



City of Williamsburg Resident Information Sheet: College of William & Mary Student Edition 2009-2010



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What's New in Fall 2009

- **New Trolley Service** — The trolleys connect Merchants Square with Williamsburg Shopping Center, High Street and New Town. It runs M-Th 3-10pm; Fri 3-11pm; Sat-Sun. 12-8pm. No charge for William and Mary students. Williamsburg Area Transport (WAT) routes and schedules are available by calling **259-4093** or visiting www.williamsburgtransport.com
- **New Refuse Collection Service**
Beginning July 2009, collection for city residents changed from twice a week to once a week. Collection is now on either Monday or Tuesday only. (see p. 5 for more information)
- **Noise Ordinance:** As the result of a Virginia Supreme Court ruling the City had to amend its noise ordinance. The ordinance and memos to Council are available on the City's website (Police Department home page).



- **Greening of Williamsburg:**



The City received a first-place "Green Government" award in the inaugural Virginia Municipal League (VML) "Green Government Challenge, and the City's Public Works & Utilities Shop Complex is the only Public Works Department in Virginia to be declared an Extraordinary Environmental Enterprise (E4) by the Virginia Environmental Excellence Program (VEEP).



The city is also partnering on projects with the W&M Student Environmental Action Coalition (SEAC) and the College's Committee on Sustainability. In addition, three MBA students with the Mason School of Business are working with the City businesses to become certified Virginia Green by the State.

For information about the City's Green Initiatives — and partnerships with College Green initiatives, visit www.williamsburgva.gov/green

WHO ARE WE? Williamsburg City Government 101

Williamsburg operates under the Council/Manager form of government.



City Council

All 5 members of Council are elected at-large, and appoint the Mayor, Vice-Mayor, City Manager, City Attorney, and Clerk of Council. The Mayor chairs the City Council and acts as the official head of the city government.

City Council members serve four-year, staggered terms. Elections are held in May of even-numbered years. The mayor is chosen from among Council members every two years.

<u>City Council Members</u>	<u>Telephone</u>	<u>E-Mail Address</u>	<u>Term Expires</u>
Jeanne Zeidler, Mayor	903-9666	jzeidler@williamsburgva.gov	6-30-10
Clyde A. Haulman, Vice-Mayor	229-8898	chaulman@williamsburgva.gov	6-30-12
Paul Freiling	229-5165	pfreiling@williamsburgva.gov	6-30-12
Robert A. "Bobby" Braxton	229-6208	rbraxton@williamsburgva.gov	6-30-10
Judith "Judy" N. Knudson	220-0051	jknudson@williamsburgva.gov	6-30-12

Council Meetings

Meetings are open to the public. They are held in the Stryker Building located at 412 North Boundary Street and are listed on the City's calendar on the website. Agendas, minutes and supporting materials are posted online before the meetings, they are also emailed to subscribers via E-Notify.

Meetings are broadcast live on Cable Channel 48 and streamed on the City's website. They are replayed throughout the week and also archived on the website.

City Council meets in regular session on the **second Thursday of each month at 2:00 p.m.** Council Meetings replay at 8 p.m. Thursday, 10 a.m. Friday, and 8 p.m. Saturday and Sunday.

City Council Work Sessions are held the **Monday prior to the regular meeting at 4:00 p.m.** Work Sessions replay 8 p.m. Monday, 10 a.m. Tuesday, and 10 a.m. Saturday and Sunday.

If you would like to speak during an open forum or comment session, please fill out a speakers card and present it to the Clerk of Council. You will be asked to state your name and address for the record.

City Administration

The City Manager is appointed by the City Council and manages the day-to-day operations of the city government, carrying out the policies of City Council.

Jackson C. Tuttle, City Manager
Joseph F. Phillips, City Attorney
Gerry Walton, Executive Assistant

Jodi M. Miller, Assistant City Manager
Christina Shelton, Deputy City Attorney
Donna Scott, Clerk of Council

Key documents such as Budgets, Council's Rules and Procedures and Biennial Goals, Initiatives and Outcomes are posted on the website and available from the Council's or City Manager's pages.

The Municipal Building is located at 401 Lafayette Street, next to the Fire Station.
Call: 220-6100; Fax: 220-6107; E-mail Address: citymanager@williamsburgva.gov

Regional and Intergovernmental Services

State and Federal Representatives

- Governor, **Timothy M. Kaine**, (804) 786-2211
- Lieutenant Governor, **William T. Bolling**, (804) 786-2078
- Attorney General, **William C. Mims**, (804) 786-2435
- State Senator, 3rd Dist., **Thomas K. Norment, Jr.**, (757) 259-7810
- House of Del., 64th Dist., **William K. Barlow**, (757) 357-9720
- U.S. Senator **Jim Webb**, (757) 518-1674; (804) 771-2221
- U.S. Senator **Mark R. Warner**, (804) 739-0247; (757) 441-3079
- U.S. Congressman, 1st Dist., **Rob Wittman**, (757) 874-6687

Constitutional Officers

- | | | |
|------------------------------|------------------------|-----------------|
| • Commissioner of Revenue | Judy Fuqua | 220-6150 |
| • Treasurer | M. Ann Davis | 220-6155 |
| • Clerk of the Circuit Court | Betsy Woolridge | 564-2242 |
| • Commonwealth Attorney | Nate Green | 564-2277 |
| • Sheriff | Robert Deeds | 564-2220 |

Courts

Courthouse is located at 5201 Monticello Avenue

- | | | |
|---------------------------|-------------------------------|-----------------|
| • Circuit Court | Judge S. Powell | 564-2300 |
| • District Court | Judge Colleen Killilea | 564-2400 |
| • Juvenile/Domestic Court | Judge G. Fairbanks | 564-2200 |

Boards and Commissions

Appointed by City Council

- Architectural Review Board
- Arts Commission
- Board of Building Code Appeals
- Board of Equalization
- Board of Zoning Appeals
- Colonial Services Board
- Finance and Audit Committee
- Housing Authority Board
- Economic Development Authority
- Library Board
- Peninsula Agency on Aging
- Peninsula Disability Services Board
- Planning Commission
- Regional Issues Committee
- Williamsburg School Board
- Social Services Advisory Board
- Thomas Nelson Community College Board

Some ways to be actively involved in your city government:

- www.williamsburgva.gov provides city information, regional links, email links to City Council and staff, and direct “e-government” services.
- E-Notify: Receive **e-notifications** of city news, meeting reminders and updates. Sign up at the city’s website home page for [E-Notify](#).
- *The Quarterly Quill*, the city newsletter, is posted on the city website.
- Find us on [Facebook](#) at www.facebook.com/Williamsburg.Virginia
- WMSBG Channel 48 (the City’s cable channel on Cox) provides notices, televised meetings, feature presentations on local government and William & Mary events and programs.
- Attend public meetings (schedules on p. 2)
- Serve on a City or regional Board or Commission (listed above). Download an application from the City’s website or call 220-6100.
- Register to Vote: The Registrar’s Office is located in the Stryker Building at 412 North Boundary Street and open Monday-Friday, 8:00 am—4:30 pm. Voter Registrar: Win Sowders, 220-6157 or wsowders@williamsburgva.gov from 8:00 a.m. to 4:30 p.m.
- City office hours are Monday-Friday from 8:00 am—4:30 pm. Call or stop by.

CITY SERVICES BY DEPARTMENT

COMMUNICATIONS

Kate Hoving, Communications Specialist
220-6197
Municipal Building, 2nd Floor
khoving@williamsburgva.gov

The Communications Specialist works with City Council and City staff managing all forms of communication and public relations for the City. Responsibilities include supervising City publications and website, and managing the City's community television programming on Channel 48. For William & Mary programming, check the schedule on the City website.

FINANCE DEPARTMENT

Phil Serra, Director • 220-6180
Municipal Building, 1st floor
finance@williamsburgva.gov

- **Residential Parking Permits and Vehicle Registration (page 6)**
- **Real Estate Tax Rate:** \$.54 per \$100 for the period of July 1-June 30. Bills are mailed in April and October.
- **Personal Property Tax Rate:** \$3.50 per \$100. File a Personal Property form with the Commissioner of Revenue by May 1. Bills are mailed on October 1.

HUMAN SERVICES DEPARTMENT

Peter Walentisch, Director • 220-6161
Municipal Building, 1st Floor
social@williamsburgva.gov

The Human Services Department administers a wide range of programs for youth, families, elderly, and disabled citizens. These programs include:

Benefits Programs: Medicaid, Food Stamps, Energy Assistance, Temporary Assistance to Needy Families, and state/local hospitalization.

Service Programs: Children and family counseling, crisis intervention, day care, emergency assistance, employment, foster care, adoption, and services for the elderly.

Community Programs: Year-round youth achievement programs, food distribution, home visitation, disaster assistance, and Citizen Corps.

ECONOMIC DEVELOPMENT

Michele Mixner DeWitt, Director
220-6120
Municipal Building, 2nd Floor
www.YesWilliamsburg.com

The Williamsburg Office of Economic Development works with existing City businesses to help them prosper and grow, recruits new businesses to the City, and promotes the City as a premiere business location.

E-Government Services

The City's E-Government services provides an option for conducting transactions with the City online, 24 hours a day, 7 days a week. The website accepts various forms of payment, including Visa, MasterCard, and Quick Checks. Paying by Quick Check, which is a one-time debit from the payer's checking account, eliminates the convenience fee associated with credit card payments. E-Government services can be accessed on the City's website and at a computer kiosk at the Municipal Building.



PARKS AND RECREATION DEPARTMENT

Lori Rierson, Director • 259-3760
Quarterpath Recreation Center
202 Quarterpath Road
parksandrecreation@williamsburgva.gov

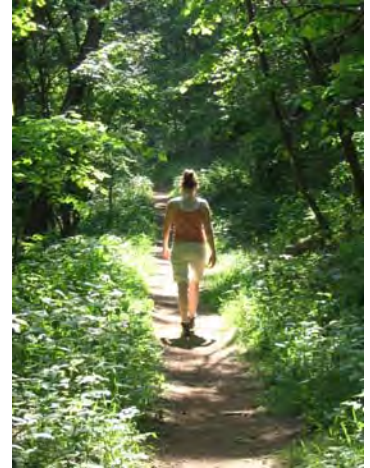
For information about year-round youth and adult sports, classes and programs, call **259-3760**.

Waller Mill Park: Located on Airport Road - Route 645, this 2700-acre facility provides picnic areas, a dog park, boating, fishing, hiking, fitness, mountain biking and nature trails. The park is open year-round, sunrise to sunset.

Waller Mill Dog Park: This park offers a one-acre enclosed area with two sections, one for small dogs and one for large dogs. Both have doggie fountains, and benches for the owners/handlers.

Tennis and Basketball Courts: Quarterpath Park has tennis courts and Kiwanis Park has basketball and tennis courts.

Other City Parks: Bicentennial Park, College Landing Park, Kiwanis Park, Redoubt Park, and Highland Park Community Park.



PLANNING DEPARTMENT

Reed Nester, Director • 220-6130
Municipal Building, 2nd Floor
planning@williamsburgva.gov

Building Inspection: Issues building, electrical, mechanical, and plumbing permits; performs property/rental inspections.
Codes Compliance Administrator:
Stanley Skinner, **220-6135**.

Zoning Administration: Enforces Zoning Ordinance, Erosion and Sedimentation Control, Architectural Review, issues permits for signs and tree removal.
Zoning Administrator:
Rodney Rhodes, **220-6131**.

City Planning Commission Meetings are held in the Stryker Building at 3:30 p.m. the Wednesday after Council. They are broadcast live on Channel 48 and streamed on the website.

Meetings replay at 8 p.m. Wednesday, 10 a.m. Thursday, and 10 a.m. and 8 p.m. Saturday and Sunday. Agendas are posted online.

PUBLIC SAFETY

POLICE DEPARTMENT

A Nationally Accredited Law Enforcement Agency
Police Chief Mike Yost • 259-7201
425 Armistead Avenue
police@williamsburgva.gov

FIRE DEPARTMENT

Fire Chief Pat Dent
220-6220
444 North Boundary Street
fire@williamsburgva.gov

Crime Prevention Services:

- Neighborhood Watch
- Home security check while you are away
- Home security surveys

Fire Prevention and Emergency Services:

- Home and business fire safety inspections
- File for Life program
- Emergency Preparedness Information

POLICE, FIRE, OR MEDICAL EMERGENCY DIAL 911
For Emergency Information listen to **WMBG 740 AM** or call **259-7200**

PUBLIC WORKS AND UTILITIES DEPARTMENT

Dan Clayton, Director • 220-6140
Municipal Building, 2nd Floor
publicworks@williamsburgva.gov

Community Building: Located on “City Square,” this multi-purpose event space is available for rent. For information visit www.williamsburgva.gov and click on the Community Building page under Public Works.

Transportation Center: Located near the Post Office and Fire Station, is the regional hub for AMTRAK, Interstate bus, local transit (WAT), rental cars and taxi service.

Water: The City has its own water source and treatment plant (located at the Waller Mill Reservoir) and operates the distribution system. Water meters are read quarterly. To initiate service or for questions regarding your account, call **220-6188**, to pay bills online, go to the Finance Department page of the City website.

Sewer: The City operates the sanitary sewer collection system for transmission and treatment by Hampton Roads Sanitation District (HRSD). HRSD charges are included on the water bill.

Other Services: Public Works maintains City streets, sidewalks, traffic control devices, landscaped areas, storm drains, mosquito control, and Cedar Grove Cemetery.

WILLIAMSBURG FARMERS MARKET

The Williamsburg Farmers Market is held in Merchants Square for growers and producers of Eastern Virginia to sell fresh seasonal food and farm products directly to residents and visitors in the Greater Williamsburg area.



The market is located on Duke of Gloucester between Boundary and Henry Streets. Markets are held every Saturday from May-October from 8:00 a.m-12:00 p.m. Special winter and holiday markets are held. The Market’s founding sponsors are the City of Williamsburg, Colonial Williamsburg Foundation and Merchants Square Association.

In Summer 2008, the Market was voted America’s Favorite Mid-Sized Market in a national contest by American Farmland Trust.

Visit www.williamsburgfarmersmarket.com or call Libbey Oliver, Market Manager, at 259-3768 for more information.

Refuse Collection and Recycling

Residential Refuse Collection: Provided by contract with Waste Management. Residents are responsible for providing their own trash containers (up to 96 gallons). **Household refuse is collected from the backyard/sideyard once per week, either Monday or Tuesday depending on your address.** Residents who prefer may also take their refuse to the curb. Yard debris is picked up on the same day as garbage collection and should be placed at curbside for pick-up. Residents are limited to ten bags of yard debris or ten boxed/tied bundles sticks/limbs bundles of yard debris each pick-up day (limbs no longer than 4 ft. in length and 3 inches in diameter).

Household Bulk Items: Collections are limited to two items per collection and three collections per year, by appointment only. Examples of bulk items are sofas, washers, dryers, and mattresses (no building materials). Call **220-6140** to make an appointment.

Curbside Recycling: Recyclable items, placed in green recycling bins, are picked up each Wednesday: newsprint, brown paper bags, corrugated cardboard, glass, aluminum foil/foil products, all metal food/beverage cans, steel paint cans, and plastic (#1PETE and #2HDPE). Aerosol cans, plastic garbage bags and plastic grocery bags are **not** recyclable. Obtain green recycling bins by calling **220-6140**.

Leaf Pick-Up: Curbside leaf pick-up is provided by the City in November and December. Christmas trees are picked up in January.

Household Chemical Disposal: Solvents, insecticides, and other household chemicals can be taken 6 times a year to the Tewing Road Convenience Center. Call **220-6140** for schedule.

Getting around town

Parking Permits are required on certain residential City streets. **Residents are entitled to purchase one Resident Parking Permit for each of their vehicles.** Residents must provide satisfactory proof of residency, such as a current lease or vehicle registration.

Permits are required for the following streets: Ballard Lane, Braxton Court, Brooks Street, Cary Street (portions of), Chandler Court, College Terrace, Griffin Avenue (portions of), Harriet Tubman Drive, Harrison Avenue, Indian Springs Court, Indian Springs Road, Jamestown Road (portions of), Mimosa Drive (portions of), Nelson Avenue, Newport Avenue, Norfolk Street, North Boundary (portions of), Pollard Park (portions of), Powell Street, Randolph Street, Richmond Road (portions of), Rolfe Road (portions of), Scotland Street (portions of), South Boundary Street (portions of), South England Street (portions of), South Henry Street (portions of), Tyler Street (portions of), Virginia Avenue, Williamsburg Avenue (portions of), and Wythe Lane (portions of).

Parking permits are sold starting August 1st annually at the Municipal Building's Finance Department. The cost for each permit is \$5. Residents can purchase Guest Parking permits for \$5 each for up to three guests.

The Williamsburg Police Department enforces permit parking regulations. Fines are \$25-\$45. Contact the Finance Department at **220-6180**, by e-mail at finance@williamsburgva.gov, or access the City's website at www.williamsburgva.gov for all inquiries pertaining to parking permits.

On-Street Parking Regulations

Parking regulations posted on City streets not controlled by residential permits are designed to make optimal use of limited resources. Fines for violation of on-street parking regulations escalate as follows: First Offense-\$10, Second Offense within 60 days of first offense-\$35, and Third Offense within 60 days of first offense-\$50.

Public Parking Garage

The City operates the Prince George Parking Garage, a public parking garage at 230 North Henry Street. Customers pay \$1 an hour (first 30 minutes are free, maximum \$8 a day) to park in the Garage and credit cards are accepted. The Garage payment system is fully automated, with customers using the payment stations near the pedestrian entrance on Prince George Street. The Garage is open daily from 6:00 a.m. to midnight and staffed to assist patrons, but their presence is not needed for the Garage to operate. Overnight Parking is not allowed.

Vehicle Registration

New residents should register their vehicles at the DMV before registering with the City. Please bring your registration card reflecting your City of Williamsburg address. www.dmv.virginia.gov



Public Transportation

Williamsburg Area Transport (WAT) provides a seamless, coordinated, regional transit system serving residents, visitors, and students through fixed routes and transportation services for the disabled. Students ride free (just show your student ID).

New Trolley Service in 2009— free to William and Mary Students and linking Merchants Square, Williamsburg Shopping Center, High Street and New Town. It runs

M-Th 3-10pm; Fri 3-11pm; Sat-Sun. 12-8pm. WAT routes and schedules are available by calling **259-4093** or visiting www.williamsburgtransport.com.

Intergovernmental Services

Did you know?

The City is part of Virginia's Historic Triangle, which includes neighboring jurisdictions of [James City County](#) and [York County](#). The College is in Williamsburg, but having a Williamsburg address doesn't necessarily mean you're in the City. A [list of City streets](#) is available on the City's website.

WILLIAMSBURG REGIONAL LIBRARY AND ARTS CENTER

The Library, located at 515 Scotland Street, is operated by an eight-member Board under a contractual agreement between the City and James City County. The James City County branch is located at 7770 Croaker Road. For general information, call **259-4040** or log on to www.wrl.org.

Library Hours of Operation

Monday-Thursday 10:00 a.m. - 9:00 p.m.
Friday 10:00 a.m. - 6:00 p.m.
Saturday 10:00 a.m. - 5:00 p.m.
Sunday 1:00 p. m. - 5:00 p.m.

WILLIAMSBURG-JAMES CITY COUNTY SCHOOLS

The school system is jointly funded by the City and James City County. Phone numbers for the Administration Offices and individual schools are listed on the enclosed service directory. School Board meetings are on the 1st and 3rd Tuesday of each month at 7:30 p.m. The School System airs television programs on Cox Cable Channel 47. For more information, please call **253-6777** or visit www.wjcc.k12.va.us.

PUBLIC HEALTH AND MENTAL HEALTH SERVICES

The City is affiliated with the **Peninsula Health District (594-7300)** in Newport News which offers preventative, diagnostic, and rehabilitative medical services. The department provides restaurant inspections and environmental health services (**253-4813**). Clinic services including immunizations, maternity, and pediatrics are provided by **Olde Towne Medical Clinic** at 5249 Olde Towne Road (**253-2292**).

Colonial Mental Health and Mental Retardation Services offers comprehensive mental health, mental retardation, and substance abuse services. (**220-3200**).

ANIMAL CONTROL

Dogs and cats in the City must be vaccinated against rabies and kept under immediate control at all times. Dog licenses are issued by the Finance Department. For animal control services (contracted through James City County), call **565-0370**; evenings, weekends, and holidays, call **253-1800**. The animal shelter, located at 430 Waller Mill Road, is operated by the Heritage Humane Society. They can be reached at **221-0150** or www.heritagehumanesociety.org.

SERVICE DIRECTORY

WILLIAMSBURG, VIRGINIA

Animal Control	565-0370	Medicaid	220-6161
After Hours Emergencies	253-1800	Mosquito Control	220-6140
Amtrak	229-8750	National Center for State Courts	253-2000
Better Business Bureau	531-1300	Neighborhood Watch Program	259-7213
Building Permits	220-6136	Passports	564-2242
Bureau of Vital Statistics	1-804-662-6200	Planning Department	220-6130
(Birth/Death Certificates)		Poison Control	1-800-552-6337
Business Licenses	220-6150	Police Department (Non Emergency)	220-2331
Cavalier	1-800 683-3944	Post Office	229-0838
Cemetery-Cedar Grove	220-6140	Public Works & Utilities Department	220-6140
Child Abuse	220-6161	Quarterpath Park/Gym/Pool	259-3760
Virginia Hotline	1-800-552-7096	Real Estate Assessor	220-6185
City Manager	220-6100	Recreation Center - JCC/Williamsburg	259-4200
City Emergency Management Information	259-7200	Recreation Department (Administration)	259-3764
Code Compliance	220-6134	Red Cross	253-0228
College of William & Mary-Information	221-4000	Redevelopment & Housing Authority	220-3477
Colonial Mental Health Center	220-3200	Salvation Army	229-6651
Colonial Williamsburg Information	229-1000	School System	
Commissioner of Revenue	220-6150	Superintendent's Office	253-6762
Commonwealth Attorney	564-2277	Berkeley Middle School	229-8051
Court Clerks:		Clara Byrd Baker Elementary School	221-0949
Circuit	564-2242	D. J. Montague Elementary School	258-3022
General District Court	564-2400	James Blair Middle School	229-1341
Juvenile & Domestic Relations Court	564-2200	James River Elementary School	887-1768
Cox Communication	224-1111	Jamestown High School	259-3600
Crime Prevention	259-7213	Lafayette High School	565-4200
Department of Motor Vehicles	1-800-435-5137	Matoaka Elementary	564-4001
Department of Transportation (VDOT)	253-4832	Matthew Whaley Elementary School	229-1931
Dog Tags (licenses)	220-6180	Norge Elementary School	564-3372
Dominion Virginia Power (Electricity)	1-888-667-3000	Rawls Byrd Elementary School	229-7597
Employment Commission (VEC)	253-4738	Stonehouse Elementary School	566-4300
Finance Department	220-6180	Toano Middle School	566-4251
Fire Department	220-6220	Warhill High School	565-4615
Gr. Wmbg. Chamber & Tourism Alliance	229-6511	Sewer Service	220-6188
	1-800-368-6511	Hampton Roads Sanitation District	877-2019
Hampton Roads Transit	222-6100	Sheriff	564-2220
Health Department	253-4813	Sign Permits	220-6130
Heritage Humane Society	221-0150	Social Security	1-800-772-1213
Hospital-Sentara Williamsburg. Regional	984-6000	Temporary Assistance to Needy Families	220-6161
Human Services	220-6161	Transit Bus Service	259-4093/4115
Hunting and Fishing Licenses	259-3778	Trash Collection & Recycling	220-6140
Income Tax Information		Treasurer	220-6155
State/Local	220-6150	United Way - Information & Referral	229-2222
Federal	1-800-829-1040	Veterans Claims	825-7893
James City County-Information	253-6600	Virginia Natural Gas	1-866-229-3578
Jamestown Ferry	1-800-823-3779	Verizon	954-6222
Library, Williamsburg Regional	259-4040	Voter Registration	220-6157
Bookmobile	259-7748	Waller Mill Park	259-3778
Check-Out, Renewals, Fines	259-4060	Water Service	220-6188
Meeting Rooms, Theater	259-4070	Williamsburg Area Transport (WAT)	259-4093/4115
Youth Services	259-4055	York County Information	890-3300
Marriage Licenses	564-2242	Zoning	220-6130
Meals on Wheels	229-9250		