

# City Manager's WEEK IN REVIEW

In an effort to better inform Council, employees and the public about current City activities and issues, the City Manager's Office issues the Week In Review with highlights from staff activities for the prior week. The Week In Review is published and distributed every Monday. If you have comments, questions or suggestions regarding the Week In Review, please contact City Manager Eden Freeman at [citymanager@winchesterva.gov](mailto:citymanager@winchesterva.gov) or 540-667-1815.

## PUBLIC SAFETY

### Winchester Police

- Conducted two traffic surveys on Meadow Branch Avenue:
  1. By Officers:
    - Vehicles Observed: 428
    - Average Speed: 26.37
    - Highest Speed: 37
    - Citations: 3
    - Thru Trucks Observed: 0
  2. By Public Works (Method: Traffic counter on the road)
    - 30,500 vehicles
    - Average Speed: 28.5
    - Violation Rate: .02%
- Provided added patrol and security for Rockin' Independence Eve event, fireworks and Liberty 5K race.
- Created scholarship for minority youth through Foundation and Selma Medical.
- Held meeting to discuss possible revamping Special Event Permit process.
- Met with family of an overdose victim.
- Investigated two possible overdose deaths.
- Officers attended recruitment fair in Ocean City, MD.
- Continuum of Care conducted a training program for officers that covered resources available to help the area's homeless.
- Began accepting applications for the [Citizen Police Academy](#).

Police Activity	#
Calls for Service	851
Violent Crimes	10
Property Crimes	31
Accident Reports	11
Alarms	30
False Alarms	30
Directed Patrols	87
Directed Patrols Old Town (OTW)	18
Extra Patrols	103
Extra Patrols OTW	2
Traffic Citations	22
Written Warnings	23

### Winchester Fire & Rescue

- Provided Fire and EMS coverage for Rockin' Independence Eve. Downtown EMS standby was covered by department volunteers from Rouss-Station 2 and Shawnee-Station 4. Volunteer and career staff provided standby services for the evening fireworks.
- Shawnee-Station 4 volunteers attended Winchester Royals game and staffed the regional recruitment and retention booth.
- Participated in the Willows of Meadow Branch 3rd annual Local Hero's Breakfast.
- Met with Shenandoah County Fire and Rescue on assisting with Active Shooter training and drills.

F&R Activity	#
Fire	1
EMS/Rescue	92
Hazardous Condition	2
Service Call	7
Good Intent	6
False Alarm	10
Special Incident	32
Plan Review	2
Inspections	3
Reinspections	4



- Worked with City Attorney and Zoning Administrator to draft suggested language for a finding to support a motion to deny the telecommunication tower on the DMMS site to be considered at the July 12 Council meeting given the 5-3 vote at Work Session to forward recommending denial.
  - Met with representatives from OakCrest, Reader-Swartz, and Greenway Engineering to review preliminary Development Plan (site layout) and floor plans for condo project to be known as The Lofts at Creekside.
  - Attended the dedication ceremony celebrating North End historic sites and citizens hosted by Councilman Hill at the greenspace adjacent to the new roundabout.
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### Zoning & Inspections

- Completed:
    - 54 building permit inspections and issued 26 building permits (\$724,449 valuation).
      - Notable project – 333 W. Cork St (Old Hospital) – Interior Demo of 1/2/5/6/7 floors (\$530,000 valuation).
    - 95 code enforcement inspections and initiated 31 new cases.
    - 1 new business review (1 Certificate of Home Business).
  - Removed 21 signs in violation from the public right-of-way (YTD=317).
  - Issued final certificate of occupancy for Chick-Fil-A (2230 S. Pleasant Valley Road).
  - Prepared Board of Zoning Appeals agenda packet for July 13 meeting.
  - Attended Planning Commission Work Session. Presented a zoning text amendment for modifications to the review criteria for the Board of Architectural Review. (Next step: Planning Commission public hearing on July 19).
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### Economic Redevelopment

- Met with local investors regarding funding sources for the redevelopment of local catalyst sites.
  - Continued completing various tasks regarding the EDA's sale of the ownership in the Taylor Hotel.
  - Discussed various redevelopment opportunities regarding the Winchester Towers with regional and national property developers.
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### Old Town Winchester

- Preparing for upcoming [Friday Night Live](#) event on July 15 and [Taylor Pavilion Sunday Concert](#) on July 17.
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### Winchester-Frederick County Tourism

- Took part in the monthly appearance on the [Tourism Tuesday](#) radio show on The River 95.3 FM. We had two Winchester Royals pitchers as guests and talked about them, their experiences here, and the games.
- Met with the City Treasurer's Office on Wednesday to work out final payment processing details for switching our Visitor Center Point of Sale system over to ShopKeep.
- Continued developing a number of various itineraries for Virginia Tourism and the Shenandoah Valley tourism efforts. These are designed to assist potential visitors as well as travel writers and group travel planners.
- Took part in an extended Shenandoah Valley Destination Marketing Organization (DMO) meeting in Harrisonburg, with discussion focusing on the upcoming [Family Travel with Colleen Kelly](#) filming, collaborative [CRUSA](#) marketing options, a Virginia Tourism familiarization meeting, the developing branding effort, and the Shenandoah Spirits Trail project development.
- Had a Tourism Board branding committee meeting to review submitted bids to the current RFQ for rebranding the Winchester-Frederick County Convention and Visitors Bureau (CVB).
- Had a meeting with the Winchester Regional Airport regarding the possibility and logistics of inviting a biplane ride operator such as Goodfolk and O'Tymes to come offer rides during at least one upcoming fall event.

## PARKS & RECREATION

- Indoor Pool - a pressure test was performed and a leak was found in one of the skimmers. Repair is scheduled for July 14-17, which will close the pool to the public
- Outdoor Pool - repairs made included gauges replaced, flowmeter and transfer valve replaced, vacuum line cleaned and pool pressure tested.
- Trimmed overgrowth on the Green Circle Trail near Pall Mall Street.
- Reviewed an area of standing water near the Abrams Creek Wetlands and consulting with Public Services.
- Liberty 5K Race was held in Jim Barnett Park on Monday, July 4.
- Managed and executed the Fireworks show on Sunday, July 3 in conjunction with Old Town Winchester's Rockin' Independence Eve event.

## WINCHESTER PARKING AUTHORITY

- 1,247 vehicles utilized the garages from noon on Sunday, July 3 to 11 am on Monday, July 4 during sponsored free parking for Rockin' Independence Eve.
- Virginia Defense Force was on site at Court Square and George Washington Autoparks to prevent rooftop access during the Rockin' Independence Eve event.
- As of June 29, there were 964 monthly parkers in the garages (3 rentals and 2 cancellations).

## SOCIAL SERVICES

- Received 58 Benefit Program applications—37 SNAP, 32 Medicaid, 9 TANF, 3 Child Care, 23 Cooling Program.
- Currently serving the following individuals in Benefit Programs:
  - 3,843 receive SNAP
  - 163 receive TANF
  - 5,373 receive Medicaid
  - 46 receive VIEW Services
  - 30 receive Child Care Subsidy
- Currently completing 45 Child Protective Services family assessments and investigations relating to allegations of child maltreatment.
- Currently completing 10 Adult Protective Services investigations.
- Completed 3 Pre-Admission Screenings with the Health Department.
- Provided Family Services Prevention Case Management to 8 families.
- Staff Attended:
  - Breaking Barriers Webinar-Focused on overcoming the barriers of a criminal record when trying to re-enter the workforce.
  - Meeting with Division of Child Support Enforcement
  - Regional Supervisors' Meeting for Permanency and Child Protective Services
  - Voter Registration Training
  - Virginia Department of Social Services Information Security and Privacy Awareness Training
  - Virginia League of Social Services Executives (VLSSE) Administration Committee Meeting

Weekly Activity	#
Walk-in clients	251
Client info drop offs	115
Child Protective Service Referrals	12
"On notice" for foster care entry by JDRC	5
Children in Foster Care	36
Entered Foster Care	0
Exited Foster Care	2
Child Protective Services ongoing cases	34
Adult Protective Service Referrals	0
Adult services provided	11
Adult guardianships	3
Adult protective investigations	10
Benefit fraud investigations	11
Fraud allegations received	0

## SUPPORT SERVICES

### Information Technology

- Completed installation of the desktop ManageEngine software to manage computer patching.

- Prepared for Social Services network reconfiguration by VITA/NG later in July.
- Continued mobile device management software configuration.
- Resolved network connectivity issues with always on VPN from fire stations.
- Migrated to US-based support for virtual server management software.
- Continued to support issues resolution with INHANCE utility billing software.
- Attended long-term electrical outage planning meeting with Emergency Management.
- GIS Division merged with IT Department.
- GIS Coordinator attended regional planning session for GIS training project.

## Finance

- Produced and uploaded the [City's FY17 Budget in Brief booklet](#) (a citizen's guide to the City's general fund budget) to the website.

## COMMUNICATIONS

- Articles in *The Winchester Star* this week:
  - July 2 –
    - How to celebrate the Fourth of July weekend safely
    - Truban, Pate to continue leading city School Board
    - Where to see fireworks this holiday weekend
  - July 5 –
    - Founders feted in celebration (Rockin' Independence Eve)
    - Photos: Curb Appeal (Handley Blvd)
  - July 6 –
    - Report says no charges in chase death
    - Valley Ave drainage system work on schedule
    - Photo: The nation's 240<sup>th</sup> birthday
    - Winchester taking applications for its Citizen Police Academy class this fall
    - Green Street man faces assault charge
    - City hosting meeting on corridor district plans
  - July 7 –
    - Law Enforcement Foundation offers criminal justice scholarship
  - July 8 –
    - Along Memorial Avenue
    - City DUI arrests over weekend plummet from a year ago
- WHAG reports:
  - New scholarship fund aims to increase diversity among local police officers [Watch](#)
- Sent press releases:
  - July 4<sup>th</sup> Fireworks Safety (PD) [Read](#)
  - Police hope to reach minority youth through scholarship (PD) [Read](#)
  - WPD accepting applications for 20<sup>th</sup> Citizen Police Academy (PD) [Read](#)
  - Two public open houses scheduled for upcoming City projects [Read](#)
- Distributed weekly electronic newsletter, [CitE-News](#), to subscribers and posted on social media.
- Gave a presentation about the City's [INSIGHT Citizen's Academy](#) to the Lions Club.
- Created an online Board and Commission vacancy application through the City's member management software (Accela). Plan to launch next week.
- Met with Substance Abuse Coalition Executive Director concerning the City's plan to nominate the Coalition for a Virginia Municipal League (VML) Innovation Award.
- Met with Winchester Police PIO to draft a strategy for implementing a Pedestrian Safety Campaign.
- Recorded a pilot for a potential new online live streaming show about City of Winchester activities, projects, programs and events called "Winchester Today". Host: Rick Ours with WINLifeTV. The pilot will be evaluated to determine if the City should move forward with the partnership. There will be no cost to the City. This show will be used as another public communication tool and streamed weekly with

a different topic each week. The show may also be aired at a scheduled day and time on the City's cable channel 6.

- Distributed the July issue of the Park's monthly electronic newsletter. [View](#)
- Created a web page for the Week In Review archives: [www.winchesterva.gov/week-review](http://www.winchesterva.gov/week-review). This page can also be access from the "Transparency" link on the City website homepage.
- Current projects:
  - City services informational video
  - Evaluating the possible creation of a TV/online streaming show
  - Evaluating social media archiving services
  - Add Green Circle webpage on City's new website
  - Website user training outline
  - FOIA and Boards/Commissions software implementation
  - Strategic Plan booklet update
  - Update ESF#15 section of the Emergency Operations Plan
  - VML Innovation Award nominations

### Photo of the Week



*Instagram Post: "It's a perfect summer day for enjoying the Old Town Splash Pad!"*