TOWN COUNCIL WORK SESSION

Monday, July 16, 2018 @ 7:00pm
Town Hall Council Chambers

TOWN/STAFF RELATED ITEMS

1. Radio System for Police Department – *Chief Magalis* **(20 minutes)**
2. Update on Property Maintenance Code/Derelict Structures -*Town Attorney/Director of P & Z)* **(10 minute)**
3. Paving Plan Discussion – *Director of Public Works* **(10 minutes)**

COUNCIL/MAYOR RELATED ITEMS:

4. Council Discussion/Goals *(time permitting)*

1

Work Session Agenda Form

Item # 1

DATE: July 16, 2018

AGENDA ITEM: **Police Department Radio Communications**

SUMMARY:

Representatives from Front Royal Police Department and Teltronic will be providing an overview of the new radio communications system that is being proposed to replace our aging system.

BUDGET/FUNDING:

To be determined (rough figure $500,000)

STAFF RECOMMENDATION:

Review the proposal and determine next steps for replacement of the radio system.

Work Session

2

Work Session Agenda Form

Item # 2

DATE: July 16, 2018

Work Session

AGENDA ITEM: REPORT ON THE CITY OF WINCHESTER'S EFFORTS TO DEAL WITH BLIGHTED, DERELICT, VACANT, AND POORLY MAINTAINED BUILDINGS AND STRUCTURES.

SUMMARY: On June 19, 2018, Jeremy F. Camp, the Town's Director of Planning and Zoning and I, met with the Winchester City Attorney, Anthony C. Williams, and the City of Winchester Director of Zoning & Inspections, Aaron M. Grisdale, CZA, to discuss and learn first-hand the City of Winchester's seemingly successful efforts to deal with blighted, derelict, vacant and poorly maintained buildings and structures. What the City officials told us may not be what we in the Town may want to take upon ourselves at this time, but it is what does work well for the City of Winchester. According to the City officials, Winchester's tools include: The Property Maintenance and Rental Inspection Program Codes, the lynchpins of their blight remediation efforts; a tax abatement program; a vacant building registration program; and graffiti abatement program. Winchester uses a Community Resources Team, consisting of its Planning & Zoning, Police, Parks & Recreation, and, Public Works Departments, its public schools, its EDA, and its Commissioner of the Revenue, which met periodically, to cross train each other and to tackle blight, neighborhood instability, and troubled youth. As Town Council may recall, due to the recent Charter amendments the Town has received, the Town now has all authorities any and all cities, counties and towns in the Commonwealth have to address blighted and derelict buildings and structures.

BUDGET/FUNDING: Previously addressed to a large extent when Town Council considered the Property Maintenance and Rental District Codes. Also addressed to some extent in the attachments to the Report are names of private Code inspectors the Town might consider contracting to perform Code inspections for the Town.

STAFF RECOMMENDATION: When Town budget constraints allow, the Town may well want to consider following the path Winchester has followed to address blighted, derelict, vacant and/or poorly maintained buildings and structures. The City of Winchester appears to have a successful program that utilizes virtually all of the statutory tools allowed by the Code of Virginia.

MEMORANDUM

TO: **MAYOR AND MEMBERS OF TOWN COUNCIL**

FROM: **DOUGLAS W. NAPIER, TOWN ATTORNEY**
JEREMY CAMP F. CAMP, DIRECTOR OF PLANNING & ZONING

DATE: **JULY 11, 2018**

RE: **REPORT ON THE CITY OF WINCHESTER'S EFFORTS TO DEAL WITH BLIGHTED, DERELICT, VACANT, AND POORLY MAINTAINED BUILDINGS AND STRUCTURES.**

On June 19, 2018, Jeremy F. Camp, the Town's Director of Planning and Zoning and I, met with the Winchester City Attorney, Anthony C. Williams, and the City of Winchester Director of Zoning & Inspections, Aaron M. Grisdale, CZA, to discuss and learn first-hand the City of Winchester's seemingly successful efforts to deal with blighted, derelict, vacant and poorly maintained buildings and structures. What the City officials told us may not be what we in the Town may want to take upon ourselves at this time, but it is what does work well for the City of Winchester. According to the City officials:

- Adoption of the Statewide Building Code, especially the Property Maintenance Code and the Rental Inspection District Codes, is the first and most important step. Finding Code violations, and using rental inspections to force needed repairs, is instrumental to making the whole blight remediation program work successfully. As the City officials put it, the Property Maintenance Code is "central" and the "bread and butter" to successful blight remediation. Otherwise, as the City Attorney put it, if a locality has to rely on public nuisances as a remedy, it is "like trying to maintain traffic enforcement when you only have reckless driving charges." Winchester employs four (4) people in its Code enforcement division. Some of the costs are offset by the fees and penalties generated, which the Code of Virginia allows localities to levy for violations of the Codes.

- It is best to have a community (City/Town)-wide response to blight, and not just make it a zoning and planning issue to try to deal with it. Use all the tools at the locality's disposal: do some cross-training of, and cross-communication between the local Department of Social Services and the Police Department (who lawfully are often in and around the homes of tenants and can see first-hand the condition of houses and buildings), for instance. The training need only by high-level between agencies, but that is enough for it to filter down into the trenches. Homes and buildings that need remediation work are helpful to DSS and the Police in doing the work they need to do with the people they are trying to help.

- Winchester takes the previous bullet point one step further, and has a Community Resource Team (CRT), which meets about once per month, sometimes over lunch. The CRT can consist not only of the local agencies mentioned before, but Winchester's CRT also consists of its Department of Public Works, EDA, Department of Parks & Recreation, public school system, and Commissioner or the Revenue. The CRT deals with not only blight, but also neighborhood stability, and troubled youth, all of which often co-exist. One interesting way Winchester uses its CRT is to deal with its extended stay lodging by people in its local motels. This is an area that the Town might explore with the City in more depth.

- Winchester uses the tax abatement program, allowed by the State Code, which has been successful. This program is similar to the Historic District Partial-Tax Exemption Program that the Town already has. It would create a mechanism to allow lower real estate taxes for a specific time period in order to give developers an incentive to take-on the restoration of blighted properties.

- Winchester uses a graffiti abatement program, which has been successful. This is already utilized by the Town.

- Winchester uses the vacant structure registration program, which has been successful. In the City, most vacant structures are attributable to vacant owners.

- Winchester recommends starting out by being reactive in enforcement—it will take a while before the community and the local agencies get used to enforcement of the new rules. Then, as time progresses, they recommend using both a "carrot and stick" approach for greater effectiveness.

- Fifty-four percent (55%) of housing stock in the City of Winchester are rentals. In the Town of Front Royal, forty-five percent (45%) of the housing stock are rentals. In comparison, the average percentage of rentals in the Commonwealth of Virginia is thirty-four (34%). In general, rental housing and vacant buildings are where most of the problems occur.

- On a side note, the City of Winchester provides a program of very low rate loans to City employees to encourage them to live in the City.

- Attached are some interesting and useful printed materials about Winchester the City Officials provided us. Also attached is a list of three (3) (more realistically, two) private companies that David Beahm, Warren County's Building Official, kindly provided me, that the Town might consider using to do Code inspections for the Town if the Town does not hire its own employees for that purpose.

Winchester Community Resources Team tackled thorny quality of life issues

FACED WITH AN assortment of stubborn problems that affected the quality of life in the city, a number of Winchester government agencies banded together to establish a community policing initiative that has improved the situation considerably.

The Winchester Police Department Community Resources Team (CRT) is comprised of representatives from not only that department, but from the Office of Zoning, the Department of Public Works, the Economic Development Authority, the Department of Parks and Recreation, the Winchester school system and the Commissioner of the Revenue. The team tackled head-on three disparate issues: blight, neighborhood stability and troubled youth.

The CRT was hatched in the Police Department several years ago. Recognizing the unit's potential, the director of zoning offered the assistance of one of his inspectors to work part-time with the police effort. The inspector, a certified police officer as well, was especially helpful in dealing with issues such as overcrowded housing, community trash and theft of services.

Shortly thereafter, the newly elected Commissioner of Revenue also saw the benefit of multi-agency cooperation. With the commissioner onboard, the CRT was able to identify nuisance properties and businesses that were operating without business licenses and without paying proper taxes. Such businesses not only were disruptive to the community, they unfairly competed with legitimate enterprises.

Winchester

By bringing law enforcement, zoning and revenue authorities to bear at one time on these businesses the city was able to either clean them up, close them down for irreconcilable issues, and/or collect the appropriate revenue. The effort led to more than $100,000 in added revenue to the city in 2010 and money wrongly collected from citizens was refunded.

Taxes are a contentious issue, and businesses with flagrant misreporting often present dangers to a lone tax field auditor. With CRT support, the Commissioner's office can conduct in-depth, on-site research with strong assurance of employee safety. By working with new businesses to ensure compliance, the CRT prevents numerous small problems before they become big problems. A positive CRT presence and increased public awareness of the CRT effort have also increased voluntary compliance with business tax reporting and filing. In 2011, the Commissioner of Revenue's office noted that the number of businesses failing to file for their annual business license dropped by half from 2010 levels.

In addition, several consistently troublesome properties were targeted. The focused enforcement made it economically infeasible for the owners to continue to operate in the same fashion. One group decided to sell two properties that had been turned into boarding houses with disruptive tenants. The Economic Development Authority then stepped in and purchased the units and petitioned

Continues on page 20

Forcing property owners to clean junk from in front of their home was just one of the many success stories that the Winchester Community Resources Team has helped write.

September 30, 2008

Oxford House sues Winchester

SCOTT MASON/The Winchester Star

ent St. is administered by the nonprofit Oxford House
esidents recovering from addiction may live in an
lly violating city zoning ordinances.

By ERIC BEIDEL
The Winchester Star

Oxford House alleges that the city's rules, instituted to target overcrowding, violate the Fair Housing Act.

WINCHESTER — A nonprofit organization that champions sober living has followed through on its word and sued the city government.

Oxford House Inc. filed a lawsuit in U.S. District Court for the Western District of Virginia last week, saying Winchester's Zoning Ordinance runs afoul of federal laws.

The Maryland-based organization operates seven group homes in Winchester for recovering alcoholics and drug addicts.

Seven to 11 people live in each of the houses — on Fairview Avenue and Amherst, Marion, Loudoun, Piccadilly, Kent, and Cameron streets.

This year, city officials charged the owners of some of the Oxford Houses with violating the Zoning Ordinance, which regulates the number of adults living in a house based on the square footage of the structure.

The city government modified its ordinance to include these rules last October, effectively rendering six of the seven Oxford Houses in Winchester out of compliance.

Oxford House alleges that the city's rules, instituted to target overcrowding, violate the Fair Housing Act, which gives protection to unrelated people with disabilities who live in the same home.

The organization asked for reasonable accommodation after the city officials charged some of the Oxford House owners with a criminal overcrowding offense, a misdemeanor.

But the city government has stuck by its zoning regulations and continues to levy fines against the owners, according to Oxford House's complaint.

Richard Bell owns the Oxford House at 605 S. Kent St., which is rented to women in recovery. It is the former home of Hilda Hensley, mother of singing legend Patsy Cline.

Bell, who was among the owners charged by the city government, agreed to lower the number of occupants in the house from nine to six so it

See **Oxford**, Page **A6**

#1

City to settle suit with Oxford House

By ERIC BEIDEL
The Winchester Star

The City Council did not discuss the decision to settle the case during the special meeting, and specific terms of the impending settlement were not disclosed.

WINCHESTER — The city government has decided to settle a federal lawsuit that alleged it violated the rights of residents in recovery from alcohol and drug abuse.

The City Council during a special meeting Tuesday voted unanimously to authorize City Attorney Anthony Williams to settle the case with Oxford House Inc., a Maryland-based nonprofit organization that facilitates seven sober-living houses in Winchester.

Last year, the city government criminally charged some owners of the houses, saying they had more unrelated occupants than allowed by zoning regulations.

The city Zoning Ordinance allows a certain number of unrelated adults to live in a single-family home, based on the square footage of the house.

The largest Oxford House, at 132 Amherst St., can have a maximum of eight occupants, according to the ordinance. It had nine, city officials said.

Five other homes in the city had one to five more residents than allowed by the ordinance, city officials said.

Oxford House in September sued the city government in U.S. District Court of Western Virginia in Harrisonburg.

In court filings, Oxford House argued that the city's rules violate the federal Fair Housing Act and Americans with Disabilities Act, both of which protect people with handicaps from housing discrimination.

Recovering drug addicts and alcoholics have been recognized as disabled or handicapped by federal courts.

Residents of an Oxford House obtain a charter from the nonprofit group to rent a house together.

The organization's philosophy allows residents to run their households with no professional oversight. They regulate each other's behavior, hold meetings, and share expenses.

All residents must follow one rule: If someone relapses, he or she leaves immediately.

The City Council did not discuss the decision to settle the case during the special meeting, and specific terms of the impending settlement were not disclosed.

The resolution approved by the council, though, states that the city government may have to pay some portion of legal fees incurred by Oxford House up to this point in the case.

The resolution states that the city government recognizes the need for the services Oxford House provides in Winchester and that city officials hope to resolve the matter without the continued expense and uncertainty of litigation.

Calls to an attorney and state coordinator for Oxford House were not returned by late Tuesday.

The city government initially asked to have Oxford House's case dismissed.

The case was scheduled to go to trial this month, but the parties instead entered into settlement talks.

❖

In a separate work session Tuesday, the council:

- Recommended the approval of a nightclub permit for Goodfella's Restaurant and Bar at 821 N. Loudoun St. Though the business recently had its permit — which allows for live amplified entertainment past 10 p.m. — rejected, officials believe steps have been taken to correct all outstanding issues.
- Recommended the approval of a permit that would allow Celebrating Patsy Cline Inc. to operate a museum out of the country music legend's former home at 608 S. Kent St.
- Briefly discussed revamping design guidelines used by the city to control development in the Historic District. City officials will form a work group to devise revised guidelines. Some council members felt the guidelines were deterring people from redeveloping downtown properties.
- Received a visit from and exchanged small gifts with the mayor and mayoress of its sister city of Winchester, England.

❖

Attending the special meeting and work session in Rouss City Hall were Art H. Major, Elizabeth A. Minor, John A. Willingham, Evan H. Clark, Milt F. McInturff, John W. Hill, Michael L. Butler and Les C. Veach. Jeffrey B. Buettner was absent.

— Contact Eric Beidel at ebeidel@winchesterstar.com

A look at local religion events

The Winchester Star compiles a list of special church services and other religious-oriented happenings in our area.

More C6

The Winchester Star

Friday
May 22, 2009

B

Sober-living home dispute settled

By ERIC BEIDEL
The Winchester Star

WINCHESTER — The city government has settled its case with Oxford House Inc., a nonprofit organization that fosters self-run, sober-living houses throughout the country.

The Maryland-based organization charters seven sober-living houses in Winchester.

Last year, the city government criminally charged some owners of the houses, saying they had more unrelated occupants than allowed by zoning regulations.

The city Zoning Ordinance allows a certain number of unrelated adults to live in a single-family home, based on the square footage of the house.

WHAT YOU SHOULD KNOW ➤

SETTLEMENT'S KEY POINTS

- ➤ Oxford House Inc. agrees to drop all claims against the city.
- ➤ The nonprofit organization will limit its sober-living homes in Winchester to no more than eight occupants.
- ➤ Winchester officials OK'd an exception for one house, which can have nine residents.
- ➤ City officials will drop all pending overcrowding charges against the homes' landlords.
- ➤ The city will pay a portion of the nonprofit group's court costs and attorney's fees, though it's not clear how much.

Oxford House in September sued the city government in U.S. District Court of Western Virginia in Harrisonburg.

In court filings, Oxford House argued that the city's rules violate the federal Fair Housing Act and Americans with Disabilities Act, both of which protect people with handicaps from housing discrimination.

Federal courts have recognized recovering drug addicts and alcoholics as disabled or handicapped.

The Winchester case was slated to go to trial in April, but the sides instead worked toward a settlement.

The agreement calls for Oxford House to drop all claims against the city and limit its homes to no more than eight occupants, with two people per bedroom.

The city has agreed to make an exception for one house, which will be allowed to have nine residents.

City officials also will drop all pending overcrowding charges against the landlords of the homes and pay a portion of the nonprofit group's court costs and attorney's fees.

City officials were not available for comment Thursday evening to say how much they would pay.

Winchester has been called a "recovery town" by many for its numerous treatment facilities and sober-living homes, which include others beyond Oxford House.

The city in recent years also has investigated a number of overcrowding cases and complaints.

A city press release sent out Thursday about the settlement said that the agreement shows an attention to both overcrowding issues in Winchester, as well as the need for the services provided by organizations like Oxford House.

— Contact Eric Beidel at ebeidel@winchesterstar.com

The Winchester Star
Tuesday
January 29, 2013

Trial set for man in battle with city

Not providing tax documents latest charge against Gavis

By VIC BRADSHAW
The Winchester Star

WINCHESTER — Another trial date has been set for a man embroiled in litigation against the city.

Martin Gavis pleaded not guilty Monday in Winchester General District Court to a charge of failing to provide information to the commissioner of the revenue relating to tax assessments. Judge Amy B. Tisinger set his trial on that charge for Feb. 25.

The charge is a Class 3 misdemeanor punishable by a fine of not more than $500.

Gavis, 75, lives at 414 S. Braddock St. and operates Marty's Used Cars from his home. Two of the city's cases against him involve his property and two involve his business, including the criminal complaint.

He also owns and operates Colonial Garage at 175 Lee Ave.

According to the complaint filed by Brenda Fristoe, Winchester's tax field auditor, Gavis was issued an administrative summons to provide documents on June 12. He brought some of the records to a June 26 meeting but "refused to deliver remainder."

A follow-up letter was sent on Aug. 9, according to the citation, but Gavis's response letter did not include the requested information. Another letter seeking the information was sent Sept. 18.

Commissioner of the Revenue Ann Burkholder said court action is one of the potential steps in the process of obtaining necessary documentation. However, this is the first time she can recall in her three years as commissioner that her office has had to take a taxpayer to court for refusing to provide documents.

"Typically we've had a very good response from the taxpayer," she said from Richmond in a brief

See Gavis, Page B4

SCOTT MASON/The Winchester Star

Martin Gavis, 75, lives at 414 S. Braddock St. (pictured) and operates Marty's Used Cars from his home. Two of the city's cases against him involve his property and two involve his business, including the criminal complaint.

Gavis

from Page B1

phone interview. "We haven't had to get to this level."

Gavis also is scheduled to be in Winchester Circuit Court on Feb. 27 and 28.

On Feb. 27, he has trial dates set for two appeals of General District Court decisions in which he was fined for violating City Code. One case involves building code violations at his home, and the other relates to a bucket truck parked on his property that he has said is being used for repairs to his home.

Built in 1881, the Gavis home was damaged by a fire started by a juvenile arsonist on July 29, 1984.

Some damage from that blaze remains unrepaired. The house was included on Preservation Virginia's 2010 list of the state's 10 most endangered historic sites.

Gavis will be back in court on Feb. 28 regarding his appeal of a Board of Zoning Appeals decision against him in November. The city's motion to dismiss his case will be heard that day.

The BZA unanimously agreed with the zoning director's determination that Gavis' business use of the property has changed. Marty's Used Cars is approved for retail vehicle sales, but data showed that it has operated primarily as a vehicle wholesaler for at least five years.

If Gavis were to lose that case, he could have to close his home-based vehicle dealership and remove the cars he has there for sale.

— Contact Vic Bradshaw at vbradshaw@winchesterstar.com

The
Winchester Star

Friday
November 15, 2013

Repairs set to begin at Gavis house

Embattled owner says he'll stabilize structure

By VIC BRADSHAW
The Winchester Star

WINCHESTER — Two city property owners have obtained a building permit to make agreed-upon repairs to stabilize their home, and an engineer has recommended that part of the house be demolished.

Aaron Grisdale, the city's director of zoning and inspections, said Thursday that a building permit was issued late Wednesday for work to be done on the home of Martin and Claudette Gavis at 414 S. Braddock St. The permit was picked up Thursday morning.

The permits were issued after the city signed off on a scaled-down version of plans Gavis submitted for structural repair. The objective is to provide temporary stabilization until Feb. 13, when the future of the home is to be decided in Winchester Circuit Court.

"This is mainly temporary bracing to stabilize the structure," Grisdale said.

The plans also call for utilities at the north end of the home to be severed from those on the south end and for unstable materials on or near the roof to be removed so they don't blow off.

See **Gavis**, Page **B2**

"This is mainly temporary bracing to stabilize the structure."

— Aaron Grisdale, city's director of zoning and inspections

GINGER PERRY/The Winchester Star

A building permit was issued late Wednesday for work to be done on the home of Martin and Claudette Gavis at 414 S. Braddock St.

The
Winchester Star

Tuesday
December 2, 2014

Bill on Gavis house revised

Numbers still well above first estimates for partial teardown

By DEREK GOMES
The Winchester Star

WINCHESTER — The city's partial demolition and stabilization of 414 S. Braddock St. cost more than $13,000 less than its November estimate in a filing with Winchester Circuit Court.

Even with this new figure, however, the project still cost nearly $100,000 more than city's initial estimate in July. The homeowners, Martin and Claudette Gavis, will repay the city through a lien being placed on their property.

See **Gavis**, Page **B3**

GINGER PERRY/ The Winchester Star

The partial demolition of the Gavis home on South Braddock Street was completed in mid-November.

Gavis

from **Page B1**

The city's proposed final order, filed in circuit court Monday, includes itemized expenses totaling $127,197.61.

Winchester-based Vision Restoration and Contracting, the city's contractor, provided invoices totaling $91,482.19 for demolition services alone. The updated figure for demolition alone is about $12,600 less than the one used in the city's November filing.

Other expenses incurred by the city include:

- $21,450 for asbestos abatement by Frederick County-based WACO Inc.
- $4,875 for site inspection and a temporary shoring report by city-based Ruckman Engineering.
- $3,270 for an asbestos project design and report by city-based Winchester Environmental Consultants.
- $1,986 to city-based Painter-Lewis PLC for engineering services.
- $1,968 to Frederick County for tipping fees associated with disposing debris from the demolition.

The Gavises have until Dec. 15 to file written objections, and a hearing is scheduled for Dec. 18 in circuit court.

The house, which was the last intact example of Second Empire architecture in the city, was significantly damaged by fire in 1984.

In January, the Gavises cosigned a court-ordered agreement with the city that obligated them to complete a list of repairs to ensure their home's structural integrity.

If the repairs were incomplete by July 23, City Council had the following options: assume responsibility for completing the repairs, grant the Gavises an extension, or perform a partial demolition.

The day before the deadline, it was apparent to city staff that the Gavises would not be in full compliance with the stabilization plan. After hearing that information at a meeting, council unanimously opted for partial demolition.

The work was estimated to cost $30,000, as opposed to finishing the repairs, which city staff said could cost somewhere between $160,000 and $170,000.

When staff was able to fully access and appraise the site after the deadline passed, city officials doubled the cost estimate to $60,600, according to Amy Simmons, the city's public information officer.

By Nov. 7, the city had received invoices for the project in the amount of $113,749.46, according to an affidavit from Aaron Grisdale, the city's director of zoning and inspections.

Vision Restoration provided a "good faith estimate" of an additional $26,500 in costs, according to the affidavit. That brought the total to $140,249.46, until Monday's filing, which shows the lower figure.

— Contact Derek Gomes at dgomes@winchesterstar.com

The
Winchester Star
Friday
September 19, 2014

Gavis house, then and now

The Gavis house is shown Thursday under partial demolition at 414 S. Braddock St. in Winchester. It was estimated last week that demolition work by city-based contractor Vision Restoration and Contracting would take another three to five weeks, and that the cost of the work would increase from an expected $30,000 to more than $60,000, stemming from staff's inability to fully access and appraise the site before the court-ordered deadline passed for owners Martin and Claudette Gavis to renovate the home. That deadline lapsed the day after City Council voted to raze the north wing of the house, which it deemed structurally unsound. Phillip Griffin II, the Gavises' attorney, previously said that his clients would restore their home — the last intact example of Second Empire architecture in the city — to its original condition once the partial demolition is complete. He declined to comment on the demolition Thursday afternoon.

JEFF TAYLOR/The Winchester Star

Photo provided by Georgie Smith

The Aulick House — now owned by Martin and Claudette Gavis — on South Braddock Street is shown in an undated photograph. The home was built in 1881.

Doug Napier

From: David Beahm <Dbeahm@warrencountyva.net>
Sent: Monday, June 25, 2018 10:38 AM
To: Doug Napier
Subject: Contacts

Doug,

Here are the contacts that I spoke about:

- IBTS – Institute for Building Technology and Safety
  - (703) 481-2000
  - 45207 Research Pl., Ashburn, VA 20147
- TCS – Total Construction Solutions
  - (571) 208- 0909
- KTA – Kenneth Tator Associates
  - (800) 245-6379

KTA is actually out of Pittsburgh and might fall outside of this type of consideration.

Respectfully,

Warren County Building Inspection

David C. Beahm, CBO
Building Official

220 North Commerce
Su
Front Royal, VA
540/63
FAX 540/63

dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

3

Work Session Agenda Form

Item # 3

DATE: July 16, 2018

Work Session

AGENDA ITEM: Request Funding for Secondary Paving and install new curb and gutter (in order of priority level)

Street	Asphalt Cost	Curb and Gutter Cost	Total Cost
Scott St- Highview to Dead End	$13,500.00	$17,000.00	$30,500.00
Highview St- Steele to Beeden Ln	$13,679.00	$32,000.00	$45,679.00
Steele St- S Royal Ave to Dead End	$30,240.00	$43,000.00	$73,240.00
Parkview Dr Beeden Ln to Criser Rd	$28,512.00	$42,420.00	$70,932.00
TOTAL FOR ALL 4	**$85,931.00**	**$134,420.00**	**$220,351.00**

SUMMARY:

The Paving Plan is given to VDOT upon annual inspection and based upon their recommendations and to be completed in order. Therefore, if funding gets cut from one year, you must complete that following budget year if possible. The Primary list comes from VDOT inspection and recommendations. Secondary Paving Plan is based on paving rating and the lowest ratings are completed first (lowest rating the worst).

In FY18, Happy Creek Road from Rte. 606 to End of Town limits was completed along with Cherry St from Main Street to Grand Avenue, but nothing else due to no funding. Scott Street, Highview Street and Parkview St were originally scheduled for FY18 Secondary. Steele St St was originally planned for FY20 but due to streets being connected and residents' complaints, completing all four streets at one time makes sense.

FY19 Budget-

- **W. 14th St from N. Royal to N. Shenandoah (Primary) was APPROVED and will be completed this year.**
- **Criser Rd will be paved this year from FY18 funds upon completion of the Criser Rd Trail**
- **N Shenandoah, W 17th St to W 14th St (Primary) was UNFUNDED from FY19 budget.**
- **<u>All Funding for Secondary Paving has been UNFUNDED both FY18 and FY19.</u>**

BUDGET/FUNDING: 4500-7927

STAFF RECOMMENDATION: Staff will be available, Robert Boyer will be presenting.

PowerPoint Presentation

Primary Paving Plan
2017-2025

YEAR		STREET	FROM	TO	ASPHALT	LINE PAINTING	WATER	SEWER	CURB	SIDEWALK	TOTAL
2017		Commerce Ave	H/C Bridge S/B Lanes	South St	$ 175,000.00						
2018		Criser Rd East	S.Royal Ave	Remount Rd	$ 188,940.00	$ 4,123.90			$ 125,800.00	$ 26,243.10	$ 345,107.00
2018		Commerce Ave	H/C Bridge N/B Lanes	South St	$ 171,072.00	$ 5,808.00			$ 20,000.00		$ 196,880.00
2019		W. 14TH ST	N. Royal Ave	N. Shenandoah Ave	$ 151,560.00	$ 2,337.00	$ 267,000.00				$ 420,897.00
2019		N. Shenandoah Ave	W.17TH St	W. 14TH St	$ 170,972.00	$ 4,064.00					$ 175,036.00
2020		N.Royal Ave	W.14TH ST	Commerce Ave	$ 201,887.00	$ 3,045.00					$ 204,932.00
2020		Commerce Ave	H/C Bridge	E.2ND St	$ 95,732.00	$ 3,200.00					$ 98,932.00
2021		N.Royal Ave	Commerce Ave	E.6TH St	$ 130,985.00	$ 1,511.00					$ 132,496.00
2021		E.6TH ST	Commerce Ave	N/Royal Ave	$ 40,808.00	$ 756.00					$ 41,564.00
2022		Commerce Ave	E.2ND St	E.6TH St	$ 164,246.00	$ 4,182.00					$ 168,428.00
2023		N.Royal Ave	E.6TH ST	Academy Dr	$ 95,785.00	$ 1,394.00					$ 97,179.00
2024		Commerce Ave	E.6TH ST	N. Royal Ave							
2024		N.Royal Ave	Academy Dr	Main St							
2025		N.Royal Ave	Main St	South St							
2026		N.Royal Ave	South St	E/T/L							
2027		Chester Gap Rd	South St	E/T/L							

Secondary Paving Plan
2017-2024

YEAR	STREET/ RATING	STREET	FROM	TO	ASPHALT	LINE PAINTING	WATER	SEWER	CURB	SIDEWALK	TOTAL
2017		Bel Air Ave	E.7TH St	E.6TH St	$ 45,000.00						$ 45,000.00
		Dixie St	W.13TH St	W.14TH St	$ 18,579.00				$ 29,600.00	$ 4,144.00	$ 52,323.00
	62	Kendrick Ave	N. Shenandoah Ave	Villa Dr	$ 61,380.00				$ 42,600.00	$ 9,856.00	$ 113,836.00
		Cherry St	E.Main St	Grand Ave	$ 29,700.00				$ 60,000.00	$ 8,400.00	$ 98,100.00
		Orchard St	Viscose Ave	Cherry St	$ 60,984.00				$ 70,000.00	$ 12,376.00	$ 143,360.00
		North St	W.Main St	Orchard St	$ 12,600.00				$ 2,000.00	$ 4,300.00	$ 18,900.00
2018	65	Happy Cr	RTE 606	E/T/L	$ 106,200.00	$ 3,245.00			118,000.00 s/s	16,520.00 s/s	$ 243,965.00
	n/a	Scott St	Highview St	Dead End	$ 13,500.00				$ 17,000.00	$ 4,199.00	$ 34,699.00
	74	Parkview St	Beeden Ave	Criser Rd	$ 28,512.00				$ 42,420.00	$ 5,913.00	$ 76,845.00
	76	Leach St/Northview St	Horshoe Dr	Dead End	$ 166,974.00				$ 63,880.00	$ 9,498.00	$ 240,352.00
	67	Cherry St	Main St	Grand Ave	$ 29,700.00				$ 60,000.00	$ 8,400.00	$ 98,100.00
	71	Wines St	Braxton Rd	Leach St	$ 70,272.00				$ 49,440.00	$ 19,264.00	$ 138,976.00
	N/A	Evelyn Ct	Wines St	Dead End	$ 20,295.00				$ 22,000.00	$ 3,080.00	$ 45,375.00
2019	71	Hamilton Circle	Mannassas Ave	Mannassas Ave	$ 62,208.00					$ 10,752.00	$ 72,960.00
	72	Vioscose Ave	W.Main St	W.Main S	$ 71,280.00				$ 72,800.00	$ 10,192.00	$ 154,272.00
	73	Horseshoe Ave	Easterley St	Easterley St	$ 110,160.00					$ 19,040.00	$ 129,200.00
	67	Braxton Rd	Leach St	Polk Ave	$ 80,784.00		$ 274,000.00		$ 8,000.00	$ 13,719.00	$ 376,503.00
	70	W.9TH ST	Virginia Ave	N. Shenandoah Ave	$ 30,599.00				$ 19,000.00	$ 9,100.00	$ 58,699.00
	70	W.11TH St	N.Royal Ave	N. Shenandoah Ave	$ 100,161.00				$ 45,200.00	$ 13,384.00	$ 158,745.00
	71	Foresthill Dr	Strasburg Rd	Strasburg Rd	$ 64,800.00				$ 60,000.00	$ 13,444.00	$ 138,244.00
2020	67	Highview St	Steele St	Beeden Lane	$ 13,679.00	$ 110.00	$ 83,000.00		$ 32,000.00	$ 4,480.00	$ 133,269.00
	74	Easterley St	Wines St	Stonewall Dr	$ 55,190.00				$ 48,000.00	$ 17,741.00	$ 120,931.00
	67	Kendrick Lane	Massunnutten Ave	N.Shenandoah Ave	$ 115,200.00		$ 340,000.00		$ 38,000.00	$ 13,160.00	$ 506,360.00
	N/A	Steele Ave	S.Royal Ave	Dead End	$ 30,240.00				$ 43,000.00	$ 8,690.00	$ 81,930.00
2021	N/A	Garrison St	Viscose Ave	W.Main St	$ 18,000.00				$ 13,000.00	$ 2,800.00	$ 33,800.00
	72	Virginia Ave	W.14TH St	Kendrick Lane	$ 168,209.00		$ 658,000.00		$ 184,800.00	$ 28,504.00	$ 1,039,513.00
	73	Scranton Ave	E.19 TH St	E.13TH St	$ 76,457.00				$ 60,000.00	$ 17,142.00	$ 153,599.00
	73	W.9TH ST	N. Shenandoah Ave	W.11TH St	$ 70,200.00				$ 77,600.00	$ 16,800.00	$ 164,600.00

YEAR	STREET/ RATING	STREET	FROM	TO	ASPHALT	LINE PAINTING	WATER	SEWER	CURB	SIDEWALK	TOTAL
2022		Oak St	Luray Ave	Cherry St	$ 30,000.00		$ 143,000.00		$ 126,126.00	$ 8,866.00	$ 307,992.00
	74	Jamestown Rd	JMH	Cul-De-Sac	$ 210,655.00				$ 136,600.00	$ 40,040.00	$ 387,295.00
	73	W,9TH ST	N.Shenandoah Ave	W.11TH St	$ 70,200.00		$ 315,000.00		$ 77,600.00	$ 16,800.00	$ 479,600.00
2023	74	Shenandoah Shores Rd	Happy Creek	E/T/L	$ 138,600.00				$ 308,000.00	$ 43,120.00	$ 489,720.00
		Sherwood Ave	Luray Ave	Cherry St	$ 30,000.00		$ 137,000.00		$ 136,600.00	$ 40,040.00	$ 343,640.00
		Mannassas Ave	E.6TH St	Happy Creek RD	$ 152,000.00		$ 290,000.00				$ 442,000.00
2024	74	W.13TH ST	Massanutten St	Jefferson Ave							$ -
	75	Brown Ave	S.Shen Ave	Salem Ave							$ -
	N/A	Commenwealth Ave	W.14TH ST	W.13TH ST							$ -
	N/A	State Ave	W.14TH ST	W.13TH ST							$ -
	75	Cypress St	Salem Ave	Grand Ave							$ -
2025	75	Luray Ave	W.Main St	Criser Rd							$ -
		River Dr	Dead End	Cherrydale Ave							$ -
		E.Stonewall Dr	Commerce Ave	Dead End							$ -
		E.Stonewall Dr	Commerce Ave	N.Royal							$ -
		E.Stonewall Dr	N.Royal Ave	Luray Ave							$ -

Secondary Paving

10/18/2016

Department: streets
Director: Jimmy Hannigan
Manager/Supervisor Terry Lewis
Budget Code: 4500- 5407
Total project cost: $ 5,692,539
Project name: Paving Plan Secondaries

Expense schedule	Estimated cost	Prior 5 Yrs.	FY18	FY19	FY20	FY21	FY22	Total
Professional Services/Studies								-
Property Acquisition								-
Construction Cost			878,312	814,623	419,490	733,512	716,887	3,562,824
Replacement Cost								
New Cost								-
Debt service								-
Total	-	-	878,312	814,623	419,490	733,512	716,887	3,562,824

Budget Action

Funding sources for project:		Prior 5 Yrs.	FY18	FY19	FY20	FY21	FY22	
Budget cycle			878,312	814,623	419,490	733,512	716,887	3,562,824
Bond Proceeds								
Proffers								
Grants								
Revenue Sharing								

Project Overview:

Secondary Paving Plan
Will submit Primary Extension Application
Includes water line installs

Review process and comments

Department
Town Manager
Planning Commission
Council
Public Imput
Budget

Finance