

CITY MANAGER'S REPORT TO CITY COUNCIL SEPTEMBER 2011



I. PUBLIC WORKS & ENGINEERING:

ENGINEERING AND DEVELOPMENT

Buildings and Facilities Capital Projects

- *New Courts Facility* – Approved schematic design submittal made by Moseley Architects. Negotiation of PPEA Interim Agreement still in process.

Transportation Capital Projects

- *Right Turn Lane on Southpark Boulevard at Dimmock Parkway, UPC 97692* – Procurement (rebid) in process. Award of construction contract delayed by Irene storm response. Contract award anticipated in early October 2011.
- *Boulevard/Government Center Enhancement – Transportation Enhancement Program, UPC 7822* – Construction in process. Completion is anticipated by October 2011.
- *Boulevard/Dupuy Widening Project (Battery Place to Blvd., Lafayette to Pickwick, Intersection Improvements) UPC 3945, 90374, 52434) –Urban and CMAQ Programs* – Preliminary engineering and right of way acquisition in process. Construction start is anticipated Summer 2012. Director made presentation to senior citizens at the community center.
- *Dimmock Parkway-Jennick Drive Traffic Signal, UPC 94750* – Construction in process. Completion is anticipated in mid-October 2011.
- *Safe Routes to Schools- Phase 1 and 2, UPC 87317 and 93211*– Construction in process. Completion is anticipated in mid-October 2011.
- *Dupuy Avenue Modernization, UPC 101287* – Professional services procurement in process. Contract award anticipated in Winter 2011-2012.
- *Lakeview Avenue Modernization, UPC 101288* – Professional services procurement in process. Contract award anticipated in late Winter 2011-2012.

Utilities Capital Projects

- *Hrouda Pump Station Upgrades* – On hold.

Plan Reviews

- Received four (4) plans and reviewed four (4) plans.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Right of Way Permits

- Issued seven (7) permits and closed out ten (10) permits.

OPERATIONS AND MAINTENANCE

Street Maintenance

- Placed Asphalt in (23) potholes, (02) utility cuts, (05) low areas, (01) driveways, (01) new Curb and Gutters and (01) low area in existing Curb and Gutters.
- Drilled holes to release water from cans and emptied trash at the Library.
- Graded Bruce Avenue with backhoe to fill in potholes.

Traffic Operations

- Replaced/Maintained signals, signs, markings and street lighting – 54 locations.
- Preventative Maintenance – 4 locations.

Vegetation

- Removed litter from (19) locations, and responded to (07) litter miscellaneous/dead animal requests.
- Trimmed tree limbs/bushes at (11) locations, responded (04) miscellaneous tree request.
- Cut, trimmed (59) locations and responded to grass miscellaneous request at (1) location.

Recycling Center

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

Storm Water Utility

- Cleaned (120) catch basins, (03) drainage ditches, (02) drainage pipe and (01) curb and gutters.
- Placed (92) basins on GPS and responded to (07) miscellaneous drainage requests.
- Placed topsoil/gravel in sinkhole and around drainage pipe at (05) locations.
- Repaired catch basin at (03) locations.
- Sweeper swept (02) locations and collected (16) cubic yards of debris.
- Concrete Crew repaired/replaced (10) feet of Curb and Gutter at (01) location, (162) feet of sidewalk at (06) locations and responded to (02) miscellaneous concrete request.

Wastewater Utility

- Responded to (02) sewer backup, (11) miscellaneous requests, installed (03) cleanouts, flushed (05) main lines, repaired (02) laterals, (02) manhole tops, and (04) cleanout caps.
- Sprayed for Sewer Rats/Roaches at (02) locations.
- Camera sewer main lines at (02) locations.
- Checked all trouble areas, cut grass around pumps stations and Appamatuck Park off Archer Avenue.
- Removed debris from pumps, and greased both pumps and motors at Main Pump Station.
- Replaced both pump run lights, changed flood lights outside, washed down wet well and removed grease at Dunlop Farms Pump Station.
- Installed new battery for generator at Appomattox Pump Station.
- Changed lag floats on pump at C&B Pump Station.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

Wastewater Utility (Continued)

- Responded to smoke alarm at Sherwood Hills Pump Station, reset alarm, did not find anything burning, pumps running fine.
- Drained lines on Methane Extraction System at Dimmock Pump Station.
- Continued checking all pump stations and methane pump daily.
- Replaced (13) meters, cleaned (03) meter boxes, repaired (02) meter leak, repaired (05) service lines, replaced (05) meter boxes, (03) meter setters and responded to (11) miscellaneous requests.
- Responded to (22) request for discolored water flushed hydrants in areas and/or informed resident to run water inside to clear.
- Placed gravel/topsoil in utility cuts/sinkholes at (03) locations.
- Pulled meter for non-payment at (01) location.
- Backflow/Cross Connection Technician conducted (82) surveys, (60) completed (22) incomplete and assisted with locating underground utilities.
- Welcome new Utility Technician employee William “Zack” Traylor to the Public Works team.
- Collected routine weekly water samples, performed THM’s, HAA’s sent to ARWA lab for testing. Miss Utility locating required (225) man-hours.

Water Utility

- Replaced (13) meters, cleaned (03) meter boxes, repaired (02) meter leak, repaired (05) service lines, replaced (05) meter boxes, (03) meter setters and responded to (11) miscellaneous requests.
- Responded to (22) request for discolored water flushed hydrants in areas and/or informed resident to run water inside to clear.
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Emergency Management

- Initiated and complete collection of remaining Irene vegetative debris using CVWMA contractor.
- Removed storm damage from (118) locations collecting (166) flatbed dump truck loads after Hurricane Irene.

II. PLANNING & COMMUNITY DEVELOPMENT:

	Month	YTD
1. Fence Permits	5	17
2. New Sign Permits	10	66
• Bank of MCKenney – 3115 Boulevard		

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

- Citizens Bank & Trust – 497 Southpark Circle
- Carpet One – 2600 Boulevard
- Advance America – 2014 Boulevard
- Genia Johnson Dance Company – 3635 E. Boulevard
- Hardee’s – 801 Temple Avenue
- U-Haul – 804 West Roslyn Road
- Liberty Tax – 571 Southpark Boulevard
- Divine Appointment Beauty Gallery – 601 Boulevard
- Check into Cash – 1912 Boulevard

3. Neighborhood Revitalization (New program year started August 1, 2011)

Repairs Completed #0
Repairs in the Works #0

4. Zoning Property Maintenance

Property Maintenance			Zoning		
	Month	YTD		Month	YTD
Total Inspections	13	114	Total Inspections	2	36
Violations	10	72	Violations	0	23
Violations Resolved	5	48	Violations Resolved	0	19
House # Violations			Tall Grass		
	Month	YTD		Month	YTD
Total Inspections	4	21	Total Inspections	67	574
Violations	4	20	Violations	42	349
Violations Resolved	2	10	Violations Resolved	37	177
Inoperable Motor Vehicles			Building Code		
	Month	YTD		Month	YTD
Total Inspections	5	100	Total Inspections	5	57
Violations	5	74	Violations	3	31
Violations Resolved	1	52	Violations Resolved	3	23
Signs			Other		
	Month	YTD		Month	YTD
Total Inspections	5	77	Total Inspections	1	29
Violations	5	75	Violations	0	12
Violations Resolved	0	64	Violations Resolved	0	12

5. Building Inspections

	Month	YTD
New Construction Inspections	143	1,56
Permits for new Residents	0	3
Cost New Homes	\$0	\$309,400
Existing House & Maintenance	5	53
Additions	5	77
Demolitions	0	4
Permits for Commercial	5	52
Cost for Commercial	\$89,280	\$2,991,916
Plumbing Permits Issued	5	113
Electrical Permits Issued	15	138
Mechanical Permits Issued	9	52
Swimming Pool Permits Issued	0	14
Inoperative Vehicles Towed	0	0
Letters on Water Cutoff	3	14
Court Cases	0	1

Rental Inspections

	Month	YTD
Total Units Registered	0	69
Total Units Inspected	0	32
Dwellings	0	20
Multi-family	0	10
Apartments	0	3
First Inspection	0	0
Passed	0	30
Failed	0	0
Second Inspection	0	0
Passed	0	0
Failed	0	0
Re-Inspection – Phase 1	15	86
Passed	15	80
Failed	0	0
4 Year Cert. Issued	0	27
Apartments	0	4
No. of Units Certified	0	29

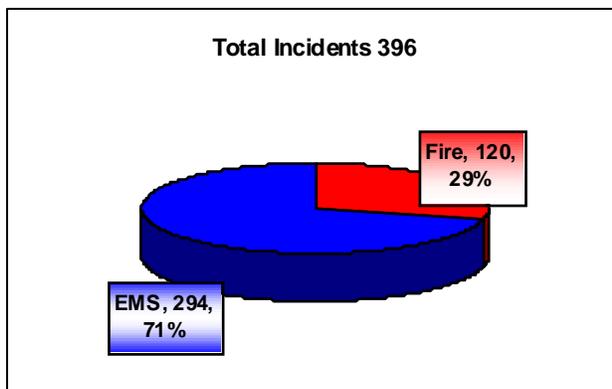
III. POLICE DEPARTMENT:

- ✓ Our officers responded to 4,175 calls for service during the month of September, 2011. During the same month last year, we responded to 3,836 calls for service—an 8% increase. One robbery was reported this month, while none were reported last year during this same time frame—a 100% increase. There was one (1) reported aggravated assault and three (3) reported during the month of September, 2010—a 67% decrease. We responded to eight (8) burglaries in September, 2011, compared with a response to 11 burglaries during the month of September, 2010—a 27% decrease. There were 89 Part I, or serious, crimes reported to the Colonial Heights Police Department in September, 2011. Sixty-two (62) of those, or 70%, have been cleared. Specific percentages for the Part I crimes and arrests are available upon request.
- ✓ In addition to a heavy workload, several of our officers were recognized for their performance and achievements. Sr. Officer Kenny Bish and Officer Rick Scrivner were recipients of the 2011 Mother's Against Drunk Drivers (M.A.D.D.) Award for their efforts in combating drunk driving in the tri-cities area. Lt. William Anspach graduated from the National Criminal Justice Command College at the State Capitol. And finally, we bid good luck to Captain Keith Early, who is now attending the FBI National Academy for the next 10 weeks.
- ✓ Uniform Patrol has been full of various activities over the course of the month. These included a traffic check point, which was funded by a grant and resulted in 40 traffic summonses issued—two (2) DUI arrests and three (3) criminal arrests. Fall firearms qualifications were conducted this month with everyone qualifying. Lt. John Peterson and Captain Wayne Newsome represented our agency at the Virginia Association of Chiefs of Police (V.A.C.P.) in Norfolk. We also bid good luck to our recent new hires—Police Recruits Kyle Sexton and Robert Simmons—who will be attending Crater Criminal Justice Training Academy for the next 26 weeks. Acting Captain Dann Ferguson has taken over the day-to-day responsibilities of Operations for the next 10 weeks during Capt. Early's absence.
- ✓ Our Law Enforcement Services Bureau was also very busy with a variety of events. We hosted Child DNA events at Mount Pleasant Baptist Church and Tussing Elementary. We also made a presentation to all new kindergarteners for *Community Helpers Day* at Tussing. We participated in a child safety seat event in Chester and also met with one of our *Neighborhood Watch* groups at the Colonial Heights Public Library. The bureau also completed the entire framework for our upcoming new website. Both of our School Resource Officers reviewed and approved the proposed policy regarding emergency response to earthquakes and natural disasters at their respective schools.
- ✓ There is still one opening within the department and we have interviewed several certified candidates for that position. Two candidates have continued in the process and we hope to have background investigations completed on them soon. Animal Control continues to do a wonderful job in finding homes for animals. We have one opening for an animal control officer and hope to begin that hiring process soon.
- ✓ Our Investigations Division had a good month—they were assigned 20 new cases and cleared 15 of them, for a clearance rate of 75%. Cases which were cleared by arrest included a construction fraud, several burglaries, embezzlement, child pornography and sodomy. Investigations also processed five (5) concealed weapon permits, four (4) precious metals permits and one (1) massage therapist permit.
- ✓ Even though we are short-handed within the unit, our Street Crimes Unit continues to stay busy. They assisted Patrol with a traffic check point, made four (4) drug-related arrests, searched for wanted persons within the city and obtained two (2) search warrants related to counterfeit prescription frauds.
- ✓ Overall, we made 254 arrests for the month, to include 42 felonies and 93 misdemeanors; worked 99 crashes; wrote 883 traffic citations; gave 783 verbal warnings; affected 20 DUI arrests and issued 16 parking citations.

III. POLICE DEPARTMENT (CONTINUED):

- ✓ Our Auxiliary police volunteered 235 hours during the month. Duties included high school football games, child DNA events, ride-alongs and our traffic checkpoint.
- ✓ **Sr. Officer Greg A. Thinnes** has been selected as our *Employee of the Month* for August, 2011. During the month of August, Sr. Officer Thinnes issued 49 traffic summonses; obtained three (3) felony and seven (7) misdemeanor warrants; served eight (8) outstanding warrants; issued three (3) parking citations; and investigated 10 vehicle crashes. He was responsible for 24% of the total summonses issued and 38% of the criminal arrests made by A Squad during the month of August, 2011.
- ✓ In addition to the above, Sr. Officer Thinnes located three (3) fugitives from Colonial Heights, Petersburg and Chesterfield County during traffic stops. He also located a felony hit and run suspect vehicle for Chesterfield County after the vehicle fled the accident scene at Lakeview Avenue and Branders Bridge Road. Greg's confidence allows him to never hesitate in making decisions on very challenging matters. For his initiative and exemplary ability, Greg was awarded a gift certificate for a movie and concessions at any Regal Cinema.

IV. FIRE & EMS DEPARTMENT:



Total Fire Type Incidents: 120

Total EMS Patients: 294

(Total EMS incidents 296)

Fire units arrived on scene in less than 7 minutes on 73.6% of emergency incidents. (average response time 5:59 minutes)

EMS units arrived on scene in less than 7 minutes on 62.4% of emergency incidents. (average response time 6:09 minutes)

Fire Division (number of incidents):

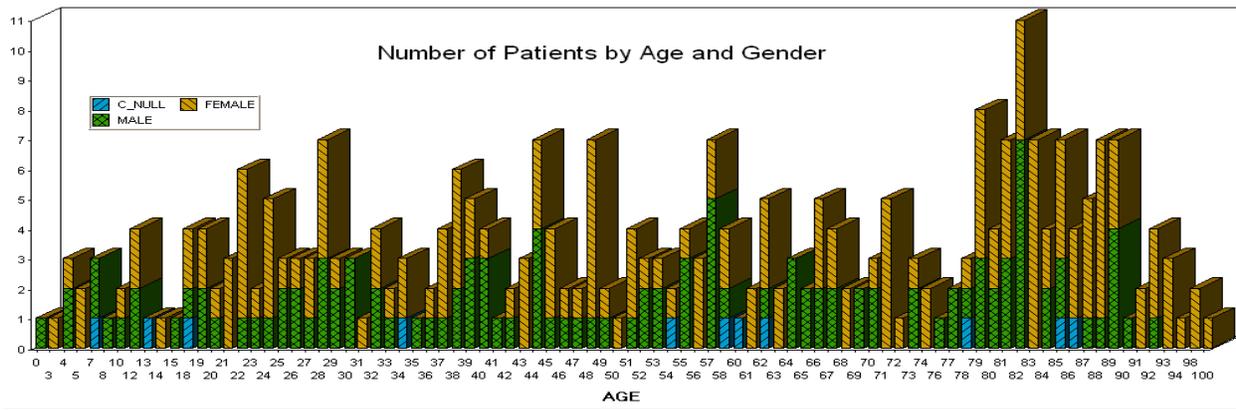
<u>Fires</u>	<u>Hazardous situations</u>	<u>Service calls and false calls</u>			
Building Fire	2	Electrical Problem	6	Good Intent Calls	21
Brush Fire	2	Power Line Down	10	Public Service	44
Lightning Strike with no fire	2	Natural Gas Leak	2	Alarm Activation (no fire)	17
		Chemical/gasoline Spill	4	Child Seat Installation	4
		Other Hazardous Condition	1	Smoke detector installation	5
M/A to Chesterfield EMS First Responder	6	M/A received from Chesterfield Fire	2		
M/A to Chesterfield Fire	2	M/A received from Fort Lee Fire	2		
M/A to Petersburg Fire	2	M/A received from Prince George Fire	1		
M/A to Hopewell Fire	1	M/A received from Petersburg Fire	2		
M/A given by Crater Regional Haz-Mat Team	2				

EMS Division (number of patients):

Abdominal pain	13	Convulsions/Seizure	7	Pregnancy/Childbirth	1
Allergic reaction	4	Diabetic Problem	6	Psychiatric Problem	3
Altered Mental Status	2	Eye Problem	1	Sick Person	13
Animal Bite	1	Fall	32	Stroke/CVA	8
Assault	2	Headache	2	Traffic Accident	29
Back Pain	3	Heart Problem	4	Traumatic Injury	11
Breathing Problem	39	Hemorrhage/Laceration	2	Unconscious	15
Chest Pain	37	Overdose	4	Other type EMS Calls	41
Choking	1	Pain	13		

IV. FIRE & EMS DEPARTMENT (CONTINUED):

M/A to Petersburg EMS	2	M/A received from Fort Lee EMS	3
M/A to Dinwiddie EMS	1	M/A received from Petersburg EMS	1



V. FINANCE DEPARTMENT:

Finance - Checks processed: 1,452

Fifteen (15) alarm citations were processed during September.

Purchasing - 238 total purchase orders completed with 167 being processed by the purchasing and 187 departmental purchases being reviewed as compared to 245 being completed for the same period in 2010. In addition 155 check requests were prepared by departments which are not processed by Purchasing.

Bids Issued/Opened during the month:

- Invitation # 11-092903-993 – Rehabilitation/Replacement of Culverts –Fairfax Ave. Issued 9/18 and received proposals 9/29/11.
- Invitation #11-062302-988 – Preliminary Engineering & Acquisition of Right Away for the Modernization of Lakeview Avenue – Vendor working on scope and pricing.
- Invitation # 11-062303-989 – Preliminary Engineering & Acquisition of Right Away for the Modernization of Dupuy Avenue - Vendor working on scope and pricing.
- Invitation # 11-062303-992 – Right Turn Lane Southpark Blvd / Charles Dimmock. Issued 8/17 and were received 9/29/11.
- RFP # 2011 – Residential Solis Waste Collection Services. Issued 8/19 by CWMA and they received proposals 9/23/11.

Other Purchasing Activity:

- Purchase order for three vehicles for Police Administration.
- Purchase order for a mobile license plate reader for Police Department.
- Quote issued for equipment for new Fire Department apparatus.
- Purchase Order for grinding of Storm waste at the Recycling Center, and old landfill.
- Purchase Order to pick up tree waste from hurricane, and take to old landfill.
- Additional I Pads, purchased for City Directors.
- Purchase Order for utility trench boxes.
- Worked with Architect, to provide documents to VDOT, the next phase of the Appomattox River Greenway trail.

Risk Activity:

- Claim stating City truck, pulled down a phone wire and damaged siding - \$100.

V. FINANCE DEPARTMENT (CONTINUED):

Utility Billing:

Bi-monthly Utility Bills Sent – 3,602

Delinquent Notices Sent –732 or 19.4% with 102 cut off for nonpayment

Received \$304.48 in delinquent bills using the State Set-Off Debt Collection System.

VI. HUMAN RESOURCES DEPARTMENT:

Advertisements

<u>Department</u>	<u>Position</u>
Finance	Meter Reader (Promotional)
Library	Library Assistant (Promotional)

Applications & Testing

☆ Total applications received for the following position recruitments:

Meter Reader	1
Library Assistant	7

Training

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

Miscellaneous

☆ The following employee orientation and exit interview sessions were held in September 2011:

<u>Orientation</u>	<u>Exit Interview</u>
Robert Simmons – Police Officer	Peggy Taylor – Library Associate
Steven Sexton – Police Officer	Joni Bowman – Animal Control Officer
William Traylor – Utility Technician	
Brian Cople – Assistant Director of Public Works/Engineering	

☆ Participated as a panelist in an interview process for the City of Hopewell on September 8-9, 2011.

☆ Attended the IPMA-VA Director’s Retreat in Richmond, Virginia on September 16, 2011. Topics included: VRS overview & modernization program, wellness programs, and social recruitment.

☆ The following topics were discussed during the Human Resources Liaison Committee meeting on September 29, 2011: MyVRS website, ICMA Roth IRA, and policy review.

Worker’s Compensation

☆ No workers’ compensation injuries/illnesses were reported during September 2011.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

☆ The City's web site had 43,579 visits in the month of September with 72,660 page views, including 2,828 visits to the City job listings page. The top five pages visited after the home page were: Library, Jobs, Purchasing RFPs, Real Estate Assessment Search, and Recreation & Parks.

☆ Citizens submitted and city staff processed 374 service requests and questions through the “Citizens Action Center” online during the month of September. The FAQs were viewed 1,671 times during this same period.

☆ September’s City e-News was distributed via email to 4,066 customers. The City of Colonial Heights’ Facebook Page now has 2,072 fans.

VII. INFORMATION TECHNOLOGY DEPARTMENT (CONTINUED):

- ☆ Proactive Information Management completed 84 hours of IT service and maintenance for City departments in September. Proactive is preparing for the upgrade of our email server software to Microsoft Exchange 2010 in October.
- ☆ Mr. Lewis Archileti was selected as the new Information Systems Coordinator effective September 28, 2011. Lewis will focus primarily on Public Safety IT support, with assistance in City-wide IT projects as well.

VIII. LIBRARY:

- The library staff circulated 20,664 titles in September.
- The public computer center was used 2,068 times.
- 27 children participated in story time.
- 149 residents registered for new library cards, and an average of 646 residents used the library each day.
- The library’s meeting rooms were used 03 times.
- 3,624 residents visited the Colonial Heights Virtual Library to retrieve 680 articles from their homes and offices.

IX. RECREATION & PARKS DEPARTMENT:

Recreation Division

In September, the Recreation Department kicked off its Fall programs. Youth and adult athletics leagues, instructional programs and after school teen programs all began in September. Recreation staff attended the Virginia Recreation and Park Society conference in Norfolk, VA, September 18-20, where they attended educational sessions on Public/Private partnerships, retaining staff, leadership and the importance of public input for planning programs and facilities.

Athletics	2011	2010
Adult Softball (Fall League)	20 teams	18 teams
Youth Football Registration	197	141
Youth Cheerleading Registration	92	66
Golf Lessons	5	5
Girls Fast Pitch Fall Ball	14	37
Swim Lessons	6	4
Optima Basketball	8	15
Activities/Programs	2011	2010
POWER	1	7
Disney on Ice	18	n/a
Teen After School Program	20	33
Little Tikes	2	n/a
Instructor Based Programs	2011	2010
Karate	13	18
Zumba	30	n/a
Belly Dancing	14	22
Cardio Fusion	26	25
Facility Usage	2011	2010
Community Room Attendance	985	980
Community Room Reservations	26	23
Pavilion Attendance	2,175	2,450
Pavilion Reservations	31	39
Field Attendance	180	n/a
Field Rentals	6	n/a

Agency on Aging		
Activities	2011	2010
AARP	38	37
Bingo in Center	88	83
Bowling	256	260
Bridge Party	96	120
Bridge Tournament	132	128
Crochet & Knitting	62	56
Senior Advisory Board Meeting	8	12
Senior Club Meeting	210	183
Senior Dance	76	98
Sing A-Long	38	28
Sing A-Long CH Healthcare Center	11	13
Senior Club Board Meeting	9	7
Table Games	8	0
Awareness/Education	2011	2010
Messages Balance	0	0
TRIAD	50	50
First Street	n/a	12
Classes	2011	2010
Crafts	8	11
Kay’s Oil Painting	25	24
Gems by James (painting class)	5	0
Line Dancing	0	34
Painters Group	32	45

IX. RECREATION & PARKS DEPARTMENT (CONTINUED):

Teen Center Attendance – CHHS Students	83	165
Teen Center Attendance – CHMS Students	343	437
Teen Center Peak Hours (Mon-Thurs)	3:00 – 6:00 p.m.	
Teen Center Peak Hours (Fri-Sat)	3:00 – 6:00 p.m.	
Fitness	2011	2010
Floor Exercises	50	57
Sit Down Exercises	169	262
Strength Training Class	148	152
Tai Chi	23	57
Yoga	48	71
Zoomer Boomer	121	221
Meals	2011	2010
Home Delivered Meals	8	20
Site Meals	172	0
Breakfast Meals	0	0
Bags	0	0
Total	180	20
Donations	0	0

Tap Dance – Advance	95	105
Tap Dance – Beginners	n/a	28
Tap Dance – Intermediate	83	65
Water color Painting	16	15
Splash of Color Workshop	10	10
Quilting Class	24	0
Open Quilting	12	0
Trips	2011	2010
Boulevard Flowers	0	18
St. Johns Church	24	n/a
Old West Trip	0	47
Museum Trip	9	0
Riverside Chicago	0	32
Tangier Island	0	24
Total	2,464	2,823
Transportation	2011	2010
Passengers	106	115
Total Miles	2,447	2,785
Total Trips	564	537
Wheelchairs	22	8
Volunteer Hours	11.5	50
Donations	\$315	\$195

Parks/Horticulture/Buildings & Grounds

- Laid out and painted soccer fields at Soccer Complex – set and secured soccer goals.
- Cleaned up hurricane debris from White Bank and Fort Clifton Parks.
- Planted trees at Flora M. Hill Park.
- Planted memorial tree for Officer Sears at Public Safety Building.
- Replaced HVAC system at the Health Department.

Violet Bank Museum

Attendance	<u>2010</u>	<u>2011</u>
	303	396

- Attendance numbers reflect 186 patrons at Violet Bank and 210 at two outreach programs; Beefsteak Raid Diner and Henrico County Civil War day.
- Acquired an 1862 replica Gatling Gun.
- Constructed one traveling exhibit and ended on temporary exhibit.
- Hosted the September Colonial Heights Garden Club Meeting.

X. OFFICE ON YOUTH & HUMAN SERVICES:

YAC Activities

- No YAC meeting in September due to Labor Day Holiday.
- Several current and past YAC and YSC members and advisor accepted Resolution from City Council celebrating 30 years of Youth Advisory Council.

Youth Service Commission

- No meeting due to Boards and Commissions picnic.

Substance Abuse Prevention Activities

- 10 teens received VaABC, VSAP, MADD, & State Police information on safe driving & the law.

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

Kids' After School Program

	Tussing	Lakeview	North	Total
Current Student Enrollment	16	7	14	37
JTCC Work Study Tutors	2	0	2	4
VSU Work Study Tutors	0	1	0	1
VSU Volunteers	0	3	3	6

KAP Activities:

- Fundraiser at Chick-fil-a on September 27, 2011, raised \$63.00
- Tye-dye activity at Lakeview on September 28, 2011.

Recruitments at VSU – Volunteer Fair – September 13, 2011

VSU – Workstudy – September 1, 2011

VSU – Betterment of Brothers and Sisters – September 21, 2011

VSU – A Movement Walking – September 28, 2011

VSU – Black Data Processing Association – September 21, 2011

VSU – Outreach Student Liaison – September 21, 2011

Ongoing Monthly Meeting/Trainings

- Operation Christmas Child
- Team Care SOC
- Family Assessment & Planning Team
- VJCCCA Regional meeting
- Toastmaster International
- Smart Beginnings meeting
- CPMT – Organizational Presentation
- Partnership for Youth
- CSA Resource Fair
- Juvenile & Domestic Violence Task Force
- Positive Parenting Coalition
- Interagency Prevention Team served 9 families
- CAAN-DUU Coalition meeting and regional event
- “Too Good for Drugs” Training presented by CAAN-DUU Coalition

Diversion Program Participation

Parenting

- 4 families completed “Parenting with Love & Limits”

Community Service

- 8 youth completed 80 hours of Community Service

Shoplifting Diversion

- 28 youth and parent attended the Shoplifting Diversion Program

Anger Management

- No classes this month

Substance Abuse Education

- No classes this month

XI. FLEET MAINTENANCE:

	# Workorders	Total	Sublet	Sublet total
2011	81	\$29,291.43	4	\$ 349.52
2010	88	\$25,729.93	4	\$ 930.00

Most of the repairs are normal maintenance issues with the exception of 2 repairs to fire trucks for over \$12,000.00. The new police cars are in and we are just waiting on some equipment to come in. The leaf collectors are almost finished and ready for service.

The sublet repairs consist of the following:

Towing	50.00
Radiator	65.00
Tire repair	26.25
Windshield	208.27

Maintenance cost for the first fiscal quarter this year compared to the last 5 are:

2011/2012	\$75,852.23
2010/2011	\$56,330.36
2009/2010	\$52,399.76
2008/2009	\$54,432.30
2007/2008	\$51,851.09
2006/2007	\$67,044.10