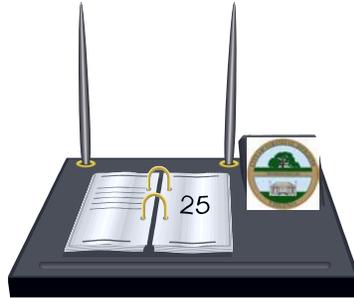


CITY MANAGER'S REPORT TO CITY COUNCIL MAY 2012



I. PUBLIC WORKS & ENGINEERING:

ENGINEERING AND DEVELOPMENT

Buildings and Facilities Capital Projects

- ***New Courts Facility*** - One hundred percent (100%) design drawings have been approved and printed. Civil/Site work in progress. Construction of building pad/footprint has been completed. Construction of foundations and footings to begin week of June 11th. Structural steel erection to begin July 2012 with completion by August 31, 2012. Kenbridge is in process of soliciting bids for the remaining subcontracts (plumbing, electrical, etc.). City is beginning procurement process for FF&E.

Transportation Capital Projects

- ***Right Turn Lane on Southpark Boulevard at Dimmock Parkway, UPC 97692*** – Construction complete. Warranty period began May 2012.
- ***Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434*** –Urban and CMAQ Programs – Design and right of way acquisition in process. City is currently awaiting 100% design drawings from Lochner. City has filed condemnation certificates on 4 of 5 parcels where right of way has not been acquired. City is engaged in negotiations for total acquisition of 1 parcel. Construction start anticipated Fall 2012.
- ***Demolition of 600 & 602 Boulevard (as part of Boulevard/Dupuy Widening Project)*** – Construction complete.
- ***Safe Routes to Schools- Phase 1 and 2, UPC 87317 and 93211***– Construction complete. Colonial Heights approved for another phase. Design start anticipated Summer 2012. Construction start Fall 2013.
- ***Temple Avenue Signal Coordination, UPC 98883 (CMAQ program)*** – Intergovernmental agreement in process. Design start anticipated Fall 2012.
- ***Temple Avenue & Dimmock Parkway Left Turn Lane, UPC 97691 (CMAQ Program)*** – Design in process.
- ***Temple Avenue & Conduit Road Right Turn Lane, UPC 98882 (CMAQ Program)*** – Design in process.
- ***Dupuy Avenue Modernization, UPC 101287*** – Design and Right of Way acquisition in process.
- ***Lakeview Avenue Modernization, UPC 101288*** – Design and Right of Way acquisition in process.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Utilities Capital Projects

- **Hrouda Pump Station Upgrades** – On hold.
- **Boulevard Water and Sewer Replacement** – Design in process along with Boulevard Modernization project.
- **Lakeview Avenue Water and Sewer Replacement** – Design in process along with Lakeview Avenue Modernization project.
- **Dupuy Avenue Water and Sewer Replacement** – Design in process along with Dupuy Modernization project.
- **Franklin Avenue Sewer Replacement** - In-house design for approximately 450 linear feet of 8-inch sewer in process.

Plan Reviews

- Received sixteen (16) plans and reviewed sixteen (16) plans.

Right-of-Way Permits

- Issued six (6) permits and closed out three (3) permits.

OPERATIONS AND MAINTENANCE

Traffic Operations

- Replaced/maintained signals, signs, markings and street lighting - 59 locations.
- Performed preventative maintenance – 4 locations.

Vegetation

- Removed litter from (20) locations, and responded to (04) litter miscellaneous/dead animal requests.
- Trimmed tree limbs from (13) location, removed tree in street from (01) location, removed storm debris from (2) locations and responded to (03) tree miscellaneous request.
- Cut and trimmed grass at (99) locations and sprayed weed killer at (16) locations and responded to (01) grass miscellaneous request.
- Placed gravel in potholes in alley behind Roslyn Avenue.
- City contractor removed, grinded stumps and trimmed limbs at (09) locations.

Recycling Center

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

Storm Water and Drainage

- Cleaned (20) catch basins, (17) drainage ditches, (04) drainage pipes, and responded to (04) miscellaneous drainage request.
- Repaired (02) storm sewers, and (02) catch basins.
- Checked Swift Creek and Appomattox River Outfalls.
- Placed topsoil/seed at (03) locations and gravel in sinkholes at (02) locations.
- Sweeper swept (64) locations collecting (94) cubic yards of debris.
- Concrete Crew repaired/replaced (99) feet of Curb and Gutter at (06) locations and (47) feet of sidewalks at (05) locations and responded to (01) miscellaneous concrete request.
- Continued cutting beaver dams that are blocking water flow off Wakefield Avenue.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Transportation

- Placed asphalt in (13) potholes, (06) utility cuts, (01) new curb and gutters, (03) driveways, (06) low area, around a catch basin and responded to (05) asphalt miscellaneous request.
- Hauled (02) dump truck loads of stone from Public Works Complex, placed in front of dry hydrant for the Fire Department and moved rip rap stone to side of boat ramp at Roslyn Landing Park.
- Assisted Purchasing Department moving surplus items from City Offices to storage.

Wastewater Utility

- Responded to (07) sewer backups, flushed (10) main lines, installed (05) sewer cleanouts, flushed drains at the animal shelter, (02) laterals, replaced (01) cleanout top and responded to (04) miscellaneous requests.
- Performed video inspection of sewer main line at (03) locations.
- Performed video inspection of storm sewer line on Kennon Point Drive for the Stormwater Division.
- Sprayed for sewer roaches at (01) location.
- Removed debris from pumps and replaced flood lights at Main Pump Station.
- Cut grass around pump stations and water towers.
- Placed stone in a utility cut at (01) location and a sinkhole at (01) location.
- Placed topsoil around cleanouts at (03) locations.
- Continued checking all pump stations and methane pump daily.

Water Utility

- Replaced (11) and set (03) new meters, replaced (03) meter tops, cleaned (04) boxes, installed (05) meter setters, raised (01) meter box and responded to (02) meter leaks and to (04) miscellaneous water requests.
- Pulled a meter to be tested for Utility Billing.
- Backflow/Cross Connection Technician conducted (79) surveys, (55) completed, (24) incomplete and assisted with locating underground utilities performing (21) hours.
- Disconnected an old water line at Colonial and Lynchburg Avenue.
- Performed water pressure test at 708 Lakeview Avenue.
- Collected weekly routine water samples, performed THM's, HAA's sent to Appomattox River Water Authority's (ARWA) for testing.
- Miss Utility locating required (152) man-hours.

II. PLANNING & COMMUNITY DEVELOPMENT:

	Month	YTD
1. Fence Permits	3	14
2. New Sign Permits	7	35
• Navy Federal Credit Union – 1080 Temple Avenue		• Great Clips – 1058 Temple Avenue
• Battlefield Autobody – 118 Bruce Avenue		• AllState-456 Dimmock Pkwy. Ste. 3
• Big Bang Fireworks – 3626 Boulevard		• New Beginnings – 3233 Boulevard
• 1 st Choice Realty – 2306 Boulevard		

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

3. Neighborhood Revitalization –

2011 Emergency Home Repair Rehabilitation funding \$52,291
Repairs Completed #6 \$48,451

- 326 Battery Place – new roof, flooring, walls and ceiling repairs - \$7,860
- 161 Windsor Avenue - patch and paint roof, front door and flooring repair - \$7,980
- 315 Plumtree Avenue - new roof, replace front steps, add railings on front and back deck- \$7,310
- 138 Charlotte Avenue- rebuild back deck and add handicap ramp - \$7,870
- 403 Highland Avenue – bath accessibility and new fixtures - \$3,725
- 109 Brookhill Court – new roof, gutters paint and repair fascia - \$13,706
- 156 Roanoke Avenue – new roof and electrical work - \$3,840
- Repairs in the Works #0
- 2011 Applications being processed #0
- The 2011 Program Year is complete. In total, seven (7) grant recipients received an emergency home repair. Applications for the 2012 Program Year will be available June 1, 2012.

4. Zoning Property Maintenance

Property Maintenance			Zoning		
	Month	YTD		Month	YTD
Total Inspections	4	43	Total Inspections	2	28
Violations	2	25	Violations	2	25
Violations Resolved	2	19	Violations Resolved	1	15
House # Violations			Tall Grass		
	Month	YTD		Month	YTD
Total Inspections	0	8	Total Inspections	108	265
Violations	0	4	Violations	66	160
Violations Resolved	0	8	Violations Resolved	59	110
Inoperable Motor Vehicles			Building Code		
	Month	YTD		Month	YTD
Total Inspections	15	77	Total Inspections	15	77
Violations	13	63	Violations	13	63
Violations Resolved	5	38	Violations Resolved	5	38
Signs			Other		
	Month	YTD		Month	YTD
Total Inspections	4	49	Total Inspections	1	10
Violations	4	46	Violations	0	2
Violations Resolved	1	42	Violations Resolved	0	1

5. Building Inspections

	Month	YTD
New Construction Inspections	170	974
Permits for new Residents	1	1
Cost New Homes	\$140,000	\$140,000
Existing House & Maintenance Additions	4	35
Demolitions	1	2
Permits for Commercial	5	23
Cost for Commercial	\$777,760	\$2,598,092
Plumbing Permits Issued	10	61
Electrical Permits Issued	21	82
Mechanical Permits Issued	7	39
Swimming Pool Permits Issued	0	1
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	0	0
Court Cases	0	0

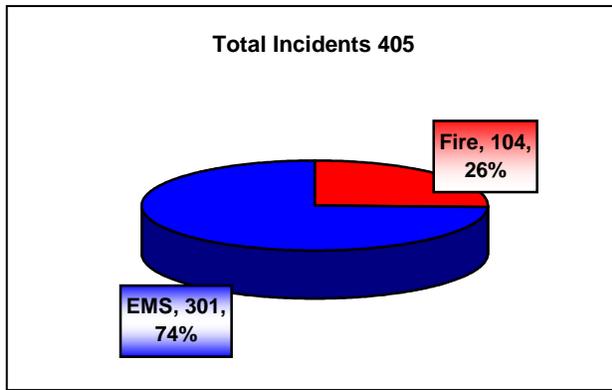
Rental Inspections

	Month	YTD
Total Units Registered	0	0
Total Units Inspected	0	31
Dwellings	0	11
Duplex	0	20
Apartments	0	0
First Inspection		
Passed	0	31
Failed	0	0
Second Inspection	0	0
Passed	0	2
Failed	0	0
Re-Inspection – Phase 1	6	94
Passed	6	30
Failed	0	64
Apartments		
No. of Units Certified	0	0

III. POLICE DEPARTMENT:

- ✓ Our officers responded to 4,111 calls for service during the month of May, 2012. During the same month last year, we responded to 4,428 calls for service—an 7% decrease. No robberies were reported this month; however, there was one reported in 2011—a 100% decrease. There were five (5) reported aggravated assaults this May, and two (2) reported during the month of May, 2012—a 60% increase. We responded to seven (7) burglaries in May, 2012, compared with a response to two (2) burglaries during the month of May, 2011— a 71% increase. There were 109 Part I, or serious, crimes reported to the Colonial Heights Police Department in May, 2012. Seventy-four (74) of those, or 68%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.
- ✓ This past month we saw an increase of 9% in our overall arrests—going from 315 in May of 2011 to 347 in 2012. Calls and arrests for larcenies and shoplifting decreased for the first time in several months.
- ✓ During the month, we successfully hosted the Police Memorial Breakfast at the Hopewell Moose Lodge. Fallen officers and their families from throughout several jurisdictions were honored. Although it was a sobering event, we were very proud to be responsible for the program this year.
- ✓ Our officers and volunteers have been extremely busy with many events during the month of May, including the *Ft. Clifton Festival*, *Memorial Day Parade*, the *Bikers against Child Abuse Ride* and the *Sickle Cell Motorcycle Charity Ride*. As for our personnel, we are pleased to welcome Officer Raul (Joey) Viera to our ranks. Officer Viera comes to us as a Spanish-speaking certified officer with a Bachelor's Degree from Liberty University. I feel that Officer Viera will be a great addition to our team of police officers.
- ✓ Our **Operations Bureau**, commanded by Captain Keith Early, reports that uniform Patrol had a very productive month of police work. Officers have been working extra hours due to a grant for the *Click It or Ticket* program that is sponsored by the Commonwealth of Virginia. Officers also participated in a traffic checkpoint where they checked approximately 500 vehicles; wrote 48 traffic summonses; made two (2) DUI arrests and one drug possession arrest; and arrested a fugitive from justice.
- ✓ Our **Law Enforcement Services Bureau**, commanded by Capt. Wayne Newsome, was responsible for many of the above mentioned events and was very busy as well. We participated in several fundraisers for Special Olympics and helped raise over \$2,500.00. We partnered with the school system and put out letters to all elementary school-aged children concerning the *Take 25* program that provides safety tips for children both at home and the internet. This program encourages parents and caretakers to take 25 minutes to discuss these tips with their children. Officers and Sentinels participated in a neighborhood cookout where we completed 14 child DNA kits for the parents. Virginia Accreditation continues, with our mock assessment still scheduled in the month of July.
- ✓ Our **Investigations Division** continues their efforts as usual. Lt. Bill Anspach, who has taken over supervisory duties while Sgt. Stephanie Early is out on maternity leave, is doing a wonderful job. He reported that there were 26 new cases which included burglaries, child neglect, death investigation, construction fraud, grand larceny, drug possession and several larcenies. The Dress Barn robbery of last month continues. A second person has been identified as being involved robbery charges have been brought against him. He also resides in the City of Richmond.
- ✓ Overall, we made 347 arrests for the month, to include 32 felonies and 114 misdemeanors; worked 86 crashes; wrote 941 traffic citations; gave 841 verbal warnings; affected 21 DUI arrests, 19 drug arrests and issued 32 parking citations.
- ✓ Our **Auxiliary Police** volunteered 293 hours during the month. Duties included the many events mentioned previously, bike patrols and traffic control, academy in-service and ride-alongs. **Sentinels** volunteered 57 hours of extra patrol service and traffic control at several motorcycle events for the month.

IV. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 104

Total Patients transported: 235

(Total EMS incidents 301)

Fire units arrived on scene in less than 9 minutes on 90% of emergency incidents. (average response time 6:23 minutes)

EMS units arrived on scene in less than 9 minutes on 90% of emergency incidents. (average response time 5:53 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous situations</u>		<u>Service calls and false calls</u>	
Building Fire	1	Electrical Problem	9	Good Intent Calls	32
Cooking Fire	4	Power Line Down	5	Public Service	27
Vehicle Fire	2	Chemical/gasoline Spill	3	Alarm Activation (no fire)	4
Rubbish Fire	1	Gas Leak	3	Child Seat Installation	6
Other fire	1	Other Hazardous Situation	3	Smoke detector installation	3
M/A EMS First Responder to Chesterfield	4	M/A received from Chesterfield Fire	1	M/A received from Fort Lee Fire	1

EMS Division (number of patients):

Abdominal Pain	19	Diabetic Hyperglycemia	2	No Apparent injury/illness	1
Allergic Reaction	1	Diabetic Hypoglycemia	2	Airway Obstruction	1
Altered Mental Status	7	Alcohol Abuse	0	Abdominal Aortic Aneurism	1
Asthma	3	Fever/Hyperthermia	4	Pain	7
Back pain	3	G.I. Bleeding	0	OB/GYN - unspecified	2
Behavioral/Psychiatric	5	General Malaise	2	Respiratory Distress	18
Bowel Obstruction	1	Diarrhea	1	Seizure	10
Cancer	1	Headache	4	Sting/Venomous Bites	0
Cardiac Arrest	1	Hypertension	1	Stroke/CVA	5
Cardiac Rhythm Disturbance	6	Hypotension	4	Syncope/Fainting	5
Chest Pain	16	Nausea/Vomiting	2	Traumatic Injury	42
Congestive Heart Failure	1	Near Syncope	0	Weakness	9
COPD	0	No Apparent injury/illness	1	Other	47
Dehydration	1	OB/GYN – unspecified	2		
M/A to Petersburg EMS	8	M/A to Hopewell EMS	2		
M/A to Fort Lee EMS	1	M/A received from Petersburg EMS	2		
M/A to Dinwiddie EMS	4	M/A received from Fort Lee EMS	3		
M/A to Prince George EMS	1				

EMS Transports (by facility)

Southside Regional Medical Center	179	76.17%
CJW Center – Chippenham Campus	18	7.66%
John Randolph Medical Center	16	6.81%
St. Francis Medical Center	4	1.70%
VCU Health Systems	7	2.98%
CJW Center – Johnston Willis Campus	5	2.13%
Henrico Doctor’s Hospital Forest Campus	2	0.85%
Saint Mary’s Hospital	2	0.85%
VAMC Richmond (McQuire)	2	0.85%
Total:	235	100%

V. FINANCE DEPARTMENT:

Finance - Checks processed: 1,200

One alarm citation was processed during May.

Purchasing - 224 total purchase orders completed with 155 being processed by the purchasing and 69 departmental purchases being reviewed as compared to 203 being completed for the same period in 2011. In addition, 131 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- **Invitation # 12-052402-1002 – Pavement Preservation.** Sealed bid issued on May 11, with bids due May 24. Work is expected to start in July, and completed by August 31, 2012.
- **Invitation # 12-053002-1003 – On Call Transportation Consultant.** Proposal was issued May 9, with proposals due May 30. Ten were received, and are presently being reviewed.

Other Purchasing Activity:

- Purchase Order was issued, for observation and testing/inspection services for construction courthouse
- Contract renewed for snow removal salt.
- Working with Fleet Department for disposal of used motor oil.
- Purchase Order issued for testing of ladders in Fire Department.
- Purchase Order issued for printing of trash/recycle collection pamphlets.

Risk Activity:

- Police vehicle, while responding, was hit at the intersection of Southpark boulevard and Temple Avenue. The police officer had to be cut out of the car, with the vehicle badly damaged; estimated to be \$8,000.

General Claim:

- A City resident filed claim for damage to his car windshield from foul ball.
- City resident A arrested by the Police Department filed a lawsuit against the City for rights violation.

Utility Billing:

Bi-monthly Utility Bills Sent – 3,769

Delinquent Notices Sent –672 or 18.6% with 131 cut offs for nonpayment.

Set-off debt collected in May \$1,468.61

VI. HUMAN RESOURCES DEPARTMENT:

Advertisements

(No position recruitments were held in May 2012)

Applications & Testing

(No applicant testing was held in May 2012)

Training

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

Miscellaneous

- ☆ The following employee orientation and exit interview sessions were held in May 2012:

Orientation

Raul Viera – Police Office

VII. HUMAN RESOURCES DEPARTMENT (CONTINUED):

Exit Interview

Dana Sanders – Tele-communicator

- ☆ The annual Employee Benefits Fair was held on May 4, 2012. The event provided employees with an opportunity to learn more about their benefit options and health/wellness opportunities.
- ☆ The annual Employee Picnic Luncheon was held on May 18, 2012 at White Bank Park as part of the employee recognition program

Worker’s Compensation

- The following workers’ compensation reports were filed during the month of May 2012:

<u>Date</u>	<u>Department</u>	<u>Description of Injury</u>
05/22/12	Police	Vehicle hit by another vehicle causing multiple contusions.
05/25/12	Communications	Rolled left ankle while stepping off stool.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City’s website, www.colonialheightsva.gov, had 77,660 page views in the month of May.

<p>Top five website modules accessed:</p> <ol style="list-style-type: none"> 1. Photo Gallery 2. News Flash 3. Calendar 4. Archive Center 5. Facilities Directory 	<p>Top five pages visited after home page:</p> <ol style="list-style-type: none"> 1. Library 2. Real Estate Records 3. Fort Clifton Festival 4. Recreation & Parks 5. Sports, Athletics & Fitness
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- ☆ Citizens submitted and city staff processed 386 service requests and questions through the “Let Us Know” module during the month of May.
- ☆ The City of Colonial Heights’ Facebook Page now has 2,229 fans.
- ☆ Proactive Information Management completed 72.87 hours of IT service and maintenance for City departments this month.

VIII. LIBRARY:

- The library staff circulated 19,243 titles in May.
- The public computer center was used 1,975 times.
- 108 children participated in story time.
- 221 residents registered for new library cards, an average of 404 residents used the library each day.
- The library’s meeting rooms were used 112 times.
- 3,997 residents visited the Colonial Heights Virtual Library to retrieve 808 articles from their homes and offices.

IX. RECREATION & PARKS DEPARTMENT:

Recreation Division

In May the Recreation Division hosted the Fort Clifton Arts and Crafts Festival and the Virginia Independent Schools State Baseball Championships at Shepherd Stadium. Two Eagle Scout projects were completed in May; Tyler Wolcott completed player benches for our Disc Golf Course at White Bank Park and Chris Anderson completed replacement benches for Fort Clifton Park. We held a Home Depot work day at the Skate Park as part of a community grant we received to make needed repairs. Destination Church and community members, along with a Home Depot work crew, painted apparatus, replaced damaged plywood and put down new skate ramp material as part of the project. The Skate Park has now been re-opened for public use because of their help.

Staff continues their preparations for the Summer Playground Program and Youth Sports Camps.

Athletics	2012	2011
Adult Softball	27	21
Baseball Rookie (ages 4-5)	49	75
Baseball Coach Pitch (ages 6-8)	143	123
Baseball Minor League (ages 9-10)	96	88
Baseball American League (ages 11-12)	66	72
Baseball National League (ages 13-15)	60	53
Softball Pee Wee League (ages 9-10)	48	54
Softball Junior League (ages 11-12)	45	52
Softball Senior League (ages 13-15)	36	n/a
Golf Lessons	3	9
Hershey Track and Field Local event	72	45
Swim Lessons	7	8
Activities/Programs	2012	2011
POWER	2	6
Fort Clifton Festival	7,000	5,000
Computer Classes	33	n/a
Counselors in Training	4	n/a
Instructor Based Programs	2012	2011
Belly Dancing	5	12
Karate	21	19
Zumba	21	24
Cardio Fusion	10	19
Facility Usage	2012	2011
Community Room Attendance	935	1,180
Community Room Reservations	23	28
Pavilion Attendance	2,470	2,406
Pavilion Reservations	41	43
Field Attendance	1,566	670
Field Rentals	11	4
Teen Center Attendance-CHHS Students	41	25
Teen Center Attendance-CHMS	373	218

Parks – Horticulture – Buildings & Grounds

- Made significant repairs to ramps at the Skate Park.
- Cleaned-up and prepared Fort Clifton Park for Fort Clifton Festival.
- Placed stone dust and gravel on washed road areas in Fort Clifton Park.
- Supplied manpower for Fort Clifton Festival.
- Dug and poured foundations for new flagpoles at War Memorial. Installed new flagpoles.
- Edged infield and base paths in Shepherd Stadium.
- Supplied manpower for VA Independent Schools State Baseball Tournament.
- Aerated and top dressed Shepherd Stadium playing field.
- Repaired playground equipment at White Bank Park.
- Removed goals, benches and trash cans from fields at Soccer Complex.
- Removed old swing set at White Bank Park.
- Weeded, trimmed, and mulched all beds as needed.
- Killed grass in wet area next to A/C units at Library and installed river rock
- Worked with Beautification Committee getting Fort Clifton ready for Fort Clifton Festival.
- Transplanted 5 rose bushes from War Memorial to Laurel Parkway site.
- Installed metal flower bed edging around beds at War Memorial.

Violet Bank Museum

	2011	2012
Attendance	212	230
Attendance Outreach	300	867

- May outreach programs included: Chesterfield County Schools, Chesterfield Historical Society's, Colonial Market Day, Richmond National Battlefield, Drewry's Bluff, Fort Clifton Festival and History Center.
- Outreach programming and planning, collections work and Headquarters Days preparation.
- Received seven items for the collection.

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

Agency on Aging

Agency on Aging Activities	<u>2012</u>	<u>2011</u>
AARP	38	n/a
Bingo in Center	125	118
Bowling	120	128
Bridge Party	100	96
Bridge Tournament	154	112
Crochet & Knitting	61	52
Golf at Prince George	598	600
Senior Club Meeting	165	132
Club Board Meeting	8	8
Senior Citizen Dance	78	115
Sing A-Long	52	48
Sing A-Long-CH Health Center	13	10
Table Games	12	9
Awareness/Education	<u>2012</u>	<u>2011</u>
Advisory Board Meeting	12	12
Lunch & Learn	n/a	30
TRIAD	125	115
Classes	<u>2012</u>	<u>2011</u>
Craft Class	n/a	9
Wellness Workshop	58	n/a
Line Dance Class	n/a	32
Gems by James		
Mary Carole Workshop		
Painting Class Kay Tirpak	16	16
Painters Group	52	32
Splash of Color	16	14
Sewing Class	12	n/a
Tap Class Intermediate & Beginners	142	135
Tap Class Advance	163	182
Quilting Class	44	15
Quilters Retreat	0	21
Watercolor	14	9
Fitness	<u>2012</u>	<u>2011</u>
Cardio Bump	120	n/a
Strength Training Class	181	165
Sit Down Exercises	403	253
Floor Exercises	44	60
Yoga	73	99
Zoomer Boomer	190	200
Tai Chi	21	63
Trips	<u>2012</u>	<u>2011</u>
St. Joe's Concert	10	n/a
Savannah Trip		
From the Heart	12	n/a
Museum Trip	12	n/a
Riverside Theater	n/a	24
Total	3270	2917

Agency on Aging – continued

Meals	<u>2012</u>	<u>2011</u>
Home Del Meals	11	0
Site Meals	198	181
Breakfast Meals	0	0
Bags	0	0
Total	209	181
Transportation	<u>2012</u>	<u>2011</u>
Total Passengers	176	145
Total Trips	873	593
Total Miles	2659	2333
New Riders	0	0
Wheelchairs	10	13
Volunteer Hours	0	21
Donations	\$303.00	\$157.00

X. OFFICE ON YOUTH & HUMAN SERVICE

YAC Activities

- 5 YAC Members and YAC advisor attended monthly meeting
- 2 YAC Seniors applied for the “Coleman Voice of Youth” Scholarship
- 1 YAC Officers and Advisor met to plan upcoming meeting
- 4 YAC Members and Advisor assisted CADRE Coalition with Project Sticker Shock
- 12 YAC Members and Advisor cheered for Special Olympics Area 16 Invitational

Youth Service Commission

- Met in May to consider new Officers

Substance Abuse Prevention Activities

- 19 Teens received VaABC, VASAP, MADD, AAA, State Police information when they received their driver’s license.
- Staff participated in Prescription Medication Abuse Summit – Phase III

Kids’ After School Program

- Enrollment for the month as follows:

Tussing – 17

North – 20

Lakeview – 13

Students enjoyed 2 activities in May; a visit to Pocahontas State Park for a geocache hunt and a FUN Field Day6 with relay races, pie toss, and tug of war.

Total Year Volunteer Hours

Matoaca High School – 842 hours

CHHS – 300 hours

VSU – 466 hours

Ongoing Monthly Meeting/Trainings

- Operation Christmas Child
- Family Assessment Planning Team
- Survivor Day Training for CERT
- Interagency Prevention Team served 11 students
- CADRE Coalition Meeting and Project Sticker Shock
- Juvenile and Domestic Violence Task Force
- Recertification for First Aid Training and CPR Training
- Positive Parenting Coalition
- Colonial Heights School Board Meeting
- “Guiding Principles in Working with Children and Families Who Have Experienced Trauma” training at DSS
- Community Corrections Justice Board
- Community Policy & Management Team

Diversion Program Participation

Parenting

- 3 families completed “Parenting with Love & Limits”

Community Service

- 14 youth completed 127 hours of Service Learning

X. OFFICE ON YOUTH & HUMAN SERVICES (CONTINUED):

Shoplifting Diversion

- 20 youth and a parent attended the Shoplifting Diversion Program

Anger Management

- 1 youth completed Anger Management Classes

Substance Abuse Education

- 25 youth participated in Substance Abuse Education

Attended Capital Area Partnership Uplifting People “Project Discovery” Year End Banquet.

Presented Assault Diversion Program to 7 teens

XI. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2012	78	\$29, 109.91	5	\$615.97
2011	74	\$19,310.30	2	\$180.00

Most of the repairs are normal maintenance issues, including an engine rebuild on Unit 216.

The sublet repairs consist of:

Tire Repairs	\$ 65.97
Seat Repair	45.00
Misc. (Machine Work	505.00