

Date	Event	Action/Discussion/Distribution	Supporting Documents
11/27/07	Council Work Session	Report provided by Curt Andrich, Senior Consultant (L. R. Kimball & Assoc.) - Report identified the Jefferson Street site as the city's prime transmitter site for the existing system. - Provided estimate of \$3.5 million to install a digital radio system	Minutes
9/1/09	Community Safety & Public Services Committee Meeting	Discussion of public safety communications system, narrowbanding issue and estimated costs of corrective action by Lynn Miller (City's Emergency Management Coord.) and Dan Smith (L. R. Kimball & Assoc.)	Minutes
7/13/10	Regular Council Meeting	Resolution to authorize agreement with L. Robert Kimball & Assoc. to complete services on radio communications system. Resolution (R-2010-43) unanimously approved by voice vote.	Minutes
8/16/11	Council Work Session	Presentation by Sherry Bush, Project Mgr. & Chris Kelly, Technical Advisor (L.R. Kimball & Assoc.) - Discussion provided Kimball's opinion of the current problem areas and to provide options. - Resolution (R-2011-31) was deferred until the August 23, 2011 Council work session.	1) Presentation 2) Minutes 3) Resolution
8/17/11	Winchester Star article	<i>Decision on city emergency system delayed one week</i>	
8/23/11	Council Work Session	Discussion relating to additional information presented during the 8/16/11 work session resulted in a motion being presented and unanimously approved to move forward with the development of and RFP for an 800 MHz system and other options (RFP to be discussed with Council prior to issuance).	Minutes
8/24/11	Winchester Star article	<i>City to take bids on range of communications systems</i>	
9/13/11	Regular Council Meeting	Resolution to authorize the issuance of an RFP which was to include a range of options.	Minutes
11/22/11	Council Work Session	Discussion about draft RFP and resolution (R-2011-63) to move forward to voting. Motion made.	1) Minutes 2) Resolution

11/23/11	Winchester Star article	<i>City oks plan for radio system bids</i>	
12/13/11	Regular Council Meeting	Resolution (R-2011-63) to authorize the distribution of an RFP was unanimously approved.	Minutes
12/15/11	RFP	RFP #200823 distributed	Procurement Timeline
1/10/12	RFP Pre-proposal Meeting	Mandatory meeting for prospective offers. Five representatives attended (Motorola, Teltronic, Harris, Tait & Morcom)	
1/25/12	RFP Extension	A two-week bid extension was issued	
2/29/12	Proposals due	Proposals were due this day by 2:00 pm. One responsive proposal was received from Motorola. One non-responsive proposal from Teltronic was rejected for being late under the VA Public Procurement Act.	
3/1/12	Proposal review	Evaluation committee begins reviewing proposal from Motorola	
3/20/12	Council Work Session	Staff report updating Council on the communications project presented by Lynn Miller and Steve Corbit, City's Purchasing Agent	1) Minutes 2) Staff Report
3/21/12	Winchester Star article	<i>City faces dilemma on new radio system, Lone bid on new radio system may be cost prohibitive</i>	
3/26/12	Motorola Interview	Evaluation committee conducts interview with Motorola and presents 67 questions.	
4/24/12	Interpretation	Zoning Ordinance interpretations relating to 700 Jefferson Street	Interpretation
4/24/12	Council Work Session	Staff report was provided which addressed issues including, but not limited to, background, study determinations, corrective actions, alternatives, etc.	1) Minutes 2) Staff Report
4/25/12	Winchester Star article	<i>City faces deadline on system</i>	
5/16/12	Email communications	Email communications between City Manager and Council members concerning report provided by Emergency Mgt. Coordinator summarizing points of discussion between the City and Motorola Solutions during negotiations	Emails

6/19/12	Council Work Session	Three items were discussed: A) Resolution (R-2012-45) to enter into negotiations with the vendor regarding a 250' communications tower. Item was moved forward to regular Council meeting. B) Resolution (R-2012-46) to initiate discussion with the Winchester School Bd and the Handley Trust pertaining to the acquisition of land. C) Resolution (R-2012-47) authorizing the City Manager to execute a contract with Motorola Solutions for the purchase and installation of a radio communications system. All items were moved forward to the July regular Council meeting.	1) Minutes 2) R-2012-45 3) R-2012-46 4) R-2012-47
6/20/12	Winchester Star article	<i>City could build, lease tower for communications system</i>	
7/1/12	5-Year CIP Budget	Five-Year Capital Improvement Plan (CIP) budget reflected the communication project having a budget of \$1 million in 2011, \$2 million in 2012, and \$2 million in 2013. As of July 1, 2012, the project was reduced to \$3.5 million.	CIP Budget
7/10/12	Regular Council Meeting	A) Resolution (R-2012-45) passed with 8/0 vote. B) Resolution (R-2012-45) passed with 8/0 vote. C) Resolution (R-2012-47) passed with 8/0 vote.	Minutes
7/11/12	Winchester Star article	<i>City moves ahead on \$3.6M upgrade in communications</i>	
11/6/12	Winchester Star article	<i>Emergency system plan on hold in city</i>	
11/14/12	Contract	Executed contract with Motorola Solutions	Contract
12/27/12	Winchester Star article	<i>City down to the wire waiting for word on emergency communications tower</i>	
1/4/13	Meeting with Scott Bridgeforth	Dale Iman, City Manager, met with Scott Bridgeforth to update him on all information related to the tower to be constructed at the Jefferson Street site adjacent to his property.	
2/22/13	Winchester Star article	<i>FAA clears city for takeoff</i>	
2/25/13-9/12/13	Discussions with MSV	Email thread was initiated by Ms. Armel (MSV) to Tim Youmans (City's Planning Director) relating to her being contacted by a	Emails

		neighbor about the proposed communications tower. Tim responded and provided information including a date of a Council meeting and articles in the Winchester Star.	
3/5/13	Council/Winchester School Bd Ad Hoc Committee Meeting	A presentation by Lynn Miller was provided to the committee and attending residents on the Jefferson Street tower project.	1) Presentation 2) Minutes
7/2/13	Email communications	The email from the City Manager advised all councilors that the balloon test as required in the Environmental Assessment to determine impact on historical sites would be performed on July 3, 2013. It also provided a schedule relating to the submittal and pursuit of the Conditional Use Permit.	Emails
7/3/13	Site and balloon test	A site and balloon test performed by Cultural Resources Inc. in accordance with the VA Department of Historic Resources. The report concluded no adverse effect on the identified historical resources.	Report can be reviewed at the Emergency Mgt. Office (TPSC)
7/3/13	Pre-application meeting	A meeting was held between Tim Youmans (City's Planning Director), Aaron Grisdale (City's Director of Zoning & Inspections), Jon Erickson (Morris & Ritchie Assoc.) and Lynn Miller (City's Emergency Mgt. Coord.) to discuss the Conditional Use Permit application and determine areas of concern.	Minutes
7/8/13	Conditional Use Permit Application	Application submitted	
7/13/13	Planning Commission Work Session	Project discussed	
8/5/13	Public Hearing Notice	A Notice of Public Hearing ad published in The Winchester Star	Notice
8/5/13	Notice to Owners	A Notice was sent to the three adjoining property owners concerning the upcoming public hearing at the August 20, 2013 Planning Commission Meeting.	Notice
8/12/13	Public Hearing Notice	A Notice of Public Hearing ad published in The Winchester Star	Notice
8/14/13	Winchester Star article	<i>City's communication tower under scrutiny</i>	
8/20/13	Planning	Project discussed and public hearing held	1) Agenda

	Commission Meeting		2) Minutes
8/21/13	Winchester Star article	<i>Commissioners reluctantly recommend tower near Kerr</i>	
8/27/13	Council Work Session	Council requested additional information be supplied for the Sept. 10, 2013 regular council meeting including consideration and analysis of a site on the Winchester Medical Center Campus.	Draft Minutes
8/28/13	Notice to Owners	A Notice was sent to the three adjoining property owners concerning the upcoming public hearing at the September 10, 2013 Regular Council Meeting.	Notice
8/28/13	Winchester Star article	<i>City advances tower plan while eyeing alternative site</i>	
9/5/13	WMC Report Submitted	Motorola submitted a report that considered and analyzed the WMC campus as an alternative site	WMC Report
9/6/13	Winchester Star article	<i>Disputed tower heads to council</i>	
9/6/13	TV3 Winchester Report	<i>New radio tower stirs controversy</i>	Report
9/7/13	Winchester Star editorial	<i>Our View: Jefferson tower-the best of sites, the worst of sites</i>	
9/10/13	Regular Council Meeting	Public hearing received comments from 10 citizens objecting to the location of the proposed tower (Jefferson St.). Information relating to the site on the WMC campus was not discussed. Council tabled the agenda item and requested that Councilors and the public submit questions to the City Manager by Friday, Sept. 13. Staff would review the questions and responses will be posted on the City's website.	Agenda
9/11/13	Winchester Star article	<i>Jefferson St. tower put on hold by city</i>	