

CITY MANAGER'S REPORT TO CITY COUNCIL JUNE 2011



I. PUBLIC WORKS & ENGINEERING:

ENGINEERING AND DEVELOPMENT

Buildings and Facilities

- ***New Courts Facility*** – Schematic design in process. Evaluations by Building and Land Use Advisory Committees in process.

Storm Water and Drainage

1. ***Right Turn Lane on Southpark Boulevard at Dimmock Parkway, UPC 97692*** –VDOT review of final plans in process.
2. ***Boulevard/Government Center Enhancement – Transportation Enhancement Program, UPC 7822*** –Opened bids and made recommendation for award to Sara Walker Construction Company of Blackstone, VA.
3. ***Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945 –Urban and CMAQ Programs*** – Preliminary engineering and right of way acquisition in process.
4. ***Boulevard Widening Project (Windsor to Pickwick Ave, Fifth Lane) UPC 90374 – CMAQ Program*** – Same as No. 3 above.
5. ***Boulevard Widening Project (Westover to Windsor, Fifth Lane) –CMAQ Program*** – Same as No. 3 above.
6. ***Dimmock Parkway-Jennick Drive Traffic Signal, UPC 94750*** – Construction contract awarded to Richardson Wayland Inc. Twelve week lead time on mast arm/pole order. Onsite work anticipated to begin in August.
7. ***Asphalt Concrete Pavement Maintenance/Preservation-(Summer 2011)*** – Opened bids and made recommendation to award to Colony Construction Company of Powhatan, VA.
8. ***Safe Routes to Schools- Phase 1 and 2, UPC 87317 and 93211***– Received VDOT authorization to advertise for bids. Bid advertisement in process.

Utilities

- ***Hrouda Pump Station Upgrades*** – Pending confirmation of funding, project to be advertised in Fall 2011.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

PLAN REVIEWS

- Received thirty-seven (37) plans and reviewed thirty-seven (37) plans.

RIGHT OF WAY PERMITS

- Issued eleven (11) permits and closed out one (1) permit.

STREET MAINTENANCE

- Placed asphalt in (4) potholes, (3) utility cuts, (7) new curb and gutters, (1) driveway clearance, (2) valley gutters, (2) gutter pans, and (16) low areas.
- Removed 464 tons of construction debris from Public Works Complex to Pistol Range and Area 6 (Old Land field) repairing access road.
- Cleaned concrete/gravel spills from (2) locations.

TRAFFIC OPERATIONS

- Replaced/Maintained signals, signs, markings and street lighting – 68 locations.
- Preventative Maintenance – 4 locations

STORM WATER AND DRAINAGE MAINTENANCE

- Cleaned (202) catch basins, (3) drainage ditches, (1) drainage pipe, (1) curb and gutter.
- Placed (200) basins on GPS and responded to (3) miscellaneous drainage requests.
- Placed topsoil/gravel in sinkhole at (3) locations.
- Sweeper swept (84) locations and collected (74) cubic yards of debris.
- Concrete Crew repaired/replaced (249) feet of Curb and Gutter at (7) locations, a (20) feet of gutter pan at (1) location, a 24" x 30" driveway patch where a water meter box was replaced and responded to (2) miscellaneous concrete request.

RECYCLING CENTER

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

VEGETATION

- Removed litter from (16) locations, and responded to (2) miscellaneous/dead animal requests.
- Trimmed limbs at (2) locations, removed (2) trees fallen into street from storms, responded to (1) miscellaneous tree request and removed storm damage from (2) locations.
- Cut, trimmed (99) locations and sprayed for high grass/weeds at (23) locations.

WASTEWATER UTILITY

- Responded to (1) sewer backup, (4) miscellaneous requests, installed/repared (5) cleanouts, flushed (1) main, repaired (2) caps, camera (1) main line and repaired (1) sewer lateral.
- Checked all trouble areas, cut grass around pump stations and Appamattuck Park off Archer Ave.
- Removed debris from pump, and responded to an alarm after hour at Main Pump Station.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

- Responded to high water alarm after hours and replaced a 4” inlet valve at Hillcrest Pump Station.
- Replaced pump on Methane Extraction System after hours at Charles Dimmock Pump Station.
- Removed grease, washed wet well and responded to an alarm after hours at Dunlop Farms Pump Station.
- Graded entrance road to C&B Pump Station.
- Responded to an alarm, back flushed pumps, amps too high after hours at Appomattox Pump Station.
- Responded to an alarm, removed grease and debris from floats after hours.
- Continued checking all pump stations and methane pump daily.

WATER UTILITY

- Replaced (11) meters, installed (2) new meters, replaced (1) meter top, cleaned (6) meter boxes, repaired (4) meter leaks, (2) main lines, replaced (2) boxes, repaired (1) fire hydrant, turned on/off water for Utility Billing at (3) locations, and responded to (6) miscellaneous requests.
- Backflow/Cross Connection Technician conducted (122) surveys, (80) completed (42) incomplete and assisted with locating underground utilities.
- Collected routine weekly water samples, performed THM’s and HAA’s and sent to ARWA lab for testing.
- Miss Utility locating required (200) man-hours.

II. PLANNING & COMMUNITY DEVELOPMENT:

	Month	YTD
1. Fence Permits	2	10
2. New Sign Permits	3	40
• Dance’s Sporting Goods – 570 Southpark Boulevard		
• Bank of Virginia – 2000 Snead Avenue		
• Tobacco Hut – 595 Southpark Boulevard		
3. Neighborhood Revitalization		
Repairs Completed	#11	\$82,863
• 207 Hamilton Avenue – plumbing and porch repair - \$8,000		
• 409 Joe Johnson Avenue – new bathroom fixtures, accessibility & railings on back porch - \$6,040		
• 506 Braxton Avenue – new furnace - \$7,200		
• 205 Plumtree Avenue – new windows and roof - \$6,500		
• 203 Davis Avenue – new roof and electrical work - \$6,680		
• 524 Colonial Avenue – plumbing repairs and sheetrock replacement - \$7,200		
• 114 Hamilton Avenue – patch and paint roof, new gutters, chimney repairs, porch repair - \$7,130		
• 924 Yorkshire Road – new HVAC unit and duct work, accessibility improvements in bathroom and around house, floor repair, plumbing and electrical improvements - \$11,960		
• 1117 Covington Road – new roof and chimney repair - \$6,070		
• 1207 Meridian Avenue – accessibility and new bathroom fixtures - \$8,143		
• 321 Jefferson Avenue – new roof, new windows, repair to exterior wall, bathroom floor and window repaired - \$5,750		

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

Repairs in the Works #0
100% of grand funds expended for 2010-2011

4. Zoning Property Maintenance

Property Maintenance			Zoning		
	Month	YTD		Month	YTD
Total Inspections	9	81	Total Inspections	1	31
Violations	3	55	Violations	0	21
Violations Resolved	0	41	Violations Resolved	0	18
House # Violations			Tall Grass		
	Month	YTD		Month	YTD
Total Inspections	3	14	Total Inspections	130	383
Violations	3	13	Violations	60	236
Violations Resolved	6	8	Violations Resolved	21	104
Inoperable Motor Vehicles			Building Code		
	Month	YTD		Month	YTD
Total Inspections	8	79	Total Inspections	10	42
Violations	4	58	Violations	3	22
Violations Resolved	3	45	Violations Resolved	6	18
Signs			Other		
	Month	YTD		Month	YTD
Total Inspections	7	45	Total Inspections	1	22
Violations	7	45	Violations	0	10
Violations Resolved	0	34	Violations Resolved	0	10

5. Building Inspections

	Month	YTD
New Construction Inspections	232	1132
Permits for new Residents	0	2
Cost New Homes	\$0	\$152,000
Existing House & Maintenance	8	41
Additions	11	51
Demolitions	0	2
Permits for Commercial	5	32
Cost for Commercial	\$183,572	\$2,137,129
Plumbing Permits Issued	24	83
Electrical Permits Issued	11	92
Mechanical Permits Issued	7	31
Swimming Pool Permits Issued	1	4
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	0	0
Court Cases	0	1

Rental Inspections

	Month	YTD
Total Units Registered	0	40
Total Units Inspected	0	29
Dwellings	0	20
Multi-family	0	10
Apartments	0	0
First Inspection	0	0
Passed	0	30
Failed	0	0
Second Inspection	0	0
Passed	0	0
Failed	0	0
Re-Inspection – Phase 1	6	63
Passed	6	57
Failed	0	0
4 Year Cert. Issued	0	27
Apartments	0	0
No. of Units Certified	0	0

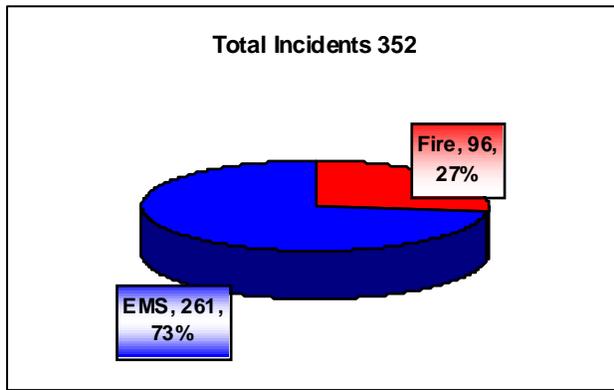
III. POLICE DEPARTMENT:

✓ Our officers responded to 3,984 calls for service during the month of June, 2011. During the same month last year, we responded to 3,999 calls for service—no change. No robberies were reported this month, while three (3) were reported last year during this same time frame—a 100% decrease. There were two (2) reported aggravated assaults and two (2) reported during the month of June, 2010—no change. We responded to four (4) burglaries in June, 2011, compared with a response to eight (8) burglaries during the month of June, 2010—a 50% decrease. There were 91 Part I, or serious, crimes reported to the Colonial Heights Police Department in June, 2011. Seventy-six (76) of those, or 84%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.

III. POLICE DEPARTMENT (CONTINUED):

- ✓ The month of June was a very special month in that we took time to reflect and give thanks as we welcomed the return of one of our own back to work. Several of our officers, volunteers, civilians and Command Staff participated in the Optimist Club's annual *Respect for Law Dinner*. We also had great participation in the Special Olympics annual *Torch Run*. Several officers enjoyed the actual run as well as the experience of all the Special Olympic athletes cheering them on during and after the race. The department welcomed the safe return of Officer Greg Thinner, who was away on military duty in the Middle East. We are all very appreciative of Greg's service to his country and how he represents our agency during his assignments.
- ✓ Administratively, I was away at training at the FBI Academy in Quantico for two weeks attending the L.E.E.D.S. program, which focused on leadership development. I could not be more pleased with the efforts of our Command Staff, especially Captain Keith Early and Lt. Dann Ferguson. Both officers took the lead in organizing and handling the Virginia H.O.G. (Motorcycle) rally here in the City. The event was safe and a good time was had by the many participants who visited our area.
- ✓ Our Street Crimes Unit continues to stay busy with assisting Patrol on traffic check points as well as several narcotic investigations, to include trash pulls and search warrants. Several arrests have been made, along with pending indictments. Investigations continues to keep busy with many cases involving fraud and larceny. Detectives have made arrests in grand larceny cases, embezzlements, false police reports and burglaries.
- ✓ Overall, we made 242 arrests for the month, to include 113 felonies and 114 misdemeanors; worked 77 crashes; wrote 841 traffic citations; gave 1,453 verbal warnings; affected 13 DUI arrests and issued 59 parking citations.
- ✓ Our Auxiliary police volunteered 296 hours during the month. Duties included the Special Olympics event, ride-alongs, Virginia H.O.G. Rally, high school graduation and call-outs. Our Sentinel volunteers donated 66 hours of their time and duties included the H.O.G. Rally, and the seat belt and DNA events.
- ✓ Officer of the Month for May, 2011, was Sr. Officer Travis J. Karr of the Street Crimes Unit. May was a very busy month for Sr. Officer Karr. He investigated a case where a subject reported that her prescription medication had been stolen when it was picked up by an unknown person. After speaking with the pharmacist, it was determined that the victim had indeed received the medication. Warrants were secured for her arrest for filing a false police report.
- ✓ On another occasion, after SCU had completed a controlled drug buy, a second vehicle was observed meeting with a suspected drug dealer. Sr. Officer Karr followed the vehicle away from the area and stopped it for a traffic infraction. Both occupants were arrested for possession of alcohol. The passenger, who had been seen speaking to the suspected drug dealer, was also arrested for possession of marijuana with intent to distribute and possession of a controlled substance with intent to distribute.
- ✓ While in the parking lot of Walgreen's, Sr. Officer Karr observed a subject who had been arrested for prescription fraud a few months earlier. The subject was stopped for a traffic infraction and the narcotics K-9 gave a positive alert on the vehicle. A subsequent search revealed cocaine and prescription drugs which were obtained illegally by counterfeiting a doctor's prescription with a computer and printer. The two laptop computers and a printer were confiscated, along with \$746.00 in currency.
- ✓ Sr. Officer Karr is very proactive, constantly looking for violations. In addition to the above arrests, he also wrote 37 traffic summonses, had 16 misdemeanor arrests and made 17 felony arrests. He also obtained two search warrants for suspects with serious outstanding charges.
- ✓ For his contribution to the department and to the safety and welfare of the citizens of Colonial Heights, Travis was awarded a gift certificate for Buffalo Wild Wings.

IV. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 96
Total EMS Patients: 273
 (Total EMS incidents 289)

Fire units arrived on scene in less than 7 minutes on 67.4% of emergency incidents. (average response time 6:31 minutes)

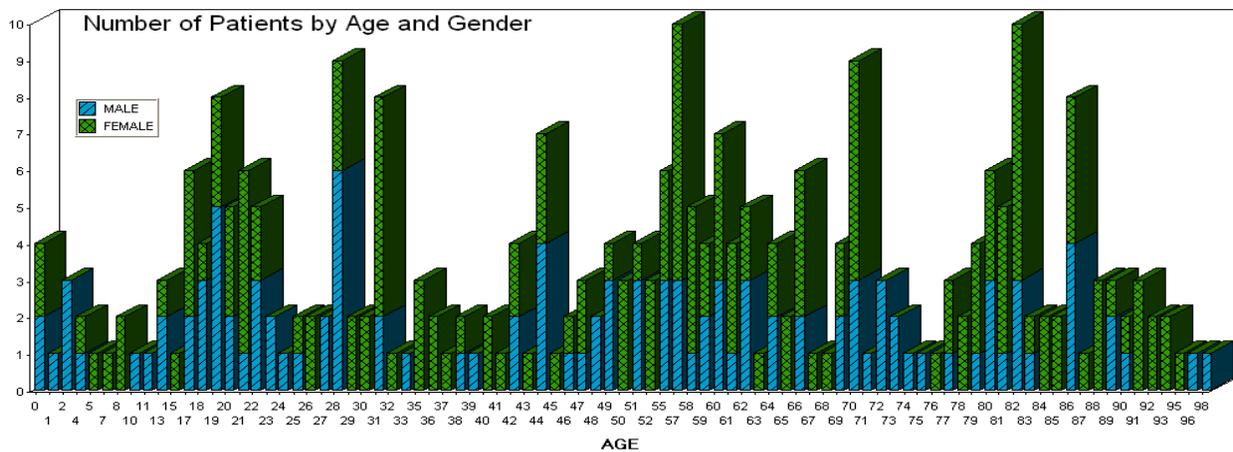
EMS units arrived on scene in less than 7 minutes on 72.8% of emergency incidents. (average response time 5:57 minutes)

Fire Division (number of incidents):

<u>Fires</u>		<u>Hazardous situations</u>		<u>Service calls and false calls</u>	
Cooking Fire	1	Electrical Problem	4	Good Intent Calls	25
Vehicle Fire	2	Power Line Down	2	Public Service	31
Brush/Trash Fire	4	Natural Gas Leak	1	Alarm Activation (no fire)	11
		Chemical/gasoline Spill	2	Child Seat Installation	7
				Smoke detector installation	6
M/A to Chesterfield EMS First Responder		4			

EMS Division (number of patients):

Abdominal pain	22	Choking	3	Pregnancy/Childbirth	3
Allergic reaction	1	Convulsions/Seizure	5	Psychiatric Problem	2
Altered Mental Status	7	Diabetic Problem	7	Sick Person	14
Assault	2	Fall	22	Stroke/CVA	1
Auto vs. Pedestrian	1	Headache	4	Traffic Accident	19
Back Pain	5	Heart Problem	2	Traumatic Injury	8
Breathing Problem	39	Hemorrhage/Laceration	2	Unconscious	16
Burns	3	Overdose	4	Other type EMS Calls	43
Chest Pain	32	Pain	6		
M/A to Petersburg EMS	4	M/A received from Fort Lee EMS	2		
M/A to Prince George EMS	1				
M/A to Dinwiddie EMS	1				
M/A to Hopewell EMS	2				
M/A to Fort Lee EMS	3				



V. FINANCE DEPARTMENT:

Finance - Checks processed: 1,371

Two (2) alarm citations were processed during June.

Purchasing - 238 total purchase orders completed with 200 being processed by the purchasing and 38 departmental purchases being reviewed as compared to 237 being completed for the same period in 2010. In addition 196 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- Invitation # 11-061002-987 – 2011 Pavement Preservation contract documents being prepared by low bidder.
- Invitation # 10-032902-981 - Charles Dimmock & Jennick Drive Traffic Signalization Plan – Notice to proceed has been given.
- Invitation # 11-042102-983 – Proposal for Web Re-Design Services, Content Management System & Hosting Services. Notice to proceed has been given.
- Invitation # 11-042902-984 – Proposal for Outbound Notification System. Notice to proceed has been given.
- Invitation # 11-061502-986 – Boulevard Government Center Enhancements – This bid was issued on June 1, with opening date of June 21. Contract being prepared.
- Invitation # 11-061502-985 – Pedestrian Improvements near Colonial Heights Middle School – This bid issued on June 21, with a bid opening date of July 6.
- Invitation #11-062302-988 – Preliminary Engineering & Acquisition of right-of-way for the Modernization of Lakeview Avenue – Issued on June 3, with due date of June 23.
- Invitation # 11-062303-989 – Preliminary Engineering & Acquisition of right-of-way for the Modernization of Dupuy Avenue – Issued on June 3, with due date of June 23.

Other Purchasing Activity:

- Purchase Order issued for the repair of the X-Ray machine at the Courthouse.
- Lease agreement issued for a copy machine for Building Inspections/Planning.
- New blanket orders for the departments for the new fiscal year prepared.
- Quote issued for way finding signs, throughout the City.

Risk Activity:

Property Claims – Hit and run driver damaged ornamental light which was located and charges are pending.

Utility Billing:

Bi-monthly Utility Bills Sent – 3,599

Delinquent Notices Sent –714 or 19% with 119 cut off for nonpayment

Received \$1,331.89 in delinquent bills using the State Set-Off Debt Collection System.

VI. HUMAN RESOURCES DEPARTMENT:

Advertisements

Department

Police

Public Works

Office on Youth

Position

Police Officer (Certified)

Assistant Director of Public Works – Engineering

Site Supervisor (Part-time)

VI. HUMAN RESOURCES DEPARTMENT (CONTINUED):

Applications & Testing

A total of (42) applications were received for the Utility Technician position in the Public Works Department.

Training

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

Miscellaneous

- ◆ The following new employee orientation and exit interview sessions were held in June 2011:

Orientation

Matthew Glascock – EMS Firefighter
William Smith - Telecommunicator

Exit Interview

Horace Evans – Police Officer

- ◆ A VRS Roundtable training session was hosted by the Human Resources Department and Payroll Office for surrounding localities/agencies on June 14, 2011 at the Colonial Heights Public Library. Topics included: disability retirement options, VRS modernization, group life insurance, and VRS retirement programs (Plan 1 & Plan 2).
- ◆ The annual Employee Picnic Luncheon was held on June 10, 2011 at White Bank Park as part of the employee recognition program.

Worker's Compensation

No workers' compensation injuries/illnesses were reported during June 2011.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City's web site had 47,733 visits in the month of June with 78,085 page views, including 3,262 visits to the City job listings page. The top five pages visited after the home page were: Jobs, Library, Purchasing RFPs, Real Estate Assessment Search, and Recreation & Parks.
- ☆ Citizens submitted and city staff processed 373 service requests and questions through the "Citizens Action Center" online during the month of June. The FAQs were viewed 441 times during this same period.
- ☆ June's City e-News was distributed via email to 4,126 customers. The City of Colonial Heights' Facebook Page now has 1,945 fans.
- ☆ Proactive Information Management completed 81.5 hours of IT service and maintenance for City departments in June.
- ☆ The website committee selected CivicPlus as the winning vendor for the re-design of the City website, implementation of a web content management system and web hosting services. The project kickoff was held on June 21, 2011.

VIII. LIBRARY:

- The library staff circulated 22,179 titles in June.
- The public computer center was used 2,096 times.
- 196 children participated in the summer reading program.
- 189 residents registered for new library cards, and an average of 635 residents used the library each day.
- The library's meeting rooms were used 104 times.
- 3,192 residents visited the Colonial Heights Virtual Library to retrieve 385 articles from their homes and offices.

IX. RECREATION & PARKS DEPARTMENT:

Recreation Division

In June the Recreation Division completed its youth baseball and softball seasons, as well as the adult softball season. The summer playground program, Tots program and summer teen programs all started during the last week of June. The annual American Legion Post 284 baseball camp also took place during the last week of June. Staff continues preparations for the District 2 Babe Ruth Baseball Tournament and all 5 Colonial Heights All-star baseball teams will begin play in July.

Athletics	2011	2010
Adult Softball	21	30
Youth Football Registration as of 6/29/11	80	119
Youth Cheerleading Registration as of 6/29/11	50	53
Baseball Rookie (ages 4-5)	75	69
Baseball Coach Pitch (ages 6-8)	123	119
Baseball Minor League (ages 9-10)	88	78
Baseball American League (ages 11-12)	72	67
Baseball National League (ages 13-15)	53	50
Baseball Appomattox League (ages 14-16)	17	18
Softball Pee Wee League (ages 9-11)	54	65
Softball Junior Leagues (ages 12-14)	52	43
Golf Lessons	9	10
Tennis Lessons	44	42
Tennis Clinic	11	6
Swim Lessons	12	20
Optima Basketball as of 6/29/11	3	11
American Legion Baseball Camp	42	31
Activities/Programs	2011	2010
POWER	6	6
Little Tikes Preschool	9	n/a
Tue Teen – Busch Gardens Trip	4	n/a
Teen Dance	27	92
Summer Tots	9	18
Babysitter’s Training	10	8
Summer Playground	127	140
High Octane Teen Camp	12	11
Teen After School Program	7	n/a
Instructor Based Programs	2011	2010
Belly Dancing	12	17
Karate	18	26
Zumba	16	n/a
Cardio Fusion	15	11
Facility Usage	2011	2010
Community Room Attendance	1,217	1,515
Community Room Reservations	27	29
Pavilion Attendance	4,265	4,820
Pavilion Reservations	59	66
Field Attendance	618	n/a
Field Rentals	6	n/a
Teen Center Attendance – CHHS Students	38	170
Teen Center Attendance – CHMS Students	170	390
Teen Center Peak Hours (Mon-Thur)	4:00 – 7:00 p.m.	
Teen Center Peak Hours (Fri-Sat)	7:00 – 8:00 p.m.	

Agency on Aging		
Activities	2011	2010
AARP	32	28
Bingo in Senior Center	104	89
Bowling	128	180
Bridge Party	120	92
Bridge Tournament	138	104
Golfers	480	560
Swap Shop	82	75
Senior Club Board Meeting	8	8
Senior Club Meeting	160	176
Senior Citizen Dance	83	78
Sing A-Long	42	38
Sing A-Long – CH Health Center	12	14
Table Games	13	n/a
Awareness/Education	2011	2010
TRIAD	10	30
Classes	2011	2010
Craft Classes	12	10
Crochet & Knitting	70	52
Gems by James (Painting Class)	9	n/a
Line Dance Class	18	32
Painting Class Kay Tirpak	16	16
Painters Group	42	45
Sewing Class	5	n/a
Splash of Color	13	8
Tap Class Intermediate	92	105
Tap Class Advance	89	116
Quilting Class	23	n/a
Watercolor	20	13
Fitness	2011	2010
Strength Training Class	264	170
Sit Down Exercises	347	208
Floor Exercises	69	76
Yoga	99	120
Zoomer Boomer	239	232
Tai Chi	52	48
Trips	2011	2010
American Music Theater	n/a	36
Charlestown Slots	50	55
From the Heart	8	n/a
Museum Trip	8	n/a
Tangier Island	21	n/a
Quilters Trip	10	n/a
Riverside Theater	24	36
Total	3,012	2,850

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

Transportation		
Total Passengers	90	n/a
Total Trips	480	430
Total Miles	2871	3557
Wheelchairs	12	22
Volunteer Hours	30	18
Donations	\$284	\$95

Violet Bank Museum	2011	2010
Attendance	331	256

- Accessed four items for the permanent collection; 1850's Maternity gown, 1850's post-mortem child's memorial ambrotype, 1832 edition "Newton on the Prophecies" and a donation of a Centennial Chair
- Continued work on museum comprehensive plan.
- Preparing for Headquarter Days and regular duties.

Parks

- Painted handicap parking spaces at Shepherd Stadium
- Replaced 6 x 6 back around Lakeview playground after high water from storm
- Graded behind Shepherd Stadium for new storage shed. Built forms for concrete slab for new storage shed
- Installed temporary fence and pitcher's mound in Shepherd Stadium for Night of Champions
- Removed all goals, benches and bleachers from Soccer Complex for summer restoration of grass
- Built and installed reception desk at City Hall

Horticulture

- Trimmed all shrubs at City Hall
- Installed metal edging around flower bed at City Hall
- Removed dead tree at Temple Ave welcome sign

IX. OFFICE ON YOUTH & HUMAN SERVICES:

Prevention Programs and Activities

“Assault Diversion” Program was presented to 20 teens at Chesterfield Courthouse. Staff presented substance abuse prevention information to 15 teens receiving their driver’s license this month. “Drug & Alcohol Diversion” presented to one teen at Crossroads Alternative School. Provided “Parenting Wisely” Program to one parent. Shared CADRE information to Colonial Heights High School students at SCA Picnic.

Ongoing planning/collaboration continued with the Inter-Agency Prevention Team, Toastmasters International, CAAN-DUU Coalition, Health Advisory Board, Family Assessment & Planning Team, Colonial Heights School Board, Infant Mortality Committee, Underage Drinking Task Force, Operation Christmas Child, Smart Beginnings, Colonial Heights Juvenile & Domestic Violence Task Force, and “Changes to Protective Orders”, Chesterfield Domestic violence Task Force, Community Coalitions of Virginia Board meeting in Arlington.

VJCCCA Crime Control Programs

Community Service Learning Program served 14 youth who completed 113 hours of Service Learning. Five youth participated in Anger Management Classes. Shoplifting Diversion Program served 46 youth and parent offering information and education regarding consequences of stealing.

Youth Advisory Council

Twenty-seven members and one guest attended the Youth Advisory Council meeting with YAC advisory and two advisors. YAC elected new officers for 2011-12. Eight new members joined YAC. Seven YAC members, 1 friend, and two YAC advisors “*Volunteered to Cheer*” for Special Olympics. Five YAC members graduated from Colonial Heights High School and two members received the “Coleman Voice of Youth” scholarship. An organizational/planning meeting was held with two officers in attendance.

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

Youth Services Commission

Commission held its regular monthly meeting.

Kids' After-School Program

KAP Coordinator is planning for the upcoming school year, 2011-12.

X. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2011	86	\$11,731.88	0	\$ 0.00
2010	71	\$34,417.58	8	\$1,179.49

All repairs are normal maintenance issues. A comparison of maintenance cost for the last 5 years are:

<u>Year</u>	<u>Parts</u>	<u>Sublet</u>	<u>Supplies</u>	<u>Total</u>
06/07	\$162,960.62	\$33,685.33	\$12,264.15	\$208,833.49
07/08	\$165,204.28	\$13,464.31	\$14,230.20	\$192,898.79
08/09	\$149,593.15	\$16,884.01	\$14,027.35	\$180,504.51
09/10	\$180,318.85	\$13,998.80	\$12,183.50	\$206,501.15
10/11	\$213,279.61	\$12,368.97	\$12,949.37	\$238,435.79

Sublet repair costs for the year are 5.188% of the total maintenance cost, which is 1.5% less than last years cost.

Categories	FY10/11		FY09/10	
	Cost	Percent	Cost	Percent
Exhaust	\$0.00	0%	\$941.51	6.461%
Towing	\$1,295.00	10.470%	\$1,422.50	10.162%
Glass Replacement	\$977.34	7.902%	\$4,611.30	32.941%
Alignment	\$1,015.40	8.209%	\$3,037.88	21.701%
Tire Repair	\$1,057.56	8.550%	\$1,256.64	8.977%
Dealer Repair	\$5,958.62	48.174%	\$574.40	4.103%
Radiator	\$120.00	0.970%	\$75.00	0.536%
Seat	\$400.00	3.234%	\$85.00	0.607%
Misc.	\$1,545.00	12.491%	\$2,031.57	14.512%

Departments	FY10/11		FY09/10	
	Cost	Percent	Cost	Percent
Fire	\$6,521.27	52.723%	\$2,642.75	18.878%
Police	\$1,433.99	11.593%	\$4,736.47	33.835%
Schools	\$1,758.70	14.219%	\$3,601.49	25.727%
Sheriff	\$90.00	0.728%	\$392.55	2.804%
Parks	\$470.00	3.800%	\$75.00	0.536%
Senior Center	\$12.00	0.097%	\$0.00	0.000%
Engineering	\$45.00	0.364%	\$0.00	0.000%
Streets	\$1,536.35	12.421%	\$1,740.94	12.436%
Utilities	\$186.61	1.509%	\$465.00	3.322%
Others	\$315.00	2.547%	\$344.60	2.462%

