

**INSIDE:  
APPLICATION**

**Winchester**  
*Virginia*

## **BOARDS & COMMISSIONS**

- Board of Architectural Review (BAR)
- Board of Equalization of Real Estate Assessments
- Board of Zoning Appeals
- Community Policy Management Team (CPMT)
- Economic Development Authority
- Environmental Sustainability Taskforce
- Fire Prevention Code Board of Appeals
- Frederick-Winchester Metropolitan Commission (MPO)
- Frederick-Winchester Service Authority
- Handley Board of Trustees
- Handley Library Board
- Local Board of Building Code Appeals
- Old Town Development Board (OTDB)
- Parks & Recreation Advisory Board
- Planning Commission
- Regional Jail Authority
- Winchester School Board
- Shenandoah Area Agency on Aging (SAAA)
- Social Services Advisory Board
- Winchester-Frederick County Tourism Board
- Winchester Parking Authority
- Winchester Regional Airport Authority
- Winchester School Board



City of Winchester, Virginia

Elizabeth A. Minor  
Rouss City Hall  
15 N. Cameron Street  
Winchester, VA 22601  
(540) 667-1815  
(540) 722-3618 Fax  
www.winchesterva.gov

Dear Winchester Citizen:

Thank you for your interest in serving on a City of Winchester Board or Commission. City Council relies heavily on our advisory boards, commissions and authorities to help us make informed decisions. Your time and expertise will be greatly valued and utilized as we are a local government striving to provide high quality services to all our residents, visitors and economic partners. It's not always an easy task, but with our focus on the greater good, we always try to keep Winchester moving forward while remembering how we got to where we are today.

I strongly encourage you to visit our website for more information about your local government and our strategic plan, attend public meetings and most importantly, get involved. Every person in the community can make a difference, but it's more powerful when we all work together.

By taking this application you are demonstrating a dedication to your community and it's future. For that, I thank you and hope to have the opportunity to work with you in the near future to achieve the City's goals.

Sincerely,

Elizabeth Minor  
Mayor



*"The Apple Capital"*



**VISION  
2028**

**MISSION**

**GOALS**

To be a beautiful, vibrant city with a historic downtown, growing economy, great neighborhoods with a range of housing options and easy movement

To provide a safe, vibrant, sustainable community while striving to constantly improve the quality of life for our citizens and economic partners

- Encourage sustainable economic growth
- Accelerate revitalization throughout the city
- Enhance quality of life for all Winchester residents
- Improve City services and advance the strategic plan



# CANDIDATE APPLICATION FORM

## for City Council-Appointed Boards & Commissions

A City Council subcommittee will conduct interviews of applicants interested in serving on a City Board and/or Commission. Interviews are generally conducted on the first Tuesday of the month after 4:00 pm.

Candidate for vacancy on: 1. \_\_\_\_\_ 2. \_\_\_\_\_

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Email: \_\_\_\_\_

Home FAX: \_\_\_\_\_ Winchester resident for \_\_\_\_\_ years

Profession: \_\_\_\_\_ Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Email: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

I have read and will adhere to the City's Code of Ethics (see reverse) and agree to serve at the pleasure of Council until my term expires or I am released.

Why do you wish to serve the City of Winchester?

What experience or education do you have relative to the position(s) for which you are applying?

What are your major interests or concerns regarding the City?

What other interests or concerns do you have regarding the community?

Have you ever been convicted of a criminal offense? If so, please list.

Yes  No Explain: \_\_\_\_\_

Have you ever been involved in a matter that could negatively impact the public's perception regarding a decision by Council to appoint you to a board or commission? If so, please explain.

Have you or any member of your immediate family ever been employed by the City or Winchester Public School System?

Yes  No

Are you aware of any issues which could cause a conflict of interest if you are selected to serve on the board or commission to which you have applied? If so, please explain.

Please list any previous or present involvement in public service that you may have had such as service as a member of City Council, board or commission member, citizen committee, etc. in Winchester or elsewhere.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Your information can be entered using an online application process (preferred):**  
**<http://winchesterva.iqm2.com/Citizens/Board>**

**If you prefer to use the paper application, please use one of the below submittal options:**

- 1) Mail - Rouss City Hall, 15 N. Cameron Street, Winchester, VA 22601
- 2) Email - [pio@winchesterva.gov](mailto:pio@winchesterva.gov)
- 3) Fax - (540) 722-3618, Attn: Communications Manager

Applications will remain on file for two years. The City of Winchester volunteer positions are open to all persons without regard to race, sex, age, handicap, religion, ethnic background, or national origin.



The Winchester City Council believes that board members are an extension of the City, and as such, should hold themselves and each other to the highest standards as contained below in the City's Comprehensive Employee Management System Policy 7.16 – Code of Ethics.

The Code of Ethics is intended to provide ethical guidelines for City Councilors, employees and Council appointed Board and Commission members that are responsive to the public needs and preclude even the appearance of impropriety in the performance of their duties. All City Councilors, employees and Council appointed Board and Commission members have an obligation to conduct their official duties in a manner that serves the public interest, upholds the public trust and protects the City's resources.

Councilors, Board and Commission members, Department Heads, and supervisors must take a leadership role in the promotion and execution of the Code of Ethics. All City officials and employees have a responsibility to place cooperation, trust, and respect at the head of all they do.

Read the City of Winchester's Code of Ethics online at [www.winchesterva.gov/government/boards-and-commissions](http://www.winchesterva.gov/government/boards-and-commissions). To request a hard copy of the code, please contact the City Manager's Office at (540) 667-1815 or [cityclerk@winchesterva.gov](mailto:cityclerk@winchesterva.gov).