

City Council Work Session

Tuesday, October 28, 2014

6:00 p.m.

Council Chambers – Rouss City Hall

AGENDA

1.0 Call to Order

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

3.0 Items for Discussion:

3.1 Presentation: Update regarding an appeal of the decision by the Board of Architectural Review (BAR-14-543) regarding the replacement of deteriorating windows for the property located at 500 North Braddock Street – Tim Youmans, Planning Director (pages 3-23)

3.2 CU-14-558: Conditional Use Permit – Request of VFW Post 2123, Inc. for a private club at 121 Bruce Drive (*Map Number 311-01-5*) zoned Highway Commercial (B-2) District – Tim Youmans, Planning Director (pages 24-29)

3.3 R-2014-45: Resolution – Authorization to submit an Industrial Revitalization Fund Application to the Virginia Department of Housing and Community Development – Tyler Schenck, Economic Development Coordinator (pages 30-33)

3.4 R-2014-46: Resolution – Approval for the issuance of up to \$55,000,000 of Revenue Bonds by the Economic Development Authority of the City of Winchester, Virginia for the benefit of Westminster-Canterbury of Winchester, Inc. – Tyler Schenck, Economic Development Coordinator (pages 34-50)

3.5 O-2014-42: AN ORDINANCE TO AMEND AND RE-ADOPT SECTION 2-24 OF THE WINCHESTER CITY CODE TO REVISE THE MEETING SCHEDULE OF COMMON COUNCIL AND ALLOW FOR AN ADDITIONAL REGULAR MONTHLY MEETING OF COMMON COUNCIL – Eden Freeman, City Manager (pages 51-54)

3.6 R-2014-47: Resolution – Adoption of a Schedule of Work Session and Regular Meetings for Year 2015 – Eden Freeman, City Manager (pages 55-57)

3.7 O-2014-43: AN ORDINANCE TO AMEND AND REENACT SECTION 10-6 AND ENACT SECTION 10-9 OF THE WINCHESTER ZONING ORDINANCE

PERTAINING TO SIDE AND REAR YARD SETBACK REQUIREMENTS AND SPECIAL PROVISIONS FOR REDEVELOPMENT SITES IN THE COMMERCIAL INDUSTRIAL (CM-1) DISTRICT **TA-14-593** (*Amendment establishes zero side and rear yard setback conditions in limited situations for properties in the CM-1 district identified as redevelopment sites within the Comprehensive Plan's Character Map*) – Aaron Grisdale, Director of Zoning and Inspections (pages 58-62)

4.0 Executive Session

4.1 MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF RECEIVING LEGAL ADVICE AND STATUS UPDATE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION REGARDING THE SUBJECT OF SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION, AND PURSUANT TO §2.2-3711(A) (1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF INFORMATION REGARDING THE SUBJECT OF THE EMPLOYMENT, ASSIGNMENT, APPOINTMENT, AND PERFORMANCE OF SPECIFIC PUBLIC OFFICERS APPOINTEES, AND EMPLOYEES OF THE CITY OF WINCHESTER INCLUDING THE APPOINTMENT OF OR PROSPECTIVE APPOINTMENT OF MEMBERS TO CERTAIN BOARDS AND COMMISSIONS, AND PURSUANT TO §2.2-3711(A)(3) AND (6) FOR THE PURPOSE OF DISCUSSION OR CONSIDERATION OF THE SUBJECT OF THE ACQUISITION OF AN INTEREST IN REAL PROPERTY FOR A PUBLIC PURPOSE WHERE IF MADE PUBLIC, THE BARGAINING POSITION OR FINANCIAL INTEREST OF THE CITY WOULD BE ADVERSELY AFFECTED.

5.0 Monthly Reports

- 5.1** Police Department (pages 63)
- 5.2** Fire & Rescue Department (pages 64-67)
- 5.3** Finance Department – 1st Qtr. Report (pages 68-81)

6.0 Adjournment

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 10/28/14 (work session)
11/11/14 (regular mtg)

CUT OFF DATE: 10/22/14

RESOLUTION __ ORDINANCE __ PUBLIC HEARING X

ITEM TITLE: BAR-14-543 Appeal of a BAR decision pertaining to window replacement at 500 N. Braddock Street.

STAFF RECOMMENDATION:

Staff recommends that Council consider a modification of the BAR decision.

PUBLIC NOTICE AND HEARING:

City Council must hold a public hearing within 60 days of the date of appeal filed on October 16, 2014. Public hearing for 11/11/14 Council mtg

ADVISORY BOARD RECOMMENDATION:

BAR denied the request

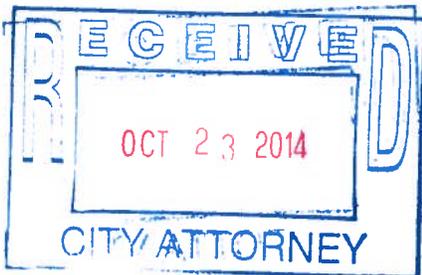
FUNDING DATA: N/A

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

Table with 4 columns: DEPARTMENT, INITIALS FOR APPROVAL, INITIALS FOR DISAPPROVAL, DATE. Rows include Zoning & Inspections, City Attorney, City Manager, and Clerk of Council.

Initiating Department Director's Signature: [Signature] 10/23/14 (Planning Dept)



APPROVED AS TO FORM:

[Signature] 10/23/2014 CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Timothy Youmans, Planning Director
Date: October 22, 2014
Re: Appeal of BAR Decision (BAR-14-543) to City Council

THE ISSUE:

An appeal of a BAR decision pertaining to window replacement at 500 N. Braddock Street. City Council must hold a public hearing within 60 days of the date of appeal filed on October 16, 2014.

RELATIONSHIP TO STRATEGIC PLAN:

Vision 2028- Winchester is a beautiful Historic City.
Principle #1: Beautiful and Historic City- Preservation and restoration of historic buildings and sites.
Principle #5: Great Neighborhoods with a Range of Housing Choices- Well maintained homes meeting City standards and codes.

BACKGROUND:

See attached letters from Jay and Harriet Hanke- one dated August 29, 2014 which was addressed to the BAR with the application for a Certificate of Appropriateness, and one dated October 16, 2014 which was addressed to the City Manager as part of the request to appeal the decision of the BAR. The only inaccuracy in the letters noted by staff is the last statement in the last full paragraph of the Aug 29th letter which reads; "*Since our purchase, the City of Winchester has made the decision to include this house in the historic district...*" The subject property has, in fact, been within both the local Historic Winchester (HW) District as well as the Winchester National District since the districts were first established back in the late 1970's, more than 20 years earlier than the applicant's purchase of the property in 1998.

During a scheduled city inspection at a nearby home in the neighborhood in August 2014, replacement of wooden windows (including aluminum storm windows) with new vinyl windows were observed. At that point, seven of the eleven windows were already replaced or in the process of being replaced.

The Board of Architectural Review heard the matter at its September 18, 2014 meeting. Minutes of the meeting are attached. At the BAR meeting, the request was denied on a 6-0 vote with the Board noting that the vinyl windows are inappropriate replacement windows in the historic district. The September 19th action letter from staff noted the options to either appeal the decision within 30 days or seek a rezoning to remove the property from the local HW District since the 1890 house it is at the edge of the district.

Chapter 3, page 5 of the Winchester Historic District Design Guidelines, discusses windows as part of Residential Rehabilitation. Portions of the guidelines read: "1. Retain existing windows if possible." "2. Repair existing windows..." "4. Replace existing windows only when they are missing or beyond repair." "5. Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, the reflective quality of color of the glazing, or the appearance of the frame." "6. Use true divided lights to replace similar examples and do not false muntins in the replacement." (See attached page 5)

The Board did not distinguish between the 7 windows that were already replaced without approval and the 4 windows that have not yet been replaced, but much of the discussion was focused on the precedent that would be set if the Board allowed this property owner to secure approval because so much of the work had been done without approval. The concern was that it would encourage other historic district property owners to undertake alterations without approval and then ask for forgiveness.

On October 16, 2014, an appeal of the BAR decision and required fee were submitted to the Clerk of Council, in accordance with Section 14-9-1 of the Winchester Zoning Ordinance. The Clerk has sixty (60) days to schedule a public hearing with City Council from the date of the appeal. The Zoning Ordinance states that during this review of the appeal, "[t]he same standards shall be applied by Council as are established for the Board of Architectural Review. The Council may affirm, reverse or modify the decision of the Board, in whole or in part."

One aspect of this request that is noteworthy is that there were already aluminum storm windows in place (presumably prior to 1976) on each of the windows on this circa 1890 dwelling. In addition to removing the inappropriate aluminum storm windows, the applicant is requesting approval for the removal of the period wooden windows behind the non-period aluminum storm windows. The BAR has jurisdiction over alterations on the exterior of a structure. Section 14-2-1 of the Zoning Ordinances defines 'Exterior Architectural Appearance' to include "*architectural character; general arrangement of the exterior of a structure; general composition, including the kind, color, and texture of building material; and **type and character of all windows, doors, light fixtures, signs, and appurtenant elements, subject to public view from a public street, public way, or other public places.***"

Since much of the period wooden windows are/were not on the exterior of the structure, due to the presence of the aluminum storm windows, there is some latitude for City Council to find that they are not entirely subject to public view. The fact that the windows are in a dwelling on a corner lot with direct views close to the public sidewalks would argue that the interior wooden windows are an element that should be preserved. A possible middle ground ruling by Council would be to allow for the already-replaced vinyl clad windows to be approved (perhaps with a wider wooden muntin matching size and composition of the original vertical dividers) and then require that the applicant either: a. preserve some or all of the four windows that have not been replaced; or, b. secure BAR approval of a more suitable wooden replacement window. Leaving one period window intact would allow future stewards of the historic resource (who may or may not want to utilize state and/or federal tax credits for rehabilitation) to match replacement windows to the original windows in the future.

BUDGET IMPACT:

None

OPTIONS:

1. Uphold the decision of the Board of Architectural Review to deny the request, in full based upon a finding that the Board properly applied the standards for window replacement;
2. Modify the decision of the Board of Architectural Review, (e.g. require that some or all of the unauthorized alterations be remedied and/or ask the applicant to return to the BAR with a more appropriate proposal to either repair the remaining period windows or replace with wooden windows that better meet the published design guidelines.); or,
3. Reverse the decision of the Board of Architectural Review, in full based upon a finding that the BAR erred in applying the standards established for the BAR.

RECOMMENDATIONS:

Staff recommends that Council consider Option #2 which acknowledges that a finding of outright reversal of the Board's decision to deny the request cannot easily be arrived at based upon the same standards that the Board was required to follow. It does, however, acknowledge that granting a modified Certificate of Appropriateness to allow for removal of the non-period aluminum storm windows is consistent with some of the design guidelines. Regarding alterations to the 4 windows that have not yet been replaced, Council could refer the applicant back to the BAR for consideration of a more suitable replacement window or uphold the Board's decision to deny the request. Staff would encourage Council to consider requiring that at least one period window be retained for future stewards of the property and for future historic district architectural historians to understand the original character of the windows.

Jay & Harriett Hanke

307 Amherst Street
Winchester, VA 22601
540-450-8138
jhhanke@comcast.net

August 29, 2014

Board of Architectural Review
City of Winchester, VA

We are including this narrative with our application to the Board of Architectural Review to attain a Certificate of Appropriateness, re: window upgrades at our property at 500 N. Braddock Street. Thank you for taking your time to review our situation. We have owned this property since the Fall of 1998, utilizing it as a rental property. We have made many improvements to the interior of the house, landscaping, and fence repair in the back yard.

Currently, we are preparing the house for re-sale. The house has two distinct sections: the original house, built in 1910, and an addition. The wood siding of the structure was covered with aluminum siding many years ago, prior to our ownership. The windows include original windows in the downstairs of the original house, newer windows on the upper floor of the original house, and a different style of window on the back of the house that was the addition. Some of the windows had no storm windows, some had triple-track add-on storm windows, many were inoperable, painted shut years ago. The windows were in poor repair, visually unsightly, and environmentally wasteful. All of the windows had aluminum covered sills and outer frames.

Our decision was to replace 11 of the windows: nine in the original house and two in the addition (now the kitchen). Installation has been completed on seven of the windows (numbered 1-6 and 8). The new windows (Simonton Energy Star windows) match the old windows in size, color, and style, and the aluminum sills and frames work with the surrounding aluminum siding as before. The new window sashes are vinyl clad, which is the issue of "appropriateness". We believe that our replacement of the windows is a major upgrade to the functionality of the house and its energy efficiency, without any noticeable change to the appearance of the house.

The departure from "appropriate" historic area components was many years ago when the house was covered with aluminum siding. At the time we purchased the house, we were told that it was on the border of the historic area, but not "in" the historic area. The application paperwork for the establishment of the historic district (1979) clearly is focused on 18th and 19th century residences which represent a particular architectural style or historic time period. Our property at 500 North Braddock does not meet any of these criteria and so was appropriately not included in the historic district. Since our purchase, the City of Winchester has made the decision to include this house in the historic district, the last house going north on Braddock Street that has that designation.

We ask the BAR for leniency in granting a Certificate of Appropriateness for this significant upgrade for our property.

Thank you for your consideration.

Sincerely,



Jay & Harriett Hanke

[Type here]

Jay & Harriett Hanke
307 Amherst Street
Winchester, VA 22601

October 16, 2014

Ms. Eden E. Freeman
Common Council
15 N. Cameron Street
Winchester, VA 22601

Dear Ms. Freeman,

By means of this letter we are seeking the opportunity to appeal the decision of the Board of Architectural Review on September 18, 2014, concerning our residence at 500 N. Braddock Street in Winchester. The action we brought before the BAR was an application for appropriateness related to replacing deteriorating windows at our house (BAR-14-543). Our application was denied. Enclosed, please find the \$75.00 fee for this appeal.

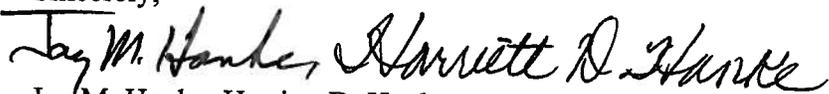
The day after the denial, we left on a previously scheduled period of travel, and have just now returned to Winchester. We apologize for being so close to the deadline for submitting a request for appeal, but we did not know about the 30 day window until we opened a letter from the Planning Department today.

We know now that we were in error by not submitting our application for appropriateness to the BAR before we started the window replacement project with our contractor. Because of the massive changes that previous owners have made to this house since it was built in 1910, all of which are points of divergence from the BAR guidelines for the historic district, it seemed inconceivable to us that the BAR would be interested in our windows. Indeed, the entire exterior of the house, with the sole exception of a few window sashes and one exterior door, consists of materials not recommended by the BAR. Specifically, by previous owners, the siding has been covered with aluminum, as well as window frames and window sills, the shingles are light-weight 3-tab, the soffit and cornice are now aluminum-covered, one entry door is not wood, and the shutters are aluminum.

Our primary reasons for replacing the windows were safety (several of the windows were inoperative), thermal efficiency, and appearance. The old windows were a mixture of several window types and ages, some with mullions, and some without. Our decision was to replace 11 windows, custom made for this house, with a single mullion as before, identical in size and color as before. The windows would be professionally replaced and trimmed out to be matching in appearance. Our contractor had replaced seven windows before the project was stopped by the city inspector.

The BAR discussion focused on their responsibility to avoid setting a precedent with regard to vinyl clad windows. We respect their concerns about precedent. We feel that the far-from-historic appearance of our house does merit an exception and would ask the City Council to overturn the BAR's denial. Our failure to file the application was clearly our error which we regret. We feel that our decision process in making the window changes as outlined above, significantly added to the home's beauty, and was both prudent and appropriate for home-owners of a significantly altered house. We look forward to discussing this matter with the City Council.

Sincerely,


Jay M. Hanke, Harriett D. Hanke



Rouss City Hall
15 North Cameron Street
Winchester, VA 22601

Telephone: (540) 667-1815
FAX: (540) 722-3618
TDD: (540) 722-0782
Website: www.winchesterva.gov

September 19, 2014

FILE COPY

Jay & Harriett Hanke
500 N. Braddock Street
Winchester, VA 22601

Dear Mr. and Mrs. Hanke,

On Thursday, September 18, 2014 the Board of Architectural Review acted on the following request:

BAR-14-543 Request of Jay and Harriett Hanke for a Certificate of Appropriateness to replace windows at the property located at 500 North Braddock Street.

On a vote of 6-0, the Board denied a Certificate of Appropriateness for **BAR-14-543** with the following comments:

- The vinyl windows are inappropriate replacement windows in the Historic District.

As per section 14-9-1.1 of the Winchester Zoning Ordinance (copy enclosed), the decision of the Board may be appealed in a notice in writing (along with a \$75 fee) to the Common Council of the City of Winchester within 30 days of the Board's decision.

Another alternative you may wish to look into is to apply for a rezoning of your property from Medium Density Residential District (MR) with Historic Winchester District (HW) overlay to MR, specifying in your request why your property should not be within the historic district and thus the historic guidelines. This would be a lengthy process if you wish to proceed with it, since it would go to planning commission for review and then forwarded on to City Council for a vote as an ordinance. I have enclosed a brochure on the rezoning process.

Please do not hesitate to contact me should you have any questions at 667-1815, ext. 1413.

Sincerely yours,

Josh Crump
Planner

**BOARD OF ARCHITECTURAL REVIEW
MINUTES**

The Board of Architectural Review held its regularly scheduled meeting on Thursday, September 18, 2014, at 4:00p.m. in Council Chambers, Rouss City Hall, 15 North Cameron Street, Winchester, Virginia.

POINTS OF ORDER:

PRESENT: Chairman Rockwood, Mr. Bandyke, Mr. Serafin, Ms. Jackson, Mr. Walker, Ms. Elgin

ABSENT: None

STAFF: Josh Crump, Nasser Rahimzadeh, Carolyn Barrett, Katherine Herrman

VISITORS: Jay Hanke

APPROVAL OF MINUTES:

Chairman Rockwood called for corrections or additions to the minutes of September 4, 2014. Hearing none, he called for a motion. Mr. Bandyke moved to approve the minutes as submitted. Mr. Serafin seconded the motion. Voice vote was taken and the motion passed 4-0-2 with Ms. Jackson and Mr. Walker abstaining.

CONSENT AGENDA:

None.

NEW BUSINESS:

BAR-14-543 Request of Jay and Harriett Hanke for a Certificate of Appropriateness to replace windows at the property located at 500 North Braddock Street.

Mr. Hanke outlined his request to the Board. Mr. Serafin asked if Mr. Hanke had brought a sample of the window. Mr. Hanke replied that he had. Chairman Rockwood noted that some of the windows had already been replaced. Mr. Hanke said that was correct and there had been a stop work order given to the contractor he had hired. Chairman Rockwood noted that the windows being replaced were aluminum clad frames and sills. Mr. Hanke said the outer frame of the window was aluminum. Some of the windows were original to the house and some were not because they had been replaced with a synthetic window. Mr. Serafin asked if the windows that had been replaced and the ones going to be replaced were all wood sashes with an aluminum covering on the sill and the sides of the frame. Mr. Hanke confirmed that the sashes were all wood. Mr. Walker asked whether the replacement window was a wood window with vinyl cladding.

Chairman Rockwood asked what the condition of the wooden sash was before replacement. Mr. Hanke said some of the muntins were rotted out and had been repaired so many times that it was unsightly. Some of the windows being replaced are newer but had not been cared for. He wanted to upgrade to a better window in terms of efficiency. Mr. Hanke pointed out which windows were original, which had been replaced and which were going to be replaced on the illustrations. Mr. Bandyke pointed out that

the replacement windows were all vinyl in construction. He said that when he looked at the house, he noted that it had been clad in aluminum siding. Mr. Hanke said that he believed that when the aluminum siding was put on, the windows were also clad in aluminum.

Mr. Serafin said that he was sympathetic because the work had already been started and it puts everyone in a tough position but it also sets precedence in two very hard ways in the Historic District. First, starting work without an approval then asking for forgiveness. That could get the Board in hot water as far as what if everybody did that. Second, the idea of replacing wood windows with vinyl windows, there would be people at nearly every meeting saying "That guy down the street has done this." There would be people pointing at this case for the next 20 years saying "Well, he put in vinyl windows, why can't I?" That was how he viewed the position the Board was in. It does not follow the guidelines for the Historic District. It was not something they would ever approve.

Mr. Bandyke asked Mr. Hanke how long he had owned the house. Mr. Hanke said since 1998. Mr. Bandyke asked if, at that time, the realtor had given him information about the Historic District. He did not know if the district had been changed as Mr. Hanke had stated in his application. Mr. Hanke said the facts he had read online when he was looking into buying the house noted the original addresses of the Historic District and that 500 North Braddock Street was not included in those addresses. It was added some time before 1998 but he was not given that information. Mr. Bandyke asked Mr. Crump about the dates. Mr. Crump said the district had not changed much since it was formed in 1976. There were two other times when people had requested to join the district but the City has not altered it since it was formed. He pointed out the 1976 inventory page that was included in the packet.

Chairman Rockwood said he agreed with Mr. Serafin about the precedent in terms of using non-original materials. One thing that struck him was that Mr. Hanke had said that some of the windows were not original. Others were badly degraded and ordinarily he would say replace the muntins or replicate them with the same materials. The other thing was the house had been extensively altered by aluminum siding. It reminded him of an application from a year ago on South Braddock Street. The house had been extensively resided in non-original materials and the Board was in a position of having to say the wood windows have to be replaced with wood but he could replace the vinyl clad windows with vinyl. It did not advance the Historic District to make the owner go through that and the Board has been wrestling with the use of substitute materials ever since.

Mr. Bandyke made the observation that the house probably had triple-track storm windows throughout at one point. It would actually look better with newer windows if the triple-track windows were removed. It would be in keeping with the style of the house, unfortunately, it is in the Historic District. The house itself, in this case, lends itself to that particular style of windows because it has been wrapped in aluminum siding over the years. It is hard for the Board to give permission for something like that without some caveat and he did not know what that would be. If the aluminum storm windows were removed and the windows were in bad shape and vinyl windows were put in, it would be a step in the right direction. It gets rid of the aluminum windows which are unsightly but puts in an inappropriate window material that looks better.

Mr. Walker quoted from the Significance Statement in the September 2011 Architectural Survey, "Although the vernacular dwelling has been clad in vinyl siding, it retains the original wood-sash windows..." He noted that it is a significant portion of the building. The wood windows are a significant portion of the elevation and it is hard for him to say it is okay to replace them with substitute materials. It is an important part of the historic significance of the house.

Chairman Rockwood said if they approved the windows, they would be announcing that they would not approve something unless an applicant came to them in advance but if the applicant went ahead and did the job, the Board would look the other way. He was not comfortable with that.

Mr. Bandyke said Mr. Hanke could have used double-glazed wood windows that were pre-painted, even if painted with a vinyl-like material, the whole issue could have been avoided. If the house was out of the Historic District, it would not be a problem but it is inside the District. If the Board says yes to him, someone would use that as fodder for their argument that it was done by someone else. What was done before the Historic District and the rules that govern it were established is another issue. They do not have any say so over that but anything after that has to be approved.

Chairman Rockwood said if Mr. Hanke had come to them and said he was going take off the aluminum siding and return the house to its original historic look and take off all the additional stuff, repair the siding etc., in that context the windows would be appropriate. What he keeps wrestling with is that is not what he is doing, the house is completely wrapped in aluminum siding. He is not proposing to repair the windows.

Mr. Hanke said his reticence in bringing the project to the Board was because of the aluminum siding. The house is already not a period house and does not have a historic look to it anymore since it was wrapped in aluminum siding.

Mr. Bandyke asked Mr. Hanke if he knew the house was in the Historic District and he replied yes. Mr. Bandyke asked if the contractor or anyone else knew the house was in the Historic District. Mr. Hanke said he talked to staff before he started and they indicated they could not predict how the Board would rule. He went ahead with the project because of timing issues. He also stated there is another house very close to his with new windows that still have the stickers on them. Mr. Bandyke said the Board did not give their permission for that.

Mr. Serafin made a motion to deny the Certificate of Appropriateness for **BAR-14-543** with the following comments:

- The vinyl windows are inappropriate replacement windows in the Historic District.

Mr. Walker seconded the motion. Voice vote was taken and the motion passed 6-0.

OLD BUSINESS:

None.

DISCUSSION:

Mr. Crump said he had not heard back from Ms. VanDiest about putting the substitute materials presentation on the October 7, 2014 agenda. He said she had indicated that it could be done and he would let the Board know when it was definite. The meeting would be at 6:00pm in Council chambers.

ADJOURN:

With no further business before the Board, the meeting was adjourned at 4:23pm.

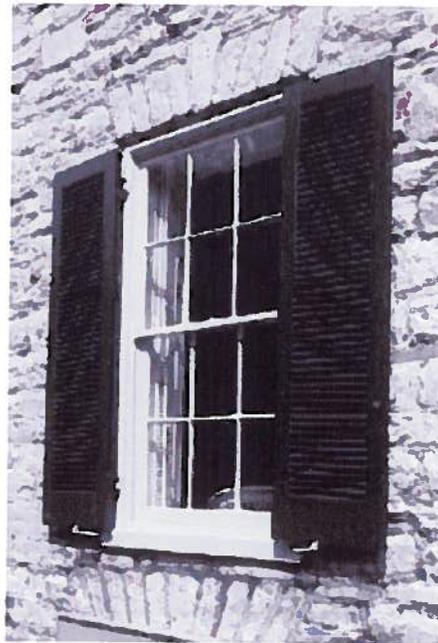
RESIDENTIAL REHABILITATION

WINDOWS

Windows add light to the interior of a building, provide ventilation, and allow a visual link to the outside. They also play a major part in defining a building's particular style. Because of the wide variety of architectural styles and periods of construction within the district there is a corresponding variation of styles, types, and sizes of windows.

Windows are one of the major character-defining features on residential buildings and can be varied by different designs of sills, panes, sashes, lintels, decorative caps, and shutters. They may occur in regular intervals or in asymmetrical patterns. Their size may highlight various bay divisions in the building. All of the windows may be the same in one house or there may be a variety of types that give emphasis to certain parts of the building.

- 1 Retain original windows if possible. Ensure that all hardware is in good operating condition. Ensure that caulk and glazing putty are intact and that water drains off the sills.
- 2 Repair original windows by patching, splicing, consolidating or otherwise reinforcing. Wood that appears to be in bad condition because of peeling paint or separated joints often can in fact be repaired.
- 3 Uncover and repair covered-up windows and reinstall windows with their original dimensions where they have been blocked in. If the window is no longer needed, the glass should be retained and the back side frosted, screened, or shuttered so that it appears from the outside to be in use.
- 4 Replace windows only when they are missing or beyond repair. Reconstruction should be based on physical evidence or old photographs.
- 5 Do not use materials or finishes that radically change the sash, depth of reveal, muntin configuration, the reflective quality or color of the glazing, or the appearance of the frame.
- 6 Use true divided lights to replace similar examples and do not use false muntins in the replacement.



Real shutters are hung on operable hinges (pintles) and are large enough to cover the window when closed.

NOTE: Consult Preservation Brief #9, 13 and 33. (Publications available at www2.cr.nps.gov/tpr/briefs/presbhom.htm or in the City Planning Office.)

WINCHESTER HISTORIC DISTRICT DESIGN GUIDELINES



13

Braddock St





15

10

11

16

6 new window

7 old window



Prism
BY SIMONTON

new window

8



old window 9 aluminum sill

old window
kitchen side of
addition

#11 aluminum sill

3 - 28 3/8 x 61 1/2 (A)

1 - 23 3/4 x 37 1/4 (B)

2 - 28 3/8 x 53 3/4 (C)

5 - 27 3/4 x 54 (D)

each window is exactly
the same dimensions
as the former window.

 National Fenestration Rating Council CERTIFIED	Simonton Windows Prism Bronze	
	Double-Hung · Vinyl · 3/32" Glass · Argon · Low-E · No Laminated Glass · With Grids Ventana de doble guillotina · Vinilo · 2.38 mm Vidrio · Argón · Low-E · Sin vidrio laminado · Con rejillas	
CPD: SBP-A-47-04486-00002		43-45 DH
ENERGY PERFORMANCE RATINGS EVALUACION DE RENDIMIENTO ENERGETICO		
U-Factor <small>Factor U</small> 0.30 <small>(U-1/F)</small>	Solar Heat Gain Coefficient <small>Coefficiente de Generación de Energía Solar</small> 0.24	1.70 <small>(SHGC)</small>
ADDITIONAL PERFORMANCE RATINGS EVALUACION SUPLEMENTARIA DE RENDIMIENTO		
Visible Transmittance <small>Transmisión de Luz Visible</small> 0.45	Air Leakage <small>Fuga de Aire</small> <=0.3 <small>(L/S/F)</small>	<=1.5 <small>(Metres/3h)</small>
<small>Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining window product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any product and does not warrant the suitability of any product for any specific use. Consult manufacturer's literature for this product performance information. www.nfrc.org</small> <small>El fabricante estipula que valores cumplen con los procedimientos aplicables de NFRC para determinar el rendimiento del producto. Los valores para NFRC son determinados por un conjunto fijo de condiciones ambientales y un tamaño de producto específico. NFRC no recomienda ningún producto y no garantiza que el producto sea adecuado para un uso específico. Consulte con el fabricante del fabricante para el uso apropiado de este producto. www.nfrc.org</small>		
		Unit qualifies for ENERGY STAR® region(s): Northern, North Central, South Central, Southern.
DP: +20/-20		Can be used to comply with C.E.C. Title 24.
Qualified		 STC: N/A
IND: Rein 00/Glass ProSolar/H-R20 Tested Size: 48" x 80"		
Applicable Test Standard(s): ANSI/AAMA/NWDA 101/I.S.2-97, AAMA/WDMA/CSA 101/I.S.2/A440-05, AAMA/WDMA/CSA 101/I.S.2/A440-08		
9451797/04	40907	FS CARTER LUMBER 95143260
<small>Keep this label for possible ENERGY STAR® rebates. To learn more, visit www.energystar.gov Guarde esta etiqueta posibles reembolsos ENERGY STAR®. Para conocer más acerca de esto, visite www.energystar.gov</small>		

BAR application - Hanke

**CITY OF WINCHESTER
ARCHITECTURAL INVENTORY**

1976

Address: 500 N. Braddock St. Present Use: residential
 Map & Parcel: 153 - (1) Assessed Value: _____
 Tract & Block: D-6 Historic Name: _____
 Present Owner: _____ Original Owner: _____
 Address: _____ Original Use: _____

Date: 17__ 80 90 1800 10 20 30 40 50 60 70 80 90 1900 1900

Style: Vern. L.Geor. Grk.Rev. Ital. 2ndEmp. Rom. Goth. Q.A. Col.Rev.
 B.Arts None+ None-

Stories: B 1 1½ 2 2½ 3 3½ 4 - Alum.
 Material: Stone Log Clapbrd. Wd.Fr. Brk. Plas. Siding

Modifications: Minor Moderate Extensive

Physical Condition: Standard Deteriorated Dilapidated

Environmental Context: Strong Moderate Weak

Architectural Significance:
 Outstanding Excellent Good Average None
 Architectural Description

This L-shaped corner house with shingled A-roof has 3 bays on the 1st floor and 2 bays on the 2nd floor. All windows have 2 over 2 light units and shutters. There is a porch on the front and side, each having a hip roof hood and black metal supports. The house is set off from the street by an attractive hedge.

Historical Significance:
 National State/Regional Local None
 Historical Description

References:





City of Winchester

500 North Braddock Street

Tax Map Number: 153-1-D- 6-

DHR Resource Number: 138-0042-1157

Resources: 1 single dwelling

Date/Period: ca. 1890

Style: Vernacular

Sources: Sanborn Fire Insurance Company Maps; Quarles, *The Story of One Hundred Old Homes*



Architectural Description

Site Description: This single-family dwelling is located at the northeast corner of North Braddock Street and West North Avenue. The dwelling has a setback of approximately twenty feet from the concrete sidewalk. Level, the grassy lot has mature trees and foundation plantings. An asphalt driveway is located along the northern edge of the property, which is partially enclosed by a wooden privacy fence.

Secondary Resource Summary: There are no secondary resources associated with this property.

Primary Resource Description: This two-story, three-bay vernacular single-family dwelling appears to have been constructed circa 1890. Set on a solid random-rubble stone foundation, the wood-frame structure has been reclad in vinyl siding. The side-gable roof of the main block and front-gabled ell are covered with asphalt shingles. Overhanging eaves complete the roofline. There is no chimney. The façade (west elevation) has a single-leaf main entry located in the northern bay with a paneled wood door with lights. Window openings on the first story hold 2/2, double-hung, wood sash while 1/1, double-hung, wood-sash windows pierce the second story. All have inoperable louvered shutters. A one-story, two-bay porch, reflecting the Colonial Revival style, shelters the main entry. Set on a poured concrete slab, the porch has a half-hipped roof of asphalt shingles supported by metal filigree posts. Twisted metal balusters complete the porch. The north and south (side) elevations of the main block hold 2/2 windows on the first story and 1/1 windows on the second. All have inoperable louvered shutters.

A two-story, full-width ell is located on the rear of the dwelling. Set on a solid random-rubble stone foundation, this wood-frame ell has also been clad in vinyl siding. Window openings on the south (side) elevation hold 2/2 sash on the first and 1/1 sash on the second. All are double-hung wood construction with inoperable louvered shutters. A single-leaf, paneled wood door with semi-circular light is centrally located on the south elevation. A one-story, two-bay porch of the Colonial Revival style is set on a raised concrete foundation. Like the façade, this porch has half-hipped roof of asphalt shingles supported by metal filigree posts with twisted metal balusters. The east (rear) elevation has no openings while a 1/1, double-hung, wood-sash window is located on the second story of the north (side) elevation.

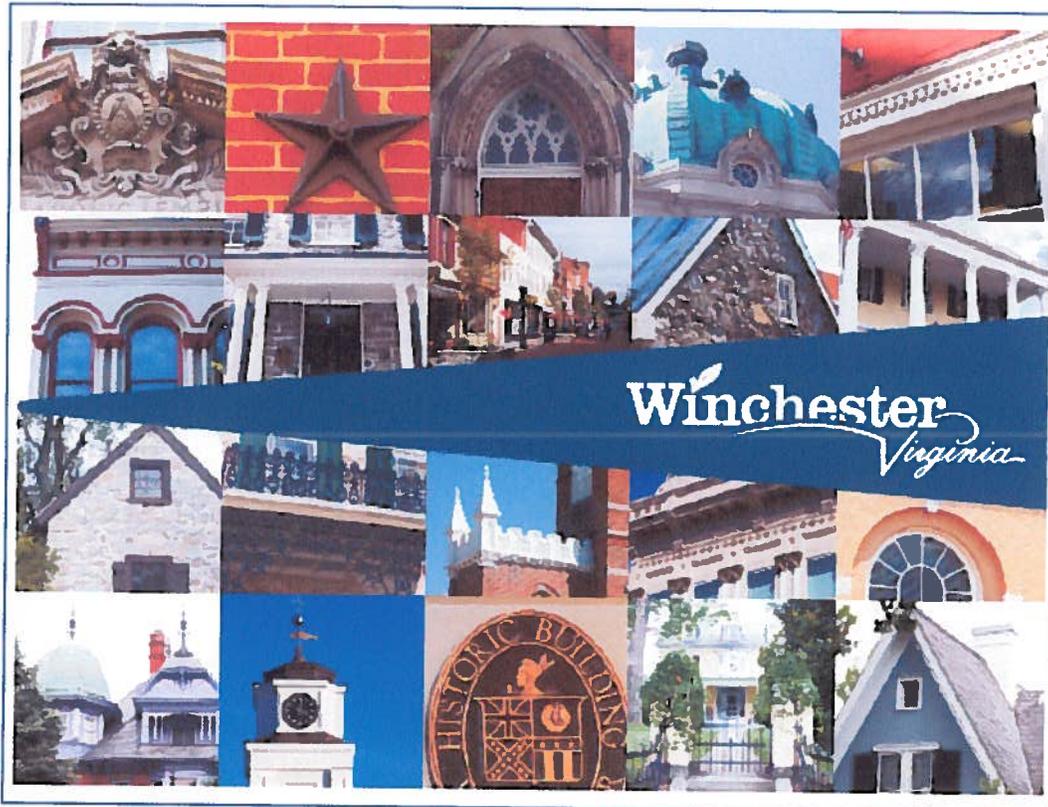
A circa 1900 appendage is located on the rear of the dwelling. Clad in vinyl siding and capped by a shed roof of asphalt shingles, this small appendage has a 2/2, double-hung, wood-sash window located on the south (side) elevation. A small, 1/1, double-hung, wood-sash window is located on the rear of the appendage.

An addition was built on the northeast corner of the dwelling circa 1960. Set on a solid concrete-block foundation, this addition is clad in vinyl siding with a sloped roof of asphalt shingles. The addition extends off the north side of the circa 1900 appendage and wraps the northeast corner. Window openings hold 1/1, double-hung, vinyl sash.

A one-story, wooden pergola was attached to the north (side) elevation of the main block in the late twentieth century.

Significance Statement: This two-story, three-bay single-family dwelling is representative of the restrained residential architecture constructed in the City of Winchester at the end of the nineteenth century. Although the vernacular dwelling has been clad in vinyl siding, it retains the original wood-sash windows, fenestration pattern, and overhanging cornice. Colonial Revival-style elements have been added, but contribute to the nationwide acceptance of this popular style. The vinyl siding is a reversible application. Further, the dwelling retains its integrity of feeling, location, setting, and association. Therefore, this single-family dwelling is considered a contributing resource in the Winchester Historic District under Criteria A and C.

Post card (front and back views) mailed to all owners of properties located within the local Historic District in Winchester, VA



Dear **Historic Winchester Property Owner:**

Did you know that a Certificate of Appropriateness is required from the City of Winchester Zoning Administrator or Board of Architectural Review before any changes, visible from a public right-of-way, are made to a building in the Winchester Historic District?

Before you consider making any alterations to the exterior of your building, we strongly urge you to visit the City website at:
www.winchesterva.gov/planning/historic-district

- historic tax credits (state and federal)
- substantial rehabilitation tax abatements

ASK US ABOUT:

Winchester
OFFICIAL CITY OF INDEPENDENT VIRGINIA
 15 N. Cameron Street
 Winchester, VA 22601
 (540) 667-1815
plngdept@winchesterva.gov

Thank you for your cooperation and contribution to our beautiful and historic city.

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 10/28/14 (work session)
11/11/14 (regular mtg)

CUT OFF DATE: 10/22/14

RESOLUTION ___ ORDINANCE ___ PUBLIC HEARING X

ITEM TITLE:

CU-14-558 Request of VFW Post 2123, Inc. for a conditional use permit for a private club at 121 Bruce Drive (Map Number 311-01-5) zoned Highway Commercial (B-2) District.

STAFF RECOMMENDATION:

Approval with conditions.

PUBLIC NOTICE AND HEARING:

Public hearing for 11/11/14 Council mtg

ADVISORY BOARD RECOMMENDATION:

Planning Commission recommended approval with conditions

FUNDING DATA: N/A

INSURANCE: N/A

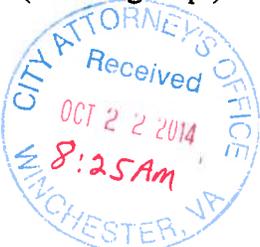
The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

Table with 4 columns: DEPARTMENT, INITIALS FOR APPROVAL, INITIALS FOR DISAPPROVAL, DATE. Rows include Zoning & Inspections, City Attorney, City Manager, and Clerk of Council.

Initiating Department Director's Signature: (Planning Dept)

Handwritten signature of the initiating department director.

10/21/14



APPROVED AS TO FORM:

Handwritten signature and date 10/22/14 above the text CITY ATTORNEY.

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tim Youmans, Planning Director
Date: October 21, 2014
Re: **CU-14-558** Request of VFW Post 2123, Inc. for a conditional use permit for a private club at 121 Bruce Drive (*Map Number 311-01-5*) zoned Highway Commercial (B-2) District.

THE ISSUE:
Establishing a private lodge for VFW Post 2123 Inc. on a vacant lot on Bruce Drive.

RELATIONSHIP TO STRATEGIC PLAN:
None

BACKGROUND:
See attached staff report

BUDGET IMPACT:
Property and improvements will likely become tax exempt.

- OPTIONS:**
1. Approve with conditions as recommended by Planning Commission
 2. Table request
 3. Deny due to potential parking impacts on neighborhood and City Park

RECOMMENDATIONS:
Recommend Option 1

Council Work Session
October 28, 2014

CU-14-558 Request of VFW Post 2123, Inc. for a conditional use permit for a private club at 121 Bruce Drive (Map Number 311-01-5) zoned Highway Commercial (B-2) District.

REQUEST DESCRIPTION

The request is for a conditional use permit (CUP) to allow use of the property and proposed building as a private club pursuant to Section 8-2-7 of the Winchester Zoning Ordinance.

AREA DESCRIPTION

Located along Bruce Drive off South Pleasant Valley Road, the subject property is zoned B-2 and is bounded to west by a commercial business and to the south by a vacant lot, both also zoned B-2. To the north, on the opposite side of Bruce Drive, it is zoned Limited Industrial District (M-1) with uses including residential and repair businesses. To the east, is a City park (Weaver Park) which is zoned Education, Institution and Public Use District (EIP).



STAFF COMMENTS

Currently the site is a vacant lot. The proposed use as a private club requires a conditional use permit within the B-2 District under section 8-2-7 of the Zoning Ordinance and is defined in the Ordinance as follows:

- 1-2-21 CLUB, PRIVATE: Those associations and organizations of a fraternal or social character not operated or maintained for profit, but the terms shall not include night clubs or other institutions operated as a business.

Within the applicant's letter of intent dated August 29, 2014, Post Commander Rodney Cowles notes that the club wishes to establish a Post Home for VFW Post 2123. Currently the Post meets at the Elks Lodge at 466 Front Royal Pike, Winchester, VA. **The proposed hours of operation for the club are 4pm to 10pm Tuesday through Thursday, 1pm to midnight Friday and Saturday and 1pm to 8pm Sunday.**

The proposed use of this property as a private club with its defined hours of operation is likely to have a minimal impact on surrounding properties during business hours, however after business hours and on weekends is where the most impacts would occur. In their letter, the applicant noted they would seek to do live entertainment "up to eight days per month" generally on Friday/Saturday evenings and/or Sunday afternoons. In an email with Quartermaster Charles M. Hunter stated historically these social events (at most) have around 75 to 100 members and guests attend. With the potential number of events per month and expected attendance, this could cause potential parking issues. Currently on their proposed site plan, 34 parking spaces are called for on-site.

Staff sought comments from city agencies & outside agencies regarding this CUP request. Jennifer Jones of the Parks and Recreation has no issues with this request as long as the private club doesn't impede access to Weaver Park and their events do not disturb events occurring at the park. She did comment that when Weaver Park has events (typically on Saturdays) parking is very limited. The Chief of Police

also has no issues with this request stating, "We have no history of problems with this group so there is no reason to believe they would not be responsible in managing this (request)." Staff also contacted the Blue Ridge Youth Soccer Association (BRYSA) and Winchester Rugby who utilize Weaver Park for games and practices. The BRYSA and Rugby groups responded that they see no conflict with the proposed use. BRYSA indicated the park is utilized as a practice field only which typically are scheduled Monday – Thursday from 5pm to dusk (depending on the time of year).

RECOMMENDATION

For a conditional use permit to be approved, a finding must be made that the proposal as submitted or modified will not adversely affect the health, safety or welfare of persons residing or working in the neighborhood nor be detrimental to public welfare or injurious to property or improvements in the neighborhood.

One property owner, Norma Tindle, residing at 136 Bruce Drive across from the proposed lodge site expressed concerns about the narrowness of the street and the problems with parking associated with the Rugby Club's use of Weaver Park. She noted that participants park on the subject site and have parked in her front yard in the past.

At the October 21, 2014 meeting, the Planning Commission forwarded **CU-14-558** to City Council recommending approval because the use, as proposed, should not adversely affect the health, safety or welfare of persons residing or working in the neighborhood nor be detrimental to public welfare or injurious to property or improvements in the neighborhood. The recommendation is subject to:

1. The applicant taking into consideration the concerns of all of the neighbors and addressing them as they come up;
2. Strict obedience with all local and state laws, especially those pertaining to ABC licensing; and,
3. Use to end no later than **8 pm** Sunday through Thursday and no later than **12 am** Friday and Saturday.
4. Use allowed no more than **8** days of live entertainment per month.
5. The establishment is precluded from parking along Bruce Dr. or at Weaver Park unless permission is given to VFW Post 2123 from the City.
6. Staff review and approval of the required site plan.

If Council does not agree with the Commission recommendation, then an unfavorable motion by Council should cite the reasons why the proposal as submitted or modified could negatively impact the health, safety or welfare of those residing or working in the area and/or why it could be detrimental to public welfare or damaging to property or improvements in the neighborhood such as the concern raised at the October 21st Planning Commission public hearing pertaining to the issue of parking impacts during large events.



VETERANS OF FOREIGN WARS OF THE UNITED STATES

Winchester Post 2123

P. O. Box 4095

Winchester, VA 22604

August 29, 2014

Aaron Grisdale, Director of Zoning and Inspections
City of Winchester
15 North Cameron St
Winchester, VA 22601

Dear Mr. Grisdale:

This application is for a conditional use permit to establish a Post Home for VFW Post 2123 at 121 Bruce Drive, Winchester, Virginia. The property is zoned B-2, and the proposed use is allowed with a conditional use permit in accordance with paragraph 8-2-7 of the city zoning ordinance.

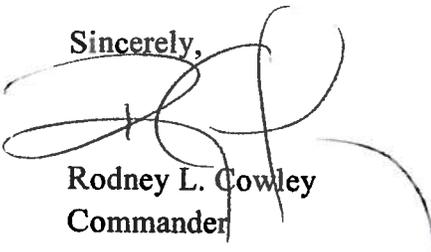
The property is bounded on the west by a commercial business. The adjacent property to the south is vacant, zoned B2. The eastern neighbor is a public park (Weaver Park). To the north, the properties are mixed business and residential.

All VFW posts are incorporated nonprofit associations. However, each post must be self supporting and is responsible for its own expenses. The post's primary income would come from canteen (club) operations, including food and beverage sales, tip jars and raffles. Traffic would be minimal during the week except for monthly meeting nights. Committee meetings, which may be held more frequently, host smaller contingents and would have negligible traffic impact.

In order to generate enough revenue to pay its expenses, the post envisions hosting live entertainment up to eight days per month. These events would normally be held on Friday or Saturday evening or on Sunday afternoon, when adjacent businesses are closed. We believe the exterior noise would be minimal from these events and should not disturb our residential neighbors. The border with Weaver Park is buffered by a wood line along the existing storm drainage easement.

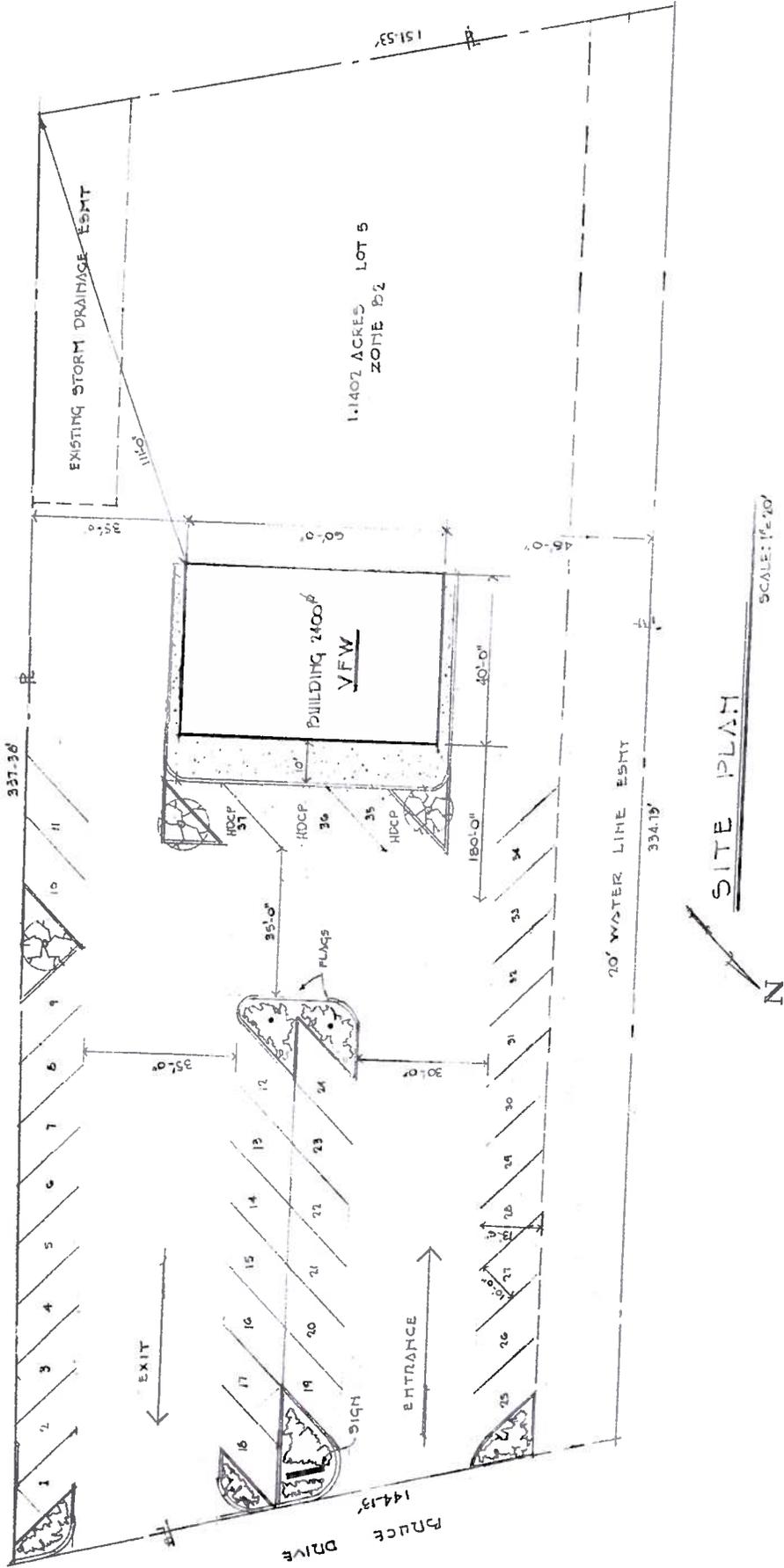
The proposed use does not impact the Southeast Planning Area Redevelopment Concept 2.

Sincerely,



Rodney L. Cowley
Commander

7



SITE PLAN

SCALE: 1/4" = 20'

CU-14-558

R-2014-45

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: October 28, 2014 **CUT OFF DATE:** __

RESOLUTION X **ORDINANCE** **PUBLIC HEARING**

ITEM TITLE: Resolution Authorizing the City of Winchester to Submit an Industrial Revitalization Fund Application to the Virginia Department of Housing and Community Development

STAFF RECOMMENDATION: Approval

PUBLIC NOTICE AND HEARING: N/A

ADVISORY BOARD RECOMMENDATION: The Winchester Economic Development Authority recommends the approval of this resolution

FUNDING DATA: The requested \$600,000 requires a 1:1 match. The funds used to acquire the Winchester Towers will cover the matching requirement.

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Finance	<i>B</i>		10/10/14
2. _____			
3. _____			
4. _____			
5. City Attorney	<i>[Signature]</i>		10/12/2014
6. City Manager	<i>[Signature]</i>		13 Oct 2014
7. Clerk of Council			

Initiating Department Director's Signature: *[Signature]* Date: 10/10/14

Economic Development Coordinator



APPROVED AS TO FORM:

CITY ATTORNEY

[Signature] 10/13/2014

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tyler Schenck, Economic Redevelopment Coordinator
Date: 10/28/2014
Re: Submission of DHCD Industrial Revitalization Fund Application

THE ISSUE: The Virginia Department of Housing and Community Development is currently accepting Industrial Revenue Fund applications. Should the City be awarded funding, the money will be used to assist in the development of an events center in the Winchester Towers property.

RELATIONSHIP TO STRATEGIC PLAN: Will assist in the City's desire to grow the economy

BACKGROUND: This application is being submitted in order to acquire additional funding for the development of an events center.

BUDGET IMPACT: City Staff is requesting the maximum funding amount of \$600,000. This grant requires a 1:1 match. Funds used to acquire the Winchester Towers will cover this matching requirement.

OPTIONS: Council may approve or disapprove the City's submission of this application

RECOMMENDATIONS: City Staff recommends the submission of this application

**A RESOLUTION THAT AUTHORIZES THE CITY OF WINCHESTER TO
SUBMIT AN INDUSTRIAL REVITALIZATION FUND APPLICATION TO THE
VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY
DEVELOPMENT**

WHEREAS, the Common Council of the City of Winchester has a desire to facilitate the development of an events center in 200-214 North Cameron Street; and,

WHEREAS, the Virginia Department of Housing and Community Development is accepting Industrial Revitalization Fund applications; and,

WHEREAS, the requested \$600,000 from this grant will be used to assist in the development of an events center in 200-214 North Cameron Street; and,

WHEREAS, the required Industrial Revitalization Fund 1:1 match will be covered by the City of Winchester spending \$795,000 on the acquisition of 200-214 North Cameron Street; and,

WHEREAS, the Virginia Department of Housing and Community Development requires all Industrial Revitalization Fund applicants to submit a resolution from the locality's common council supporting the application.

NOW THEREFORE BE IT RESOLVED that the City of Winchester is applying for funding from the Industrial Revitalization Fund; and,

BE IT FURTHER RESOLVED, that the city manager or her designee is authorized to submit all information needed to apply for funding from the Industrial Revitalization Fund.

B-2014-46

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: October 28, 2014 **CUT OFF DATE:** __

RESOLUTION X **ORDINANCE** **PUBLIC HEARING**

ITEM TITLE: Resolution of the Common Council of the City of Winchester, Virginia on the Issuance of up to \$55,000,000 of Revenue Bonds by the Economic Development Authority of the City of Winchester, Virginia for the Benefit of Westminster-Canterbury of Winchester, Inc.

STAFF RECOMMENDATION: Approval of the attached resolution

PUBLIC NOTICE AND HEARING: N/A

ADVISORY BOARD RECOMMENDATION: The Economic Development Authority recommends the City's approval of this resolution

FUNDING DATA: N/A

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Finance _____	<u>TS</u>	_____	<u>10-10-14</u>
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. City Attorney _____	<u>[Signature]</u>	_____	<u>10/13/2014</u>
5. City Manager _____	<u>TS</u>	_____	<u>13 Oct 2014</u>
6. Clerk of Council _____	_____	_____	_____

Initiating Department Director's Signature: [Signature] _____ Date: 10/10/14

Economic Development Coordinator



APPROVED AS TO FORM:

[Signature] 10/13/2014
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tyler Schenck, Economic Development Coordinator
Date: 10/28/2014
Re: Resolution of the Common Council of the City of Winchester, Virginia on the Issuance of up to \$55,000,000 of Revenue Bonds by the Economic Development Authority of the City of Winchester, Virginia for the Benefit of Westminster-Canterbury of Winchester, Inc.

THE ISSUE: As the governing entity of the EDA, the Common Council must approve the attached approval resolution prior to the EDA's issuance of any bonds

RELATIONSHIP TO STRATEGIC PLAN: Goal 1 – Grow the Economy.

BACKGROUND: Westminster-Canterbury of Winchester, Inc. have requested the Economic Development Authority of the City of Winchester to issue a series of its revenue bonds to finance certain capital improvements at the Company's facilities, to refund the outstanding principal amount of the Residential Care Facility Revenue Bonds Series 2005A, to fund capitalized interest on the Bond and to finance costs of issuance.

This matter will be placed upon the Economic Development Authority of the City of Winchester's agenda for November 4th, 2014 meeting, on which a public hearing will be held by the EDA as required by applicable law.

BUDGET IMPACT: N/A

OPTIONS: Council may approve or disapprove the Resolution

RECOMMENDATIONS: City Staff recommends that the Common Council approve the Resolution

EXHIBIT C

**RESOLUTION
OF THE COMMON COUNCIL OF THE CITY OF WINCHESTER, VIRGINIA
ON THE ISSUANCE OF UP TO \$55,000,000 OF REVENUE BONDS
BY THE ECONOMIC DEVELOPMENT AUTHORITY OF
THE CITY OF WINCHESTER, VIRGINIA
FOR THE BENEFIT OF WESTMINSTER-CANTERBURY OF WINCHESTER, INC.**

WHEREAS, the Economic Development Authority of the City of Winchester, Virginia (the "Authority") has approved the application of Westminster-Canterbury of Winchester, Inc. (the "Company"), a Virginia non-stock, not-for-profit corporation, requesting that the Authority issue up to \$55,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to assist the Company to:

(a) finance certain capital improvements at the Company's facilities (the "Facilities") located at 300 Westminster Canterbury Drive, Winchester, Virginia 22603, and a portion of which is located in Frederic County, Virginia, including, but not limited to, (i) the construction and equipping of a new approximately 15,900 square foot two story health care center consisting of 22 skilled nursing beds, (ii) the construction and equipping of a new approximately 12,100 square foot two story building, which will include a fitness center, dining facilities, multipurpose rooms, office space and recreational space, (iii) the renovation of approximately 37,000 square feet of the existing health care center and the addition of approximately 2,300 square feet, (iv) the renovation of approximately 6,000 square feet of existing buildings located on the Facilities to provide additional administrative and office space, (v) the renovation of the existing loading dock servicing the Facilities, (vi) renovations to existing courtyards located at the Facilities and (vii) other routine capital improvements at the Facilities (collectively, the "Project");

(b) refund the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 2005A (the "Series 2005A Bonds") originally issued by the Authority for the purpose of (i) financing certain capital improvements at the Facilities, including the acquisition, construction, renovation and expansion of (A) approximately 64 independent living apartments in an approximately 177,000 square foot residential building, (B) an approximately 15,000 square foot vitality center including fitness, pool and recreational areas, (C) existing dining, kitchen and fitness areas at the Facilities and (D) other capital improvements at the Facilities and (ii) refunding the outstanding principal amount of the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1998, which were originally issued for the purposes of refunding the Authority's Replacement Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1991, which were originally issued to refund the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1985, which were originally issued to (A) finance the acquisition,

construction and equipping of the Facilities, (B) finance the construction and equipping of an approximately 47,000 square foot independent living apartment building at the Facilities, and (C) finance the costs of renovations to the health center;

(c) fund capitalized interest on the Bonds; and

(d) finance costs of issuance incurred in connection with the refunding of the Series 2005A Bonds and the issuance of the Bonds (collectively, the "Plan of Finance");

WHEREAS, the Authority held a public hearing on November 4, 2014;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds;

WHEREAS, the Authority issues its bonds on behalf of the City of Winchester, Virginia (the "City"), a portion of the Project is located in the City and the Common Council of Winchester (the "Council"), constitutes the highest elected governmental unit of the City;

WHEREAS, the Authority has recommended that the Council approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution approving the issuance of the Bonds, subject to the terms to be agreed upon, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF WINCHESTER:

1. The Council approves the issuance of the Bonds, in an aggregate principal amount up to \$55,000,000, by the Authority for the benefit of the Company, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Company. In accordance with the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the City.

3. This resolution shall take effect immediately upon its adoption.

Adopted by the Common Council of Winchester this ____ day of November, 2014.

Common Council of Winchester
City of Winchester, Virginia

[SEAL]

BRYAN & COLEMAN, P.L.C.
ATTORNEYS AT LAW

116 SOUTH BRADDOCK STREET
WINCHESTER, VIRGINIA 22601
TELEPHONE: (540) 545-4130
FAX: (540) 545-4131

MICHAEL L. BRYAN, ESQUIRE

Email: mbryan2@earthlink.net

October 9, 2014

Hand Delivered:

Tyler Schenck
Economic Development Coordinator
33 East Boscawen Street
Winchester, Virginia 22601

RE: Westminster-Canterbury of Winchester, Inc. Bond Issue

Dear Tyler:

Westminster-Canterbury of Winchester, Inc. is seeking the issuance of up to \$55,000,000.00 of Revenue Bonds by the Economic Development Authority of the City of Winchester, Virginia (the "EDA") to finance certain capital improvements at the Company's facilities located at 300 Westminster-Canterbury Drive, Winchester, Virginia 22603, to refund the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.) Series 2005A originally issued by the Authority, to fund capitalized interest on the Bond and to finance costs of issuance. This matter will be placed upon the EDA's agenda for the EDA meeting to be held on November 4, 2014, on which date a public hearing will be held by the Authority as required by applicable law (the "TEFRA Hearing").

Immediately after the EDA meeting on November 4th, I will forward a packet of documents to the Common Council for its consideration and hopefully its approval at its November 11th meeting. The packet of documents will include the Resolution considered by the Authority, the Certificate concerning the proceedings held during the EDA meeting, a copy of the TEFRA Notice and a Fiscal Impact Statement. In addition, the Common Council will be asked to consider the adoption of a Resolution, a copy of which is enclosed marked Exhibit C. A draft set of these documents is enclosed.

The action which is requested by Common Council at its meeting on November 11th is the adoption of the enclosed Resolution (Exhibit C). Please place this matter on the Common Council agenda for the next available Work Session of Common Council so that the matter may

be considered and hopefully advanced to the regular monthly meeting of Common Council on November 11th. If there are any questions about this matter, please get in touch with me right away.

Thank you.

Very truly yours,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Michael L. Bryan
MLB/pmn

Enclosures

November 4, 2014

Common Council of Winchester
City of Winchester, Virginia
Rouss City Hall
15 North Cameron Street
Winchester, Virginia 22601

**Economic Development Authority of the City of Winchester, Virginia
Approval of Proposed Revenue Bond Financing
for Westminster-Canterbury of Winchester, Inc.**

Westminster-Canterbury of Winchester, Inc. (the "Company"), a Virginia non-stock, not-for-profit corporation, whose principal place of business is 300 Westminster-Canterbury Drive, Winchester, Virginia 22603, has requested that the Economic Development Authority of the City of Winchester, Virginia (the "Authority") issue up to \$55,000,000 of its revenue bonds, in one or more series at one time or from time to time (the "Bonds"), the proceeds of which will be loaned to the Company to:

(a) finance certain capital improvements at the Company's facilities (the "Facilities") located at 300 Westminster Canterbury Drive, Winchester, Virginia 22603, and a portion of which is located in Frederick County, Virginia, including, but not limited to, (i) the construction and equipping of a new approximately 15,900 square foot two story health care center consisting of 22 skilled nursing beds, (ii) the construction and equipping of a new approximately 12,100 square foot two story building, which will include a fitness center, dining facilities, multipurpose rooms, office space and recreational space, (iii) the renovation of approximately 37,000 square feet of the existing health care center and the addition of approximately 2,300 square feet, (iv) the renovation of approximately 6,000 square feet of existing buildings located on the Facilities to provide additional administrative and office space, (v) the renovation of the existing loading dock servicing the Facilities, (vi) renovations to existing courtyards located at the Facilities and (vii) other routine capital improvements at the Facilities;

(b) refund the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 2005A (the "Series 2005A Bonds") originally issued by the Authority for the purpose of (i) financing certain capital improvements at the Facilities, including the acquisition, construction, renovation and expansion of (A) approximately 64 independent living apartments in an approximately 177,000 square foot residential building, (B) an approximately 15,000 square foot vitality center including fitness, pool and recreational areas, (C) existing

dining, kitchen and fitness areas at the Facilities and (D) other capital improvements at the Facilities and (ii) refunding the outstanding principal amount of the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1998, which were originally issued for the purposes of refunding the Authority's Replacement Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1991, which were originally issued to refund the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1985, which were originally issued to (A) finance the acquisition, construction and equipping of the Facilities, (B) finance the construction and equipping of an approximately 47,000 square foot independent living apartment building at the Facilities, and (C) finance the costs of renovations to the health center;

(c) fund capitalized interest on the Bonds; and

(d) finance costs of issuance incurred in connection with the refunding of the Series 2005A Bonds and the issuance of the Bonds (collectively, the "Plan of Finance").

As set forth in the approving resolution of the Authority attached hereto (the "Resolution"), the Authority has authorized the issuance of the Bonds to accomplish the Plan of Finance. The Authority has conducted a public hearing on the Plan of Finance and has recommended that you approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is (1) a certificate evidencing the conduct of the public hearing and the action taken by the Authority, (2) the Fiscal Impact Statement required pursuant to Section 15.2-4907 of the Virginia Code, (3) the form of resolution suggested by counsel to evidence your approval and (4) a copy of the Authority's resolution authorizing the issuance of the Bonds to accomplish the Plan of Finance.

Secretary, Economic Development Authority of the
City of Winchester, Virginia

**RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY
OF THE CITY OF WINCHESTER, VIRGINIA
AUTHORIZING THE ISSUANCE OF UP TO \$55,000,000
REVENUE BONDS FOR THE BENEFIT OF
WESTMINSTER-CANTERBURY OF WINCHESTER, INC.**

WHEREAS, the Economic Development Authority of the City of Winchester, Virginia, a political subdivision of the Commonwealth of Virginia (the "Authority"), is empowered by the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended (the "Act"), to issue its revenue bonds to protect and promote the health and welfare of the inhabitants of the Commonwealth of Virginia by assisting in the financing and refinancing of medical facilities and facilities for the residence or care of the aged, owned and operated by organizations which are exempt from federal income taxation pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

WHEREAS, the Authority has received a request from Westminster-Canterbury of Winchester, Inc., a Virginia non-stock, not-for-profit corporation (the "Company"), requesting that the Authority issue its revenue bonds, in one or more series at one time or from time to time, to assist the Company in:

(a) financing certain capital improvements at the Company's facilities (the "Facilities") located at 300 Westminster Canterbury Drive, Winchester, Virginia 22603, and a portion of which is located in Frederick County, Virginia, including, but not limited to, (i) the construction and equipping of a new approximately 15,900 square foot two story health care center consisting of 22 skilled nursing beds, (ii) the construction and equipping of a new approximately 12,100 square foot two story building, which will include a fitness center, dining facilities, multipurpose rooms, office space and recreational space, (iii) the renovation of approximately 37,000 square feet of the existing health care center and the addition of approximately 2,300 square feet, (iv) the renovation of approximately 6,000 square feet of existing buildings located on the Facilities to provide additional administrative and office space, (v) the renovation of the existing loading dock servicing the Facilities, (vi) renovations to existing courtyards located at the Facilities and (vii) other routine capital improvements at the Facilities (collectively, the "Project");

(b) refunding the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 2005A (the "Series 2005A Bonds") originally issued by the Authority for the purpose of (i) financing certain capital improvements at the Facilities, including the acquisition, construction, renovation and expansion of (A) approximately 64 independent living apartments in an approximately 177,000 square foot residential building, (B) an approximately 15,000 square foot vitality center including fitness, pool and recreational areas, (C) existing dining, kitchen and fitness areas at the Facilities and (D) other capital improvements at the Facilities and (ii) refunding the outstanding principal amount of the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1998, which were originally issued for the purposes of refunding the Authority's Replacement Bonds (Westminster-Canterbury of

Winchester, Inc.), Series 1991, which were originally issued to refund the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1985, which were originally issued to (A) finance the acquisition, construction and equipping of the Facilities, (B) finance the construction and equipping of an approximately 47,000 square foot independent living apartment building at the Facilities, and (C) finance the costs of renovations to the health center;

(c) funding capitalized interest on the Bonds; and

(d) financing costs of issuance incurred in connection with the refunding of the Series 2005A Bonds and the issuance of the Bonds (collectively, the "Plan of Finance");

WHEREAS, such assistance will benefit the inhabitants of the City of Winchester, Virginia (the "City"), the County of Frederick, Virginia (the "County") and the Commonwealth of Virginia, either through the increase of their commerce or through the promotion of their safety, health, welfare, convenience or prosperity;

WHEREAS, preliminary plans for the Plan of Finance have been described to the Authority and a public hearing has been held as required by Section 147(f) of the Code and Section 15.2-4906 of the Act;

WHEREAS, the Company has represented that the estimated cost of undertaking the Plan of Finance will require an issue of revenue bonds in the aggregate principal amount not to exceed \$55,000,000;

WHEREAS, (a) no member of the Board of Directors of the Authority is an officer or employee of the City, (b) each member has, before entering upon his duties during his or her present term of office, taken and subscribed to the oath prescribed by Section 49-1 of the Code of Virginia of 1950, as amended and (c) at the time of their appointments and at all times thereafter, including the date hereof, all of the members of the Board of Directors of the Authority have satisfied the residency requirements of the Act; and

WHEREAS, to the best of the Authority's knowledge, no member of the Board of Directors of the Authority has any personal interest or business interest in the Company or the bonds or has otherwise engaged in conduct prohibited under the Conflict of Interests Act, Chapter 31, Title 2.2 of the Code of Virginia of 1950, as amended, in connection with this resolution or any other official action of the Authority in connection therewith.

NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF WINCHESTER, VIRGINIA:

1. It is hereby found and determined that the Plan of Finance will be in the public interest and will promote the commerce, safety, health, welfare, convenience or prosperity of the Commonwealth of Virginia, the City, the County and their citizens and in particular will promote the providing of health care facilities and other facilities for the residence and care of the aged in accordance with their special needs.

2. The Authority hereby agrees to assist the Company in undertaking the Plan of Finance by issuing its revenue bonds in an aggregate principal amount not to exceed \$55,000,000 upon terms and conditions mutually agreeable to the Authority and the Company. The bonds will be issued pursuant to documents satisfactory to the Authority. The bonds may be issued in one or more series at one time or from time to time.

3. It having been represented to the Authority that it is necessary to proceed immediately with the Plan of Finance, and the planning therefor, the Authority agrees that the Company may proceed with the Plan of Finance, enter into contracts for land, construction, materials and equipment for the Project, and take such other steps as it may deem appropriate in connection with the Plan of Finance, provided, however, that nothing in this resolution shall be deemed to authorize the Company to obligate the Authority without its consent in each instance to the payment of any moneys or the performance of any acts in connection with the Plan of Finance. The Authority agrees that the Company may be reimbursed from the proceeds of the bonds for all expenditures and costs so incurred by it, provided such expenditures and costs are properly reimbursable under the Act and applicable federal laws.

4. At the request of the Company, the Authority approves McGuireWoods LLP, Richmond, Virginia, as Bond Counsel in connection with the issuance of the Bonds.

5. All costs and expenses in connection with the undertaking of the Plan of Finance, including the fees and expenses of Bond Counsel and Authority Counsel, shall be paid by the Company or, to the extent permitted by applicable law, from the proceeds of the bonds. If for any reason such bonds are not issued, it is understood that all such expenses shall be paid by the Company and that the Authority shall have no responsibility therefor.

6. The Authority recommends that the governing bodies of the City and the County approve the issuance of the bonds for the purpose of undertaking the Plan of Finance.

7. No bonds may be issued pursuant to this resolution until such time as the issuance of the bonds has been approved by the governing bodies of the City and the County.

8. This resolution shall take effect immediately upon its adoption.

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of the City of Winchester, Virginia (the "Authority") certifies that the foregoing is a true, correct and complete copy of a resolution adopted by a majority of the Directors of the Authority present and voting at a meeting duly called and held on November 4, 2014, in accordance with law, and that such resolution has not been repealed, revoked, rescinded or amended but is in full force and effect on this date.

WITNESS the following signature and seal of the Authority, this 4th day of November, 2014.

Secretary of the Economic Development Authority of the
City of Winchester, Virginia

[SEAL]

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of the City of Winchester, Virginia (the "Authority") certifies as follows:

1. A meeting of the Authority was duly called and held on Tuesday, November 4, 2014, at 12:00 p.m. in the Common Council Chambers in Rouss City Hall, 15 North Cameron Street, Winchester, Virginia 22601, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chairman announced the commencement of a public hearing on the application of Westminster-Canterbury of Winchester, Inc., a Virginia non-stock, not-for-profit corporation organized under the laws of the Commonwealth of Virginia, and that a notice of the hearing was published once a week for two successive weeks in a newspaper having general circulation in the City of Winchester, Virginia and the County of Frederick, Virginia (the "Notice"), with the second publication appearing not less than six days nor more than twenty-one days prior to the hearing date. A copy of the Notice is attached and has been filed with the minutes of the Authority and is attached as Exhibit A.

3. A summary of the statements made at the public hearing is attached as Exhibit B.

4. Attached as Exhibit C is a true, correct and complete copy of an approving resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, this ___ day of November, 2014.

Secretary, Economic Development Authority of the
City of Winchester, Virginia

[SEAL]

Exhibits:

- A - Copy of Certified Notice
- B - Summary of Statements
- C - Approving Resolution

EXHIBIT A

**NOTICE OF PUBLIC HEARING TO BE HELD BY THE
ECONOMIC DEVELOPMENT AUTHORITY OF
THE CITY OF WINCHESTER, VIRGINIA
ON THE ISSUANCE OF UP TO \$55,000,000 OF ITS REVENUE BONDS
FOR THE BENEFIT OF WESTMINSTER-CANTERBURY OF WINCHESTER, INC.**

Notice is hereby given that the Economic Development Authority of the City of Winchester, Virginia (the "Authority") whose address is 15 North Cameron Street, Winchester, Virginia 22601, will hold a public hearing on the application and plan of financing of Westminster-Canterbury of Winchester, Inc. (the "Company"), whose principal place of business is 300 Westminster-Canterbury Drive, Winchester, Virginia 22603, requesting the Authority issue up to \$55,000,000 of its revenue bonds (the "Bonds"), in one or more series at one time or from time to time, the proceeds of which will be loaned to the Company to:

(a) finance certain capital improvements at the Company's facilities (the "Facilities") located at 300 Westminster Canterbury Drive, Winchester, Virginia 22603, and a portion of which is located in Frederick County, Virginia, including, but not limited to, (i) the construction and equipping of a new approximately 15,900 square foot two story health care center consisting of 22 skilled nursing beds, (ii) the construction and equipping of a new approximately 12,100 square foot two story building, which will include a fitness center, dining facilities, multipurpose rooms, office space and recreational space, (iii) the renovation of approximately 37,000 square feet of the existing health care center and the addition of approximately 2,300 square feet, (iv) the renovation of approximately 6,000 square feet of existing buildings located on the Facilities to provide additional administrative and office space, (v) the renovation of the existing loading dock servicing the Facilities, (vi) renovations to existing courtyards located at the Facilities and (vii) other routine capital improvements at the Facilities;

(b) refund the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 2005A (the "Series 2005A Bonds") originally issued by the Authority for the purpose of (i) financing certain capital improvements at the Facilities, including the acquisition, construction, renovation and expansion of (A) approximately 64 independent living apartments in an approximately 177,000 square foot residential building, (B) an approximately 15,000 square foot vitality center including fitness, pool and recreational areas, (C) existing dining, kitchen and fitness areas at the Facilities and (D) other capital improvements at the Facilities and (ii) refunding the outstanding principal amount of the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1998, which were originally issued for the purposes of refunding the Authority's Replacement Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1991, which were originally issued to refund the Authority's Residential Care Facility First Mortgage Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 1985, which were originally issued to (A) finance the acquisition, construction and equipping of the Facilities, (B) finance the construction and equipping

of an approximately 47,000 square foot independent living apartment building at the Facilities, and (C) finance the costs of renovations to the health center;

(c) fund capitalized interest on the Bonds; and

(d) finance costs of issuance incurred in connection with the refunding of the Series 2005A Bonds and the issuance of the Bonds (collectively, the "Plan of Finance").

The issuance of the Bonds as requested by the Company will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia, the Authority or the City of Winchester, Virginia, but will be payable solely from revenues derived from the Company and pledged therefor and neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any political subdivisions, including the Authority and the City of Winchester, Virginia, is pledged to the payment of the Bonds. The Authority has no taxing power.

The public hearing, which may be continued or adjourned, will be held at 12:00 p.m. on Tuesday, November 4, 2014, before the Authority, in the Common Council Chambers in Rouss City Hall, 15 North Cameron Street, Winchester, Virginia 22601. Any person interested in the issuance of the Bonds may appear at the hearing and present his or her views. A copy of the Company's application may be inspected at the Authority's office at the address stated above during business hours.

Economic Development Authority
of the City of Winchester, Virginia

EXHIBIT B

Summary of Statements

[To Be Determined]

**FISCAL IMPACT STATEMENT
FOR PROPOSED BOND FINANCING**

Date: November 4, 2014

To the Common Council of Winchester
City of Winchester, Virginia

Applicant: Westminster-Canterbury of Winchester, Inc.

**Facility/
Plan of
Finance:** (a) finance certain capital improvements at the Company's facilities (the "Facilities") located at 300 Westminster Canterbury Drive, Winchester, Virginia 22603, and a portion of which is located in Frederick County, Virginia, including, but not limited to, (i) the construction and equipping of a new approximately 15,900 square foot two story health care center consisting of 22 skilled nursing beds, (ii) the construction and equipping of a new approximately 12,100 square foot two story building, which will include a fitness center, dining facilities, multipurpose rooms, office space and recreational space, (iii) the renovation of approximately 37,000 square feet of the existing health care center and the addition of approximately 2,300 square feet, (iv) the renovation of approximately 6,000 square feet of existing buildings located on the Facilities to provide additional administrative and office space, (v) the renovation of the existing loading dock servicing the Facilities, (vi) renovations to existing courtyards located at the Facilities and (vii) other routine capital improvements at the Facilities, (b) refund the outstanding principal amount of the Residential Care Facility Revenue Bonds (Westminster-Canterbury of Winchester, Inc.), Series 2005A (the "Series 2005A Bonds") issued by the Economic Development Authority of the City of Winchester, Virginia, (c) fund capitalized interest on the bonds to be issued (the "Bonds") and (d) finance costs of issuance incurred in connection with the refunding of the Series 2005A Bonds and the issuance of the Bonds.

1.	Maximum amount of financing sought	\$55,000,000
2.	Estimated taxable value of the facility's real property to be constructed in the locality.	\$
3.	Estimated real property tax per year using present tax rates.	\$
4.	Estimated personal property tax per year using present tax rates.	\$
5.	Estimated merchants' capital tax per year using present tax rates.	\$
6.	(a) Estimated dollar value per year of goods that will be purchased from Virginia companies within the locality	
	(b) Estimated dollar value per year of goods that will be purchased from non-Virginia companies within the locality	\$
	(c) Estimated dollar value per year of services that will be purchased from Virginia companies within the locality	\$
	(d) Estimated dollar value per year of services that will be purchased from non-Virginia companies within the locality	\$
7.	Estimated number of regular employees on year round basis.	
8.	Average annual salary per employee.	\$

Chairman, Economic Development Authority of the City
of Winchester, Virginia

D-2014-42
B-2014-47

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: _____ **CUT OFF DATE:** _____

RESOLUTION x **ORDINANCE** x **PUBLIC HEARING** x

ITEM TITLE: AN ORDINANCE TO AMEND AND RE-ADOPT SECTION 2-24 OF THE WINCHESTER CITY CODE TO REVISE THE MEETING SCHEDULE OF COMMON COUNCIL AND ALLOW FOR AN ADDITIONAL REGULAR MONTHLY MEETING OF COMMON COUNCIL and A RESOLUTION TO ADOPT A SCHEDULE OF WORK SESSIONS AND REGULAR MEETINGS FOR 2015

STAFF RECOMMENDATION: N/A

PUBLIC NOTICE AND HEARING: Required

ADVISORY BOARD RECOMMENDATION: N/A

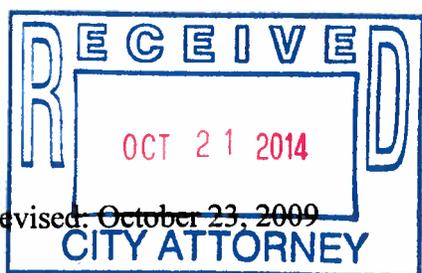
FUNDING DATA: N/A

INSURANCE:

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The Director's initials for approval or disapproval address only the readiness of the issue for Council consideration. This does not address the Director's recommendation for approval or denial of the issue.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. City Attorney	<i>AW</i>	_____	10/21/2014
6. City Manager	<i>MS</i>	_____	21 Oct 2014
7. Clerk of Council	_____	_____	_____

Initiating Department Director's Signature: _____ [COUNCIL REQUEST] _____
Date: 10/21/2014



Revised: October 23, 2009



APPROVED AS TO FORM:

[Signature]
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Members of Common Council

From: Anthony C. Williams, City Attorney

Date: October 21, 2014

RE: AN ORDINANCE TO AMEND AND RE-ADOPT SECTION 2-24 OF THE WINCHESTER CITY CODE TO REVISE THE MEETING SCHEDULE OF COMMON COUNCIL AND ALLOW FOR AN ADDITIONAL REGULAR MONTHLY MEETING OF COMMON COUNCIL and A RESOLUTION TO ADOPT A SCHEDULE OF WORK SESSIONS AND REGULAR MEETINGS FOR YEAR 2015

THE ISSUE: Council wishes to consider revising its meeting schedule to allow for a Work Session on each second and fourth Tuesday of the month followed immediately by a Regular Meeting on each Work Session date. Also, Council would like to clarify the authority of the President to cancel or re-schedule meetings upon specified circumstances.

RELATIONSHIP TO STRATEGIC PLAN: Council Request

BACKGROUND: Common Council has expressed an interest in revising its schedule of Meetings and Work Sessions. Also, Council would like to clarify the authority of the President to cancel or re-schedule meetings upon specified circumstances.

BUDGET IMPACT: N/A

OPTIONS: Adopt, reject, or modify Ordinance.

RECOMMENDATIONS: Ordinance has been prepared at the direction of Common Council.

AN ORDINANCE TO AMEND AND RE-ADOPT SECTION 2-24 OF THE WINCHESTER CITY CODE TO REVISE THE MEETING SCHEDULE OF COMMON COUNCIL AND ALLOW FOR AN ADDITIONAL REGULAR MONTHLY MEETING OF COMMON COUNCIL.

WHEREAS, the Regular Meeting dates of Common Council are established under Section 2-24 of the Winchester City Code; and

WHEREAS, §15.2-1416 of the Code of Virginia requires Council to adopt establish the days, times, and places of regular meetings to be held annually; and

WHEREAS, Common Council for the City of Winchester has complied with this requirement by the adoption of Resolution 2014-21 which establishes a schedule of Regular Meetings of Common Council on the second Tuesday of each month with Work Sessions being held on the third and fourth Tuesdays of each month; and

WHEREAS, it is the belief of Common Council that having the Work Sessions of Common Council scheduled for 6:00 p.m. on every second and fourth Tuesday followed by a Regular Meeting on each second and fourth Tuesday at 7:00 p.m. or immediately following the Council Work Sessions if such Work Sessions extend beyond 7:00 p.m. will increase the efficiency of Council and enable City Staff to work more effectively in processing matters through the Agenda Process; and

WHEREAS it is the wish of Common Council to clarify the authority of the President of Council with respect to his authority to cancel meetings under specified conditions.

NOW therefore be it ORDAINED that Section 2-24 of the Winchester City Code is hereby amended and readopted as follows:

SECTION. 2-24. REGULAR MEETING DATE; CALL OR ORDER OF SPECIAL MEETING.

(a) The ~~R~~regular ~~m~~Meetings of the Council shall be held on the second and fourth Tuesday of each month at 7:00 p.m. or immediately following Council Work Sessions if such Work Sessions extend beyond 7:00 p.m. Work Sessions beginning at 7 shall begin at 6:00 P.M. Unless otherwise properly Noticed, all Regular Meetings and Work Sessions shall be held at Council Chambers in Rouss City Hall, 15 N. Cameron Street, Winchester, Virginia.

(b) Special meetings of the Council may be called by the President, or the Vice-President when authorized to act for the President, at any time and, in case of his absence, inability

or refusal, may be convened by the order in writing of three (3) members of the Council, addressed to the Clerk of the Council. Every call or order for a special meeting shall contain a notice of the object of such meeting, and no other business shall be transacted unless two-thirds of the members present shall vote to take up such business.

(Code 1959, §2-2) (Ord. No. 036-95, 9-12-95; Ord. No. 2011-21, 10-11-11)
State Law Reference--Special meetings of Council, Code of Virginia, §15.2-1417.

BE IT FURTHER ORDAINED that Resolution 2014-21 is hereby rescinded and replaced with Resolution _____, which is hereby approved.



THE COMMON COUNCIL

Rouss City Hall
15 North Cameron Street
Winchester, VA 22601
540-667-1815
TDD 540-722-0782
www.winchesterva.gov

I, Kari J. Van Diest, Deputy Clerk of the Common Council, hereby certify on this ___ day of _____ that the following Resolution is a true and exact copy of one and the same adopted by the Common Council of the City of Winchester, assembled in regular session on the ___ day of _____.

RESOLUTION

WHEREAS, the Common Council of the City of Winchester, Virginia, finds it desirable to establish a schedule of its Regular Meetings and Work Sessions for the period beginning January 1, 2015, and concluding December 31, 2015; and

WHEREAS, Section 15.2-1416 of the Code of Virginia, 1950, as amended, allows the said Council to also establish a schedule of alternate dates for each of said Regular Meetings so that in the event the Mayor (or Vice-Mayor, in the absence of the Mayor) declares that weather or other conditions are such that it is hazardous for the members to attend a scheduled Regular Meeting, then all hearings and other matters shall be conducted at the continued meeting with no further advertisement required; and

WHEREAS, it is the wish of Common Council to clarify its authorization to the President of Council to exercise discretion with regard to other specified circumstances under which it may be permissible to cancel or postpone a meeting.

NOW THEREFORE, BE IT RESOLVED that all meetings hereinafter described shall be conducted at Rouss City Hall, 15 North Cameron Street, Winchester, Virginia, on the second and fourth Tuesday of each month, with Work Sessions beginning at 6:00 P.M. and Regular Meeting beginning at 7:00 P.M. or immediately following the Work Sessions in the event that the Work Sessions go beyond 7:00 p.m.; and

BE IT FURTHER RESOLVED that the following schedule of Regular Meetings and Work Sessions is, hereby, adopted with the alternate or continued date appearing in parenthesis beside the date for each Regular Meeting:

Schedule of Work Sessions and Regular Meetings

<u>Meeting Date</u>	<u>Alternate Date</u>
January 13, 2015	(January 20, 2015)
January 27, 2015	(February 3, 2015)
February 10, 2015	(February 17, 2015)
February 24, 2015	(March 3, 2015)
March 10, 2015	(March 17, 2015)
March 24, 2015	(April 7, 2015)
April 14, 2015	(April 21, 2015)
April 28, 2015	(May 5, 2015)

May 12, 2015	(May 19, 2015)
May 26, 2015	(June 2, 2015)
June 9, 2015	(June 16, 2015)
June 23, 2015	(July 7, 2015)
July 14, 2015	(July 21, 2015)
July 28, 2015	(August 4, 2015)
August 11, 2015	(August 18, 2015)
August 25, 2015	(September 1, 2015)
September 8, 2015	(September 15, 2015)
September 22, 2015	(October 6, 2015)
October 13, 2015	(October 20, 2015)
October 27, 2015	(November 3, 2015)
November 10, 2015	(November 17, 2015)
November 24, 2015	(December 1, 2015)
December 8, 2015	(December 15, 2015)
December 22, 2015	(December 29, 2015)

BE IT FURTHER RESOLVED that all advertisements for Public Hearings should reflect the alternate date.

BE IT FURTHER RESOLVED that in addition to being authorized to cancel or postpone meetings where, in the opinion of the President of Council weather or other conditions are such that it is hazardous for members of Council to attend a scheduled meeting, the President of Council is hereby authorized to act on behalf of Common Council to cancel or postpone meetings for other cause including but not limited to situations where in his/her judgment, there are is insufficient public business prepared for presentation to warrant the holding of a meeting of the governing body. Upon any such cancellation or postponement, the President shall use all reasonable means to promptly notify the other members of Council and the press of the cancellation or postponement, and in accordance with §15.2-1416 of the Code of Virginia, all hearings and other matters shall be conducted at the continued meeting with no further advertisement required.

Resolution No. _____.

ADOPTED by the Common Council of the City of Winchester on the _____^h day of _____.

Witness my hand and the seal of the City of Winchester, Virginia.

*Kari J. Van Diest
Deputy Clerk of the Common Council*

2015



- = Planning Commission Work Session
- = Planning Commission Meeting
- = Proposed Council WS + Regular Meeting

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

September

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

0-2014-43

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 10/28/14 (work session), **CUT OFF DATE:** 10/22/14
11/11/14 (1st Reading) 12/09/14 (2nd Reading/Public Hearing)

RESOLUTION **ORDINANCE** X **PUBLIC HEARING** X

ITEM TITLE:

TA-14-593 AN ORDINANCE TO AMEND AND REENACT SECTION 10-6 AND ENACT SECTION 10-9 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO SIDE AND REAR YARD SETBACK REQUIREMENTS AND SPECIAL PROVISIONS FOR REDEVELOPMENT SITES IN THE COMMERCIAL INDUSTRIAL (CM-1) DISTRICT. *Amendment establishes zero side and rear yard setback conditions in limited situations for properties in the CM-1 district identified as redevelopment sites within the Comprehensive Plan's Character Map.*

STAFF RECOMMENDATION:

Approval

PUBLIC NOTICE AND HEARING:

Public hearing for 12/09/14 Council mtg

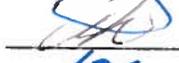
ADVISORY BOARD RECOMMENDATION:

Planning Commission unanimously recommended approval.

FUNDING DATA: N/A

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Planning Director			10/22/14
2. City Attorney			10/22/2014
3. City Manager			22 Oct 2014
4. Clerk of Council			

Initiating Department Director's Signature:  10/22/14
(Zoning and Inspections)



APPROVED AS TO FORM:


CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Aaron Grisdale, Director of Zoning and Inspections
Date: October 28, 2014
Re: TA-14-593 AN ORDINANCE TO AMEND AND REENACT SECTION 10-6 AND ENACT SECTION 10-9 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO SIDE AND REAR YARD SETBACK REQUIREMENTS AND SPECIAL PROVISIONS FOR REDEVELOPMENT SITES IN THE COMMERCIAL INDUSTRIAL (CM-1) DISTRICT.

THE ISSUE:

This zoning ordinance text amendment was privately sponsored to implement opportunities for reduced setback requirements for redevelopment sites in the CM-1 district.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 4 – Create a More Livable City for All, Objective 3 – Manage future growth, development and redevelopment consistent with City’s vision, comprehensive plan and development standards and policies

BACKGROUND:

This proposal is a privately sponsored text amendment pertaining to side and rear yard setback requirements and special provisions for redevelopment sites in the CM-1 district. This request will create language similar to Section 8-10 pertaining to Commercial Centers in the B-2 district.

This amendment would allow for properties which have been identified as “redevelopment sites” within the Comprehensive Plan Character Map, to be eligible for zero setbacks on the side and rear property lines. Additionally, this will open opportunities to allow for the creation of property lines along a shared common boundary between two connected buildings; current Zoning Ordinance requirements do not allow for such subdivisions when dealing with connected buildings.

(Full staff report attached).

BUDGET IMPACT:

No funding is required.

OPTIONS:

- Approve the text amendment
- Approve the text amendment with modifications
- Decline to adopt the text amendment

RECOMMENDATIONS:

The Planning Commission unanimously recommended approval.

City Council
October 28, 2014

TA-14-593 AN ORDINANCE TO AMEND AND REENACT SECTION 10-6 AND ENACT SECTION 10-9 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO SIDE AND REAR YARD SETBACK REQUIREMENTS AND SPECIAL PROVISIONS FOR REDEVELOPMENT SITES IN THE COMMERCIAL INDUSTRIAL (CM-1) DISTRICT.

REQUEST DESCRIPTION

This proposal is a privately sponsored text amendment pertaining to side and rear yard setback requirements and special provisions for redevelopment sites in the CM-1 district. This request will create language similar to Section 8-10 pertaining to Commercial Centers in the B-2 district.

This amendment would allow for properties which have been identified as “redevelopment sites” within the Comprehensive Plan Character Map, to be eligible for zero setbacks on the side and rear property lines. Additionally, this will open opportunities to allow for the creation of property lines along a shared common boundary between two connected buildings; current Zoning Ordinance requirements do not allow for such subdivisions when dealing with connected buildings.

This proposal is similar to a privately sponsored amendment which was submitted in 2009 for commercial centers in the B-2 district. At that time, the desire was to allow for the creation of new property lines and subdivisions for properties that qualify as a commercial center. As long as adequate easement provisions are established to provide for inter-parcel access, utilities, storm water management, etc., staff believes the ordinance will be consistent with good planning practice by providing an additional tool for property owners and developers to implement redevelopment in areas identified within the Comprehensive Plan for such activity.

Similar examples where a zero lot line condition exist are the Belk Store in the Apple Blossom Mall, which was created through Board of Zoning Appeals action, and the Kohl’s store on South Pleasant Valley Road, which was created pursuant to the abovementioned ordinance amendment in 2009.

While this zoning amendment will allow for future property lines through connected buildings, there are also considerations regarding fire proofing and protection which will be separately considered through the application of the Uniform Statewide Building Code, due to the close proximity of building walls to the property line.

STAFF COMMENTS

Staff believes this amendment is consistent with good planning practice and may help future redevelopment by allowing for current buildings in designated redevelopment sites to be considered for subdivision while being consistent with the Zoning Ordinance’s development standards.

RECOMMENDATION

At their October 21, 2014 meeting, the Planning Commission unanimously forwarded **TA-14-593** with a favorable recommendation because the amendment, as proposed, presents good planning practice by providing for redevelopment opportunities in existing structures within designated redevelopment sites as identified within the Comprehensive Plan.

AN ORDINANCE TO AMEND AND REENACT SECTION 10-6 AND ENACT SECTION 10-9 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO SIDE AND REAR YARD SETBACK REQUIREMENTS AND SPECIAL PROVISIONS FOR REDEVELOPMENT SITES IN THE COMMERCIAL INDUSTRIAL (CM-1) DISTRICT.

TA-14-593

Draft 1 – 9/19/2014

Ed. Note: The following text represents excerpts of Article 10 of the Zoning Ordinance that are subject to change. Words with strikethrough are proposed for repeal. Words that are boldfaced and underlined are proposed for enactment. Existing ordinance language that is not included here is not implied to be repealed simply due to the fact that it is omitted from this excerpted text.

SECTION 10-6. YARD REGULATIONS.

- 10-6-1 Side. The minimum width of each side yard for a main structure shall be ten (10) feet, except that when such use abuts a residential district, there shall be a side yard of twenty-five (25) feet and except as per Section 10-8 of this Ordinance. No side yard shall be required when a building adjoins a railroad right-of-way or siding or as permitted by Section 10-9 of this Ordinance.
- 10-6-2 Rear. Each main structure shall have a rear yard of at least twenty-five (25) feet except as follows:
- 10-6-2.1 When a rear yard abuts a lot in a residential district the minimum rear yard shall be fifty (50) feet.
- 10-6-2.2 No rear yard shall be required when a building adjoins a railroad right-of-way or siding and the proposed building or structure functionally requires immediate proximity to the railroad right-of-way or siding as determined by the administrator or as permitted by Section 10-9 of this Ordinance. (9/11/01, TA-01-03, Ord. No. 028-2001)

SECTION 10-9. SPECIAL PROVISIONS FOR REDEVELOPMENT SITES

For the purposes of this Section, the term Redevelopment Site shall mean a property or properties identified within the Comprehensive Plan Character Map as a “Redevelopment Site.”

- 10-9-1** **No side or rear yard shall be required along the common shared property line of buildings within the same redevelopment site provided the following conditions are met:**

10-9-1.1 **Any necessary cross easements are created to permit vehicular and pedestrian access to and from any proposed lot(s). Easements shall also be provided for utilities necessary to service any proposed lot(s) within the redevelopment site.**

10-9-1.2 **The cross easements shall contain provisions for the maintenance of any common open space, private streets and parking areas within the redevelopment site.**



A Virginia Accredited Law Enforcement Agency

Timbrook Public Safety Center
231 East Piccadilly Street
Winchester, VA 22601

Telephone: (540) 545-4700
FAX: (540) 542-1314
Website: www.winchesterva.gov

**WINCHESTER POLICE DEPARTMENT
MONTHLY COUNCIL REPORT
September 2014**

5 YEAR TREND FOR MAJOR CRIMES- SEPTEMBER

	2010	2011	2012	2013	2014
THEFT	67	74	78	64	65
GRAND THEFT	11	21	19	16	28
MVT	2	1	1	1	0
ROBBERY	3	3	2	1	1
RAPE	0	0	0	1	1
B&E	22	12	19	8	19

5 YEAR TREND ENFORCEMENT -Enforcement for SEPTEMBER - 5 year trend

	2010	2011	2012	2013	2014
Felony Arrests	16	31	27	20	39
Misdemeanor Arrests	141	126	162	95	135
Legal Document - Felony	17	29	35	36	50
Legal Document - Misdemeanor	129	150	125	151	154
DUI Arrests	14	23	13	12	16
Incident Reports	340	343	378	244	357
Field Contacts Documented	18	43	48	4	18
Speeding - Radar	105	72	26	42	23
Traffic Violations	243	292	235	194	166
Vehicle Crash Investigations	76	50	33	35	60
Warning Citations				58	46
Vehicle Stops				801	758
Parking Violations	209	177	135	91	90

Up-to-date statistics can be found at www.winchesterpolice.org/crimestats/index1.html and up-to-date crime maps are available at www.winchesterpolice.org/crimemap/index1.html.

2014 Fire and Rescue Department Statistics

Month	Incidents											Casualties		Training Hours		Resuscitation Efforts	
	EMS	Fire	Total	Struc. Fire	Fire Other	ALS 1	ALS 2	BLS	Pt. Ref.	Mutual Aid Given	Mutual Aid Recvd.	Fire	Civ.	Dept. Personnel	LFCC Ride-Along Students	Cardiac Arrest	Cardiac Arrest Saved
January	420	151	571	4	147	184	7	166	26	49	16	0	0	780	0	6	1
February	298	90	388	3	87	156	4	103	14	22	9	0	0	1034	0	3	2
March	332	107	439	2	105	187	3	96	32	22	4	0	0	1232	0	3	0
April	380	114	494	7	107	189	5	136	24	35	12	0	2	2148	0	3	0
May	440	112	552	7	105	195	4	131	40	43	29	0	1	1621	0	3	2
June	354	105	459	2	103	145	2	133	37	27	5	0	0	2232	0	2	0
July	340	93	433	2	91	145	6	117	38	34	9	0	0	2037	0	3	0
August	354	89	443	4	85	170	1	118	30	42	17	1	0	1000	0	4	0
September	425	121	546	5	116	184	3	133	53	32	13	0	0	1172	24	2	1
October			0		0												
November			0		0												
December			0		0												
TOTAL	3343	982	4325	36	946	1555	35	1133	294	306	114	1	3	13256	24	29	6
	77.29%	22.71%		3.67%	96.33%	46.52%	1.05%	33.89%	8.79%	7.08%	2.64%						20.69%
	% of Total			% of Fire		% of EMS Responses				% of Total			26.3% National Average				

10 Years of Incidents										
2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
4932	5288	5711	5673	5571	5365	5407	5539	5541	5756	5605

Other Monthly Activity:



New Canteen Unit Donation, MDA Fill the Boot Drive, VA Ave. School Reading, Arnold & Bohus Honor Guard at the Capitol

FY 2015 EMS Revenue Recovery Statistics

	Gross Revenue	Manual Contractual Allowances	Automatic Contractual Allowances	Refunds	Net Collectable	Payments from Patients	Payments from Insurance	Total Deposits
JULY	\$137,770.00	\$9,086.48	\$25,204.96	\$572.00	\$102,906.56	\$7,553.06	\$81,705.89	\$89,258.95
AUGUST	\$152,144.00	\$5,850.90	\$28,995.09	\$86.20	\$117,211.81	\$5,639.83	\$79,022.58	\$84,662.41
SEPTEMBER	\$167,371.00	\$5,788.36	\$32,894.74	\$0.00	\$128,687.90	\$3,870.80	\$65,254.01	\$69,124.81
OCTOBER					\$0.00			\$0.00
NOVEMBER					\$0.00			\$0.00
DECEMBER					\$0.00			\$0.00
JANUARY					\$0.00			\$0.00
FEBRUARY					\$0.00			\$0.00
MARCH					\$0.00			\$0.00
APRIL					\$0.00			\$0.00
MAY					\$0.00			\$0.00
JUNE					\$0.00			\$0.00
TOTALS	\$457,285.00	\$20,725.74	\$87,094.79	\$658.20	\$348,806.27	\$17,063.69	\$225,982.48	\$243,046.17



2014 Fire Marshal Division Statistics

Month	City Fire Property Dollar Loss/Save			Plan Review		Inspections/Investigations								Public Education			
	Loss	Value	Saved	#	Revenue Generated	Fire Insp.	Follow-up	Sprinkler	Alarm	Supres.	Site	Other Insp.	Investig.	Smoke Alarms Installs	Car Seat Installs	Pub Ed Children	Pub Ed Adult
January	\$21,750.00	\$294,500.00	\$272,750.00	7	\$1,249.50	9	8	1	0	3	0	17	1	1	9	32	16
February	\$37,400.00	\$301,500.00	\$264,100.00	7	\$278.48	0	1	1	0	0	0	7	1	1	8	13	60
March	\$50,070.00	\$180,550.00	\$130,480.00	17	\$1,302.03	16	4	2	6	1	1	7	1	2	15	253	62
April	\$41,500.00	\$529,600.00	\$488,100.00	1	\$0.00	7	9	2	5	4	1	1	2	3	16	34	50
May	\$10,100.00	\$468,057.00	\$457,957.00	8	\$0.00	2	1	0	1	1	0	2	0	4	10	127	29
June	\$33,080.00	\$290,805.00	\$257,725.00	8	\$864.45	12	2	3	1	0	1	4	1	1	20	142	68
July	\$19,200.00	\$150,500.00	\$131,300.00	12	\$683.91	38	16	3	3	5	0	5	2	0	11	179	113
August	\$50,500.00	\$261,300.00	\$210,800.00	6	\$498.27	14	25	6	2	0	0	7	3	0	11	116	159
September	\$38,500.00	\$337,000.00	\$298,500.00	4	\$135.66	22	9	0	1	3	0	1	3	0	4	18	114
October			\$0.00														
November			\$0.00														
December			\$0.00														
TOTAL	\$302,100.00	\$2,813,812.00	\$2,511,712.00	70	\$5,012.30	120	75	18	19	17	3	51	14	12	104	914	671



2014 Station/Apparatus Statistics

Month	Station Logbook Runs			
	1	2	4	5
January	155	126	180	275
February	143	79	136	178
March	168	87	157	210
April	190	100	156	249
May	224	81	166	224
June	170	92	150	223
July	157	70	131	217
August	186	78	133	200
September	218	114	174	255
October				
November				
December				
TOTAL	1611	827	1383	2031

Budget Summary

July 1, 2014-September 30, 2014

General Fund Revenue & Exp. Summary

To date in fiscal year 2015 (July 2014 through Sept. 30, 2014) the G F revenues are \$8,545,254 representing 10.41% of the budget. Prior period last year was \$8,372,363 or 10.47%. Expenditures in the General fund are currently at \$19,910,232 representing 24.26% of the budget. Last year, in FY 2014 for the same period, our expenses were at \$17,608,794 or 22.01%. Sales Tax receipts for July 2014 were \$688,262. Sales Tax receipts for July 2013 were \$664,878.

Utility Fund Revenue & Exp. Summary

To date in fiscal year 2015 (July 2014 through Sept 30, 2014) the Utility fund revenues are \$5,593,054, representing 26.99% of the budget. Prior period last year was \$5,202,628 or 25.15%. Expenditures in the Utility fund are currently at \$7,539,254 representing 36.39% of the budget. Last year, in FY 2014 for the same period, our expenses were at \$5,937,621 or 28.70%.

Old Town Information Jul-Sep 13/Jul-Sep 14

Meals tax Primary Dist.	\$ 128,904	\$ 173,648
Meals tax Second Dist	\$ 41,910	\$ 59,598

Amended	Bgt. (3 mos)	Actual
Revenue	\$20,516,750	\$8,545,254
Expenditures	\$20,516,750	\$19,910,232

Operating	Bgt. (3 mos)	Actual
Revenue	\$5,179,999	\$5,593,054
Exp.	\$5,179,999	\$7,539,254

Highlights

Highlights

- 1 August Sales tax is \$713,387
- 2 Sales tax up \$23,383 comparing period to period
- 3 Meals tax are up \$236,130 from last year
- 4 Motel tax up \$38,851 comparing period to period

- 1 Water & Sewer collections up \$393,283 from the same period last year.
- 2 Availability fees up \$54,235 from same period last fiscal year.
- 3 Paid debt service in the amt. of \$5.1M in first quarter

Operating Cash

Cash & Investments

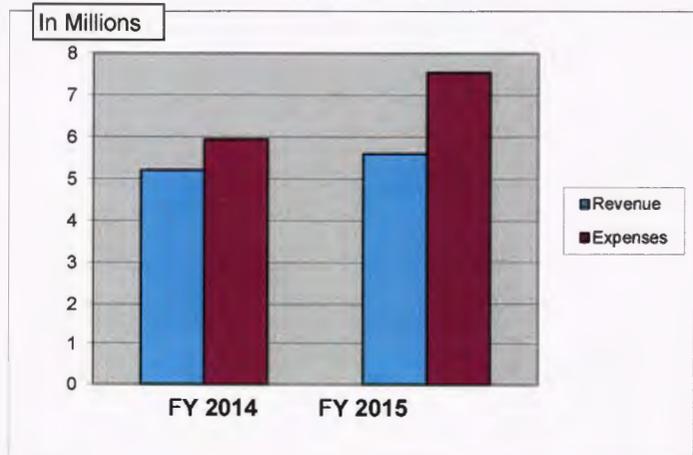
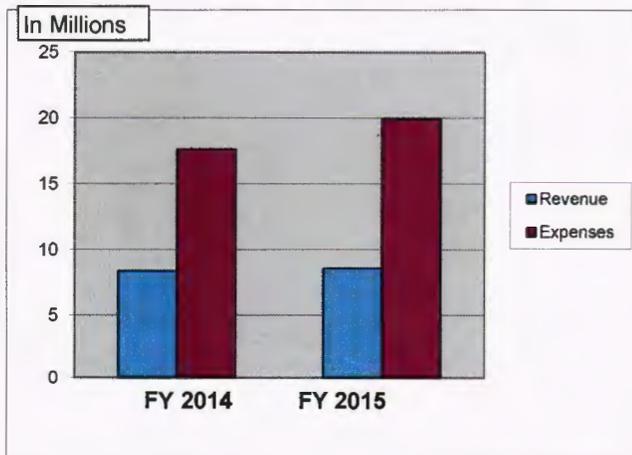
* Total Cash:	\$12,026,632	Fund balance	
Reserved cash:		Committed to date	
Available cash:	\$12,026,632		\$0
* September-14 (General fund only)			

Operating Cash:	(\$1,897,371)
Reserves for CIP:	\$0
Bond proceeds:	0
Total:	(\$1,897,371)
	As of Sept 2014

Period to Period Comparison FY 2014 to FY 2015

General Fund

Utilities Fund



PROGRAM GM601L

FOR FISCAL YEAR 2015

CRVPD03

JULY 1, 2014 - SEPTEMBER 30, 2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 2014 YTD 7/1 - 9/30	FY 2014 Year-end Actual	FY 2015 Original Budget	FY 2015 Amended Budget	FY 2015 YTD 7/1 - 9/30	FY 2015 % of Budget Realized
FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 1 GENERAL PROPERTY TAXES							
111-0000-311.01-01	CURRENT	95,359	25,108,519	25,539,000	25,539,000	85,928	.34
111-0000-311.01-02	DELINQUENT	440,392	1,357,230	900,000	900,000	295,892	32.88
111-0000-311.01-03	DELINQUENT-PRIM/SECOND	1,868	9,125	10,000	10,000	1,516	15.16
111-0000-311.01-04	PRIMARY DISTRICT	0	71,329	70,000	70,000	0	.00
111-0000-311.01-05	SECONDARY DISTRICT	414	82,591	80,500	80,500	0	.00
111-0000-311.01-06	PENALTIES	38,910	127,404	115,000	115,000	28,118	24.45
111-0000-311.01-07	INTEREST	36,529	108,475	95,000	95,000	24,354	25.64
111-0000-311.02-01	REAL ESTATE	0	641,635	650,000	650,000	0	.00
111-0000-311.02-03	PERSONAL PROPERTY	0	267	500	500	0	.00
111-0000-311.03-01	CURRENT	1,079,915	7,967,043	7,700,000	7,700,000	1,304,091	16.94
111-0000-311.03-02	DELINQUENT	57,853	420,230	400,000	400,000	50,097	12.52
111-0000-311.03-03	MOBILE HOME TAXES	35	1,383	2,000	2,000	86	4.31
111-0000-311.03-04	MACHINERY & TOOLS	1,103	1,898,608	1,900,000	1,900,000	0	.00
111-0000-311.03-06	PENALTIES	22,482	115,371	120,000	120,000	27,651	23.04
111-0000-311.03-07	INTEREST	10,325	59,811	50,000	50,000	12,177	24.35
* GENERAL PROPERTY TAXES		1,785,185	37,969,021	37,632,000	37,632,000	1,829,912	4.86
SUB 2 OTHER LOCAL TAXES							
111-0000-312.01-01	STATE SALES TAX	664,879	8,119,431	8,607,000	8,607,000	688,262	8.00
111-0000-312.01-02	COMMUNICATIONS TAXES	358,925	2,145,662	2,200,000	2,200,000	360,570	16.39
111-0000-312.02-01	ELECTRIC UTILITY	344,798	1,323,907	1,300,000	1,300,000	246,147	18.93
111-0000-312.02-02	TELEPHONE UTILITY	0	62	0	0	0	.00
111-0000-312.02-03	GAS UTILITY	38,526	553,100	450,000	450,000	19,071	4.24
111-0000-312.02-51	ELECTRIC CONSUMPTION	34,778	132,618	135,000	135,000	23,068	17.09
111-0000-312.02-52	GAS CONSUMPTION	875	13,419	25,000	25,000	472	1.89
111-0000-312.03-01	CONTRACTING	6,005	263,751	400,000	400,000	3,965	.99
111-0000-312.03-02	RETAIL	40,014	2,153,215	2,150,000	2,150,000	33,134	1.54
111-0000-312.03-03	PROFESSIONAL	26,061	2,294,916	2,200,000	2,200,000	28,147	1.28
111-0000-312.03-04	REPAIR & PERSONAL	37,196	848,676	800,000	800,000	12,213	1.53
111-0000-312.03-05	WHOLESALE	120	264,394	200,000	200,000	2,284	1.14
111-0000-312.03-06	OTHER	1,731	4,429	4,000	4,000	290	7.25
111-0000-312.03-07	PENALTIES	17,268	99,307	75,000	75,000	5,560	7.41
111-0000-312.03-08	INTEREST	0	99	0	0	0	.00

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FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 2 OTHER LOCAL TAXES							
111-0000-312.03-09	TELEPHONE	62	87,743	80,000	80,000	0	.00
111-0000-312.04-02	ELECTRICAL	55,069	242,662	200,000	200,000	21,035	10.52
111-0000-312.04-03	TELEPHONE ROW	16,357	111,299	100,000	100,000	15,423	15.42
111-0000-312.04-05	GAS	12,188	48,750	50,000	50,000	12,188	24.38
111-0000-312.05-01	LICENSES	150,210	563,891	562,400	562,400	143,490	25.51
111-0000-312.05-03	PENALTIES	11,094	45,010	40,000	40,000	10,380	25.95
111-0000-312.06-01	BANK FRANCHISE	0	466,517	430,000	430,000	0	.00
111-0000-312.07-01	RECORDATION	48,213	250,423	225,000	225,000	65,307	29.03
111-0000-312.07-02	WILL PROBATE	1,817	5,583	6,000	6,000	2,523	42.05
111-0000-312.08-02	CIGARETTES	139,617	498,544	812,600	812,600	188,775	23.23
111-0000-312.09-01	ADMISSIONS	36,990	142,249	140,000	140,000	22,611	16.15
111-0000-312.09-02	PENALTIES	792	871	1,000	1,000	0	.00
111-0000-312.10-01	MOTEL	135,991	744,144	830,000	830,000	174,842	21.07
111-0000-312.10-02	PENALTIES	376	1,024	1,000	1,000	8	.78
111-0000-312.10-03	INTEREST	21	1,399	0	0	0	.00
111-0000-312.11-01	MEALS	947,259	5,826,039	6,900,000	6,900,000	1,183,389	17.15
111-0000-312.11-02	PENALTIES	3,411	23,905	20,000	20,000	7,030	35.15
111-0000-312.11-03	INTEREST	45	170	1,000	1,000	83	8.35
111-0000-312.12-01	SHORT TERM	333	6,084	8,000	8,000	492	6.15
111-0000-312.12-02	PENALTIES	0	28	0	0	49	.00
111-0000-312.12-03	INTEREST	0	3	0	0	1	.00
* OTHER LOCAL TAXES		3,131,022	27,283,324	28,953,000	28,953,000	3,270,807	11.30
SUB 3 PERMITS, PRIVILEGE FEES							
111-0000-313.01-01	DOG	1,117	13,194	12,500	12,500	1,532	12.26
111-0000-313.03-03	ON STREET PARKING	40	155	100	100	60	60.00
111-0000-313.03-05	TRANSFER FEES	125	626	1,000	1,000	108	10.85
111-0000-313.03-24	EROSION, SEDIMENT CONTROL	800	3,313	5,000	5,000	1,659	33.17
111-0000-313.03-25	STORMWATER MGMT PERMIT	0	0	0	0	754	.00
111-0000-313.03-28	WEAPONS	1,064	7,931	7,500	7,500	1,131	15.07
111-0000-313.03-30	RE TAX APPLICATION FEE	20	20	0	0	40	.00
111-0000-313.03-31	RE PUBLIC HEARING FEE	20	390	0	0	0	.00
111-0000-313.03-36	HAZARDOUS USE	50	1,150	1,000	1,000	300	30.00

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FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 3 PERMITS, PRIVILEGE FEES							
111-0000-313.03-37	TAXI	216	918	800	800	234	29.25
111-0000-313.03-50	STREET PERMITS	555	3,485	3,000	3,000	295	9.83
111-0000-313.04-08	BUILDING	25,602	71,691	100,000	100,000	22,010	22.01
111-0000-313.04-10	ELECTRICAL	184	691	1,000	1,000	156	15.60
111-0000-313.04-12	PLUMBING	6,618	19,481	25,000	25,000	5,205	20.82
111-0000-313.04-14	MECHANICAL	7,483	24,222	25,000	25,000	5,774	23.10
111-0000-313.04-15	ELEVATOR	1,080	3,740	3,000	3,000	1,000	33.33
111-0000-313.04-23	OCCUPANCY	300	1,150	1,000	1,000	300	30.00
111-0000-313.04-32	FIRE PROTECTION	2,009	7,853	7,000	7,000	1,606	22.94
111-0000-313.04-35	GAS	184	408	500	500	0	.00
111-0000-313.04-37	BUILDING PERMITS - SIGNS	1,601	4,401	5,000	5,000	1,560	31.20
111-0000-313.05-04	LAND USE APPLICATION FEES	9,275	49,550	25,000	25,000	15,650	62.60
111-0000-313.05-06	PLANNING ADVERTISING FEES	150	625	1,000	1,000	125	12.50
111-0000-313.05-07	RE-ZONING & SUBDIV PERMIT	4,000	22,050	9,000	9,000	4,450	49.44
111-0000-313.05-19	SIGNS, PERMITS & INSPECTI	100	1,450	2,000	2,000	450	22.50
111-0000-313.05-33	ARCHITECTURAL REVIEW	0	0	1,000	1,000	0	.00
111-0000-313.05-34	BOARD OF ZONING APPEALS	1,800	6,500	10,000	10,000	3,000	30.00
111-0000-313.05-40	MISC FEES	150	3,550	2,500	2,500	950	38.00
111-0000-313.05-41	CIVIL PENALTIES	2,200	4,600	4,000	4,000	700	17.50
111-0000-313.06-02	RNTL HOUSING/INSPECTIONS	8,090	33,905	10,000	10,000	9,025	90.25
111-0000-313.06-03	RNTL HOUSING/PENALTIES	1,725	8,125	3,500	3,500	3,225	92.14
111-0000-313.06-05	MISC FEES	750	4,915	5,000	5,000	3,445	68.90
* PERMITS, PRIVILEGE FEES		77,308	300,089	271,400	271,400	84,743	31.22
SUB 4 FINES AND FORFEITURES							
111-0000-314.01-01	COURTS	25,464	144,912	150,000	150,000	34,497	23.00
111-0000-314.01-03	REGISTRAR	0	100	0	0	0	.00
111-0000-314.01-10	INTEREST	761	4,158	3,000	3,000	1,283	42.77
* FINES AND FORFEITURES		26,225	149,170	153,000	153,000	35,780	23.39
SUB 5 REVENUE-USE OF MONEY/PROP							
111-0000-315.01-01	INTEREST EARNINGS	10,159	57,775	75,000	75,000	2,544	3.39

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FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 5 REVENUE-USE OF MONEY/PROP							
111-0000-315.02-02	RENTAL REC PROP/FACILITY	33,530	122,016	150,000	150,000	30,945	20.63
111-0000-315.02-03	CONCESSION RENTALS	0	0	2,500	2,500	0	.00
* REVENUE-USE OF MONEY/PROP		33,530	122,016	152,500	152,500	30,945	20.31
SUB 6 CHARGES FOR SERVICES							
111-0000-316.01-03	SHERIFF FEES	2,949	2,949	3,000	3,000	2,949	98.29
111-0000-316.01-05	CASE ASSESSMENT	7,042	28,305	30,000	30,000	7,080	23.60
111-0000-316.01-09	COURTHOUSE SECURITY FEE	10,303	51,133	60,000	60,000	11,254	18.76
111-0000-316.01-11	MISCELLANEOUS FEES	2,019	7,619	7,000	7,000	1,640	23.43
111-0000-316.01-12	COURTHOUSE COMPLIANCE FEE	9,392	37,576	50,000	50,000	9,329	18.66
111-0000-316.02-01	COMMONWEALTH ATTORNEY FEE	1,171	7,328	6,000	6,000	1,083	18.05
111-0000-316.04-03	HAZ/MAT	0	14,953	5,000	5,000	0	.00
111-0000-316.04-05	LEPC FUNDS	0	4,692	7,000	7,000	968	13.83
111-0000-316.04-06	ALARM FEES	0	0	5,000	5,000	0	.00
111-0000-316.04-07	FALSE ALARM FEES	2,600	15,700	20,000	20,000	2,800	14.00
111-0000-316.06-01	ANIMAL IMPOUNDING FEES	412	1,878	2,000	2,000	148	7.40
111-0000-316.06-02	MISC POLICE FEES	1,572	5,382	4,000	4,000	1,432	35.80
111-0000-316.06-10	POLICE O/T REIMBURSEMENT	0	15,887	10,000	10,000	2,351-	23.51-
111-0000-316.06-18	GAS INSPECTION	13,500	54,000	54,000	54,000	19,377	35.88
111-0000-316.08-01	SANITATION FEE	0	0	420,000	420,000	0	.00
111-0000-316.08-02	WASTE COLL/DISPOSAL FEES	686	3,513	4,000	4,000	942	23.55
111-0000-316.08-05	SALE OF RECYCLE MATERIAL	6,499	24,881	30,000	30,000	3,492	11.64
111-0000-316.13-01	RECREATION ACTIVITIES	100	13,505	20,000	20,000	3,370	16.85
111-0000-316.13-02	INDOOR POOL	13,047	70,084	98,700	98,700	15,307	15.51
111-0000-316.13-06	OUTDOOR POOL	35,764	64,356	76,000	76,000	26,952	35.46
111-0000-316.13-21	ADMISSIONS & MEMBERSHIPS	15,925	99,086	108,000	108,000	16,504	15.28
111-0000-316.13-24	ATHLETICS	17,894	68,462	88,600	88,600	14,476	16.34
111-0000-316.13-26	CHILD CARE	61,402	187,802	180,000	180,000	61,483	34.16
111-0000-316.13-28	CONCESSION SALES	10,824	25,705	32,000	32,000	8,664	27.07
111-0000-316.13-30	PARKS CAPITAL REPL FEES	1,586	8,238	13,700	13,700	5,619	41.01
111-0000-316.13-31	SPECIAL EVENTS	0	915	14,000	14,000	105	.75
* CHARGES FOR SERVICES		214,687	813,949	1,348,000	1,348,000	212,623	15.77

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FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 6 CHARGES FOR SERVICES							
111-0000-318.01-01	PAYMENT IN LIEU OF TAXES	0	822,915	825,000	825,000	0	.00
111-0000-318.04-01	SPECIAL EVENTS	31,438	122,380	132,500	132,500	28,484	21.50
111-0000-318.04-03	OLD TOWN WINCHESTER MISC	0	1,110	0	0	0	.00
111-0000-318.04-04	ARTSCAPE PROGRAM	0	0	1,000	1,000	0	.00
111-0000-318.04-05	OLD TOWN PUBLIC RESTROOM	1,250	3,326	5,000	5,000	1,311	26.22
111-0000-318.98-01	BAD CHECKS	175	725	1,000	1,000	175	17.50
111-0000-318.98-02	ADMIN & COLLECTION FEES	10,570	46,817	45,000	45,000	13,542	30.09
111-0000-318.99-03	DONATIONS/SPEC GIFTS	0	0	15,000	15,000	11,000	73.33
111-0000-318.99-05	SALE OF SUPPLIES	92	508	24,000	24,000	20,629	85.95
111-0000-318.99-06	SALE OF SURPLUS PROPERTY	1,110	39,356	10,000	10,000	0	.00
111-0000-318.99-14	SALE OF COPIES & DOCUMENT	252	856	1,000	1,000	77	7.74
111-0000-318.99-17	TICKET SALES	0	0	35,000	35,000	20,901	59.72
111-0000-318.99-22	DONATIONS-FIRE DEPT	0	1,485	0	0	2,240	.00
111-0000-318.99-32	PARKS & RECREATION	6,914	45,945	0	0	2,979	.00
111-0000-318.99-33	SHERIFF	0	2,100	0	0	0	.00
111-0000-318.99-99	MISCELLANEOUS	116	276	0	0	104	.00
* MISCELLANEOUS REVENUE		51,917	1,087,799	1,094,500	1,094,500	101,442	9.27
SUB 9 RECOVERED COSTS							
111-0000-319.02-01	MISCELLANEOUS	202	1,256	0	0	652	.00
111-0000-319.02-05	REBATES	0	2,683	2,500	2,500	0	.00
111-0000-319.02-20	EXTERNAL RECOVERIES	0	0	0	0	8,056	.00
111-0000-319.02-21	PUBLIC WORKS	0	1,416	0	0	0	.00
111-0000-319.02-22	FIRE DEPARTMENT	2,380	6,515	0	0	560	.00
111-0000-319.02-24	SOCIAL SERVICES	0	52,008	55,000	55,000	0	.00
111-0000-319.02-25	COMMISSIONER OF REVENUE	0	14,905	0	0	0	.00
111-0000-319.02-34	CIRCUIT COURT	1,685	72,237	70,000	70,000	1,805	2.58
111-0000-319.02-35	JJC BUILDING	0	287,471	400,000	400,000	0	.00
111-0000-319.02-40	LANDFILL-RECYCLING	0	68,245	170,000	170,000	0	.00
111-0000-319.02-43	POLICE DEPARTMENT	225	2,158	0	0	443	.00
111-0000-319.02-45	PARKS & RECREATION	13	906	0	0	112	.00
111-0000-319.02-51	DATA PROCESSING	0	40,000	40,000	40,000	0	.00

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FUND 111 GENERAL OPERATING FUND							
BASIC 31 REVENUE FROM LOCAL SOURCE							
SUB 9 RECOVERED COSTS							
*	RECOVERED COSTS	4,505	549,800	737,500	737,500	11,628	1.58
**	REVENUE FROM LOCAL SOURCE	5,334,539	68,332,943	70,416,900	70,416,900	5,580,426	7.92
BASIC 32 REVENUE FROM COMMONWEALTH							
SUB 2 NON-CATEGORICAL AID							
111-0000-322.01-05	MOBILE HOME TITLING TAXES	0	810	0	0	0	.00
111-0000-322.01-06	TAX ON DEEDS	0	104,502	100,000	100,000	0	.00
111-0000-322.01-08	RAILROAD ROLLING STOCK TX	8,251	8,267	8,000	8,000	7,947	99.34
111-0000-322.01-10	GRANTOR'S TAX	14,097	66,900	75,000	75,000	18,634	24.85
111-0000-322.01-11	RENTAL CARS TAX	49,791	185,054	198,000	198,000	44,505	22.48
111-0000-322.01-12	PERSONAL PROPERTY REIMB.	1,819,718	2,622,084	2,622,100	2,622,100	1,819,718	69.40
*	NON-CATEGORICAL AID	1,891,857	2,987,617	3,003,100	3,003,100	1,890,804	62.96
SUB 3 SHARED EXPENSES							
111-0000-323.01-01	COMMONWEALTH'S ATTORNEY	114,200	708,387	680,000	680,000	111,642	16.42
111-0000-323.01-03	WITNESS FEES	0	0	0	0	1,266	.00
111-0000-323.02-01	SHERIFF	55,227	337,459	340,000	340,000	53,584	15.76
111-0000-323.02-02	SHERIFF MILEAGE	666	10,612	3,000	3,000	2,238	74.61
111-0000-323.03-01	COMMISSIONER OF REVENUE	16,161	101,954	100,000	100,000	16,498	16.50
111-0000-323.04-01	TREASURER	11,851	94,298	83,000	83,000	14,408	17.36
111-0000-323.06-01	REGISTRAR/ELECTORAL BOARD	0	41,442	40,000	40,000	0	.00
111-0000-323.07-01	CLERK OF CIRCUIT COURT	54,671	346,834	345,000	345,000	54,747	15.87
111-0000-323.07-02	JURY REIMBURSEMENT	0	10,710	5,000	5,000	0	.00
111-0000-323.10-01	SHARED-VICTIM WITNESS	0	50,021	50,000	50,000	0	.00
111-0000-323.10-03	SHARED-WITNESS FEES	0	354	0	0	0	.00
*	SHARED EXPENSES	252,774	1,702,071	1,646,000	1,646,000	254,383	15.45
SUB 4 STATE CATEGORICAL FUNDS							
111-0000-324.04-04	JUV & DOMESTIC RELATIONS	0	11,945	10,000	10,000	0	.00

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FUND 111 GENERAL OPERATING FUND							
BASIC 32 REVENUE FROM COMMONWEALTH							
SUB 4 STATE CATEGORICAL FUNDS							
111-0000-324.04-07	LITTER CONTROL	6,682	6,682	7,000	7,000	6,677	95.39
111-0000-324.04-12	FIRE PROGRAMS FUND	66,253	78,695	70,000	70,000	70,826	101.18
111-0000-324.04-13	TWO FOR LIFE GRANT	0	23,740	20,000	20,000	0	.00
111-0000-324.04-17	HAZ MAT FUNDING	15,000	15,040	15,000	15,000	15,000	100.00
111-0000-324.04-23	POLICE	203,201	812,804	820,000	820,000	203,201	24.78
111-0000-324.04-25	JAIL	0	19,098	20,000	20,000	0	.00
111-0000-324.04-42	HEALTH DEPARTMENT	62,656	243,774	252,000	252,000	62,656	24.86
111-0000-324.04-44	GENERAL DISTRICT COURT	0	8,690	8,000	8,000	0	.00
111-0000-324.05-23	ASSET FORFEITURE POLICE	4,094	8,991	0	0	2,351	.00
111-0000-324.05-45	ASSET FORFEITURE COMM ATY	229	1,808	0	0	315	.00
111-0000-324.10-03	DEPARTMENT OF HEALTH	0	40,771	0	0	0	.00
111-0000-324.10-04	HOUSING & COMMUNITY DEVEL	0	0	0	0	20,000	.00
111-0000-324.10-38	WIRELESS E911 SERVICE BD	8,776	50,650	49,000	49,000	11,291	23.04
* STATE CATEGORICAL FUNDS		366,891	1,322,688	1,271,000	1,271,000	392,317	30.87
** REVENUE FROM COMMONWEALTH		2,511,522	6,012,376	5,920,100	5,920,100	2,537,504	42.86
BASIC 33 REVENUE FROM FEDERAL GOVT							
SUB 3 CATEGORICAL AID							
111-0000-333.01-13	EMERGENCY SERVICE GRANT	8,905	17,810	8,900	8,900	0	.00
111-0000-333.01-14	ASSET FORFEITURE FUNDS	7,988	89,488	0	0	0	.00
111-0000-333.04-15	COMMISSION OF ARTS GRANT	0	0	5,000	5,000	0	.00
111-0000-333.06-04	CHILD/ADULT CARE FOOD	0	3,937	5,000	5,000	0	.00
111-0000-333.10-08	JUVENILE JUSTICE	0	538	0	0	0	.00
111-0000-333.10-11	POLICE - DCJS GRANTS	0	8,204	0	0	0	.00
111-0000-333.10-28	JUSTICE ASSISTANCE GRANTS	0	4,069	0	0	0	.00
111-0000-333.10-40	CDBG GRANT	99,350	287,175	235,000	235,000	0	.00
111-0000-333.10-46	BALLISTIC VEST PROGRAM	2,238	5,463	5,000	5,000	0	.00
111-0000-333.10-47	DEPT OF HISTORIC RESOURCE	0	6,500	0	0	23,144	.00
111-0000-333.10-49	VICTIM WITNESS	0	50,021	50,000	50,000	0	.00
111-0000-333.10-55	DMV GRANTS	0	29,045	25,000	25,000	0	.00
111-0000-333.10-63	HOMELAND SECURITY/ODP	4,183	32,914	24,100	24,100	64	.26

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FUND 111 GENERAL OPERATING FUND							
BASIC 33 REVENUE FROM FEDERAL GOVT							
SUB 3 CATEGORICAL AID							
111-0000-333.10-64	NVRDTF GRANT	0	33,162	0	0	0	.00
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*	CATEGORICAL AID	122,664	568,326	358,000	358,000	23,208	6.48
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**	REVENUE FROM FEDERAL GOVT	122,664	568,326	358,000	358,000	23,208	6.48
BASIC 34 OTHER FINANCING SOURCES							
SUB 1 NON-REVENUE RECEIPTS							
111-0000-341.01-01	INSURANCE RECOVERIES	3,488	33,437	0	0	4,117	.00
111-0000-341.04-04	CDBG LOANS PRINCIPAL	117	195	0	0	0	.00
111-0000-341.04-11	CDBG LOANS INTEREST	33	55	0	0	0	.00
111-0000-341.04-20	PREMIUMS ON BONDS	0	1,481,730	0	0	0	.00
111-0000-341.04-58	SALE OF BONDS	0	18,701,837	0	0	0	.00
111-0000-341.05-27	UTILITIES FUND	400,000	1,600,000	1,600,000	1,600,000	400,000	25.00
111-0000-341.05-45	OTDB	0	50,000	50,000	50,000	0	.00
111-0000-341.06-01	FUND BALANCE	0	0	3,615,000	3,615,000	0	.00
111-0000-341.06-04	ASSIGNED FIRE PROGRAMS	0	0	57,000	57,000	0	.00
111-0000-341.07-03	ASSIGNED FUND BALANCE	0	0	50,000	50,000	0	.00
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*	NON-REVENUE RECEIPTS	403,638	21,867,254	5,372,000	5,372,000	404,117	7.52
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**	OTHER FINANCING SOURCES	403,638	21,867,254	5,372,000	5,372,000	404,117	7.52
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***	GENERAL OPERATING FUND	8,372,363	96,780,899	82,067,000	82,067,000	8,545,254	10.41
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		8,372,363	96,780,899	82,067,000	82,067,000	8,545,254	10.41

EXPENDITURES BY DIVISION
 FOR FISCAL YEAR 2015
 JULY 1, 2014 - SEPTEMBER 30, 2014

ACCOUNT DESCRIPTION	FY 2014 YTD 7/1 - 9/30	FY 2014 Year-end Actual	FY 2015 Original Budget	FY 2015 Amended Budget	FY 2015 YTD 7/1 - 9/30	FY 2015 % of Budget Realized
FUND 111 GENERAL OPERATING FUND						
DEPT 11 LEGISLATIVE						
* CITY COUNCIL	48,891	133,508	125,800	125,800	53,009	42.14
* CLERK OF COUNCIL	8,553	39,045	37,400	37,400	7,873	21.05
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** LEGISLATIVE	57,444	172,553	163,200	163,200	60,882	37.30
DEPT 12 GENERAL & FINANCIAL ADMIN						
* CITY MANAGER	87,095	470,970	359,000	359,000	127,819	35.60
* CITY ATTORNEY	57,992	317,602	350,900	350,900	79,660	22.70
* INDEPENDENT AUDITORS	9,030	66,950	80,000	80,000	10,305	12.88
* HUMAN RESOURCES	91,602	433,479	534,100	534,100	113,107	21.18
* COMMISSIONER OF REVENUE	106,279	507,389	527,100	527,100	112,810	21.40
* TREASURER	79,830	397,768	427,600	427,600	92,810	21.70
* FINANCE	103,347	532,035	666,600	666,600	134,440	20.17
* INFORMATION TECHNOLOGY	274,422	1,463,439	1,800,900	1,800,900	334,468	18.57
* RISK MANAGEMENT	45,767	45,767	50,000	50,000	59,840	119.68
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** GENERAL & FINANCIAL ADMIN	855,364	4,235,399	4,796,200	4,796,200	1,065,258	22.21
DEPT 13 BOARD OF ELECTIONS						
* ELECTORAL BOARD OFFICIALS	1,807	34,009	51,000	51,000	1,202	2.36
* REGISTRAR	25,878	119,801	138,200	138,200	27,086	19.60
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** BOARD OF ELECTIONS	27,685	153,810	189,200	189,200	28,288	14.95
DEPT 21 COURTS						
* CIRCUIT COURT	18,180	80,308	83,600	83,600	17,806	21.30
* GENERAL DISTRICT COURT	5,218	22,435	29,100	29,100	6,576	22.60
* J & D RELATION DIST COURT	10,966	42,765	51,400	51,400	12,121	23.58
* CLERK OF CIRCUIT COURT	109,681	486,698	503,700	503,700	110,506	21.94
* CITY SHERIFF	272,571	1,082,216	1,035,600	1,035,600	272,463	26.31
* COURTHOUSE SECURITY	34,763	223,454	174,300	174,300	39,704	22.78
* JUROR SERVICES	0	15,250	26,000	26,000	0	.00
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** COURTS	451,378	1,953,126	1,903,700	1,903,700	459,176	24.12
DEPT 22 COMMONWEALTH'S ATTORNEY						
* COMMONWEALTH ATTORNEY	253,105	1,061,073	1,131,300	1,131,300	261,053	23.08
* VICTIM WITNESS PROGRAM	32,287	141,626	144,600	144,600	32,990	22.81
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EXPENDITURES BY DIVISION
FOR FISCAL YEAR 2015
JULY 1, 2014 - SEPTEMBER 30, 2014

ACCOUNT DESCRIPTION	FY 2014 YTD 7/1 - 9/30	FY 2014 Year-end Actual	FY 2015 Original Budget	FY 2015 Amended Budget	FY 2015 YTD 7/1 - 9/30	FY 2015 % of Budget Realized
FUND 111 GENERAL OPERATING FUND						
DEPT 22 COMMONWEALTH'S ATTORNEY						
** COMMONWEALTH'S ATTORNEY	285,392	1,202,699	1,275,900	1,275,900	294,043	23.05
DEPT 31 LAW ENFORCEMENT & TRAFFIC						
* POLICE DEPARTMENT	1,669,962	7,444,979	7,590,100	7,590,100	1,766,175	23.27
* INVESTIGATION DIVISION	0	0	0	0	14,241	.00
* POLICE GRANTS	25,622	54,661	26,600	26,600	9,225	34.68

** LAW ENFORCEMENT & TRAFFIC	1,695,584	7,499,640	7,616,700	7,616,700	1,789,641	23.50
DEPT 32 FIRE AND RESCUE SERVICES						
* FIRE DEPARTMENT	1,206,340	4,930,466	5,199,600	5,199,600	1,181,558	22.72
* EMERGENCY MEDICAL	40	0	0	0	0	.00
* FIRE GRANTS	26,587	209,190	171,100	171,100	42,314	24.73

** FIRE AND RESCUE SERVICES	1,232,966	5,139,656	5,370,700	5,370,700	1,223,872	22.79
DEPT 33 CORRECTION AND DETENTION						
* PROBATION OFFICE	569	2,236	3,500	3,500	400	11.41

** CORRECTION AND DETENTION	569	2,236	3,500	3,500	400	11.41
DEPT 34 INSPECTIONS						
* INSPECTIONS DEPARTMENT	100,262	476,359	504,500	504,500	106,251	21.06

** INSPECTIONS	100,262	476,359	504,500	504,500	106,251	21.06
DEPT 35 OTHER PROTECTION						
* ANIMAL CONTROL	61,351	172,650	145,800	145,800	21,652	14.85
* EMERGENCY SERVICES CD	17,037	56,072	140,000	140,000	21,726	15.52
* HAZARDOUS MATERIAL	7,985	41,195	61,700	61,700	5,632	9.13
* COMMUNICATION OPERATIONS	235,807	928,504	1,056,300	1,056,300	247,426	23.42

** OTHER PROTECTION	322,180	1,198,421	1,403,800	1,403,800	296,435	21.12
DEPT 41 MAINT HIGHWAY, STREET ETC						
* STREETS	11,984	22,722	22,600	22,600	18,290	80.93
* STORM DRAINAGE	874	28,549	35,000	35,000	15,972	45.63
* LOUDOUN MALL	19,793	79,206	78,700	78,700	37,245	47.33

** MAINT HIGHWAY, STREET ETC	32,652	130,477	136,300	136,300	71,506	52.46
DEPT 42 SANITARY & WASTE REMOVAL						

EXPENDITURES BY DIVISION
 FOR FISCAL YEAR 2015
 JULY 1, 2014 - SEPTEMBER 30, 2014

ACCOUNT DESCRIPTION	FY 2014 YTD 7/1 - 9/30	FY 2014 Year-end Actual	FY 2015 Original Budget	FY 2015 Amended Budget	FY 2015 YTD 7/1 - 9/30	FY 2015 % of Budget Realized
FUND 111 GENERAL OPERATING FUND						
DEPT 42 SANITARY & WASTE REMOVAL						
* REFUSE COLLECTION	321,344	1,349,737	1,532,600	1,532,600	299,270	19.53
** SANITARY & WASTE REMOVAL	321,344	1,349,737	1,532,600	1,532,600	299,270	19.53
DEPT 43 MAINT GENERAL BLDG/GROUND						
* JOINT JUDICIAL CENTER	117,235	468,966	663,400	663,400	111,398	16.79
* FACILITIES MAINTENANCE	270,570	1,118,687	1,235,600	1,235,600	283,664	22.96
** MAINT GENERAL BLDG/GROUND	387,805	1,587,653	1,899,000	1,899,000	395,061	20.80
DEPT 53 WELFARE/SOCIAL SERVICES						
* ELDERLY - PROP TAX RELIEF	0	358,334	270,000	270,000	0	.00
** WELFARE/SOCIAL SERVICES	0	358,334	270,000	270,000	0	.00
DEPT 71 PARKS & RECREATION						
* SUPERVISION PARKS & REC	93,479	582,146	603,400	603,400	178,586	29.60
* SPECIAL EVENTS TROLLEY	2,189	4,247	14,400	14,400	38	.26
* MAINTENANCE	194,704	918,065	847,800	847,800	269,666	31.81
* COMMUNITY REC PROGRAMS	21,456	80,908	16,800	16,800	7,058	42.01
* OUTDOOR SWIMMING POOL	51,326	102,936	118,700	118,700	55,434	46.70
* INDOOR POOL	36,816	201,310	259,600	259,600	50,279	19.37
* WAR MEMORIAL & ADDITIONS	77,916	358,302	395,170	395,170	80,334	20.33
* SCHOOL AGE CHILD CARE	44,045	179,282	193,500	193,500	50,228	25.96
* ATHLETIC PROGRAMS	47,171	167,735	211,900	211,900	46,993	22.18
** PARKS & RECREATION	569,103	2,594,931	2,661,270	2,661,270	738,617	27.75
DEPT 72 CULTURAL ENRICHMENT						
* APPLE BLOSSOM FESTIVAL	0	49,017	29,300	29,300	0	.00
** CULTURAL ENRICHMENT	0	49,017	29,300	29,300	0	.00
DEPT 81 PLANNING & COMMUNITY DEVE						
* PLANNING DEPARTMENT	49,261	273,836	276,700	276,700	93,531	33.80
* REDEVELOPMENT & HOUSING	4,893	20,301	23,000	23,000	5,918	25.73
* ZONING DEPARTMENT	37,806	183,901	216,700	216,700	69,290	31.97
* ECONOMIC DEVELOPMENT	50,916	356,977	717,400	717,400	67,527	9.41
* OLD TOWN WINCHESTER	131,747	425,721	407,100	407,100	140,870	34.60
* GIS	25,452	78,000	88,500	88,500	27,967	31.60

EXPENDITURES BY DIVISION
 FOR FISCAL YEAR 2015
 JULY 1, 2014 - SEPTEMBER 30, 2014

ACCOUNT DESCRIPTION	FY 2014 YTD 7/1 - 9/30	FY 2014 Year-end Actual	FY 2015 Original Budget	FY 2015 Amended Budget	FY 2015 YTD 7/1 - 9/30	FY 2015 % of Budget Realized
FUND 111 GENERAL OPERATING FUND						
DEPT 81 PLANNING & COMMUNITY DEVE						
** PLANNING & COMMUNITY DEVE	300,075	1,338,736	1,729,400	1,729,400	405,103	23.42
DEPT 91 NONDEPARTMENTAL						
* OTHER	37,955	475,784	476,945	476,945	39,674	8.32
* OUTSIDE AGENCIES	83,069	282,713	338,938	338,938	239,626	70.70
* REGIONAL AGENCIES	1,988,911	5,145,992	5,177,995	5,177,995	2,108,756	40.73
** NONDEPARTMENTAL	2,109,935	5,904,489	5,993,878	5,993,878	2,388,056	39.84
DEPT 93 TRANSFERS						
* INTERFUND	6,600,551	52,014,248	34,238,402	34,238,402	6,970,151	20.36
** TRANSFERS	6,600,551	52,014,248	34,238,402	34,238,402	6,970,151	20.36
DEPT 95 DEBT SERVICE						
* DEBT	2,258,504	9,903,968	10,349,450	10,349,450	3,318,223	32.06
** DEBT SERVICE	2,258,504	9,903,968	10,349,450	10,349,450	3,318,223	32.06
*** GENERAL OPERATING FUND	17,608,794	97,265,489	82,067,000	82,067,000	19,910,232	24.26
	17,608,794	97,265,489	82,067,000	82,067,000	19,910,232	24.26