

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
August 28, 2025
5:00 p.m.**

- | | | |
|------------------|-----------|--|
| 5:00 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 5:05 p.m. | 2. | Staunton Public Library Annual Report 2024-2025 |
| 5:25 p.m. | 3. | Report Out on Events and Response to the Water Main Break and Boil Water Advisory of August 14 – 18, 2025 |
| 6:00 p.m. | 4. | Closed Meeting for the Discussion of Disposition of Real Property, Discussion of the City Manager's Performance, and Discussion of a Public Contract for Police Department Equipment (Includes Dinner Break Until Regular Meeting at 7:00 p.m.) |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
August 28, 2025
7:00 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Woods

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 August 14, 2025

A.2. Consideration of Approval of Opioid Settlement Claim with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus

A.3. Approval of an Operational Agreement for a Cooperative Partnership Pursuant to Funds Received from the Opioid Abatement Authority

A.4. Consideration of Resolutions Confirming and Ending the August 15, 2025 Declaration of Emergency

A.5. Consideration of Appointments to the Industrial Development Authority of the County of Stafford and the City of Staunton

A.6. Consideration of Proclamation to be Presented in Council Chambers at the September 11, 2025 City Council Meeting—Ovarian Cancer Awareness Month

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 a Request by John and Juliette Swenson for a Special Use Permit at 950 W Beverley Street Under the Provisions of Staunton City Code Section 18.55.060(3)

- C. Public Hearing and Consideration of a Request by SEB MEB, LLC, for a Special Use Permit at 5 E Frederick Street Under the Provisions of Staunton City Code Section 18.60.070(3)(a)

Matters from the City Manager

Matters from the Public*

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:	August 28, 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



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	Sarah Skrobis Director of Library Services
Item #	2	
Department:	Library	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Inclusion & Equity, Excellence, and Engagement Strategic Area: Responsive, Efficient Government	
Subject:	Staunton Public Library Annual Report 2024-2025	

Background: Sarah Skrobis, Director of Library Services, has prepared the attached annual report of activities for the past fiscal year and will present a general update on the Staunton Public Library's activities.

Attachment: Staunton Public Library Fiscal Year 2024-2025 Report

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	Leslie Beauregard City Manager Dave Irvin Public Works Director
Item #	3	
Department:	City Manager’s Office Public Works	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Area: Infrastructure; Responsive, Efficient Government	
Subject:	Report Out on Events and Response to the Water Main Break and Boil Water Advisory of August 14 – 18, 2025	

Background: On the evening on Thursday, August 14, 2025, Staunton Public Works was notified of a water main break behind Stocker Street. Utility crews were immediately dispatched and found significant damage to a large, 16-inch water main. To complete the repair, water service had to be shut off. Initial efforts to limit the outage to a small area were unsuccessful, making it necessary to expand the shut-off. This caused low water pressure throughout much of the city and required service interruptions in higher-elevation areas.

Due to this event and following consultation with the Virginia Department of Health and Public Works water staff, a boil water advisory (BWA) was issued early on the morning of Friday, August 15. The BWA remained in place for the entire weekend while crews repaired the break, restored normal water pressure and tank levels in all pressure zones, and proceeded with the series of required testing to ensure all water was safe to consume and use once again. For the majority of the BWA, all customers had water that they could boil to use safely. However, the city operated three water distribution sites as an option. Three sites opened midday Friday and continued through Sunday evening, though late Saturday into Sunday this was consolidated to one site.

Due to the hard work of Public Works water utility staff, the “all clear” was given and the BWA was lifted the morning of Monday, August 18.

At the City Council meeting, city staff will provide details about the events of the weekend and the city’s response in all areas of addressing the emergency.

Attachments:

Attachment 1—Press Releases

Attachment 2—Staunton Alert Message Flyer

City Manager’s Recommendation: Not Applicable.

Suggested Motion: Not Applicable.

City Manager: Leslie M. Beauregard



MEDIA RELEASE

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

FOR IMMEDIATE RELEASE

Water Main Break leads to Boil Water Advisory for all Staunton Water Customers

Aug. 15, 2025 – All City of Staunton water customers are under a Boil Water Advisory as of Friday morning due to an overnight water main break. The boil water precautions are for water consumption and will be in place for approximately the next 48 hours. Once water is restored, even if the pressure and water look typical, you need to boil until told otherwise.

Residential and business customers should boil water before using it for drinking, cooking, or brushing teeth. Bring water to a rolling boil for at least one minute and let it cool before use. Continue to follow these precautions until the city notifies residents that the boil water advisory has been lifted.

Customers do not need to boil water for taking a shower, washing clothes in a washing machine, or running the dishwasher on a sanitize setting.

Watermain Break Details

Last night, Staunton Public Works was notified of a watermain break behind Stocker Street.

Utility crews were immediately dispatched and found significant damage to a large, 16-inch water main. To complete the repair, water service had to be shut off.

Initial efforts to limit the outage to a small area were unsuccessful, making it necessary to expand the shut-off. This caused low water pressure throughout much of the city and required service interruptions in higher-elevation areas.

Crews have been working through the night to repair the break and restore water service as quickly as possible.

Once the break is repaired, the utility department will slowly restore water flow and replenish the system. After water is restored, water testing and sampling will begin.

Water Distribution Sites

The city is in the process of establishing drinking water distribution sites. Details will be shared as soon as water is available.



MEDIA RELEASE

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

FOR IMMEDIATE RELEASE

Three Water Distribution Sites Open During Boil Water Advisory

Aug. 15, 2025 – All City of Staunton water customers remain under a Boil Water Advisory, issued Friday morning due to an overnight water main break. The boil water precautions are for water consumption and will be in place for approximately the next 48 hours. Once water is restored, even if the pressure and water look typical, you need to boil until told otherwise.

During the Boil Water Advisory, the City of Staunton has set up water distribution sites with bottled and gallon-jug water. These will be open throughout the day. There will be a limit of one case of water bottles or two gallon-jugs per vehicle.

Water Distribution Sites:

- **Staunton High School** - 1301 N. Coalter St.
- **Bessie Weller Elementary School** - 600 Greenville Ave.
- **Gypsy Hill Park Gymnasium** - 116th Regimental Rd.

Current planned hours for all three sites:

- **Friday:** 1 p.m. to 7 p.m.
- **Saturday:** 7 a.m. to 7 p.m.
- **Sunday:** 7 a.m. to 7 p.m.

If you are using tap water, residential and business customers should boil water before using it for drinking, cooking, or brushing teeth. Bring water to a rolling boil for at least one minute and let it cool before use. Continue to follow these precautions until the city notifies residents that the boil water advisory has been lifted.

Watermain Break Status

Utility crews repaired the broken 16-inch water main behind Stocker Street Friday by mid-morning. To complete the repair, water service had to be shut off. This caused low water pressure throughout much of the city and required service interruptions in higher-elevation areas. The utility department is now slowly restoring water flow to replenish the system. Customers may see water service return, but the boil water advisory remains in effect. After water is fully restored, water testing and sampling will begin to ensure the water is safe.



MEDIA RELEASE

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

FOR IMMEDIATE RELEASE

Update: Water Pressures Return, Boil Water Advisory Continues for All Customers

Aug. 16, 2025 – As of Saturday morning, all Staunton water customers should have water, but still remain under a boil water advisory until sampling and testing is complete across the city. Each of the city's pressure zones have been restored to full pressure. The last zone was restored Saturday morning.

Samples must be tested for both chlorine residual and bacteria, and this testing process must be completed twice in separate rounds. The test for bacteria requires a minimum waiting time of 16 hours before test results can be determined.

Given the amount of time it takes to test, the boil water advisory may be in place through early Monday morning.

Residential and business customers should boil water before using it for drinking, cooking, or brushing teeth. Bring water to a rolling boil for at least one minute and let it cool before use. Continue to follow these precautions until the city notifies residents that the boil water advisory has been lifted.

Customers do not need to boil water for taking a shower, washing clothes in a washing machine, or running the dishwasher on a sanitize setting.

Water Main Break Details

Utility crews repaired the broken 16-inch water main behind Stocker Street Friday morning. Water service had to be shut off causing low water pressure throughout much of the city and required service interruptions in higher-elevation areas. The utility department has restored water flow to replenish the system. Crews will continue to monitor and check in on each pressure zone and pump station and tanks throughout the day. You may also see crews flushing hydrants and getting water samples.



MEDIA RELEASE

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

FOR IMMEDIATE RELEASE

Sunday Update: Boil Water Advisory

Aug. 17, 2025 – As of Sunday afternoon, the City of Staunton remains under a Boil Water Advisory as we continue to wait for test results on water samples from across the city.

Water samples must be tested for both residual chlorine and bacteria, and this testing process must be completed twice in separate rounds. The city is currently in the second round of bacteria testing. These results should be ready by mid-morning Monday.

At this point, results are looking favorable to lift the Boil Water Advisory Monday. However, please wait for the official all clear from the city.

Residential and business customers should continue to boil water before using it for drinking, cooking, or brushing teeth. Bring water to a rolling boil for at least one minute and let it cool before use. Continue to follow these precautions until the city notifies residents that the boil water advisory has been lifted.

Customers do not need to boil water for taking a shower, washing clothes in a washing machine, or running the dishwasher on a sanitize setting.

We appreciate everyone's patience and understanding throughout this advisory.

The city plans to issue an update by noon Monday, August 18.



MEDIA RELEASE

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

FOR IMMEDIATE RELEASE

All Clear: Boil Water Advisory Lifted for all City of Staunton Water Customers

Aug. 18, 2025 – As of Monday, Aug. 18 the Boil Water Advisory has been lifted for all City of Staunton water customers.

The Boil Water Advisory was issued on Aug. 15, 2025 because of a water main break in the City of Staunton. The water main break led to a loss in pressure and there was a remote possibility that disease-causing organisms entered the water distribution system.

Water samples have been tested for both residual chlorine and bacteria. All samples collected from Friday through Sunday were absent of both total coliform and E. coli bacteria.

Residents: If you have been using water at your property throughout the weekend, you have likely already flushed your water lines. If you would like to take additional steps, here are the [guidelines from the Virginia Department of Health](#). For [food establishments](#) please follow these guidelines from the Virginia Department of Health.

For more information, please contact Staunton Public Works: 540-332-3892.

STAY IN TOUCH WITH



SIGN UP FOR:

- EMERGENCY ALERTS
- NEWSLETTERS
- TEXT MESSAGES
- FLOOD ALERTS



SAM STAUNTON
ALERT MESSAGE

STAY IN TOUCH WITH



SIGN UP FOR:

- EMERGENCY ALERTS
- NEWSLETTERS
- TEXT MESSAGES
- FLOOD ALERTS



SAM STAUNTON
ALERT MESSAGE

STAY IN TOUCH WITH



SIGN UP FOR:

- EMERGENCY ALERTS
- NEWSLETTERS
- TEXT MESSAGES
- FLOOD ALERTS



SAM STAUNTON
ALERT MESSAGE

STAY IN TOUCH WITH



SIGN UP FOR:

- EMERGENCY ALERTS
- NEWSLETTERS
- TEXT MESSAGES
- FLOOD ALERTS



SAM STAUNTON
ALERT MESSAGE

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	City Council John C. Blair, II City Attorney
Item #	4	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Closed Meeting for the Discussion of Disposition of Real Property, Discussion of the City Manager’s Performance, and Discussion of a Public Contract for Police Department Equipment	

Suggested Motion: I move to enter a closed meeting for the (i) discussion of the disposition of publicly held real property located in the Staunton Crossing development related to transportation purposes where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City of Staunton pursuant to Virginia Code Section 2.2-3711(A)(3); (ii) discussion of the performance of a specific City employee, namely the City Manager pursuant to Virginia Code Section 2.2-3711(A)(1); and (iii) discussion of the potential award of a public contract for Police Department equipment where discussion in an open meeting could adversely affect the bargaining position or negotiating strategy of the City of Staunton pursuant to Virginia Code Section 2.2-3711(A)(29).

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:	August 28, 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:	August 28, 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 August 14, 2025

Suggested Motions: I move to approve the work session and regular meeting minutes of August 14, 2025 [as presented] [with the following changes: _____].]

City Manager: Leslie Beauregard



City Council
WORK SESSION
August 14, 2025
5:15 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.

Ms. Woods moved to approve the work session and regular meeting agendas as presented.

The motion was seconded by Mr. Overholtzer 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. Update on Queen City Mischief and Magic Festival

City Manager Leslie Beauregard introduced Sarah Lynch, who provided an update on the upcoming Queen City Mischief and Magic festival that will take place September 27 and 28, 2025. This is the tenth year of the festival. With the challenges and limitations of the Wharf area, Ms. Lynch reviewed how things will look different this year, including where events will take place, and how the festival will take advantage of the areas it can use in the Wharf in order to draw participants to that area as much as is feasible. Accompanying Ms. Lynch were several characters from the wizarding world.

3. Update on Valley Community Services Board's Crisis Receiving/Recovery Center Project

Assistant City Manager Amanda Kaufman introduced staff from the Valley Community Services Board (VCSB) who provided an update on the Crisis Receiving/Recovery Center project.

Presenters from the VCSB were Executive Director Dr. Kimberly McClanahan, Director of Finance John Sandy, and Assistant Director of Behavioral Health Bob Tucker.

Mayor Edwards asked if there were any questions from Councilmembers.

Mr. Shepherd asked if the facility will separate clients by age or gender. Mr. Sandy stated that the center will only serve adults and will not accommodate differences in sex.

Mr. Overholtzer asked if there is any estimate of how many people will not have to go to the emergency room as a result of the center coming online. Dr. McClanahan stated that national data shows a 60 percent decrease. Mr. Tucker stated that Augusta Health is projecting a total reduction in mental health cases, including involuntary people in crisis going to the emergency room, of about 40 percent.

Mayor Edwards asked which locality will staff the law enforcement office and courtroom. Mr. Sandy stated that the courtroom is for the civil and voluntary commitment process that occurs with the judicial team, mostly through telehealth. Law enforcement duties will be split between Staunton, Waynesboro, and Augusta County.

Mayor Edwards asked if there are any models in the Commonwealth the center will be emulating. Mr. Tucker stated that it will be based on the Arizona Crisis Now model of combining all services under one, standalone roof.

Mr. Overholtzer asked if this type of center is unique to Virginia. Dr. McClanahan stated that this is one of two such centers in the state that will be built from the ground up.

There were no further questions from Councilmembers.

4. Closed Meeting for the Discussion of an Honorary Award, Legal Advice, a Personnel Matter, and Discussion of a Public Contract

Vice Mayor Arrowood moved to enter a closed meeting for (i) the discussion of an honorary award, specifically, the Key to the City of Staunton Award pursuant to Virginia Code Section 2.2-3711(A)(11); (ii) for the Staunton City Council to receive legal advice from the Staunton City Attorney regarding the City Clerk position pursuant to Virginia Code Section 2.2-3711(A)(8); (iii) for the discussion of the terms of a public contract with the Staunton Downtown Development Association where discussion in an open meeting could affect the negotiating strategy of the City of Staunton pursuant to Virginia Code Section 2.2-3711(A)(29); and (iv) for the discussion of the resignation of a specific public officer, the Clerk of Council, pursuant to Virginia Code Section 2.2-3711(A)(1).

The motion was seconded Mr. Overholtzer 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. Overholtzer 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, August 14, 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 Minister Todd Dunnings at the invitation of Mr. Shepherd.

MAYOR'S REPORT

Mayor Edwards stated that she had attended a Chamber of Commerce meeting regarding cuts to federal programs. She also provided information on the Valley Program for Aging Services and the upcoming renaming dedication for the gift shop at the Woodrow Wilson birthplace.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Mr. Overholtzer stated that he attended the groundbreaking ceremony for the new Gypsy Hill Park pool house. He also noted that Bradley Bryant was recently welcomed as the new director of Habitat for Humanity, and the Economic Development Authority is working on revisions to the

Enterprise Zone incentive program. He also provided information on applying for various city boards and commissions.

Mr. Campbell stated that he received updates at the recent School Board meeting on Superintendent Eric Irrizary's 100 day entry plan and the new regional River Ridge Learning Center.

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 Work Session and Regular Meeting of July 24, 2025

A.2 Consideration of Approval of Opioid Settlement Claim with the Sackler Family and Purdue Pharma

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. Park 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		

A RESOLUTION OF THE STAUNTON CITY COUNCIL APPROVING OF THE CITY'S PARTICIPATION IN THE PROPOSED DIRECT SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST THE SACKLER FAMILY, AND DIRECTING THE CITY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE CITY'S PARTICIPATION IN THE SETTLEMENT

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the City of Staunton, by adversely impacting the delivery of emergency medical, law enforcement, criminal

justice, mental health and substance abuse services, and other services by Staunton's various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including the City of Staunton, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Staunton; and

WHEREAS, a settlement proposal has been negotiated that will cause the Sackler family, the owners of the Purdue Pharma family of companies, to pay an aggregate of \$7.4 billion dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the City of Staunton has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the "Virginia MOU"), and affirms that this pending settlement with the Sackler family shall be considered a "Settlement" that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, and Kroger;

WHEREAS, the City Attorney has reviewed the available information about the proposed settlement with the Sackler family and has recommended that the City participate in the settlement in order to recover its share of the funds that the settlement would provide;

NOW THEREFORE BE IT RESOLVED that the Staunton City Council, this 14th day of August, 2025, approves of the City's participation in the proposed settlement of opioid-related claims against the Sackler family, and directs the City Attorney to execute the documents necessary to effectuate the City's participation in the settlement, including the required release of claims against the Sackler family.

Signed: MICHELE D. EDWARDS, MAYOR

Attest: KILEY A. KESECKER
Clerk of Council

B. Introduction Consideration of Amendment to the City of Staunton's Capital Improvement Plan—FY 2026-2030

Update on (i) Status of Better Utilizing Investments to Leverage Development (BUILD) Grant /Uniontown Water and Sewer Infrastructure Projects and (ii) Status of City Parks Bathrooms Projects

Chief Finance Officer Jessie Moyers stated that staff has prepared a draft amendment to the city's FY 2026-2030 Capital Improvement Plan (CIP). Proposed is the inclusion of a project to construct

a sidewalk along North Augusta Street, from Lambert Street to Terry Court Shopping Center, in the city's CIP FY 2026 – 2030. The project was included in the city's previous CIP (FY 2025 – 2029). Including the project in the current CIP will be beneficial when applying for a State Revenue Sharing Grant.

The specific pages impacted by the amendment are: 11-13, 22-25, 49, and 62. The amended CIP was presented to the Planning Commission on July 17, 2025. The proposed amendment did require a public hearing, which was properly advertised and was held at the Planning Commission meeting on July 17, 2025. The Planning Commission approved the amended five-year CIP as presented.

Mayor Edwards asked if there were any questions from Councilmembers.

Mr. Overholtzer asked why shared use bike paths are not part of the sidewalk project. Director of Community Development Rodney Rhodes stated that it is first and foremost a sidewalk project, not a multi-modal project to include other forms of transportation. Mr. Campbell added that the plan for Augusta Street from the Bicycle/Pedestrian Plan is for shared markings and wide shoulders for a bike lane.

Vice Mayor Arrowood asked when the sidewalks will be going out for bid. Mr. Rhodes stated that he believed it will be going out for bid in 2030. He noted that there is an inflation factor in the numbers, and this is just the initial estimate that was used in the in the pre-application that was due a few months ago. The numbers will likely change for the full application. Mr. Rhodes added that he will be back with a draft resolution of support for the application before it is submitted on September 15, and he will provide more details at that time.

Ms. Moyers continued, stating that on January 30, 2025, staff, in partnership with the Central Shenandoah Planning District Commission and the Timmons Group, submitted a Better Utilizing Investments to Leverage Development (BUILD) Grant application. The scope of the application included 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 in Uniontown. The city requested \$8.9M in grant funding. The city's cost share amount is \$5.5M in funds currently available and encumbered for Uniontown. An update was provided on this application during the February 27, 2025 City Council regular meeting. On July 16, 2025, staff was informed by the US Department of Transportation that the city's submission was not selected.

The city plans to issue a combined bid in late fiscal year 2026 for the following: the Gypsy Hill Park (GHP) and the Montgomery Hall Park (MHP) bathroom upgrades; the MHP pool house upgrade; and, potentially, the GHP pump house improvements. However, the current plans need to be updated to meet the current building code and to combine all projects into one bid package. The potential of adding an additional bathroom to GHP near the dog park and the skate park is also being explored.

Mr. Campbell clarified the design costs for the water and sewer extensions. Ms. Moyers stated that the contract getting underway by the end of August is the preliminary engineering report, which is about \$55,000 split equally between water and sewer, and then they will move into design.

Vice Mayor Arrowood stated that they all want to move forward as fast as possible, and he is glad to hear water is fully funded. He added that he is looking forward to getting more accurate numbers once they receive the actual design.

Councilmembers agreed with the need to keep pushing forward with the project as quickly as possible.

Councilmembers had no further questions or comments.

Mr. Overholtzer moved that City Council approve the resolution adopting an amendment to the City of Staunton's Capital Improvement Plan FY 2026 – 2030 as presented.

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

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

**A RESOLUTION
ADOPTING AN
AMENDMENT TO THE CITY OF STAUNTON'S
FY 2026-2030 CAPITAL IMPROVEMENT PLAN**

Recitals

A. On February 20, 2025, the City of Staunton Planning Commission recommended a Capital Improvement Plan (hereinafter "Plan") for Fiscal Years 2026 to 2030;

B. On April 24, 2025, the Staunton City Council adopted the Plan;

C. City staff desired to amend the Plan to include a capital improvement project to construct a sidewalk along North Augusta Street from its intersection with Lambert Street going northward to North Augusta Street's intersection with Harper Court;

D. City staff determined that the proposed amendment would be beneficial to the City in its efforts to obtain a Virginia Revenue Sharing Grant;

E. On June 18, 2025, the Planning Commission directed staff to prepare an amendment to the Plan to include the aforementioned North Augusta Street sidewalk project;

F. On July 17, 2025, the Planning Commission adopted a Resolution recommending the Staunton City Council adopt the North Augusta Street sidewalk project amendment to the Plan;

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

G. These recitals are an integral part of this resolution.

Action

NOW, THEREFORE, BE IT RESOLVED BY THE STAUNTON CITY COUNCIL that the Council amends the City of Staunton's Capital Improvement Plan for Fiscal Years 2026 to 2030 to include a sidewalk project on North Augusta Street from its intersection with Lambert Street going northward to North Augusta Street's intersection with Harper Court.

Adopted: August 14, 2025

Signed: MICHELE D. EDWARDS, MAYOR

Attest: KILEY A. KESECKER
Clerk of Council

C. Consideration of Ordinance to Authorize the Staunton Subdivision Agent to Approve Subdivision Plats

City Attorney John Blair stated the 2025 General Assembly enacted Senate Bill 974 which amended various provisions of the Code of Virginia related to the subdivision of land. One of SB 974's provisions amended Virginia Code Section 15.2-2254, which permitted one of three entities to approve final subdivision plats: the locality's subdivision agent, the planning commission, or the governing body. The amendment requires the subdivision agent to act on final plats and prohibits the planning commission and governing body from acting on final plats. In publicly available media statements, the bill's sponsor, Senator Schuyler VanValkenburg stated that the intent of the bill is to increase the housing supply in Virginia. The theory behind this statement is that the subdivision process would be quicker with a subdivision agent providing final approval of plats rather than the Planning Commission and/or the City Council.

Currently, Staunton City Code Chapter 17.10 permits the subdivision agent to approve final "minor subdivisions." A minor subdivision is a division of land into three or fewer parcels or a boundary line adjustment. All other subdivision plats are required to be submitted to the Staunton Planning Commission and Staunton City Council for final approval.

In order to comply with the amended provisions of Virginia Code Section 15.-2254, the proposed ordinance amendments authorize the subdivision agent to approve all subdivision plats without the involvement of the Staunton Planning Commission and the Staunton City Council.

There were no questions from Councilmembers.

Vice Mayor Arrowood moved that City Council approve the Ordinance amending Chapter 17.10 of the Staunton City Code as presented.

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

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

Ordinance No. 2025- 22

**AN ORDINANCE AMENDING TITLE 17, CHAPTER 17.10
OF THE STAUNTON CITY CODE
TO AUTHORIZE THE STAUNTON SUBDIVISION AGENT
TO APPROVE SUBDIVISION PLATS**

Recitals

A. The Staunton City Council enacted Title 17 of the Staunton City Code to provide for the orderly subdivision of land;

B. The Regular Session of the 2025 Virginia General Assembly enacted Senate Bill 974;

C. Senate Bill 974 requires every locality to remove processes requiring Planning Commission or governing body approval of subdivision plats;

D. In order to comply with Senate Bill 974, it is necessary for the Staunton City Council to amend Title 17 of the Staunton City Code;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia that Title 17, Chapter 17.10 of the Staunton City Code is **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows and indicated by the strikethroughs and underlined text:

Chapter 17.10

Plats

17.10.010 Preparation generally – Recordation.

(1) Except as provided for a minor subdivision as set forth in SCC 17.10.070, any owner or any proprietor of any tract of land situated within the corporate limits of the city who subdivides the same shall cause a plat of such subdivision, with reference to published state plane coordinates, to be made and recorded in the office of the clerk of the circuit court of the city. No such plat of a subdivision shall be recorded unless and until it has been submitted to and approved by the ~~planning commission~~ subdivision agent of the city in accordance with the regulations set forth in this title ~~and so certified by its chairman or other agent designated by the commission and until such plat has also been approved by the city council.~~

17.10.020 Preliminary layout – Required – Scale – Contents.

Whenever any subdivision of land is proposed involving more than 50 lots, and before any permit for the erection of a structure shall be granted, the subdivider or agent shall apply in writing to the ~~planning commission~~ subdivision agent for approval of the subdivision plat and submit the required number of paper copies and a digital copy of the preliminary subdivision plat lot, street and utilities layout. For any subdivision of land involving 50 or fewer lots, a preliminary subdivision plat conforming to the requirements of this section may be submitted to the subdivision agent for tentative approval at the option of the landowner.

17.10.030 Preliminary layout – Action by subdivision agent ~~planning commission~~.

The ~~planning commission~~ subdivision agent may discuss the preliminary layout with the subdivider ~~at a meeting of the commission~~. After such discussion, the ~~commission~~ subdivision agent shall communicate, within 30 days and in writing, to the developer: specific changes that are required in the preliminary layout; the character and extent of public improvements that will have to be made in keeping with the public health, safety, morals and general welfare; and the amount of construction or improvement or the amount of performance bond which it will require as a prerequisite to recommendation of approval of the final subdivision plat.

17.10.040 Final plat – Filing, scale, etc. – Contents.

(1) The subdivider shall, within six months after official notification by the ~~commission~~ subdivision agent in respect to the preliminary layout, file with the subdivision agent ~~commission~~ the final subdivision plat. Such plat shall be clearly and legibly drawn at a scale of not more than 100 feet to the inch, providing the required number of paper and digital copies of the plat. After approval of the subdivision plat by the subdivision agent ~~planning commission and the city council~~, no revision of the lot layout shall be made until a plat of the proposed lot revision is submitted to ~~the planning commission~~ and approved by the subdivision agent. ~~planning commission and city council.~~

17.10.050 Final plat – Approval or disapproval.

~~(1) The planning commission shall recommend to the city council that it approve, modify or disapprove such plat and the city council shall approve, modify or disapprove such plat.~~

(2) The plat shall not be approved by the subdivision agent ~~city council~~ until the subdivider has complied with the general requirements and minimum standards of design in accordance with Chapter 17.15 SCC and has made or provided for the improvements as required by the ~~council~~ subdivision agent pursuant to this section and Chapter 17.20 SCC to the satisfaction of the ~~council~~ subdivision agent and so ~~certified on the plat by the city manager~~.

17.10.060 Same – Voidance for failure to record.

Unless the owner of the subdivision shall have the final plat recorded in the office of the clerk of the circuit court of the city of Staunton, Virginia, within six months after final approval thereof by the subdivision agent ~~city council~~, such approval shall be withdrawn and the plat marked “void” and returned to the community development planning department for the city of Staunton; however, in any case where construction of facilities to be dedicated for public use has commenced pursuant to an approved plan or permit with surety approved by the subdivision agent ~~governing body~~, or where the developer has furnished surety to the subdivision agent ~~governing body~~ by certified check, cash, escrow, bond, letter of credit in the amount of the estimated cost of construction of such facilities, the time for plat recordation shall be extended to one year after such final approval or to the time limit specified in the surety agreement approved by the subdivision agent ~~governing body~~, whichever is the greater.

17.10.070 Minor subdivision plats.

(2) Plat Approval. A minor subdivision plat shall be reviewed in accordance with the following procedures:

(a) A minor subdivision plat shall be reviewed by the subdivision agent or designee. Upon the subdivision agent or designee’s determination that the plat is in conformance with the requirements of this title, the subdivision agent or designee shall sign the plat. ~~Approval by the subdivision agent or designee shall have the same force and effect as approval by the city council.~~ Consideration by the planning commission and the city council shall not be required;

(b) If the subdivision agent or designee determines that the plat does not meet the requirements of this title, the original and one copy of the plat shall be returned to the applicant with a written explanation of the deficiencies;

(c) The plat shall be either approved or the written explanation of deficiencies shall be forwarded to the applicant within 15 regular workdays of the receipt of the plat. The applicant may elect to treat a failure by the subdivision agent or designee to act on the plat within 15 regular workdays of receipt of the plat as a decision denying approval;

(d) An applicant may appeal the decision of the subdivision agent or designee by filing an appeal to the circuit court of the city of Staunton in accordance with the Code of Virginia. ~~by filing a written request in the office of the clerk of council within 30 days of the decision of the subdivision agent.~~ Upon appeal, the city council shall consider the plat at the earliest possible date and the decision of the governing body shall supersede the decision of the subdivision agent.

In all other respects, the provisions of Title 17 of the Staunton City Code remain the same and are hereby restated, confirmed, and reordained.

Introduced: August 14, 2025
Adopted: August 14, 2025
Effective Date: August 14, 2025

Signed: MICHELE D. EDWARDS, MAYOR

Attest: KILEY A. KESECKER
Clerk of Council

D. Consideration of Use of City Council Contingency Funds for Certain Nonprofit Agencies

Ms. Beauregard explained that as part of the FY 2025 adopted budget, \$50,000 was appropriated for City Council to utilize at its discretion. To date, none of the funds have been allocated. During the FY 2026 budget discussions, staff reminded Council of this and that any funds remaining at the end of the fiscal year would be carried over. There was also discussion among Council to allocate the funds to nonprofits that had requested for the first time but did not receive funding as part of the FY 2026 budget.

City Council discussed this during their May 22, 2025 work session but did not make any decisions about how to allocate the funds. The City Manager sent City Council, per their request, the funding applications each of these agencies submitted during the FY 2026 budget process.

A discussion ensued regarding the WARM day center as part of a broader housing strategy. Councilmembers agreed on the urgency in supporting the day center but questioned the need to allocate funds immediately.

Ms. Park expressed support for the proposed day center but would like to see a formal proposal before allocating funds and emphasized the importance of having a contingency fund for emergencies.

Mr. Overholtzer suggested a memorandum of understanding outlining responsibilities and timelines for the day center project.

Councilmembers agreed and expressed desire to invite a representative from WARM to present a proposal and budget for the day center at a future council meeting.

There were no further questions from Councilmembers.

Vice Mayor Arrowood moved to table the discussion until a future meeting to allow time to gather more specific information from WARM.

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

449	Mr. Shepherd	aye	Ms. Park	aye
450	Mr. Campbell	aye	Vice Mayor Arrowood	aye
451	Ms. Woods	aye	Mayor Edwards	aye
452	Mr. Overholtzer	aye		

453

454 **E. Consideration of Re-Adoption of City Operations Under Current Emergency**

455 **Operations Plan**

456

457 Fire Chief Jason Ball stated that the Staunton Fire Department recently received notification from

458 the Commonwealth regarding the status of the Staunton-Augusta-Waynesboro Emergency

459 Operations Plan (EOP). Virginia State Code requires localities to renew their Emergency

460 Operations Plans on a four-year cycle. Under that schedule, the current EOP expired in January of

461 2025.

462

463 An agreement for services proposal has been submitted to all three localities by the Central

464 Shenandoah Planning District Commission to facilitate the revision process. This work will soon

465 be underway and completed by no later than January 31, 2026.

466

467 The purpose of this proposed resolution is to continue operating under the current EOP until the

468 revised version is adopted.

469

470 Councilmembers had no questions.

471

472 Ms. Woods moved that City Council approve the resolution re-adopting city operations under the

473 current Emergency Operations Plan until a revised version is adopted.

474

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

476

477	Mr. Shepherd	aye	Mr. Campbell	aye
478	Ms. Woods	aye	Vice Mayor Arrowood	aye
479	Mr. Overholtzer	aye	Mayor Edwards	aye
480	Ms. Park	aye		

481

482 **RESOLUTION**

483 **FOR THE READOPTION OF THE STAUNTON-AUGUSTA-WAYNESBORO**

484 **EMERGENCY OPERATIONS PLAN**

485

486 **WHEREAS**, the Council of the City of Staunton, Virginia recognizes the need to prepare

487 for, respond to, and recover from natural and manmade disasters; and

488

489 **WHEREAS**, the City of Staunton has a responsibility to provide for the safety and well-

490 being of its citizens and visitors; and

491

492 **WHEREAS**, the City of Staunton has established and appointed Jason Ball as Director

493 and Coordinator of Emergency Management to implement its Emergency Operations Plan.

494
495 **NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Staunton,
496 Virginia, that the Emergency Operations Plan, as revised and dated December 2020, and adopted
497 by the Staunton City Council on January 14, 2021 is officially readopted, and is to remain in effect
498 until January 31, 2026, and

499
500 Adopted this 14th day of August, 2025.

501
502 Signed: MICHELE D. EDWARDS, MAYOR

503
504 Attest: KILEY A. KESECKER
505 Clerk of Council

506
507 **MATTERS FROM THE CITY MANAGER**

508
509 Ms. Beauregard stated that a City Council retreat is scheduled for August 16, to finish work on the
510 Strategic Plan. She also noted that it is the last City Council meeting for Clerk of Council Kiley
511 Kesecker, who is leaving for a new position with the City of Richmond.

512
513 **MATTERS FROM THE PUBLIC**

514
515 Mayor Edwards read the following statement:

516
517 “This part of City Council’s agenda is entitled matters from the public. It is a time that Council
518 sets aside to hear from citizens and others about a wide variety of subjects. A copy of the Staunton
519 City Council’s ‘Matters from the Public’ rules is available in paper form at the Clerk’s desk and
520 online at the City of Staunton webpage. You are asked to familiarize yourself with those rules
521 before commenting. Please come to the podium or raise your hand, identify yourself, and complete
522 your remarks within five minutes.”

523
524 Constance Birch, 319 Mary Gray Lane, stated that if the proposed day center is at First Presbyterian
525 Church, there is no parking lot there.

526
527 Mary Mille, 471 Albemarle Avenue, shared an article about expressive violence, instrumental
528 violence, and the importance of de-escalation training for law enforcement.

529
530 Brenda Mead, 341 Sherwood Avenue, thanked Mr. Kesecker, expressed strong support for the
531 local crisis receiving center, asked for information about a meeting between city staff and Ben
532 Cline, and stated that it would be helpful to follow CIP discussions along with the agenda materials.

533
534 Alex Avery, 742 Opie Street, described his issues with city refuse collection.

535
536 Zach Lewis, 904 Rockway Street, urged Council to keep moving forward with the Uniontown
537 revitalization as continuing to wait will only lead to increased costs in the future.
538

Cynthia Crawford, Staunton, thanked Mr. Lewis for his comments and persistence in trying to make a difference in Uniontown.

Aaron Barmer, Staunton, shared a news story about Virginia National Guard training with ICE, and shared his thoughts on a recent post on the local blog Augusta Free Press, as well as the 2017 Unite the Right rally in Charlottesville.

There was no one else present wishing to speak.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 8:35 p.m.

Kiley A. Kesecker
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	John C. Blair, II City Attorney Leslie M. Beauregard, City Manager
Item #	A.2	
Department:	City Attorney	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Consideration of Approval of Opioid Settlement Claim with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus	

Background: The Commonwealth of Virginia, through the Office of the Attorney General, initiated a number of legal claims against various manufacturers and distributors of opioid pharmaceuticals

On November 11, 2021 the Staunton City Council, as a local government in Virginia, approved proposed settlements with one manufacturer (Janssen) and three distributors (McKesson, Cardinal Health, and AmerisourceBergen) of opioid pharmaceuticals that agreed to a \$26 billion national settlement which includes the potential distribution of up to \$530 million to Virginia and its localities. That settlement resolved all claims that settlement participants could have against Janssen, McKesson, Cardinal Health, and AmerisourceBergen arising out of the manufacture and distribution of opioid pharmaceuticals. As part of that settlement process, the Staunton City Council joined the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding ("Virginia MOU").

On March 9 2023, the Council approved similar settlement agreements with Teva, Allergan, Walmart, Walgreens, CVS, and their related corporate entities.

On July 25, 2024, the Council approved a similar settlement with Kroger.

The Council approved a similar settlement with the Sackler family and Purdue Pharma.

Before the Council is a settlement proposal that is a result of the Office of the Attorney General's litigation against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus (hereinafter "the Manufacturers") for their roles in the nationwide opioid crisis. Similar to the previous settlements, the Council would need to adopt the Resolution presented for its consideration to join the Virginia MOU for settlement with the Manufacturers. The proposed settlement would extinguish all existing legal claims related to the opioid epidemic pending against the Manufacturers.

The proposed settlement with the Manufacturers is estimated to be \$720 million. Virginia's share of the settlement funds is estimated to be \$15 million. The amount of funds that Virginia receives is contingent upon how many localities agree to participate in the settlements and the Virginia MOU. The settlement will be administered and allocated in the same manner as the 2021 settlements with Janssen, McKesson, Cardinal Health, and AmerisourceBergen.

If the Council agrees to participate in the settlements, the City will receive some funds in the form of a direct payment from the Office of the Attorney General. Additionally, the City will have the opportunity to receive funds from the Opioid Abatement Authority established at the 2021 Session of the Virginia General Assembly as a result of the settlements.

Attachment: Resolution Approving the City's Participation in the Settlement with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus.

City Manager's Recommendation: Adopt the Resolution as presented.

Suggested Motion: I move that the Staunton City Council approve the Resolution Approving the City's participation in the proposed settlement of opioid-related claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus.

City Manager: Leslie M. Beauregard

A RESOLUTION OF THE STAUNTON CITY COUNCIL APPROVING OF THE CITY'S PARTICIPATION IN THE PROPOSED DIRECT SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS, AND DIRECTING THE CITY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE CITY'S PARTICIPATION IN THE SETTLEMENT

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the City of Staunton, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by Staunton's various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including the City of Staunton, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Staunton; and

WHEREAS, a settlement proposal has been negotiated that will cause the following manufacturers of opioids to pay an aggregate of 720 million dollars nationwide to resolve opioid-related claims against them: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus; and

WHEREAS, the City of Staunton has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the "Virginia MOU"), and affirms that this pending settlement with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus shall be considered a "Settlement" that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, and Kroger;

WHEREAS, the City Attorney has reviewed the available information about the proposed settlement with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus and has recommended that the City participate in the settlement in order to recover its share of the funds that the settlement would provide;

NOW THEREFORE BE IT RESOLVED that the Staunton City Council, this 28th day of August, 2025, approves of the City's participation in the proposed settlement of opioid-related claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus, and directs the City Attorney to execute the documents necessary to effectuate the City's participation in the settlement, including the required release of claims against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus.

This Resolution shall be immediately effective.

Michele D. Edwards, Mayor

ATTEST: _____
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	Leslie M. Beauregard, City Manager John C. Blair, II City Attorney
Item #	A.3	
Department:	City Manager’s Office	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Approval of an Operational Agreement for a Cooperative Partnership Pursuant to Funds Received from the Opioid Abatement Authority	

Background: The City of Staunton, along with the City of Waynesboro and Augusta County formed a cooperative partnership to apply for funding from the Virginia Opioid Abatement Authority. The application desired to use funding for opioid prevention, education, and harm reduction. Specifically, the application requested funds be used for a new Substance Abuse Prevention Coordinator to be housed in the Office on Youth. The application also requested funds for the development of mobile healthcare clinic, the hiring of a nurse navigator, and the hiring of a community health worker through the Central Shenandoah Health District.

The Virginia Opioid Abatement Authority approved the cooperative partnership's application. In order to receive the Authority funding, the cities and county must approve an Operational Agreement. Each jurisdiction will need to approve the Agreement before it becomes effective.

Attachment: Proposed Operational Agreement

Suggested Motion: I move to approve the Operational Agreement for a Cooperative Partnership as presented and to authorize the City Manager to sign and execute the Agreement subject to the City Attorney approving the Agreement as to form.

City Manager: Leslie M. Beauregard

Operational Agreement for Cooperative Partnerships for Opioid Abatement Authority Award number COOP015103-0A01

This Operational Agreement for Cooperative Partnerships for Opioid Abatement Authority Awards (“Agreement”) is entered into on the 1st day of July, 2025, for convenience of reference, however the Agreement is not effective until the latest date of the Agreement signatories, by the City of Staunton, County of Augusta and City of Waynesboro (the “Partners”).

WHEREAS, the Partners developed and jointly submitted an application for cooperative partnership funding from the Virginia Opioid Abatement Authority (OAA), **Regional Prevention, Education, and Harm Reduction Services** which includes the following objectives (hereinafter “the Objectives”):

- **The coordination of regional opioid abatement and prevention services through a new Substance Abuse Prevention Coordinator housed in the City of Waynesboro under the Office on Youth.**
- **Development of mobile healthcare clinic, Nurse Navigator, and Community Health Worker through the Central Shenandoah Health District.**

WHEREAS, the OAA approved the Partners’ application for this cooperative partnership project; and

WHEREAS, the Partners now intend to formalize the Cooperative Partnership;

NOW THEREFORE, the Partners hereto do mutually agree as follows:

1. **TERM**

The Term of this Agreement shall begin on the date on which this Agreement has been executed and finalized by the Partners and shall remain in full force and effect until June 30, 2026. Should the OAA renew the award for the Cooperative Partnership for fiscal year 2027, this Agreement shall automatically renew on July 1, 2026 for an additional one-year term. Automatic renewals shall continue on an annual basis with each OAA award renewal until June 30, 2030, unless or until the Partners agree not to request a renewal of the award, or the OAA declines to renew the award.

2. **FISCAL AGENT**

The Partners agree that **Augusta County** shall serve as the fiscal agent for the Cooperative Partnership. The fiscal agent shall receive and manage all funding awarded by the OAA directly to the Cooperative Partnership. The Partners agree to transmit to the fiscal agent all portions of their direct distributions of funds from the settlement administrator and/or individual distributions awarded by the OAA that have been pledged to the Cooperative Partnership, and the fiscal agent shall receive and manage those funds as well. The fiscal agent shall be responsible for assuring proper fiscal management of and accounting for all grant money awarded to the Cooperative Partnership. The fiscal agent shall also be responsible for submitting all reports required by the OAA, including but not limited to, financial reports, performance reports, budget amendments, and grant closeout final reports, on behalf of the Cooperative Partnership.

3. USE OF GRANT FUNDS

The Partners agree that all funds distributed to the Cooperative Partnership from the OAA shall only be used in compliance with Virginia Code § 2.2-2370 and any guidance issued by the OAA regarding the foregoing code section. The Partners also agree that all funds distributed to the Cooperative Partnership from the OAA shall only be used in compliance with the Virginia Opioid Abatement Authority Grant Awards Terms and Conditions for Awards to Cooperative Projects Involving Multiple Cities and/or Counties. Additionally, the Partners agree that the primary mission of the Cooperative Partnership shall not conflict with the OAA's mission as it is defined in Virginia Code § 2.2-2366.

Specifically, the Partners agree that all funds awarded to the Cooperative Partnership from the OAA shall be used only for costs related to the Objectives . All funds awarded to the Cooperative Partnership shall be used only for direct costs that can be specifically identified and attributed to the Cooperative Project and/or the Cooperative Project's measurable activities.

4. STANDARDS OF PARTNERSHIP EFFORTS

The Partners agree that they shall collaborate to establish policies, guidelines, and standards for implementation of any and all parts of the Cooperative Partnership. Such policies, guidelines, and standards shall be documented and revised by agreement of the Partners as necessary. The Partners further agree to follow all policies, guidelines, and standards established by the Cooperative Partnership when undertaking any action related to or to implement any and all parts of the Cooperative Partnership.

5. BUDGET FOR COOPERATIVE PARTNERSHIP

The Partners agree that no purchase or expenditure made by a participating locality in furtherance of the Cooperative Partnership shall exceed the budget and revenue matches outlined in the Partners' cooperative partnership application, which is included herein as Exhibit 1. Should the budget or revenue matches for the Cooperative Partnership be modified or amended through future renewal applications to the OAA, such modified or amended budget and revenue matches shall supersede previous budget and/or revenue matches.

The Partners agree to present any proposed budget or revenue match modification or amendment to the fiscal agent. No modification or amendment shall be made to the Cooperative Partnership's proposed budget or revenue matches without full agreement of the participating localities.

6. STAFFING (if applicable)

The Partners agree that other individuals may be hired and employed as part of the Cooperative Partnership by any of the participating jurisdictions, as outlined in Exhibit 1. The Partners shall collaborate to develop written hiring criteria and performance standards for each job position developed as part of the Collaborative Partnership, which shall be adhered to by the Partners in their hiring, supervision, and evaluation of any employee. The Partners shall be solely responsible for the actions of their respective employees. Requests for reimbursement or payment of any salary, benefits, or other expenses related to the hiring and employment of individuals as part of the Cooperative Partnership from the funds distributed by the OAA shall be submitted to the fiscal agent. Only those staffing

positions and their related costs outlined in Exhibit 1 shall be eligible for reimbursement or payment from funding awarded for the Cooperative Partnership. Such requests for reimbursement shall not exceed the budgeted agreement as outlined in Exhibit 1. The fiscal agent in collaboration with the Partners, shall determine the necessary documentation that must be submitted in support of any reimbursement request. Whether any request for reimbursement or payment is a direct cost and therefore reimbursable under the terms of the OAA grant shall be determined by the fiscal agent. Only those positions outlined in Exhibit 1 shall be eligible.

7. PURCHASES

The Partnership agrees that any jurisdiction participating in the Cooperative Partnership may make purchases in furtherance or in relation to the Cooperative Partnership, including, but not limited to, labor, services and materials for the programs. Requests for reimbursement or payment of such purchases from the funds distributed by the OAA shall be submitted to the fiscal agent within thirty (30) days of the payment or purchase. Only those purchases that fall within the described costs in Exhibit 1 shall be eligible for reimbursement or payment from funding awarded for the Cooperative Partnership. Such requests for reimbursement shall not exceed the budgeted agreement as outlined in Exhibit 1. The fiscal agent, in collaboration with the Partnership, shall determine the necessary documentation that must be submitted in support of any reimbursement request. Whether any request for reimbursement or payment is a direct cost and therefore reimbursable under the terms of the OAA grant shall be determined by the fiscal agent.

The Partnership shall agree in advance to the use of a competitive grant or bid process for purchasing any goods or services in furtherance of the Cooperative Partnership. Should the Partnership agree to the use of a competitive grant or bid process, the fiscal agent shall be responsible for pursuing such process on behalf of the Partnership and shall ensure that any procurement contract is consistent with the procurement standards set forth in the Virginia Public Procurement Act, Virginia Code § 2.2-4300 *et seq.*

8. REPORTING

The Partnership agrees to provide all performance data, financial data, and any other data and information related to the Cooperative Partnership at the request of the fiscal agent in furtherance of reporting obligations for the Cooperative Partnership. Should a Partner fail to provide any data or information requested, the fiscal agent reserves the right to withhold payment of any reimbursement requests for costs or expenditures made in furtherance of the Cooperative Partnership until such information is provided.

9. AUDITS

The Partnership shall maintain full and accurate records with respect to all matters covered under this Agreement and any terms or conditions imposed by the OAA in relation to the Cooperative Partnership. Upon reasonable notice in writing, the fiscal agent, or a representative thereof, shall have the right to inspect and audit each Partner's records, and each Partner shall provide the fiscal agent access to all its records which relate directly or indirectly to this Agreement and the Cooperative Partnership at each Partner's place of business during regular business hours. The Partnership agrees to retain all records

pertaining to this Agreement and the Cooperative Partnership and shall make them available to the fiscal agent upon request for five (5) complete calendar years following expiration of this Agreement. The Partnership agrees to provide such assistance as may be necessary to facilitate the fiscal agent's inspection or audit to ensure compliance with applicable standards.

If an inspection or audit pursuant to this section discloses that services provided or purchases made by a Partner were not consistent with the objectives of the Cooperative Partnership, not in compliance with Virginia Code § 2.2-2370 and any guidance issued by the OAA, or not in compliance with the terms and conditions of this Agreement, the Partner shall refund any reimbursement received for any such services or purchases within thirty (30) days of the fiscal agent's request. If the Partner disagrees with the fiscal agent's determination, the Partner may request in writing reconsideration by all Partners to the Cooperative Partnership within thirty (30) days of the fiscal agent's decision. Cooperative Partnership shall review and respond to the reconsideration request within 30 days of receipt of request to reconsider.

Any individual Partner shall, upon reasonable notice in writing, shall be able to view, copy, and inspect all Partnership records.

10. COMPLIANCE WITH LAW AND POLICY

The Partnership shall at all times comply with all applicable laws, rules, regulations, and ordinances. Each Partner shall work within its jurisdiction's policies and mandates. Nothing contained in this Agreement shall supersede the statutes, rules, employer policies, and regulations that govern each Partner. To the extent that any provision of this

Agreement is inconsistent with any such statute, rule, employer policy, or regulation, the statute, rule, employer policy, or regulation shall prevail.

11. WAIVER

The failure of any Partner to enforce any of the provisions of this Agreement, or any rights with respect hereto, will in no way be considered a waiver of such provisions or rights, and in no way will it affect the validity of this Agreement. The failure of any Partner to enforce any of such provisions or rights will not prejudice such Partner from later enforcing or exercising the same or any other provisions or rights which it may have under this Agreement.

12. INSURANCE/RISK MANAGEMENT

The Partnership agrees that they each shall be responsible for maintaining all insurance policies from and after the date on which this Agreement is finalized that are necessary to provide sufficient coverage for their employees and property related to the Cooperative Partnership. The Partnership further agrees that they each shall be responsible for their own risk management of their employees and property related to the Cooperative Partnership.

13. ENFORCEMENT

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, without reference to its conflict of law provisions. Exclusive jurisdiction and venue for any litigation arising out of or involving this Agreement shall be in the Circuit Court of **Augusta County**.

14. NOTIFICATION

All notices required by this Agreement shall be directed to the following for each

Partner:

Name of City/County		Name of City/County	
Name:	Timothy Fitzgerald	Name:	Leslie Beauregard
Title:	Augusta County Administrator	Title:	City Manager, Staunton
Address:	18 Government Center Lane, Verona, VA 24481	Address:	116 W Beverley Street, Staunton VA 24401
Phone:	540-245-5600	Phone:	540-332-3812
Email:	tfitzgerald@co.augusta.va.us	Email:	beauregardlm@ci.staunton.va.us
Name of City/County		Name of City/County	
Name:	Michael Hamp	Name:	Anna Leavitt (City of Waynesboro)
Title:	City Manager, Waynesboro	Title:	CAPSAW Executive Director
Address:	503 West Main Street, Suite 210, Waynesboro, VA 22980	Address:	900 Nelson Street Staunton, VA 24401
Phone:	540-942-6600	Phone:	540-292-0017
Email:	HampMG@ci.waynesboro.va.us	Email:	valleycapsaw@gmail.com

15. TRANSFER AND ASSIGNMENT

The Partnership shall not, voluntarily or involuntarily, by operation of law or otherwise, transfer or assign this Agreement or any rights hereunder.

16. COUNTERPARTS

This Agreement may be executed in one or more counterparts each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Signed signature pages may be transmitted as an attachment to an email, and any such signature shall have the same legal effect as an original.

17. ENTIRE AGREEMENT

The terms of this Agreement constitute the entire agreement of the Partnership relating to the subject matter hereof. All prior negotiations, representations and agreements relating to the subject matter hereof between the Partners are merged herein. This Agreement may be modified or amended only by written instrument executed by all Partners.

This Agreement is not intended to amend any existing contracts or other agreements between the Partners.

IN WITNESS WHEREOF, the Partnership has executed this Agreement effective as of the date of execution.

**Augusta County,
VIRGINIA**

By: _____

Name: _Timothy Fitzgerald_____

Title: County Administrator_____

Date: _____

**City of Waynesboro,
VIRGINIA**

By: _____

Name: Michael Hamp _____

Title: __City Manager_____

Date: _____

**City of Staunton,
VIRGINIA**

By: _____

Name: _Leslie Beauregard_____

Title: _City Manager_____

Date: _____

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	Leslie M. Beauregard, City Manager John C. Blair, II City Attorney
Item #	A.4	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Consideration of Resolutions Confirming and Ending the August 15, 2025 Declaration of Emergency	

Background: On the morning of August 15, 2025, the Staunton City Manager learned that a water main break the previous evening was going to lead to the City implementing a boil water advisory.

After consultation with the Fire Chief, Director of Public Works, and a representative from the Virginia Department of Emergency Management, the City Manager, acting in her capacity as the director of emergency management, declared a local emergency pursuant to Virginia Code Section 44-146.21 on the morning of August 15, 2025 retroactive to August 14, 2025 when the water main break occurred.

Virginia Code Section 44-146.21 requires the Staunton City Council to confirm the August 15, 2025 Declaration of Local Emergency at its next regular meeting or at a special meeting.

Additionally, Virginia Code Section 44-146.21 requires the Staunton City Council to take appropriate action to end the Declaration of Emergency.

The boil water advisory is concluded, and the conditions necessitating the declaration of emergency are no longer present.

Attachments:

Attachment 1—Declaration of Local Emergency by the City of Staunton Local Director of Emergency Management

Attachment 2—Resolution Confirming the August 15, 2025 Declaration of Emergency

Attachment 3—Resolution Ending the August 15, 2025 Declaration of Emergency

Suggested Motions: I move to adopt the Resolution Confirming the August 15, 2025 Declaration of Emergency as presented.

I move to adopt the Resolution Ending the August 15, 2025 Declaration of Emergency as presented.

City Manager Recommendation: Adopt the Resolutions as presented.

City Manager: Leslie M. Beauregard

**DECLARATION OF LOCAL EMERGENCY
BY THE CITY OF STAUNTON
LOCAL DIRECTOR OF EMERGENCY MANAGEMENT**

WHEREAS, Virginia Code § 44-146.21 authorizes the declaration of a local emergency;

WHEREAS, retroactive to Thursday, August 14, 2025, Leslie M. Beauregard, City Manager and Emergency Management Director of the City of Staunton, Virginia finds and declares:

1. That due to a significant water main break, the City of Staunton, Virginia faces dangerous conditions of sufficient scope, severity and magnitude to merit coordinated local government emergency management action; and

2. The water main break may result in substantial injury or harm to the population of Staunton, Virginia or substantial damage to or loss of property or natural resources and may involve governmental action beyond that authorized or contemplated by existing law because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens or the environment of the City of Staunton, Virginia; and

3. The Virginia Department of Health provided a boiled water advisory to the City of Staunton as a result of the water main break and the City of Staunton has issued a citywide Boil Water Advisory to remain in effect until the Virginia Department of Health adequately tests the City's water supply and recommends that the City to remove the Boil Water Advisory.

WHEREAS, such conditions necessitate the declaration of the existence of a local emergency, to the fullest extent permitted by law; and

WHEREAS, these recitals are an integral part of this declaration.

NOW, THEREFORE, pursuant to Virginia Code § 44-146.21, subject to confirmation of Council of the City of Staunton, Virginia, Leslie M. Beauregard, City Manager and Emergency Management Director for the City of Staunton, Virginia, declares the existence and continuance of a local emergency in the City of Staunton, to the fullest extent permitted by law; and

IT IS FURTHER DECLARED AND ORDERED that, to the fullest extent permitted by law, during the existence of such emergency the powers, functions, and duties of the Local Emergency Management Director, Local Emergency Management Coordinator, and local emergency services planning organization or committee and City staff shall be those prescribed by state law and the ordinances, resolutions, and authorized

plans of the City of Staunton in order to mitigate the effects and otherwise address such emergency.

IT IS FURTHER DECLARED that pursuant to Virginia Code Section 44-146.21, the Staunton City Council shall consider the confirmation of this Emergency Declaration at its August 28, 2025 Regular Meeting.



Leslie M. Beauregard,
City Manager and
Emergency Management Director

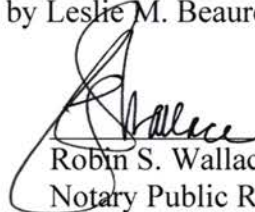
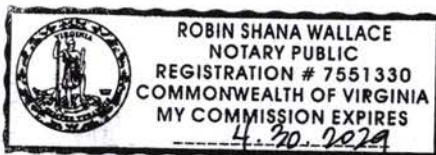
Date: August 15, 2025

Time: 1:47 pm

State of: Virginia

City of: Staunton, to wit:

The foregoing Declaration of Local Emergency was acknowledged before me this 15th day of August, 2025, by Leslie M. Beauregard, City Manager and Director of Emergency Management.



Robin S. Wallace,
Notary Public Registration # 7551330
My commission expires: 4.30.2029

DRAFT 87.18.22

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
CONSENTING TO AND CONFIRMING DECLARATION OF A LOCAL
EMERGENCY BEGINNING AUGUST 14, 2025**

Recitals

- A.** Virginia Code § 44-146.21 authorizes the declaration of a local emergency;
- B.** Section 11 of the Charter of the City of Staunton also grants broad powers to City Council;
- C.** Retroactive to August 14, 2025, Leslie M. Beauregard, City Manager and Emergency Management Director of the City of Staunton, Virginia declared a local emergency on August 15, 2025; and
- D.** These recitals are an integral part of this resolution.

NOW, THEREFORE, the Council of the City of Staunton, Virginia:

1. CONFIRMS, RESOLVES, AND DECLARES, pursuant to Virginia Code § 44-146.21 and such other applicable laws, including, but not limited to, the powers granted by the Charter of the City of Staunton, Virginia, that on August 15, 2025, the Council of the City of Staunton, Virginia, could not and did not convene due to the exigent circumstances and that a local emergency did exist throughout the City of Staunton, Virginia, and

2. RESOLVES that now and retroactively to and including August 14, 2025, Council **CONSENTS** to and **CONFIRMS** such declaration of local emergency, and **RATIFIES** and **AFFIRMS** that all City officials are granted such authority, pursuant to extant law, in such circumstances to take all actions, to the fullest extent permitted by law, to prevent or alleviate the damage, loss, hardship or suffering threatened or caused or being caused by such local emergency; and

Introduced: August 28, 2025

Adopted: August 28, 2025

Effective: Retroactively as provided

Michele D. Edwards, Mayor

Attest: _____
Clerk of Council

Attest: _____
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	John C. Blair, II City Attorney
Item #	A.5	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Consideration of Appointments to the Industrial Development Authority of the County of Stafford and the City of Staunton	

Background: In 2003, the City of Staunton and Stafford County enacted ordinances to establish a joint Industrial Development Authority at the requests of the Virginia Municipal League and the Virginia Association of Counties. The joint IDA has closed on fifteen fixed-rate municipal bond pools since its formation.

The joint IDA is governed by a seven-member board of directors. The City of Staunton appoints three of the directors, Stafford County appoints three of the directors, and one member's appointment is rotated every four years between the two localities.

The appointments to the joint IDA are made pursuant to a recommendation from the Virginia Municipal League and Virginia Association of Counties. VML/VACO is recommending the reappointment of Zachary Long to one of the City's seats on the board of directors for a term of four years. Debbie Irwin resigned her seat on the board of directors, therefore VML/VACO is recommending the appointment of Jeremy Vogan to fill Ms. Irwin's unexpired term through June 30, 2026.

Additionally, VML/VACO is recommending the appointment of Dr. Chandra Mason to a vacant seat on the board of directors that will expire on June 30, 2028. Dr. Mason is currently the "rotating" member of the board of directors.

Finally, for the “rotating” position on the board of directors, VACO/VML is recommending the appointment of Debbie Shickel to a term that will expire on June 30, 2027.

As these board appointments did not receive Nominations Committee consideration, a separate Council vote is necessary.

Suggested Motion: I move to appoint Dr. Chandra Mason, Debbie Shickel, Zachary Long, and Jeremy Vogel to the Industrial Development Authority of the City of Staunton and Stafford County as recommended by VML/VACO.

City Manager Recommendation: Appoint the individuals to the Joint IDA as recommended by VML/VACO.

City Manager: Leslie M. Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	City Council
Item #	A.6	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Engagement Strategic Area: Responsive, Efficient Government	
Subject:	Consideration of Proclamation to be Presented in Council Chambers at the September 11, 2025 City Council Meeting—Ovarian Cancer Awareness Month	

Background: Per [City Council Procedure Memorandum No. 19](#), all proclamations presented in Council Chambers must be approved by City Council at the preceding regular meeting.

The item before City Council is the approval of a proclamation to be presented in Council Chambers at the September 11, 2025 Council meeting. The proclamation is in recognition of **Ovarian Cancer Awareness Month**. Should Council approve this proclamation, it will be prepared for presentation at the beginning of the Regular Meeting on September 11.

Attachment: Not applicable

City Manager's Recommendation: Not applicable

Suggested Motion: I move to approve the requested proclamation in recognition of Ovarian Cancer Awareness Month for presentation at the September 11, 2025 City Council meeting.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 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 a Request by John and Juliette Swenson for a Special Use Permit at 950 W Beverley Street Under the Provisions of Staunton City Code Section 18.55.060(3)	

Background: John and Juliette Swenson are requesting a Special Use Permit at 950 W Beverley Street for living and sleeping quarters on the ground floor. The property is located on the south side of W Beverley Street in the block between Stafford St and Montgomery Ave. The property was developed in 2008 and the building was formerly used for various business uses including a small hotel and a tea room.

The applicant proposes to use the entire structure as one single-family residence. The property is zoned B-1, Local Business District, and residential use on the ground floor of the building is permitted only through the special use permit process. The B-1 zoning will not change, and in the future, the property could revert back to business use with no special use permit needed.

Analysis: City staff has reviewed the request and has identified no issues. As shown on the attached map (Attachment 3), surrounding zoning to the north and south is R-4, High Density Residential, to the east is B-1, Local Business, and to the west is R-2, Low Density

Residential. Surrounding uses include single-family, multi-family, and the former Newtown Bakery.

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map, designates this area as Neighborhood Residential. This designation consists of areas where existing conditions dictate the need for careful consideration of the types and densities of future residential development. The area is characterized as large housing units on small lots. The proposed use as a single-family dwelling is consistent with this designation.

Planning Commission Recommendation:

At its July 17, 2025 meeting, the Planning Commission conducted a public hearing on the request. During the public hearing no one spoke in opposition and on a 4-0 vote, the Planning Commission unanimously recommended approval of the request with the following conditions:

1. Residential use of the property shall be limited to one single-family dwelling.
2. A building permit will be required for a change to building code use group. All work must comply with the provisions of the Virginia Uniform Statewide Building Code.

Attachments:

Attachment 1—Application, and Supporting Documents Supplied by the Applicant

Attachment 2—Vicinity Map

Attachment 3—Current Zoning Map

Attachment 4—Future Land Use Map

Attachment 5—Draft Resolution

Suggested Motion: I move that Council adopt the resolution and approve the Special Use Permit with its conditions as recommended by the Planning Commission.

City Manager: Leslie M. Beauregard



DEPARTMENT OF PLANNING &
INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX
58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: May 29, 2025

NAME OF APPLICANT: John/Juliette Swenson

ADDRESS OF APPLICANT: 950 W. Beverley St.

PHONE #: 540-280-6315/2262

E-MAIL ADDRESS: jeswen23@gmail.com

IF APPLICANT IS **NOT** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 950 W. Beverley St.

MAP PROVIDED: YES ☒ NO ☐ SITE PLAN PROVIDED: YES ☒ NO ☐

FEE PAID: YES ☒ NO ☐ *check or cash only 5/30/25 B ca#

PRESENT ZONING OF THE PROPERTY: B-1 Local Business

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:
18.30.030(8)

ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF NO, EXPLAIN HOW UTILITIES WILL BE PROVIDED:

YES - City of Staunton: water/trash
- Dominion Energy: electric
- @lo Fiber: internet

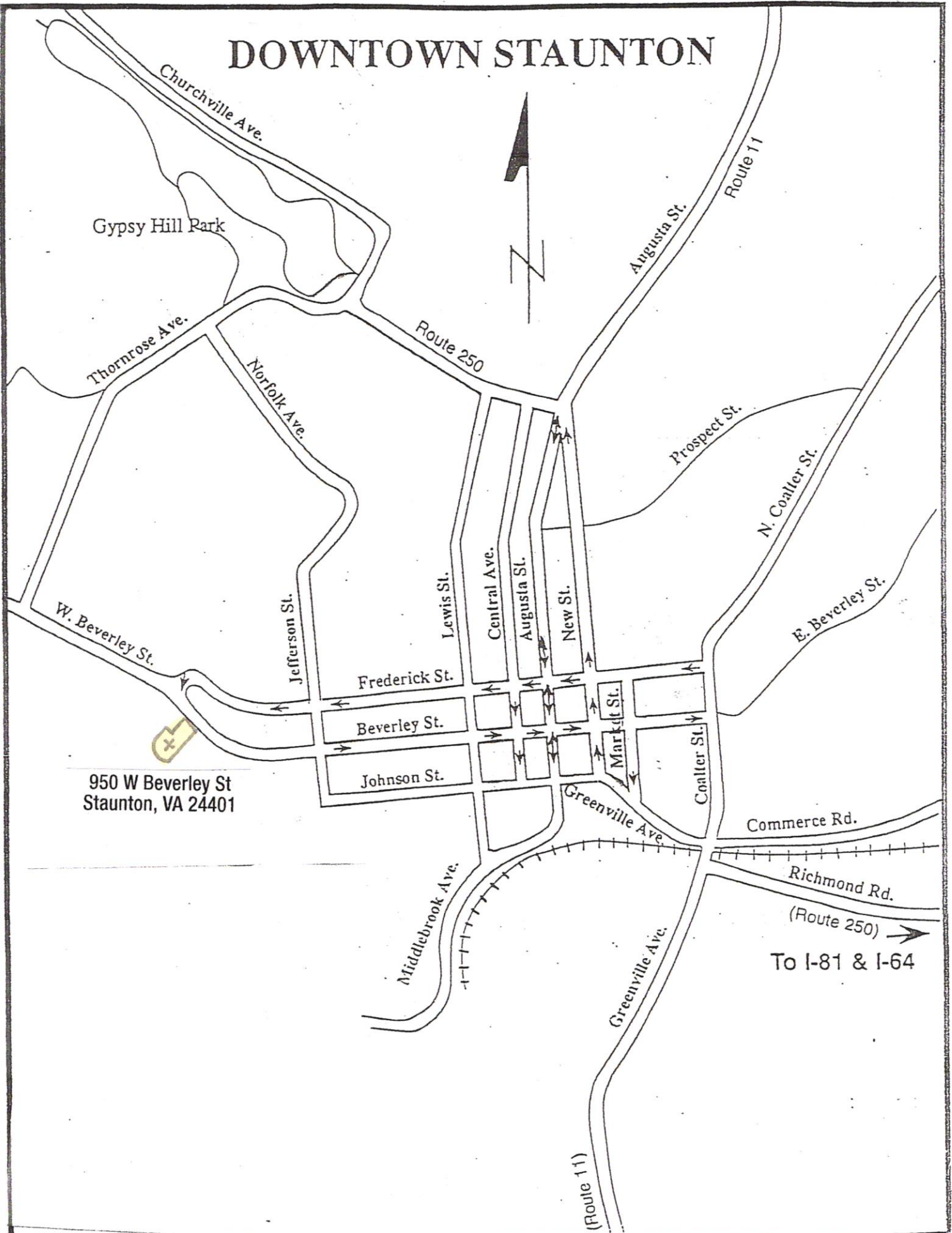
LEGAL DESCRIPTION OF PROPERTY: 1.106 Acres on Plat Rev. John/Juliette Swenson Property
DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

Retain B-1 classification, but allowing possible Residential occupancy as well.

SIGNATURE: x John E Swenson

x Juliette Swenson

DOWNTOWN STAUNTON

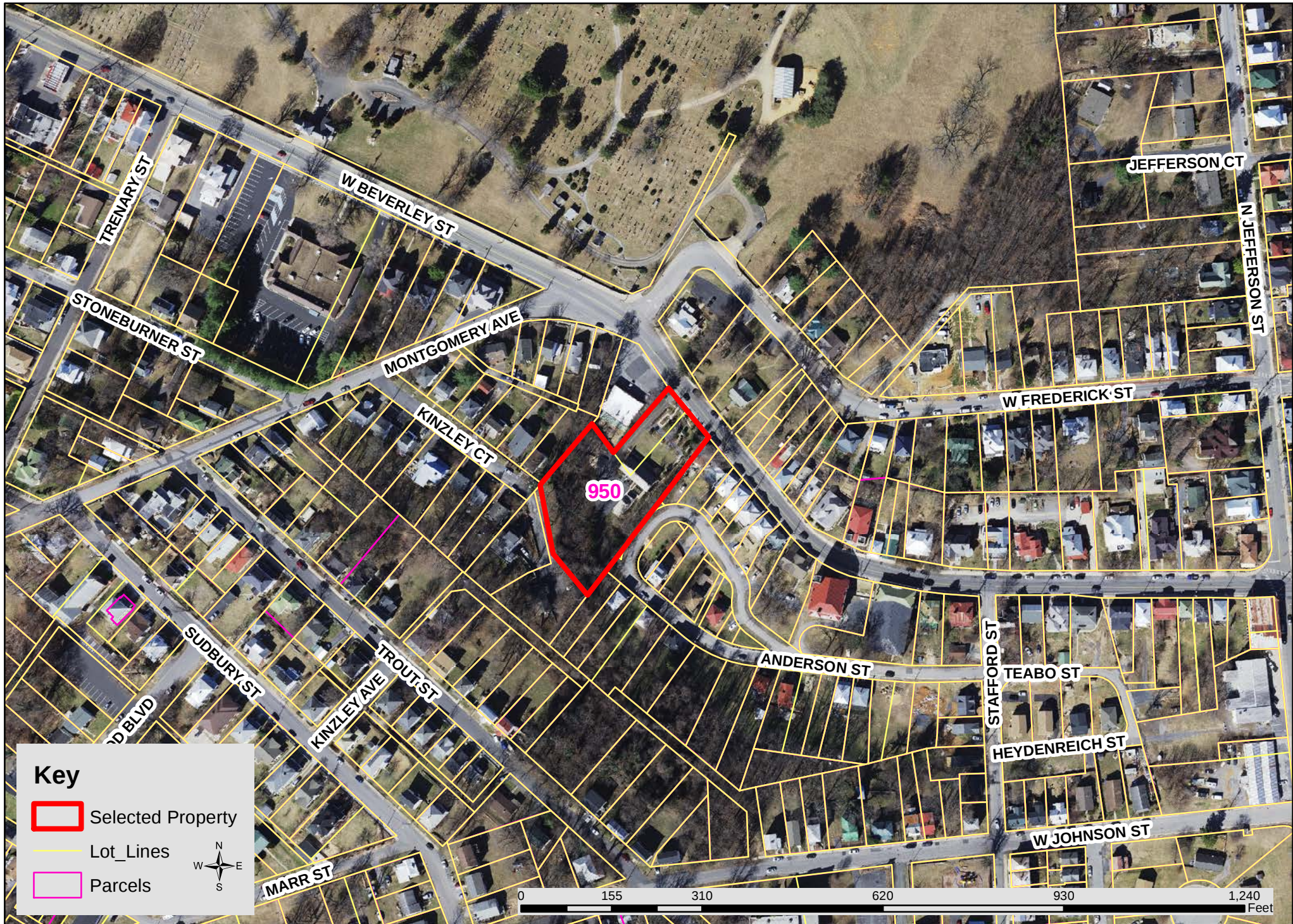


950 W Beverley St
Staunton, VA 24401



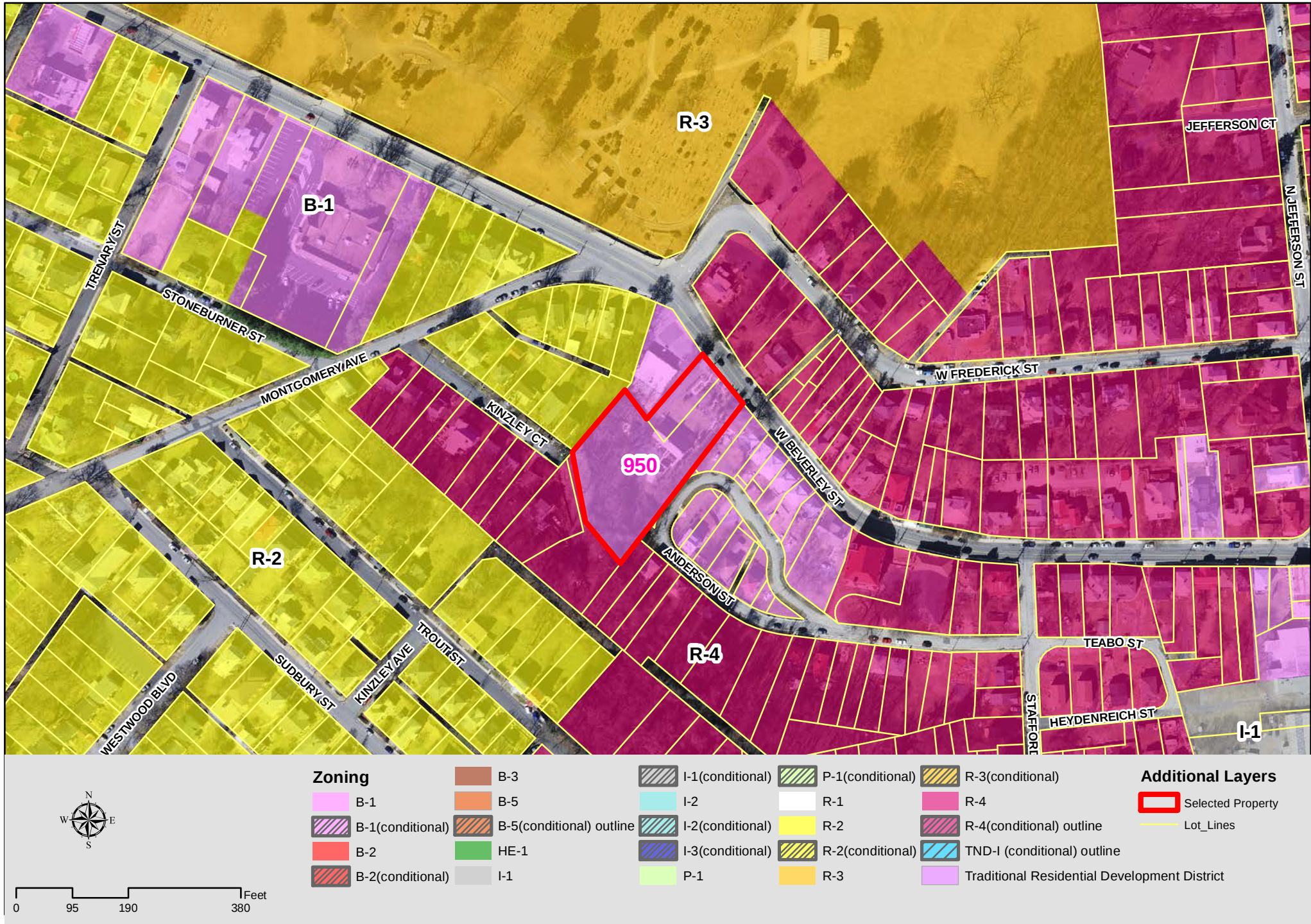
Vicinity Map: 950 W Beverley St

Attachment 2



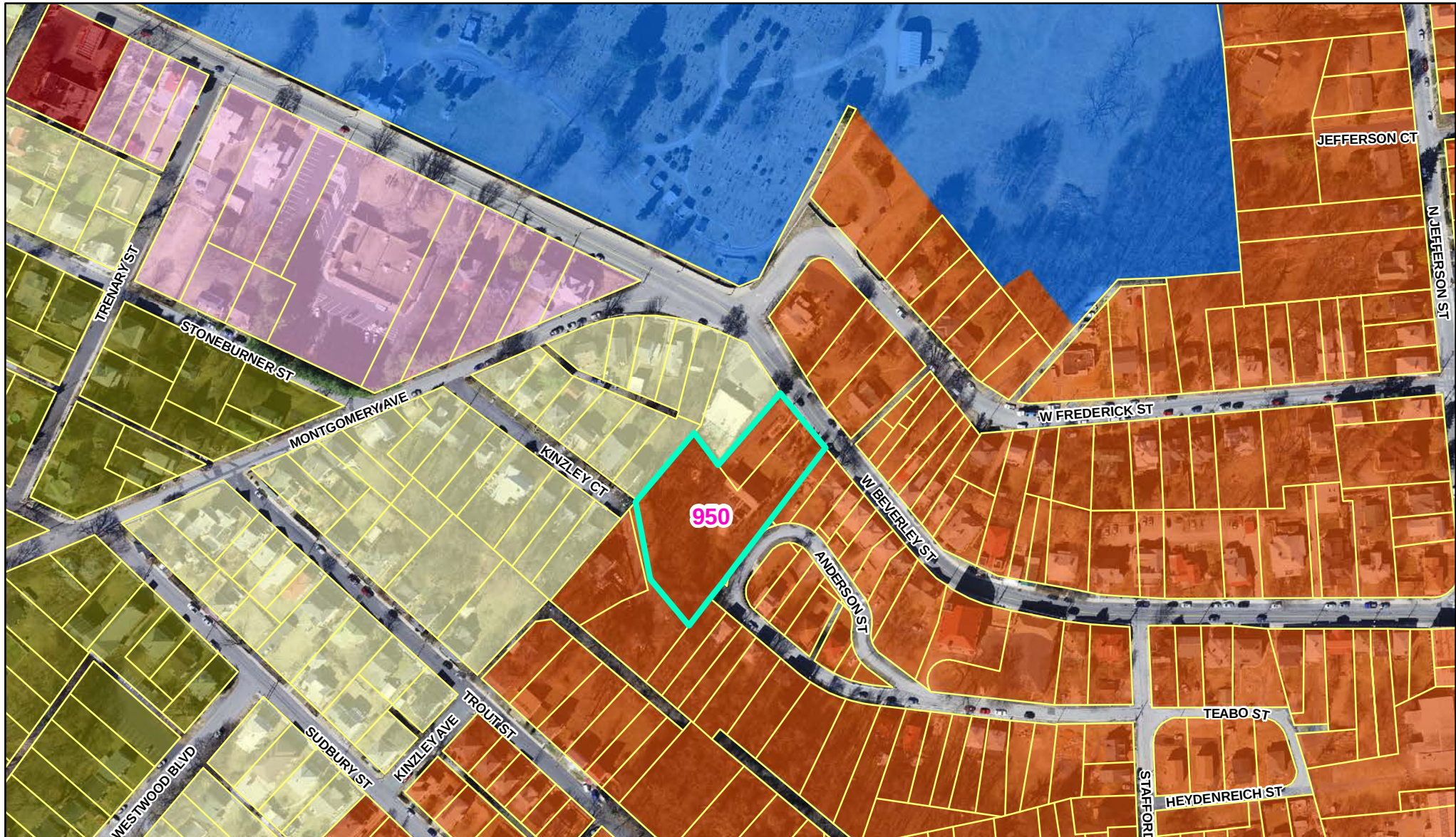
Current Zoning: 950 W Beverly St

Attachment 3



Future Land Use: 950 W Beverley St

Attachment 4



Future Land Use

- CONSERVATION/RECREATION/OPEN SPACE
- PLANNED FARM DEVELOPMENT
- PUBLIC/SEMI-PUBLIC

- LOW DENSITY RESIDENTIAL
- LOW DENSITY PLANNED RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- MEDIUM DENSITY PLANNED RESIDENTIAL
- HIGH DENSITY RESIDENTIAL

- TRADITIONAL NEIGHBORHOOD DEVELOPMENT
- LOW DENSITY PLANNED RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PROFESSIONAL

- PLANNED BUSINESS
- BUSINESS
- PLANNED INDUSTRIAL
- LIGHT INDUSTRIAL
- HEAVY INDUSTRIAL

Additional Layers

- Selected Property
- Lot_Lines



0 95 190 380 Feet

Recitals

Introduced:
Adopted:
Effective:

47
48
49
50
51
52
53

Michele D. Edwards, Mayor

Attest: _____
Clerk of Council

DRAFT

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	August 28, 2025	Tim Hartless Planning Manager
Item #	C	
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 a Request by SEB MEB, LLC, for a Special Use Permit at 5 E Frederick Street Under the Provisions of Staunton City Code Section 18.60.070(3)(a)	

Background: SEB MEB, LLC, is requesting a Special Use Permit at 5 E Frederick Street for living and sleeping quarters on the ground floor. The property is located on the north side of E Frederick Street in the block between N New Street and N Augusta Street. The space was formerly used as part of Rask Florist. Rask Florist was located in an adjacent building at 101 N Augusta Street but also utilized the first floor of this building. Rask ceased operations here after a fire at 101 N Augusta Street in February, 2022. Since that time, the first floor of the building has been vacant.

The applicant proposes to use all of the first floor of the building as one residential unit. The property is zoned B-2, General Business, District and residential use of the ground floor of the building is permitted only through the special use permit process. The B-2 zoning will not change, and in the future, the property could revert back to business use with no special use permit needed.

Analysis: Attachment 1 in the meeting packet includes a preliminary floor layout showing a two-bedroom residential unit. City real estate records indicate this floor of the building

includes approximately 1,300 square feet of space.

City staff has reviewed the request and has identified no issues. The building is located in a block of E Frederick Street between Mary Baldwin University and the downtown area. This area has limited on-street parking. The limited parking is located on the north side of the street, just as the building is, which limits visibility of the first floor. There is limited pedestrian activity in this block of E Frederick. These factors combined create a difficult environment for business use.

This property is located within the central business district parking exempt area and no parking is required for either business or residential uses.

As shown on the attached map (Attachment 3), surrounding zoning is all B-2, General Business, District. Surrounding uses include the Old YMCA Condominiums, the Frederick House Hotel, Eric Stamer Catering, and a small radio station.

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map, designates this area as Neighborhood Residential. This designation consists of areas where existing conditions dictate the need for careful consideration of the types and densities of future residential development. The area is characterized as large housing units on small lots. This designation does not fit well with this block of W Frederick Street and should be evaluated in the current Comprehensive Plan update for a potential designation change. Given the surrounding residential uses (Old YMCA Condos and the Frederick House) as well as the limited on-street parking and pedestrian activity, the proposed use appears to be in character with the surrounding area.

Planning Commission Recommendation:

At its July 17, 2025 meeting, the Planning Commission conducted a public hearing on the request. During the public hearing no one spoke in opposition and on a 4-0 vote, the Planning Commission unanimously recommended approval of the request with the following conditions:

1. No more than one residential dwelling unit is permitted on the ground floor of the building.
2. A building permit will be required for a change to building code use group. All work must comply with the provisions of the Virginia Uniform Statewide Building Code.

Attachments:

Attachment 1—Application, and Supporting Documents Supplied by the Applicant

Attachment 2—Vicinity Map

Attachment 3—Current Zoning Map

Attachment 4—Future Land Use Map

Attachment 5—Draft Resolution

Suggested Motion: I move that Council adopt the resolution and approve the Special Use Permit with its conditions as recommended by the Planning Commission.

City Manager: Leslie M. Beauregard



DEPARTMENT OF PLANNING &
INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX
58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: June 2, 2025

NAME OF APPLICANT: SEB MEB LLC

ADDRESS OF APPLICANT: 310 Valley View Dr. Staunton, VA. 24401

PHONE # (540) 480-4003

E-MAIL ADDRESS: dfb260@yahoo.com

IF APPLICANT IS **NOT** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 5 E. Frederick St. Staunton, VA. 24401

MAP PROVIDED: YES ☐ NO ☒ SITE PLAN PROVIDED: YES ☐ NO ☒

FEE PAID: YES ☐ NO ☐ *check or cash only

PRESENT ZONING OF THE PROPERTY: B2

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:

18.60.070 3A

ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF **NO**, EXPLAIN HOW UTILITIES WILL BE PROVIDED:

Yes

LEGAL DESCRIPTION OF PROPERTY:

DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

SEB MEB LLC

SIGNATURE

David F. Bollenfeld
Manager

Lot 2 Block H, Central City +
Beverley Historic District

Request for residential use of the first floor
of the subject property.

Re: Request for residential use of the first floor of 5 E. Frederick Street, Staunton, VA. 24401

Background:

For decades the first floor of this building was connected to and used as an adjunct work space for Rask Florist, which was located on the corner of Augusta and Frederick Streets, and designated as 101 N. Augusta Street. The two upper floors of the building have a long history as residential living space.

The building has been unused since the fire in the 101 N. Augusta Street building, occupied by Rask, gutted the interior of that building in early February, 2022. This property did not suffer any structural damage from that fire.

The first floor has been offered for rent for more than three years with no serious interest from any viable tenant(s).

Considerations:

*The building is located on a one-way street with parking on the right side in front of the property. This traffic flow and the low visibility of the first floor (obstructed by parked vehicles) diminishes the appeal of the space for tenants.

* There is very little pedestrian traffic on the street in that area to support (patronize) a business.

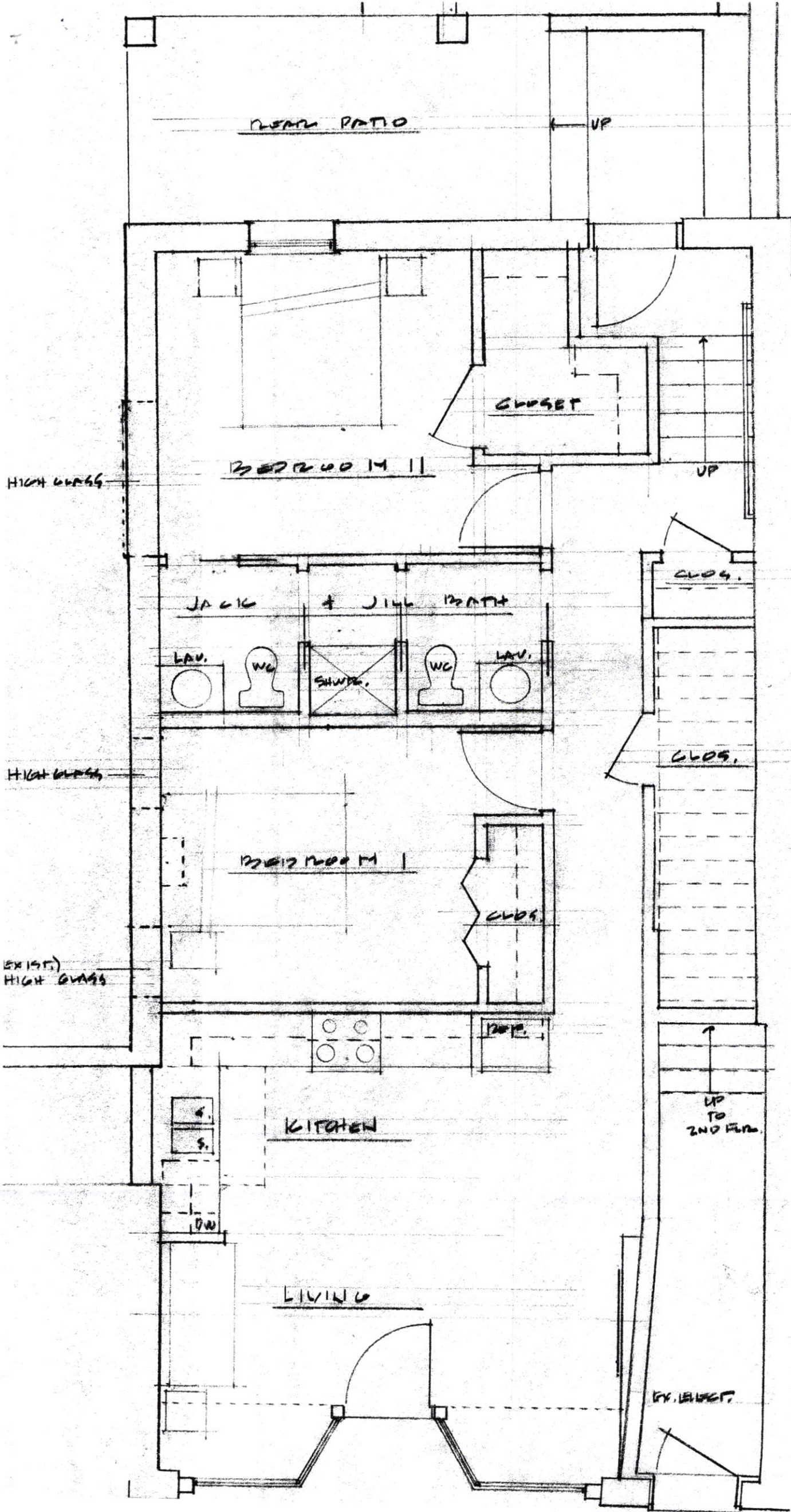
* Except for a recently opened, start-up business in the former Rask Florist space on the corner, there is no retail or office usage on either side of this block of Frederick Street to complement any retail use of this space or otherwise attract members of the public. (It appears that Eric Stamer's catering kitchen and WQSV radio station are the only active commercial uses of properties on the entire block. The former Frederick Street Cafe has not reopened since the Covid pandemic began in March, 2020.)

* The opposite (South) side of the entire block is essentially used for residential purposes. The "Old YMCA" condominiums offer living space *from the basement* to the fourth floor. The Frederick House, a small hotel, offers short term overnight residential accommodations on the first and upper floors.

* If approved, the first floor of this property will be converted into a single, two bedroom, 1.5 or 2 bath, condominium of approximately 1300 sf, with both front and back access. All the rooms will have high ceilings and natural light from windows high on the side of the building. The back of the first level opens onto a small (approximately 10 x 15) "courtyard" which will be landscaped. A preliminary plan for the first floor is attached.

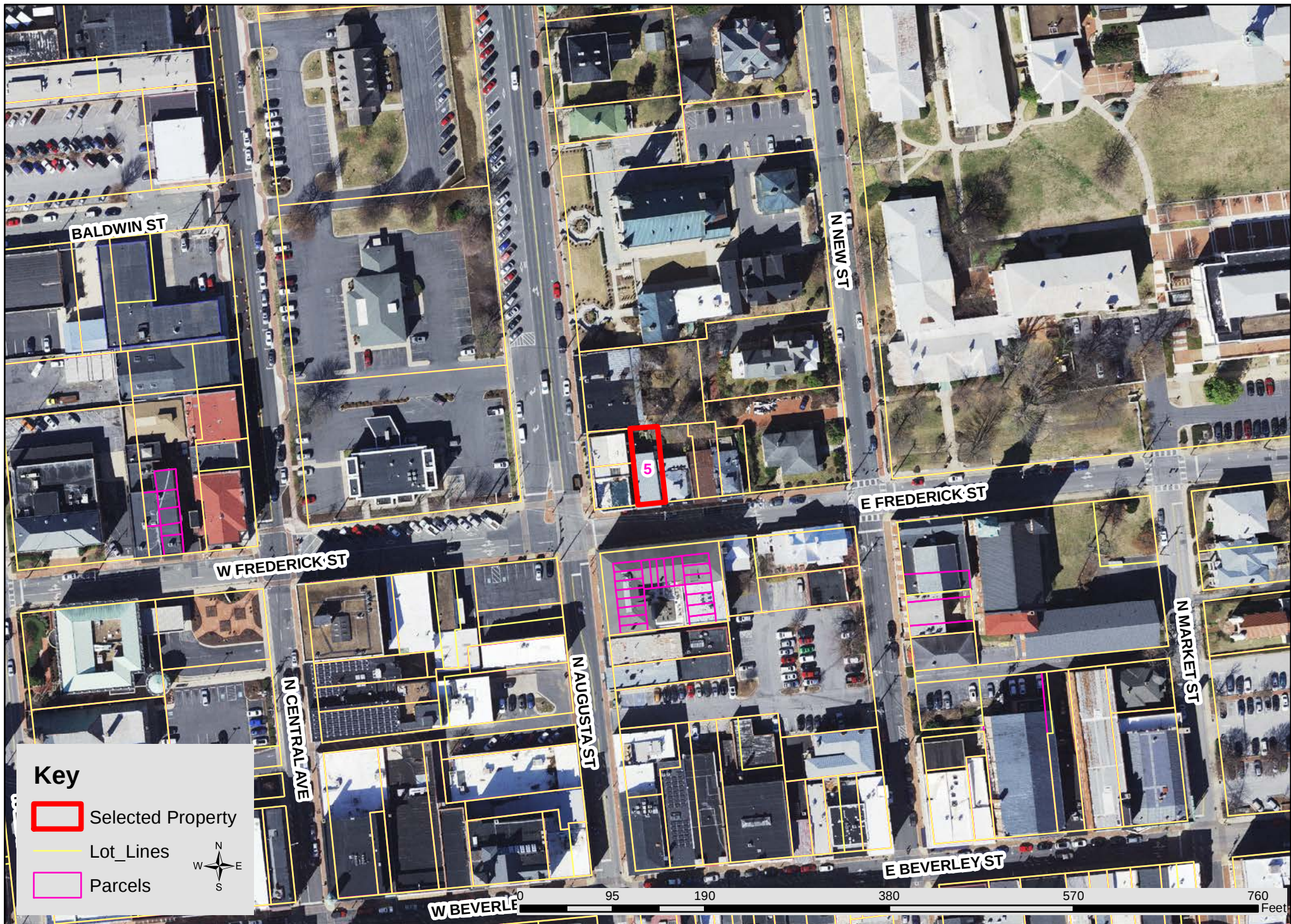
* No facade changes are anticipated.

*As you know, more housing helps to maintain the economic viability of the existing downtown commercial area.



Vicinity Map: 5 E Frederick St

Attachment 2



Current Zoning: 5 E Frederick St

Attachment 3



0 55 110 220 Feet

Zoning

B-1	B-3
B-1(conditional)	B-5
B-2	B-5(conditional) outline
B-2(conditional)	HE-1
	I-1

I-1(conditional)	I-2
I-2(conditional)	I-3(conditional)
I-3(conditional)	P-1

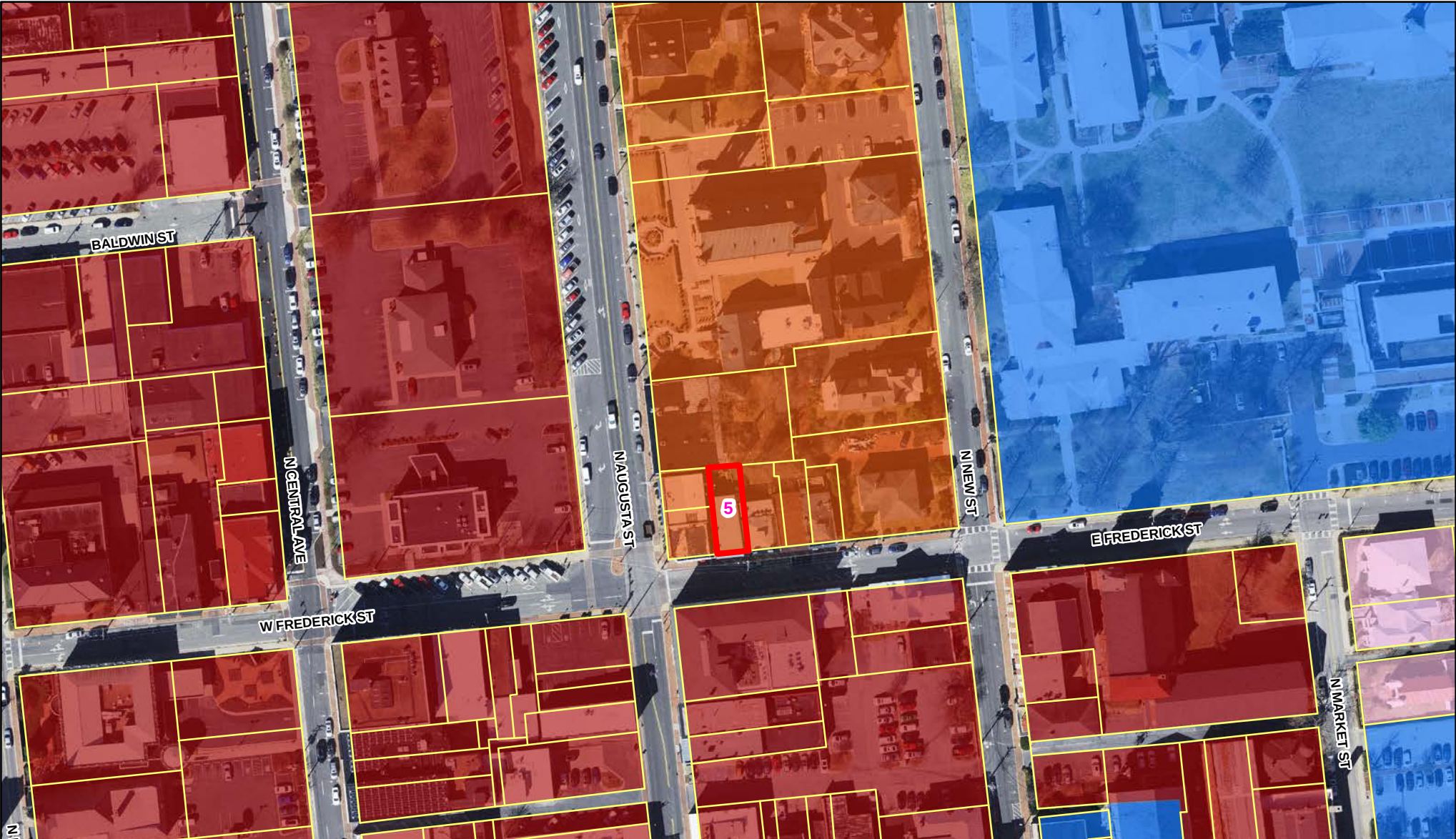
P-1(conditional)	R-1
R-2	R-2(conditional)
R-3	

R-3(conditional)	R-4
R-4(conditional) outline	TND-I (conditional) outline
Traditional Residential Development District	

Additional Layers

Selected Property
Lot_Lines

Future Land Use: 5 E Frederick St



Future Land Use

- CONSERVATION/RECREATION/OPEN SPACE
- PLANNED FARM DEVELOPMENT
- PUBLIC/SEMI-PUBLIC

- LOW DENSITY RESIDENTIAL
- LOW DENSITY PLANNED RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- MEDIUM DENSITY PLANNED RESIDENTIAL
- HIGH DENSITY RESIDENTIAL

- TRADITIONAL NEIGHBORHOOD DEVELOPMENT
- LOW DENSITY PLANNED RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PROFESSIONAL

- PLANNED BUSINESS
- BUSINESS
- PLANNED INDUSTRIAL
- LIGHT INDUSTRIAL
- HEAVY INDUSTRIAL

Additional Layers

- Selected Property
- Lot_Lines

1
2
3
4
5
6
7
8
9

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
GRANTING A SPECIAL USE PERMIT FOR
LIVING AND SLEEPING QUARTERS ON THE GROUND FLOOR
AT 5 E FREDERICK STREET (PIN 5736)**

10
11
12
13
14
15
16
17

Recitals

18
19
20
21
22
23
24
25

A. SEB MEB, LLC, (Applicant), has requested a Special Use Permit at 5 E Frederick Street, identified as parcel identification number (PIN) 5736, in the City of Staunton, Virginia (the Property), to use the ground floor of the existing building located on the Property for living and sleeping quarters (the Project);

26
27
28
29
30
31
32
33

B. The Applicant seeks a Special Use Permit pursuant to Staunton City Code (SCC) Section 18.60.070(3) to establish the project;

34
35
36
37
38
39
40
41

C. The Property is located within a B-2, General Business District, which, according to SCC Section 18.60.070(3) living and/or sleeping quarters in detached accessory buildings and on the ground and basement floors of main buildings may be permitted on review;

42
43
44
45
46

D. The Staunton Planning Commission conducted a public hearing on the request, after notice and advertisement as required by law on July 17, 2025 and recommended approval of the Special Use Permit;

E. Upon consideration of comments received at the public hearing, as well as the factors set forth within Section 18.60.070 and Chapter 18.210 of the SCC, Staunton City Council finds and determines that granting the proposed Special Use Permit would serve the public necessity, convenience, general welfare and good zoning practice; and

F. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that a Special Use Permit is hereby granted to allow the Project to be established on the Property, subject to the following conditions:

1. No more than one residential dwelling unit is permitted on the ground floor of the building.
2. A building permit will be required for a change to building code use group. All work must comply with the provisions of the Virginia Uniform Statewide Building Code.

Introduced:
Adopted:
Effective:

47
48
49
50
51
52

Michele D. Edwards, Mayor

Attest: _____
Kiley A. Kesecker, Clerk of Council

DRAFT