 74 eBooks circulated.
- ☆ The public computer center was used 1,894 times.
- ☆ 207 children participated in Story Time program.
- ☆ The library's meeting rooms were used 103 times.
- ☆ 103 registered for new library cards, and an average of 582 residents used the library each day.
- ☆ 4,094 visited the Colonial Heights Virtual Library to retrieve 1,095 articles from their homes and offices.

IX. RECREATION & PARKS DEPARTMENT:

Recreation Division

In May the Recreation Division hosted another successful Fort Clifton Arts and Crafts Festival at Fort Clifton Park with an estimated crowd of 7,000 people over the two day event. The Division also hosted the Virginia Independent Schools State Baseball Championships at Shepherd Stadium with an estimated attendance of 1,900 people over the three days of play. Staff continues preparing for Summer programs and events that are being held or starting in June to include the Summer Playground Program, Youth Sports Camps, Movie Under the Stars and the Sunshine 5K Run/Walk and 1 Mile Kids Fun Run event, both being held on Saturday June 22nd. Youth Baseball and Softball Leagues will finish their regular season the first week in June and Night of Champions Week at Shepherd Stadium will begin Tuesday June 18th to conclude the season.

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

Athletics	<u>2013</u>	<u>2012</u>
Adult Softball Teams	31	27
Baseball Rookie (ages 4-5)	68	49
Baseball Coach Pitch (ages 6-8)	105	143
Baseball Minor League (ages 9-10)	71	96
Baseball American League (ages 11-12)	72	66
Baseball National League (ages 13-15)	72	60
Softball Pee Wee League (ages 9-10)	39	48
Softball Junior League (ages 11-12)	44	45
Softball Senior League (ages 13-15)	29	36
Hershey Track Meet	19	72
Swim Lessons	6	7
Activities/Programs	<u>2013</u>	<u>2012</u>
POWER	5	2
Fort Clifton Festival	7,000	7,000
Computer Classes	27	33
Summer Playground Parent Orientation	14	n/a
Zumba for the Heart Event	43	n/a
Middle School Dance	52	n/a
Richmond Raiders Arena Football Trip	8	n/a
Youth Painting Class	5	n/a
Instructor Based Programs	<u>2013</u>	<u>2012</u>
Belly Dancing	10	5
Karate	9	21
Zumba	18	21
Yoga	15	n/a
Cardio Fusion	15	10
Facility Usage	<u>2013</u>	<u>2012</u>
Community Room Attendance	1,153	935
Community Room Reservations	22	23
Pavilion Attendance	2,368	2,470
Pavilion Reservations	38	41
Field Attendance	3,260	1,566
Field Rentals	18	11
Teen Center Attendance-CHHS Students	90	41
Teen Center Attendance-CHMS Students	181	373

Parks-Horticulture-Buildings & Grounds

- Cleaned and prepared Fort Clifton Park for Fort Clifton Festival
- Placed stone dust and gravel on washed-out road areas at Fort Clifton
- Provided manpower for Fort Clifton Festival
- Edged infield and base paths in Shepherd Stadium
- Provided manpower for VA Independent Schools State Baseball Tournament
- Assisted by Mount Pleasant Baptist Church volunteers, installed post around parking lot at White Bank Park
- Set up chairs for Memorial Day service at War Memorial and removed chairs after service.
- Mulched flower beds as needed
- Planted butterfly bushes and ferns and cleaned up beds at Ft. Clifton for Ft. Clifton Festival.
- Removed pansies from all flower beds
- Planted butterfly bushes and annuals at War Memorial
- Planted new tree purchased by Garden Club at Library
- Raked and bagged pine tags at Library for use in flower beds
- Trimmed hollies and boxwoods at entrance signs to City

Violet Bank Museum

	<u>2013</u>	<u>2012</u>
On-site Attendance	266	230
Outreach Attendance	350	867

- Displayed at Fort Clifton Festival
- Focused on collections

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):
Agency on Aging

Activities	2013	2012
AARP	18	38
Bingo in Center	68	125
Bowling	120	120
Bridge Party	88	100
Bridge Tournament	112	154
Crochet & Knitting	66	61
Golf at Prince George	480	598
Movie	18	n/a
Senior Club Meeting	124	165
Senior Club Board Meeting	8	8
Senior Citizen Dance	83	78
Sing A-Long	56	52
Sing A-Long-CH Health Center	11	13
Table Games	4	12
Awareness/Education	2013	2012
Advisory Board Meeting	12	12
TRIAD Health Fair	125	125
Classes	2013	2012
Mary Carole Painting Workshop	60	n/a
Painting Class Kay Tirpak	n/a	16
Painters Group	42	52
Splash of Color	12	16
Tap Class Intermediate & Beginners	70	142
Tap Class Advance	105	163
Quilting	28	44
Quilts for Vets	16	n/a
Sewing Class	22	12
Watercolor Faye Henderson Class	42	n/a
Watercolor (Monday Mornings)	16	14
Wellness Workshop	n/a	58
Fitness	2013	2012
Cardio Bump	180	120
City Employees Exercises	16	n/a
Strength Training Class	161	181
Sit Down Exercises	280	403
Floor Exercises	33	44
Yoga	81	73
Zoomer Boomer	191	190
Tai Chi	12	21
Special Activity	2013	2012
Fort Clifton Festival Painters Group	28	26

Trips	2013	2012
From the Heart	n/a	12
Jerry's Art Arama	13	n/a
Riverside Theater	13	n/a
Hopewell Lunch & Lecture	2	12
St. Joe's Concert	n/a	10
Total	2815	3270

X. OFFICE ON YOUTH & HUMAN SERVICES:

➤ **YAC Activities**

- May meeting canceled due to CHHS Awards Assembly.
- 6 YAC Members participated in Project Sticker Shock.
- 3 YAC Officers and Advisor planned June Meeting and Summer Activities.

➤ **Youth Service Commission**

- Held monthly meeting and selected a slate of Officers for the next year.

➤ **Kids' After School Program**

Enrollment-Tussing Elementary – 16; Lakeview Elementary – 21; North Elementary – 21; CHMS - 15

Volunteers – 14

Work study – 8

Student Activities: Students enjoyed a Friday Fun Day at each school wherein they played games, ate pizza and ice cream.

➤ **Substance Abuse Prevention Activities**

- 9 teens received Virginia ABC, VASAP, Drive Smart Virginia, Geico Insurance, MADD, AAA, State Police information at driver's licensing ceremony

➤ **Ongoing Monthly Meeting/Trainings**

- Operation Christmas Child
- Family Assessment Planning Team
- Inter-Agency Prevention Team
- Positive Parenting Coalition Meeting
- Colonial Heights School Board Meeting
- Attended Comprehensive Services Act Annual Conference
- SAMSHA Trauma Informed Care Webinar
- United Way Women's Leadership Initiative Orientation
- CAAN-DUU Monthly Meeting
- Smart Beginnings Meeting
- CSA Policy & Management Team
- Community Criminal Justice Board

➤ **Diversion Program Participation**

• **Parenting**

0 families began "Parenting Your Teen"

• **Community Service**

10 youth completed 34 hours of Community Service Learning.

• **Shoplifting Diversion**

20 youth and a parent attended the Shoplifting Diversion Program

• **Anger Management**

6 youth completed Anger Management Classes

• **Substance Abuse Education**

24 youth participated in Substance Abuse Education

Attended Community Gang Awareness Forum at Hopewell High School

Volunteered to Cheer at Special Olympics Bowling.

Attended CARES "Celebrating 30 Years of Service" Celebration.

Presented Alcohol Awareness Program to 190 CHMS 8th graders.

XI. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2013	72	\$18,515.58	1	\$ 73.17
2012	78	\$29,109.91	5	\$ 615.97

All repairs are normal maintenance issues. The Crime Scene Trailer has been lettered and a new street crime unit has been put in service.

The sublet repair was tire repairs on the Quint.