

Clyde A. Haulman, Mayor  
Paul T. Freiling, Vice-Mayor  
Judith N. Knudson  
D. Scott Foster  
Douglas G. Pons

July 8, 2010  
Thursday  
2:00 p.m.  
Stryker Building  
412 N. Boundary St.

## CITY OF WILLIAMSBURG AGENDA

### 1. Roll Call

2. **Council Minutes:** June 7 and 10, 2010, and Special Meetings of June 16 and June 18, 2010

### 3. Matters of Special Privilege

Excellence in Service to Williamsburg presented to Supervisor Robbie Herrmann, Water and Sewer Division, Public Works Department

### 4. Public Hearings

A. PCR #10-007: Request of L&B Quarterpath, LLC, to amend the text of the RM-2 District to allow duplexes to have one 25 foot wide lot and one 35 foot wide lot, instead of two 30 foot wide lots.

### 5. Reports

A. Monthly Financial Statement

B. Monthly Departmental Operating Reports

C. Planning Report

D. City Manager Reports

1. Financial Year-end Report (TBD) - Finance Director Phil Serra

2. Residential Permit Parking Amendment, *Proposed Ordinance #10-14*

3. Elimination of Printed City Council Agendas - Use of Electronic Readers

E. City Attorney Report

### 6. Unfinished Business

A. Appointments to Boards and Commission

### 7. New Business

A. Appointment of City Council and City Staff Members as City Representatives to Various Boards and Committees – Mayor Clyde Haulman

### 8. Open Forum

*The City Council invites public comment on any subject during "Open Forum." To speak, fill out a Speaker's Card (available at the door) and give it to the Clerk of Council. Please direct all comments to the Chair, limited to 3 minutes. Thank you.*



**CITY OF WILLIAMSBURG**  
MEMORANDUM

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**TO: Mayor and City Council**

**DATE: June 23, 2010**

**SUBJECT: PCR #10-007**  
**Request of L&B Quarterpath, LLC, to modify the lot width requirements for duplex dwellings in the RM-2 District**

L&B Quarterpath, LLC, is requesting a zoning text amendment for the RM-2 Multifamily Dwelling District. It is proposed to modify the lot width requirements for duplex dwellings to allow a minimum lot width of 25 feet, with a total lot width of 60 feet for both duplex lots. The existing ordinance requires a minimum lot width of 30 feet, and a total lot width of 60 feet for both duplex lots. This change will allow duplexes to have one 25 foot wide lot and one 35 foot wide lot, instead of two 30 foot wide lots, and will apply to all RM-2 Districts. The allowable density of 14 dwelling units per net acre in the RM-2 District will not be increased.

The applicant states that “The purpose for this request is to provide a variety of features and pricing in the duplex homes to be constructed. The current 30’ minimum does not allow for a home to be offered with a downstairs master bedroom. If this request is approved, the downstairs master bedroom home will be constructed on one side of the duplex lot while a more affordable home will be constructed on the smaller 25’ wide lot.”



## **ANALYSIS**

Duplex dwellings in the RM-2 District can be built either on a single lot, or with an individual lot for each dwelling unit. The current regulations require a 60 foot wide lot for the duplex. If there are individual lots for each dwelling unit, each lot must be 30 feet wide. The proposed change to this regulation would keep the requirement for a 60 foot total lot width, but allow a minimum lot width of 25 feet – this would result in one 25 foot lot and one 35 foot lot. This change would allow additional design flexibility, but would not change the allowable density nor the total lot width required for the duplex pair of lots.

The Village at Quarterpath has 11 duplex buildings (22 dwelling units) that would take advantage of the proposed text change, and the conceptual design for this duplex is illustrated on the previous page. All of these duplex units will have parking in the rear, with access from the private alleys in the development. The seven duplex building (14 dwelling units) with front loading garages will continue to use the 30 foot lot width for both sides.

## **STAFF RECOMMENDATION**

Staff recommends that Planning Commission recommend to City Council that the zoning text amendment be approved to allow a 25 foot minimum lot width for a duplex dwelling, as detailed in Proposed Ordinance #10-13.

## **PLANNING COMMISSION RECOMMENDATION**

Planning Commission held a public hearing on June 16, and no one spoke for or against the proposal. Planning Commission recommended to City Council, by a vote of 4-0, that the zoning text amendment be approved to allow a 25 foot minimum lot width for a duplex dwelling, as detailed in Proposed Ordinance #10-13.

## **SUGGESTED ACTION BASED ON THE COMMISSION'S RECOMMENDATION**

Approve Proposed Ordinance #10-13.



Reed T. Nester, AICP  
Planning Director

# L&B Quarterpath LLC

April 19, 2010

Mr. Reed Nester  
Director of Planning  
CITY OF WILLIAMSBURG  
Williamsburg, Virginia

RE: Proposed modification to the City Zoning Ordinance

Dear Mr. Nester:

This is to formally request a change in zoning text for RM-2 as it relates to the minimum width for duplex dwellings.

Specifically, the current text states that the minimum lot width at the building line for duplex dwellings shall be 60 feet; however, when each dwelling unit is located on a separate lot the minimum lot width at the building line is 30'.

L&B Quarterpath respectfully requests that the RM-2 zoning text be amended to allow a minimum lot width at the building line of 25', while the total lot width for the two dwelling units remains a minimum of 60'.

The purpose for this request is to provide a variety of features and pricing in the duplex homes to be constructed. The current 30' minimum does not allow for a home to be offered with a downstairs master bedroom. If this request is approved, the downstairs master bedroom home will be constructed on one side of the duplex lot while a more affordable home will be constructed on the smaller 25' wide lot.

The Village at Quarterpath continues to have momentum in a challenging real estate market. Since the Spring of 2009 over 29 new homes have been sold. We wish to express our appreciation to the City for the cooperation extended to L&B Quarterpath in the past. We pledge to continue to provide a quality subdivision for the future residents of the City of Williamsburg.

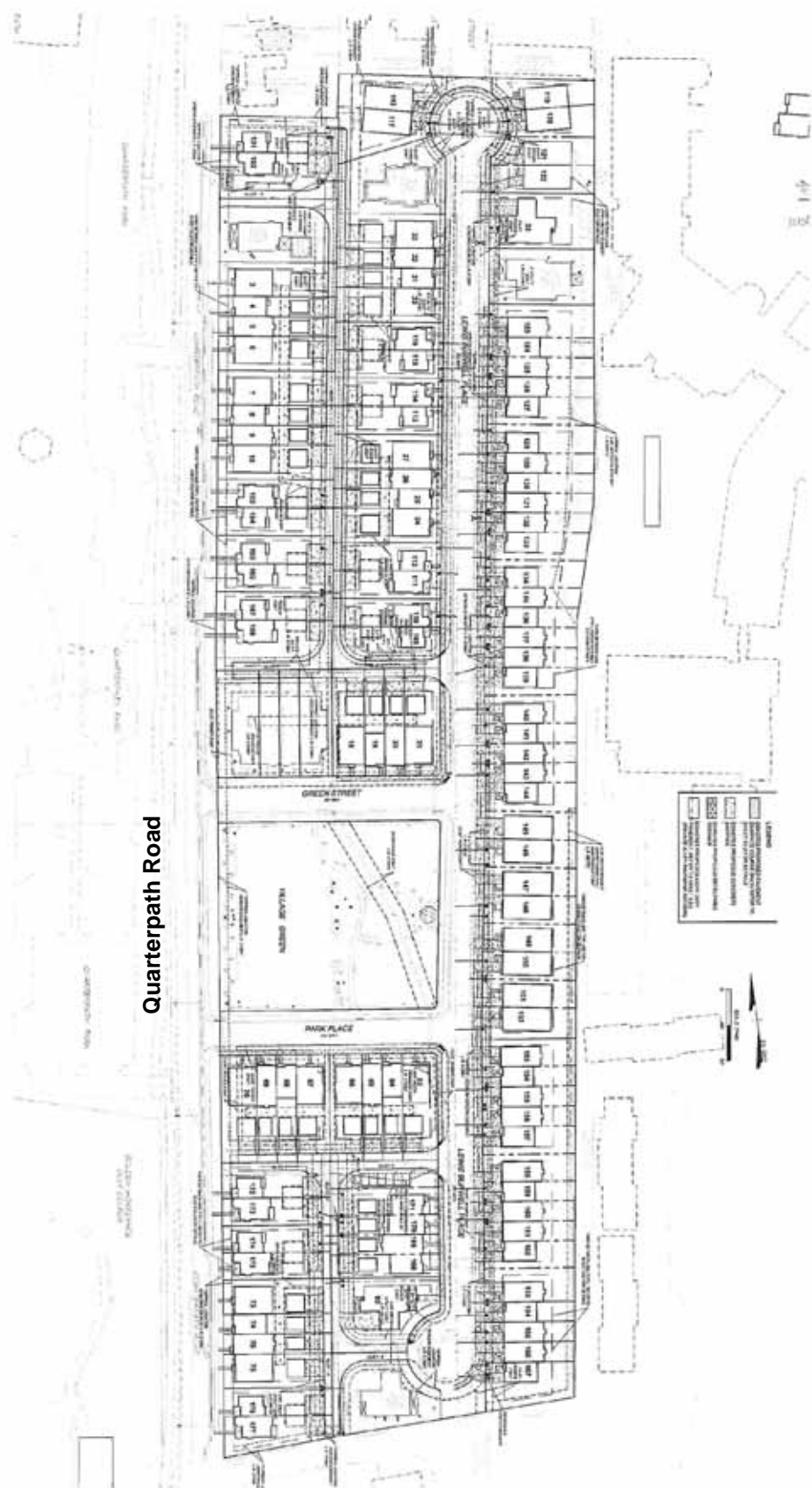
Sincerely  
L&B Quarterpath, LLC  
BY: Duval, Inc., Co-Manager

BY: Barry E. DuVal

cc. Wermers Development, LLC

P O Box 62757, Virginia Beach VA 23466  
Phone: 757.227.6912 Fax: 757.233.4086

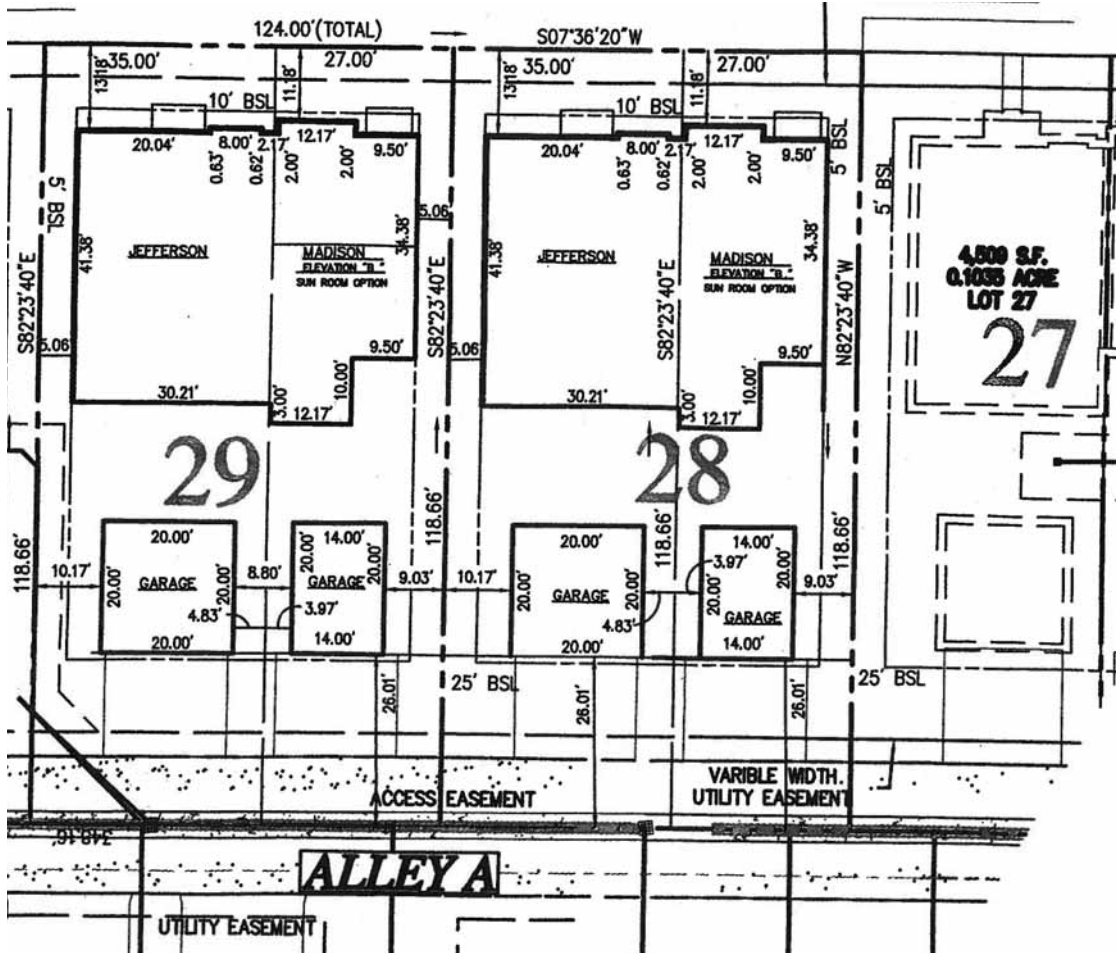
### Existing Lot Layout



### Proposed Lot Layout



### Typical duplex lot layout



**ORDINANCE #10-\_\_**  
**PROPOSED ORDINANCE #10-13**

**AN ORDINANCE AMENDING CHAPTER 21, ZONING,  
ARTICLE III, DIVISION 5, MULTIFAMILY DWELLING DISTRICT RM-2,  
SEC. 21-216(2), PERTAINING TO LOT WIDTH REQUIREMENTS  
FOR DUPLEX DWELLINGS  
(PCR #10-007)**

**BE IT ORDAINED** that Chapter 21, Zoning, of the Code of the City of Williamsburg, Virginia is hereby amended by revising Article III. District Regulations, Division 5, Multifamily Dwelling District RM-2, Sec. 21-216(2), which shall read as follows:

**DIVISION 5. MULTIFAMILY DWELLING DISTRICT RM-2**

**Sec. 21-216. Lot width.**

The lot width requirements in the multifamily dwelling district RM-2 are as follows:

- (1) Single-family detached dwellings: The minimum lot width at the building line for a single-family detached dwelling shall be 50 feet and the lot width shall not be less than 25 feet at the street line.
- (2) Duplex dwellings: The minimum lot width at the building line for duplex dwellings shall be 60 feet; however, when each dwelling unit is located on a separate lot the minimum lot width at the building line shall be ~~30~~ 25 feet, and the total lot width ~~for each lot~~ for the two dwelling units shall be 60 feet. The lot width shall not be less than 25 feet at the street line.
- (3) Multifamily dwellings: The minimum lot width at the building line for multifamily dwellings shall be 80 feet and the lot width shall not be less than 25 feet at the street line.
- (4) Other uses: The minimum lot width at the building line for other uses shall be 100 feet and the lot width shall not be less than 25 feet at the street line.
- (5) Lot width for townhouses shall be regulated by section 21-220.

This ordinance shall become effective on the tenth day following its passage.

Adopted: July 8, 2010

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Jeanne Zeidler, Mayor

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Donna Scott, City Council Clerk



**CITY OF WILLIAMSBURG**  
**Financial Report for June 2010**

**General Fund Revenues**

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>GENERAL PROPERTY TAXES:</b>			
Current Real Estate Taxes	10,000,000	10,070,122	10,027,871
Delinquent Real Property Taxes	100,000	70,938	128,888
Public Service Corp - RE & PP Taxes	280,520	308,589	279,150
Current Personal Property Taxes	1,220,000	1,280,820	1,309,990
Delinquent Personal Property Taxes	40,000	31,508	30,833
Current Business Property Taxes	1,200,000	1,268,936	1,296,019
Delinquent Business Property Taxes	25,000	17,237	59,054
Penalties and Interest	83,800	85,939	101,253
Total General Property Taxes	12,949,320	13,134,088	13,233,058

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>LOCAL TAXES:</b>			
Virginia Power/VNG	275,000	267,868	260,691
Communication Taxes	820,000	625,550	640,684
Business Licenses Taxes	1,482,600	1,571,483	1,595,535
Franchise License Taxes	91,000	121,248	108,020
Bank Stock Taxes	170,000	167,652	128,755
Recordation Taxes	150,000	124,879	153,644
Cigarette Taxes	170,000	158,460	144,534
Room Taxes	3,500,000	3,257,337	3,675,463
\$2 Lodging Taxes	1,500,000	1,139,040	1,209,630
Meal Taxes	5,500,000	5,577,470	5,575,853
Total Other Local Taxes	13,658,600	13,010,989	13,492,809

<b>PERMITS AND LICENSES:</b>	182,280	164,661	207,514
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<b>FINES AND FORFEITURES:</b>	232,000	194,803	218,734
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	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>USE OF MONEY AND PROPERTY:</b>			
Interest Earnings	400,000	206,996	375,878
Rents	458,900	468,022	462,393
Sale of Materials & Supplies	25,000	25,319	8,175
Total Use of Money and Property	883,900	700,337	846,446

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>FEES AND CHARGES:</b>			
Parks & Recreation	271,700	350,497	317,574
Planning & Comm. Development	37,000	37,881	28,698
Payments In Lieu of Taxes	94,000	98,052	94,822
EMS Recovery Fees	325,000	346,213	340,705
Other	31,922	100,359	181,020
Total Fees and Charges	759,622	933,002	962,819

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>NON-CATEGORICAL AID:</b>			
Rolling Stock/Rental Car Taxes	14,000	16,467	18,317
Grantor's Taxes (Tax On Deeds)	40,000	37,841	38,761
Total Non-Categorical Aid	54,000	54,307	57,078

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>SHARED COSTS-CATEGORICAL:</b>			
Comm. Atty / Sheriff / Med. Examiner	1,828	1,601	1,459
Commissioner of Revenue	75,000	76,557	78,287
Treasurer	20,000	16,085	20,536
Registrar	44,000	43,044	0
Total Shared Costs	140,828	137,288	100,282

<b>EDUCATION:</b>			
State Sales Tax	680,000	727,745	630,113

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>OTHER CATEGORICAL AID:</b>			
DJCP Grant - 599 Funds	427,000	391,496	427,158
Emergency Services Grants	25,000	25,000	0
Streets & Sidewalks	1,382,000	1,376,050	1,382,944
Wireless E-911 Funding	10,000	25,331	70,819
Fire Programs	35,241	51,257	47,326
Total Other Categorical Aid	1,879,241	1,869,135	1,928,247

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>NON-REVENUE RECEIPTS:</b>			
Joint Activities	4,000	0	0
Overtime-Police & Fire	45,000	51,380	74,083
Arts Commission	70,390	70,390	77,100
Enterprise Fund - Overhead Charges	590,000	600,000	590,000
Transfer from Courthouse Maint. Fund	0	0	9,280
Total Non-Revenue Receipts	709,390	721,770	750,463

Subtotal General Fund Revenue	32,129,181	31,648,125	32,427,563
Transfer From (To) Surplus	0	(2,253,709)	(612,224)
<b>TOTAL GENERAL FUND REVENUES</b>	<b>32,129,181</b>	<b>29,394,416</b>	<b>31,815,339</b>

**CITY OF WILLIAMSBURG**  
**Financial Report for June 2010**

**General Fund Expenditures**

	Budget FY 2010	Actual 6-30-2010	Actual 6-30-2009
<b>LEGISLATIVE:</b>			
Mayor and City Council	152,138	126,036	141,129
Clerk of Council	162,722	153,462	99,267
Total Legislative	314,860	279,499	240,396

<b>GENERAL &amp; FINANCIAL ADMINISTRATION:</b>			
City Manager	493,576	453,910	612,019
Non-departmental - Contingency	538,633	112,935	246,130
Economic Development	124,920	116,371	116,940
Legal-City Attorney	288,969	242,470	260,263
Human Resources	158,969	132,188	0
Commissioner of Revenue	192,781	189,816	189,049
City Assessor	164,099	154,318	156,808
Treasurer	54,505	44,702	43,358
Finance	983,833	941,185	935,016
City Shop	238,132	228,533	234,216
Total General & Financial Administration	3,238,417	2,616,428	2,793,799

<b>BOARD OF ELECTIONS:</b>			
Election Board and Officials	26,712	26,106	27,239
Registrar	91,728	88,989	90,285
Total Board of Elections	118,440	115,095	117,524

<b>ADMINISTRATION OF JUSTICE:</b>			
Joint Activities - Courthouse	400,000	260,168	329,000

<b>PUBLIC SAFETY:</b>			
Police	4,044,081	3,724,375	4,076,785
Prince George Parking Garage	122,924	105,382	113,832
Fire	3,295,815	2,907,601	3,225,975
Regional Jail	1,078,305	1,159,542	1,069,356
Juvenile Detention/Group Home Commission	156,256	121,252	117,478
Codes Compliance	401,216	337,146	461,472
Animal Control	22,500	18,000	18,000
Emergency Mgt. / Med. Examiner	4,890	1,996	3,854
Total Public Safety	9,125,987	8,375,293	9,086,752

<b>PUBLIC WORKS:</b>			
Engineering	255,902	242,690	237,687
Street Department	1,333,714	1,141,714	1,586,791
Refuse Collection	709,500	654,968	843,591
Facilities Maintenance	482,530	436,604	484,383
Information Technology	340,000	276,006	391,905
Landscaping	559,222	545,945	506,120
Total Public Works	3,680,868	3,297,926	4,050,477

<b>HEALTH &amp; HUMAN SERVICES:</b>			
Health Agencies	214,917	212,063	233,791
Mosquito Control	6,950	5,640	5,021
Colonial Services Board	245,860	245,860	245,860
Public Assistance	761,912	620,699	692,776
Total Health & Human Services	1,229,639	1,084,262	1,177,448

<b>EDUCATION:</b>	6,923,737	6,923,146	7,023,313
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<b>PARKS AND RECREATION:</b>			
Administration	366,384	313,211	406,329
Supervision of Parks	305,080	272,496	266,574
Programs	631,019	583,843	615,908
Cemetery	61,652	54,825	52,350
Total Parks and Recreation	1,364,135	1,224,375	1,341,161

<b>CULTURAL:</b>			
Williamsburg Regional Library	842,707	840,707	884,971

<b>COMMUNITY DEVELOPMENT:</b>			
Planning	486,395	444,523	445,716
Contributions - WADMC	1,500,000	1,029,000	1,209,630
Contributions - Other Tourism Promotion	2,200,000	2,200,000	2,350,000
Contributions To Other Entities	703,996	703,996	765,152
Total Community Development	4,890,391	4,377,519	4,770,498

<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>32,129,181</b>	<b>29,394,416</b>	<b>31,815,339</b>
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**CITY OF WILLIAMSBURG**  
**Financial Report for June 2010**

**Sales Tax Fund**

REVENUES:	Budgeted Revenue FY 2010	Actual Collected 6-30-2010	Actual Collected 6-30-2009
Local 1% Taxes	3,800,000	3,570,088	3,542,787
Interest Income	25,000	29,098	80,722
Sale of Land	0	887,684	0
Stormwater Management	0	15,500	21,935
Courthouse Maintenance Transfer	200,000	191,511	0
State School Construction Funds	0	0	103,132
Miscellaneous	0	60,000	144,672
VDOT Reimbursement	0	300,163	0
Grant Revenue	1,250,000	0	20,960
Transfer from Fund Balance	10,056,563	0	0
<b>TOTAL REVENUES</b>	<b>15,331,563</b>	<b>5,054,044</b>	<b>3,914,208</b>

EXPENDITURES:	Prior Year's *Carryover	Budgeted Expenditures FY 2010	Total Adjusted Budget	Actual Expended 6-30-2010
<b>Public Works:</b>				
Street Construction - Ironbound/Monticello	20,000	40,000	60,000	28,002
Street Construction - Richmond Rd/Waltz Farm Signal	50,000	260,000	310,000	3,600
Quarterpath Road/Tutters Creek	10,000		10,000	
Sidewalk Construction		605,000	605,000	24,359
Underground Wiring		320,000	320,000	71,343
Stormwater Management	200,000		200,000	200,000
<b>Public Safety:</b>				
EOC / Fire Administration	122,308		122,308	109,667
E-911 Public Safety Microwave Link	180,000		180,000	65,111
E-911 Regional Center		207,500	207,500	207,500
<b>Recreation &amp; Open Space:</b>				
Kiwanis Park Improvements	211,429		211,429	102,950
<b>General Government:</b>				
Municipal Plaza/Parking Improvements	66,187		66,187	375
Municipal Building Renovation		2,470,000	2,470,000	342,598
Municipal Building Repairs	93,000		93,000	93,000
Municipal Building Addition	434,000	3,969,000	4,403,000	1,505,960
I T Network Upgrades	12,000		12,000	10,905
Vehicles & Equipment	50,000	478,000	528,000	342,673
Debt Service		1,435,486	1,435,486	1,373,353
Capital Contingency	150,000	500,000	650,000	445,494
WRL Renovations		68,000	68,000	68,000
Courthouse Maintenance-Special Projects		200,000	200,000	191,511
Capital Contribution - WJCC Schools	2,398,840	780,813	3,179,653	1,002,920
<b>TOTAL EXPENDITURES</b>	<b>3,997,764</b>	<b>11,333,799</b>	<b>15,331,563</b>	<b>6,189,321</b>

\*Prior year's carryover represents amounts unspent at 6/30/09.

**CITY OF WILLIAMSBURG**  
**Financial Report for June 2010**

**Utility Fund**

**WATER & SEWER - OPERATIONS**

REVENUES:	Budgeted FY 2010	Actual 6-30-2010	Actual 6-30-2009
Water Service	4,383,225	3,003,222	3,247,764
Sewer Service	950,000	956,797	802,856
Water Connections	10,000	4,000	38,064
HRSD Tap Fees	60,000	56,595	40,590
Sewer Connections	5,000	3,200	1,600
Penalties-Late Payments	15,000	18,746	20,333
Other Sources	11,824	133,396	8,820
Water Tower Usage	134,400	137,040	134,400
Interest Earnings	50,000	26,248	97,165
Availability Fees	150,000	303,435	462,000
XFER - Retained Earnings For Operations	(335,160)	0	0
<b>Total Revenues</b>	<b>5,434,289</b>	<b>4,642,679</b>	<b>4,853,592</b>

**EXPENSES:**

Administration	1,423,549	907,627	903,689
Water Treatment	1,276,171	1,094,247	1,204,922
Water System	505,854	546,949	545,933
Sewage System	1,530,028	1,307,401	1,180,842
Debt Service	444,000	361,424	25,880
Newport News Supplemental Water	254,687	73,648	0
<b>Total Expenses</b>	<b>5,434,289</b>	<b>4,291,297</b>	<b>3,861,266</b>
<b>Excess of Operating Revenues over Expenses</b>	<b>0</b>	<b>351,381</b>	<b>992,326</b>

**WATER & SEWER - CAPITAL PROJECTS**

	Prior Year *Carryover	Budgeted FY 2010	Total Adjusted Budget	Actual Expended 6-30-2010
Vehicles	100,000	95,000	195,000	94,300
Water Line Improvements	0	75,000	75,000	82,246
Water Treatment Improvements	0	100,000	100,000	38,619
Sewer System Rehab-SSO	0	400,000	400,000	355,330
Water/Sewer System Contingency	0	150,000	150,000	112,657
Pump Station - Reliability Upgrade	0	95,000	95,000	1,056
Watershed Protection/Water Quality	0	250,000	250,000	20,580
<b>Total Expenses</b>	<b>100,000</b>	<b>1,165,000</b>	<b>1,265,000</b>	<b>704,788</b>

\*Prior year's carryover represents amounts unspent at 6/30/09.

MONTH SUBMITTED TO CITY	MONTH OF ACTIVITY	ROOM TAXES:						MEAL TAXES:					
		FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	% Change Over FY2009	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	% Change Over FY2009
JULY	JUNE	414,488	446,154	598,659	471,558	370,905	-21.34%	530,199	544,090	647,725	570,358	517,047	-9.35%
AUG	JULY	576,152	540,380	644,659	514,283	432,870	-15.83%	565,689	567,911	644,820	593,082	589,453	-0.61%
SEPT	AUG	494,720	495,025	585,592	500,573	406,963	-18.70%	532,695	526,804	582,771	573,529	536,347	-6.48%
OCT	SEPT	268,908	335,004	343,789	246,980	250,730	1.52%	424,771	484,287	524,024	435,872	453,740	4.10%
NOV	OCT	326,260	405,179	443,508	361,035	321,716	-10.89%	485,181	534,919	558,233	523,682	512,467	-2.14%
DEC	NOV	223,722	269,105	302,171	237,786	212,275	-10.73%	428,571	454,001	460,680	426,601	424,933	-0.39%
JAN	DEC	273,402	279,144	331,788	275,454	244,656	-11.18%	493,601	511,611	527,913	484,716	501,747	3.51%
FEB	JAN	90,704	123,026	102,105	91,608	83,159	-9.22%	262,643	264,328	291,726	259,708	259,840	0.05%
MARCH	FEB	124,203	139,014	163,419	121,979	111,034	-8.97%	295,525	298,403	329,425	301,236	303,604	0.79%
APRIL	MARCH	205,427	252,662	289,226	195,730	201,196	2.79%	390,011	431,899	462,935	380,932	422,302	10.86%
MAY	APRIL	399,022	428,569	380,885	352,616	327,522	-7.12%	537,375	565,103	525,483	540,524	545,857	0.99%
JUNE	MAY	358,937	485,103	388,960	305,862	294,311	-3.78%	504,180	564,689	526,858	485,612	510,135	5.05%
TOTAL		3,755,945	4,198,366	4,574,762	3,675,463	3,257,337	-11.38%	5,450,442	5,748,044	6,082,594	5,575,853	5,577,472	0.03%

**1% SALES TAX REVENUES**

MONTH SUBMITTED TO CITY *	MONTH OF ACTIVITY	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	% Change Over FY2009	2 year Trend	3 year Trend
JULY	MAY	316,532	361,264	349,238	351,162	343,393	383,212	420,502	397,452	323,317	-18.65%	-23.11%	-15.63%
AUG	JUNE	372,871	349,065	281,286	401,211	361,100	444,266	520,813	399,955	378,126	-5.46%	-27.40%	-14.89%
SEPT	JULY	380,984	415,341	441,159	398,166	420,065	428,324	440,744	417,193	355,356	-14.82%	-19.37%	-17.04%
OCT	AUG	398,995	414,651	338,123	371,815	392,265	436,096	427,924	362,906	356,961	-1.64%	-16.58%	-18.15%
NOV	SEPT	288,364	308,927	523,487	367,185	387,380	399,128	408,674	298,662	310,560	3.98%	-24.01%	-22.19%
DEC	OCT	363,994	322,270	362,883	393,062	314,007	469,743	521,796	339,220	358,732	5.75%	-31.25%	-23.63%
JAN	NOV	304,913	301,357	323,535	369,523	345,817	376,100	361,022	293,199	307,528	4.89%	-14.82%	-18.23%
FEB	DEC	421,099	427,559	411,334	448,081	418,138	472,264	427,751	366,847	399,000	8.76%	-6.72%	-15.51%
MARCH	JAN	209,712	183,077	227,183	243,898	214,402	249,672	210,932	185,660	225,941	21.70%	7.12%	-9.51%
APRIL	FEB	230,852	174,291	214,613	233,946	261,144	257,189	238,341	196,952	206,963	5.08%	-13.17%	-19.53%
MAY	MARCH	329,012	255,224	281,581	335,746	296,417	365,341	338,553	302,404	322,218	6.55%	-4.82%	-11.80%
JUNE	APRIL	357,254	348,010	334,179	353,688	426,090	472,620	388,883	379,789	348,702	-8.19%	-10.33%	-26.22%
TOTAL		3,974,583	3,861,036	4,088,601	4,267,483	4,180,218	4,753,955	4,705,935	3,940,240	3,893,404	-1.19%	-17.27%	-18.10%

\* Represents cash collections during these months which is 2 months later than the actual sales. Sales tax [5%] is collected by local businesses, submitted to the State Department of Taxation, with 1% returned to the City.

TOTAL ROOM SALES:												
MONTH SUBMITTED TO CITY	MONTH OF ACTIVITY	FY 2006	FY 2007	% change over prior yr	FY 2008	% change over prior yr	FY 2009	% change over prior yr	FY 2010	% change over prior yr	2 year Trend	3 year Trend
JULY	JUNE	8,289,763	8,923,087	7.64%	11,973,178	34.18%	9,431,169	-21.23%	7,418,100	-21.34%	-38.04%	-16.87%
AUG	JULY	11,523,044	10,807,606	-6.21%	12,893,179	19.30%	10,285,655	-20.22%	8,657,395	-15.83%	-32.85%	-19.90%
SEPT	AUG	9,894,401	9,900,507	0.06%	11,711,833	18.30%	10,011,457	-14.52%	8,139,261	-18.70%	-30.50%	-17.79%
OCT	SEPT	5,378,160	6,700,083	24.58%	6,875,786	2.62%	4,939,604	-28.16%	5,014,598	1.52%	-27.07%	-25.16%
NOV	OCT	6,525,205	8,103,571	24.19%	8,870,153	9.46%	7,220,697	-18.60%	6,434,326	-10.89%	-27.46%	-20.60%
DEC	NOV	4,474,442	5,382,100	20.29%	6,043,428	12.29%	4,755,713	-21.31%	4,245,501	-10.73%	-29.75%	-21.12%
JAN	DEC	5,468,036	5,582,880	2.10%	6,635,766	18.86%	5,509,079	-16.98%	4,893,112	-11.18%	-26.26%	-12.36%
FEB	JAN	1,814,088	2,460,520	35.63%	2,042,097	-17.01%	1,832,151	-10.28%	1,663,186	-9.22%	-18.56%	-32.41%
MARCH	FEB	2,484,053	2,780,288	11.93%	3,268,384	17.56%	2,439,579	-25.36%	2,220,678	-8.97%	-32.06%	-20.13%
APRIL	MARCH	4,108,534	5,053,242	22.99%	5,784,519	14.47%	3,914,595	-32.33%	4,023,927	2.79%	-30.44%	-20.37%
MAY	APRIL	7,980,439	8,571,383	7.40%	7,617,707	-11.13%	7,052,313	-7.42%	6,550,444	-7.12%	-14.01%	-23.58%
JUNE	MAY	7,178,731	9,702,060	35.15%	7,779,210	-19.82%	6,117,247	-21.36%	5,886,220	-3.78%	-24.33%	-39.33%
TOTAL		75,118,898	83,967,328	11.78%	91,495,239	8.97%	73,509,260	-19.66%	65,146,749	-11.38%	-28.80%	-22.41%

TOTAL \$2 LODGING TAX RECEIPTS:												
MONTH SUBMITTED TO CITY	MONTH OF ACTIVITY	FY 2006	FY 2007	% change over prior yr	FY 2008	% change over prior yr	FY 2009	% change over prior yr	FY 2010	% change over prior yr	2 year Trend	3 year Trend
JULY	JUNE	169,674	177,928	100.00%	212,688	19.54%	165,202	-22.33%	137,840	-16.56%	-35.19%	-22.53%
AUG	JULY	225,292	204,776	-9.11%	223,562	9.17%	184,310	-17.56%	168,058	-8.82%	-24.83%	-17.93%
SEPT	AUG	197,466	189,174	-4.20%	206,338	9.07%	185,834	-9.94%	160,780	-13.48%	-22.08%	-15.01%
OCT	SEPT	119,422	126,330	5.78%	134,306	6.31%	89,630	-33.26%	100,704	12.36%	-25.02%	-20.28%
NOV	OCT	138,084	157,180	13.83%	164,622	4.73%	129,444	-21.37%	116,668	-9.87%	-29.13%	-25.77%
DEC	NOV	98,098	104,752	6.78%	109,998	5.01%	87,346	-20.59%	82,716	-5.30%	-24.80%	-21.04%
JAN	DEC	101,520	99,936	-1.56%	101,152	1.22%	88,907	-12.11%	86,834	-2.33%	-14.15%	-13.11%
FEB	JAN	47,336	64,384	36.01%	49,116	-23.71%	45,457	-7.45%	42,752	-5.95%	-12.96%	-33.60%
MARCH	FEB	69,724	66,584	-4.50%	74,654	12.12%	60,334	-19.18%	56,478	-6.39%	-24.35%	-15.18%
APRIL	MARCH	104,252	114,404	9.74%	115,854	1.27%	81,442	-29.70%	88,400	8.54%	-23.70%	-22.73%
MAY	APRIL	167,198	157,576	-5.75%	137,696	-12.62%	139,916	1.61%	125,610	-10.22%	-8.78%	-20.29%
JUNE	MAY	149,344	174,936	17.14%	143,274	-18.10%	117,010	-18.33%	110,040	-5.96%	-23.20%	-37.10%
TOTAL		1,587,410	1,637,960	3.18%	1,673,260	2.16%	1,374,832	-17.84%	1,276,880	-7.12%	-23.69%	-22.04%

TOTAL MEAL SALES:												
MONTH SUBMITTED TO CITY	MONTH OF ACTIVITY	FY 2006	FY 2007	% change over prior yr	FY 2008	% change over prior yr	FY 2009	% change over prior yr	FY 2010	% change over prior yr	2 year Trend	3 year Trend
JULY	JUNE	10,603,986	10,881,793	2.62%	12,954,503	19.05%	11,407,162	-11.94%	10,340,940	-9.35%	-20.17%	-4.97%
AUG	JULY	11,313,784	11,358,210	0.39%	12,896,400	13.54%	11,861,648	-8.02%	11,789,060	-0.61%	-8.59%	3.79%
SEPT	AUG	10,653,908	10,536,079	-1.11%	11,655,419	10.62%	11,470,576	-1.59%	10,726,940	-6.48%	-7.97%	1.81%
OCT	SEPT	8,495,414	9,685,749	14.01%	10,480,479	8.21%	8,717,439	-16.82%	9,074,800	4.10%	-13.41%	-6.31%
NOV	OCT	9,703,629	10,698,387	10.25%	11,164,669	4.36%	10,473,631	-6.19%	10,249,340	-2.14%	-8.20%	-4.20%
DEC	NOV	8,571,429	9,080,020	5.93%	9,213,604	1.47%	8,532,028	-7.40%	8,498,660	-0.39%	-7.76%	-6.40%
JAN	DEC	9,872,011	10,232,220	3.65%	10,558,263	3.19%	9,694,324	-8.18%	10,034,940	3.51%	-4.96%	-1.93%
FEB	JAN	5,252,851	5,286,560	0.64%	5,834,514	10.37%	5,194,163	-10.98%	5,196,800	0.05%	-10.93%	-1.70%
MARCH	FEB	5,910,510	5,968,055	0.97%	6,588,493	10.40%	6,024,711	-8.56%	6,072,080	0.79%	-7.84%	1.74%
APRIL	MARCH	7,800,218	8,637,983	10.74%	9,258,705	7.19%	7,618,650	-17.71%	8,446,040	10.86%	-8.78%	-2.22%
MAY	APRIL	10,747,505	11,302,052	5.16%	10,509,663	-7.01%	10,810,487	2.86%	10,917,140	0.99%	3.88%	-3.41%
JUNE	MAY	10,083,601	11,293,775	12.00%	10,537,168	-6.70%	9,712,236	-7.83%	10,202,700	5.05%	-3.17%	-9.66%
TOTAL		109,008,845	114,960,882	5.46%	121,651,878	5.82%	111,517,054	-8.33%	111,549,440	0.03%	-8.30%	-2.97%

**CITY OF WILLIAMSBURG**  
**Financial Report for June 2010**

**Status of Funds**

**CASH & INVESTMENTS:**

FUND	CASH EQUIVALENTS:				INVESTMENTS:			COMPARISON	COMPARISON
	COMBINED CHECKING <i>(interest-bearing)</i>	LOCAL GOV'T INVESTMENT POOL**	CERTIFICATES OF DEPOSIT	OTHER (Cash)	TOTAL CASH EQUIV.	CORP. & GOV'T SECURITIES	TOTAL	3 MONTHS AGO	12 MONTHS AGO
GENERAL FUND	\$5,318,309	\$7,476,734	\$13,000,000	\$2,843	\$25,797,886	\$0	\$25,797,886	\$24,462,589	\$25,123,124
SALES TAX FUND	80,733	0	0	0	\$80,733	0	\$80,733	\$360,880	\$48,504
ENTERPRISE FUND	502,438	1,826,007	2,000,000	0	\$4,328,445	0	\$4,328,445	\$5,052,192	\$4,707,399
WATER DEPOSIT FUND	30,693	15,000	0	0	\$45,693	0	\$45,693	\$47,809	\$44,038
COURTHOUSE MTCE FUND	0	176,229	0	0	\$176,229	0	\$176,229	\$167,728	\$332,175
<b>TOTAL</b>	<b>\$5,932,173</b>	<b>\$9,493,970</b>	<b>\$15,000,000</b>	<b>\$2,843</b>	<b>\$30,428,986</b>	<b>\$0</b>	<b>\$30,428,986</b>	<b>\$30,091,198</b>	<b>\$30,255,240</b>

	INVESTMENT POLICY	JUNE 30, 2010 ACTUAL	MAR 31, 2010 ACTUAL	JUNE 30, 2009 ACTUAL
% OF PORTFOLIO MATURING WITHIN 30 DAYS (MIN.)	10.00%	100.00%	50.00%	100.00%
% OF PORTFOLIO MATURING WITHIN 12 MONTHS (MIN.)	50.00%	100.00%	100.00%	100.00%
% OF PORTFOLIO MATURING BETWEEN 12 AND 36 MONTHS (MAX.)	50.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>		<b>100%</b>	<b>100%</b>	<b>100%</b>

**LONG-TERM DEBT:**

PURPOSE	ISSUE DATE	ISSUE AMOUNT	PRINCIPAL BALANCE:	TERMS:
Capital Improvements-Sales Tax Fund	August, 1997	\$6,000,000	\$900,000	*15 years, \$2 Million@4.94%, \$4 Million @30 day LIBOR rate less 1.4%, P&I paid quarterly
Capital Improvements-Utility Fund	August, 1997	\$2,000,000	\$300,000	15 years, 4.94%, principal & interest paid quarterly
Prince George Parking Garage-Bond	January, 2002	\$2,500,000	\$1,375,000	15 years, 4.55%, interest paid semi-annually, principal paid annually
Capital Improvements-Sales Tax Fund	April, 2005	\$8,500,000	\$6,157,625	15 years, 3.76%, interest paid semi-annually, principal paid annually
NN Water Agreement-Utility Fund	April, 2009	<u>\$10,000,000</u>	<u>\$9,508,700</u>	15 years, 4.0%, interest paid semi-annually, principal paid annually
<b>Total</b>		<b>\$29,000,000</b>	<b>\$18,241,325</b>	

\* Interest rate on LIBOR indexed bond for quarter ended May 31, 2010 = 0%

\*\*\*Total savings on Libor indexed bond = \$684,000 since August, 1997

\*\* State's LGIP interest rate at end of month = .26% - compared to .50% in June, 2009



# City Of Williamsburg

## Operating Report For June 2010

## Highlighted Indicators

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
<b>Assessment</b>					
Real estate transfers (no timeshares)	18	277	30	242	242
Assessment to actual sales ratio (Res.)	102%	101%	104%	97%	97%
<b>Buildings / Facilities Maintenance</b>					
Community Building paid events	12	132	12	154	154
<b>Cemetery</b>					
Number of interments	12	70	2	51	51
<b>City Manager</b>					
Citywide employee turnover rate (Annualized)	12.00%	6.81%	20.40%	8.02%	8.02%
OSHA reportable injuries/incidents	3	31	1	25	25
<b>Clerk of Council</b>					
Number of open Council meetings/ worksessions	4	35	1	28	28
Number of closed Council meetings/ worksessions	4	16	0	9	9
Board & Commissions vacancy rate	3%	4%	3%	2%	2%
<b>Code Compliance</b>					
Total Number of Inspections	844	7,169	554	6,706	6,706
Total Number of Permits	256	1,792	148	1,475	1,475
Property maintenance inspections	347	2,224	172	1,284	1,284
Rental inspections	4	112	14	315	315
<b>Economic Development</b>					
Number of businesses in City (avg)	797	783	791	783	783
Number of new business startups	9	41	4	20	20
<b>Finance Department</b>					
Average rate of investment return	0.89%	0.86%	0.50%	1.63%	1.63%
<b>Fire Department</b>					
Fire Incidents	7	98	8	87	87
Average Fire Response Time (minutes)	5.24	5.02	5.75	5.19	5.19
EMS Responses-Emergency	245	2,263	142	2,143	2,143
Average EMS Response Time (minutes)	5.19	5.17	5.79	5.63	5.63
<b>Human Services</b>					
Food Stamps: On-going cases	414	4,464	323	3,316	3,316
Temporary Aid for Needy Families (TANF): On-Going cases	38	413	29	356	356
Medicaid: On-going cases	453	5,173	415	4,646	4,646
Adult Protective Service cases	32	396	26	323	323
Child Protective Services cases	26	346	19	219	219
Comprehensive Services Act cases	8	84	8	96	96

## Information Technology



# City Of Williamsburg

## Operating Report For June 2010

## Highlighted Indicators

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Number of Unique Website Visitors	14,454	187,933	15,485	157,149	157,149
Total number of eGovernment transactions	292	4,996	408	4,288	4,288

### Planning

Rezoning approved	0	1	0	7	7
ARB building cases	14	85	9	127	127
Site plans - Major	0	2	1	8	8

### Police Department

Calls for Service	2,922	28,758	2,663	31,711	31,711
Average response time per call (minutes)	0.00	0.99	1.20	1.16	1.16
Arrests for Part I Index Crimes	23	160	15	122	122
Arrests for Part II Index Crimes	16	365	29	441	441
Hazardous Violations	104	1,377	136	2,118	2,118
Parking Violations	170	5,541	607	5,385	5,385
Driving While Intoxicated Incidents	7	91	9	87	87
Accident Total	13	164	11	143	143
Average daily population of jail - Williamsburg	73	80	73	76	76

### Prince George Parking Garage

Number of vehicles utilizing the parking garage	4,847	57,914	4,534	59,970	59,970
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### Public Works and Utilities

Reservoir level (inches) above spillway, or below (-)	5.50	3.96	1.75	-11.73	-11.73
Total gallons of water consumed (in 1,000s)	105,957	1,008,153	104,826	1,154,539	1,154,539
Rainfall (inches)	1.84	56.57	3.54	40.27	40.27

### Recreation

Total Rec Center attendance	3,207	36,278	2,849	33,260	33,260
Williamsburg Farmers Market visitation	5,356	45,494	4,893	34,896	34,896
Waller Mill Park attendance	27,000	261,144	31,192	249,226	249,226

### Refuse Collection

Tons refuse collected	203	2,182	379	4,061	4,061
Tons recycling collected	61	689	51	718	718
Recycling Set-out Rate (% participation)	42%	42%	44%	44%	44%

### Risk Management

Automobile liability claims	0	4	0	3	3
Local government general liability claims	1	3	0	2	2

### Streets

Linear feet of sidewalks - replaced, repaired	0	814	92	1,447	1,447
Total linear miles swept	740.30	1,800.90	177.00	936.90	936.90

# City Of Williamsburg

## Operating Report For June 2010

City Manager

### Highlights Of Activities

We have had a fairly large number of new businesses opening in June, including: C&R Clothing, China House (Monticello Avenue), Inflation Nation, Raw Bar & Grill (Richmond Road), Heidi's Homegrown & Organics (Bacon Street), Jamestown Pie Company (Capital Landing Road), Terry's Shop (Parkway Drive), and Watson Mowry PC (Professional Drive).

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

#### Human Resources

Citywide employee turnover rate (Annualized)	12.00%	6.81%	20.40%	8.02%	8.02%
Citywide hours of work compensated	28,497	370,501	28,592	366,297	366,297
Citywide hours sick leave used	920	11,959	588	9,314	9,314
Percent of sick leave used per total hours	3.22%	3.26%	2.06%	2.54%	2.54%
Pct. of employees in deferred comp	73%	73%	72%	72%	72%
Pct of employees in health plan	81%	82%	79%	83%	83%
Healthcare premium paid	126,192	1,541,486	117,562	1,433,866	1,433,866
Healthcare claims paid	\$135,510	\$1,658,620	\$197,554	\$1,609,000	\$1,609,000
Total work place injuries reported	6	49	1	48	48
OSHA reportable injuries/incidents	3	31	1	25	25
Workplace injury claims payments	\$590	\$127,121	\$6,138	\$164,940	\$164,940

#### Clerk of Council

Number of open Council meetings/ worksessions	4	35	1	28	28
Number of closed Council meetings/ worksessions	4	16	0	9	9
Number of Resolutions adopted	3	13	1	23	23
Number of Ordinances adopted	2	22	0	20	20
Number of pages of City Council minutes	22	239	14	168	168
Board & Commissions vacancy rate	3%	4%	3%	2%	2%

#### Economic Development

Number of businesses in City (avg)	797	783	791	783	783
Number of new business startups	9	41	4	20	20
Value of new commercial construction	\$0	\$3,667,200	\$0	\$12,632,858	\$12,632,858
New retail square footage added	0	28,936	0	120,421	120,421
Renovated square footage	2,224	33,477	2,130	24,593	24,593
Visits with existing businesses	25	205	8	76	76
Redevelopment opportunities supported	2	25	3	16	16
Marketing events and missions	7	92	6	52	52
Prospects assisted	8	75	5	72	72
Number of ED grants awarded	0	5	1	8	8

# City Of Williamsburg

## Operating Report For June 2010

## Finance Department

### Highlights Of Activities

(1) Residential sales to assessment ratio for FY 2010 was 101% compared to 97% last year. There were 12 commercial sales transactions for FY2010, compared to 3 last year, with assessment ratio on commercial dropping from 120% to 115%; (2) total number of information requests from the Assessment office were up 29% for the year; (3) e-Government transactions for FY 2010 were up 16.5%, while total dollar amounts for e-Government transactions were up 12.75% for the same period.

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

#### Assessment

Number of taxable real property parcels assessed	0	4,202	100	4,135	4,135
Number of non-taxable real property parcels assessed	0	255	7	261	261
Real estate transfers (no timeshares)	18	277	30	242	242
Number of residential sales	8	81	15	97	97
Total assessments-residential sales	\$2,083,100	\$21,607,300	\$3,706,600	\$30,044,700	\$30,044,700
Total sales-Residential	\$2,037,150	\$21,469,135	\$3,561,000	\$31,124,690	\$31,124,690
Assessment to actual sales ratio (Res.)	102%	101%	104%	97%	97%
Number of commercial sales	0	12	0	3	3
Total assessments-commercial sales	\$0	\$5,980,600	\$0	\$3,056,200	\$3,056,200
Total sales-commercial	\$0	\$5,196,000	\$0	\$2,545,089	\$2,545,089
Number of assessment appeals - office/phone/letter/fax/email	0	129	0	245	245
Number of assessment appeals changed	0	50	0	70	70
Board of Equalization (BOE) appeals	0	15	0	24	24
Board of Equalization (BOE) appeals - changed	0	8	0	6	6
Percentage of appeals changed by BOE	0%	53%	0%	25%	25%
Number of information requests - website	5	111	8	123	123
Number of information requests - office/phone	247	2,932	165	2,250	2,250
Number of information requests - tax relief program	2	32	0	15	15
Number of participants in tax relief program	0	9	0	7	7

#### Finance Department

Number of water bills processed	2,161	25,560	2,225	25,360	25,360
Number of permits processed	113	1,161	81	1,265	1,265
Number of business licenses processed	43	1,221	21	1,088	1,088
Number of room & meal tax bills processed	175	2,034	180	1,955	1,955
Number of vendor payments processed	769	6,997	622	6,259	6,259
Number of payroll checks processed	473	6,139	503	6,795	6,795
Number of real estate tax bills processed	0	8,110	0	8,102	8,102
Real Estate tax collection rate		97.90%		98.91%	98.91%
Number of personal property tax bills processed	0	5,014	0	4,973	4,973
Personal property tax collection rate		96.20%		97.62%	97.62%
Average rate of investment return	0.89%	0.86%	0.50%	1.63%	1.63%

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

### Information Technology

Total number of Helpdesk requests	108	981	91	794	794
Percentage of Helpdesk requests resolved within 24 hours	100.00%	93.50%	100.00%	69.17%	69.17%
Total number of website visits	20,781	257,394	24,500	237,969	237,969
Number of Unique Website Visitors	14,454	187,933	15,485	157,149	157,149
Number of Returning Website Visitors	6,327	69,461	9,015	67,305	67,305
Total number of eGovernment transactions	292	4,996	408	4,288	4,288
Total dollar amount of eGovernment transactions	\$66,116	\$563,802	\$71,218	\$491,953	\$491,953
Average Williamsburg WiFi Visitors per day	125	115	70	76	76
Total Email Volume	644,872	6,741,031	382,438	1,041,316	1,041,316
Email messages accepted	59,412	696,961	54,547	173,064	173,064
Email messages rejected (SPAM, virus, malware)	589,460	6,048,070	327,891	868,252	868,252
GIS Requests (Internal)	2	52	4	18	18
GIS Requests (External)	8	45	8	28	28
Channel 48 Bulletin Board Requests	10	206	24	46	46
Network Uptime Percentage	100.00%	99.99%	100.00%	99.97%	99.97%
Total number of outside security breaches (unauthorized intrusion, virus, malware, etc.)	0	0	0	0	0
Number of Active projects	3	38	7	65	65

### Risk Management

Automobile liability claims	0	4	0	3	3
Automobile liability claims-No fault of the City	0	1	0	0	0
Automobile physical damage claims - includes collision and comprehensive	2	11	0	3	3
Boiler and machinery claims	0	0	0	0	0
Crime coverage claims	0	0	0	0	0
Excess umbrella claims	0	0	0	0	0
General liability claims - No fault of City	0	0	0	2	2
Local government general liability claims	1	3	0	2	2
Inland marine claims	0	0	0	0	0
Law enforcement liability claims	0	0	0	0	0
Property claims	0	0	0	1	1
Public official liability claims	0	0	0	0	0

# City Of Williamsburg

## Operating Report For June 2010

## Police Department

### Highlights Of Activities

We discovered that our response time analysis is incorrect. We have identified errors in methodology in our records management system (RMS) and computer aided dispatch (CAD). Efforts continue to correct the process to ensure accurate results. Educational presentations will continue upon the return to duty of our Crime Prevention Officer.

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

#### Police

##### General Police

Calls for Service	2,922	28,758	2,663	31,711	31,711
Average response time per call (minutes)	0.00	0.99	1.20	1.16	1.16
Security Alarms Answered	79	667	73	650	650
Arrests for Part I Index Crimes	23	160	15	122	122
Arrests for Part II Index Crimes	16	365	29	441	441
Uniform Patrol Mileage	16,455	203,218	19,725	219,034	219,034
Educational Presentations	0	24	2	44	44
Attendees at Educational Presentations	0	1,600	75	1,956	1,956

##### Offenses

Homicide	0	1	0	0	0
Rape	0	0	0	3	3
Robbery	0	9	0	6	6
Assault	18	128	9	105	105
Burglary	2	21	1	18	18
Larceny	15	186	24	191	191
Auto Theft	1	9	2	9	9

##### Cleared by Arrest or Extraordinary Means

Homicide	0	1	0	0	0
Rape	0	0	0	2	2
Robbery	1	4	0	4	4
Assault	16	106	7	77	77
Burglary	1	4	0	3	3
Larceny	4	43	8	32	32
Auto Theft	0	1	0	4	4

##### Positions Allocated

Chief's Office	2		2		
Academy/Leave	0		0		
Uniform Bureau	27		27		
Special Operations Bureau	6		6		
Support Services	4		5		
Subtotal	39		39		
Vacant Positions	0		0		

##### Positions Filled

Chief's Office	2		2		
Academy/Leave	2		3		
Uniform Bureau	26		24		

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Special Operations Bureau	5		5		
Support Services	3		5		
Subtotal	39		38		
Vacant Positions	1		1		

#### Persons Arrested

Arson	0	1	0	0	0
Forgery/Fraud/Counterfeiting	0	21	3	69	69
Embezzlement	0	3	0	2	2
Stolen Property	0	4	0	0	0
Vandalism	0	0	0	8	8
Prostitution/Commercialized Vice	0	0	0	0	0
Sex Offenses(Except Rape and Family Offenses)	0	3	0	8	8
Narcotic Drug Laws	4	54	2	58	58
Offenses Against Family/Children	0	0	1	1	1
Drunk in Public/Liquor Law Violations	7	180	9	160	160
Disorderly Conduct	0	14	0	2	2
Curfew/Loitering	0	0	0	0	0
All Other Offenses	5	66	7	80	80

#### Traffic

Hazardous Violations	104	1,377	136	2,118	2,118
Parking Violations	170	5,541	607	5,385	5,385
Driving While Intoxicated Incidents	7	91	9	87	87
Accident Total	13	164	11	143	143
Fatal Accident Totals	0	0	0	0	0
Accidents with Injuries	6	67	4	55	55
Pedestrian Accidents	1	6	0	2	2
Accident Citations	12	160	11	143	143
Other Violations	51	631	81	1,101	1,101

#### Jail

Average daily population of jail - All localities	444	445	448	439	439
Jail inmate work force hours	164	2,445	176	1,114	1,114
Average daily population of jail - Williamsburg	73	80	73	76	76

#### Prince George Parking Garage

Number of vehicles utilizing the parking garage	4,847	57,914	4,534	59,970	59,970
Parking Garage - regular fees	\$14,290	\$153,858	\$11,121	\$157,475	\$157,475
Parking Garage - monthly passes	1,800	28,890	3,500	29,750	29,750
Parking Garage - semester cards	300	20,300	50	11,350	11,350
Parking Garage - value cards	750	8,125	850	8,675	8,675
Parking Garage - rebate tickets	0	1,160	650	2,050	2,050

# City Of Williamsburg

## Operating Report For June 2010

## Fire Department

### Highlights Of Activities

The department delivered fire education and fire prevention instruction through the Fourth Grade Program, fire extinguisher classes, and Safehouse tours. These programs had a total of 515 participants.

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
<b>Fire Department</b>					
<b>Fire Responses</b>					
Good Intent Call	14	213	15	179	179
Hazardous Condition	15	132	16	94	94
False Alarm	56	494	33	394	394
Fire Incidents	7	98	8	87	87
EMS Support	76	768	74	457	457
Community Service	8	69	4	58	58
Other	0	4	0	69	69
<b>Apparatus Response</b>					
Engine Responses	151	1,555	105	1,299	1,299
Truck Responses	27	270	20	174	174
Medic Responses	285	2,746	180	2,277	2,277
Other Apparatus Responses	169	1,491	94	956	956
Average Staffing per Apparatus	2.17	2.24	2.25	2.43	2.43
<b>Property Conservation</b>					
Property Value at Risk	\$556,200	\$60,946,379	\$98,200	\$76,196,100	\$76,196,100
Property Loss	\$1,500	\$898,763	\$14,500	\$892,100	\$892,100
<b>Fire Response Times</b>					
Average Fire Response Time (minutes)	5.24	5.02	5.75	5.19	5.19
Average Incident Time on Scene	20.18	26.66	20.15	25.17	25.17
<b>Staff Response Fire</b>					
Career Responses (Full & Part time)	527	4,967	401	3,761	3,761
Volunteer Responses	7	221	20	113	113
<b>Staff Hours Fire</b>					
Career Hours (Full & Part time)	198	3,749	178	2,551	2,551
Volunteer Hours	2	210	7	51	51
<b>Response Distribution Fire</b>					
City	90	864	56	640	640
CWF	7	103	14	115	115
CWM	30	191	3	136	136
<b>Mutual Aid Fire</b>					
JCC Given	3	57	7	79	79
YC Given	2	38	1	40	40
Other Given	0	0	0	0	0
JCC Received	5	94	7	65	65
YC Received	4	80	7	40	40
Other Received	0	3	0	1	1

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
<b>EMS Responses</b>					
EMS Responses-Emergency	245	2,263	142	2,143	2,143
Stand-by	1	31	0	57	57
<b>Patient Distribution EMS</b>					
City	113	1,085	64	1,016	1,016
Local County	48	534	39	444	444
Non-Resident	77	771	35	596	596
<b>EMS Response Times</b>					
Average EMS Response Time (minutes)	5.19	5.17	5.79	5.63	5.63
Average Calls per Day	6	6	5	6	6
<b>Staff Response EMS</b>					
Career	769	7,407	426	7,085	7,085
Volunteer	66	763	49	588	588
<b>Staff Hours EMS</b>					
Career	694	7,691	410	7,021	7,021
Volunteer	65	934	46	630	630
<b>Response Distribution EMS</b>					
Transports out of Area	2	24	2	28	28
Calls to CWF	19	168	21	166	166
Calls to CWM	4	190	3	147	147
<b>Incident Statistics EMS</b>					
Loaded Miles	1,051	11,459	811	12,380	12,380
Total Miles Traveled	1,565	17,245	1,254	17,953	17,953
Advanced Life Support	159	1,291	69	931	931
Cardiac Arrests	2	12	1	8	8
Saves	1	2	0	1	1
Vehicle Accidents	12	123	11	106	106
Vehicle Accident Patients	13	171	16	152	152
Fatal Vehicle Accidents	0	0	0	1	1
<b>Mutual Aid EMS</b>					
JCC Given	13	182	15	169	169
YC Given	6	81	9	85	85
JCC Received	10	96	6	96	96
YC Received	6	41	1	42	42
<b>Fire Special Events</b>					
Events	0	24		0	0
Staff Hours	0.00	458.00		0.00	0.00
Bike medic mileage	0.00	127.20		0.00	0.00
<b>Fire Prevention</b>					
Total Inspections	80	746	61	769	769
Total Related Activity	29	225	17	237	237
<b>Inspections</b>					
Acceptance tests	1	7	2	2	2
Business Inspections	14	147	11	235	235
Certificate of Occupancy	1	13	3	13	13
Company Inspections	10	140	6	93	93
Complaints	1	20	4	26	26
Follow-up Inspections	13	111	6	101	101



Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Licensing Inspections	0	7	1	8	8
Permit Inspections	2	22	4	27	27
Red-Tags	12	69	13	65	65
Special Inspections	21	178	8	151	151
Tent Inspections	5	32	3	31	31
<b>Public Education</b>					
Fire Extinguisher Class (# People)	85	356	120	248	248
Fire Safety Talks (# People)	345	1,467	198	1,772	1,772
Station Tours (# People)	0	907	0	472	472
Safehouse Tours (# People)	85	533	102	462	462
**Non-Resident**	0	197	0	141	141
Child Car Safety Seat Installation	6	94	4	64	64
Child Car Safety Seat Personnel Activities	8	98	3	92	92
Station Tour	0	6	0	8	8
Fire Extinguisher Class	9	23	11	25	25
Fire Safety Talks, etc...	8	28	2	31	31
Safehouse Tours	6	40	7	32	32
Miscellaneous	1	44	0	43	43
<b>Prevention Related Activities</b>					
Hydrant Maintenance	0	20	0	15	15
Consultations	5	11	0	10	10
Investigations	6	83	6	81	81
Permits Issued	2	10	0	9	9
Plans Review (Site)	9	57	9	88	88
Plans Review (Systems)	6	24	0	0	0
Pre-Plans	1	3	1	17	17
Water Flow Requests	0	17	1	34	34

# City Of Williamsburg

## Operating Report For June 2010

## Planning

### Highlights Of Activities

\*Planning Commission recommended approval of the request of L&B Quarterpath to modify lot width requirements for duplex dwellings in the RM-2 District. This will allow a 25'/35' pair of duplex lots instead of the now required 30'/30' pair, and the density will not be increased. \*Revised plans for the 43-lot Mahone Subdivision on Capitol Landing Road have been filed. Lots have been created for the existing houses at 1011 and 1039 Capitol Landing Road (these were the lots subject to the ARB appeal). Planning Commission will have a viewing meeting at the site immediately following their regular meeting on July 14, and the Planning Commission public hearing is scheduled for August 18. \*A site plan for the 230 unit Kings Manor Apartments at High Street has been submitted - this is located on between Kings Manor Drive and the stormwater management pond. The apartments replace the originally proposed 330 condominiums in two buildings. Planning Commission will review the site plan on August 18. \*Planning Commission approved the final site plan for the Tribe Square development on Richmond Road next to Wawa (first floor commercial plus 14 student apartments).

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

### Code Compliance

Residential plans reviewed	8	84	7	92	92
Residential building permits issued	14	97	7	107	107
Residential Inspections	606	5,375	401	4,223	4,223
Commercial Inspections	238	1,794	153	2,483	2,483
Total Number of Inspections	844	7,169	554	6,706	6,706
Total Number of Permits	256	1,792	148	1,475	1,475
Total Fees	\$25,104	\$139,423	\$6,596	\$148,255	\$148,255
Commercial plans reviewed	13	88	5	98	98
Commercial building permits issued	14	102	5	93	93
Erosion & Sedimentation control permits issued	2	18	2	16	16
Erosion & Sedimentation control inspections	113	1,331	81	904	904
Property maintenance inspections	347	2,224	172	1,284	1,284
Property maintenance cases brought into voluntary compliance	134	688	41	468	468
Rental inspections	4	112	14	315	315
Rental inspections brought into voluntary compliance	2	48	7	147	147
Valuation of all permits issued	\$5,489,129	\$29,343,406	\$1,259,965	\$33,981,765	\$33,981,765

### Planning

#### Zoning Text Amendments

Zoning text amendments	0	3	0	8	8
Zoning text amendments approved	0	2	0	7	7
Zoning text amendments denied	0	1	0	0	0
Zoning text amendments withdrawn/tabled	0	0	0	0	0

#### Rezoning

Rezoning	0	1	0	7	7
Rezonings approved	0	1	0	7	7
Rezonings denied	0	0	0	0	0
Rezonings withdrawn/tabled	0	0	0	0	0

#### Variances

BZA variances	0	1	0	8	8
BZA variances approved	0	1	0	5	5
BZA variances denied	0	0	0	3	3
BZA variances withdrawn/tabled	0	0	0	0	0

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
<b>Appeals</b>					
BZA appeals	0	3	0	2	2
BZA appeals approved	0	0	0	2	2
BZA appeals denied	0	3	0	0	0
BZA appeals withdrawn/tabled	0	0	0	0	0
<b>Building Cases</b>					
ARB building cases	14	85	9	127	127
ARB building cases approved	10	65	7	99	99
ARB Building cases denied	2	11	0	2	2
ARB Building cases withdrawn/tabled/ conceptual	2	10	2	26	26
<b>Sign Cases</b>					
ARB sign cases	7	70	8	41	41
ARB sign cases approved	6	65	8	38	38
ARB sign cases denied	0	0	0	1	1
ARB sign cases withdrawn/tabled/conceptual	1	5	0	2	2
<b>Special Use Permits</b>					
Special use permits	1	4	0	8	8
Special use permits approved	1	4	0	8	8
Special use permits denied	0	0	0	0	0
Special use permits withdrawn/tabled	0	0	0	0	0
<b>Site Plans</b>					
Site plans - Major	0	2	1	8	8
Site plans - Minor	0	5	0	2	2
<b>Subdivisions</b>					
Subdivisions - Major	0	0	0	1	1
Subdivisions - Minor	0	0	0	8	8
<b>BZA special exceptions</b>					
BZA special exceptions	0	6	0	6	6
BZA special exceptions approved	0	6	0	4	4
BZA special exceptions withdrawn/tabled	0	0	0	0	0

**PLANNING COMMISSION**

**PCR #10-007:** Request of L&B Quarterpath, LLC, to amend the text of the RM-2 Multifamily Dwelling District modify the lot width requirements for duplex dwellings to allow a minimum lot width of 25 feet, with a total lot width of 60 feet for both duplex lots. The existing ordinance requires a minimum lot with of 30 feet, and a total lot width of 60 feet for both duplex lots. This change will allow duplexes to have one 25 foot wide lot and one 35 foot wide lot, instead of two 30 foot wide lots. The allowable density of 14 dwelling units per net acre will not be increased. This change is proposed to allow the developer of The Village at Quarterpath on Quarterpath Road to have more flexibility in the design of duplex dwellings. The Commission recommended approval of the text amendment by a vote of 4-0.

**SPR #10-004:** William and Mary Real Estate Foundation/241 Richmond Road – Triangle Retail Project – 10,634 sq.ft. commercial and 14 student apartments. The Commission approved the site plan with contingencies by a vote of 4-0.

**BOARD OF ZONING APPEALS**

There were no cases for review this month.

**ARCHITECTURAL REVIEW BOARD**

ARB#10-032 Swaddle/141 Indian Springs Road – Addition (Porch to Sunroom)  
-- Approved

ARB#10-033 Bangkok Garden Thai Restaurant/1346 Richmond Road – Exterior Change (Brick Façade on Front Elevation) – Approved w/Conditions

ARB#10-034 Spratley/105 Braxton Court – Exterior Change (Replace Wood Windows & Trim with Vinyl Windows and PVC Trim) -- Denied

ARB#10-035 CWF/Waters Storehouse/309 East Duke of Gloucester Street – New Color Scheme -- Approved

ARB#10-036 CWF/Holts Storehouse/307 East Duke of Gloucester Street – New Color Scheme -- Approved

ARB#10-037 CWF/George Reid House/210 East Duke of Gloucester Street – New Color Scheme -- Approved

ARB#10-038 CWF/Tayloe Office/207-B East Nicholson Street – New Color Scheme  
-- Approved

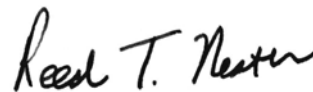
ARB#10-039 CWF/Tayloe Kitchen/207-C East Nicholson Street – New Color Scheme  
-- Approved

WILLIAMSBURG PLANNING COMMISSION  
JUNE 2010

- ARB#10-040 Walsingham Academy/Lower School/1100 Jamestown Road – Addition – Enclosed Porch -- Approved
- ARB#10-041 Kim's/1305 Richmond Road – Accessory Building (Shed) -- Denied  
ARB#10-042 Sal's by Victor Restaurant/1242 Richmond Road – Trellis -- Approved
- ARB#10-043 Virginia Company Bank/High Street/1430-1200 High Street – New Building (Bank) --
- ARB#10-044 Colonial Penniman LLC/309 Capitol Landing Road – New Single-Family Dwelling – Conceptual Approval
- ARB#10-045 Scala Restaurant/1425 Richmond Road – New Color Scheme -- Withdrawn by Applicant

**SIGNS**

- SIGN#10-022 KYU Tailoring/159 ½ Monticello Avenue – Building Sign -- Approved
- SIGN#10-023 Black Angus Grille/1433 Richmond Road – Building Sign -- Approved
- SIGN#10-024 Sal's by Victor Restaurant/1242 Richmond Road – Building Sign -- Approved
- SIGN#10-025 Compass Wealth Strategies/212 North Henry Street – Freestanding Signs -- Approved
- SIGN#10-026 Fleming's/103 Bacon Avenue – Freestanding Sign -- Approved
- SIGN#10-027 Scala Restaurant/1425 Richmond Road – Monument & Building Signs -- Tabled
- SIGN#10-028 Sal's Restaurant/1242 Richmond Road – Building Sign -- Approved



Reed Nester  
Planning Director

# Permits Issued

City of Williamsburg

For Period: 01-Jun-2010 To: 30-Jun-2010

Permit / Date / Address / Owner	Contractor	Permit For	Value
B-010934 02-Jun-2010 114 Washington Street Michael & Elara Strand 6021 16 <sup>th</sup> Street Arlington, VA 22205	Calvin Collins Construction 4 Poindexter Place Newport News, VA 23606	New Single Family Dwelling	\$280,000
B-010935 02-Jun-2010 229 Quarterpath Road Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	New Residential Townhouse w/Garage	\$200,000
B-010936 02-Jun-2010 225 Quarterpath Road Royal Dominion Homes 5231-C Hickory Park Drive GLEN ALLEN VA 23059	Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	New Residential Townhouse w/Garage	\$150,000
B-010937 02-Jun-2010 223 Quarterpath Road Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	New Residential Townhouse w/Garage	\$150,000
B-010938 02-Jun-2010 221 Quarterpath Road Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	Royal Dominion Homes 5231-C Hickory Park Drive Glen Allen, VA 23059	New Residential Townhouse w/Garage	\$200,000
B-010939 04-Jun-2010 401 N Boundary Street City of Williamsburg 401 Lafayette Street Williamsburg, VA 23185	Williamsburg Events 4403 Ironbound Road Williamsburg, VA 23188	Tent for Event June 6, 2010	\$780
B-010940 04-Jun-2010 214 Rolfe Road W Leverette Lunceford 214 Rolfe Road Williamsburg, VA 23185	Loughridge Design & Landscaping 2100 Jolly Pond Road Williamsburg, VA 23185	Retaining Wall	\$8,500
B-010941 04-Jun-2010 404 Henderson Street Diane L Abdelnour PO Box 2221 Williamsburg, VA 231857	Kirkpatrick Construction 2681 Jolly Pond Road Williamsburg, VA 23188	Interior Demolition	\$1,000

# Permits Issued

City of Williamsburg

For Period: 01-Jun-2010 To: 30-Jun-2010

Permit / Date / Address / Owner	Contractor	Permit For	Value
B-010942 07-Jun-2010 159 ½ Monticello Avenue Williamsburg Improvements 580 White Plains Road, 3 <sup>rd</sup> Floor Tarrytown, NY 10591	Cotton Commercial USA 14345 Northwest Freeway Houston, TX 77040	Add Additional Bathroom	\$4,000
B-010943 10-Jun-2010 250 Merrimac Trail Colonial Pines Apartments 9286 Warwick Blvd. Newport News, VA 23607	Hewitt Construction Company 45 Voyager Drive Hampton, VA 23666	Construct Pitch Roof over	\$2,400
B-010944 10-Jun-2010 226 Merrimac Trail Colonial Pines Apartments 9286 Warwick Blvd. Newport News, VA 23607	Hewitt Construction Company 45 Voyager Drive Hampton, VA 23666	Construct Pitch Roof over	\$2,400
B-010945 10-Jun-2010 282 Merrimac Trail Colonial Pines Apartments 9286 Warwick Blvd. Newport News, VA 23607	Hewitt Construction Company 45 Voyager Drive Hampton, VA 23666	Construct Pitch Roof over	\$2,400
B-010946 11-Jun-2010 3032 Richmond Road A & H Hospitality, Inc. 805 Harbor View Circle Colonial Beach, VA 22443	Deshazo & Son Roofing 8505 Brook Road Glen Allen, VA 23060	ReRoofing – Holiday Inn (Same for Same)	\$101,911
B-010947 14-Jun-2010 119 Visitor Center Drive Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	4 Tents for Event 6/21/10 (Utility Fleet Conference)	\$19,000
B-010948 14-Jun-2010 404 Henderson Street Diane L Abdelnour PO Box 2221 Williamsburg, VA 23187	Kirkpatrick Construction 2681 Jolly Pond Road Williamsburg, VA 23188	Bath Addition	\$12,500
B-010949 14-Jun-2010 100 Watson Drive Vasco D Wallace 100 Watson Drive Williamsburg, VA 23188	Vasco D Wallace 100 Watson Drive Williamsburg, VA 23188	Deck Addition	\$2,000

# Permits Issued

City of Williamsburg

For Period: 01-Jun-2010 To: 30-Jun-2010

Permit / Date / Address / Owner	Contractor	Permit For	Value
B-010950 16-Jun-2010 124 Sir Thomas Lunsford Drive Peter & Annabelle Socha 128 Jameswood Williamsburg, VA 23185	Joel S Sheppard, Inc. 39 Whittakers Mill Williamsburg, VA 23185	New Single Family Residence (Lot 6, Holly Hills)	\$740,000
B-010951 16-Jun-2010 307 S England Street Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	60x60 & 20x20 Tent for Event 6/20/10 (Oval Garden)	\$8,000
B-010952 17-Jun-2010 450 York Street City of Williamsburg 401 Lafayette Street Williamsburg, VA 23185	Tideland Services, Inc. 807 Jefferson Avenue Newport News, VA 23607	Bus Shelter (Corner of York & Powhatan)	\$5,500
B-010953 18-Jun-2010 255 Richmond Road William & Mary Real Estate Foundation PO Box 8795 Williamsburg, VA 23187	Hourigan Construction 1600 Forest Avenue Richmond, VA 23229	Demolition of 2 Structures	\$34,444
B-010954 18-Jun-2010 1346 Richmond Road BUA, Inc. 2904 Chambers Drive Virginia Beach, VA 23456	KDS Building & Development 2617 Nevada Avenue Norfolk, VA 23513	Interior Work Only for New Restaurant	\$21,000
B-010955 21-Jun-2010 6 Hague Close Mary Keiko Miyamasu 6 Hague Close Williamsburg, VA 23185	Brantley & Ripley 122 Tewning Road Williamsburg, VA 23188	Replace/Enlarge Existing Deck	\$19,225
B-010956 22-Jun-2010 117 Ironbound Road Williamsburg/James City County 101 Mounts Bay Road, Bldg. D Williamsburg, VA 23185	United Refrigeration of Virginia 2701 Goodes Bridge Road Richmond, VA 23225	James Blair Middle School Renovation & Conversion to Offices	\$1,662,000
B-010957 22-Jun-2010 416 Griffin Avenue John & Amelia McCarthy 416 Griffin Avenue Williamsburg, VA 23185	Tim Evans, Inc. 9121 Sherwood Drive Quinton, VA 23141	Removal of 300 Gallon Oil Tank	\$1,250



# Permits Issued

## City of Williamsburg

**For Period:** 01-Jun-2010 **To:** 30-Jun-2010

<b>Permit / Date / Address / Owner</b>	<b>Contractor</b>	<b>Permit For</b>	<b>Value</b>
B-010958                      22-Jun-2010 1118 Ironbound Road Williamsburg/James City County 101 Mounts Bay Road, Bldg. D Williamsburg, VA 23185	Haley Builders, Inc. 10102 Whitesel Road Ashland, VA 23005	Renovation of Boys/Girls Locker Rooms & Gym. Re-Roof 4 areas of existing roof (Berkeley Middle School)	\$200,000
B-010959                      24-Jun-2010 307 S England Street Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	Colonial Williamsburg Foundation PO Box 1776 Williamsburg, VA 23187	60x60 & 20x20 Tent for Event 6/29/10 (Oval Garden)	\$3,000
B-010960                      28-Jun-2010 220 N Henry Street Robert D. Newell 397 Jonbil Road Chase City, VA 23924	Robert D. Newell 397 Jonbil Road Chase City, VA 23924	Addition to Rear & Side of Existing House and Garage Addition	\$300,000
B-010961                      29-Jun-2010 514 Newport Avenue Alan & Gail Albert 514 Newport Avenue Williamsburg, VA 23185	Alpha to Omega PO Box 5265 Williamsburg, VA 23188	Replace Deck with Smaller	\$7,250

# City Of Williamsburg

## Operating Report For June 2010

## Public Works and Utilities

### Highlights Of Activities

Rainfall for June was below average but the annual rainfall was above average (56.57" vs 45"). Mosquito control began in June with the spraying program each Wednesday.

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total

#### Buildings / Facilities Maintenance

Works orders issued	30	205	24	218	218
Community Building City events	3	45	5	48	48
Community Building paid events	12	132	12	154	154
Community Building Fee Revenue	\$7,900	\$41,699	\$4,675	\$35,540	\$35,540

#### Dominion Va Power

Municipal Building electrical usage (kwh)	90,300	964,200	66,300	927,900	927,900
Community Building Electricity Usage (kwh)	20,080	164,580	13,752	144,696	144,696
Stryker Building Electricity Usage (kwh)	14,880	155,880	14,960	158,000	158,000

#### Virginia Natural Gas

Community Building Natural Gas Usage (ccf)	807	7,877	502	4,862	4,862
Stryker Building Natural Gas Usage (ccf)	0	2,097	155	2,375	2,375

#### Cemetery

Number of interments	12	70	2	51	51
Number of purchases - lots/spaces	3	22	0	25	25
Revenue	\$5,450	\$42,300	(\$150)	\$26,834	\$26,834

#### Landscape

Work orders issued	24	131	8	112	112
Trees Planted - New	0	34	1	4	4
Trees planted - Replacement	0	35	2	4	4
Mowed acres	356	3,008	356	712	712
Square footage of planting beds maintained	202,656	202,656	202,656	202,656	202,656
Number of street or park trees maintained	180	328	12	55	55
Gallons of herbicide used	850	4,139	816	1,231	1,231

#### Water/Sewer

Reservoir level (inches) above spillway, or below (-)	5.50	3.96	1.75	-11.73	-11.73
Total gallons of water consumed (in 1,000s)	105,957	1,008,153	104,826	1,154,539	1,154,539
Rainfall (inches)	1.84	56.57	3.54	40.27	40.27
Number of residential connections	3,551	3,482	3,462	3,449	3,449

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Number of commercial connections	916	904	885	882	882
Availability fees collected	\$48,000	\$300,435	\$8,000	\$462,000	\$462,000
Work orders issued	51	493	40	446	446
Number of water leaks repaired	2	40	3	49	49
Number of sewer backups	6	80	6	72	72
MISS UTILITY tickets serviced	250	3,199	336	3,939	3,939
EMS meetings conducted	5	37	2	29	29
Gallons of supplemental water (in 1000's)	0	0		0	0

### Refuse Collection

Residential refuse accounts	3,100	3,100	3,096	3,096	3,096
Tons refuse collected	203	2,182	379	4,061	4,061
Average tons refuse collected per account	0.07	0.06	0.12	0.11	0.11
Residential recycling accounts	3,447	3,438	3,425	3,421	3,421
Tons recycling collected	61	689	51	718	718
Average tons of recycling per account	0.02	0.02	0.02	0.02	0.02
Recycling Set-out Rate (% participation)	42%	42%	44%	44%	44%
Garbage collection misses	11	387	12	72	72
Recycling collection misses	9	100	11	86	86
Bulky item pickup requests	55	495	42	498	498

### Streets

Work orders issued	26	274	27	266	266
Linear feet of sidewalks - new	0	100	11	11	11
Linear feet of sidewalks - replaced, repaired	0	814	92	1,447	1,447
Linear feet of curbing - new	0	186	0	0	0
Linear feet of curbing - replaced, repaired	0	66	73	193	193
Regulatory signs installed - new	4	55	12	52	52
Regulatory signs replaced	4	43	1	46	46
Number of crosswalks, stop bars painted	74	334	201	248	248
Total linear miles swept	740.30	1,800.90	177.00	936.90	936.90
Tons of street debris collected	30	266	35	187	187
Number of controlled deer hunts	0	6	0	4	4
Number of deer eradicated	0	92	0	75	75
Animal control calls	24	278	27	288	288

# Williamsburg Public Works and Utilities

June 2010

## Engineering Activity

## Summary

High Street	The work along Richmond Road, Treyburn Drive, and Ironbound Road is complete.
Village at QPath	Revised lot layout is being reviewed.
Reserve Clubhouse	Construction of York County project continues.
St. Demetrios Church	Construction of York County project continues.
SSO Consent Order	Portions of the sanitary sewer system were smoke tested.
Rte 199/Quarterpath Road	Final inspection/acceptance is pending until R/W is received from VDOT.
Municipal Building	Construction continues with installation of mechanical systems and site work including placement of porous concrete pavement.
Chipoltes	Site plan to enlarge the parking lot was approved.
Nassau St. sidewalk	Design plans were reviewed.
CVS Ironbound	Site work continues with construction of utilities and turn lanes. Building construction continues.
William and Mary steam lines	College project has begun with installation of lines in abandoned ped tunnel under Jamestown Rd.
Mahone Subdivision	Staff reviewed preliminary plans for streets, water and sewer.
Route 199 Sidewalk	Plans have been submitted to VDOT for review and approval.
Richmond Road Sidewalk	Revised plans for sidewalk replacement between College Corner and WAWA were reviewed.
Waller Mill Parking	Public Works crews installed equipment island and widened pavement for access control gates.
Thai Restaurant	Site plan was reviewed.
Sentara Medical Offices	York County site plan was reviewed.
WM Triangle Building	Tribe Square site plan was reviewed
Ironbound Road Corridor Study	Staff reviewed study.
Robertson's Windmill	Staff met with CWF to discuss plans to relocate the windmill.
Sno-to-Go	Site plan for parking modifications was reviewed.
Second St. cuvert repairs	Pipe and manhole repairs are complete.
King's Manor Apts.	Site plan was reviewed.
Permeable Pavers	Staff attended training session on use of LID paving material.
NPDES Phase 2	Staff attended committee meeting.
Capitol Landing Green	Site work continues.
ARRA street re-surfacing	Project bids are under VDOT review.
Riverside Water Tank	Site plan is being reviewed.

# Williamsburg Public Works and Utilities

June 2010

## Streets:

<u>Category</u>	<u>Street Address</u>	<u>Work Performed</u>
Asphalt Patching/Potholes	Longhill Road	Asphalt work has been done. 6/23/10
Asphalt Patching/Potholes	Monticello Avenue	Asphalt work has been done.
Asphalt Patching/Potholes	Waller Mill Road	Waller Mill Rd. has been patch with asphalt. 6/29/10
Cemetery	Henry Street S	Grave has been dug and back fill
Cemetery	Henry Street S	Grave has been dug and back fill.
Cemetery	Henry Street S	Grave has been dug and back fill. 6/12/10 Rick
Cemetery	Henry Street S	Grave has been dug and back fill. Tony/Graham/Bill
Curb and Gutter	Henry Street S	Grave has been done and back fill. 6/26/10
Dead Animal Removal	Longhill Road	Didn't find dead animal. Walker 6-25-10
Dead Animal Removal	504 Capitol Court	The remains are all gone. Tony/Graham 6/15/10
Dead Animal Removal	604 Henry Street N	Has been pick up. Trotter
Dead Animal Removal	809 Henry Street N	Dead possum has been pick up. Trotter
Dead Animal Removal	York Street	Raccoon has been pick up. Walker
Dead Animal Removal	Jamestown Road	Dead deer has been pick up. Pressey/Graham.
Other	Other	10 Loads of mulch has been haul to park. 6/29/10
Sidewalk Repair	Lafayette Street	Pine needles has been pick up. Trotter/Gray
Sidewalk Repair	Prince George Street	Sidewalk has been repaired. Tony/Graham 6/8/10
Sign Maintenance	Chandler Court	Chanfler Ct. sign has been put back up. Trotter 6/28/10
Sign Maintenance	Quarterpath Road	Has been put back up.
Signs-Install	Henry Street S	All dumpster signs has been put up. Trotter/Martin
Signs-Install	Boundary Street N	All signs has been fix. Tony/Graham 6/2/10
Signs-Replace	Boundary Street S	Sign at S.Boundary St./Ireland St. has been fix. Trotter/Pressey
Signs-Replace	Quarterpath Road	Sign has been fix. Tony/Graham 6/15/10
Street Sweeping	Grove Avenue	Streets has been clean with sweeper. Gray 6/7/10
Traffic Signals Maintenance	1412 Richmond Road	Replace 4 green lights. Tony/Graham
Traffic Signals Maintenance	Monticello Avenue	V DoT light.

# Williamsburg Public Works and Utilities

June 2010

## Landscaping:

<u>Category</u>	<u>Street Address</u>	<u>Work Performed</u>
Chemical Applications	Other	Perform City Spray Route --- Complete 2 men 6 days
Litter Control	230 Henry Street N	Prince George Parking Garage needs xtra trash to be collected. --- Completed 6/3/10
Mowing/trimming	Other	Complete Cut Route for Week of 6/7/10-6/11/10 --- Completed 4 men 24 hrs.
Mowing/trimming	701 College Terrace	Medium area in front of 700 block of College Terrace needs to maintained- is this City's or whose resposibilty. Please call to let resident know what will happen. --- Completed 6/17/10
Mowing/trimming	Other	Complete City Cut Route for week of 6/21/10-6/25/10 --- Completed 4 men 24 hrs
Mowing/trimming	Other	Complete City Square Cutting for Week of 6/21/10 --- Completed 6/25/10 (4 men 6 hrs)
Mowing/trimming	Other	Water Flowers Shrubs Throughout City for week of 6/14/10 --- Completed (1 man 15 hrs)
Mowing/trimming	340 Second Street	Trees need to be trimmed (Treadquarters) in the ditch area - trees making it hard to see to exit --- Completed 6/30/10
Mowing/trimming	Other	Complete City Square Cutting for week of 6/7/10 --- Completed 6/10/10 (4 men 6 hrs)
Mowing/trimming	Other	Complete City Square Cutting for week of 6/14/10 --- Completed 6/17/10 (4 men 6 hrs)
Mowing/trimming	Other	Complete City Sod Route for Week of 6/14/10 --- Completed 6/18/10 ( 2 men 2 hrs)
Mowing/trimming	Other	Complete City Sod Route for week of 6/7/10 --- Completed 6/11/10 2 men 2 hrs
Mowing/trimming	Other	Complete City Sod Route for Week of 6/21/10 --- Completed 6/25/10 ( 2 men 2hrs)
Pruning	809 Henry Street S	There are trees overhanging the bike lane on S. Henry near Cedar Grove and the Tennis Area (William and Mary) that need to be trimmed so the cyclists will not get hurt or swerve into the road to miss the branches. --- Completed 6/14/10
Pruning	Armistead Avenue	Shrubs along Armistead near the Library need pruning. --- Shrubs/Hedge Trimmed back on Resident property on 6/17/10
Pruning	Other	Prune all Shrubs at Police Station --- Completed 6/10/10 (2 men 14 hrs)
Pruning	Other	Prune all Shrubs at Fountain --- Completed 6/29/10 ( 2 men 6 hrs)
Pruning	Other	Prune all Shrubs at Styker Bldg --- Completed 6/23/10 (2 men 6 hrs)

# Williamsburg Public Works and Utilities

June 2010

Tree Removal/Inspection	Dunning Street	Tree in the ditch - blocking view when trying to see traffic coming at end of Dunning St where it intersects with Rt 132 --- Completed 6/30/10
Tree Removal/Inspection	Washington Street	Remove Tree at End of Washington Street --- Complete 6/15/10
Tree Removal/Inspection	920 Henry Street S	remove fallen tree by roadside. --- Completed 6/4/10
Watering	Other	Water Flowers Shrubs Throughout City for week of 6/21/10 --- Completed (1 man 30 hrs)
Watering	Other	Water Flowers Shrubs Throughout City for week of 6/7/10 --- Completed (1 man 15 hrs)
Watering	Other	Water Flowers Shrubs Throughout City for week of 6/28/10 --- Completed (1 man 30 hrs)

## Building Maintenance:

<u>Category</u>	<u>Street Address</u>	<u>Work Performed</u>
Animal Shelter	Prince George Street	leak stopped
City Square	Boundary Street N	Am pretty sure it's algae not mold. Maintenance was the area with a bleach solution to kill the algae.
Community Building	401 Boundary Street N	Scheduled for June 10th. Testing and inspection complete.
Fire Station	440 Boundary Street N	Scheduled for June 10th. Testing and inspection complete.
Fire Station	440 Boundary Street N	replace faucet with new commerical one everythint working fine now
Municipal Building	401 Lafayette Street	Scheduled for June 10th. Testing and inspection complete.
Municipal Building	401 Lafayette Street	installed new hot water heater.
Municipal Building	401 Lafayette Street	We plunged the sink and removed a bottle cap and other debris. The sink is no longer clogged.
Municipal Building	401 Lafayette Street	We plunged the sink and removed a bottle cap and other debris. The sink is no longer clogged.
Municipal Building	401 Lafayette Street	delivered supplies to Municipal Building
Municipal Building	401 Lafayette Street	Removed and cleaned smoke detectors. Alarm cleared for approximately 4 four and sounded a false alarm again. Replaced the the old smoke detectors with new.
Municipal Building	401 Lafayette Street	clear debris out of drain everything working fine
Police Station	425 Armistead Avenue	delivered supplies to PD
Police Station	425 Armistead Avenue	all items has been removed from infront of electrical panels

# Williamsburg Public Works and Utilities

June 2010

Police Station	425 Armistead Avenue	delivered supplies to PD
Police Station	425 Armistead Avenue	broken tv and broken VHS player has been removed
Prince George Parking Garage	Prince George Street	leak stopped
Prince George Parking Garage	Other	suppled as requested
Prince George Parking Garage	230 Henry Street N	The proposal for painting has been approved. Contractor will start 6/10/10. Repairs and paint complete 6/25/10
Prince George Parking Garage	Other	Cleaned CCTV housing out
Quarterpath Rec Center	202 Quarterpath Road	Fire extinguishers inspected by Quarterpath maintenance staff.
Quarterpath Rec Center	202 Quarterpath Road	Emergency lighting was repaired by Quarterpath maintenance staff.
Quarterpath Rec Center	202 Quarterpath Road	Outlet was repaired by Quarterpath maintenance staff.
Quarterpath Rec Center	202 Quarterpath Road	path cleared by Quarterpath maintenance staff.
Shop	520 Armistead Avenue	reasing machine not working it was un-plug maybe someone hit the cord but everything working fine
Shop	520 Armistead Avenue	inspect unit found debris around shaft, remove and blow unit with air everything working fine
Stryker Building	412 Boundary Street N	clear debris out of drain everything working fine
Stryker Building	412 Boundary Street N	Complete
Stryker Building	412 Boundary Street N	replace fuses in main power disconnect.
Train Station	468 Boundary Street N	Adjusted latch so that it no longer gets stuck.

## Water and Sewer:

Performed daily maintenance and inspection of the City's 15 pump stations.

250 'Miss Utility' line location tickets issued.

<u>Category</u>	<u>Street Address</u>	<u>Work Performed</u>
Cleanout cover	204 Longhill Road	raised co and backfilled
Fire Hydrant Replaced	814 Capitol Landing Road	replaced fire hydrant
Fire Hydrant Replaced	800 York Street	replaced hydrant and repaired leaking branch valve
Leak at Meter	400 Norfolk Street	on them



# Williamsburg Public Works and Utilities

June 2010

Leak at Meter	440 Crump Lane	left message on them
Meter Repaired	300 Lafayette Street	replaced ume
Meter Repaired	204 Longhill Road	backfilled settled area
Other	Holly Hills Drive	inspected storm drain
Other	Claiborne Drive	replaced broken service vlave
Other	Capitol Landing Road	exposed main to locate (reverse tap)
Other	214 Tyler Brooks Drive	reste meter box
Other	109 Matoaka Court	excavated sink hole
Other	706 Monumental Avenue	video inspected service in fair condition min. roots
Other	Scotland Street	problem yard hydrant on them
Other	426 Dunning Street	all clear not noticing discoloration anymore
Other	Henry Street S	re installed rpz for s henry island irrigation
Other	1242 Richmond Road	replaced 2 meter boxes
Other	108 Meredith Way	repalced broken meter box
Pump Station Maintenance	341 Monticello Avenue	repalced valves
Pump Station Maintenance	99 Patrick Henry Drive	installed valve
Sewer Backup	132 Proffesional Cir Professional Circle	flushed service line
Sewer Backup	Jamestown Road	flushed main cleared stoppage
Sewer Backup	167 Mimosa Drive	flushed main cleared stoppage
Sewer Backup	110 Henry Street S	stoppage on them
Sewer Backup	206 Tyler Brooks Drive	stoppage on them spoke to resident
Sewer Backup	402 Duke of Gloucester St E	stoppage on them
Sewer Backup	Henry Street S	found stoppage in main s henry st
Sewer Backup	214 Rolfe Road	flushed main cleared stoppage
Sewer Main Cleaned	159 Merrimac Trail	stoppage on them city main clear
Sewer Main Cleaned	515 Mill Neck Road	flushed main
Sewer MAin Inspected	Merrimac Trail	inspected and cleaned
Sewer MAin Inspected	Merrimac Trail	cleaned heavy grease
Sewer MAin Inspected	125 Patrick Henry Drive	cleaned and inspected
Sewer MAin Inspected	Merrimac Trail	complete video inspection ps #4 service area
Sewer MAin Inspected	Other	completed checklist all good
Sewer MAin Inspected	Washington Street	inspected from mh 229-101/102/103

# Williamsburg Public Works and Utilities

June 2010

Sewer MAin Inspected	Washington Street	inspected from mh 229-101/102/103
Sewer MAin Inspected	Adams Street	inspected from mh 229-104 to 229-105
Sewer Servce Install	415 Mill Neck Road	sewer tap installed
Sewer Servce Install	114 Washington Street	installed sewer tap
Sewer Service Cleaned	710 Wythe Lane	found heavy roots ran root cutter
Sewer Service Inspected	Other	inspected service line
Turn Water Off	111 Indian Springs Road	turn off and on
Turn Water Off	290 Ironbound Road	leak on them
Turn Water On	1203 Jamestown Road	turn on water
Water Leak	315 Richmond Road	leak on them
Water Leak	1100 Settlement Drive	leaking hose bib on them
Water Leak	511 Newport Avenue	no leak
Water Leak	100 Waller Mill Road	repaired lead joint
Water Leak	100 Quarterpath Road	repaired water leak Rerc center
Water Service Install	Henry Street S	installed additional tap for landscape dept

# Williamsburg Public Works and Utilities

June 2010

## Water Treatment Plant:

	<u>6/2010</u>	<u>6/2009</u>
Total Treated (gals)	108,632,000	110,114,000
Total consumed (gals)	105,957,000	104,826,000
Total per day (gals consumed)	3,531,900	3,494,200
Average max temp. (°F)	89	83
Average min temp. (°F)	68	66
Rainfall: month (inches)	1.84	3.54
Rainfall: year (inches)	20.68	20.16
Lake Level*	5.5	1.75
Newport News raw water	Off	Off
Supplemental Well Water	Off	Off

\*inches above or below spillway

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Daniel G. Clayton, III  
Director, Public Works and Utilities

# City Of Williamsburg

## Operating Report For June 2010

## Human Services

### Highlights Of Activities

On June 28th, two summer youth and young adult programs began: Achieving Careers Today [ACT] for 16-24 year olds, and Youth Achievement for 13-15 year olds. Approximately 45 youth and young adult participants are expected to be served. Closing ceremonies for both programs will be held at the Community Building on August 13th.

	FY 2010		FY 2009		
Key Indicators	This Month	Year To Date	This Month	Year To Date	Total
<b>Benefit Programs</b>					
<b>SNAP (Food Stamps)</b>					
Food Stamps: On-going cases	414	4,464	323	3,316	3,316
Timeliness of application processing-expedited food stamp applications	100%	100%	100%	100%	100%
Quality assurance percent correct	100%	100%	100%	100%	100%
<b>TANF/VIEW</b>					
Temporary Aid for Needy Families (TANF): On-Going cases	38	413	29	356	356
Timeliness of TANF applications	100%	98%	100%	100%	100%
VIEW percent employed	65%	64%	86%	64%	64%
<b>Daycare</b>					
Total cases	37	417		0	0
Children in Head Start	16	176		0	0
Total providers	15	165		0	0
<b>Medicaid</b>					
Medicaid: On-going cases	453	5,173	415	4,646	4,646
Timeliness of Medicaid applications	67%	93%	100%	96%	96%
Timeliness of Medicaid reviews	98%	99%	100%	99%	99%
<b>General Relief</b>					
Injury/Disability Assistance Total Cases	3	24		0	0
Emergency Outreach Assistance	1	179		0	0
<b>Auxillary Grants (Assisted Living)</b>					
Total Cases	26	282		0	0
<b>Heating/Cooling</b>					
Total Cases	23	544		0	0
<b>Service Programs</b>					
<b>Adult Services (Elderly/Disabled)</b>					
Guardianships	21	223		0	0
Ongoing	60	481		0	0
<b>Adult Protective Services</b>					
Adult Protective Service cases	32	396	26	323	323
Investigations	22	219		0	0
Ongoing	10	157		0	0
<b>Child Protective Services</b>					
Child Protective Services cases	26	346	19	219	219
Investigations	6	33		0	0
Family Assessments	11	169		0	0
Ongoing	9	71		0	0

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Protective Orders	8	59		0	0
<b>Foster Care/Adoption</b>					
Foster Care cases	7	62	4	88	88
Adoption Subsidy	10	105		0	0
<b>Community Programs</b>					
<b>Youth and Family Services (CSA, etc.)</b>					
Comprehensive Services Act cases	8	84	8	96	96
Total prevention cases	50	652		0	0
<b>Youth Achievement</b>					
Year round youth program participants	55	730	43	437	437
SYAP Summer Program participants	25	135	51	520	520
Achieving Carriers Today Program participants	10	70		0	0
Mentoring (one on one) total cases	2	49		0	0
<b>Workforce/Employment Programs</b>					
Number of referrals	15	142		0	0
Number trained	8	74		0	0
Number of job placements	3	31		0	0
<b>Neighborhood Response Teams</b>					
Total volunteers	139	1,315		0	0
CERT trained	0	648		0	0
New trainees	0	0		0	0
Drills/other exercises	1	9		0	0

**SUMMARY OF ACTIVITIES\***

June, 2010

Tues., June 1 - Colonial Services Board, at CSB offices.

Wed. June 2 - NRT: Monthly Communications Drill, EOC & Sectors.

Thurs., June 3 - H.E.L.P meeting at United Way, 312 Waller Mill Rd.

Fri., June 4 - New Council Members Orientation at Human Services.

Mon., June 7 - NRT Sector Captains, Amateur Radio, CERT Meeting  
Table-Top Exercise, Municipal Building.

Tues. June 8 - Children's Mental Health Meeting, at Community Health Foundation.

Fri. June 11 - Peninsula Commission on Homelessness, Newport News, Va.

Tues., June 15 - Consortium of CPMT'S, Griffin Yeates, York Co.

Thurs., June 17 - Historic Triangle Funders' Forum, Olde Towne Medical Center.  
- Community Action Agency Board, 312 Waller Mill Rd.

Fri., June 18 - Peninsula Commission on Homelessness, Newport News, Va.

Mon., June 21 - 2010 Youth Achievement Summer Staff Orientation begins.

Thurs., June 24 - Peninsula Council for Workforce Development, Yorktown, Va.

Mon., June 28 - Achieving Careers Today and Youth Achievement Programs begin.

Tues., June 29 - Homelessness Ad Hoc Committee, Mary Immaculate, Newport News.

\* partial list of community activities/events.

Submitted by:

  
Peter P. Walentisch

Director

# City Of Williamsburg

## Operating Report For June 2010

## Recreation

### Highlights Of Activities

June was the first full month of the Quarterpath Pool operation for the season with seven hundred and seventy-three people attending. The first session of swimming lessons were enjoyed by fifty-one children. The Williamsburg Farmers Market began their Tuesday markets this month from 10:00 a.m. - 2:00 p.m. There was an average of fourteen vendors and approximately eight hundred and eighty-six customers at these markets.

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
<b>Program Participation by Jurisdiction</b>					
<b>Walking Club</b>					
Williamsburg	105	1,066	49	887	887
James City	61	989	54	994	994
York	120	1,200	85	1,496	1,496
Total including other jurisdictions	286	3,285	188	3,477	3,477
<b>Billiards</b>					
Williamsburg	18	230	20	312	312
James City	21	210	20	327	327
York	15	182	8	259	259
Total including other jurisdictions	54	648	106	1,076	1,076
<b>Table Tennis</b>					
Williamsburg	20	461	38	593	593
James City	20	472	26	550	550
York	12	291	21	400	400
Total including other jurisdictions	64	1,303	95	1,687	1,687
<b>Open Play: Basketball</b>					
Williamsburg	40	427	85	802	802
James City	47	616	105	931	931
York	90	748	103	837	837
Total including other jurisdictions	202	2,178	425	3,514	3,514
<b>Open Play: Volleyball</b>					
Williamsburg	5	97	4	102	102
James City	67	470	25	466	466
York	13	123	6	89	89
Total including other jurisdictions	87	817	41	917	917
<b>Pool Attendance</b>					
Williamsburg	396	1,222	260	844	844
James City	134	693	282	768	768
York	119	610	202	498	498
Total including other jurisdictions	773	1,813	844	2,398	2,398
Groups	62	850	0	941	941
<b>Special Events</b>					
Historic Triangle Senior Center Activities	26	361	70	613	613

### Instructional Classes: Youth

Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
James City	43	186	8	158	158
York	22	113	5	110	110
Total including other jurisdictions	73	330	14	295	295

### Instructional Classes: Adult

Williamsburg	2	28	0	37	37
James City	5	92	0	85	85
York	0	25	0	14	14
Total including other jurisdictions	8	160	5	154	154

### Athletic Leagues: Youth

#### Basketball

Williamsburg	0	48	0	54	54
James City	0	636	0	593	593
York	0	88	0	99	99
Total including other jurisdictions	0	785	0	753	753

#### Softball

Williamsburg	0	39	0	35	35
James City	0	242	0	261	261
York	0	65	0	148	148
Total including other jurisdictions	0	357	0	489	489

#### Starz

Williamsburg	0	4	0	4	4
James City	0	28	0	33	33
York	0	9	0	11	11
Total including other jurisdictions	0	77	0	58	58

#### Tennis

Williamsburg	0	14	3	6	6
James City	0	72	20	73	73
York	0	7	0	12	12
Total including other jurisdictions	0	98	24	97	97

#### Volleyball

Williamsburg	0	3	0	2	2
James City	0	196	22	89	89
York	0	50	6	20	20
Total including other jurisdictions	0	265	36	124	124

#### Williamsburg Volleyball Club

Williamsburg	0	1	0	1	1
James City	0	43	0	39	39
York	0	10	0	15	15
Total including other jurisdictions	0	59	0	61	61

### Athletic Leagues: Adult

#### Basketball

Williamsburg	0	34	0	25	25
James City	0	221	0	174	174
York	0	51	0	37	37



Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Total including other jurisdictions	0	470	0	341	341
<b>Softball</b>					
Williamsburg	0	104	0	84	84
James City	0	706	0	696	696
York	0	269	0	279	279
Total including other jurisdictions	0	1,408	0	1,487	1,487
<b>Tennis</b>					
Williamsburg	1	15	4	14	14
James City	27	148	5	159	159
York	6	37	1	38	38
Total including other jurisdictions	37	221	10	230	230
<b>Volleyball</b>					
Williamsburg	0	125	0	110	110
James City	0	470	0	407	407
York	0	119	0	73	73
Total including other jurisdictions	0	917	0	781	781

### Camps and Clinics: Youth

<b>Basketball</b>					
Williamsburg	0	11	0	15	15
James City	0	98	0	105	105
York	0	28	0	44	44
Total including other jurisdictions	0	144	0	168	168
<b>Softball</b>					
Williamsburg	0	0	0	0	0
James City	0	0	0	0	0
York	0	0	0	0	0
Total including other jurisdictions	0	0	0	0	0
<b>Tennis</b>					
Williamsburg	2	14	2	18	18
James City	20	95	15	116	116
York	1	21	0	22	22
Total including other jurisdictions	23	141	18	162	162
<b>Volleyball</b>					
Williamsburg	1	5	0	14	14
James City	54	189	22	248	248
York	26	119	6	41	41
Total including other jurisdictions	84	348	36	361	361

### Camps and Clinics: Adult

<b>Tennis</b>					
Williamsburg	1	13	4	10	10
James City	6	68	5	45	45
York	0	5	1	9	9
Total including other jurisdictions	7	87	0	50	50

### Quarterpath Recreation Center


Key Indicators	FY 2010		FY 2009		
	This Month	Year To Date	This Month	Year To Date	Total
Rooms rented	56	577	36	487	487
Room usage participation	1,511	13,582	1,047	12,358	12,358
Total Rec Center attendance	3,207	36,278	2,849	33,260	33,260

### Williamsburg Farmers Market

Williamsburg Farmers Market visitation	5,356	45,494	4,893	34,896	34,896
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### Waller Mill Park

Waller Mill Park attendance	27,000	261,144	31,192	249,226	249,226
Boat Rentals	2,005	16,069	2,159	15,604	15,604
Motor Rentals	84	728	127	823	823
Battery Rentals	100	924	168	1,046	1,046
Poor Weather Days	7	73	5	41	41
Shelter Rentals	27	170	28	210	210
Shelter Participants	1,545	9,729	1,259	9,333	9,333
Programs Offered	3	15	1	15	15
Program Participation - Williamsburg	3	25	0	17	17
Program Participation - James City	6	43	0	65	65
Program Participation - York	4	16	0	9	9
Total including other jurisdictions	15	103	5	103	103

### Waller Mill Dog Park

#### Waller Mill Dog Park Members

Williamsburg	5	68	4	83	83
James City	23	219	23	272	272
York	3	11	1	14	14
Total including other jurisdictions	32	304	31	376	376

Total visits by owners	687	8,208	750	7,870	7,870
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**PLANNING REPORT**  
**WILLIAMSBURG CITY COUNCIL MEETING**  
**July 8, 2010**

**CITY COUNCIL ACTION ITEMS**

**PCR #10-007:** Request of L&B Quarterpath, LLC, to amend the text of the RM-2 Multifamily Dwelling District modify the lot width requirements for duplex dwellings to allow a minimum lot width of 25 feet, with a total lot width of 60 feet for both duplex lots. This change will allow duplexes to have one 25 foot wide lot and one 35 foot wide lot, instead of two 30 foot wide lots. The allowable density of 14 dwelling units per net acre will not be increased. This change is proposed to allow the developer of The Village of Quarterpath on Quarterpath Road to have more flexibility in the design of duplex dwellings.

- **SUGGESTED ACTION BASED ON PLANNING COMMISSION RECOMMENDATION: *Approve Proposed Ordinance #10-13.***

**INFORMATION ITEMS**

Planning Commission minutes for June 16, 2010



Reed T. Nester, AICP  
Planning Director



**CITY OF WILLIAMSBURG**  
MEMORANDUM

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**TO: Mayor and City Council**

**DATE: July 1, 2010**

**SUBJECT: Residential Permit Parking Amendment – Proposed Ordinance #10-14**

Section 11-241 of the Williamsburg City Code authorizes the city manager to limit parking by non-residents on certain residential streets. In order for a street to qualify for the limitation, two criteria must be met: (1) the number of parking spaces on the streets within a regulated area occupied by vehicles exceeds 75 percent of the number of spaces available; and (2) the average number of vehicles parking in such parking spaces in the regulated area and under the control of persons not residing on properties abutting such streets exceeds 25 percent of the parked vehicles.

Occasionally, non-resident parking is a significant problem at one end of a street, but less so at the far end. As a result, the “75 percent” test may not be satisfied over the entire length of the street.

Several alternatives for dealing with this situation have been considered, but one approach stands out as balanced and effective. Staff proposes an amendment to Section 11-241 of the City Code, creating an alternative process for determining whether or not a street qualifies for the limitation on non-resident parking. The proposed amendment provides that 75 percent of the fee simple owners of real property abutting a residential street may sign and submit a petition to the city manager requesting a limitation on non-resident parking. If, in addition to the receipt of the petition, the number of parking spaces on the streets within a regulated area occupied by vehicles exceeds 50 percent of the number of spaces available, and the second criteria requiring 25 percent non-resident parking is also met, the City Manager may limit non-resident parking on said residential street.

The City Manager is still authorized to impose the same limitation without a property owner petition if both conditions contained in the existing criteria are met by conditions on a particular street.

**Staff Contact:** Major Andy Barker, City Attorney Chris Shelton

**Recommendation:** That City Council adopt Proposed Ordinance Number 10-14, amending Section 11-241 of the Williamsburg City Code creating an alternative process for designating a street for limitation of non-resident parking.

Jackson C. Tuttle  
City Manager

**ORDINANCE #10-  
PROPOSED ORDINANCE #10-14**

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE VI, DIVISION 5,  
RESIDENT PARKING PERMITS, OF THE CODE OF THE  
CITY OF WILLIAMSBURG**

**WHEREAS**, the Code of the City of Williamsburg, Chapter 11, Article VI, Division 5, Section 11-241 currently provides the criteria pursuant to which the City Manager may limit parking on certain residential streets of the City of Williamsburg to residents abutting said street; and

**WHEREAS**, recognizing that property owners whose residences abut residential streets are in a position to directly observe the parking congestion on said streets over time, City Council deems it appropriate to include a process pursuant to which fee simple owners of real property abutting residential streets in the City may petition the City Manager to limit non-resident parking on the residential street abutting their properties.

**NOW THEREFORE, BE IT ORDAINED** that Chapter 11, Article VI, Division 5, Section 11-241 of the Code of the City of Williamsburg is hereby amended to read as follows:

**DIVISION 5. RESIDENT PARKING PERMITS**

Sec. 11-241. When authorized.

Whenever the City Manager shall ascertain:

- (1) That, within a particular zoning district or a distinct portion of a zoning district of the City in which residential uses are permitted and commercial and industrial uses are permitted only as transitional uses, nonconforming uses, or by special use permit, (hereinafter referred to as the "regulated area"), the number of parking spaces on the streets occupied by vehicles exceeds 75 percent of the number of spaces available on such streets during any hours of any 14 days in a 30-day period, and
- (2) That during such days and times the average number of vehicles parking in such parking spaces on the streets in the regulated area and owned by or under control of persons not residing on properties abutting such streets exceeds 25 percent of the motor vehicles so parked; or

- (3) The City Manager receives a petition signed by at least 75 percent of the fee simple owners of real property abutting a street within a regulated area, requesting that nonresident parking be limited on said street as otherwise provided by this section, and after receiving said petition, the City Manager ascertains that the parking conditions on said street meet the provisions of paragraph 2 above, and that the number of parking spaces in a regulated area occupied by vehicles exceeds 50 percent of the number of spaces available on such streets during any hours of any 14 days in a 30-day period.

The City Manager may by rule, regulation or order prohibit or limit nonresident parking during the hours when the number of nonresident vehicles parked on such streets of the regulated area is found to exceed the limits hereinabove provided. In such cases, the City Manager shall cause appropriate signs giving notice of the prohibition to be posted on those streets restricting all parking except parking by the holders of permits to be granted only under this division.

Except as provided herein, Chapter 11, Article VI, Division 5 shall remain unchanged.

Adopted: July 8, 2010

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Mayor

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Donna Scott, City Council Clerk



## CITY OF WILLIAMSBURG

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### MEMORANDUM

**TO: Mayor and City Council**

**DATE: July 1, 2010**

**SUBJECT: Elimination of Printed City Council Agendas - Use of Electronic Readers**

Currently, the City spends approximately \$2000 per year in direct printing costs for agenda packages for City Council meetings and work sessions. An analysis of agendas printed in fiscal year 2010 showed that we printed 1716 pages of agendas and supporting documentation, with approximately 20% color printing. The City prints approximately 20 copies of each agenda for use by Council members and staff. Just for City Council meetings alone, that equates to 34,320 pieces of paper, or roughly 69 reams of paper. The City is heavily involved in many green initiatives, and the elimination of printed agendas would be another step in the City's commitment to an environmentally responsible work place.

Staff has investigated the use of Apple iPad devices for City Council members as the default method by which Council members receive agendas and supporting documentation for each City Council meeting. The goal would be to eliminate printed materials for City Council meetings, and also enhance email and web access for council members.

Information Technology Director Mark Barham has reviewed the current electronic reader technology and determined that the Apple iPad is the preferred device for use in this purpose for several reasons:

1. The iPad has much greater graphics presentation capabilities than any other reader currently on the market. If the iPad is intended to eliminate the need to print agendas and packet information, then it needs to display reports, maps and other printed copies in color.
2. The iPad has annotation software available (a cost of \$7 per copy) that will enable City Council members to make notes, highlight information, apply reminder tags, etc. in the same fashion that they would mark up a printed copy for use in the Council meeting.
3. The iPad is thin (less than 1/2" thick), so it will not be a bulky device sitting on the dais, as would a desktop or laptop computer, and easily transportable.

4. The iPad is a functional computer, allowing City Council members to use the device to receive City email communications, the Internet for research and maintain their calendar and contact information.

An iPad costs \$597 each. Additionally, the City would pay \$17 per device for third party software to enable specific functionality. The elimination of printed Council packets alone would pay for five iPads in eighteen months time.

Once purchased, the iPads would require minimal ongoing support costs. Apple uses AT&T exclusively as its 3G network carrier. Given that the City uses Verizon as our 3G carrier, and AT&T's 3G network coverage is not as wide spread as Verizon in Williamsburg, it is not recommended to purchase an iPad with 3G capabilities. Instead, the plan is to use standard WiFi as the means to connect to the Internet. WiFi capabilities are standard on all iPad devices.

We assume is that all City Council members have high speed Internet access in their homes or at their workplace, and most already have WiFi capabilities as well. For those that do not have a wireless router at home, a wireless modem costs approximately \$50 per device. Staff time to setup and configure the device would be no more than 30 minutes. Given the ubiquity of WiFi in our area, Council members would not be limited to any one location to use the device.

Training for each Council member to use the iPad would be minimal due to the intuitiveness of the device. IT staff would instruct each Council member individually on how to use the device for City specific functions.

If successful, it is likely that other city boards with high volumes of agenda documents, particularly the Planning Commission and the Architectural Review Board, would be interested in the same approach; as well as city staff who support and attend these board meetings. It may be cost effective to issue and reissue iPads for the length of service of PC or ARB members, or do a 50/50 cost sharing arrangement for eligible city staff and board members who would agree to take personal ownership and responsibility for the devices long term. That approach would lower the cost to the city to approximately \$300 per iPad.

IT Director Mark Barham will demonstrate use of an iPad for agenda manipulation at Thursday's City Council meeting.

**Staff Contact:** Mark Barham, IT Director

**Recommendation:** That City Council authorize the elimination of printed agendas for council meetings and work sessions in favor of electronic readers.



Jackson C. Tuttle  
City Manager



MAYOR APPOINTMENTS  
CITY COUNCIL/CITY STAFF COMMITTEE REPRESENTATION  
2010 – 2012 \*

**REGIONAL COMMITTEES**

**REPRESENTATIVE**

Hampton Roads Mayors and Chairs  
4<sup>th</sup> Friday, monthly, Noon

Clyde Haulman

Peninsula Mayors and Chairs  
4<sup>th</sup> Monday, every other month, Noon

Clyde Haulman

Hampton Roads Planning District Commission  
(and Executive Committee)  
3<sup>rd</sup> Wednesday, monthly, 9:30 a.m.

Clyde Haulman/  
Jackson Tuttle (Exec. Cmte)

Hampton Roads Transportation Planning Organization  
(primary and alternate/CM ex officio)  
3<sup>rd</sup> Wednesday, monthly, 10:30 a.m.

Clyde Haulman/  
Judith Knudson (Alternate)  
Jackson Tuttle (ex officio)

Hampton Roads Partnership

Clyde Haulman

Hampton Roads Military and Federal Facilities Alliance  
4<sup>th</sup> Friday, quarterly, 10:30 a.m.

Clyde Haulman

Hampton Roads Economic Development Alliance  
(and Executive Committee)  
Quarterly

Clyde Haulman

Greater Peninsula Workforce Development Consortium  
Quarterly

Judith Knudson

Virginians for High Speed Rail Board of Directors  
Quarterly

Paul Freiling

Virginia Peninsula Public Service Authority  
1<sup>st</sup> Friday, every other month, 10:30 a.m.

Jackson Tuttle/Dan Clayton  
(Appts made by prior agreement)

**HISTORIC TRIANGLE COMMITTEES**

Historic Triangle Collaborative  
Monthly

Clyde Haulman/  
Jackson Tuttle

Regional Issues Committee (Wmsbg 2010 Committee Chair) 4 <sup>th</sup> Tuesday, Quarterly, 8:30 a.m.	Paul Freiling
Greater Wmsbg Chamber and Tourism Alliance 3 <sup>rd</sup> Thursday, monthly, Noon	Scott Foster
Williamsburg Area Destination Marketing Committee 3 <sup>rd</sup> Monday, monthly, 4:30 p.m.	Clyde Haulman
School Liaison Committee (2 Council Reps) 3 <sup>rd</sup> Tuesday, monthly, 8:00 a.m.	Clyde Haulman/ Douglas Pons
Williamsburg Library Board of Trustees 4 <sup>th</sup> Wednesday, monthly, 3:30 p.m.	Vickie Herrick – Effective Jul 1 (CC appointed April 2010)
Marketing Resource Task Force (City staff position) Wednesday's, weekly, 3:00 p.m.	Jodi Miller
Crossroads Project Steering Committee Intermittently	Jackson Tuttle
Williamsburg Area Transit Authority (City staff position) 3 <sup>rd</sup> Thursday, monthly, 10:00 a.m.	Jodi Miller
Wayfinding Task Force (City Staff position)	Dan Clayton (Appt. made by prior agreement)
<b><u>CITY COMMITTEES</u></b>	
Williamsburg Redevelopment and Housing Authority 4 <sup>th</sup> Thursday, monthly, 4:00 p.m.	Judith Knudson
Investment Committee Quarterly	Jackson Tuttle/Douglas Pons (Appointments made by CM)
Finance & Audit Committee (Mayor Chair) At least once annually	Clyde Haulman
Beautification Advisory Committee 3 <sup>rd</sup> Tuesday, Quarterly – Jan, Apr, Jul, Oct, 2:00 p.m.	David Kranbuehl
Neighborhood Council of Williamsburg 1 <sup>st</sup> Saturday, monthly, 8:00 a.m. (Council members attend on a rotation basis)	Clyde Haulman

Quarterpath Community Development Authority

Jackson Tuttle – expires 7/31/11  
(Appt. made by prior agreement)

Williamsburg Economic Development Authority  
Council Liaison  
2<sup>nd</sup> Wednesday, Monthly, 3:00 p.m.

Paul Freiling

### **PUBLIC SAFETY AND HUMAN SERVICES COMMITTEES**

Local Emergency Planning Committee  
Quarterly (1<sup>st</sup> Wednesday, Jan, Mar, Jun, Oct, 3:00 p.m.)

Scott Foster

Virginia Peninsula Regional Jail Authority  
3<sup>rd</sup> Thursday, monthly, 8:30 a.m.

Jackson Tuttle/Jodi Miller (Alt)  
(Appt. made by prior agreement)

Middle Peninsula Juvenile Detention Commission  
(City staff position)

Philip Serra – Effective Jul 1  
(CC appointed April 2010)

Colonial Community Criminal Justice Board  
1<sup>st</sup> Monday, Quarterly (Jan, Apr, Jul, Oct) 6:30 p.m.

Dave Sloggie/Jodi Miller  
(Appt. made by prior agreement)

Colonial Group Home Commission (City staff position)  
3<sup>rd</sup> Thursday, monthly, 4:00 p.m.

Peter Walentisch

Colonial Behavioral Health (City staff position)  
1st Tuesday, monthly, 4:00 p.m.

Peter Walentisch

Community Action Agency (City staff position)  
4<sup>th</sup> Thursday, monthly, 5:00 p.m.

Peter Walentisch

Olde Town Medical Center (City staff position)  
4<sup>th</sup> Monday, monthly, 5:00 p.m.

Peter Walentisch

Appointments made for 2 year terms (2010 – 2012)