

**MINUTES OF THE COMMON COUNCIL
WORK SESSION
April 28, 2015
Council Chambers – Rouss City Hall**

PRESENT: Councilor Evan Clark, John Hill and Corey Sullivan; Vice-President Milt McInturff; City Councilor Kevin McKannan and William Wiley; Mayor Elizabeth Minor; President John Willingham (8)

ABSENT: Vice-Mayor Les Veach (1)

President Willingham called the meeting to order at 7:03 p.m.

2.0 Public Comments: (Each person will be allowed 3 minutes to address Council with a maximum of 10 minutes allowed for everyone)

President Willingham asked if there was anyone wishing to address Council. Seeing none, he closed the public comments at 7:04 p.m.

3.0 Items for Discussion:

3.1 R-2015-16: Resolution – Approval for immediate action to alleviate the sidewalk safety concerns at Cork St/Indian Alley and prepare a proposed Supplemental Appropriation for the cost to construct the improvements

Utilities Director Perry Eisenach presented the options to improve the pedestrian safety at the intersection of Indian Alley and Cork Street adjacent to the Discovery Museum. The first three options included changing the traffic flow on Indian Alley near Cecil Street to two ways, divert the traffic flow on Indian Alley through the adjacent parking lot, and reverse the flow of traffic on Indian Alley to go south. None of the three options worked with the adjacent property owners. Mr. Eisenach stated option 4 improves the safety for pedestrians but it does not change the traffic flow in the alley. This option bumps out the sidewalk on both sides of the alley with a railing that would extend out from the Discovery Museum building to prevent pedestrians from walking into the cars coming down the alley. A crosswalk would be added for pedestrians to cross Cork Street. With this option, there is a request to relocate the bus loading zone in front of the Discovery Museum from the current location on the other side of the street.

Councilor Wiley asked if the proposal has been vetted through the Parking Authority and why it has not gone through the Planning Commission. Mr. Eisenach stated the Parking Authority is aware of the proposal and have no objections that he is aware of. Mr. Youmans, the City's Planning Director, has

been involved in the discussion but has not mentioned taking it to the Planning Commission.

Vice-President McInturff agreed the proposal should be run through the Parking Authority and the Planning Commission to add a level of transparency. He also asked if the crosswalk will just be painted or if lights will be included. Mr. Eisenach stated it will be only painted.

Vice-President McInturff stated the proposal takes away three parking spaces and gives back two across the street. He suggested putting in a metered space instead of the proposed handicapped space since there are handicapped spaces in the adjacent parking lot.

Councilor Sullivan suggested installing speed bumps in the alley to slow traffic down before it reaches Cork Street.

Councilor Clark stated he does not see the bump outs improving the line of sight and suggested going with reversing traffic flow south to eliminate the line of sight issues.

City Attorney Anthony Williams suggested Council direct the City Manager to implement temporary safety measures if it is their desire to send it back to the Planning Commission.

President Willingham asked if reversing the traffic flow on all of Indian Alley has ever been considered.

Councilor Sullivan stated he thinks that would be worth exploring but it needs to be considered that some of the businesses are not set up for that.

Councilor Wiley moved to send R-2015-16 to the Planning Commission for further consideration in addition to making the safety measures for that intersection as necessary. *The motion was seconded by Councilor McKannan then approved 8/0.*

3.2 R-2015-13: Resolution – Approval of the Personal Property Tax Relief Rate for tax year 2015 at the proposed rate of fifty-three percent (53%)

Commissioner of the Revenue Ann Burkholder presented the proposal to maintain the Personal Property Tax Relief Rate for tax year 2015 at the current rate of 53%.

Vice-President McInturff moved to forward R-2015-13 to Council. *The motion was seconded by Councilor Wiley then approved 8/0.*

3.3 R-2015-15: Resolution – Discouraging the City of Winchester City Council from participating in Ex Parte Communication after an item is presented during a City

Council Work Session until their Formal Ruling during a City Council Regular Meeting

City Manager Eden Freeman presented a proposal to formalize the current procedure to not meet one on one with an applicant once an item is presented at a Council work session. She stated this does not prevent a citizen from discussing an item after it is presented at a work session.

Vice-President McInturff stated to explain that this is not changing anything and Council has not been doing anything inappropriate. This is to prevent a person or persons with a particular interest from dividing and conquering or lobbying individual councilors to vote one way or the other. Ms. Freeman stated it is formalizing an informal process.

Vice-President McInturff stated Council is always open to businesses and individuals who want to ask questions and want to meet with members of Council as long as they are not going to be in front of Council at a work session or regular meeting looking for an approval.

Mr. Williams stated the intent is to draw a line to where a citizen may cross from being an interested citizen to an advocate and when it reaches the point that they are no longer giving information but are trying to persuade an individual. It is unfair for that process not to occur in a public forum.

President Willingham stated this is not to preclude constituents from contacting Council after the work session as it is today. However, if you are an applicant or a representative on behalf of the applicant and have new information, once it has passed the work session phase, all of the members of Council want to hear it and be transparent so the public can hear it as well.

Vice-President McInturff moved to forward R-2015-15 to Council. *The motion was seconded by Councilor Hill then approved 8/0.*

3.4 FY16 Proposed Budget Presentation and O-2015-11: AN ORDINANCE TO AUTHORIZE THE APPROPRIATION OF FUNDS FOR NECESSARY EXPENDITURES OF THE CITY OF WINCHESTER, VIRGINIA FOR THE FISCAL YEAR ENDING JUNE 30, 2016

Ms. Freeman presented the FY16 Proposed Annual Budget and reviewed the budget calendar, mission statement, vision statement for 2028, and the Strategic Plan Goals. She stated the budget is based on the principles of determining the revenue and expenses conservatively and by not using one-time revenue sources for ongoing expenses. The focus is to accomplish Council's goals with a focus on Information Technology, Economic Development projects, public safety and education.

Finance Director Mary Blowe reviewed the City's debt and investment policies and presented a comparison of credit ratings and debt percentages with other

localities. She stated as of June 30, 2015, the City's projected undesignated fund balance will be \$21,464,558. Ms. Blowe also presented a comparison of the FY15 revenue and the FY16 proposed revenue showing a variance of \$1,048,000.

Ms. Freeman presented a summary of the expenditures for FY16 and reviewed any large increases including \$950,000 to Schools. She stated the proposal includes 13 new positions totaling \$552,242. The proposed enhancements in the budget include a 2% cost of living increase and an employee incentive program, reclassification of administrative positions under the Career Development Plan, reclassification and realignment of some existing positions, additional ALS Incentive implementation, fuel for the volunteer fire companies, gear for new firefighters, an increase in supplies for Police, an increase in jail and court costs, an increase for Parks field maintenance, and pool repairs at Jim Barnett Park. Ms. Freeman reviewed the new IT projects totaling \$188,490, the equipment requests totaling \$1,456,700, and the CIP projects funded from the new bond proceeds totaling \$7,000,000. She reported the outside agencies will receive the same level funding as last year.

Vice-President McInturff moved to forward O-2015-11 to Council. *The motion was seconded by Councilor Clark then approved 8/0.*

3.5 R-2015-12: Resolution – Official Intent to Reimburse Expenditures with Proceeds of a Borrowing

Ms. Blowe presented the request for authorization to reimburse expenditures with proceeds in the fall.

Vice-President McInturff moved to forward R-2015-12 to Council. *The motion was seconded by Councilor Wiley then approved 8/0.*

4.0 Monthly Reports

4.1 Finance Department

5.0 Adjournment

Vice-President McInturff moved to adjourn the meeting at 8:25 p.m. *The motion was seconded by Councilor Wiley then approved 8/0.*