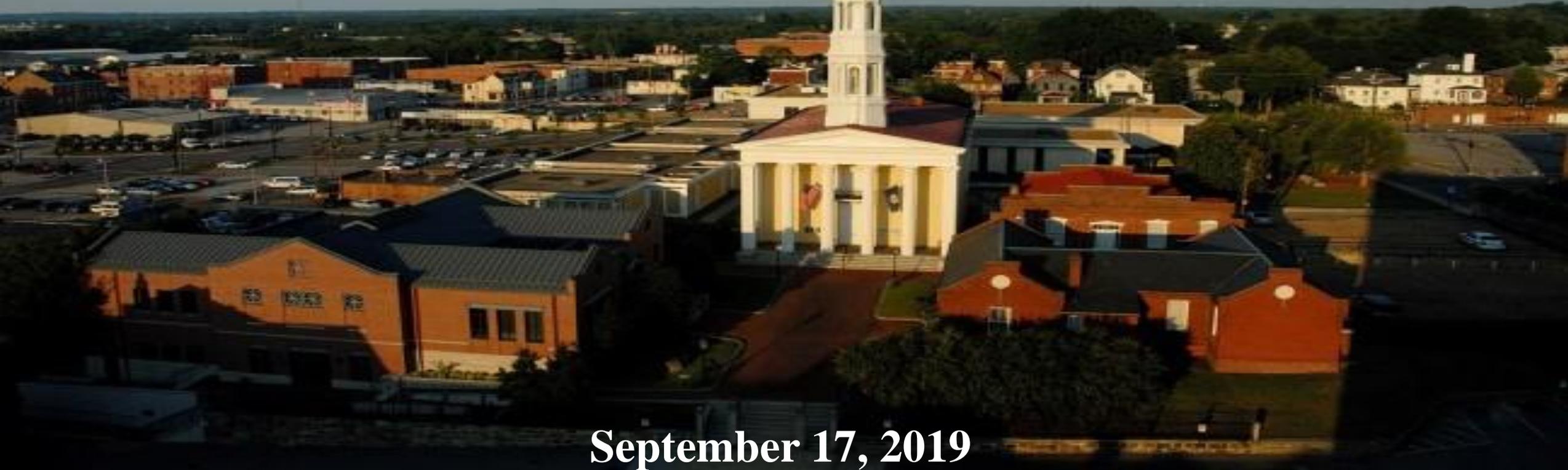


**Department of Public Works
and Utilities**

City of *Petersburg*
VIRGINIA



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Short Term Action Plan Notice of Violations (NOV) and Citywide Grass

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NOV & Citywide Grass



This presentation identifies the proposed Short-Term Action Plan. With City Council's approval we anticipate beginning September 19, 2019 and concluding the short-term plan late December 2019.

This plan includes addressing Notice of Violations (NOV's), City Owned and Occupied Properties, Roadside Medians and Gateway & Downtown Landscaping.



Notice of Violations – Public and Private

The City of Petersburg currently has 323 NOV's for grass on public and private properties. Because we have 323 NOV's, we will contract out grass cutting and debris removal from all properties with violations. City combined forces will include Code Compliance Department, Public Works Street Operations and Grounds Divisions and the Police Department. The combined forces will begin to revisit the 323 properties on Monday, September 23rd to identify any additional violations.

The City has identified contractors for bulk removal (3) and grass removal (4) . Each company will be assigned an area of properties throughout the City based on the allocation of contractor teams' chart on the next slide. The contractor's responsibilities will include all labor, tools and equipment necessary to satisfactorily perform mowing of grass, pick up litter and remove debris from all NOV's. The Contractor's work will commence on or before October 14th.



Allocation of Contractor Teams

| Team A | Complaint #'s | Team B & C | Complaint #'s | Team D | Complaint #'s |
|---------------|---------------|------------|---------------|--------|---------------|
| Ward 1 | 17 | Ward 5 | 136 | Ward 4 | 47 |
| Ward 2 | 9 | | | Ward 6 | 68 |
| Ward 3 | 25 | | | | |
| Ward 7 | 21 | | | | |
| Totals | | | | | |
| | 72 | | 136 | | 115 |



Process to be followed

- a) **September 19th and 20th** - Training of 16 - 20 employees on the issuance of NOV process (*Each member will be assigned an area with approximately 20 sites*)
- b) **September 23rd through 27th** - Citywide canvassing of 323 properties.
- c) **September 30th through October 4th** - Administrative Process Team (APT) process all citations through the Government Outreach System.



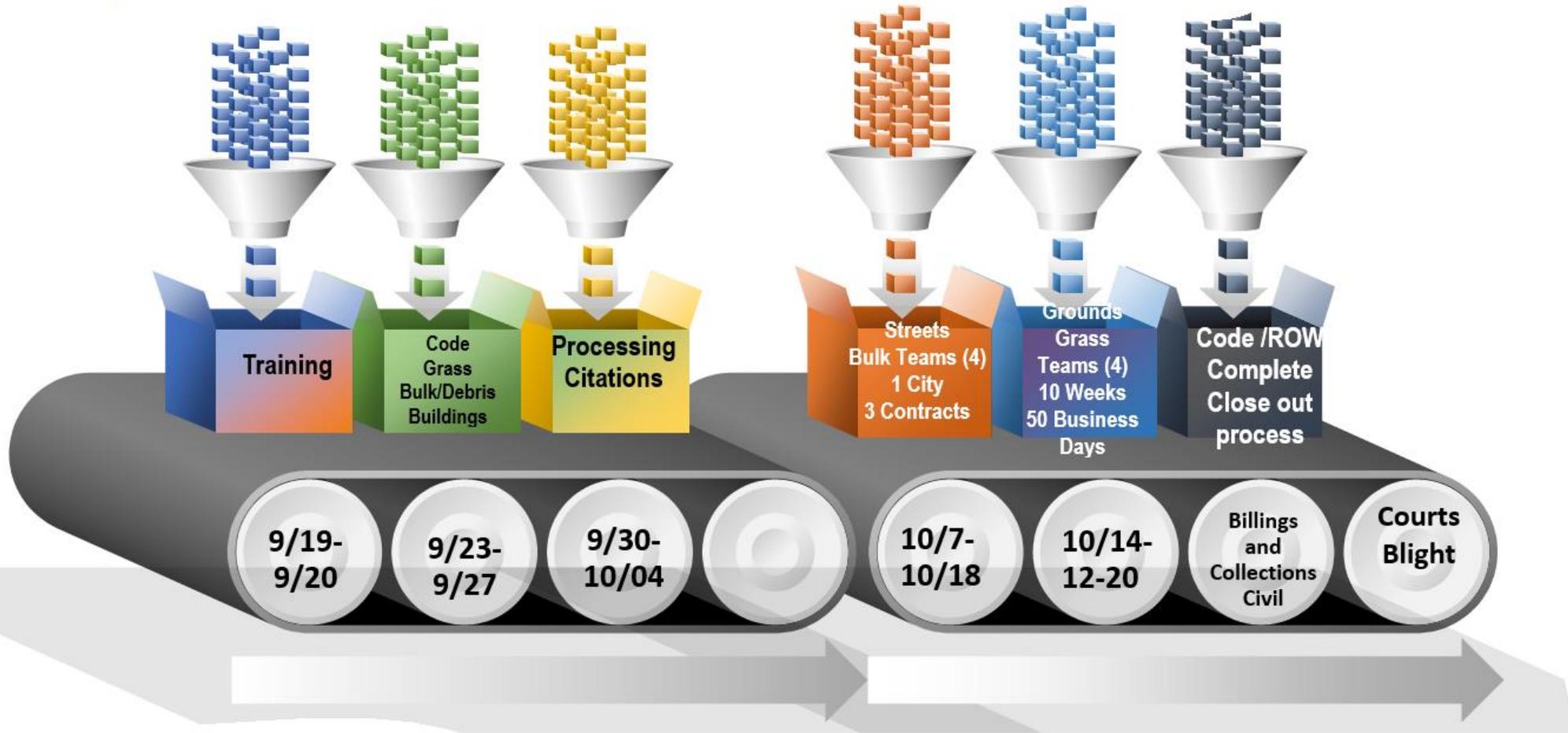
Process to be followed continued

d) October 7th through October 18th – After the period has expired for addressing the violation the Street Operations and contractors will remove bulk trash and notify the Grounds Division. *(Note: Property violations will be addressed via current blighted property process)*

e) October 14th through December 20th – Grounds will activate all contractors to address cutting needs of properties identified in their predetermined areas) Also during this period the contractors will take pictures of cleared violations after the violation has been remedied and forward to APT on a weekly basis.

f) APT will proceed with notifying Billing and Collections to process grass, trash and bulk billing. Code Compliance will process property violations and proceed with notifying the courts for blighted property process.

NOV & Citywide Grass





City Owned and Occupied Properties

The Grounds Maintenance Division of Public Works will continue to focus their efforts on the 90 City owned & occupied lots as well as the two city owned cemeteries.



Roadside Medians

Currently, The Street Operations Division of Public Works has a contractor who is responsible for maintaining medians and roadsides totaling 121.21 acres throughout the City. This contract term is July 1, 2019 – June 30, 2020 and the award is in the amount of \$75,000, annually.

Street Operations will continue to focus their efforts on storm drain clearing, bulk debris removal, and litter pick-up throughout the City.



Gateways and Downtown Landscaping

Currently, the Grounds Maintenance Division of Public Works has a contractor who is responsible for maintaining the designated areas throughout the Gateways and Downtown Petersburg area. This contract was awarded not to exceed a limit of \$100,000, annually, from March 26, 2019 through March 25, 2020. The City will continue this contract through its conclusion. The contract covers landscaping and beautification services to include planting, weed removal and mulching at 35 identified locations.

Vegetation and Debris



Vegetation and Debris



Bulk Items





Things to Remember!!!

- ❖ The City will begin removing bulk trash and debris from all NOV properties on October 7th.
- ❖ Residents are encouraged to address their personal property concerns prior to this date because if the City addresses the concern the residents will receive a bill.



Next Steps

- Development of a long-term trash and grass strategy.
- Development of a Petersburg Community Pride Campaign.

QUESTIONS????

