

**UPCOMING MEETINGS
AND EVENTS**

JULY 2010

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				1 8:30 am Senior Dept. Staff meeting (Executive Conference Room)	2	3
4 <i>Independence Day</i>	5 <i>County offices closed for Independence Day</i>	6 9 am Senior Staff meeting (Boardroom)	7 <i>10 am Monthly meeting with VDOT staff (VCC)</i> 1 pm Transportation Safety Comm. meeting (Fire Sta. 1)	8 6:30 pm Affordable Housing Advisory Committee meeting (OCH)	9	10
11	12 6 pm Board of Supervisors meeting (Boardroom) 7 pm School Board meeting (NKHS)	13	14 6:30 pm Parks & Rec Advisory Commission meeting (Boardroom)	15 8:30 am EDA meeting (VCC)	16 9 am Finance Committee meeting (Boardroom)	17 <i>The Virginia Derby (Colonial Downs)</i>
18	19 6:30 pm Planning Commission meeting (Boardroom)	20	21 6 pm Airport Advisory Commission meeting (NK Airport)	22	23	24
25	26	27 4:30 pm Historic Commission meeting (OCH)	28 3 pm Board of Supervisors work session (Boardroom)	29	30	31

AUGUST 2010

Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2 9 am Senior Staff meeting (Boardroom) 7 pm School Board meeting	3	4 <i>10 am Monthly meeting with VDOT staff (VCC)</i>	5	6	7
8	9 6 pm Board of Supervisors meeting (Boardroom)	10	11	12 6:30 pm Affordable Housing Advisory Committee meeting (OCH)	13	14
15	16 <i>6:30 pm Planning Commission meeting (Boardroom)</i>	17	18	19 <i>8:30 am EDA meeting (VCC)</i>	20	21
22	23	24	25 <i>3 pm Board of Supervisors work session – cancelled</i>	26	27	28

Changes/additions noted in red
2010 meeting schedules and agendas can be accessed at <http://www.co.new-kent.va.us/monthlycal/monthlycal.php>

NOTABLE NEWS FOR THE PAST WEEK

Administration

- Attended the School Board retreat
- Toured the Animal Shelter with the Sheriff
- Met with a representative from Community Food
- Met with Senior Department Staff
- Worked on Utility Easement agreements
- Met with a citizen on Airport issues
- Attended a reception for the new James City County Administrator

Community Development

Plan Approvals:

- Approvals of Note: Oakmont Villas, Ph V – Construction Plans (preliminary approval), Mt. Eagle Place Powwow Cultural Event Permit.

Meetings of Interest:

- The Environmental Division also presented the 2010 AFD applications to the AFD Advisory Committee, assisted the DOF and GIC with a Forestry Workshop, and conducted site visits with various state agencies including VMRC and DCR.

Statistics of Note:

Planning Statistics

- Submittals for June: Boundary Line Adjustment Plats: 1 new, 1 revision; Construction Plans: 1 new, 3 revisions; Subdivision Plats: 3 new, 1 revised; Site Plans: 4 new, 1 revision; Rezoning: 2; Cultural Event Permits: 4.

Environmental Statistics:

- Single Family Residential – 14 permits were issued during the month of May totaling 93 year to date. The number of permits issued through May 31, 2009 was 71.
- Commercial/Industrial and Mixed Use Site Development – 1 permit were issued in June totaling 6 year to date. The number of permits issued through May 31, 2009 was 9.
- The Environmental Planning Manager reviewed 18 site plans and several sketches.

Financial Services

- Completed the FY11 adopted budget books
- Conducted one employee performance evaluation
- Set up Revenue Accrual Spreadsheets
- Assisted the Schools with their July payroll accrual
- Received \$27,932 from the Department of Emergency Management for the Fire-Rescue Local Performance Partnership Agreement
- Received notification of Award from the Virginia Commission for the Arts for the FY11 Grant in the amount of \$4,500
- Funds were wired for early debt retirement on the Vehicle Maintenance Facility and the VRS loan
- The Financial Services team will be moving into the Community Development office space next Wednesday.

Meetings of Interest:

- Attended VML Webinar on Certificates of Insurance
- Attended Department Head meeting

Statistics of Note:

- Payroll -June 30, 2010; 275 Direct Deposits \$229,904.38; 52 Checks \$28,141.26; 12 Deduction Checks \$94,772.88.

General Services

- Administration building renovation is 65% complete

Parks and Recreation

- Summer Recreation Camp begins next week. We are still accepting registrations for NKES. George Watkins is full at this time.
- Summer Volleyball Camp ran with a total of 23 participants.
- New bleachers have been installed at the Parks and Recreation Fields behind the Historic Middle School.
- Parks and Recreation staff performed summer maintenance on fields.

Information Technology

- Continue to work on data center move and assist with office moves during the renovations. We are developing documentation on connectivity to assist with the move.

- Received and installed Road LoGISTics (data maintenance tool) from Timmons and began to evaluate it.
- Continue to assist with the Bike route project.
- Updated EAGLE mapping system in dispatch.

Social Services

- We greatly appreciate the financial donation from Second Liberty Baptist Church.
- The Office Manager closed Local Only Emergency Services program for fiscal year (FY) 2010 effective June 30, 2010 and opened FY11.

Benefit Programs

- The Supplemental Nutrition Assistance Program (SNAP) and Medicaid Consultants assigned to the Central Region recently returned to the agency to report their findings from the case reviews, which were conducted several weeks ago. The Consultants shared significant improvements have occurred since the last monitoring in 2007. Also, this unit received an A+ in their documentation and case organization. They were also praised for continuing to maintain a compliance rate above 97% for both programs.
- This week initiated the new enrollment and data system for the Medicaid program.

Meetings of Interest:

Benefit Programs Supervisor

- She attended training for the Auxiliary Grant program, which will be applied to better assist residents in need of assisted living.
- She met the new Child Care Consultant assigned to the Central Region. The Consultant will return to conduct a case review of all cases once the new policy is implemented.

Statistics of Note:

Benefit Programs

- 58 applications for families and children Medicaid and SNAP were received this month. Last month, 36 applications were received.
- 20 adult Medicaid applications were received this month. Last month, 14 applications were received.