

National Night Out 2010 Committee City of Suffolk

P.O. Box 1858
Suffolk, VA 23439-1858
757.514.4104



Dear Suffolk Resident:

Longing for those good 'ole days when neighbors looked out for one another and friendships were made over a glass of lemonade on your front porch? We can bring back that sense of nostalgia and feeling of safety and security by getting involved in National Night Out – a night when citizens of Suffolk are being invited to join forces with thousands of communities nationwide for the “27th Annual National Night Out” crime and drug prevention event. Traditionally held on the first Tuesday in August, we will be celebrating in neighborhoods large and small over Suffolk’s 430 square miles on August 3rd.

Suffolk received a National Award of 1st Place in our population category for our participation in both 2008 *and* 2009; in fact, we were the highest ranking city in the *entire* state of Virginia, and the *only* Hampton Roads city to have even been recognized. We’re not stopping until we bring back another 1st Place Award — and you can help us achieve that goal!

An easy way to get involved is to organize neighborhood block parties which for generations have served as a way for neighbors to meet each other. Traditionally held around holidays such as the 4th of July or Labor Day, whatever the reason or season, they are fun and easy ways to build neighborhood spirit and unity.

You don’t have to live in a neighborhood of single-family homes to be involved in a block party. Block parties can happen everywhere – apartment buildings, townhouse complexes, condominium public spaces, neighborhood parks – the list is as endless as are the friendships that can be created!

This guide is organized as an easy reference so that all necessary information, forms, and “do’s and don’ts” are in one place. So don’t hesitate! Gather a couple of your neighbors, follow the information in this guide, and invite everyone to join in!

To register your National Night Out block party, contact Diana Klink, Suffolk Department of Media & Community Relations Manager, at 514-4104. We hope to be able to include as many neighborhoods as possible on our official motorcade visits with local government, public safety personnel and members of the City of Suffolk National Night Out Committee on the evening of August 3rd.

***Remember...an alert and cooperative neighborhood
is the best defense against crime!***

Give Neighborhood Crime & Drugs A Going Away Party!



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What is National Night Out?

It's America's Night Out Against Crime!

"For a community to be whole and healthy, it must be based on people's love and concern for each other." — Millard Fuller

National Night Out is our opportunity to enhance the partnership between citizens, businesses and law enforcement communities in our efforts to make Suffolk a safe place to live work, and raise our families. Our goal is to involve as many citizens, businesses and neighborhoods as possible in our fight to rid our communities of crime. To do this... ***WE NEED YOUR HELP!***

Throughout the summer and culminating on the night of August 3, 2010, Suffolk neighborhoods and businesses are being invited to join forces with thousands of communities nationwide for the "27th Annual National Night Out" crime and drug prevention event. National Night Out, which is sponsored by The National Association of Town Watch (NATW), will involve over 35 million people. August 3rd will be a night that citizens across America can send a powerful message about neighborhood unity, awareness, safety and police-community partnerships. Help us put the **UNITY** back into **COMMUNITY** and join our award-winning team to let criminals know that Suffolk truly is *united and dedicated to building a safer, more caring city!*

National Night Out is designed to:

- ❖ ***Heighten crime, drug and violence prevention awareness***
- ❖ ***Generate support for, and participation in, local anti-crime efforts***
- ❖ ***Strengthen neighborhood unity and spirit and enhance police-community partnerships***
- ❖ ***Send a message to criminals letting them know neighborhoods are organized and fighting back***

Residents in neighborhoods across the nation are asked ***to lock their doors, turn on outside lights and spend the evening outside with neighbors and police.*** Suffolk's National Night Out events have received National Award Recognition in Category 3 (population 30,000 to 99,999) over the last several years, and in fact in both 2008 *and* 2009 we ranked ***1st nationwide*** and were the highest ranking city in the *entire* State of Virginia in *any* population category, and the *only* Hampton Roads city to even be recognized! We've set the bar even higher this year and won't stop until we bring back another 1st Place Award for Suffolk!

NNO has proven to be an effective, inexpensive and enjoyable program to promote neighborhood spirit and police-community partnerships. Plus, the benefits our community will derive from NNO will most certainly extend well beyond the one night!

For more information, visit: www.nationaltownwatch.org/nno/

10 Reasons To Have a Block Party

1. ***To have fun! No excuse is needed to celebrate!***
2. To meet your neighbors. When you know who lives in your neighborhood, the more likely you are to identify strangers or suspicious people.
3. To increase the sense of belonging in your neighborhood.
4. To organize a Neighborhood Watch Group, contact the Suffolk Police Department Community Improvement Unit at 514-7861.
5. To make additional connections within the community. When you know people, you can exchange skills or resources and perhaps organize a book club, recipe swap, babysitting co-op, share walking to school or to bus stop duties, or find new friends for your children – *and yourself!*
6. To plan a campaign for traffic slowdown, better lighting, or address other interests or neighborhood concerns.
7. To “use” the street for one day, to, for example: rollerblade, play hockey or play other games.
8. To meet some of the old-time residents in the neighborhood and learn the neighborhood’s history.
9. To have a neighborhood clean-up day, play some good music and barbecue once all of the work is done.
10. To start a yearly neighborhood tradition of getting together at least once a year!

How To Get Started

1. Gather a few neighbors and divide up the tasks. Decide on a possible theme (Retro, Disco, Luau, Mardi Gras, Patriotic, Ice Cream Social, etc.), activities, etc. Decide what to do about food (potluck, neighbors with last names starting from A-K bring main dish, L-Z bring desserts, etc.).
2. Start knocking on doors to find out if there is enough interest and, if so, which day would be the best for the most people (*if planning for a Block Party at other times than while participating with National Night Out on August 3rd!*)
3. Pick a date and time (*again, see 2, above!*). Plan to end the event before 9:00 pm in order to respect bedtime and neighborhood peace and quiet. Think of an alternate plan in case of poor weather. We celebrate National Night Out rain or shine!
4. Go door to door:
 - ❖ Hand out an invitation (use the one included in this guide, or create your own based on your theme).
 - ❖ Ask people to fill out the Block Party details sheet and let them know where to return it (use the one in this guide, or create your own).
 - ❖ Recruit volunteers.
5. Decide if this will be a block party restricted to those on the street/block or will people be able to invite friends/relatives (if yes, how many). Make this clear in your flyer/invitation.

Good Ideas



- ♥ Invite your City Council member, school principal or city staff member to your block party.
- ♥ Make sure you have a sign-in sheet with the names of everyone who attends the party and everyone you contacted; after all, the idea of a block party is to connect neighbors.
- ♥ Identify special talents your neighbors might have – you may be living next to a magician, singer, dancer, artist, radio host or prize winning cook!
- ♥ Plan lots of activities for children (watermelon or pie eating contests, hula hoop or jump rope contests, coloring, puzzles and games, water balloons, etc.) — and don't forget seniors (checkers, horseshoes, bingo, etc.)!
- ♥ Include activities that encourage people to meet each other. Use nametags and include children by asking them to create the tags.
- ♥ Make sure that people with disabilities can participate in the activities and include their attendants (those with Seeing Eye dogs or in wheelchairs).
- ♥ Institute a bathroom policy – everyone to use their own – so that home security is maintained.
- ♥ Inspire clean-up after the party by rewarding children with a prize for packing up garbage.
- ♥ Have a block/street clean-up as part of the party.
- ♥ Distribute an evaluation form to participants (to get a good response, number the forms and have door prizes for returned entries).



Reminders

- 💡 Alcohol is only permitted on private property, not on city streets or in parks.
- 💡 Residents should observe security precautions, for example, lock back doors to houses, and keep equipment in sight. Don't forget to join the millions of folks nationwide by turning your porch lights on!
- 💡 In hot weather food spoils quickly: all perishables such as mayonnaise, salads or meats should be stored in coolers and be kept at the proper temperature.
- 💡 Food cannot be sold on city streets unless the proper permits have been obtained.
- 💡 Loud amplification of music is prohibited.
- 💡 Observe safety precautions for all activities – for example – keep barbeques away from activities of children.
- 💡 Local Dollar Stores and Oriental Trading Company, Inc. (1-800-228-2269, www.orientaltrading.com) are wonderful sources for economical prizes, themed decorations, and much more!
- 💡 ***Remind everyone the day before of the fun and festivities to follow!***



A “SAMPLE” BLOCK PARTY INVITATION:

**You are invited to a Block Party
on National Night Out!**

Let's give Crime, Gangs and Drugs a Going-Away Party!

Date: Tuesday, August 3rd, 2010

Time: 6 pm – 9 pm

Place: _____

Theme/Event: _____

To RSVP, or to help out, please phone:

_____ at _____, or

_____ at _____.





Block Party Details

We are glad you can join us for National Night Out
on _____ at _____
date time

(Suggestions – Tailor to fit the needs of your event.)

We are asking each family to bring:

- ♥♥ Chairs to sit on
- ♥♥ Your own meats or vegetarian food to barbecue
- ♥♥ 1 salad and 1 dessert to share (make enough for _____ people)
- ♥♥ Your own beverages or coffee and tea will be provided
- ♥♥ Your own non-breakable plates, cups and cutlery
- ♥♥ Other



In addition, do you have the following that could be used?:

_____ A barbecue grill

_____ A table

_____ A cooler

Do you have a talent that you would like to share with us?

Suggestions for activities you could organize? _____

Please return this form by _____ (date) to:

Name: _____ Phone: _____

Address: _____

National Night Out Evaluation Form

To help us plan for the success of future events,
your feedback is appreciated.

What were the 3 best things about this block party?

1. _____
2. _____
3. _____

What 3 things would you change for next time?

1. _____
2. _____
3. _____

How would you like the neighborhood connections gained at the block party to be maintained during the year?

1. _____
2. _____
3. _____

Are you willing to help with the planning of future neighborhood events? Yes No

If yes, please leave your name and phone number with:

_____ at _____

Thank You!

(It would be most appreciated if Block Party Coordinators could provide this feedback to the City of Suffolk National Night Out Committee, P. O. Box 1858, Suffolk VA 23439-1858).

Suggested Activities for Getting to Know Your Neighbors

Neighborhood History

- ♥♥ Cultural Connections
 - Have everyone bring their favorite family dish.
 - Teach everyone how to say three things in another language.
 - Use a map to indicate where everyone originally came from.
- ♥♥ Record the story of how everyone came to live in the neighborhood and what he or she likes best about it.
- ♥♥ Identify any special people that live in your area such as the longest resident, politician, artist, eccentric, hero, etc. Have partygoers suggest who, what, where through charades and other games.
- ♥♥ Research your neighborhood's history. Get photos from residents and compile a "Neighborhood Scrapbook" for all to see at the event. This is sure to get everyone talking!

Neighborhood Action

- ♥♥ Discuss what issues/concerns people have (keep this to a predetermined time: remember, a block party should be fun!).
- ♥♥ Establish teams to explore how to resolve the concerns.
- ♥♥ Make plans to have a neighborhood clean-up, and be sure to include area youth so they, too, can have a sense of ownership of their community. (Physical conditions like abandoned cars or overgrown vacant lots contribute to crime. Encourage residents to beautify the area, and ask them to turn on outdoor lights at night).
- ♥♥ Build a bench, plant a garden, plant flowers at your neighborhood entrance or plant a tree as part of the block party activities.

Fun Family Activities

- 🎈 Invite a clown, balloon artist, or magician.
- 🎈 Have games using water balloons, or an ice block sitting contest — *August is HOT!!!*
- 🎈 Rent a “Jump House” but remember, it must not be placed on the street, so use a neighbor’s yard or open space.
- 🎈 Play hide and seek.
- 🎈 Do face painting (*remember to use non-toxic paint*).
- 🎈 Organize a kids’ talent show, parade, or bicycle parade – use a patriotic theme!
- 🎈 Play Pictionary[©] or charades.
- 🎈 “Name that Baby” (Have everyone bring a childhood photo and see who can guess who’s who).
- 🎈 Play Musical Chairs
- 🎈 Rent a Popcorn or Snow Cone Machine.
- 🎈 Have coloring or poster contests with the theme “Safety Odyssey: How We Can Work Together to Keep Violence Out of Our Neighborhoods” and award prizes. Display them at your event for all to enjoy!

The possibilities are endless!



NATIONAL NIGHT OUT 2010

Re: INFLATABLE RIDES (SOURCE: VIRGINIA STATEWIDE BUILDING CODE)

When deciding on your “bouncy bounce” or “kiddy” (inflatable) rides, please ensure that the ride vendor is properly licensed and is able to provide you, the client, with the following information:

The ride must have a current inspection. A permit is not required if the inflatable has been inspected within one year of the date of your event by a locality in Virginia. If it does not have a current inspection, a permit must be obtained at a cost of \$25.00 per each inflatable ride and an inspection must be conducted by city inspectors. Permits should be obtained and inspections should be requested at least 2 full business days before the planned date of the inspection to ensure your ride will be inspected in a timely manner.

The operator must also show proof of liability insurance of an amount not less than \$100,000 per person and \$1,000,000 in the aggregate for each amusement device.

Concerns or Questions?

Call the Department of Planning & Community Development,
Community Development Division:

Wayne Whitehurst, Building Official (757) 514-4156 whitehurst@city.suffolk.va.us

Christina Grover, Customer Service Manager (757) 514-4150
cgrover@city.suffolk.va.us

Renee Bacon, Plans Examiner (757) 514-4164 rbacon@city.suffolk.va.us



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National Night Out, which is sponsored by The National Association of Town Watch (NATW), will involve over 35 million people. August 3rd will be a night that citizens across America can send a powerful message about neighborhood unity, awareness, safety and police-community partnerships. Join us and let criminals know that Suffolk truly is united and dedicated to building a safer, more caring city!

Residents in neighborhoods across the nation are asked to lock their doors, turn on outside lights and spend the evening outside with neighbors and police. Why not schedule a neighborhood cookout, softball game, “flashlight parade,” ice cream social, watermelon eating contest or block party to celebrate?
You’re only limited by your imagination!

Suffolk’s National Night Out events received National Award recognition in Category 3 (population 30,000 to 99,999) in both 2008 **AND** 2009 – in fact, ***we ranked 1st in the Nation!*** We were the highest level city in the ***entire*** state of Virginia in ***any*** population category, and the ***only*** city in Hampton Roads to have even been recognized!

Suffolk’s Theme for 2010: **“National Night Out: A Safety Odyssey”**

As Suffolk continues its unprecedented evolution as one of the fastest growing cities in the State of Virginia, we recognize that we’ll need to maintain the momentum gained by City leaders and community members as we continue to bring together citizens across our 430 square miles — from our most rural communities in southern Suffolk to our high-tech modeling and simulation corridor in the northern part of our city. Public Safety is crucial to our growth and well-being as a city. It doesn’t matter how many homes we build, businesses we attract or recreational opportunities we create...if our citizens don’t feel safe, we have nothing. Ushering in a new decade will be an exhilarating, educational journey for Suffolk as we announce our Project 365 Theme: “National Night Out 2010: A Safety Odyssey.”

For information about scheduled events, or to find out how your community, civic league, youth group, church or business can get involved in National Night Out 2010, please contact Diana Klink, Suffolk Department of Media & Community Relations Manager, at 514-4104.



National Night Out, Tuesday, August 3, 2010
The 2010 National Night Out Committee requests information on your planned activities. We hope to visit as many neighborhood events as possible.

Please return the following information to the Suffolk Department of Media & Community Relations – Diana Klink, P.O. Box 1858, Suffolk, VA 23439

Deadline: July 23, 2010

=====

Name of Group: _____

Location of Event / Time: _____

Name of Contact Person(s): _____

Address of Contact Person: _____

Telephone No: # _____ E-mail: _____

Planned Activities (recreation, food, etc.) _____

Any Special Request: _____



www.suffolk.va.us • P.O. Box 1858 • Suffolk, VA 23434-1858 • (757) 514-7250 • (757) 539-5179

NATIONAL NIGHT OUT 2010 Equipment Request Form

NAME OF HOSTING ORGANIZATION: _____

NAME OF CONTACT PERSON: _____

ADDRESS OF CONTACT PERSON: _____

HOME PHONE / CELL PHONE: _____

E-MAIL ADDRESS: _____

DATE & TIME OF EVENT: _____

LOCATION OF EVENT: _____

Requests may be submitted beginning May 1st.
Deadline to request equipment is July 15th.

NNO EQUIPMENT REQUESTS

Hosting Organization May Request the Following Equipment Based on Availability

(Due to a limited inventory, please **DO NOT REQUEST** equipment that is not needed).

- 10'x10'-TENTS:** (limit of 2/event) # Requesting: _____
- 6'-TABLES:** (limit of 5/event) # Requesting: _____
- FOLDING CHAIRS:** (limit of 15/event) # Requesting: _____
- LIST OTHER EQUIPMENT (MAY NOT BE AVAILABLE):** _____

Once request has been approved, a confirmation e-mail will be sent to e-mail address provided above.
A staff member will contact organization with set-up specifics prior to event.

PARKS MANAGER:

Terry Baronner

757-514-7252

Fax Number

757-539-5179

E-MAIL ADDRESS:

tbaronner@city.suffolk.va.us

Authorized Staff Below:

Date Received: _____

Approved: *Disapproved:*

CITY OF SUFFOLK, VIRGINIA
NEWCOMERS GUIDE

Welcome to Suffolk! As a new resident, you may have some questions about the City and the many services available to you. The following information is designed to help ease your transition into your new home and life here in Suffolk. If you would like additional information about visiting or relocating to the City of Suffolk, please feel free to stop by our Visitor Center at 321 N. Main Street or give us a call at 757-514-4130 / 866-SEE-SUFK (toll free).

UTILITIES

Electricity

Dominion Virginia Power
(888) 667-3000
www.dom.com

Community Electric Cooperative
(757) 242-6181
www.comelec.coop

Natural Gas

Virginia Natural Gas
(866) 229-3578
www.vanaturalgas.com

Columbia Gas of Virginia
(800) 543-8911
www.columbiagasva.com

Telephone

Verizon
(757) 954-6222
(800) 483-4400
www.verizon.com

Water/Sewer

City of Suffolk
Department of Public Utilities
(757) 514-7000
www.suffolk.va.us/pub_utl/cust_svc.html

Wastewater Treatment

Hampton Roads Sanitation District
(757) 460-2261
www.hrsd.state.va.us

Trash Collection

City of Suffolk
Department of Public Works
(757) 514-7630
www.suffolk.va.us/pub_wks/refuse.html

Solid Waste Disposal

Southeastern Virginia Public Service Authority (SPSA)
(757) 539-1091
www.spsa.com

CONSUMER & SUPPORT SERVICES

Newspapers

Suffolk News Herald
(757) 539-3437
www.suffolknews herald.com

Daily Press
(757) 247-4800
www.dailypress.com

The Virginian-Pilot
(757) 446-2000
www.pilotonline.com

Cable

Charter Communications
(888) 438-2427
www.charter.com

Schools

Suffolk School Board
100 North Main Street
(757) 925-6750
www.spsk12.va.us

Postal Service

Post Office (Main Station)
445 North Main Street
(800) ASK-USPS
www.usps.com

Library

Morgan Memorial (Main Branch)
(757) 514-7323
www.suffolk.lib.va.us

Transportation

HRT
(757) 222-6100
www.hrtransit.org

VDOT
(800) 367-ROAD
www.virginiadot.org

Voting

City of Suffolk Voter Registrar
434 West Washington Street
(757) 514-7750
www.suffolk.va.us/registrar

Health Care

Sentara Obici Hospital
2800 North Main Street
(757) 934-4000
www.obici.com

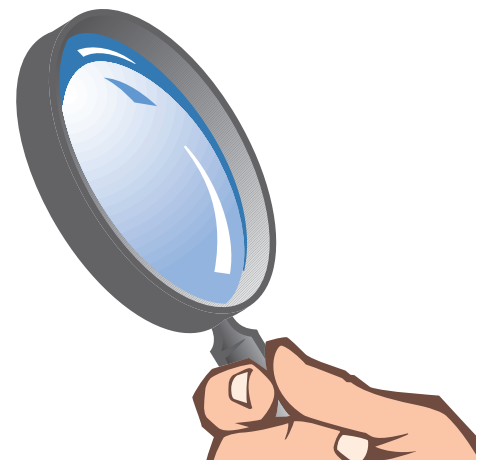
City of Suffolk Health Department
135 Hall Avenue
(757) 514-4700
www.suffolk.va.us/health-dept/index.html

More...

Social Security Administration
502 Hill Point Road
(757) 934-0532
www.ssa.gov

City of Suffolk Department of Social Services
135 Hall Avenue
(757) 514-7450
www.dss.state.va.us

Division of Motor Vehicles
268 Holladay Street
(800) 435-5137
www.dmv.state.va.us



TAXES / LICENSES

State Income Tax

The Commissioner of the Revenue prepares and audits State Income Tax Returns. You must have your completed Federal Income Tax form and your W-2 in order to receive assistance. State Income taxes are due by May 1.

(757) 514-4260 / www.suffolk.va.us/comrev/sit.html

Real Estate Tax

The Real Estate Tax Assessor assesses all property in the City. Re-assessment notices are mailed to property owners in April. Real Estate taxes are due in two installments: the first half due December 5 and the second half due June 5.

(757) 514-4275 / www.suffolk.va.us/trsr/re.html

Personal Property Tax

The Commissioner of the Revenue's Office assesses all Personal Property tax based upon the portion of the year the property was located in Suffolk. The City Treasurer mails personal property bills in October and they are due December 5.

(757) 514-4260 / www.suffolk.va.us/comrev/ppt.html or www.suffolk.va.us/trsr/pp.html

Animal Registration / Dog License

All dogs six months and older must be registered with the City Treasurer. Dog Licenses are due by March 1st of each year.

(757) 514-4275 / www.suffolk.va.us/trsr/dogs.html or www.suffolk.va.us/anml_ctrl/reg.html

EDUCATION



Suffolk Public Schools

The Mission of Suffolk Public Schools is....
To partner with the community we serve;
To provide an effective educational experience;
To prepare every student to find success in our complex society.
(757) 925-6750 / www.spsk12.net

Private Schools

First Baptist Christian School
237 North Main Street
Suffolk, VA 23434
(757) 539-4152
www.fbcsuffolk.org

Nansemond-Suffolk Academy
3373 Pruden Boulevard
Suffolk, VA 23434
(757) 539-8789
www.nsacademy.org

CHECK US OUT ON THE WEB!

www.suffolk.va.us

Employment Opportunities

www.suffolk.va.us/hr

Parks & Recreation

www.suffolk.va.us/parks

Your Community Pages

www.suffolk.va.us/community

Tourism

www.suffolk-fun.com

Economic Development

www.yessuffolk.com

WHO DO I CALL IF.....

I need to change my voter registration and/or find my local polling precinct?

Voter Registrar @ (757) 514-7750

I want to complain about a traffic light?

Public Works @ (757) 514-7603

I need a special garbage pickup?

Public Works @ (757) 514-7630

My neighbor's dog just won't stop barking?

Animal Control @ (757) 514-7855

I want to report a pothole or clogged storm drains?

Public Works @ (757) 514-7600

I need to contact the police for a non-emergency?

Public Works @ (757) 923-2350

I need to contact the fire department for a non-emergency?

Fire & Rescue @ (757) 514-7550 or Fire Marshall @ (757) 514-7540

I need information about building permits and/or inspections?

Department of Planning and Community Development @ (757) 514-4150

**IN CASES OF EMERGENCY,
ALWAYS CALL:**

- Police: 911
- Fire & Rescue: 911
- Emergency Management Services: 514-7586
- Animal Control: 514-7855
- Public Utilities: 514-7000

SUFFOLK CITY GOVERNMENT

CITY COUNCIL

P.O. Box 1858 • Suffolk, VA 23439
(757) 514-4012 / Council@city.suffolk.va.us

Linda T. Johnson, Mayor
Curtis R. Milteer, Sr., Vice Mayor
Whaleyville Borough
Joseph H. Barlow
Chuckatuck Borough
Charles F. Brown
Cypress Borough

Jeffrey L. Gardy
Holy Neck Borough
Charles D. Parr, Sr.
Suffolk Borough
Leroy Bennett
Nansemond Borough
Robert Barclay, IV
Sleepy Hole Borough

CITY MANAGER

Selena Cuffee Glenn
P.O. Box 1858
Suffolk, VA 23434
(757) 514-4012

FOIA OFFICE

441 Market Street,
Suite 205
Suffolk, VA 23434
(757) 514-4104

Suffolk
VIRGINIA
It's a good time to be in Suffolk