

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
March 13, 2025
5:15 p.m.**

- | | |
|------------------|--|
| 5:15 p.m. | 1. Consideration of Work Session and Regular Meeting Agendas |
| 5:20 p.m. | 2. Update on Long Range Transportation Plan—Staunton - Augusta - Waynesboro Metropolitan Planning Organization |
| 5:40 p.m. | 3. Discussion on Streetlights and Dark Skies Initiatives |
| 6:00 p.m. | 4. Update on Staunton's Pathway to Affordable Housing and Housing for Working Families: Central Shenandoah Regional Housing Study and City of Staunton Housing Strategy |
| 6:20 p.m. | 5. Closed Meeting for (i) Consultation with Legal Counsel for Legal Advice Related to Land Use Designations and Approvals for a Parcel of Property Fronting on Johnson Street; (ii) Discussion of the Performance of the City Attorney (Includes Dinner Break Until Regular Meeting at 7:00 p.m.) |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
March 13, 2025
7:00 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Park

Mayor's Report

Additional Items by Members of Council

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Minutes

Work Session and Regular Meeting of February 27, 2025

**A.2. Consideration of Virginia Commission for the Arts 2025-2026
Creative Communities Partnership Grant Application**

**A.3. Consideration of Virginia Department of Criminal Justice
Services FY 2026 School Resource Officer Incentive Grant**

All items will be voted on in one (1) motion. If so requested by any member of Council, an item placed on the consent agenda shall be removed and taken up as a separate matter at the end of the Regular Meeting.

**B. Public Hearing and Consideration of Amendments to Title 18,
Zoning, of the Staunton City Code to Revise References to the
Recently Amended Title 13, Environmental***

**C. Update on Flood Mitigation Efforts—Tunnel Survey and Structural
Evaluation Work Resulting in Partial Closure of Wharf Parking Lot
and Closure of Byers Street**

Matters from the City Manager

Matters from the Public*

- D. Closed Meeting for (i) Consultation with Legal Counsel for Legal Advice Related to Property Ownership; and (ii) Discussion of the Award of Public Contracts for Engineering and Construction Services Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the City of Staunton

Adjournment

***Public Participation** For instructions on how to participate in a Public Hearing and Matters from the Public portions of the City Council meeting visit www.staunton.va.us/council.

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	City Council
Item #	1	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity Engagement	
Subject:	Work Session and Regular Meeting Agendas	

Background: Consistent with Procedural Memorandum No. 3, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

Suggested Motion: I move to approve the Work Session agenda and the Regular Meeting agenda [as presented] [with the following changes: as to the Work Session, the addition/deletion of _____; as to the Regular Meeting, the addition/deletion of _____].

City Manager: Leslie Beauregard

CITY COUNCIL



Staunton, Virginia

AGENDA BRIEFING

Meeting Date:	March 13, 2025	Amanda Kaufman Assistant City Manager
Item #	2	
Department:	City Manager’s Office	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Inclusion & Equity; Excellence; Engagement Strategic Area: Infrastructure; Built Environment; Responsive, Efficient Government	
Subject:	Update on Long Range Transportation Plan—Staunton-Augusta-Waynesboro Metropolitan Planning Organization	

Background: The Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) is in the process of updating the region's long range transportation plan. An initial update was provided to Council at their [August 8, 2024](#) Work Session.

Paula Melester, Director of Transportation for the Central Shenandoah Planning District Commission, will provide this update.

For more information on the 2050 Long Range Transportation Plan and for opportunities to provide feedback, visit: <https://connect.cspdc.org/sawmpoLRTP>

City Manager's Recommendation: For review and discussion only.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	Corrie Park City Councilmember
Item #	3	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence; Engagement Strategic Areas: Infrastructure; Built Environment; Responsive, Efficient Government	
Subject:	Discussion on Streetlights and Dark Skies Initiatives	

Background: At the request of Councilmember Corrie Park, a work session item has been added to discuss streetlighting and dark skies initiatives.

The last time this topic was in front of City Council was during a work session on September 14, 2023 when the Public Works Director provided information on Dominion Energy's LED replacement and developing a Staunton Streetlight Preference Sheet.

More recently, the topic of a dark-skies local ordinance and types of streetlights that support a dark-skies initiative have come up related to the Edgewood Rd. sidewalk project and discussions about subdivision plans in the city. At the February 13, 2025 City Council meeting during the public hearing on a special use permit for 206 Frontier Dr., parking lot lighting was mentioned and Tim Hartless, Planning Manager, stated that staff could work on amendments to strengthen lighting requirements.

The dark-sky movement is a campaign to reduce light pollution. Examples of the stated advantages of reducing light pollution include an increased the number of stars visible at night, reducing the effects of electric lighting on the night time environment, improving the health, and safety of humans and wildlife, and reducing energy usage. Implementation of dark skies initiatives could include amendments to portions of the City Code and/or creation of some new policy.

Attachment: September 14, 2023 Briefing Memo

City Manager's Recommendation: Provide feedback and direction to City Manager and staff.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

CITY COUNCIL**AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	September 14, 2023	Staff Member: Jeff Johnston
Item #	5	
Department:	Public Works	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Environmentally Conscious Strategic Area: Built Environment	
Subject:	Discussion of LED Streetlight Replacement	

Background: Dominion Energy is no longer installing mercury vapor (MV) or high-pressure sodium (HPS) streetlights. As these lights reach the end of their service life, they will be replaced with light-emitting diode (LED) streetlights. These LED replacements have created an opportunity to influence the character of Staunton streetlights at no cost to the City.

Currently, when an HPS or MV fixture needs to be replaced (not just re-lamped, but completely replaced) Dominion Energy uses an “equivalency chart” to decide which LED fixture will be used to replace it. These equivalency charts are standard across all of Virginia, and are largely based on manufacturers’ recommendations. Dominion allows local governments to create their own, site-specific equivalency charts to control the LED replacement lights that Dominion installs in their jurisdiction. Providing that the new chart (Dominion refers to it as a “preference sheet”) uses fixtures already in the Dominion Outdoor Lighting Program inventory, it can be implemented at no cost.

In addition to setting the color and intensity of LED replacement streetlights, a Staunton preference sheet could help standardize streetlighting throughout the City. Dominion currently owns 1,730 MV & HPS streetlights in Staunton. That inventory is comprised of 30 different fixtures, a number that could be reduced by a properly prepared preference sheet. Dominion has provided staff with sample preference sheets from other cities and counties, and has offered to assist in the development of one for Staunton.

A preference sheet isn't a panacea, and does not address all streetlight issues. But it does allow the City to exert some influence in an area that has been "hands off" in the past, and to do so at no cost.

City Manager's Recommendation: While there is no specific recommendation at this time, staff would like direction from City Council at this time to develop a **Staunton Streetlight Preference Sheet**. The proposed preference sheet would be brought back to Council at a future meeting for review, discussion and possible adoption.

Suggested Motion: Not Applicable.

City Manager: Leslie Beauregard

CITY COUNCIL



Staunton, VA

AGENDA BRIEFING

Meeting Date:	March 13, 2025	Rebecca Joyce Housing Planner
Item #	4	
Department:	Community Development	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Area: Economic Development Values: Inclusion & Equity; Engagement	
Subject:	Update on Staunton’s Pathway to Affordable Housing and Housing for Working Families: Central Shenandoah Regional Housing Study and City of Staunton Housing Strategy	

Background: At the March 23, 2023 work session, as requested by Councilmember Brad Arrowood, there was a discussion about the establishment of a Staunton Housing Commission. In May 2023, Rebecca Joyce started as the City's Housing Planner. In addition to managing the city's HUD CDBG Program, her role is to advise and lead affordable housing activities, policies, and initiatives. At the August 24, 2023, October 26, 2023, February 8, 2024, and July 25, 2024 work sessions, Ms. Joyce gave updates to City Council about the development of the city's housing program.

During the March 13th work session, Ms. Joyce will provide an overview of the Central Shenandoah Regional Housing Study (CSRHS). She will also provide an update on the City of Staunton Housing Strategy planning process.

Attachments:

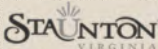
Attachment 1—Staff Presentation

Attachment 2—CSRHS City of Staunton Primary and Secondary Solutions

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard



Staunton's Pathway to Affordable Housing
and Housing For Working Families - Update #5

**Central Shenandoah Regional Housing Study
and the City of Staunton's Housing Strategy**

Presentation to City Council – March 13, 2025



Central Shenandoah Regional Housing Study – Regional Findings



- 71% of households in the region include **at least one worker**. Lack of affordable housing makes it hard to recruit and retain employees.
- 40% of householders in the region are **60 or older**. **Single seniors** cannot afford median rent or owner costs and will likely struggle to afford housing if they don't already own it free and clear.
- The region has an estimated **265 people** comprising **186 households** who are **unhoused**. **90%** of chronically unhoused people and **10%** of non-chronically unhoused people in the region have needs consistent with **permanent supportive housing**.
- **Less than 2%** of total housing stock across all localities in the region is used for **short-term rentals**.

Central Shenandoah Regional Housing Study – SAW MSA Findings



- 63% of SAW MSA's population **lives and works** in the SAW sub-region while **37% commutes** out of the region.
- 70% of SAW MSA households **own their homes** due to high ownership rates in Augusta County.
- 42% of Staunton and Waynesboro households are **cost-burdened**.
- **Service worker** households, even with two earners are **unlikely to access affordable homeownership**.
- **Housing age and condition** emerged as a key theme in focus group conversations. **43%** of all housing in Staunton was built prior to **1960**.
- The SAW MSA has a residential **vacancy rate** of **2-3%**.

Central Shenandoah Regional Housing Study – Priority Solutions



- **Priority Solution 1:** Leverage upcoming housing survey and strategy efforts to educate residents and strengthen comprehensive plan update.
- **Priority Solution 2:** Project quantifiable demand by incomes and housing types to determine what new funding sources are needed.

Central Shenandoah Regional Housing Study – Secondary Solutions



- **Secondary Solution 1:** Create alignment between housing and economic development activities.
- **Secondary Solution 2:** Address vacant and blighted properties with evidence-based revitalization strategies.

City of Staunton Housing Strategy



- **Workgroup Meetings:**
 - September 30, 2024
 - November 7, 2024
 - January 29, 2025
 - March 31, 2025
- **Public Engagement Activities** - March and April 2025
- **Strategy Goals:**
 1. **Produce** Housing
 2. **Preserve** Housing
 3. **Provide** Housing Stability

City of Staunton Housing Strategy – Draft Strategies: Produce Housing

- CDBG Funds
- Housing Fund
- Community Land Trust/Deed-restricted Homeownership
- Accessory Dwelling Units



City of Staunton Housing Strategy – Draft Strategies: Preserve Housing

- CDBG Funds
- Housing Fund
- Redevelopment Strategies
- Landlord Education, Recruitment, and Retention



City of Staunton Housing Strategy – Draft Strategies: Provide Housing Stability

- CDBG Funds
- Housing Fund
- Diversity, Equity, Inclusion, and Fair Housing
- HUD-certified Housing Counselor
- Community Housing Advocate Training



City of Staunton Housing Strategy – Implementation Framework

- Housing Commission
- Housing Conditions Windshield Survey and Assessment
- Housing and Housing Stability Services Grant Resources Guide



<https://connect.cspdc.org/cspdc-housing-study>

<https://www.ci.staunton.va.us/departments/community-development/housing-programs-division/housing-strategy>



Rebecca Joyce, Housing Planner and Grants Coordinator
joycerl@ci.staunton.va.us 540.213.6699

PRIORITY SOLUTION 1

Leverage upcoming housing survey and strategy efforts to educate residents and strengthen comprehensive plan update



What It Does

Staunton is undertaking several housing-related initiatives, including a Community Needs Survey, Consolidated Plan update, and a potential Local Housing Strategy. This solution aims to use these efforts as a foundation to educate the public about housing needs and solutions, building support for a robust housing component in the upcoming comprehensive plan update.

How to Do It

- » Use Community Needs Survey results and Consolidated Plan priorities to inform housing discussions.
- » Apply for Virginia Housing grant to develop a Local Housing Strategy and Action Plan.
- » Create educational materials explaining housing challenges and potential solutions.
- » Host public engagement events aligned with the Local Housing Strategy process.
- » Incorporate insights and public feedback into the comprehensive plan update.

Who Does What

The Community Development Department will establish the timeline, integrate findings, coordinate with stakeholders, and oversee community engagement. The City Manager's Office will disseminate materials, support engagement efforts, and promote public meetings. The Planning Commission and City Council will guide the process, participate in engagements, and evaluate and adopt new policies.



How to Fund It

Use local operating funds, apply for grants from Virginia Housing, and seek funding from philanthropic and corporate partners interested in housing and community development.

How to Measure Success

- » Completion of Consolidated Plan, Local Housing Strategy, and updated comprehensive plan
- » # of participants in engagement activities
- » Improved public understanding of housing issues
- » Increased support for diverse housing options among residents and leaders

PRIORITY SOLUTION 2



Project quantifiable demand by incomes and housing types to determine what new funding sources are needed

What It Does

Staunton lacks consistent funding for affordable housing and supportive services, as existing state and federal programs are insufficient to meet the city's needs. This solution aims to quantify housing demand across income levels and housing types, using this data to explore and implement innovative local funding approaches that can consistently support a variety of housing projects and activities.

How to Do It

- » Analyze housing needs: Conduct a detailed housing demand analysis using existing data and projections to quantify gaps by income levels and housing types.
- » Set funding targets: Establish annual funding goals based on identified housing needs and potential economic benefits.
- » Explore funding options: Evaluate various funding sources such as bonds, special assessments, and tax-increment financing, focusing on politically feasible options.
- » Design allocation methods: Develop strategies for deploying funds, such as establishing a housing trust fund or creating a revolving loan program.
- » Implement and monitor: Select and implement at least one new funding source within two years and track its impact on addressing housing needs.

How to Fund It

Initial planning and analysis can be funded through the city's general fund or a Virginia Housing Community Impact Grant. Implementation costs will depend on the selected funding mechanism and can be determined during the evaluation process.

How to Measure Success

- » Completion of comprehensive housing demand analysis within 6 months
- » Implementation of at least one new funding source within 2 years
- » Amount of new funding generated for affordable housing initiatives
- » # of affordable housing units created or preserved as a result of new funding

Who Does What

The Community Development Department will lead the housing analysis, while the Finance Department evaluates funding sources. The City Manager's Office will oversee the process and engage stakeholders, with the City Council providing input and approving final recommendations.



SECONDARY SOLUTION 1

Create alignment between housing and economic development activities



What It Does

Integrating housing strategies with local economic development plans will help attract and retain talent moving to the area. By supporting and ensuring that diverse, affordable housing is built, the Staunton Economic Development Authority (EDA) can support economic stability and growth across the workforce spectrum.

How to Do It

- » The EDA can offer grants, incentives, revenue bonds, & real estate tax abatements to increase the financial viability of housing projects.
- » Working with the City and other agencies, the EDA can acquire, consolidate, and lease parcels of land for mixed-use development, using methods such as land banking, land swaps, discounted sales, and long-term ground leasing.
- » Serve as a resource for planning, executing, and managing projects, including applying for state planning grants and hosting knowledge-sharing events.

How to Fund It

Increased administrative costs could be funded by additional support for personnel in the City budget. Revenue from the sale or long-term lease of properties could cover operational costs. Planning grants are available from state agencies, such as the Virginia Economic Development Partnership and Virginia Housing.



How to Measure Success

- » # of housing units developed with EDA support
- » Amount of financial support provided to housing projects
- » Reduction in housing costs relative to wage growth

SECONDARY SOLUTION 2

Address vacant and blighted properties with evidence-based revitalization strategies



What It Does

Staunton has vacant and abandoned properties that contribute to blight and hinder community growth. This strategy aims to inventory these properties, explore ways to convert them to productive uses like housing, and leverage partnerships to coordinate revitalization efforts.

How to Do It

- » Conduct a detailed survey and inventory of vacant/underutilized properties in the city.
- » Explore options for addressing blighted homes based on state laws, including tax foreclosure and land banking.
- » Partner with the Staunton Redevelopment and Housing Authority to acquire and rehabilitate vacant properties.
- » Develop incentives and requirements for property owners to make improvements or repairs.
- » Engage nonprofit developers to coordinate targeted revitalization projects.

How to Fund It

The City can utilize Community Development Block Grant funds; state programs like Acquire, Renovate, Sell; and grants from Virginia Housing to support property acquisition, rehabilitation, and redevelopment efforts. Leveraging partnerships and incentives can help maximize available resources.



How to Measure Success

- » # of properties inventoried and assessed
- » Decrease in vacant/blighted properties over time
- » Increase in renovated/redeveloped properties
- » New affordable housing units created



CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	City Council John C. Blair, II City Attorney
Item #	5	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Closed Meeting for (i) Consultation with Legal Counsel for Legal Advice Related to Land Use Designations and Approvals for a Parcel of Property Fronting on Johnson Street; (ii) Discussion of the Performance of the City Attorney	

Suggested Motion: I move to enter a closed meeting for (i) consultation with legal counsel from the City Attorney for legal advice related to land use designations and approvals for a parcel of property fronting on Johnson Street pursuant to Virginia Code §2.2-3711(A)(8); and (ii) discussion of the performance of the City Attorney pursuant to Virginia Code §2.2-3711(A)(1).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

After the closed meeting: I move that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed, or considered in the meeting.

Second. Discussion. Vote –Clerk of Council to poll members of Council.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	City Council
Item #:	A	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Area: Responsive, Efficient Government	
Subject:	Consent Agenda	

Background: As provided in [Council Procedure Memorandum No. 14](#), it is the policy of City Council to have the City Manager place routine, noncontroversial items on a Consent Agenda. Briefings for each item included on the Consent Agenda have been prepared in the manner and format of regular business items on the agenda, with each item described in sufficient detail to provide the public with an appropriate understanding of such item. All matters listed on the Consent Agenda will be enacted by one motion and as a single item. There will be no separate discussion of an item. If discussion is desired, the item may be removed from the Consent Agenda at the request of a member of City Council and considered separately at the end of the regular meeting agenda.

The Mayor will inquire whether any member of City Council desires to remove any item from the Consent Agenda and to place such item on the regular meeting agenda for separate consideration.

Suggested Motion (if no items removed): I move to approve the Consent Agenda, as presented.

Suggestion Motion (if one or more items removed): I move to approve the Consent Agenda with the exception of item(s) _____, and that item(s)_____ be moved to the end of the regular agenda for discussion and a separate vote.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	City Council
Item #	A.1	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity Engagement	
Subject:	Approval of Minutes	

Background: Draft meeting minutes are attached for City Council's consideration and for approval as Council prefers.

Attachment:

Attachment 1 – Work Session and Regular Meeting Minutes of February 27, 2025

Suggested Motions: I move to approve the work session and regular meeting minutes of February 27, 2025 [as presented] [with the following changes: _____.]

City Manager: Leslie Beauregard



City Council
WORK SESSION
February 27, 2025
5:00 p.m.

Council Members present: Mayor Edwards, Vice Mayor Arrowood, and Councilors Campbell, Overholtzer, Park, Shepherd, and Woods.

Mayor Edwards called the meeting to order: Mayor Edwards called this meeting of Staunton City Council to order.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, the agendas were presented for Council consideration.

Mr. Overholtzer moved to approve the work session and regular meeting agendas as presented.

The motion was seconded by Ms. Woods and carried as follows:

Ms. Park	aye	Mr. Shepherd	aye
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	aye		

2. Discussion of Proposed FY 2026 – FY2030 Capital Improvement Plan

Chief Finance Officer Jessie Moyers introduced the proposed FY 2026-2030 Capital Improvement Plan (CIP) for all city funds and the School CIP Fund. The School Board reviewed the School CIP at their December, 2024 meeting and adopted it at their January, 2025 school board meeting. The Planning Commission conducted a public hearing and adopted the proposed CIP at their February 20, 2025 meeting.

Topics discussed were the new CIP project sheets, fire station improvements and other reserves, new sidewalks, water and sewer projects, and other General Fund projects.

3. Closed Meeting for (i) Consultation with Legal Counsel for Legal Advice Related to Flood Mitigation Measures and Real Estate Tax Exemptions; (ii) for the Potential Disposition of Publicly Held Real Property Bordering Peck Street as Well as a Parcel Bordering Johnson Street; and (iii) Discussion of the Award of a Public Contract for Consulting Services

Mr. Campbell moved to enter a closed meeting for (i) consultation with legal counsel from the City Attorney for legal advice related to flood mitigation measures and real estate tax exempt property pursuant to Virginia Code §2.2-3711(A)(8); (ii) the discussion of the potential disposition of real property bordering Peck Street as well as a parcel bordering Johnson Street where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City of Staunton pursuant to Virginia Code §2.2-3711(A)(3); and (iii) the discussion of the award of a public contract for consulting services where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City of Staunton pursuant to Virginia Code §2.2-3711(A)(29).

The motion was seconded by Ms. Park and carried as follows:

Mr. Shepherd	aye	Ms. Woods	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Mr. Overholtzer	aye	Mayor Edwards	aye
Mr. Campbell	aye		

Ms. Park moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed, or considered in the meeting.

The motion was seconded by Mr. Shepherd and carried as follows:

Mr. Overholtzer	aye	Ms. Park	aye
Ms. Woods	aye	Vice Mayor Arrowood	aye
Mr. Shepherd	aye	Mayor Edwards	aye
Mr. Campbell	aye		

The work session adjourned at 7:00 p.m.

Kiley A. Kesecker
Clerk of Council

**REGULAR MEETING OF STAUNTON CITY COUNCIL****Thursday, February 27, 2025****7:00 p.m.****Rita S. Wilson Council Chambers****PRESENT:**

Mayor Michele D. Edwards
Vice Mayor Brad D. Arrowood
Adam F. Campbell
Jeff L. Overholtzer
Corrie R. Park
Blake N. Shepherd
Alice L. Woods

ALSO PRESENT:

Leslie Beauregard, City Manager
Amanda Kaufman, Assistant City Manager
John Blair, City Attorney
Kiley Kesecker, Clerk of Council

Mayor Edwards called the meeting to order: Mayor Edwards called this meeting of Staunton City Council to order.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Mr. Overholtzer.

MAYOR'S REPORT

Mayor Edwards stated that she had attended an emergency response training workshop, a meeting of the Staunton NAACP, a Library Advisory Board meeting, and provided information about the upcoming Chamber of Commerce Hometown Expo.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Vice Mayor Arrowood stated that he had attended a workgroup about the recently released housing study for the Staunton Augusta Waynesboro region.

Mr. Overholtzer stated that he had attended an Economic Development Authority meeting.

Ms. Park provided information on the new Staunton Tourism podcast as well as the new CAPSAW community grant winners.

Ms. Woods stated that the Nominations Committee met on February 18, 2025 and would like to make the following motion:

To appoint William “Billy” Vaughn to the Economic Development Authority to fill the unexpired term of Alison Denbigh, expiring January 31, 2027.

To appoint Vincent Grasso to the Redevelopment & Housing Authority to fill the unexpired term of David Rissmeyer, expiring January 31, 2026.

To appoint Mason Kilbourne to the Lewis Creek Watershed Advisory Committee for a 3-year term beginning March 1, 2025 and ending February 28, 2028.

To reappoint William Sowers to the Economic Development Authority for a 4-year term beginning February 1, 2025 and ending January 31, 2029.

To reappoint John Hutchinson to the Planning Commission for a 4-year term beginning March 1, 2025 and ending February 28, 2029.

To reappoint Tyler Gallimore to the Redevelopment & Housing Authority for a 4-year term beginning March 1, 2025 and ending February 28, 2029.

Needing no second, the motion carried as follows:

Mr. Overholtzer	aye	Mr. Shepherd	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Ms. Woods	aye		

REGULAR MEETING

A. Consent Agenda

Mayor Edwards made the following statement:

“Per Procedure Memorandum No. 14, it is the policy of City Council to have routine, non-controversial items placed on a Consent Agenda. All items on the Consent Agenda will be voted on in one motion. If separate discussion of an item is requested by any member of Council, that item shall be removed and considered separately at the end of the regular meeting agenda.”

A.1 Approval of Meeting Minutes Retreat of February 7 and 8, 2025 Work Session and Regular Meeting of February 13, 2025

Mayor Edwards asked if any Councilmembers desired to remove any item from the Consent Agenda to be placed on the regular meeting agenda for separate consideration.

Mr. Overholtzer moved to approve the Consent Agenda as presented.

The motion was seconded by Ms. Woods and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

B. Consideration of Better Utilizing Investments to Leverage Development (BUILD) Grant Application

Assistant City Manager Amanda Kaufman stated that in December 2023, City Council adopted the Uniontown Neighborhood Action Plan. This plan identifies recommendations in four primary areas: reinvestment, sense of community, preservation, and reestablishment of connections. With the goal of making significant progress on the recommendations identified in this plan, the city submitted an application for the 2025 Better Utilizing Investments to Leverage Development (BUILD) grant program through the US Department of Transportation for Uniontown Neighborhood Reconnection and Revitalization.

City staff contracted with the Timmons Group engineering firm to develop cost estimates, prepare application conceptual exhibits, complete a cost-benefit analysis and to conduct pavement core sampling to inform this application. The city engaged the assistance of the Central Shenandoah Planning District Commission to write the grant narrative. This was a multi-department effort and included many hours of work from city staff in Community Development, Public Works, Finance, and the City Manager's Office.

The application was submitted on January 30, 2025. The city requested \$8.9M in grant funding. The city's cost share amount is \$5.5M.

The scope of the application includes complete reconstruction of National Avenue south of the railroad, a new pedestrian/bicycle bridge at National Avenue, a shared use path on Richmond Avenue/US 250, street repaving for streets (Anthony, Young, Jones, Patton, and National - north of railroad), and the comprehensive reconnection and replacement of underground water and the addition of new sanitary sewer utility mains.

Councilmembers had no questions.

Vice Mayor Arrowood moved that City Council allocate funds from the Uniontown Reserve Fund, the Water Fund Balance, and the Sewer Fund Balance to serve as the city's cost share amount for the city's January 30, 2025 application for a Better Utilizing Investments to Leverage Development grant.

The motion was seconded by Mr. Shepherd and carried as follows:

Mr. Shepherd	aye	Mr. Campbell	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

C. Update and Consideration of Virginia Department of Transportation Richmond Avenue Road Diet & Roundabout and Edgewood Sidewalk Projects

Mr. Campbell read the following statement before recusing himself from the dais:

“Pursuant to Virginia Code Section 2.2-3112, I am hereby disclosing that I work for the Virginia Department of Transportation, and I have a personal interest in this transaction. Therefore, I am electing not to participate in this discussion and potential action on this item, since it involves the potential use of city funds for a Virginia Department of Transportation project.”

City Manager Leslie Beauregard stated that in 2016, the city applied for and was later awarded Virginia Department of Transportation (VDOT) Smart Scale funding in the amount of \$2,245,805 for improvements along Richmond Avenue in the vicinity of the intersection with Greenville Avenue, to include a road diet and roundabout. At the November 2024 City Council meeting, city and VDOT staff provided an update on this project, in particular the funding gap between the original budget and current estimates. Additionally, staff has been informed that the Edgewood Road sidewalk project, approved for \$1.1M in VDOT Smart Scale funding in 2018, is now estimated to cost between \$4M and \$4.7M.

Ms. Beauregard and City Engineer Lyle Hartt provided an update on the funding challenges for the roundabout and road diet project. Initially estimated at \$2.25 million, the project's cost increased to \$15.8 million, leaving a \$13.5 million funding gap. While VDOT had committed \$7.5 million for the roundabout, recent developments put some of that funding in jeopardy, with further clarification expected soon. If VDOT funding falls through, the city may need to cover over \$5 million in costs, along with additional local funding for the road diet portion. VDOT is expected to provide clarity by March 13.

Ms. Beauregard also discussed the funding options for the Edgewood sidewalk project, which would require reallocating funds from two canceled Augusta Street sidewalk projects and an additional \$400,000 to \$1.1 million from various sources. VDOT has indicated that if no action is taken, the \$3.6 million allocated for Augusta sidewalks will be lost.

Mayor Edwards asked if there were any questions from Councilmembers.

Ms. Woods expressed concern over the uncertainty of VDOT's funding for the roundabout and stated that it is difficult to commit to funding decisions without more information. Mayor Edwards and Vice Mayor Arrowood agreed.

Ms. Beauregard noted that Edgewood is a separate project from the roundabout if Council decides to move forward with it.

Councilmembers had no further questions.

On a motion presented by City Attorney John Blair, Mr. Shepherd moved to request that the two VDOT Augusta Street sidewalk projects be canceled, and funds transferred to the Edgewood sidewalk project, and allocate local funds from the following sources: reserves from the new sidewalks and bike and pedestrian capital improvement accounts, and the city's undesignated capital improvement funds.

The motion was seconded by Ms. Woods and carried as follows:

Ms. Park	aye	Mr. Overholtzer	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	recused		

Mr. Campbell returned to the dais.

D. Consideration of Revisions to City of Staunton Personnel Policy Manual

Chief Human Resources Officer Jon Venn stated that in 2017, 2018, and 2022, City Council approved revisions to the city's Personnel Policy Manual and adopted the revised manual, in its entirety, as presented. As noted, when the manual was last revised, as staff applies the policies set forth in the revised manual, management anticipates the need to occasionally propose further revisions for Council's consideration.

In addition to the revisions enclosed in the personnel policy manual, the following new policies are proposed:

- Policy 1.4: Benefits Are Not Contractual: New policy stating that the city's benefits policies are not in any manner a contract, nor do they create a contractual right for employees to receive any benefits.
- Policy 2.9: Employment of Non-Citizens: VRS Retirees and Juveniles-new policy.
- Policy 2.20: Personnel Files: New policy about employee's personnel file.
- Policy 2.22: Pregnant Workers Policy: New policy as required by the federal Pregnancy Workers Fairness Act (PWFA) and the Providing Urgent Maternal Protections (PUMP) Act.
- Policy 3.11: Facility Access and Security: New policy on door security and employee access.

- Policy 3.12: Workplace Violence: New policy on workplace violence including guidelines on the city, department director, manager, and employee's responsibility, prohibited behavior, carrying, displaying and use of weapons and reporting and investigating procedures.
- Policy 3.14: Smoke and Vape: Free Workplace-new policy on smoking and vaping in the workplace.
- Policy 4.14: Direct Deposit: New policy stating that employees are required to participate in direct deposit.
- Policy 5.17: Organ Donation Leave: New policy adding the use of Organ Donation Leave per the Code of Virginia.
- Policy 5.18: Parental Leave: New policy adding the use of paid parental leave.

Councilmembers had no questions.

Vice Mayor Arrowood moved that City Council approve the proposed revisions to the City of Staunton Personnel Policy manual and adopt the revised manual, in its entirety, as presented and that Council further authorizes the City Manager, in consultation with the City Attorney, to make technical updates to the Personnel Policy manual to reflect changes in state or federal law.

The motion was seconded by Mr. Overholtzer and carried as follows:

Mr. Overholtzer	aye	Mr. Shepherd	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Ms. Woods	aye		

E. Consideration of Amendments to Council Procedural Memoranda Numbers 2, 3, and 19 and an Amendment to Staunton City Code Section 2.10.105, Memoranda Regarding Council Administrative Procedures

City Attorney John Blair stated that on February 7, 2025, the City Council, City Manager, and City Attorney discussed potential amendments to the Council's Procedural Memoranda as well as the Staunton City Code. The following is a brief description of the proposed amendments:

Council Procedural Memorandum 2: The proposed amendment would authorize the Council rather than the Council's Nominations Committee to appoint Council liaisons to City boards and commissions.

Council Procedural Memorandum 3: A proposed amendment would permit a Councilmember to remotely participate in a meeting if the Councilmember is a caregiver to an individual with a disability and the caregiving responsibilities do not permit the Councilmember to be physically present for the meeting.

An additional proposed amendment would conform the Procedural Memorandum with the Code of Virginia which allows remote participants for non-personal reasons to be counted as part of the physically present quorum.

Council Procedural Memorandum 19: The proposed amendment would permit a Certificate of Recognition to be presented in the Rita S. Wilson Council Chambers upon a poll by the Clerk of Council indicating a majority of Councilmembers support the recognition in Council Chambers.

Staunton City Code Section 2.10.105: The current ordinance requires the Council to adopt its Memoranda of Procedure at the Council's Organization Meeting. The amendment removes the requirement to approve the Memoranda at the Organizational Meeting, and, instead, requires an annual Council review of the Memoranda.

The intent of this amendment is to allow newly elected Councilmembers to gain an understanding of how the Memoranda work in practice before they are required to vote on them.

Councilmembers had no questions.

Ms. Woods moved to adopt the amendments to Council's Procedural Memoranda as presented.

The motion was seconded by Mr. Overholtzer and carried as follows:

Mr. Overholtzer	aye	Mr. Shepherd	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Ms. Woods	aye		

Mr. Overholtzer moved to adopt the amendments to Staunton City Code Section 2.10.105 as presented.

The motion was seconded by Ms. Park and carried as follows:

Mr. Shepherd	aye	Mr. Campbell	aye
Ms. Park	aye	Vice Mayor Arrowood	aye
Mr. Overholtzer	aye	Mayor Edwards	aye
Ms. Woods	aye		

Ordinance No. 2025 - 05

AN ORDINANCE AMENDING SECTION 2.10.105, MEMORANDA REGARDING COUNCIL ADMINISTRATIVE PROCEDURES, OF CHAPTER 2.10, CITY COUNCIL, OF TITLE 2, ADMINISTRATION, OF THE STAUNTON CITY CODE TO AMEND THE COUNCIL REVIEW TIMELINE

Recitals

321
322 **A.** The Council of the City of Staunton, Virginia is empowered to establish its own
323 administrative policies and procedures pursuant to Section 11 of the Staunton City Charter.

324
325 **B.** The Council of the City of Staunton, Virginia desires to provide new members of
326 Council with the opportunity to conduct a fulsome review of the Council's Memoranda of
327 Procedure from an operational perspective.

328
329 **C.** The Council of the City of Staunton, Virginia also wishes to review the Council's
330 Memoranda of Procedure on a more regular basis.

331
332 **D.** This matter has been properly heard and considered.

333
334 **E.** These recitals are deemed an integral part of this ordinance.

335
336 **NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Staunton,
337 Virginia, that Section 2.10.105, Memoranda Regarding Council Administrative Procedures, of
338 Chapter 2.10, City Council, of Title 2, Administration, of the Staunton City Code is hereby
339 amended as follows:

340
341 **Chapter 2.10**
342 **CITY COUNCIL**

343
344 ...

345
346 **2.10.105 Memoranda regarding council administrative procedures.**

347
348 ~~At each meeting at which newly elected members are inducted, as prescribed in Section 5 of the~~
349 ~~Charter of the city, and more often as seen fit, Each calendar year,~~ the council shall review
350 previously approved memoranda of council administrative procedures and shall reapprove such
351 memoranda, with any amendments, deletions or additions agreed to by a majority of the council.

352
353 In all other respects, the provisions of Title 2, Administration, of the Staunton City Code
354 remain the same and are hereby restated, confirmed and reordained.

355
356 Introduced: February 27, 2025

357 Adopted: February 27, 2025

358 Effective: February 27, 2025

359
360 Signed: MICHELE D. EDWARDS, MAYOR

361
362 Attest: KILEY A. KESECKER
363 Clerk of Council

367 **MATTERS FROM THE CITY MANAGER**

368
369 Ms. Beauregard presented information on new trash collection schedules and services, as well as
370 the delivery of the new city-issued refuse containers.

371
372 **MATTERS FROM THE PUBLIC**

373
374 Mayor Edwards read the following statement:

375
376 “This part of City Council’s agenda is entitled matters from the public. It is a time that Council
377 sets aside to hear from citizens and others about a wide variety of subjects. A copy of the Staunton
378 City Council’s ‘Matters from the Public’ rules is available in paper form at the Clerk’s desk and
379 online at the City of Staunton webpage. You are asked to familiarize yourself with those rules
380 before commenting. Please come to the podium or begin your call, identify yourself, and complete
381 your remarks within five minutes.”

382
383 Charles Robbins, 216 Edgewood Road, expressed concerns with speeding vehicles on Edgewood
384 Road and stated that everyone on Edgewood should be notified about the sidewalk project, not just
385 the property owners on the side of the street where the sidewalk is proposed.

386
387 Brenda Mead, 342 Sherwood Avenue, stated that the Sherwood Avenue sewer line runs directly
388 underneath her home and appreciates that the relocation of the line is in the Capital Improvement
389 Plan.

390
391 Zach Lewis, 904 Rockway Street, thanked Council for approving the fund allocation in support of
392 the city’s BUILD grant application.

393
394 Gretchen Bishop, 220 Institute Street, stated that listening to the Council meeting was uplifting
395 and she is very happy with the action taken.

396
397 There was no one else present wishing to speak.

398
399 **ADJOURNMENT**

400
401 There being no further business to come before Council, the meeting adjourned at 8:03 p.m.

402
403
404
405
406
407

Kiley A. Kesecker
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	March 13, 2025	Staff Members: Rodney S. Rhodes Meggie Roche
Item #	A.2	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Inclusion & Equity Excellence Engagement	
Subject:	Consideration of Virginia Commission for the Arts 2025-2026 Creative Communities Partnership Grant Application	

Background: The Virginia Commission for the Arts (VCA) has operated the Creative Communities Partnership Grant (previously known as Local Government Challenge Grant) program for a number of years. In the past, the city has applied for and obtained grant funds to assist three local arts organizations: ShenanArts, the Stonewall Brigade Band, and the Staunton Augusta Art Center. A partnership grant requires an equal match payable to each arts organization by the local government. Local match funds will be included in the proposed FY 2026 city budget for City Council's consideration. The Creative Communities Partnership Grants will be available for 2025-2026, with a total maximum grant of \$4,500. Grant applications are due on April 1, 2025, and staff intends to submit an application that provides for funding for the three organizations: ShenanArts, Stonewall Brigade Band, and Staunton Augusta Art Center. Based on the maximum possible grant amount, staff recommends the following breakdown:

	City Share	VCA Share	Total
ShenanArts	\$1,500.00	\$1,500.00	\$3,000.00
Stonewall Brigade Band	\$1,500.00	\$1,500.00	\$3,000.00
Staunton Augusta Art Center	\$1,500.00	\$1,500.00	\$3,000.00
Total	\$4,500.00	\$4,500.00	\$9,000.00

Should deliberations concerning the proposed FY 2025-2026 budget result in the removal of any matching funds, it is possible to rescind the request at a later date. By authorizing the City Manager to submit the grant application, the city is not irrevocably committed to appropriating

the funds. It should also be noted that the city will be committed to match only those funds which are actually received from the state. If a grant of any amount less than the \$4,500 is received from the Commonwealth, then that amount will be matched by the city, if local funds are available, and divided among the three organizations in the same proportions as those outlined above.

Fiscal Impact: \$4,500 in City funding.

City Manager's Recommendation: Recommend that Council authorize staff to apply for a grant from the Virginia Commission for the Arts for a 2025-2026 Creative Communities Partnership Grant.

Suggested Motion: I move that City Council authorize staff to apply for the 2025-2026 Creative Communities Partnership Grant, with the understanding that acceptance will be determined by the availability of local funds to match the grant.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	Captain Chad Kauffman Police Department
Item #	A.3	
Department:	Police Department	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence Engagement Strategic Area: Responsive, Efficient Government	
Subject:	Consideration of Virginia Department of Criminal Justice Services FY 2026 School Resource Officer Incentive Grant	

Background: The Virginia Department of Criminal Justice Services (DCJS) is offering a new cycle of state grants to continue funding for School Resource Officer (SRO) positions to enhance and continue partnerships between local law enforcement agencies and school divisions. The Staunton Police Department has one SRO position at Shelburne Middle School currently funded by this grant program through June 30, 2025. Grantees are required to submit a new application for continued funding in FY 2026. The new round of funding requires localities to contribute matching funds based on the Composite Index of Local Ability to Pay. Staunton's rate is calculated at .3767, resulting in the following match requirement:

	City Share	DCJS Share	Total Compensation
Shelburne M.S. SRO	\$34, 738.00	\$57, 478.00	\$92, 216.00

Fiscal Impact: Because this grant requires a cash match, per City Council Procedure Memorandum No. 5, submitting an application for this grant requires approval by City Council. The Shelburne Middle School SRO position was initially filled by an existing patrol officer in the Department who would not otherwise be assigned as an SRO. The city share of the grant will be funded with the existing salary of the officer assigned to the school.

City Manager's Recommendation: Recommend that Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2026 School Resource Officer Incentive Grant Program.

Suggested Motion: I move that City Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2026 School Resource Officer Incentive Grant Program.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	Tim Hartless Planning Manager
Item #	B	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Areas: Infrastructure; Responsive, Efficient Government	
Subject:	Public Hearing and Consideration of Amendments to Title 18, Zoning, of the Staunton City Code to Revise References to the Recently Amended Title 13, Environmental	

Background: Recently, City Council adopted amendments to Title 13, Environmental, of the Staunton City Code (SCC). SCC Title 18, Zoning, includes references to Title 13 which no longer reference correct sections. Staff has prepared draft amendments to two sections of the Zoning Code that need to be revised to reference the correct sections of SCC Title 13.

Proposed Changes Include:

Chapter 18.83, Entrance Corridor Overlay District – Amend SCC Section 18.83.050 to eliminate a reference to a provision that is no longer part of Title 13.

Chapter 18.169, Site Plans – Amend SCC Section 18.169 to replace a reference to 13.05 with the new section 13.01

Planning Commission Recommendation:

At its February 20, 2025 meeting, the Planning Commission conducted a public hearing on the request. During the public hearing no one spoke in opposition and on a 5-0 vote, the Planning Commission unanimously recommended approval of the amendments.

Attachment: Draft Ordinance

Suggested Motion: I move that Council adopt the ordinance and approve the amendments as recommended by the Planning Commission.

City Manager: Leslie Beauregard

Ordinance No. 2025-____

AN ORDINANCE AMENDING
CHAPTER 18.83, ENTRANCE CORRIDOR OVERLAY DISTRICT,
AND
CHAPTER 18.169, SITE PLANS
OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE,
TO CHANGE OR ELIMINATE REFERENCES TO
STAUNTON CITY CODE
TITLE 13, ENVIRONMENTAL

Recitals

A. Staunton City Code (SCC) Chapter 18.83, Entrance Corridor Overlay District, establishes the regulations for the 13 Entrance Corridor Overlay Districts within the City of Staunton;

B. SCC Chapter 18.169, Site Plans, establishes the requirements of the City of Staunton for submittal of site plans of development within the City of Staunton;

C. Currently, both chapters 18.83 and 18.169 reference sections of Title 13, Environmental, of the SCC;

D. From time to time, Staunton City Council has amended Title 13, Environmental, most recently on April 25, 2024;

E. It is necessary to amend Chapters 18.83 and 18.169 so that these chapters of Title 18, Zoning, correctly reference the relevant sections of Title 13, Environmental;

F. At its January 16, 2025 meeting, the Planning Commission took action to authorize staff to proceed with drafting the necessary amendments;

G. At its February 20, 2025 meeting, the Planning Commission conducted a public hearing on the request and took action to recommend that City Council approve the proposed amendments;

H. The Planning Commission considered the matter and after study, review, and consideration of comments received during the public hearing has recommended approval of the amendments;

I. This matter has been properly advertised, heard, and considered; and

J. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 18.83, Entrance Corridor Overlay District, and Chapter 18.169, Site Plans, of Title 18, Zoning, of the Staunton City Code, are **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows:

CHAPTER 18.83
ENTRANCE CORRIDOR OVERLAY DISTRICT

Section, 18.83.050, Approval process

(1) Submission of Plan. Prior to commencing any activity set forth in SCC 18.83.040, the person, firm, or corporation proposing such activity shall submit a development plan to the zoning administrator or designee for the city of Staunton for review and approval. Applicants shall schedule and participate in an informal meeting with the zoning administrator or designee prior to submitting the plans.

(2) Minimum Requirements for Development Plan. Materials submitted with the application or on subsequent request by the zoning administrator or designee shall include clearly labeled plans, maps, studies, narratives, drawings, and reports depicting or presenting the following, with sufficient copies for necessary referrals and records, unless deemed unnecessary by the zoning administrator or designee due to the scope and nature of the proposed development:

(a) Surveyed property lines;

(b) Tree preservation plan (to scale) to include:

(i) Survey of existing topography and location of existing trees (over three inches in caliper), their species, and caliper and other vegetation ~~per SCC 13.10.010(6)(a)(i)(E)(I);~~

CHAPTER 18.169
SITE PLANS

18.169.050 Plan contents.

The site plan shall provide the following information, at a minimum, unless expressly waived in writing by the zoning administrator due to the scope and scale of the project:

(1) Title and description of the project; names and contact information of the engineer, architect, landscape architect and surveyor, if any; names of the developer and property owner; and a signature panel for the zoning administrator's agent's approval;

(2) The boundaries, by bearings and distance utilizing the city datum, of the property involved, the acreage, all existing property lines, setback lines, buildings, structures, watercourses, topography, adjacent property lines, easements with deed or instrument source references, waterways or lakes and

DRAFT 2.25.25

other existing physical features in or adjoining the project, including flood hazard areas as provided in Chapter 18.170 SCC, Floodplain Districts and Regulations;

(3) The owners with instrument number or deed book and page number, present zoning, parcel identification numbers, and current use of the property involved and adjoining properties;

(4) Approved proffers, special use permit conditions, waivers, or granted variance on the property involved;

(5) Building lot coverage, building usage, dimensions, square footage, height, number of floors and finished floor elevation; location of accessory structures;

(6) Open space for multiple-family structures as provided in SCC 18.30.050;

(7) Physical features such as watercourses, waterways, or lakes on adjoining properties shown only in approximate scale and proportion;

(8) The location, dimensions, construction type, and names of existing and proposed streets, alleys, sidewalks, curbs and gutters, and all curb cuts;

(9) The location and size of existing and proposed sanitary sewers; water, gas, telephone, electric and other utility lines (if known); culverts and other underground or overhead structures in or affecting the project, including existing and proposed facilities and easements for these facilities;

(10) All parking, travel lanes, driveways, loading spaces, walkways and outdoor lighting systems, including luminary size, indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required by the provisions of Chapter 18.125 SCC, Minimum Off-Street Parking Requirements;

(11) Existing and proposed stormwater management facilities and erosion and sediment control measures, indicating location, size, type and grade of ditches, catch basins, and pipes, including on-site water retention and related requirements of Chapter 13.0513.01 SCC;

....

....

....

In all other respects, the provisions of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:

Adopted:

Effective Date:

Michele D. Edwards, Mayor

ATTEST: _____

Kiley A. Kesecker,
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	March 13, 2025	Leslie Beauregard City Manager Lyle Hartt City Engineer David Irvin Public Works Director
Item #	C	
Department:	City Manager’s Office Public Works	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Areas: Infrastructure; Responsive, Efficient Government	
Subject:	Update on Flood Mitigation Efforts—Tunnel Survey and Structural Evaluation Work Resulting in Partial Closure of Wharf Parking Lot and Closure of Byers Street	

Background: In August 2020, two devastating floods, two weeks apart, impacted the City of Staunton, principally areas in downtown and at the Wharf.

At the September 10, 2020 City Council meeting, a few weeks after the floods, staff briefed City Council. The major takeaway from this meeting was to direct staff to engage a consultant to perform a hydrologic and hydraulic study of the city and present possible mitigation projects that could alleviate the flooding.

At the May 27, 2021 City Council meeting, at the completion of the hydrologic and hydraulic study conducted by Wiley|Wilson, staff briefed City Council.

The following link is to the presentation from that evening :

<https://www.ci.staunton.va.us/home/showpublisheddocument/10177/637577897268930000> .

At the August 26, 2021 City Council meeting, as follow up to the information provided at the May 2021 meeting, staff took a deeper dive and presented concrete recommendations, including but not limited to, tunnel maintenance and improvements. The attached briefing memo includes links to the full study.

Following these reports, City Council made the decision to allocate a portion of American Rescue Plan Act funds towards flood mitigation efforts, which included the study/design of tunnel maintenance through performing a survey and structural evaluation, in the amount of \$650,000. <https://www.ci.staunton.va.us/departments/finance/arpa>. A public hearing on this budget amendment was conducted on September 8, 2022; the budget amendment was considered and approved on September 22, 2022. Since that time, staff has been proceeding with this plan.

The City of Staunton contracted with Wiley|Wilson to perform the tunnel survey and structural evaluation, exploring the conditions where Gum Spring Branch (often referred to as Peyton Creek) and Lewis Creek run underground. The structural evaluation is not yet complete. However, at this stage, engineers are concerned with the structural integrity of the tunnel in several specific areas, primarily around the Wharf. At their recommendation and out of an abundance of caution, the city has decided to limit traffic above those sections of the tunnel starting early Friday, March 7, 2025 and until further evaluation is finished and any necessary repairs to public property are completed.

Several press releases are attached to this briefing memo that further explain the situation at hand and current efforts to take some remediation measures in the meantime.

City staff will provide additional updates on the situation during the regular meeting.

Attachments:

Attachment 1—September 10, 2020, May 27, 2021, and August 26, 2021 agenda materials and briefing memos

Attachment 2—March 6, 2025 Press Release

Attachment 3—March 7, 2025 Press Release

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

CITY COUNCIL**AGENDA BRIEFING**

Staunton, VA

Meeting Date:	September 10, 2020	Steve Rosenberg City Manager John Glover Building Official Nickie Mills City Engineer Phil Trayer Chief Finance Officer Rebecca Joyce Community Program Manager, CSPDC
Item #	3	
Ordinance #		
Departments:	City Manager's Office Community Development Finance	
Council Vision:	Built Environment Responsive, Efficient Government	
Subject:	Presentation on Flood Mitigation Initiative	

Background: Recognizing and understanding the devastating toll that the recent damaging floods have taken on residents and businesses, City staff, with urgency, has commenced exploration of measures to improve the City's flood resilience. At Council's work session on September 10, 2020, City staff will brief Council, framing the issues and suggesting next steps.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

Staunton's Great Flood - September 29, 1896

On September 29, 1896 the Shenandoah Valley was hit by a significant flood event. According to hurricane data, this flood most likely occurred as a result of a tropical storm that was tracking through Virginia at the time. The rain which fell steadily all day, increased in volume through the evening, and culminated in torrential flooding that night.

For the City of Staunton, this was the worst flood in its history. Lewis Creek and its tributaries overflowed their banks devastating residential neighborhoods and the downtown business district. Houses, sheds, and stables were washed off their foundations and swept away, causing piles of debris to come crashing down streets. Six people died in Staunton as a result of the flood. Homes in the downtown residential area received four feet of water. Twenty-two businesses were heavily damaged or destroyed. Damages were estimated at over \$15 million dollars (2019 dollars).

Residents of Staunton compared the Flood of 1896 to the Great Flood of 1889 in Johnstown, Pennsylvania. The heavy, localized flooding was swift and its damage difficult for people to grasp. The Flood of 1896 would become the flood of record for the City of Staunton.

Staunton Flood Events:

September 28 - 30, 1870 Tropical System

September 29, 1896 Tropical System

March 16 - 17, 1936

June 19, 1972 Hurricane Agnes

November 4, 1985 Hurricane Juan

June 22 - 28, 1995

September 6, 1996 Hurricane Fran

August 8, 2003



Staunton: 1896 Flood Damage

Newspapers Reports About the Flood:

"Augusta Street from Frederick to the county jail became a Niagara. No woman could have lived in its torrent a moment...When the torrent struck against telephone poles, it leaped ten feet in the air. Central Avenue was likewise a cataract, and from the corner of the Crowle building to Thornburg's stable, it pitched with a force that was awful. Great abysses were dug by it in the street."

"... toward the arch bridge over the Middlebrook road, nothing but the broken roofs and sides of houses, lumber, machinery and smaller houses standing at all conceivable angles can be seen."

"M. Erskine Miller & Bro. had their coal yards cleaned out, all their shedding carried away, 1,500 tons of coal swept off, fifteen horses and mules drowned, a large amount of lumber, sash, doors, and other property gone."

"Up Lewis Street the water came about four feet deep in the floors of many of the residents, and their carpets, parlor, and dining room furniture are ruined with water and slime, many lost their canned fruit, and winter supplies of every character."

"Rhea was playing at the opera house and many persons had gone there and they did not realize the fury of the storm. Toward the last act one of the company announced that 'the village' was submerged, and this caused a rush for the door, but only for the audience to find that they had no chance of reaching home, as neither the Virginia Hotel nor the Eakleton could then be reached."

Sources:

[Staunton Spectator](#), September 30, 1896

[Yosts Weekly](#), October 2, 1896

[Rockingham Register](#), October 2, 1896

Unisys Tropical Cyclone Data

Downtown Staunton's Flood - August 8, 2003



The Night Of The 2003 Flood

Staunton's most recent significant flood event occurred on August 8, 2003, after a thunderstorm cell stalled out over the downtown area, dropping between four to six inches of rain in an hour. This heavy rainfall caused structures downtown to fill with two to seven feet of water. Floodwaters receded within several hours leaving \$1.7 million dollars (2019 dollars) in damages to 55 businesses and up to 70 homes. Gypsy Hill Park and the Johnson Street Parking Garage also sustained damage. This severe flood event was not given a presidential disaster declaration because the flooding was so localized.

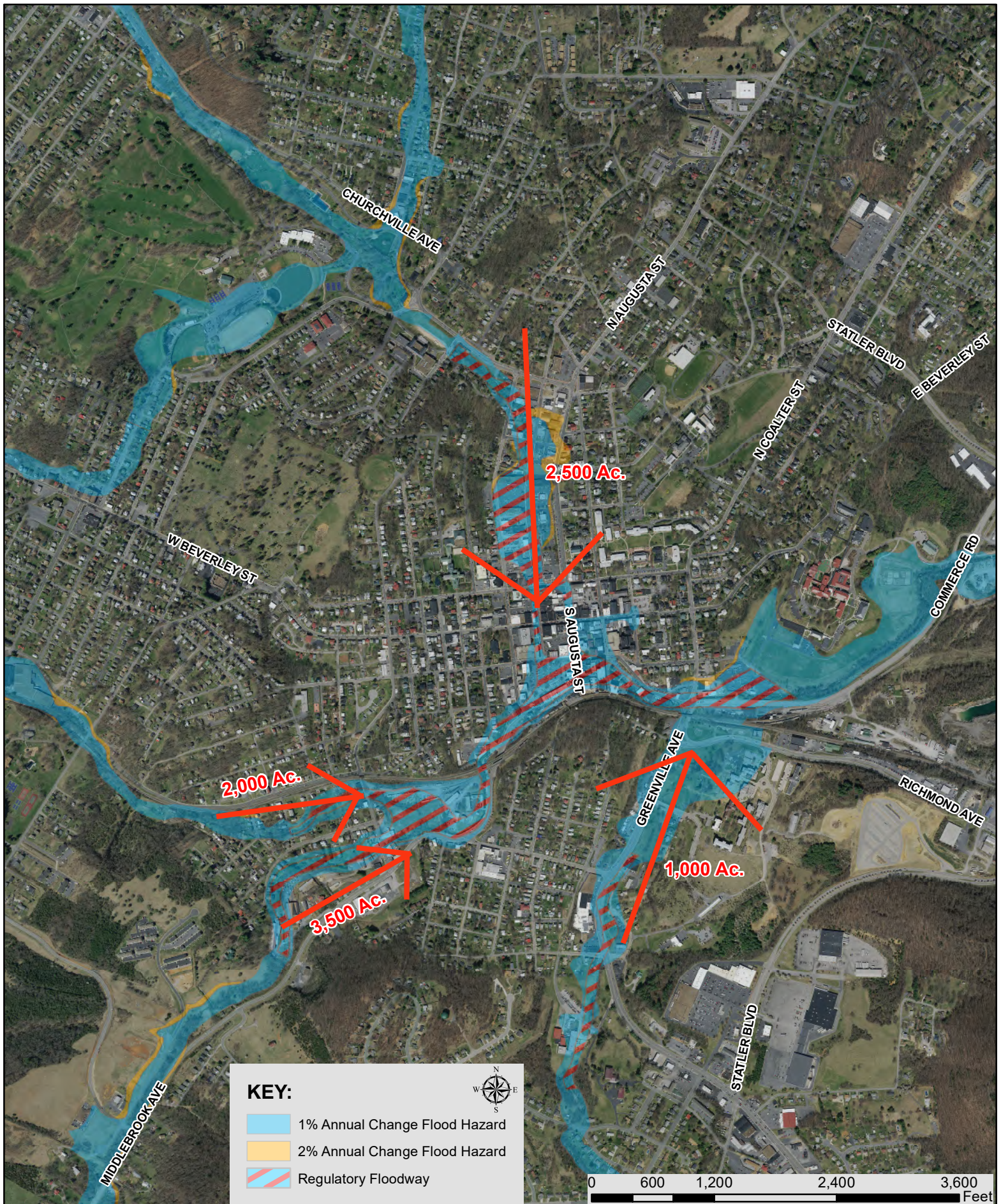
Because of a disaster declaration that occurred for the State of Virginia in September 2003 as a result of Hurricane Isabel, the City received grant funding from the Federal Emergency Management Agency (FEMA) and the Virginia Department of Management (VDEM) to implement a mitigation project in the downtown area. The City of Staunton contributed funding and in-kind resources to this project as well.

Through the City of Staunton Downtown Floodproofing Project, ten commercial properties implemented floodproofing measures in the Byers Street, Lewis Street, and Central Avenue areas of the commercial district. Installation of flood shields for window and door openings, retrofitting check valves on water and sewer lines, and raising applicable outdoor air conditioning units were measures implemented through this project. The construction phase of this project occurred from May to September 2009. Downtown Staunton is more resilient as a result of this floodproofing project.



Downtown Flood Mitigation Project

Flood Zones





August 28, 2020

TO: Leslie Beauregard, Assistant City Manager, City of Staunton
John Glover, Building Official, City of Staunton

FROM: Rebecca Joyce, Community Program Manager

RE: Potential Grant Funding Sources and Resources to Address Flooding Issues

Below are some potential federal and state grant funding programs and other resources that may be helpful to the City in addressing flooding issues. This is by no means an exhaustive list, but the grant programs mentioned below offer a wide range of options to address the flooding issues the City of Staunton encounters. Many of these grant programs include as eligible activities floodplain studies, engineering studies, or funding for project scoping in advance of implementing mitigation activities. In my experience, I have found having a comprehensive strategy based on studies and plans to deal with flooding issues in a community can be helpful because it allows for both vulnerabilities and mitigation activities to be prioritized and resources to be used most effectively.

Federal Emergency Management Agency – Hazard Mitigation Assistance Programs

Flood Mitigation Assistance (FMA) Grant Program:

- The FMA Program is a competitive grant program that provides funding for projects that reduce or eliminate the risk of repetitive flood damage to buildings insured by the National Flood Insurance Program.
- Types of activities that are eligible under this program that might be beneficial to the City include:
 1. Project scoping to develop community flood mitigation and/or individual flood mitigation projects.
 2. Community flood mitigation projects.
 3. Individual property flood mitigation projects.

-
- Federal funding is available for 75 percent of eligible project costs and the remaining 25 percent must come from non-federal sources. For “Severe Repetitive Loss” properties designated by the NFIP, FEMA may contribute up to 100 percent of the eligible costs. For “Repetitive Loss” properties designated by the NFIP, FEMA may contribute up to 90 percent of eligible costs.
 - For the Fiscal Year 2020 FMA Program, the application period opens on September 30, 2020 and will close at 3:00 p.m. on January 31, 2021.

Building Resilient Infrastructure and Communities (BRIC) Grant Program:

- The BRIC Program supports states, local communities, tribes, and territories as they undertake hazard mitigation projects to reduce risk. This new program replaces the Pre-Disaster Mitigation (PDM) Program.
- The guiding principles of BRIC are supporting communities through capability- and capacity-building; encouraging and enabling innovation; promoting partnerships; enabling large projects; maintaining flexibility; and providing consistency.
- The following activities are eligible through the BRIC program:
 1. Capability- and Capacity-Building activities such as strengthening building codes, partnership development, scoping, and mitigation planning.
 2. Mitigation Projects that are either structural or that focus on nature-based solutions.
 3. Management costs.
- Federal funding is available for 75 percent of eligible project costs and the remaining 25 percent must come from non-federal sources. The non-federal match may come in the form of cash, donated or third-party in-kind services, materials, or any combination of these.
- For the Fiscal Year 2020 BRIC program, the application period opens on September 30, 2020 and will close at 3:00 p.m. on January 27, 2021.

Virginia Department of Conservation and Recreation/Virginia Resource Authority

Virginia Dam Safety, Flood Prevention and Protection Assistance Fund:

- Dam Safety, Flood Prevention and Protection Assistance Fund state grants help dam owners and Virginia localities enhance public safety and reduce the risk of dam failures and

property damage from flooding. The fund was established to provide grants to public and private dam owners whose dams are under state regulation. Grants are available also to help local governments improve methods for flood prevention and protection.

- All grants are reimbursements and require a 50 percent match. The maximum amount per grant is determined based on amounts requested from eligible projects, application scores and available funds. The fund is managed by the Virginia Resources Authority on behalf of the Virginia Department of Conservation and Recreation. Grants are awarded through a competitive application process, and awards are approved by the Virginia Soil and Water Conservation Board.
- In previous years, the application period has run from November through February.
- Staunton applied and received funding from this program to do the flood study on Beverley Street. Because the City's funding award was received recently, it may not be eligible to apply for this funding immediately. It could be an opportunity for the future and worth keeping in mind.

Virginia Silver Jackets Team

The Virginia Silver Jackets Team may be a useful resource for the City. State Silver Jackets teams include state agencies with mission areas of hazard mitigation, emergency management, floodplain management, and natural resources management; and federal agencies such as the U.S. Army Corps of Engineers, the Federal Emergency Management Agency, the National Weather Service, and the U.S. Geological Survey. The expertise of the Silver Jackets team is a resource that leverages multiple programs and perspectives to provide cohesive solutions to flood management issues.

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	May 27, 2021	Staff Members: John Glover Lyle Hartt
Item #	E	
Ordinance #		
Department:	Community Development Public Works	
Council Vision:	Built Environment Economic Development Resilience	
Subject:	Presentation of Citywide Flood Study and Possible Mitigation Strategies	

Background: On August 8, 2020, the City of Staunton experienced a flash flood within Gypsy Hill Park extending into the downtown and Wharf areas of the City. Two weeks later, the City experienced a second flood which also impacted the Wharf. The first flood alone resulted in over \$3.1 million in total damages among public buildings, businesses and residential properties.

Recognizing and understanding the devastating toll that the damaging floods took on residents and businesses, City staff, with urgency, commenced exploration of measures to improve the City's flood resilience. At Council's work session on September 10, 2020, City staff briefed Council, framing the issues and suggesting next steps.

Following that work session, it was determined that the City would undertake a hydrologic and hydraulic (H&H) study to inform the City as it considers various flood mitigation measures. The firm of Wiley|Wilson was engaged to perform an H&H study of the City and present possible mitigation projects that could alleviate the flooding. The study has been completed and, at Council's May 27 work session, Wiley|Wilson will present the results and possible mitigation projects. The study will be included on a subsequent Council work session agenda for discussion among staff and members of Council.

City Manager's Recommendation: Receive the study.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	August 26, 2021	Staff Members: John Glover Jeff Johnston Lyle Hartt Pete Kesecker Rebecca Joyce (Central Shenandoah Planning District Commission)
Item #	3	
Ordinance #		
Department:	Community Development	
Council Vision:	Built Environment Economic Development Resilience	
Subject:	Presentation of Possible Flood Mitigation Strategies	

Background: In response to the devastating flooding in August of 2020 that resulted in 166 reports of damage estimated at \$3.1 million, City staff has since been working on a flood mitigation strategy. The first step was the study by Wiley|Wilson on which Council was briefed at its meeting on May 27, 2021. The summary presentation provided at that meeting, and the full study and appendix, can be found at <https://www.ci.staunton.va.us/government/city-council/agendas-minutes/presentations>.

Many of the engineered solutions presented in the study, while effective, may not be achievable, given the city's limited fiscal resources. A team has been assembled from various city departments and outside agencies to undertake a holistic approach to the problem. The team considered the study recommendations and other non-engineering solutions, and evaluated each based on the costs, effectiveness, and speed of implementation. The team determined that it is impractical to entirely eliminate the impacts of events such as those that occurred last August, but those impacts can be reduced and resiliency increased. The team is now prepared to make the following recommendations in ascending order, with the most strongly recommended measure identified last.

5. Supplemental Flood Insurance Program

Staff is exploring the establishment of a supplemental flood insurance program. Many of the city's flooding events are not covered by the Federal Emergency Management Agency (FEMA) through the National Flood Insurance Program due to their localized nature or coverage limitations. There are some existing offerings by insurance companies of supplemental policies for losses not covered by FEMA. This may just be an educational item to advise property owners of the existence of such policies.

Estimated cost: *Minimal, if any, to the City.*

Time of Implementation: *More research is required but this could happen rather quickly.*

Effectiveness: *This would be a direct benefit to owners of flood prone properties.*

4. Existing Tunnel Maintenance/Improvements

A tunnel maintenance and improvement program would maximize the capacity of the existing tunnels that convey Lewis and Peyton creeks through downtown. Such a program would include an inspection and maintenance of the tunnels, along with possible improvements to them to mitigate "chokepoints," like the confluence of Lewis and Peyton Creeks underneath the Wharf parking lot. The next step in establishing such a program is a thorough study of the tunnel system, addressing three primary areas:

1. Structural

- Determination of structural soundness and repairs needed
- Detailed mapping and geometry
- Recommendation of repairs needed

2. Hydraulic

- Identify areas requirement debris removal
- Construction plan for removing debris
 - Identify additional access points needed for debris removal, future inspection, and maintenance
- Develop detailed hydraulic model based on mapping
- Identify existing utility crossings and other areas with the greatest adverse effect on storm water flow; determine their ability to be relocated/mitigated

3. Legal

- Ownership of tunnel and access to it, particularly where it is not in the public right-of-way
- Environmental permitting requirements for repairs and debris removal

These components are interdependent. For example, debris will need to be removed from some areas in order to provide complete structural inspection and mapping, and permitting and access requirements will need to be determined to develop the plan for debris removal.

The result of this investigation would be a fully designed, "shovel-ready," one-time contract to remove existing debris and establish appropriate access points for future maintenance, repairs and improvements. It would also produce a recommended maintenance plan to be implemented after the initial project. Finally, it would produce a list of future improvements that could be evaluated and programmed for future development through the capital improvement plan process. Staff are not aware of a routine inspection or maintenance plan having been implemented or followed previously, beyond occasional limited inspections after suspected damage or major storm events.

To conduct such a detailed investigation/evaluation that includes design of a maintenance plan and reliable cost estimates, the City would need to procure the services of an engineering consulting firm. Due to the anticipated cost (approximately \$650,000) and specialized nature of the work, a request for proposals would need to be issued once the scope of the project is fully developed and funding sources determined.

Estimated Costs: \$650,000 for evaluation and design, and \$7,000,000 for projects; ongoing maintenance costs are difficult to project.

Time of Implementation: It would be possible to have an investigation request for proposals prepared for late FY 2022 issuance, but follow-up steps would be highly dependent on the results of the investigation. Expenditures in FY2023 and FY2024 would be likely.

Effectiveness: A more detailed understanding of the condition of the tunnel would immediately improve decision-making, but the tangible hydraulic effects will take longer to develop as projects are implemented. The effects of the recurring maintenance program will take the longest to manifest.

3. Public Education/Information

One very effective tool in the flood mitigation toolbox is public education. There are many simple, low-cost strategies that residential and non-residential property owners can implement to reduce the impact of flooding on their properties. Strategies range from keeping gutters and storm drains free of debris to elevating utilities in a basement. These strategies can greatly minimize damage and potential repair costs. In order for property owners to implement these measures, they first need to be made aware of them and provided with “how to” information. Public education compared to other mitigation options can be instituted quickly and consistently through existing outlets such as the City’s website, social media channels and engagement activities such as workshops for citizens that educate them on the floodplain, why flooding occurs, and how to mitigate its consequences. The benefit of public education for the City, besides being cost effective, is that it reaches a wide audience. This wide reach is especially important because as witnessed with last August’s storm, flooding in the City affects not only those who live in the floodplain.

Estimated Costs: \$0 to \$5,000, annually

Time of Implementation: Immediately and ongoing.

Effectiveness: Helps prevent nuisance and basement flooding, and provides tools to property owners to be better prepared for larger events.

2. Flood Shields/Floodproofing

After another flood in the City, in August 2003, the City applied for and received a grant from FEMA through its Hazard Mitigation Grant Program to install flood shields and other floodproofing measures in businesses along Central and Lewis streets and in the Wharf area. Because of the historic age of many buildings and the elevation of businesses below ground level, the goal of this project was to reduce potential flooding in structures, but these mitigation measures were never intended to completely eliminate it. Since the early 2000s, flood shields have improved dramatically in both their ease of installation and their design and fabrication, including the use of lighter, more durable materials. Property owners in flood prone areas may be interested in implementation of the newer floodproofing technology, which would facilitate increased usage. Several funding sources may be available and may be combined, including grants, cost sharing arrangements and property owner contributions, with in-kind contributions to be made by the City. Flood shields are one useful mitigation tool available to property

owners.

Estimated Costs: Previous flood shields/floodproofing project after 2003 flood included average grant funding of \$23,000 for each of 10 businesses.

Time of Implementation: Applying for grant funding: 18 months; shield installation: 6 months.

Effectiveness: Shields are effective in repelling up to 3 feet of floodwaters. Shields cannot be built higher due to hydrostatic pressure of floodwaters against building foundations.

1. Weather Sensors and Warning System

Based on the results of the flood study and research done since its completion, staff have determined that the most impactful and cost-effective action that can be taken almost immediately would be establishment of a sensor system that would allow warnings of imminent floods. Weather sensors would provide vital data that would foster a better understanding of the City's hydrology, and serve as the trigger for a proactive emergency warning system that could provide valuable minutes needed to take actions to reduce property damage and potential loss of life. The sensors would monitor rainfall throughout the City and the levels of key waterways, triggering an alert when established criteria are met. The specifics of such a system would require additional development, and the threshold criteria would be refined as staff collect better hydrological data.

The costs of such systems range from \$2,500 to \$4,000 per unit with additional annual monitoring costs ranging from \$600 to \$800. Staff anticipates the need for 15 to 20 units located throughout the City. Additional units could be easily added to the network, as needed. The total cost, including installation, approximates, +/- \$65,000 plus \$2,000 annually for data transmission and monitoring.

Staff has identified such a system currently provided by a Virginia non-profit organization in partnership with the U.S. Department of Homeland Security. Preliminarily, this partnership has identified Staunton as an appropriate location in Virginia for implementation of the partnership's system, based on the history of flooding in the City's downtown area. Were the City to participate with the partnership in its current statewide project, a number of flood sensors may be provided to the City, at no charge per unit and with no operating costs. Upon project completion in November of 2022, the sensors would be left in place for the City's continued use, with ownership of the sensors transferring to the City. At the same time, the City would assume annual operating and maintenance costs. By participating in this project, the City would greatly reduce its implementation costs.

Estimated Costs: \$0-\$65,000 up front and \$2,000 annually.

Time of Implementation: This could be implemented rather quickly and possibly completed in a few months.

Effectiveness: This would provide an immediate benefit to property owners and other interested parties. It would also provide the City with data that staff can use for future mitigation efforts.

Staff intends to commence implementation of these recommended measures immediately, working on all measures simultaneously. Staff will explore all available funding sources to reduce the fiscal burden on the City and will periodically revisit these recommendations as new data and opportunities present themselves.

City Manager's Recommendation: Receive briefing and provide guidance and direction to staff.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg



MEDIA RELEASE

Contact: Josh Knight
Engagement & Communications Manager
540.294.0492
knightmj@ci.staunton.va.us

FOR IMMEDIATE RELEASE

Wharf Parking Lot & Byers Street Closure

March 6, 2025 – Due to emergency infrastructure repairs, the City of Staunton will temporarily close the Wharf Parking Lot and Byers Street starting early Friday morning, March 7. These closures are a precautionary measure to protect safety.

City crews will work as quickly as possible, with the goal of reopening portions of the Wharf Parking Lot by the end of the day Friday.

Parking in the New Street and Johnson Street Garages will be free during this time.

The city will continue to update with more information Friday as work continues. Your patience and understanding are appreciated as we work through these repairs.

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MEDIA RELEASE

Contact: Josh Knight
Engagement & Communications Manager
540.294.0492
knightmj@ci.staunton.va.us

FOR IMMEDIATE RELEASE

Downtown Flood Mitigation Tunnel Evaluation Leads to Street & Lot Closure

March 7, 2025 – The City of Staunton has contracted with engineers to perform a tunnel survey and structural evaluation, exploring the conditions where Gum Springs (often referred to as Peyton Creek) and Lewis Creek run underground, as part of the city's ongoing flood mitigation and infrastructure preventative maintenance efforts. These efforts began after the devastating floods in 2020. In 2022, City Council allocated a portion of ARPA funds to fund this study.

The structural evaluation is not yet complete. However, at this stage engineers are concerned with the structural integrity of the tunnel in several specific areas, primarily around the Wharf (see image below).

At their recommendation and out of an abundance of caution, the city has decided to limit traffic above those sections of the tunnel until further evaluation.

Public areas of concern that we are aware of are localized and have been cordoned off. The majority of the Wharf area is not impacted and its load bearing capacity is not a concern.

Unfortunately, one of the sections of concern is under the entrance to the Wharf Parking Lot from Johnson Street. Public Works is in the process of creating a new entrance into the western half of the Wharf Parking Lot from Byers Street, which should open later Friday. More information will be shared when access is open.

What is closed right now?

- All of Byers Street is closed, from Lewis to Johnson Street.
- The entire Wharf Parking Lot is closed.
- Eastbound traffic on Johnson Street will undergo a lane shift in to the center lane in front of the Johnson Street Garage.

Updates will be provided Friday afternoon outlining what has reopened and what will remain closed.



CITY COUNCIL



Staunton, Virginia

AGENDA BRIEFING

Meeting Date:	March 13, 2025	City Council John C. Blair, II City Attorney
Item #	D	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Closed Meeting for (i) Consultation with Legal Counsel for Legal Advice Related to Property Ownership; and (ii) Discussion of the Award of Public Contracts for Engineering and Construction Services Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the City of Staunton	

Suggested Motion: I move to enter a closed meeting for (i) consultation with legal counsel from the City Attorney for legal advice related to real property ownership pursuant to Virginia Code §2.2-3711(A)(8); and (ii) discussion of the award of a city contract for engineering and construction services where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City of Staunton.

Second. Discussion. Vote – Clerk of Council to poll members of Council.

After the closed meeting: I move that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed, or considered in the meeting.

Second. Discussion. Vote –Clerk of Council to poll members of Council.

City Manager: Leslie Beauregard