



## **MEMORANDUM**

**TO:** Mayor Greenlaw and Members of City Council  
**FROM:** Beverly R. Cameron, City Manager  
**DATE:** March 2, 2015  
**SUBJECT:** City Manager's Update

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Highlights of major activities and other notable developments:

***William Street Sanitary Sewer Improvements*** - Beginning Monday March 9, a contractor working for the Public Works Department will complete the William Street Sanitary Sewer Improvement Project by replacing manholes and performing related work in two major downtown intersections: William Street at Caroline Street in front of Crown Jewelers and William Street at Princess Anne Street in front of Hyperion Espresso.

Members of city staff, representatives from W.C. Spratt, Inc., and Ann Glave' of Fredericksburg Main Street Initiative have worked to develop a plan for traffic flow and parking restrictions during the work. Information about the project has been distributed to downtown merchants and a meeting was held on February 24 to discuss the project and respond to related concerns. Every effort has been made to reduce the impact of the work on the day-to-day activities of those living, working and shopping downtown, but it is not possible to perform significant excavation work in such busy intersections without some disruption.

The work is scheduled to begin in the William Street at Caroline Street intersection on March 9. Work will be completed in that intersection and all traffic flow and on-street parking restored in that area before the work begins in the William Street at Princess Anne Street intersection on March 16. Both the planned start dates and the duration of each project are subject to change due to inclement weather and/or encountering unexpected underground conditions.

The maps showing traffic and parking impacts of each project can be accessed [here](#). (These are large files may take extra time to download).

Once all underground work has been completed, William Street will be resurfaced from Kenmore Avenue to Caroline Street. This work will take place late in March or during the first half of April.

***Belman Road Convenience Center User Fee Begins*** - On March 2, the Belman Road Convenience Center began charging a fee to use the convenience center for trash disposal. Residents need to purchase a coupon book or an annual pass from the Treasurer's Office during regular business hours or by mail from the [R-Board](#). Residents who use the Eskimo Hill Road Landfill will also be charged a fee for trash disposal; therefore you will need the same coupon book or annual pass.

Annual passes are limited to two per household and cost \$75 total for 2015. Customers will be charged \$100 for an annual pass beginning in 2016. The coupon books cost \$30 and contain ten vouchers. Cash or checks will be the only form of payment accepted at the Treasurer's Office. Please complete the [application](#) and bring it with you to the Treasurer's Office.

Please note: Only the coupon book or the annual pass will be accepted at the Belman Road site, no monetary forms of payment will be accepted.

Recycling will remain free for the following items:

- Single stream – cans, plastic bottles, glass bottles and jars, cardboard, newspaper, etc.
- Scrap metal
- Vehicle, equipment and & rechargeable batteries
- Used cooking oil, motor oil and antifreeze
- Cell phones and eyeglasses
- Fluorescent Bulbs
- Printer cartridges

***Building Construction Reports for January and February 2015-*** A summary of the January and February building reports are attached for review.

***Property Maintenance Report for January and February 2015-*** This is the first of monthly reports for property maintenance activities; see attached.



## MEMORANDUM

**TO:** Beverly R. Cameron, City Manager  
**FROM:** Chuck Johnston, Director of Community Planning & Building  
**DATE:** February 3, 2015  
**SUBJECT:** January Building Statistics

The following provides information for the January building activity in the City. Looking at the first 7 months of the fiscal year, the number of new single family homes has declined compared to last year, while the number of single family renovations remains comparable. The number and square footage of new commercial projects is also less than last year, with renovations ahead.

	Jan 2015	Jan 2014	FY to Date Jan 2015	FY to Date Jan 2014
<b><u>Single Family Residential Permits</u></b>				
<i>New Building</i>	2	4	7	30
<i>New Plumbing/Electrical/Mechanical/Other</i>	3	1	13	17
<i>Certificates of Occupancy</i>	2	4	16	30
Existing Building	12	15	109	115
Existing Plumbing/Electrical/Mechanical/Other	35	24	247	252
<b><u>Multifamily/Commercial Permits</u></b>				
<i>New Building</i>	3	1	5	8
<i>Multi Family Units</i>	0	0	0	0
<i>Total Commercial Square Footage</i>	42,861	45,455	56,361	144,695
<i>New Plumbing/Electrical/Mechanical/Other</i>	15	7	46	52
<i>Certificates of Occupancy</i>	3	1	15	16
Existing Building	14	14	169	113
Existing Plumbing/Electrical/Mechanical/Other	47	20	360	269
Occupancy Permits for Existing Buildings	7	16	86	77
<b><u>Inspections Performed</u></b> Building	326	402	3203	3018
<b><u>Inspections Performed</u></b> Site	34	17	345	521
<b><u>UTILITY FEES COLLECTED –</u></b>				
Water Tap	\$ 3,762.12	\$ 3,169.67	\$ 11,062.12	\$ 11,337.43
Water Availability	<u>\$ 63,900.00</u>	<u>\$ 126,680.00</u>	<u>\$ 96,510.00</u>	<u>\$ 265,890.00</u>
<b>SUB TOTAL</b>	\$ 67,662.12	\$ 129,849.67	\$ 107,572.12	\$ 277,227.43
Sewer Tap	\$ 5,100.00	\$ 10,200.00	\$ 20,400.00	\$ 25,500.00
Sewer Availability	<u>\$ 106,500.00</u>	<u>\$ 214,387.40</u>	<u>\$ 170,010.00</u>	<u>\$ 410,697.40</u>
<b>SUB TOTAL</b>	\$ 111,600.00	\$ 224,587.40	\$ 190,410.00	\$ 436,197.40
<b><u>TOTAL</u></b>	\$ 179,262.120	\$354,437.07	\$ 297,982.12	\$ 713,424.83



## MEMORANDUM

**TO:** Beverly R. Cameron, City Manager  
**FROM:** Chuck Johnston, Director of Community Planning & Building  
**DATE:** March 3, 2015  
**SUBJECT:** February Building Statistics

The following provides information for February building activity in the City. Looking at the first 8 months of the fiscal year, the number of new single family homes has declined compared to last year, while the number of single family renovations remains comparable. The number and size of new commercial projects also lags compared to last year, with the rate of renovation increasing.

	Feb	2015	Feb	2014	FY to Date Feb 2015	FY to Date Feb 2014		
<b><u>Single Family Residential Permits</u></b>								
<i>New Building</i>		1		3	8	33		
<i>New Plumbing/Electrical/Mechanical/Other</i>		1		1	14	18		
<i>Certificates of Occupancy</i>		2		2	18	32		
Existing Building		16		13	125	128		
Existing Plumbing/Electrical/Mechanical/Other		43		30	290	282		
<b><u>Multifamily/Commercial Permits</u></b>								
<i>New Building</i>		1		0	6	8		
<i>Multi Family Units</i>		0		0	0	0		
<i>Total Commercial Square Footage</i>		8,747		0	65,108	144,695		
<i>New Plumbing/Electrical/Mechanical/Other</i>		6		6	52	58		
<i>Certificates of Occupancy</i>		0		0	15	16		
Existing Building		18		13	187	126		
Existing Plumbing/Electrical/Mechanical/Other		27		29	387	298		
Occupancy Permits for Existing Buildings		9		9	95	86		
<b><u>Inspections Performed</u></b> Building		342		315	3545	3333		
<b><u>Inspections Performed</u></b> Site		35		21	380	542		
<b><u>UTILITY FEES COLLECTED –</u></b>								
Water Tap	\$	0.00	\$	2,600.00	\$	11,062.12	\$	13,937.43
Water Availability	\$	0.00	\$	15,000.00	\$	96,510.00	\$	280,890.00
<b>SUB TOTAL</b>	\$	0.00	\$	17,600.00	\$	107,572.12	\$	294,827.43
Sewer Tap	\$	0.00	\$	0.00	\$	20,400.00	\$	25,500.00
Sewer Availability	\$	5,000.00	\$	20,000.00	\$	175,010.00	\$	430,697.40
<b>SUB TOTAL</b>	\$	5,000.00	\$	20,000.00	\$	195,410.00	\$	456,197.40
<b><u>TOTAL</u></b>	\$	5,000.00	\$	37,600.00	\$	302,982.12	\$	751,024.83



## MEMORANDUM

**TO:** Chuck Johnston, Director of Community Planning & Building  
**FROM:** Wendy A. Baden, Property Maintenance Code Administrator  
**DATE:** February 23, 2015  
**SUBJECT:** January Property Maintenance Statistics

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The following provides Property Maintenance inspections/activity for the month of January 2015. This is the first report for Property Maintenance.

	Jan 2015	Jan 2014	Calendar Year to Date* Jan 2015	Calendar Year to Date* Jan 2014
<b><u>Exterior</u></b>				
<i>Chipping Paint/Siding/Missing Address</i>	15		15	
<i>Fences/Sheds/Garages</i>	9		9	
<i>Vacant Structures</i>	7		7	
<i>Gutters/Drainage/Roofs</i>	6		6	
<b><u>Interior</u></b>				
<i>Plumbing/Electrical/Mechanical</i>	11		11	
<b><u>Stop Work Orders</u></b>				
<i>Working without Permit</i>	3		3	
<i>Electrical</i>	2		2	
<i>Demo</i>	1		1	
<b><u>Assisting Fire Department</u></b>				
<i>Car into building</i>	1		1	
<i>Fire</i>	0		0	
<i>Flooding</i>	0		0	
<b><u>Inoperable Vehicles</u></b>				
<i>Expired Tags</i>	5		5	
<i>Flat Tires</i>	1		1	
<i>Wrecked</i>	0		0	
<i>Other</i>	0		0	
<b><u>Special Projects/Court/Training, etc.</u></b>				
<i>Meetings (citizens/internal/outside agencies)</i>	2		2	
<i>Court (607 Green Street)</i>	1		1	
<i>Training Hours (active shooter)</i>	2		2	

\*Will shift to fiscal year when sufficient data has been accumulated



## MEMORANDUM

**TO:** Chuck Johnston, Director of Community Planning & Building  
**FROM:** Wendy A. Baden, Property Maintenance Code Administrator  
**DATE:** March 3, 2015  
**SUBJECT:** February Property Maintenance Statistics

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The following provides Property Maintenance inspections/activity for the month of February 2015.

	Feb 2015	Feb 2014	Calendar Year to Date* Feb 2015	Calendar Year to Date* Feb 2014
<b><u>Exterior</u></b>				
<i>Chipping Paint/Siding/Missing Address</i>	12		27	
<i>Fences/Sheds/Garages</i>	4		13	
<i>Vacant Structures</i>	8		15	
<i>Gutters/Drainage/Roofs</i>	4		10	
<b><u>Interior</u></b>				
<i>Plumbing/Electrical/Mechanical</i>	6		17	
<b><u>Stop Work Orders</u></b>				
<i>Working without Permit</i>	2		5	
<i>Electrical</i>	0		2	
<i>Demo</i>	0		1	
<b><u>Assisting Fire Department</u></b>				
<i>Car into building</i>	0		1	
<i>Fire</i>	2		2	
<i>Flooding</i>	1		1	
<b><u>Inoperable Vehicles</u></b>				
<i>Expired Tags</i>	12		17	
<i>Flat Tires</i>	1		2	
<i>Wrecked</i>	0		0	
<i>Other</i>	0		0	
<b><u>Special Projects/Court/Training, etc.</u></b>				
<i>Meetings (citizens/internal/outside agencies)</i>	3		5	
<i>Court (607 Green Street)</i>	0		1	
<i>Training Hours</i>	1		3	

\*Will shift to fiscal year when sufficient data has been accumulated