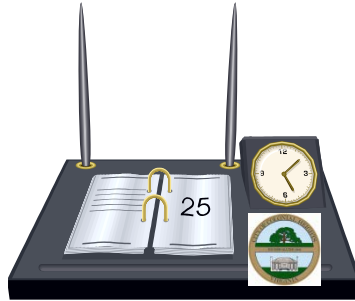


CITY MANAGER'S REPORT TO CITY COUNCIL JULY 2014



I. PUBLIC WORKS & ENGINEERING: ENGINEERING AND DEVELOPMENT

Transportation Capital Projects

- ***Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434) –Urban and CMAQ Programs*** – Construction and installation of water main and storm sewer infrastructure on north side of Dupuy Avenue between Battery Place and Boulevard. Construction of improvements along Dupuy Avenue to be completed by September 2014.
- ***Safe Routes to Schools- Phase 2 (2012), UPC 102836***– Environmental documents received and submitted to VDOT for approval. Design drawings are 90% complete. Construction planned for fall 2014.
- ***Temple Avenue & Dimmock Parkway Left Turn Lane, UPC 97691 (CMAQ Program)*** – Shoosmith Construction has been awarded the contract for this Construction. Due to the volume of traffic on Temple Avenue, construction of this project will occur during night time hours. Shoosmith will be issued Notice to Proceed upon receipt and review of submittals. Construction completion to be end of September 2014.
- ***Temple Avenue & Conduit Road Right Turn Lane, UPC 98882 (CMAQ Program)*** – City is awaiting authorization to advertise for construction from VDOT. Completion of construction planned for late 2014.
- ***Dupuy Avenue Modernization, UPC 101287*** – Basic Administrative Reports (BARs) for right of way acquisition have been submitted and approved. Deeds of Easement are being prepared by the City Attorney's office. Once complete, offer letters will be extended to property owners.
- ***Lakeview Avenue Modernization, UPC 101288*** –City is awaiting R/W Authorization from VDOT.
- ***Government Center Enhancement Project (Phase II – James Avenue to A Avenue) UPC 78222*** – City preparing bid package for solicitation. Advertisement of construction bids anticipated in fall 2014.
- ***White Sands Court Pavement Construction (UPC 104508)*** – Construction advertisement expected August 2014. Construction completion planned for fall 2014.
- ***Temple Avenue Signal Coordination (UPC 98883) (CMAQ Program)*** – Project includes coordination of traffic signals along Temple Avenue. Signals include (Temple & Boulevard; Temple & Hamilton; Temple & Conduit; Temple & Southpark; and Temple & Charles Dimmock). VDOT has approved award of Preliminary Engineering to City's on-call transportation consultant, Bowman Consulting.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Utilities Capital Projects

- **Boulevard Water and Sewer Replacement** – Installation of new water line and sewer line occurring with construction of Boulevard project. Project also includes installation of additional water valves in order to provide better isolation of water lines in the future.
- **Lakeview Avenue Water and Sewer Replacement** – Design in process.
- **Dupuy Avenue Water and Sewer Replacement** – Design in process.
- **Bruce Avenue Storm Drainage Phase III and Phase IV** –Design in process. Project includes storm drainage, water and sewer line repair and installation, and pavement. Advertisement for construction expected September 2014. Construction completion expected winter 2014.
- **Annual Pavement Resurfacing/Preservation** – Construction complete. Contractor issued punch list.

Plan Reviews

- Received three (3) plans of development for review. (Steak-N-Shake, Riverview @MLK Petroff project)
- **Redevelopment of 401 Temple Avenue (Kroger)** –Kroger team will be submitting Preliminary Site Plan of Development by August 6 to be included on September 2014 Planning Commission Agenda.

Right-of-Way Permits

- Issued eight (8) permits and closed out zero (0) permits.

OPERATIONS AND MAINTENANCE

Traffic Operations

- Replaced/maintained signals, signs, markings and street lighting –72 locations.
- Performed preventative maintenance - 4 locations.

Vegetation

- Removed litter from (08) locations, responded to (02) litter miscellaneous/dead animal requests.
- Cut and trimmed grass at (60) locations and sprayed for high grass/weeds at (16) locations
- Trimmed tree/bushes limbs at (07) locations and responded to (02) miscellaneous tree request.
- Removed storm damage from (07) locations.
- Congratulations to Brandon Owen on his promotion to Public Works Street Foreman.

Recycling Center

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

Storm Water and Drainage

- Cleaned (55) catch basins, (08) ditches, (02) curb and gutters, (02) outfalls and responded to (06) miscellaneous drainage requests.
- Inspected and placed on yearly drainage structure inventory (34) outfalls.
- Repaired a storm sewer pipe at (03) locations.
- Repaired tripped hazards on top of drainage structure in sidewalk at 120 W. Westover Ave.
- Patched cracks in sidewalk at the corner of Hamilton and Westover Avenues.
- Concrete Crew repaired/replaced (38) feet of sidewalk at (06) locations, (32) feet of Curb and Gutter at (02) locations, 11'x4'x7" driveway entrance at (01) location, (9.5) feet of gutter pan at (01) location and responded to (01) concrete miscellaneous request.
- Street sweeper collected (2.5) cubic yards of debris from (03) locations.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Transportation

- Placed Asphalt in (30) potholes, (04) driveways, (07) utility cuts, (04) storm sewers, (02) gutter pans, (11) low area and responded to miscellaneous asphalt request at (04) locations.
- Placed gravel in Alley at (01) location, utility cuts at (01) location, sinkholes at (03) locations and on shoulder of street at (02) locations.
- Cleaned and preformed preventive maintenance on small equipment, vehicles, backhoes and dump trucks.
- Removed (24) dump truck loads of construction materials from Public Works Complex.
- Assisted Police Department closing/opening the Boulevard due to flooding under railroad overpass and at Courthouse entrance after accident.
- Assisted Parks and Recreation mixing topsoil and sand.
- Removed trees down in street after storm at (02) locations.

Wastewater Utility

- Responded to (12) sewer backups, flushed sewer line at (03) locations, installed (02) cleanouts and responded to (05) sewer miscellaneous requests.
- Repaired sewer lateral at (02) locations.
- Camera sewer main line at (03) locations.
- Sprayed for sewer roaches at (04) locations.
- Responded to (02) alarms for pumps down after hours at Main Pump Station.
- Installed new pump # 1 at Conjurers Neck Pump Station.
- Continue monitoring all pump stations and methane pump daily.
- Cut and trimmed grass around Water Towers and Pump Stations.

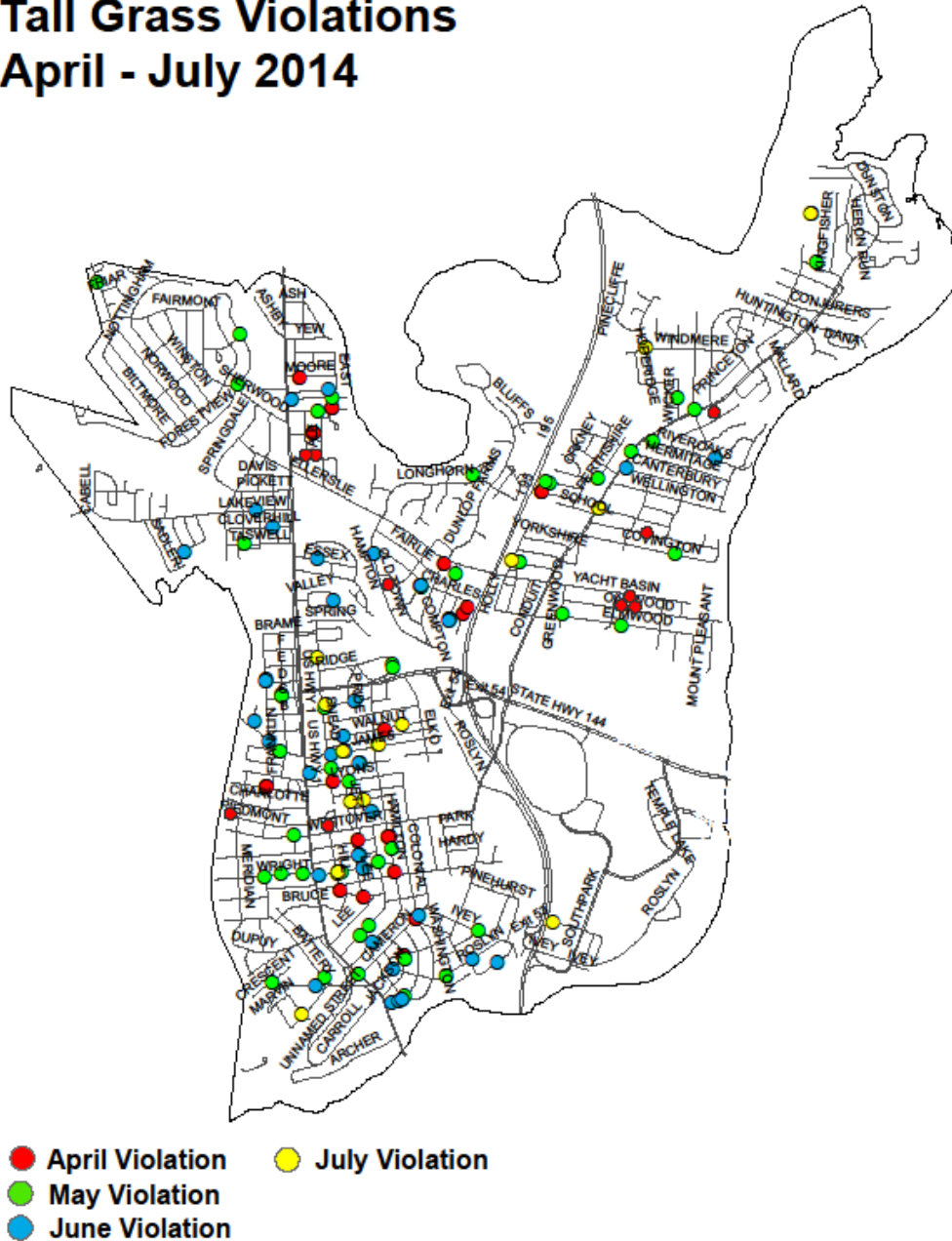
Water Utility

- Replaced (32) meters, (02) meter tops (02) setters, replaced (01) meter box, set (04) new meters and responded to (08) water miscellaneous requests.
- Repaired (02) water mains, (01) cutoff water valve and (01) meter leak.
- Cleaned (04) meter boxes and pulled (01) meter for Utility Billing.
- Turned service back on for non-payment after hours for (03) locations.
- Crew worked after hours turning water off for the Boulevard Project.
- Tested water at (01) location and flushed a hydrant for smell of high chlorine at (01) location per citizens request.
- Capped/disconnected (03) old water lines on Suffolk Avenue, Dupuy Avenue and Boulevard.
- Backflow/Cross Connection Technician conducted (23) surveys, (10) completed, (13) incomplete and assisted with locating water and sewer lines performed (08) hours.
- Collected weekly routine water samples, performed THM's, HAA's sent these to Appomattox River Water Authority's (ARWA) for testing.
- Performed bacterial sample and disinfected by products and sent these to Richmond lab for testing.
- Miss Utility locating required (252) man-hours.

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II. PLANNING DEPARTMENT (CONTINUED):

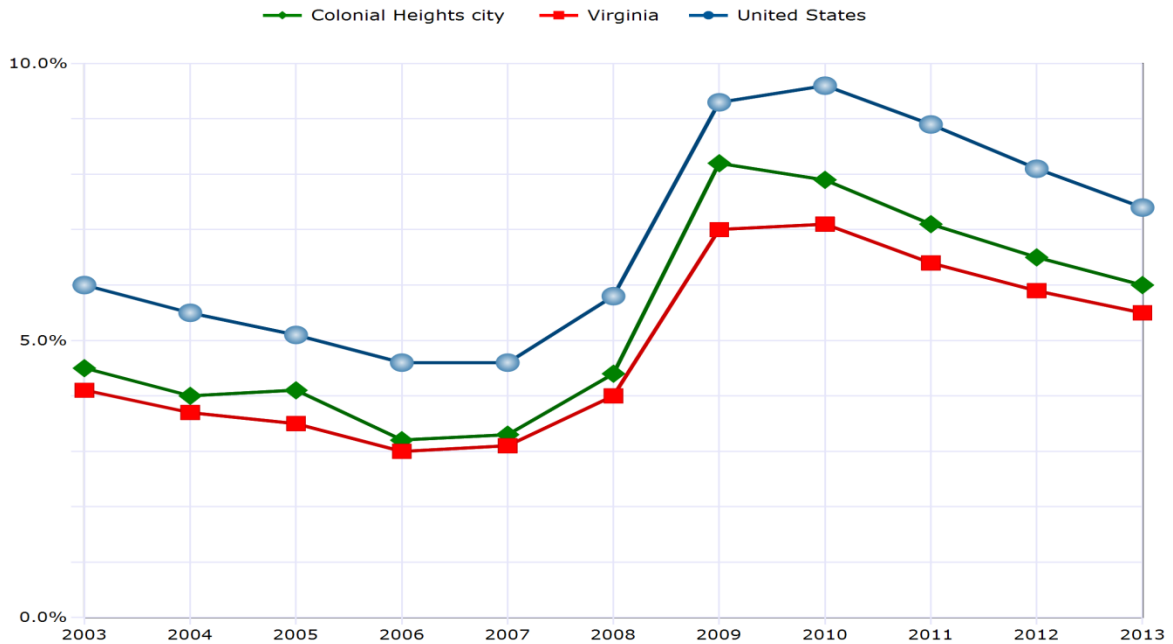
Tall Grass Violations April - July 2014



Tall Grass Report	2014					2013					2012				
	April	May	June	July	Total	April	May	June	July	Total	April	May	June	July	Total
Violations	33	50	42	17	142	24	179	78	259	580	93	66	41	52	263
Violations resolved	33	50	42	12	137	24	64	23	167	467	50	59	28	34	172
Contractor Grass Cut	0	6	3	3	12		13	10	18	41	no data				
Total Inspections	50	74	78	62	264	25	251	156	426	1075	143	108	91	98	454

III. ECONOMIC DEVELOPMENT DEPARTMENT:

☆ Unemployment Rate Comparison



	Colonial Heights city	Virginia	United States
Jun. 2013	6.9%	6.0%	7.8%
Jul. 2013	6.1%	5.8%	7.7%
Aug. 2013	5.7%	5.6%	7.3%
Sep. 2013	5.8%	5.4%	7.0%
Oct. 2013	5.9%	5.4%	7.0%
Nov. 2013	5.4%	5.0%	6.6%
Dec. 2013	5.3%	4.8%	6.5%
Jan. 2014	5.2%	5.3%	7.0%
Feb. 2014	5.4%	5.2%	7.0%
Mar. 2014	5.4%	5.3%	6.8%
Apr. 2014	5.0%	4.7%	5.9%
May 2014	5.8%	5.3%	6.1%
Jun. 2014	6.0%	5.4%	6.3%

☆ Prospect Activity

Direct Requests for Information: 4
 Sites/Bldgs. Submitted: 3

☆ Business Visits

Coyne Textile Services
 Roslyn Farm Corp.

III. ECONOMIC DEVELOPMENT DEPARTMENT (CONTINUED):



Business Development Activity Summary

Virginia's Gateway Region Board Report

June - July 2014 (May 24 – July 21)

New Project Sources

Source	April-May '14	June-July '14	2014 YTD
Direct	3	5	12
VEDP	5	6	15
Total:	8	11	27

Property Activity

Activity	April-May '14	June-July '14	2014 YTD
Property Submits	16	45	96
Site Visits	2	4	7

New Project Sources

Outreach Activities	April-May '14	June-July '14	2014 YTD
Marketing Missions	1	3	8
Tradeshows	1	1	3
Consultants & Corporate Appointments	88	62	275

IV. POLICE DEPARTMENT:

- ✓ Our officers responded to 3,905 calls for service during the month of July, 2014. During the same month last year, we responded to 3,703 calls for service—a 6% increase. We had no reported robberies this month, and none were reported in July of 2013—no change. There were three (3) reported aggravated assaults this July, while two (2) were reported during the month of July, 2013—a 50% increase. We had six (6) reported burglaries in July, 2014, compared with four (4) reported during the month of July, 2013—a 50% increase. There were 100 Part I, or serious, crimes reported to the Colonial Heights Police Department in July, 2014. Seventy-seven (77) of those, or 65%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.
- ✓ The month of July was a welcomed change in that its calm brought an opportunity to catch up with all the work that the first six months of the year brought us. Many of our personnel were able to take much needed vacation time with their families. Our SRO's readily filled in where they were needed, which was a benefit to both patrol and our administration.
- ✓ This past month, we really focused on offering our Neighborhood Watch Program to the many residents who have expressed an interest in getting involved in their community. We attended several start-up meetings in various neighborhoods and have hopes of formalizing several groups in the near future to work with us in keeping their neighborhood safer. Our 4th of July celebration was uneventful and enjoyed by many residents and visitors to the City. We continued our community efforts by participating in Special Olympics fund raisers and hosted "Cover the Cruiser" at CiCi's Pizza, where a total of \$1,180.00 was raised for Special Olympics.

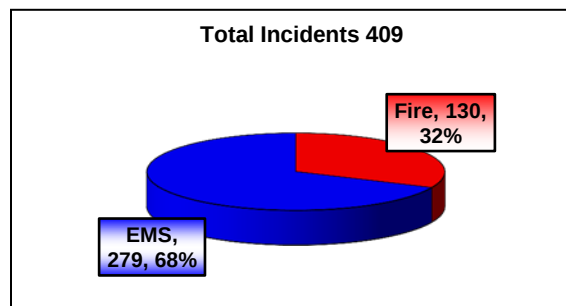
IV. POLICE DEPARTMENT (CONTINUED):

- ✓ Our **Operations Bureau**, commanded by Capt. Keith Early, reports steady work from both Uniform Patrol and the Special Operations Unit.
 - We have made some personnel changes within Patrol. Beginning September 1st, Lt. Bill Anspach will command “C” Squad during the evening shift, and Lt. Dann Ferguson will assume command of our Special Operations Unit. This reassignment will allow Lt. Tom Kifer to command “B” Squad, which is a daylight shift.
 - We also are preparing for our new School Resource Officer and are pleased to announce that Officer Andy Barnhouse will be assigned to Lakeview Elementary, while Career Officer Renee Walters will be assigned to North Elementary. These moves leave a vacancy in Special Operations, as well as an opening within Patrol that we are in the process of filling.
 - We are proud to report that Officer Kyle Sexton recently was married. After their honeymoon in Cancun, Mexico, they made their home here in the City of Colonial Heights.
 - We engaged in two vehicle pursuits during the month of July. Supervisors utilized good judgment and terminated the first pursuit for safety issues. The other resulted in a foot pursuit and arrest.
 - Our personnel were overwhelmed with traffic-related issues from the overturned gas tanker truck that crashed just north of the city limits on I-95. All available personnel, including those in Administration and Investigations, assisted with the increased calls and traffic on the Boulevard.
 - Our Animal Control staff continues to do an exceptional job in finding homes for pets by working with a variety of rescue groups. Those relationships not only help our animals, but also the families looking for the right pet for their home.
 - Our Auxiliary and Sentinel volunteers contributed 130 hours of service during the month of July, 2014. The majority came from the July 4th fireworks and “Jaxon’s Glow Walk”, the fundraiser benefiting research in Coats’ Disease.
- ✓ Our Special Operations Unit, led by Lt. William Anspach, continued a very active month. The unit initiated 34 new cases and conducted several narcotics buys at various locations in the City. They also issued 33 traffic summonses, obtained 20 felony warrants, 29 misdemeanor warrants and served 10 outstanding warrants. Overall, the unit made 27 narcotics-related arrests and four (4) for weapon violations. Their efforts are significant in our endeavors to keep our community safe.
- ✓ The **Law Enforcement Services Bureau**, commanded by Capt. Wayne Newsome, reported his division as also being very active at the office and in the community. Highlights from their reported activities are as follows:
 - Master Officer Sophie Benkendorf coordinated the Special Olympics “Cover the Cruiser” event at Cici’s Pizza and raised \$1,180.00
 - Master Officer Sophie Benkendorf also coordinated a start-up/interest meeting for Neighborhood Watch programs throughout the City.
 - Sergeant Rob Ruxer is to be commended for his grant writing efforts, as we are now in the process of having our second officer in an elementary school. In speaking with state grant representatives, it was learned that they use our application as an example for others to follow. Kudos to Sgt. Ruxer!

IV. POLICE DEPARTMENT (CONTINUED):

- Active grants: 2014 DMV Highway Safety Grant and DCJS L.L.E.B.G. (Local Law Enforcement Block Grant) Grant, as well as the two DCJS School Resource Officer grants at Lakeview and North Elementary.
- ✓ Our **Investigations Division** has been busy during the month. Our detectives were assigned 16 new cases for the month, with 12 of those investigations being cleared. Twenty six (26) concealed weapon permits were also processed, as well as one precious metals permit and two massage therapist permits. Some of the cases include a sexual assault that occurred three years ago; a burglary and arson to Wamsley's Service Station; credit card fraud; child neglect; child pornography; grand larceny of cash from a residence; an armed robbery that resulted in an arrest for a false police report; and counterfeit currency being passed at various businesses in the mall area. Both investigators and patrol personnel continue to work well together in solving cases.
- ✓ Overall, we made 365 arrests for the month, including 88 felonies and 272 misdemeanors; worked 82 crashes; wrote 534 traffic citations; executed 1,188 traffic stops; affected 13 DUI arrests and 40 drug arrests; and issued 58 parking citations.
- ✓ **Career Officer A. Renee Walters** and **Sr. Officer J. Stacey Whitt** were selected as our **Employees of the Month** for June, 2014. On June 24th, C.O. Walters and S.O. Whitt had just viewed a video of the suspect vehicle involved in the armed robbery and shooting that took place earlier that morning in Sherwood Hills. While patrolling in an unmarked vehicle, they observed the suspect vehicle traveling on Westover Avenue. They immediately requested additional units to respond. When they activated their emergency equipment, the suspect vehicle refused to stop, resulting in a short pursuit, with the suspect vehicle crashing. All four occupants fled on foot and several foot pursuits ensued. One hour later, all four individuals were in custody. These arrests cleared two armed robberies and shootings in Colonial Heights, as well as like crimes in surrounding jurisdictions. There is no doubt that both C.O. Walters and S.O. Whitt are contributing significantly to the department's mission of protecting the life, individual liberty and property of the citizens of Colonial Heights and are most deserving of this award.

V. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 130

(Total Fire Loss \$10,350):

Total Patients transported: 270

(Total EMS incidents 279)

Fire units arrived on scene in less than 9 minutes on 95.6% of emergency incidents.

(average response time 5:35 minutes)

EMS units arrived on scene in less than 9 minutes on 97.6% of emergency incidents.

(average response time 5:15 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous Situations</u>		<u>Service calls and false calls</u>	
Building Fire	2	Electrical Problem	1	Good Intent Calls	41
Brush/Trash/Dumpster Fire	6	Power Line Down	5	Public Service	38
Fire, Other	1	Gas or Chemical leak/spill	1	Alarm Activation (no fire)	17
Passenger vehicle Fire	5	Flammable liquid spill	2	Child Seat Installation	6
		Carbon monoxide incident	2	Smoke detector installation	3

V. FIRE DEPARTMENT (CONTINUED):

M/A to Chesterfield Fire	2	M/A received from Fort Lee Fire	2
M/A First Responder Chesterfield EMS	7	M/A received from Petersburg Fire	1
M/A to Petersburg Fire	1	M/A received from Med-Flight-1	1

EMS Division (number of patients treated)

Abdominal Pain	12	Diabetic Hypoglycemia	6	Poisoning/Drug Ingestion	3
Airway Obstruction	4	Epistaxis (Non-Traumatic)	1	Respiratory Distress	19
Allergic Reaction	1	Fever/Hyperthermia	2	Seizure	5
Altered Mental Status	7	G.I. Bleed	2	Sepsis	1
Asthma	2	General Malaise	3	Sexual Assault/Rape	1
Back Pain	3	Headache	6	Stings/Venomous Bites	1
Behavioral/Psychiatric	9	Heat Exhaustion/Stroke	2	Stroke/CVA	5
Cardiac Arrest	2	Hypotension	1	Syncopal/Fainting	8
Cardiac Rhythm Disturbance	8	Nausea/Vomiting	6	Traumatic Injury	36
Chest Pain/Discomfort	22	OB/Gyn Unspecified/Other	1	Unconscious	4
Congestive Heart Failure	3	OB/Pregnancy Delivery	1	Weakness	10
COPD	2	Obvious Death	1	Other	43
Diabetic Hyperglycemia	1	Pain	26		

M/A to Dinwiddie EMS	1	No M/A received during month of July
M/A to Petersburg EMS	1	
M/A to Chesterfield EMS	1	
M/A to Fort Lee	1	

EMS Transports (by facility)

Southside Regional Medical Center	166	77.57%
John Randolph Medical Center	23	10.75%
CJW Medical Center –Chippendale Campus	11	5.14%
VCU Health Systems	8	3.74%
St. Francis Medical Center	4	1.87%
St. Mary's Hospital Richmond	2	0.93%
Total:	270	100%

VI. FINANCE DEPARTMENT:

Finance - Checks processed: 1,166

5 alarm citations were processed during July.

Purchasing - 474 total purchase orders completed with 385 being processed by the purchasing and 89 departmental purchases being reviewed as compared to 447 being completed for the same period in 2013. In addition 194 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 - Completed
- Invitation # 14-030502-1024 – Annual “on call” services for geotechnical, environmental engineering & construction support services - Completed
- Invitation # 14-062502-1027 – Temple Avenue & Charles Dimmock Parkway. Sealed bid issued May 30th & received June 25th. VDOT approval received.
- Invitation #14-060502-1026 – Annual Fertilization & Weed Control Contract – Sealed Bid issued May 20th with bids due July 2nd. - Completed
- Invitation #14-070203-1028 – Bulk Sodium Chloride Contract – Sealed Bid issued June 17th with bids due July 2nd. Two vendors put under contract – Completed

VI. FINANCE DEPARTMENT (CONTINUED):

- Invitation #14-070203-1029 – Financial Advisory Services - Sealed Bid issued July 16th with bids due Aug 1st.

Other Purchasing Activity:

- Issued PO for historical plans for Phases III & IV of Appomattox River Trail Project.
- Issued PO for demolition of City owned house on Chesterfield Avenue.

Risk Activity:

- One minor contact was made by City vehicle while working accident on I-95.
- Two minor claims of rocks thrown from mower & weed eater.
- City vehicle Oil/Power fluid spill in neighboring private parking lot during large fire at northern end of the City.
- Tree Branch fell at courthouse damaging employee's vehicle.

Utility Billing:

Bi-monthly Utility Bills Sent – 3,795

Delinquent Notices Sent – 675 or 18.6% with 177 cut off for nonpayment.

Set off debt collected for June - \$66.88.

VII. HUMAN RESOURCES DEPARTMENT:

Advertisements

Department

Public Works Department
Office on Youth
Sheriff's Office

Position

Streets Heavy Equipment Operator (Promotional Opportunity)
Site Supervisor (Part-time)
Deputy Sheriff (Part-time)

Applications & Testing

<u>Position</u>	<u>Total Applications Received</u>	<u>Total Hits on Job Announcement Page</u>
Streets Heavy Equipment Operator	6	161
Site Supervisor	21	317
Deputy Sheriff (Part-time)	99	609

Training

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

Miscellaneous

- ☆ Optima Health, the City's new Employee Assistance Program vendor, will conduct group meetings for employees and supervisors throughout September and October to provide information about program services.
- ☆ Attended the quarterly meeting of the International Personnel Management Association (IPMA-VA) Virginia Chapter board meeting on August 25, 2014.

Worker's Compensation

- ☆ The following workers' compensation reports were filed during the month of July 2014:

<u>Date</u>	<u>Department</u>	<u>Description of Injury</u>
07-07-14	Recreation	Twisted right ankle on curb during summer program.
07-18-14	Recreation	Left knee pain during summer program fieldtrip.

VIII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City's website, www.colonialheightsva.gov, had 70,431 page views in the month of July.

Top fifteen sites visited after home page: 1. Library 2. Real Estate Records Search 3. City Employees Login 4. Recreation & Parks 5. City Departments 6. Animal Shelter 7. Police 8. Sports & Athletics 9. Records & Property Tax Maps 10. Recreation Programs 11. Yard Sales 12. Clerk of Circuit Court 13. City Maps 14. Real Estate Assessments 15. Fire & EMS	Top five countries after U.S.:  India  Philippines  Brazil  Canada  Germany Top five regions after Virginia:  Maryland  North Carolina  District of Columbia  Ohio  Florida
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- ☆ Citizens submitted and city staff processed 369 service requests and questions through the "Let Us Know" module during the month of July. The City of Colonial Heights' Facebook Page now has 3,389 fans and the City's Twitter account has 357 followers.
- ☆ Proactive Information Management completed 63 hours of IT service and maintenance for City departments this month.
- ☆ The GIS Committee met in July and requests for quotes have been processed for the GIS server hardware.
- ☆ The new 911 switch project was completed as well as the conversion of Communications' admin phone lines. In addition, the fax line installations for City Hall and the Public Safety building were completed in July.

IX. LIBRARY:

- ☆ The library staff circulated 20,802 titles in July. This figure includes 405 eBooks and 311 titles circulated on Kindles.
- ☆ The public computer center was used 2,036 times, while the iPad center was used by 238 residents.
- ☆ 238 children participated in the Summer Reading program, and read 2,534 books in six weeks.
- ☆ The library's meeting rooms were used by 106 groups.
- ☆ 255 residents registered for new library cards, and an average of 679 residents used the library each day.

X. RECREATION & PARKS DEPARTMENT:

Recreation Division

In July the Recreation Division continued to hold their Summer Camp programs to include the Playground Program, Summer Tots and Tuesday Teens. Our 9 youth baseball and softball All-star teams competed in local tournaments in the area, including our 11-12 year old team qualifying for the Dixie Youth World Series to take place starting August 8 in Lexington, South Carolina. The community has rallied behind the team and has raised substantial funds to help the families travel for this once in a lifetime experience. Our annual youth sports camps all took place in the month of July and were well attended. Adult Softball Leagues completed their regular seasons in July and will complete their tournaments the first week in August. Youth Football and Cheerleading registration was completed in July and practices will start the first week in August as well. Staff worked on putting the Fall City Focus edition and it will be finalized and released around the middle of August.

Athletics	<u>2014</u>	<u>2013</u>
Adult Softball	29 teams	31 teams
Youth Football Registration	73	102
Youth Cheerleading Registration	71	60
Tennis Lessons	28	44
Basketball Camp	31	38
Girls Basketball Camp	28	42
Volleyball Camp	25	17
Cheerleading Camp	33	21
Football Camp	13	17
Activities/Programs	<u>2014</u>	<u>2013</u>
Summer Tots	24	21
Summer Playground	136	159
Tuesday Teens	24	39
Karate	11	8
Zumba	7	23
Belly Dancing	3	3
Drawing Class	6	4
Cardio Fusion	7	15
Facility Usage	<u>2014</u>	<u>2013</u>
Community Room Attendance	895	1,207
Community Room Reservations	25	28
Pavilion Attendance	2,640	1,360
Pavilion Reservations	35	28
Field Attendance	7,054	3,000
Field Rentals	98	41
Teen Center Attendance-CHHS Students	116	148
Teen Center Attendance-CHMS Students	435	244



Parks-Horticulture-Buildings & Grounds

- Removed pitcher's mound in Shepherd Stadium and built pitcher's mound used for BIB tournament.
- Installed temporary fence used for BIB tournament.
- Edged infields on Shepherd Stadium for BIB tournament.
- Power washed Shepherd Stadium stands for BIB tournament.
- Built forms for disc golf tee pads and poured concrete at White Bank Park.
- Painted soccer complex sign.
- Mowed ball fields, parks playgrounds and city buildings.
- Installed exhaust fan in evidence room in Public Safety building.
- Installed portable AC in data room at Public Safety building.
- Repaired broken flag pole rope at City Hall.
- Replaced dog flaps at Animal Shelter.
- Weeded beds at all sites as needed.
- Cleaned day lilies out of mulch beds at sites.
- Trimmed black-eyed Susie's at sites.
- Mulched sites as needed.
- Trimmed trees and shrubs as needed at sites.
- Planted annuals at sites.
- Cut back Hollies at Public Safety.
- Trimmed suckers of crepe myrtles at sites.
- Trimmed azaleas and boxwoods at Senior Center.

Violet Bank Museum

	<u>2013</u>	<u>2014</u>
Attendance	306	351

- Regular attendance 171 - Headquarters Days 180
- Headquarters Days , collections and regular duties

X. RECREATION & PARKS DEPARTMENT (CONTINUED):

AGENCY ON AGING

Activities	2014	2013
Advisory Board Meeting	12	n/a
Bingo in Center	72	102
Bowling	260	240
Bridge Party	88	84
Bridge Tournament	144	124
Golfers at Prince George	600	600
Senior Club Meeting	78	52
Senior Citizen Dance	128	124
Sing A-Long	52	32
Sing A-Long-CH Health Center	14	12
Table Games	n/a	14
Awareness/Education		
TRIAD	42	15
Resource Message	n/a	45
Wellness Workshop	32	65
Classes		
Crochet & Knitting	66	76
Painting Class Dorophy Dent Pattern	8	n/a
Painting Bob Ross Video	8	n/a
Painting Class Kay Tirpak	n/a	16
Painting Class Gems by James	18	0
Painters Group	36	28
Sewing Classes	28	26
Splash of Color	16	18
Tap Class Intermediate	69	66
Tap Class Advance	98	95
Quilting Class Block of the Month	28	48

Classes	2014	2013
Quilts for Vets	14	n/a
Watercolor open class	12	n/a
Watercolor (Faye Henderson Class)	60	36
Fitness		
Cardio Bump	n/a	210
Strength Training Class (Strenght & Stretch)	160	188
Sit Down Exercises (Sit & Lets Get Fit)	332	372
Floor Exercises	n/a	24
Yoga	82	98
Zoomer Boomer (Muscles in Motion)	183	336
Tai Chi	38	36
Walking	7	n/a
Cornhole	4	n/a
Trips		
Continental Concert	n/a	12
Hopewell Mini-Trip	12	n/a
Quilters Trip	n/a	13
Riverside Theater	n/a	13
TOTAL	2801	3182

Meals	2014	2013
Home Del Meals	12	16
Site Meals	145	144
Total	157	160
Transportation		
Total Passengers	57	84
Total Trips	486	516
Total Miles	3031	3268
Wheelchairs	28	69
Volunteer Hours	23	8.5
Donations	\$240	\$310

XI. OFFICE ON YOUTH & HUMAN SERVICES:

➤ Youth Advisory Council Activities

- No July YAC Meeting
- 3 YAC Members and Advisor Shopped for Material for CARES No-Sew Fleece Blankets
- 7 YAC Members, 4 Swift Creek Woman's Club Members Assembled No-Sew Fleece Blankets
- 4 YAC Members and Advisor Provided Lunch to a Tri-Cities Work Camp Crew for a Week
- 11 YAC Members and Advisor Hosted LemonAid Stand for the Children's Miracle Network
- 2 YAC Officers and Advisor Met to Plan for Monthly Meeting

➤ Youth Service Commission

- Did not meet in July.

➤ Kids' After School Program

- Special activities to maintain summer connection with KAP participants included trips to Maymont Park, Pocahontas Park, White Bank Park, and hosting a lemonade stand for Children's Miracle Network.

➤ Substance Abuse Prevention Activities

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

➤ Ongoing Monthly Meeting/Trainings

- Workforce Development/POWER Planning Meetings
- Mental Health First Aid
- Smart Beginnings
- CCoVA Board meeting
- Community Policy & Management Team
- PULP Task Force

➤ Diversion Program Participation

• Community Service

6 youth completed 113 hours of Service Learning.

• Shoplifting Diversion

17 youth and a parent attended the Shoplifting Diversion Program

• Case Management

3 youth and families began Case Management Services

Four CHHS CADRE Teens and CADRE Advisor Attended YADAPP Conference

Three Teens Returned as Youth Leaders, One Teen Served as Junior Staff at YADAPP

Visited YADAPP Conference as Alumni for 30th Anniversary Celebration

Met with Pocahontas Park Staff and CARP Director to Plan for Youth Service Corps

5 Teens and 1 Supervisor Began Youth Service Corps Program at Pocahontas State Park

Attended Kiwanis Luncheon Meetings

Three Teen Completed 18 Hours of Community Service

XII. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2014	80	\$32,039.69	10	\$1,209.60
2013	88	\$17,992.94	5	\$ 515.85

XII. FLEET MAINTENANCE:

Sublet repairs consist of:

Alignments	\$189.95
Glass Replacement	\$294.65
Seat Repair	\$660.00
Misc. – welding	\$65.00