

Dr. L. Pettis Patton, City Manager
August 2016 Accomplishments

I. City Council Leadership and Relationship Building

- Planning
 - Strategic Planning – Comprehensive Plan contract signed and project initiated. City Council briefing completed. Draft comprehensive plan name and logo developed. Outreach team and civic league outreach meetings scheduled for September 22, 2016 as part of official outreach/project kickoff effort.

II. Organizational Alignment, Development and Review

- Building Official/Permits and Inspections
 - Permits and Inspections is collaborating with Waste Management to facilitate the removal of bulk items, trash and debris from numerous areas throughout the city (**Goal 2**).
 - Collaborated with Fire Marshal to discuss proposed uses for the PER property as a grain storage and processing facility (**Goal 2**).
 - Collaborated with Fire Department to inspect 4601 King St. after a car collided with the building (**Goal 2**).
 - Collaborated with Fire Department to inspect 1918 Lincoln St. after a kitchen fire damaged the dwelling (**Goal 2**).
 - Collaborated with Public Utilities on utility disconnect for demolitions (**Goal 2**).
 - Collaborated with Assistant City Attorney in preparation for the upcoming Circuit Court appeal of the Operation Restore Dreams case (**Goal 2**).
 - Collaborated with Assistant City Attorney in preparation of a case against the Board of directors of a church at 609/615 Washington St. (**Goal 2**).
 - Collaborated with Planning on a new Flood Hazard pamphlet (**Goal 2**).
 - August Permitting, Inspection, and Revenue Metrics (**Goal 6**):
 - Issued 341 permits with a construction value of \$11,541,530
 - Performed 1,146 new construction inspections
 - Reviewed 63 plans for which a fee was charged
 - Performed 198 rental inspections
 - Environmental/Zoning Inspectors performed 4,751 property maintenance inspections in August. 1,924 cases were brought into compliance and/or closed.

- Generated \$54,111 in new construction revenue
 - Generated \$5,030 in Property maintenance revenue
 - Demolished 2 structures in August
- Working with Human Resources to fill Environmental/Zoning Inspector vacancies (**Goal 9**).
- Attended Department Head Retreat (**Goal 9**).
- Met with Finance to discuss budget issues. They decided to support my request for additional funds for Weed, Debris, and structure Demolition when needed. They also approved to support my request for additional grass cutting funds in order to support our goal of cutting VDOT properties every month (**Goal 9**).
- Met with Deputy Manager Jones to discuss ordinances regarding animals/exotic pets (**Goal 9**).
- Toured Professional Building with Tony Goodwin to help assess the use of the Professional Building at 505 High Street for a Haunted Halloween event called “Asylum” (**Goal 9**).
- Met with Portsmouth General Election Candidates to provide them with information on proper placement of non-governmental signs (**Goal 9**).
- Prepared for the possibility of being called upon to do Damage Assessment in the wake of Tropical Storm Hermine (**Goal 9**).
- Performed the evaluation of one department staff within the allotted time frame and forwarded her evaluation to the City Manager for her signature (**Goal 10**).
- Economic Development
 - Completed interviews and extended offer for the vacant Business Development Manager position (**Goal 11**).
- Engineering
 - Attended department head retreat to learn about building more effective, efficient teams to better achieve organizational goals and objectives (**Goal 3**).
 - The Engineering Department continues to provide technical support for various Departments to better define project scopes; review and comment on plans, specifications and estimates; and provide recommendations for next steps. Staff is involved in multiple CIP and CDBG projects involving the Planning Department, Public Utilities, Properties Management, Public Works, PRLS (Parks, Recreation and Leisure Services), Behavioral Healthcare Services, Social Services, IT Department, Fire Department, Police Department and Portsmouth Public Schools. Staff is working closely with the SKW, ERC and

VDOT as closeout procedures for portions of the MLK Freeway Extension have started, and also with VDOT on the Turnpike Road Improvements Project as they move into the residential areas of the project. The Fishing Pier at City Park was completed, and the replacement of the boat ramp has started. The project team is in the process of closing out the construction contract for the new BHS facility as all construction punchlist items have been completed. The Churchland Bridge Replacement Project is in its final design stage, and the right-of-way phase has begun. Construction for the Seawall Replacement project is expected to start in October to coincide with the arrival of sheet piles (**Goal 8**).

- Finance Department

- Budget FY 2017 and FY 2018 - FY 2017 Budget uploaded to city's financial system and planning meetings held for work on FY 2018 budget.
- Audit FY 2016 – Completed audit work on EDA and PPIC financial statements and SEFA.
- Purchasing - Presented Procurement Code changes and MWBE policy to City Council.
- Bond Financing – Resolutions passed by City Council and School Board for \$6 million of QZAB funding for eligible school projects.
- Management – Conducted annual performance reviews.

- Fire Department

- Promoted (9) Fire Captains (**Goal 2**).
- Promoted (11) Fire Lieutenants (**Goal 2**).
- Held promotional ceremony (**Goal 2**).
- Attended Department Head retreat (**Goal 3**).
- Draft Strategic Plan distributed to the department for comments/input (**Goal 3**).
- Conducted a joint meeting between P.F.D. and P.P.D. command staffs to ensure we work in collaboration and to address any issues (**Goal 3**).

- Health Department

- Portsmouth Health Department is creating a new HIV pre-exposure prophylaxis and patient navigation program utilizing grant dollars from a CDC grant.
- Portsmouth Health Department was notified by the CDC that one CDC staff member will be deployed to Portsmouth Health Department for the next two

years to coordinate diabetes prevention efforts across the city starting October 2016.

- Human Resource Management

- Continue reviewing all remaining administrative policies to identify need of additions, improvements and revisions (**Goal 1**).
- Conducted a monthly review of the departments' compliance with employee performance evaluations (**Goal 10**).
- Partnered with city departments to revise job descriptions using Position Questionnaire Descriptions (PDQ's) to gain an accurate depiction of employees' job duties and responsibilities (**Goal 11**).
- Finalized vendors for dental, vision, flexible spending accounts, legal, short term disability, and Employee Assistance Plan (EAP) (**Goal 8**).
- Completed the request for proposal (RFP) for the Third Party Administrator (TPA) for workers' compensation (**Goal 8**).
- Reviewed the status of all current workers' compensation cases and determined the appropriate steps to move forward (**Goal 9**).

- Information Technology

- **Pavilion Infrastructure** - As a continuing update to the May Service Plan, this completion is awaiting the core drilling of city garage to connect existing conduit underneath Crawford Street, and then place the fiber connection (Under Section III as well).
- **City Hall Wi-Fi Project** - Wi-Fi Project is completed, and fully operational. We will be unveiling the access at the September 12, 2016, Department Head Meeting (Under Section III as well).
- **City Hall Security Project** – Project completed, and signage will be posted in the coming weeks as well as the internal policy to notify employees of the infrastructure (Under Section III as well).
- **Social Services Contingency Plan** – Phone replacement cabling has been completed, and are awaiting the delivery of the phone hardware and software. Once delivered we can begin the programming, and installation and training (Under Section III as well).
- **Civic Plus Mobile App** – Begun the consulting and kickoff project design. This mobile app will allow citizens to connect to the city through smartphone devices (Under Section III as well).

- Libraries

- Our municipal fellows wrapped up this month: Kennedy Massie (Churchland Branch), India Owens (Churchland Branch), Sean-Christian Hatcher (Main Library), and Alfred Brown (Cradock Branch, Main Library). They were important in providing public service and as support for Summer Reading Program events.
- Marketing, Communications & Tourism
 - Completed State of Black America and Areas of Investment and submitted to City Council in the City Manager's Executive Brief (**Goal 7**).
 - Completed the Stairway to Success (Supporting Early Childhood Education) Application and submitted to the Virginia Municipal League (**Goal 2**).
 - Worked with the Portsmouth Public Schools to help promote the Forward to School, Back-to-School event, at I.C. Norcom, which yielded over 1,500 attendees (**Goal 7**).
 - Continues to meet with IMG. All financial reports have been submitted to the Finance Department to date. The remaining concerts/events for the season include: Virginia Craft Beer and Wine Festival; Alabama Shakes; and plans are developing to have a Fall Jazz Concert (**Goal 7**).
 - Memo sent to Mae Breckenridge-Haywood to indicate that any and all reference made to the historic venue, Portsmouth Community Library, will now bear the name: The Portsmouth Colored Community Library Museum which is in alignment the Virginia and National Registry of Historic Places (**Goal 7**).
 - Talked with TCC Visual Arts Center about creating the Portsmouth ornament for the Governor's Mansion 2016 Christmas tree. They agreed and are working with the glass-blowing studio to create the ornament to represent Portsmouth (**Goal 3**).
 - Worked collaboratively with City Manager's team to write, create and upload a video of the City Manager's Message: A Year in Review.
 - **Media Methodology (e-blast messages/promotion):** Sunset Thursday at Portside: Weekday Concert Series; Olde Towne Farmers Market; 30th; Top 10 Endangered Artifacts: The Norconium; End of Summer Recycling Day in Portsmouth; Go for the Gold event at the Virginia Sports Hall of Fame: Special Guest Speaker Olympian LaTasha Colander Clark; 2016 Women in Public Service Conference; LOVE Sculpture unveiling; Lee Ward Soccer League Registration; August Sunset Thursdays; Tax Free Weekend; TCC's Returning Women Seminar; Bide-A-Wee Friday Night Mixer; Willett Hall Gospel Explosion with Deitrick Haddon; R-Life August Event Series at the Portsmouth Renaissance Hotel; Wilson Ward Civic League Community Awareness Day; 46th Annual Seawall Art Show; Willett Hall: Suspicion, Lies, and Death by Pies Stage play; Police Department Employment Announcement (Police Officer Trainee); Larvicide Mosquito Spraying; PRHA Job/Career Fair; 21017 Legislative Priorities Request; Portsmouth Community Concert 78th Concert Season; Meet Your Community Police Officer; Turnpike Road Construction Project Update; WiFi Naming Competition; 2015 United Way Results: 198,00 helped; Portsmouth

Square Initiative: Laying of Stones/Markers for the specific squares of Olde Towne; Registrar Announcements: Closing of the Voter Registration Satellite Office and Solicitation for Election Officers; Police Department Career Information Session; Celebrate Portsmouth Event Calendar; Portsmouth Public Schools: Back-To-School Fall Convocation; Garbage Collection Holiday Schedule: Labor Day; Public Notice: Extreme Weather Event in Portsmouth and Precautionary Measures (**Goal 2**).

- **Telling Our Story/Operation Positive Portsmouth/Media Relations:** Young Families Keeping Olde Towne Portsmouth Young (**Goal 2**).
- Museums
 - 214 items were added to the inventory being taken at the Naval Shipyard this month, bringing the total of items inventoried to 15,716. Taking the inventory helps staff familiarize themselves with the collection and strengthens the overall collections documentation.
 - The track lights have been installed at the Naval Museum. The new bathroom tiles have also been installed and look wonderful.
- Planning
 - The comprehensive plan scope of work in the just signed contract will create the city's first land use plan incorporating sea level rise. The plan will also have a major focus on resiliency utilizing the American Planning Association's resiliency scorecard. Ongoing effort (*City Council's Vision Principles: Innovation & Change*).
 - Downtown Market Analysis, conducted jointly with Economic Development, is underway. Results will be used as part of the planning update effort for the D2-FBC district. Once the Market Analysis is complete, MDC, as comprehensive plan consultant, will support area land use planning effort for the Uptown area, including the D2-FBC zoned area. Project scope of work being developed. Final scope expected by end of September with project kick-off targeted for no later than January 2017 with final plan complete by July 2017 (*City Council's Vision Principles: Innovation & Change*).
 - The Planning Department is working with the Navy, the city of Chesapeake, HRPDC, and the DoD Office of Economic Adjustment (OEA) on a proposed Joint Land Use Study (JLUS) for Navy installations in Portsmouth. HRPDC has completed the project RFP. Project is expected to be considered for funding by the OEA in the early part of the FY17 federal fiscal year (October 2016 (*City Council's Vision Principles: Proud Military History*)).
 - This JLUS project also aligns with the Innovation and Change Vision Principle as the issue of sea level rise will, for the first time, be assessed across Portsmouth

and Chesapeake adjacent to military facilities and also aligned with sea level rise JLUS studies to be prepared concurrently in other parts of Hampton Roads - marking the first effort to align sea level rise plans with local military installations across the region and perhaps the first time anywhere (*City Council's Vision Principles: Proud Military History*).

- Police
 - A revision of the light duty policy for sworn staff within the police department was presented to HR for review (**Goal 1**).
 - A new department organizational chart was developed to include two additional Assistant Chiefs, an Executive Officer for Uniform Patrol and a new street crimes unit to address violent crime patterns in the city (**Goal 2**).
 - Exit interviews were conducted with members leaving the department (**Goal 3**).
- Public Utilities
 - Public Utilities continues to work with Human Resources to fill key positions within the department (**Goal 2**).
 - Public Utilities, along with all other Department directors, attended a leadership retreat to develop more effective skills in creating efficient teams to better achieve organizational goals and objectives (**Goal 2**).
 - All employee evaluations were completed and reviewed by department supervisors or director (**Goal 10**).
- Public Works
 - Evaluating and improving the financial processes of the divisions of Properties Management and Vehicle Services (**Goal 6**).
- Social Services
 - The Director is currently reviewing the organizational structure within the Benefits and Services departments. Changes will be made within the next two months in order to address issues of program oversight and departmental performance. Changes made will allow for more supervisory support of both management and staff (**Goal 2**).
 - The Director is working with all departments in improving internal methods of communications that would affect customer service. Trainings related to the enhancement of customer services will begin in September for all DSS employees (**Goal 9**).
 - Financial budgets continue to be viewed on a monthly basis by the Executive Leadership Team in DSS to ensure spending is within budgetary guidelines.

Trainings on budgetary oversight will take place in September for the entire DSS management team (**Goal 6**).

- DSS is still in collaboration with Human Resources to fill vacant positions. The majority of positions within the benefits department should be filled by September (**Goal 11**).

III. Citizens, Community, and Business Engagement

- Behavioral Healthcare Service
 - BHS, along with other local and regional partners, submitted Request for Application to Department of Behavioral Health and Developmental Services to pursue funding for a Mental Health Docket Diversion Program in Portsmouth General District Court (**Goal 2**).
 - BHS staff submitted a proposal to Portsmouth Public Schools concerning programming for the upcoming school year (**Goal 2**).
 - BHS staff participated in several community health fairs. Staff provided literature, prompting wellness for mental and physical health (**Goal 2**).
- Building Official/Permits and Inspections
 - Property Maintenance Inspectors are continuing to meet with civic leagues in the sectors of the city they are responsible for and reporting back any issues needing action to the Building Official. Civic League meetings attended this month included: Prentice Park Civic League, Madison Ward Civic League, Lee Ward/North Brighton Civic League, Westbury Civic League, Highland Biltmore Civic League, West Parkview Civic League, Cavalier Manor Civic League, and Cradock Civic League (**Goal 1**).
 - Continued to meet with the Future of Cradock group to discuss several of their issues (**Goal 1**).
 - Attended the Community Engagement Opportunity walk in Cradock (**Goal 1**).
 - Collaborated with Portsmouth Public Schools to adopt a school program. Permits and Inspections has adopted Westhaven Elementary School (**Goal 1**).
- Economic Development
 - Planned and staffed EDA's August 16th meeting with Chair and reviewed the monthly financials with the city's Finance Dept. for this council appointed board (**Goal 2**):
 - Continued to monitor 12 outstanding local incentive grants provided by EDA.

- Planned and staffed PPIC's August 23rd meeting with Chair and reviewed the monthly financials with the city's Finance Dept. for this council appointed board.
- To continue fostering Economic Development's relationship with business and community organizations and to become more engaged with them, staff attended monthly meetings and/or events of the following (**Goal 2**):
 - Olde Towne Business Association
- Sponsored and attended HRCC's annual Wild Wing Fling held at Harley-Davidson (**Goal 2**).
- Arranged, organized and facilitated tour of new downtown apartment communities for Mayor's Military Affairs Committee (**Goal 2**).
- Attended (**Goal 2**):
 - Commercial Real Estate Women (CREW) meeting
 - HREDA's Regional Economic Development Directors meeting
 - HREDA's Workshop
- Engineering
 - Informed the team that the Engineering Department would be partnering with Simonsdale Elementary for the upcoming school year (**Goal 1**).
 - Staff continues to work with its federal partners to identify alternate funding for the replacement of additional sections of the Portsmouth Seawall. Additionally, staff continues to pursue alternative funding sources for various roadway improvement, recreational and stormwater projects through state and federal partners (**Goal 2**).
 - Staff has engaged the NAVY on the current and future projects in the GWH-Elm Avenue-Victory Blvd corridor (**Goal 2**).
 - Staff is working with National Guard on the proposed future (physical) closure of Laigh Road (**Goal 2**).
- Fire Department
 - Help (2) week Youth Fire Academy at Churchland H.S. (**Goal 2**).
 - Attended P.P.S. Convocation (**Goal 2**).
- Health Department
 - Portsmouth Health Department is working with Eastern Virginia Medical School to integrate principles of community engagement and health assessment into the residency and medical school curriculum.

- Portsmouth Health Department successfully completed a two week camp for 10-17 year old youth focused on abstinence, STEM, performing arts, and martial arts education. Camp was provided through federal competitive Abstinence Education Program grant dollars and reached 40 Portsmouth youth and families.
- Portsmouth Health Department is working together with Portsmouth Family Medicine and Eastern Virginia Medical School to coordinate and develop diabetes prevention projects in Portsmouth.
- Information Technology
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 - **Motorola Emergency Call-Works** – Begun consultation and project kickoff for the Emergency Call-Works Infrastructure. This project will replace our current call acceptance and recording platform.
- Libraries
 - The Louise and Marvin Fenster Summer Reading Program wrapped up with a closing celebration at Portsmouth City Park on August 8.
 - Beautifying Cradock Branch Library: The Friends of the Library and the Cradock Civic League will bring life to the exterior by adding flowers in the built-in planter.

- PPL has received a loan of 8 iPads from Library of Virginia to be used primarily for programming to children and young adults.
- PokéPortsmouth, a collaboration between Parks & Recreation and Libraries, kicked off the weekend of August 20th with a promotion in the "Portsmouth Currents" and social media.
- Portsmouth Public Library is taking part in Tidewater Reads (our one book celebration for the region for September: <http://www.tidewaterreads.org/>), author Lydia Netzer will discuss her recent book "Shine, Shine, Shine" and discuss the writing process at Churchland Branch Library on September 7 at 6:30 PM. Our participation has been made possible through the library foundation.
- Library director participated in the Community Engagement Opportunity in Cradock.
- **Portsmouth Public Schools:** Summer Reading Lists for PPS remained published on the Library's website. Staffs created separate shelving for materials to make access easy for students.
- The library director attended the Portsmouth Public Schools' Convocation at Willett Hall on August 25.
- **Outreach:** Library staff participated in the Chainbreakers, Inc. "Beyond Our Walls Health Fair and Community Day" on August 12 and 13. The department was a part of this event last year and it went very well.
- **Programs:** Some of our offerings included –
 - Craftpalooza at the library! Children's Department offered a fun filled week of crafts from August 15-19.
 - Teen STEM OZOBots at Main Library August 20th from 2-4pm. Ages 12-17. Learn programming and coding while having fun with the iPads and OZObots.
 - Book Buddies Book Club @ Churchland: For 4th & 5th grade kids Meetings are held from 5:30-6:30 p.m. Meetings will be held once a month. Membership is limited and free books and refreshments will be offered. Participants must be registered The group will be discussing Flora and Ulysses the Illuminated Adventures by Kate DiCamillo Register with the Children's Department in person, by phone @ 686-2538, or online: <http://www.portsmouth-va-public-library.com/blog/book-buddies-book-club/>
 - Conversational Sign Language Class @ Churchland Branch Library, August 12.

- **August 2016 Snapshot:**
 - Physical materials circulated: 23,014
 - Computer Usage Sessions: 4,972
 - Fines/Fees Collected: \$2,944.88
 - Monthly Visitor Count (all locations): 22,840
 - New Library Cards Issued: 510
- Marketing, Communication & Tourism
 - Bank On Portsmouth Breakfast for Leaders: Portsmouth will continue to support the initiative with in-kind services and promotion.
 - Greater Hampton Roads Population Health Summit: *Building Healthier Communities Workshop & Website Dashboard Information.*
 - Meetings/Community Conversations: Olde Towne Business Association; Portsmouth Volunteers for the Homeless (PVH): Sheltering Opportunities; Mayor's Military Affairs Committee; Downtown Norfolk Council; Strategic Planning for a LaShawn Merritt Celebration in Portsmouth (**Goal 2**).
- Museums
 - The Curator at the Naval Museum had the opportunity to visit Building 61 at Julien's Creek Annex to examine and photograph artifacts related to our upcoming World War I exhibit. The building houses the repository of historical artifacts presided over by Mark Robbins in his capacity as Shipyard Historian and Archivist.
 - Diane Cripps, Curator at the Naval Museum, was interviewed by Rob Lauer for "Museum Moments" that is scheduled to air the first week of September. The short piece focused on the World War I exhibit, showed some of the artifacts that would be in the exhibit and concluded with an appeal to the audience for any WWI stories or family artifacts.
 - A group of sailors from the aircraft carrier USS BUSH volunteered for the Department of Museums on August 25. They assisted with cleaning *Path of History* signs and helped with clean up at the Art & Cultural Center and the Art Annex.
 - August was a busy month for outreach. Staff attended the annual Coast Guard picnic, four back-to-school events, two of which were military and two in Newport News geared toward families and teachers. Over 1,000 people were reached at these events.
 - Education staff continues to work with the Center for Autism and Related Disorders on training for *Special Day for Special Needs* to be held on October 2nd at the Children's Museum.
 - Staff had a second meeting with various branches of the Navy regarding our Military Appreciation Day for Fleet Week to be held on October 8th at the Children's Museum.

- HRT has installed a new bus wrap on the bus at the Children’s Museum.
- Parks and Recreation
 - Met with Cavalier Manor Civic League and Cavalier Manor Pop Warner Association to update on improvements to fields also relocated the association to the Sportsplex while improvements are being made **(Goal 1)**.
 - Met with the Portsmouth Anglers to update on fishing pier and repairs to the boat ramp at City Park **(Goal 1)**.
 - Met with Cradock Civic League, Sheriff’s Department, and Public Works to discuss repairs to 45 Afton Square Building **(Goal 1)**.
 - Met with Portsmouth Theater Company to discuss Theater in the Park program **(Goal 1)**.
- Police
 - Participated in the following events **(Goals 1 & 2)**:
 - Chief’s Forum cancelled this month
 - Two new Assistant Chief’s sworn in during department promotional ceremony
 - Participated in National Night Out at the Commons in Greenwood, Cedarfield, and West Parkview.
 - Spoke at Kiwanis Club meeting
 - ACs attended OTBA meeting
 - Hosted Coffee with a Cop at Chic-Fil-A
 - Community Engagement Opportunity (CEO) walk conducted in Cradock
 - Attended MADD awards ceremony – two officers received awards for the most DUI arrests in the city.
 - Participated in telephone conference with ODU on the Violence and Crime Reversal Initiative
 - 7 City Chiefs participated in a round table discussion with members of the ODU community to discuss partnering opportunities for law enforcement, schools and the community
 - Met with Mr. and Mrs. Hines to discuss partnering opportunities with the police and the Westmoreland Children and Youth Association
 - Attended community event/cookout – “Meet Your Community Officer” (Columbus Ave)
 - Attended Portsmouth Public Schools Convocation
 - Guest Speaker for the Women’s Equality/Diversity Day celebration at the Naval Consolidation Brig in Chesapeake
 - Met with Principal at Cradock Middle School to introduce myself as their city liaison
 - Attended and spoke at a Law Enforcement and Community Relations listening session which was sponsored by the Secretary of Public Safety

and Homeland Security in conjunction with the Department of Criminal Justice Services.

- Public Utilities
 - Public Utilities, along with several city departments, participated with the city of Portsmouth Police Department in their Community Engagement Opportunities (CEO) walk in Cradock (**Goal 2**).
 - General Services (Waste Management) hosted its most successful Keep Portsmouth Beautiful recycling event on August 6th in collaboration with SPSA, RDS, Goodwill, Stealth Shredding and Lowe's. Over 450 vehicles attended, donating over 3,300 pounds of goods to Goodwill, shredding 12,000 pounds of paper, recycling 420 pounds of cardboard and 2,060 pounds of electronics (**Goal 2**).
 - Public Utilities, along with several city departments, attended the city of Portsmouth Public School Convocation at Willett Hall (**Goal 2**).
- Public Works
 - Stormwater crews began the removal of non-native weeds from city maintained lakes (**Goal 2**).
 - Public Works collected mosquitos and sent them to the state lab in Richmond for testing of the Zika Virus; scheduled aerial mosquito larvicide treatment of Craney Island (**Goal 2**).
 - Prepared Stormwater quarterly newsletter, required by VPDES, to educate residents; to be distributed to libraries, schools, and civic leagues (**Goal 2**).
- Social Services
 - On 8/1/16 the Director attended an Emergency CoC Meeting at the HER Shelter regarding the NOFA Grant (**Goal 2**).
 - On 8/2/16 the Director attended the DSS Eastern Regional Meeting regarding Emergency Disaster Planning (**Goal 2**).
 - On 8/8/16 the Director met with Ms. Ruth Hill from the Healing Place to discuss the regional substance abuse program and support offered in the Portsmouth area (**Goal 2**).
 - On 8/9/16 the Director met with Ms. Susan Finke (Executive Director of Friends of the Juvenile Court) and Ms. Morales to discuss the No Hit Initiative. This program is geared toward the reduction of child abuse. (**Goal 2**).

- On 8/24/16 the Director attended the Orientation for new board members at Opportunity Inc. (**Goal 2**).

- On 8/25/16 the Director attended the Convocation Ceremony and the Community Engagement Opportunity Walk (**Goal 2**).

- On 8/26/16 the Director attended the Oasis Social Ministry Luncheon. This was a community vendor networking lunch. All vendors will be offered the opportunity present their programs at DSS. The goal for DSS is to increase our community resource pool (**Goal 2**).