

CITY MANAGER'S REPORT TO CITY COUNCIL APRIL 2009



I. PUBLIC WORKS & ENGINEERING:

A. Capital Improvement Projects

White Bank Park Drainage Improvements – Review process re-activated. Review comments returned to Consultant. Work on utility relocations has been processed and scheduled.

Courts Building Renovation – This work is currently being coordinated directly by the City Attorney's Office. Discussions are continuing between the Judiciary, Administration and Council. The City Attorney will be working with the City Engineer on air quality issues.

Bruce Avenue Drainage – Phase I – Within one-year maintenance period.

Bruce Avenue Drainage – Phase II – Bids have been received; the low bidder is Southern Construction. The purchasing agent is processing the necessary paperwork so that construction can begin as soon as possible.

Lexington Drive Storm Drain Outfall – In-house design of this unfunded project has begun.

Yacht Basin Drive Storm Drain Outfall – In-house design of this unfunded project has begun.

Longhorn Drive Drainage Improvements – Staff met with Mr. Brockwell to reconfirm scope of work. No substantive changes to be made to work planned by City.

Boulevard Widening Project (North, Fifth Lane) – Construction is substantially complete. Retainage being withheld pending resolution of quality issues with hydraulic and asphalt concrete products. Issued contract change order to replace the defective pavement.

Landfill Entrance Road(s) – Project information transmitted to Wal-Mart Real Estate for review.

Right Turn Lane on Southpark Boulevard (in front of Wal-Mart) – Wal-Mart Real Estate committee reviewing city proposal. Discussed status with Realty Manager. Revising plans per Wal-Mart input.

Signal Coordination UPC 77600 – CMAQ Program - Traffic counts have been received and being evaluated by staff and VDOT.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

A. Capital Improvement Projects (continued)

Boulevard/Government Center Enhancement – Transportation Enhancement Program – Received and reviewed 50% plans from the consultant. Awaiting revisions to begin public involvement process.

Boulevard/Dupuy Modernization Project – Revenue Sharing, Urban and CMAQ Programs – Completed preliminary contract negotiations. Received comments from VDOT External and Construction Audit Division for pre-award audit. Awaiting revisions from consultant.

Safe Routes to Schools – Verified and/or revised construction cost estimates. Ready to proceed with survey.

B. Economic Development Projects (under construction)

Dunlop House Assisted Living, Phase II - Final inspection punch list has now been completed and the one-year maintenance period begun.

Walgreens -A revised plan is being prepared by their engineer to address runoff concerns on the adjacent Laundromat and rear yards along Bruce Ave. Asphalt base and intermediate courses have been placed on the Boulevard and Bruce Ave. Landscape work and miscellaneous site work continuing. Erosion and Sediment control measures are being maintained. The corporation has rejected some of the sewer line, so it will be replaced.

School Maintenance Building - Work is nearing completion. Contractor is dressing the site and putting down seed and mulch. Erosion and Sediment control measures are being maintained.

Denny's - Contractor grading the lot. Project temporarily shut down. Erosion and Sediment control measures are being maintained.

Community Building Addition - Six inch fire line and vault installed. New water service installed. Contractor began miscellaneous site concrete work. Erosion and Sediment control measures are being maintained.

Sam's Club Expansion - Contractor installing storm sewer and completing sanitary sewer work. Erosion and Sediment control measures are being maintained.

Colonial Heights Surgery Center 930 South Ave. Suite 2 - Portion of former American Family Fitness building on South Ave. being converted to a surgical suite. Interior building work is proceeding. Preconstruction meeting has been held and site work will begin shortly.

Gill's Point Section 9 - Contractor installing storm sewer and bringing in fill dirt for backfill. Road grading has begun. Erosion and Sediment control measures are being maintained.

C. Economic Development Projects (under review)

Value Place Hotel - Plans are now complete and will be approved upon receipt of required bonds, etc. Roslyn Farm closed on the real estate and placed \$60,000 in the City's reserve account toward construction of the traffic signal.

Colonial Heights Health Care Center -- A building addition to the existing building. The plans are now complete and will be approved for construction upon receipt of required bonds, etc.

I. PUBLIC WORKS & ENGINEERING (CONTINUED):

C. Economic Development Projects (under review)(continued)

American Family Fitness Parking Lot Expansion - A portion of the pond in front of the building will be filled to construct a new parking area. Revised plans have been reviewed and comments forwarded. Awaiting final updated plans.

Townplace Suites - This is a proposed six story, 127 room hotel that will be located immediately beside Comfort Suites. Plans have been reviewed and we are awaiting updated plans.

Right-of-way Permits:

- Issued ten (10) permits
- Inspected and closed 4 permits

II. PLANNING & COMMUNITY DEVELOPMENT:

1. Four (4) fence permits issued.
2. One (1) sign permit issued:
 - ☆ The Law Office – 625 Southpark Boulevard
3. Boulevard Revitalization:
 - ☆ Eight applications received – Phase VI
4. Neighborhood Revitalization:

a. 08-09 CDBG Home Repair Grant

- ☆ 9 electric jobs completed
- ☆ 10 carpentry jobs completed
- ☆ 1 carpentry and related plumbing/accessibility job completed
- ☆ 4 heating jobs completed
- ☆ 3 plumbing jobs completed
- ☆ 1 lead clearance completed
- ☆ 5 re-roofing jobs completed
- ☆ 1 roofing repair completed
- ☆ 2 re-roofing jobs bid out – contracts awarded

b. Rental Inspection Program:

Item	Month	YTD
TOTAL UNITS REGISTERED		482
# of Dwellings registered	0	140
# of Multi-family Dwellings	0	33
# of Apts registered	0	309
TOTAL UNITS INSPECTED		203.9
Dwellings to be inspected	0	140
Multi-family dwellings	0	33
Apts to be inspected (10%)	0	30.9
Total # of Properties Sold	0	1

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

b. Rental Inspection Program (continued):

Failure to Register Letters	0	0
Answers Received	0	0
First Inspections made	29	187
Passed	14	77
Failed	15	110
Second Inspection	9	17
Passed	9	17
Failed	0	0
Third Inspection	0	0
Passed	0	0
Failed	0	0
Additional Inspections	0	0
Passed	0	0
Failed	0	0
Failure to schedule by owners	0	0
Total Fees Collected		
Reinspection	\$0.00	\$0.00
Late Registration	\$0.00	\$50.00
4 year Certificates Issued		
Dwellings	23	82
Apartments	1	2
(no of units certified)	26	38

5. Zoning/ Property Maintenance complaints investigated:

a. Property Maintenance

	Month	YTD
Total inspections	17	90
Violations	15	77
Violations resolved	4	63

b. Zoning

	Month	YTD
Total inspections	6	33
Violations	5	29
Violations resolved	2	26

II. PLANNING & COMMUNITY DEVELOPMENT (CONTINUED):

c. Building Code

	Month	YTD
Total inspections	0	0
Violations	0	0
Violations resolved	0	0

d. House Number Violations

	Month	YTD
Violations reported	0	6
Actual violations	0	29
First letter sent	0	29
Violations abated	0	40
Summons issued	0	1
Door hangers posted	2	6
Active violations	0	3

e. Other

	Month	YTD
Total inspections	5	20
Violations	2	20
Violations resolved	0	18

f. Inoperable Motor Vehicle Complaints

	Month	YTD
Total inspections	3	41
Violations	1	29
Violations resolved	1	28

g. Tall Grass

	Month	YTD
Total inspections	52	53
Violations	47	48
Violations resolved	6	7

h. Sign Ordinance

	Month	YTD
Total inspections	10	21
Violations	10	21
Violations resolved	3	11

The following are highlight activities for the Building Inspections Division:

	<u>Month</u>	<u>YTD</u>
1. Existing Housing and Maintenance Inspections	0	81
2. New Construction Inspections	265	807
3. Permits for New Residences	1	2
4. Estimated Cost for Permits for New Residences	\$75,000	\$151,000
5. Permits for Commercial Construction	4	21
6. Estimated Cost for Commercial Permits	\$16,500	\$5,110,998
7. Plumbing Permits Issued	10	44
8. Electrical Permits Issued	15	57
9. Mechanical Permits Issued	8	35
10. Swimming Pool Permits Issued	1	1
11. Inoperative Vehicles Towed	0	0
12. Letters on Water Cutoff	0	6

III. POLICE DEPARTMENT:

- ✓ Total calls for Police service in April, 2009, show an increase of 3%, going from 4,142 calls for service in 2008, to 4,285 in April, 2009.
- ✓ There were 98 Part I, or serious, crimes reported to the Colonial Heights Police Department in April. Sixty-eight (68) of those, or 69%, have been cleared.
- ✓ Our **Records Division** processed 289 arrest reports, 19 Animal Control reports, 51 field interviews, 296 incident reports, 913 pawned properties, and 1,016 traffic summonses, along with a variety of other reports, totaling **2,902 reports**.
- ✓ Our 2008 Annual Report has been released and we have received many positive comments regarding its content. We look to grow and advance our efforts in our community and to all those that we serve.
- ✓ Our **Law Enforcement Services Bureau** has been very busy with an assortment of duties as follows:
 - We continue to prepare for our School Resource Officer (SRO) transition at the middle school as Officer Scott Whirley continues to shadow SRO Renee' Walters.
 - Recruitment continues on the formation of a Senior Citizen Crime Prevention Academy, which will begin this month.
 - Eighteen departmental policies and procedures were updated and reviewed with the Chief and have been submitted to the City Manager for approval and implementation.
 - Officers have attended a training course entitled, "Understanding the Older Driver", in an effort to provide service to our older community members.
 - D.A.R.E. graduations are set for all of our elementary schools during the month of May.
 - We have made our first entry to the Virginia Police Chiefs' Foundation for the *2008 Law Enforcement Challenge* in an effort to recognize our highway safety endeavors in 2008.
- ✓ Our **Patrol Division** officers arrested 52 shoplifters during the month of April. This economic trend continues throughout the country as well. Patrol officers continue their traffic enforcement efforts, tallying 1,016 traffic summonses from 1,616 traffic stops; made 31 DUI arrests and 44 drug-related arrests; investigated 83 traffic crashes; issued 54 parking citations; and initiated 51 field interviews. A total of 289 arrests were made during the month— 60 felony warrants obtained and 183 misdemeanor warrants obtained. Thirty-eight (38) inoperative vehicles were reported. A total of 208 new cases were assigned to Patrol officers for investigation, and 174 cases have been cleared, or 83%. Officers traveled to Troy, North Carolina, for a prisoner extradition.
- ✓ Our **Investigations Division**, reported a very solid April. Our Street Crimes Unit activities continue to amplify their need. Detectives' activities for the month included the following:
 - Detectives are investigating two armed robberies that occurred at local businesses.
 - Detectives cleared an indecent exposure case that occurred at Wal-Mart and were able to link the suspect to another reported case.
 - One nuisance letter was issued to a residence in the 2200 block of Wakefield Avenue.

III. POLICE DEPARTMENT (CONTINUED):

- Detectives were able to clear a 32- year-old missing person/runaway case. Back in 1977, a local juvenile was last seen hitchhiking on I-95 south. She has since been located in Louisiana. The mother has been notified and they are working out arrangements to make contact with each other.
 - To date, eight (8) *Project Lifesaver* clients are being served by our officers.
 - Twenty (20) concealed weapon permits were processed during the month of April.
 - Detectives have started meeting with area jurisdictions regarding gang activity.
 - Our Street Crimes Unit conducted two control buys of heroin and made arrests. They also served a search warrant on a Branders Bridge apartment and seized \$1,600.00, a pound of marijuana and a 2003 Chevy Suburban.
 - Detectives were assigned a total of 17 new cases for investigation and, of those, 10 cases have been cleared. One (1) additional case from March was cleared resulting in a 58% clearance rate.
- ✓ Our **Auxiliary** police force continues to demonstrate their passion by volunteering over 567 hours in a variety of ways. Duties included assistance with our Arbor Day Celebration, ride-alongs, and traffic direction during the Tri-Cities Road Runner race and enforcement, academy training, along with extra duty at the mall and prisoner transports.
 - ✓ The **Animal Control Division** impounded 25 dogs and 15 cats. During the month of April, there were 15 dogs and one (1) cat returned to their owners, with 23 dogs and 19 cats adopted out. Animal Control officers had one (1) cat bite that was reported. At the end of the month, Animal Control investigated a total of 115 complaints, with two (2) summonses issued. A total of \$525.00 in fees was collected.
 - ✓ **Sentinel** volunteers donated a total of 68 hours. Our Sentinels assisted with our Arbor Day Celebration, a DNA Sampling event as well as traffic control duties for the Lakeview students crossing the Boulevard to tour the Bank of McKenney.

Crime	April 2008	April 2009	Percentage of Increase/Decrease
Aggravated Assaults	1	1	0%
All criminal arrests	278	289	4%
Arson	1	1	0%
Burglaries	8	5	-38%
Calls for services	4,142	4,285	3%
DUI arrests	24	31	29%
Larceny	54	71	31%
Motor Vehicle thefts	3	3	0%
Robberies	2	3	50%
Shoplifting arrests	37	52	41%
Simple Assaults	11	14	27%
PART I (Serious) OFFENSES			
April 2009	Number Reported	Number Cleared	Percentage Cleared
	98	68	69%

IV. FIRE & EMS DEPARTMENT:

FIRE DIVISION:

TOTAL FIRE TYPE CALLS: 95

<u>Call Descriptions:</u>	<u>No:</u>	<u>Call Descriptions:</u>	<u>No:</u>
Alarm System Activations	13	Good Intent Calls	8
Assist Police	1	Hazardous Conditions	3
Assist Invalid	1	Heat from Short Circuit	1
Authorized Controlled Burning	3	No Incident on Arrival	2
Brush Fires	10	Oil/Other Combustible Liquid Spill	1
Child Safety Seat Installations	12	Public Fire Education	3
Dispatched then Cancelled Calls	11	Public Service Assistance Calls	10
Electrical Equipment Problems	3	Smoke Detector Installations	1
Explosive, Bomb Removal	2	Smoke Scare/Odor Removal	1
False Alarms	1	Trash/Rubbish Fire	3
Gas Leak	1	Unintentional Alarm Malfunction	4
<u>Mutual Aid Given:</u>	<u>No:</u>	<u>Mutual Aid Received</u>	<u>No:</u>
Chesterfield - EMS 1st Responder	2		
Chesterfield	1		

~A fire unit arrived on-scene in 6 minutes or less from the time of dispatch on 91% of all calls received during the month~

EMS DIVISION:

TOTAL EMS PATIENTS: 288

<u>Call Descriptions:</u>	<u>No:</u>	<u>Call Descriptions:</u>	<u>No:</u>
Abdominal Pains	11	OB/GYN	2
Allergic Reaction	3	Other Injury/Medical Calls	112
Altered Level of Consciousness	6	Overdose Calls	3
Assaults	7	Public Service Calls	3
Chest Pains	33	Strokes	7
Difficulty Breathing	29	Suicide	1
Falls	29	Trauma Calls	4
Fire Standby	3	Unresponsive Patients	17
Motor Vehicle Accidents	18		
<u>Mutual Aid Given:</u>	<u>No:</u>	<u>Mutual Aid Received</u>	<u>No:</u>
Chesterfield	5	Chesterfield	2
Hopewell	1	Dinwiddie	1
Petersburg	4	Fort Lee	2
		Petersburg	2

~Patient contact was established in 8 minutes or less from the time of dispatch on 90% of all calls received during the month~

Training Division

Number of Classes Taught:	28
Attendees:	244
Man Hours	603.35

V. FINANCE DEPARTMENT:

- Checks processed:

General Fund	378
Payroll Checks	956
Other	<u>136</u>
Total	<u>1,470</u>

- Nineteen (19) alarm citations were processed during April.
- We are currently reviewing Banking Service proposals for the upcoming 5 year contract.
- **Purchasing** - 175 total purchase orders were completed with 123 being processed by the purchasing and 52 departmental purchases being reviewed as compared to 299 being completed for the same period in 2008. In addition, 100 check requests were prepared by departments which are not processed by Purchasing.
- **Bids Issued/Opened during the month:**
 - Sealed Bid # 09-41503-950, **Bruce Avenue Drainage Improvements, Phase II** – was issued on April 2 2009, with a bid opening date of April 15, 2009. Southern Construction was the low bidder. Contract documents have been sent to the contractor with anticipated start up date of June 1, 2009 or before.
 - Proposal # 09-51102-951, **“On Call” Geotechnical, Environmental and Construction Services** was issued on April 20, 2009, with proposals due on May 11, 2002.
 - Proposal # 09-40103-948, **Banking Services**, issued on March 17, 2009, was **opened April 1, 2009**. Proposal meetings have been scheduled with Wachovia, BB& T, and Sun Trust for the first week in May 2009.
 - Proposal # 09-42002-949, **“On Call” Land Surveying & Mapping Services**, was issued on March 25, 2009, and opened on **April 20, 2009**. A total of fifteen proposals were received. Three firms will be put under contract.
- **Other Purchasing Activity:**
 - Purchase Order issued to Right Construction, for construction services for the Appomattox River Trail Project, Phase I. Due to the favorable price received on Phase I, additional work was negotiated with the vendor, and approved by the State.
 - The contract was finalized for the July 4th fireworks show.
 - Purchase Order issued for trimming and removing various trees in the City.
 - Purchase Order was issued for engineering services for Hrouda Pumping Station assessment and rehabilitation design service.
 - Purchase Order was issued to Rodgers and Son Painting, to paint Violet Bank Museum. Work has started on this project.
 - Due to the change in pager band, many of the City’s pagers are being returned to Arch Wireless, and being replaced with new pagers to accept the new band. The Procurement Specialist has done an outstanding job on this project.
 - Meetings held with Nextel on various billing issues, and also to discuss going to one billing for the City, instead of the present practice of each department receiving their own invoice.
 - Purchase Order was issued for drainage improvements at Violet Bank Museum. Work includes the addition of a sump pump.
 - City surplus property list is current, and can be seen on the City’s intranet.
 - A service request was issued to Verizon, to move a telephone line, which is in the way of the building addition.

V. FINANCE DEPARTMENT (CONTINUED):

- **Risk –**
 - **Automobile:**
 - A City resident, when turning the corner of Laurens Lane in the City, ran into the back of a parked police vehicle which was approximately \$1,200 in damage.
 - **Citizen Claims:**
 - A claim was filed by a citizen, due to a tree branch falling onto his vehicle while it was parked on the street. VML denied this claim due to the fact that the tree was not on City property.
 - A Matoaca resident, incurred damage to her vehicle tire and rims, from the erosion of the road shoulder and road surface. VML issued the repair cost check for \$722.
 - **Property Claim:**
 - An individual, in vehicle pursuit by the Petersburg Police, ran into a decorative light pole on the Boulevard. The City’s sign shop did the repairs, which was turned over to VML for restitution.
 - Juveniles wrote on the Library’s bathroom walls with a Sharpie pen. The entire bathroom had to be repainted. The contractors cost, \$300, was turned over to Juvenile Probation for restitution.
- **Utility Billing – During April:**
 - Bi-monthly Utility Bills Sent – 3,474
 - Delinquent Notices Sent – 598
 - Delinquent Notices Percentage – 16.3%
 - Services cut off for nonpayment on April 15th was 107.
- Work orders for April 2009:
 - Leaks – 39
 - New Accounts – 79
 - Terminations – 74
 - Extensions – 59
 - Utility Billing generated State setoff collections: April \$4,836.87

VI. HUMAN RESOURCES DEPARTMENT:

- **Advertisements**

<u>Department</u>	<u>Position</u>
Fire	EMS Firefighter
Public Works & Engineering	Senior Engineering Technician
Recreation & Parks	Teen Center Supervisor (Part-time)

- **Applications and Testing**

Total applications received for the following position recruitments:

EMS Firefighter	40
Public Works Technician	54

- **Workers Compensation**

The following workers’ compensation report was filed during the month of April 2009:

<u>Date</u>	<u>Department</u>	<u>Description of Injury</u>
04-13-09	Police	Scrapes to right hand, left elbow & knees during suspect arrest.

VII. INFORMATION TECHNOLOGY DEPARTMENT:

- ☆ The City's web site had 40,135 visits in the month of April with 74,882 page views, including 3,161 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 102 service requests and questions through the “Citizens Action Center” online during the month of April. The FAQs were viewed 287 times during this same period.
- ☆ The City’s e-News – a monthly electronic newsletter to citizens - was launched on April 17. In addition, an online Citizens’ Recycling Survey was published on the website and emailed to residents for their input.

VIII. LIBRARY:

- ☆ The library staff circulated 25,108 titles in April.
- ☆ The public computer center was used 2,557 times.
- ☆ 39 children participated in story time reading program.
- ☆ 245 residents registered for new library cards, and an average of 683 residents used the library each day.
- ☆ The library’s meeting rooms were used 101 times.
- ☆ 2,682 residents visited the Colonial Heights Virtual Library to retrieve 447 articles from their homes and offices.

IX. RECREATION & PARKS:

Recreation & Parks		
ACTIVITIES	2008	2009
4-H CLOVERBUDS	N/A	4
ADULT SOFTBALL	26 Teams	27 teams
AMERICAN LEAGUE AGES 11-12	57	57
APPOMATTOX TRAVEL-AGES 15-17	18	33
AQUAFINA PITCH HIT AND RUN	18	N/A
BASIC ARCHERY CERTIFICATION CLASS	N/A	6
BELLY DANCE CLASS	0	23
CARDIO KICK BOXING EVENING	36	14
COMMUNITY BUILDING ATTENDANCE	1045	N/A
COMMUNITY BUILDING RESERVATIONS	30	N/A
CPR CLASS	N/A	7
CROCHET AND KNITTING CLASS	48	38
EASTER EGG HUNT	269	331
FAST PITCH SOFTBALL	4	7
INSTRUCTIONAL BOYS AND GIRLS 4-5	40	93*
JR OLYMPICS SOCCER	N/A	5
JR OLYMPICS TRACK & FIELD	N/A	14
JR. OLYMPICS BASKETBALL	14	22
JR. OLYMPICS BASKETBALL	13	22
JUNIOR SOFTBALL AGES 11-13 GIRLS	50	43
MINOR LEAGUE AGES 9-10	72	85
NATIONAL LEAGUE --AGES 13-15	52	54
NATIONALS VS CUBS TRIPS	29	N/A

IX. RECREATION & PARKS (CONTINUED):

Recreation & Parks		
ACTIVITIES	2008	2009
OKININKWAN KARATE	20	22
PARK ATTENDANCE	835	1,066
PARK RESERVATIONS	21	28
PEE WEE SOFTBALL--AGES 9-10 GIRLS	34	47
POWER	N/A	5
ROOKIE LEAGUE BOY AND GIRLS6-8	65	93*
SENIOR SOFTBALL AGES 14-18 GIRLS	0	0
SIT DOWN EXERCISES	288	324
SKATEBOARD PARK	62	291
SPRING BREAK ACTIVITIES-TEENS	102	33
SR. CITIZEN ATTENDANCE	2248	2479
SR. CITIZEN HOME DELIVERED MEALS	155	310
SR. CITIZEN VAN MILEAGE	4107	3024
SR. CITIZEN VAN PASSENGERS	755	543
SR. CITIZEN VOLUNTEER HOURS	21	14
SR. CITIZENS MEALS AT CENTER	0	0
STRENGTH TRAINING CLASS	242	129
T-BALL BOYS AND GIRLS 6-7	104	112
TEEN DANCE	72	125
TEEN FLASHLITE EASTER EGG HUNT	N/A	35
VIOLET BANK MUSEUM	366	164

* means two leagues combined in 2009

Senior Citizen Activities		
ACTIVITIES	2008	2009
AARP	56	N/A
Bingo in Center	78	54
Bob Ross Video Painting	N/A	2
Bowling	262	260
Charles Town Slots	N/A	52
Club Meeting	192	201
Craft Class	13	N/A
Crochet & Knitting	48	38
Diana Martin Oil painting class	11	N/A
Easter Crafts at Hunt	N/A	8
Floor Exercises	148	219
Golf at Prince George	560	472
Home Builders Project	N/A	10
Kay's Oil Painting Class	N/A	5
Line Dance Class	55	37
Lunch Out	13	8
Movies	15	6
Painters Group	32	65
Party Bridge	124	120
Sandwich Social	34	N/A
Sing A-Long	36	26
Sing-a-long CH Health Care Center	14	8
Sit Down Exercises	288	324
Smithfield	N/A	36
Splash of Color	N/A	16
Strength Training Class	242	129

IX. RECREATION & PARKS (CONTINUED):

Senior Citizen Activities					
ACTIVITIES		2008	2009		
Swap Shop		N/A	32		
Tai Chi		34	37		
Tap Classes		277	125		
Tournament Bridge		64	N/A		
TRIAD Meeting		60	30		
Watercolor		18	26		
Women Show		N/A	8		
Yoga		39	74		
Total		2248	2479		
Meals		2008	2009		
Home Del Meals		65	125		
Site Meals		0	0		
Breakfast Meals		30	125		
Bags	Donations	60	60	Donations	
Total	\$30.00	155	310	\$65.00	
Transportation					
Total Passengers		755	543		
Total Miles		4107	3024		
Wheelchairs		30	14		
Volunteer Hours	Donations	21	14	Donations	
	\$213.75			\$144.00	

Tap Group - Elm Street Baptist Church and Richmond Senior Center Partnership
 Crochet & Knitting Group Donated to the following Groups - From the Heart- RSVP and Crater Hospice
 Painters Group has an Art Show for the month of April at PRAC
Crochet & Knitting Group received the President's Volunteer Service Award from RSVP

Violet Bank Museum

	<u>2008</u>	<u>2009</u>
Attendance	366	164

- ☆ Outreach program at Chesterfield Courthouse, Sutherland Station, Battersea (Battle of Petersburg), Civil War Days at Tredegar. Outreach approximately 350.
- ☆ Repaired boards on exterior of building in preparation of painting Museum.
- ☆ Hosted Chesterfield UDC at Violet Bank Museum.
- ☆ Preparing for Fort Clifton Festival as Civil War Chairman with Ray Langston.
- ☆ Preparing for Living History at Violet Bank on July 25th.
- ☆ Attended Civil War Sesquicentennial Meeting.
- ☆ Cutter replace on outside of building.
- ☆ Drain and concrete work completed on back entrance.
- ☆ Outside painting of Museum has begun.

Parks, Buildings and Grounds

- ☆ Cleaned White Bank Park, Lakeview Park, and Ft. Clifton Park. Washed out pavilions at White Bank Park as needed.
- ☆ Picked up trash around Municipal Building complex and Library (daily).
- ☆ Dragged and lined all baseball and softball fields as needed for practice and games.
- ☆ Repaired pitching mounds as needed at Shepherd Stadium, Middle School baseball, A-field, and B-field.
- ☆ Cleaned Shepherd Stadium, Shepherd Stadium restrooms, and dugouts as needed.
- ☆ Painted soccer fields at Soccer Complex and Middle School Stadium as needed.

IX. RECREATION & PARKS (CONTINUED):

Parks, Buildings and Grounds (continued)

- ☆ Cut grass on Shepherd Stadium, Civic field, Lakeview ball fields, A-field, and B-field as needed.
- ☆ Cut grass, trimmed, and blew off sidewalks at Wakefield Ave, War Memorial, School Board, Old Church, and Violet Bank.
- ☆ Cut grass, trimmed, and blew off sidewalks at Floral Ave Playground, Flora M. Hill Park, Shuford Ave, and Battery/Hanover Island.
- ☆ Cut grass, trimmed, and blew off sidewalks at City Hall, Health Dept, Public Safety Building, Library, and Fire Station #2.
- ☆ Cut grass at Soccer Complex.
- ☆ Cut grass and trimmed at White Bank, Ft. Clifton, Lakeview Park, Animal Shelter, and Pistol Range.
- ☆ Replaced broken sink at Animal Shelter.
- ☆ Picked up ceiling tiles and took to storage at Library.
- ☆ Picked up donated pool table and took to old church for storage.
- ☆ Mounted "Swim at your own risk" signs on post and installed them at Archer Ave. Park.
- ☆ Picked up supplies from Central Warehouse and unloaded at shop.
- ☆ Cleaned up and organized shop.
- ☆ Had stone dust delivered and graded out parking lot behind shop to take care of water.
- ☆ Added lock to doors at Soccer Complex concession stand.
- ☆ Installed door stops on doors at Public Safety Building.
- ☆ Employees took CPR training.
- ☆ Picked up brush from island at Hanover and Battery Place and took to landfill.
- ☆ Filled in sunken sewer line trench at Health Department.
- ☆ Took lawnmowers and weed eaters to Conners' for repairs and picked them up when ready.
- ☆ Performed preventative maintenance on lawnmowers.
- ☆ Took table, chairs, and tent to new park for dedication ceremony. Picked up everything after dedication.
- ☆ Picked up supplies from Agri Supply.
- ☆ Turned water on at Fort Clifton, High School ball fields, Civic field, Stadium, and Middle School ball fields.
- ☆ Reattached wind screen at High School tennis courts.
- ☆ Repaired broken benches at Flora M Hill Park.
- ☆ Replaced broken water valve at Tussing Elementary ball field.
- ☆ Replaced broken water valve at A field.
- ☆ Installed new basketball nets at Lakeview.
- ☆ Identified burnt out lights at White Bank, Ft Clifton, Lakeview Park, and Flora M Hill Park.
- ☆ Cut up storm damaged tree at White Bank and hauled to landfill.
- ☆ Replaced water stained ceiling tiles at Courts Building.
- ☆ Repaired wind screen on dug outs at Lakeview softball fields.
- ☆ Repaired gates on Lakeview softball fields.
- ☆ Removed graffiti in bathrooms at White Bank, Ft Clifton, and Lakeview softball fields.
- ☆ Moved bases and pitching rubber at High School softball field.
- ☆ Installed new pitching rubber at Lakeview #1 field and Civic field.
- ☆ Moved bases for tournament at Lakeview softball fields.
- ☆ Sprayed Killz-All around fence at Civic field, A field, B field, and Stadium. Sprayed under bleachers at Lakeview fields, White Bank, Soccer complex, Floral Ave, Flora M Hill Park, Firing range, Animal Shelter, City Hall, Public Safety Building, Fire Station #2, Ft Clifton, Edinborough Park, and Courts Building..
- ☆ Sprayed Pendulum on Stadium parking lot, and around merry-go-round behind Civic field, Edinborough Park playground area, and Ft. Clifton gravel area.
- ☆ Sprayed Cool Power on Lakeview fields.

X. OFFICE ON YOUTH & HUMAN SERVICES:

- **Youth Advisory Council Activities**
 - 6 YAC members attended monthly meeting (Spring Break)
 - 1 YAC member helped with U-11 Soccer Team
 - 5 YAC members helped with Family Reading Night at North Elementary
 - 8 YAC members participated in City-Wide Clean-Up

- **Driver Bags**
 - 11 Youth received VaABC, VASAP, MADD, State Police information when they received their driver's license

- **Parenting**
 - 5 families began "Parenting With Love & Limits"

- **Community Service**
 - 27 youth completed 394 hours of Service Learning

- **Shoplifting Diversion**
 - 20 youth and a parent attended the Shoplifting Diversion Program

- **Substance Abuse Education**
 - 13 youth began Substance abuse Education at Crossroads Community Day School

- **Miscellaneous**
 - Juvenile & Domestic Violence Task Force provided 5 people to work at CHMS Fun Day and offered students information on safety tips if they are in a domestic violence situation; quiz taken on healthy relationships by 300 youth

 - Phyllis Cheely, JDVTF Chair, along with several task force members and several area children planted 80 pinwheels at the CH Public Library for Child Abuse Awareness
 - Provided resource table at library with child abuse prevention information

- **Kids' After-School Program**
 - Family dinner held with 9 family members and 3 mentors in attendance. Listening skills was the parenting topic.

 - Three new mentors from Virginia State University and one volunteer mentor were interviewed.

 - One new student from North Elementary enrolled with KAP

XI. FLEET MAINTENANCE:

	<u># of Workorders</u>	<u>Total</u>	<u>Sublet</u>	<u>Sublet Total</u>
2009	71	\$11,287.39	3	\$320.00
2008	95	\$15,445.20	6	\$1,879.10

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Horticulture

Weeded, weedeated, cut grass and mulched the following locations:

- City Hall, Library, Fire Stations, Legacy Garden, War Memorial, School Board, Temple Avenue, Lynchburg Avenue, Courthouse Court Yard, Boulevard and Public Works Complex.
- Trimmed hedges at War Memorial.
- Planted Norway spruce for Arbor Day April 24, 2009 at School Board.
- Worked with office on Youth and Beautification Committee.
- Responded to miscellaneous tree calls.
- Picked up new water pump.
- Sprayed for weeds at Marvin Avenue, Fire Station II, Legacy Garden, White Bank, and City Hall.
- Assisted Street Division removing trash from Temple Avenue.
- Continued cleaning beds of trash and debris each day.
- Trimmed and edged all tree bases at Health Department and Public Safety Building.
- Removed all shrubbery, weeds, trash, and graded area in median at Temple Avenue and I-95.
- Edged bed at Marvin and Chesterfield Avenues.

Vegetation

Picked up litter at the following locations:

- Archer Avenue
- Westover Avenue
- Conduit Road
- Temple Avenue
- Wakefield Avenue
- Charles Dimmock Parkway
- Tussing Lane
- Roslyn Road
- Boulevard

Other

- Responded to miscellaneous request concerning dead trees/limbs, dead animals, curb and gutters and drainage issues.
- Cleaned Recycling Center pushed brush, empty used oil and loaded metal dumpster.
- Continued preparing the new location for the Recycling Center at the Utilities Division.
- Assisted with Adopt-A-Roadway clean up on April 25, 2009.
- Removed gravel from street at Pride and Temple Avenues.
- Removed nine dump trucks loads of construction debris from Public Works complex.
- Cleaned and preformed preventive maintenance on City vehicles and equipment.
- Storm water foreman and a Public Works Technician attended a 2 day Vac-Con training class in Florida
- Assisted Horticulture Division mulching, trimming trees, bushes at War Memorial, planting Arbor Day Tree and cleaning median at Temple Avenue and I-95.
- The new fuel automation system started April 6, 2009 everyone has adapted well.

Stormwater and Drainage

Street sweeper removed 184 cubic yards of debris from the following locations:

- A, B, C, D, E and F Avenues
- Adams Avenue
- Ashby Avenue
- Bermuda Avenue
- Biltmore Drive
- Bradsher Avenue
- Branders Bridge Road
- Brian Lane
- Brookhill Avenue
- Buckingham Drive
- Cabell Drive
- Cambridge Place
- Camelot Court
- Cedar Creek Lane
- Charlotte Avenue
- Brame Avenue
- Beechwood Avenue
- Boykins Avenue
- Maple Grove Avenue
- Conduit Road
- Braxton Avenue
- Brijadan Lane
- Longhorn Drive
- Snead Avenue
- Lakewood Drive
- Caswell Avenue
- Crescent Avenue
- Ash Avenue
- Cedar Lane
- Concord Avenue

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Stormwater and Drainage (continued)

Street sweeper removed 184 cubic yards of debris from the following locations:

- Cloverhill Avenue
- Cottage Grove Avenue
- Davis Avenue
- Drake Avenue
- Dupuy Avenue
- Forest View Drive
- Franklin Avenue
- Friar Lane
- George Avenue
- Glenview Avenue
- Homestead Drive
- Lakeside Drive
- Lakeview Park Road
- Lenoir Avenue
- Maple Avenue
- Marvin Avenue
- Nottingham Drive
- Orange Avenue
- Pickett Avenue
- Pondola Lane
- Poplar State
- Robinwood Court
- Seaton Drive
- Sherwood Drive
- Taswell Avenue
- Tudor Road
- Vance Avenue
- West Avenue
- West Westover Avenue
- Winston Avenue
- Laurens Lane
- Piedmont Avenue
- Lake Avenue
- Fairfax Avenue
- Gould Avenue
- Holly Avenue
- Sadler Avenue
- Hemlock Avenue
- Hillcrest Avenue
- Springdale Avenue
- Spruce Avenue
- Lakeview Avenue
- Lenoir Avenue
- Lundy Avenue
- Maple Lane
- Meridian Avenue
- Fairmont Drive
- Eastman Avenue
- Ewing Avenue
- Flintlock Drive
- Roanoke Avenue
- Birch Avenue
- Yew Avenue
- Swift Creek Lane
- Wakefield Avenue
- Brookhill Court
- West Ellerslie Avenue
- Windsor Avenue
- Norwood Drive
- Yorktown Drive

Repaired catch basin at the following locations:

- 400 Waterfront Drive
- 500 Huntington Road

Removed debris from gutters, drainage ditches, drainage pipe and grates at the following locations:

- Fairfax Avenue
- 1905 Wakefield Avenue
- Westover Avenue
- Forest View at Brookhill Drives
- Lyons at Hamilton Avenues
- 110 Royal Oak Avenue
- East Westover at Hamilton Avenues
- 117 Highland Avenue
- 1313 Appomattox Drive
- Chesterfield Avenue
- 125 Kennon Point
- 319 Ridge Road
- 204 Maple Grove Avenue
- Charlotte Avenue
- Hamilton Avenue
- 1025 Forest View Drive
- 418, 421, 501 and 502 Lyons Avenue
- 200 Newcastle Drive
- Colonial at Westover Avenues
- 307 and 311 Brookedge Drive
- Marvin at Chesterfield Avenues
- Branders Bridge Road
- Dale Avenue
- Lakeview Avenue
- 900 East Ellerslie Avenue
- 209 Windmere Avenue

Solid Waste

Recycling

- 366 citizens used the Recycling Center to dispose of Category 1 Materials, brush, metal products and other recyclable materials.
- Collected \$10.00 for CFC (Freon) removal.

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Transportation

Streets

Placed Asphalt in potholes, water and sewer utilities cuts, low areas, driveway wedge and shoulders at the following locations:

- Animal Shelter
- Bradsher Avenue
- 499, 512 and 514 Battery Place
- 319 Norfolk Avenue
- 305 Drake Avenue
- Ridge Road at Temple Avenue
- 900, 904 and 914 Center Avenue
- Chesterfield Avenue
- Highland Avenue
- Cameron at Royal Oak Avenues
- Hamilton Avenue
- Lafayette Avenue
- Longhorn Drive at Angus Lane
- 3613 Perthshire Lane
- 306 Greenmeadow Drive
- Taswell Avenue
- Boulevard at Essex Avenue
- 314 Charlotte Avenue
- Battery Place at Maple Lane
- Middle School Parking Lot
- 314 Piedmont Avenue
- 220 Biltmore Drive
- Chesterfield Avenue at Sancho Alley
- Ivey Avenue at Riverview Road
- 231 Washington Avenue
- 910 Park Avenue
- Hanover Avenue
- Lakeview Avenue
- 280 North Valley Road
- Temple Avenue
- 314 Ryan Avenue

Placed stone in potholes, drainage ditches, shoulders and sinkholes at the following locations:

- 2406 and 2408 Boulevard
- 300 Bradsher Avenue
- 3216 Holly Avenue
- Lakeview Avenue at Cabell Drive
- 305 Drake Avenue
- 305 Cloverhill Avenue

Traffic Operations

- Signals
 - Did preventative maintenance on four (4) traffic cabinets.
 - Replaced two (2) LED traffic lights.
 - Replaced two (2) pedestrian crossing lights.
- Signs and Markings
 - Made and put up nine (9) new stop signs.
 - Made and put up 24 new high intensity street name signs.
 - Made nine (9) miscellaneous signs.
 - Finished pavement markings throughout the City.
- Street Lighting
 - Installed three (3) ornamental street light bulbs.
 - Met with McCray Electric on new ornamental streetlights at Ariya building.
- Traffic Control
 - Responded to two (2) after- hours call backs for malfunctioning traffic lights.
 - Worked over twice with pavement marking crew.
- Miscellaneous
 - Put up remaining 36 spring banners.
 - Put up three (3) large Fort Clifton signs.
 - Cut loops @ Bruce Avenue for Walgreen's.
 - Completed signal inventory.
 - Completed three (3) GovQA problems.

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Utilities

Wastewater

Responded to sewer backups at the following locations:

- 922 Azalea Ln.
- 1306 Covington Rd.
- 620 Fairlie Rd.
- 306 Maple Ave.
- 2106 Snead Ave.
- 303 Wrights Ave.
- 608 Compton Rd.
- 201 Danville Ave.
- 1106 Jett Ave.
- 544 Roslyn Ave.
- 307 Washington Ave.

Install/repair sewer clean out or lateral at the following locations:

- 325 Bristol Ave.
- 1205 Clifton Dr.
- 1014 Colonial Ave.
- 5016 Conduit Rd.
- 620 Fairlie Rd.
- 212 Old Brickhouse Ln.
- 910 Williamsburg Rd.
- 623 Charles Ave.
- 902 Colonial Ave.
- 4503 Conduit Rd.
- 1311 Covington Rd.
- 99 Moore Ave.
- 172 Piedmont Ave.

Camera sewer main/lateral at the following location:

- 608 Pinehurst Ave.

Flushed sewer main line at the following locations:

- 3420 Blvd.
- Hamilton Ave. @ Blvd.
- 505 Springdale Ave.
- 620 Fairlie Rd.
- 410 Lakeview Ave.
- 120 Yew Ave.

Repaired sewer manholes, tops and inverts at the following locations:

- 100 Highland Ave.
- 100 Laurel Parkway

Checked the following manholes "trouble spot" locations:

- Battery Place @ Plumtree Ave.
- 3209 Bermuda Ave.
- 102 Boykins Ave.
- 410 Cameron Ave.
- Colonial Ave. @ Lafayette Ave.
- Eastman Ave.
- Greenleaf @ Fairlie Rd.
- Jackson Ave. @ Blvd.
- Jefferson Ave. @ Royal Oak Ave.
- Lakeside Dr.
- 1017 Lakewood Dr.
- 118 Lee Ave.
- Newcastle Dr.
- 220/306 Orange Ave.
- Parking lot of Pleasure Island
- Shuford Ave.
- Blvd. behind Pino's
- 617 Blvd.
- 231 Breezy Hill Dr.
- Charles Ave. @ Atlantic Ave.
- Dale Ave.
- 921 @ 1020 Forestview Dr.
- Highland Ave.
- 204 Jefferson Ave.
- Lafayette Ave. @ Blvd.
- Lakeside Dr. @ Lakeview Ave.
- 100 Laurel Parkway
- 212 Maple Ave.
- 209 Nottingham Dr.
- Pickwick Alley
- 83 Sherwood Dr.
- Stuart Ave. @ Washington Ave.

Responded to miscellaneous sewer calls at the following locations:

- 115 George Ave.
- Parks & Rec. Dept
- 400 Waterfront Dr.
- 313 Norwood Dr.
- 312-314 Prince Albert Ave.

Repaired sewer main at the following location:

- 305 Drake Ave.

Repaired utility cut at the following location:

- West Ave.

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Performed preventative maintenance at the following locations:

- C&B Pump Station
- Dimmock Pump Station
- Hrouda Pump Station
- 2701 Conduit Rd.
- Dunlop Farms Pump Station

Responded to alarms at the following location:

- 2701 Conduit Rd. (MPS)

Two employees attended a 3 day VACCON Training Seminar.

InstruLogic initiated instrumentation of Programmable Logistical Controller (PLC) and alarm system at Main Pump Station.

Miss Utility locating required 211 man-hours for the month of April 2009

Water

Replaced water meters at the following locations:

- 904 Azalea Ln.
- 411 Clover Hill Ave.
- 109 Homestead Dr.
- 3231 Longhorn Dr.
- 1204 W. Roslyn Rd.
- 172 Chesterfield Ave.
- 1102 Duke of Gloucester St.
- 317 Lafayette Ave.
- 136 Old Brickhouse Ln.

Repaired or raised meter box at the following locations:

- 113 Bluffs Dr.
- 315 Clover Hill Ave.
- 401 Fairfax Ave.
- 105 Greenmeadow Dr.
- 318 Mallard Dr.
- 136 Old Brickhouse Ln.
- 405 Orange Ave.
- 108 Princeton Rd.
- 1912 Wakefield Ave.
- 2501 Blvd.
- 411 Clover Hill Ave.
- 110 Gilcreff Place
- 3254 Jersey Ct.
- 213 Marvin Ave.
- 212 Old Brickhouse Ln.
- 2560 Pin Oak Ct.
- 1125 Shuford Ave.
- 166 Westover Ave.

Install or replace meter setter at the following locations:

- 3215 Bermuda Ave.
- 136 Old Brickhouse Ln.
- 602 Waterfront Dr.
- 411 Clover Hill Ave.
- 511 Pinehurst Ave.
- 604 Waterfront Dr.

Replaced or installed new water service at the following locations:

- 315 Clover Hill Ave.
- 2106-2108 Wakefield Ave.

Cut water off at the following location:

- 204 East Westover Ave.

Replaced water main valve at the following location:

- 401 Taswell Ave.

Clean meter boxes for utility billing at the following locations:

- 942 Ayrshire Rd.
- 216 George Ave.
- 107 Lee Ave.
- 315 Norfolk Ave.
- 906 Park Ave.
- 1205 Pleasant Dale Ave.
- 114 Yew Ave.
- 315 Dick Ewell Ave.
- 105 Lee Ave.
- 215 Norfolk Ave.
- 319 Norfolk Ave.
- 1202 Pleasant Dale Ave.
- 412 E. Westover Ave.

Pulled water meter to be tested at the following location:

- 317 Lafayette Ave.

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Backflow/Cross Connection Survey at the following locations:

- 3220 Blvd.
- 1217 Blvd.
- 3631 Blvd.
- 3107 Blvd.
- 1850 Blvd.
- 3233 Blvd.
- 3107-7 Blvd.
- 241 Charles Dimmock Pkwy.
- 320 Charles Dimmock Pkwy.
- 445 Charles Dimmock Pkwy.
- 456 Charles Dimmock Pkwy.
- 458 Charles Dimmock Pkwy.
- Dimmock Pump Station
- 831 E. Ellerslie Ave.
- 401 E. Roslyn Rd.
- 439 Jennick Dr.
- 800 South Ave.
- 230 Southgate Circle
- 400 Southpark Blvd.
- 551 Southpark Blvd.
- 628 Southpark Blvd.
- 648 Southpark Blvd.
- 449 Southpark Blvd.
- 801 Temple Ave.
- 130 Temple Lake Dr.
- 300 Temple Lake Dr.
- 3701-E Blvd.
- 3419 Blvd.
- 2960 Blvd.
- 3517 Blvd.
- 3115 Blvd.
- 1214 Blvd.
- 3610 Blvd.
- 280 Charles Dimmock Pkwy.
- 325 Charles Dimmock Pkwy.
- 455 Charles Dimmock Pkwy.
- 457 Charles Dimmock Pkwy.
- 2701 Conduit Rd.
- 626 Dunlop Farms Blvd.
- 714 E. Ellerslie Ave.
- 501 E. Roslyn Rd.
- 501 Old Town Dr.
- 930 South Ave.
- Southgate Square
- 500 Southpark Blvd.
- 601 Southpark Blvd.
- 647 Southpark Blvd.
- 790 B Southpark Blvd.
- 1869 Southpark Blvd.
- 891 Temple Ave.
- 131 Temple Lake Dr.

Performed yard maintenance at the following locations:

- Appomattox Pump Station
- Archer Ave. Right of Way
- Chesterfield Metering Pit/ROW
- Dimmock Pump Station
- Hillcrest Pump Station
- Archer Ave. Park
- C&B Pump Station/Right of Way
- Conjurers Neck Pump Station
- Dunlop Farms Pump Station
- Hrouda Pump Station/Right of Way
- Right of Way behind Convalescent Center
- Southpark Water Tower
- Main Pump Station/Right of Way
- Sherwood Hills Pump Station

Pulled meter for utility billing at the following location:

- 99 Moore Ave.

Responded to miscellaneous water calls at the following locations:

- 3701 Conduit Rd.
- 107 Hampton Dr.
- 235 Honeycreek Ct.
- 209 Moore Ave.
- 106 Prestige Place
- 312-314 Prince Albert Ave.
- 166 Westover Ave.
- Ft. Clifton Park
- 207 Hargrave Ave.
- 324 Jersey Ct.
- 100 Prestige Place
- 100-106 Prestige Place
- 159 Waterfront Dr.
- White Bank Park

Collected water sample from the following location:

- 728 Old Oak Ln.

Collected routine weekly water samples and sent to ARWA lab for testing for the month of April.

Collected Stage 1 THM samples and sent to ARWA lab for testing for the month of April.

Collected Disinfect By-Products samples and sent to State Lab for testing for the month of April

XII. PUBLIC WORKS & ENGINEERING (CONTINUED):

Administration

- Attended CVWMA TAC meeting in Petersburg. Chesterfield County advised that their Board elected to keep current recycling service level.
- Purchasing advertised and opened bids on Bruce Avenue Improvements (Bradsher and Dupuy), Phase II. Apparent low bid from Southern Const. of \$1.13 Million is approximately 39% below City's cost opinion of \$1.57 Million due to favorable market conditions and unit price structure of contract.
- Met with Mr. John Crowder to discuss drainage conditions related to planned development and maintenance work on Ewing Street and Cloverhill.
- Attended Urban Construction Initiative with VDOT and Local Programs officials in Charlottesville. VDOT Commissioner provided notice of City's acceptance, making it the tenth locality to participate. One benefit is direct payment of state urban construction funds. In Q1 2009, the City will receive a one-time payment of approximately \$1.75 Million and quarterly payments of state urban construction funds thereafter.
- Met with Messrs. Patel and Regan and VDOT staff to discuss proposal for 80-120 room hotel located between Temple, I-95 Mainline and ramps (behind Hardee's and Kangaroo). Record research indicates that the section of Temple between the I-95 on/off ramp and the mainline is owned and controlled (limited access) by VDOT. Therefore, VDOT will require developer to comply with access management regulations approved in 2008. This likely will result in restrictions to and requirements for development as proposed.

Richard A. Anzolut, Jr.
City Manager

cc: Department Heads
City Attorney
City Clerk