

William "Billy" Vaughn, Chair
Terry Holmes, Vice Chair
Don Bosserman
Mary "Suzie" Dull
Issac Grant
William "Billy" Sowers
Kristina Arbogast



STAUNTON ECONOMIC
DEVELOPMENT AUTHORITY
P. O. BOX 58
STAUNTON, VA 24402-0058
540-332-3869 (office)
540-851-4008 (fax)
WWW.STAUNTONBUSINESS.COM

MEMORANDUM

To: Members, Staunton Economic Development Authority
Billy Vaughn, Chair
Terry Holmes, Vice-Chair
Billy Sowers
Don Bosserman
Issac Grant
Suzie Dull
Kristina Arbogast

From: Amanda DiMeo, Executive Director, Staunton EDA

Re: Meeting of the Economic Development Authority, February 5, 2026 at **8:30 a.m.**

Date: January 30, 2026

The Staunton Economic Development Authority will hold a meeting on Thursday, February 5, 2026 at **8:30 a.m. in the City Manager's Conference Room, City Hall, 3rd Floor.** The agenda and briefing materials are attached.

Please RSVP to Kim Cormier at cormierkb@ci.staunton.va.us.

Please contact me at 332-3869 if you have questions before the meeting.

We look forward to seeing you next Thursday.

Amanda

cc: Leslie Beauregard, City Manager ICMA-CM
John Blair, EDA Attorney
Jessica Blythe, EDA Secretary
Jeff Overholtzer, City Council EDA Liaison
Jessie Moyers, EDA Treasurer

MEETING AGENDA
Staunton Economic Development Authority
City Manager's Conference Room, 3rd Floor, City Hall
Thursday, February 5, 2026
8:30 am

Call to Order

1. Consideration of Minutes from the EDA Meeting on December 4, 2025
2. Treasurer's Financial Report
3. Tim Davey – Staunton Crossing
4. Staunton Crossing Electric Easement
5. Executive Director Report - Amanda DiMeo, Economic Development Director
 - a. Economic Development Department
 - b. Community Development Department
6. Closed Meeting
7. Other Business
8. Adjournment

Agenda Item No. 1

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Staunton EDA Executive Director

RE: Consideration of Minutes

DATE: January 30, 2026

This item on your agenda is consideration of the minutes from the EDA Meeting on December 4, 2025.

**MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY MEETING
CITY OF STAUNTON, VIRGINIA**

**Thursday, December 4, 2025 8:30 a.m.
Frontier Culture Museum, Dairy Barn Meeting Room**

Members Present: Billy Vaughn, Chair
Terry Holmes, Vice-Chair
Don Bosserman
Isaac Grant
Suzie Dull

Members Absent: Billy Sowers
Joe Sprangel

Others Present: Amanda DiMeo, Director of Economic Development
Jessica Blythe, Assistant Director of Economic Development
John Blair, City Attorney
Jeff Overholtzer, City Council Liaison
Leslie Beauregard, City Manager
Butch Smiley, Executive Director, Frontier Culture Museum
Cliff Edwards, Deputy Director, Frontier Culture Museum
Scott Goldenberg, Staunton Crossing Partners LLC
Alan Dahl, Staunton Crossing Partners LLC
Peter Wray, Staunton Crossing Partners LLC

Mr. Vaughn called the meeting to order.

1) Consideration of Meeting Minutes from October 2, 2025.

Motion: A motion was made by Mr. Bosserman, and seconded by Ms. Dull to approve the minutes as presented. The motion carried unanimously by the members present.

2) Frontier Culture Museum Update – Butch Smiley, Executive Director and Cliff Edwards, Deputy Director

Project Overview: The Frontier Culture Museum is undergoing a major \$70 million expansion, funded by the State of Virginia through the Department of Education. Construction began in March 2025 and is currently on schedule and slightly under budget, with completion anticipated for **Fall 2027** (possibly earlier in summer).

Key Construction Details:

- **New Gallery:** 40,000 square feet (approximately the size of a Food Lion)
- **Equipment Shed:** 1,000+ square feet
- **Parking:** 233 new spaces, including handicap accessible spots, dedicated bus parking, and EV charging stations
- **Retention ponds** included in site development
- Weekly drone photography tracks construction progress

Current Operations

- **Visitor Numbers:** 60,000-66,000 annually (down from pre-COVID average of 85,000)
- **Staff:** 36 full-time employees; plans to add 10 more when complete (total 46 FTE, plus 50-60 part-time)
- **Student Programs:** 23,000-25,000 students visit annually through SOL-aligned educational programs. Part of the FCM's mission is education.
- Museum operates under Virginia Department of Education. The Frontier Culture Foundation helps less-served students attend.

Economic Impact - According to Magnum Economics study:

- **Current (2023):** 66,000 visitors → \$6.6M spent → \$500K local tax revenue
- 67% of visitors stay overnight in Staunton
- **Projected (2030):** 113,000 visitors → \$11M spent → \$800K local tax revenue

New Features

- **Permanent exhibits:** Will cover European and West African immigration history, connecting to existing outdoor village sites (German, English, Irish, West African, Native American)
- **Temporary gallery:** 8,000 square feet with rotating exhibits every 6-18 months to encourage repeat visits; can house Smithsonian traveling exhibits.
- **Education studios:** Community gathering spaces and lecture facilities
- **Pavilion:** 3900 square feet that will hold 550 people.

Visitor Demographics

- Primarily from Virginia (75%+), with significant numbers from Northeast, Maryland, Pennsylvania, and North Carolina
- International visitors from China, Australia, and worldwide
- Many visitors traveling along I-81 corridor
- A lot go downtown to shops and restaurants after visiting
- New events this year hosting Irish Road Bowling with the City and the Cider Festival (attracted 920 visitors)

Leadership Transition

Executive Director Butch Smiley plans to retire and the museum will begin hiring a new Executive Director in January 2026.

3) Closed Meeting

Motion: Mr. Holmes moved to enter a closed meeting for discussion or consideration of a prospective business located at Frontier Center, Phase II where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, pursuant to Virginia Code Section 2.2-3711(A)(5). Mr. Grant seconded the motion. The motion carried unanimously by the members present.

Motion: Following the closed meeting discussion, Mr. Holmes moved that the EDA 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. Ms. Dull seconded the motion. The motion carried unanimously by the members present.

4) Treasurer's Financial Report

The report was attached to the packet and opportunity was given for questions. There were no questions.

5) Executive Director Report

Ms. DiMeo and Ms. Blythe updated the group:

Water Tower Project Update

- Water tower has been raised since last meeting – pictures shown
- Received mostly positive feedback on the design
- Talk of submitting for "Tank of the Year 2026"
- Crane/apparatus still being dismantled and removed from top

Website Development

- On schedule for launch at start of 2026
- Working with Rick Whittington on AI optimization and strategic positioning
- Already showing results: received inquiry from Chicago data center developer who found site through AI search

Recent Business Inquiries

- **Continuing to receive data center inquiries** from various developers
- Data center sizes vary widely: from 100-acre "small" Bitcoin mining-type facilities to 300+ acre developments. Not committed but exploring.
- **Food and beverage manufacturer** inquiry (requires rail access)

Staunton Crossing Master Plan Update

- Current plan from **2019** (pre-pandemic, before building demolitions)
- Estimated cost: **\$20,000**
- Update needed to reflect current conditions and future development strategy

Data Center Considerations & Concerns

Challenges Identified:

- **Electrical grid capacity:** Major concern about impact on electricity prices for all residents. Solar was mentioned to help with this.
- **Current zoning:** City ordinance does not currently allow data centers
- **Power supply:** Dominion Energy cannot currently provide adequate power to Staunton Crossing for data center needs

- Risk that one large data center user could consume all available capacity, limiting future development

Potential Benefits:

- Other localities have negotiated data center funding for schools, fire, and police services
- Possibility of solar integration to offset electrical demand
- Tax credits potentially available for solar installations

Status: Still in exploratory/educational phase; master plan review will help determine feasibility

Western State/CCCA Entrance

- Meeting scheduled for next week
- Discussion about improving entrance aesthetics
- EDA property adjacent to entrance area

New Business to Staunton: Wieland

- German-Italian manufacturer (condensers/compressors)
- Stem company from Daikin
- **Leased building in Green Hills** (previously empty/used for storage)
- Expanding due to data center industry growth globally
- Large job fair held yesterday
- Eligible for Enterprise Zone incentives

Economic Mobility and Opportunity Position

- **Ms. Anna Levitt** accepted Special Assistant position and will start on January 5th Jess and Josh (Communications) attending ICMA training in El Paso next week

School Superintendent Meeting

- Met with school superintendent yesterday to discuss collaboration
- Plans for superintendent to present to EDA
- Strong partnership potential with CTE pathways and workforce development

Wharf Project Update Summary:

- Provided update on bid; Only one received
 - Came in at approximately \$4.6-4.7 million (about \$400,000 over budget expectations)
 - Contractor is experienced, having completed several city projects
- Company is Virginia Infrastructure, Inc. based in Lexington (fairly local) The current project focuses specifically on tunnels under Fire Street, Johnson Street, and a small

portion where it opens up on New Street. Issues under the parking lot will be addressed separately.

6) Other Business

Mr. Overholzter noted The Comprehensive Plan is progressing with strong economic development involvement. Key focus areas include:

- Land use planning
- Future business development
- Optimizing development in areas with existing infrastructure support
- Will serve as the driving force for future planning, to be finalized next year

Ms. Blythe stated the annual Brownfields Conference will be held in Staunton this summer, hosted at Hotel 24 . Organizers are meeting with the city to tour potential sites.

Buckingham Branch Train Depot: Buckingham is relocating operations of the Scenic Rail past Crucible (beyond the current train station). Their plan includes:

Ms. DiMeo shared that Virginia Passenger Rail Authority is being consulted about potential grant opportunities for improvements.

Ms. Dull noted the Coffee and Connections at the President's House scheduled for tomorrow has been postponed by the Chamber due to weather.

7) Meeting Adjournment

With no further business, the meeting was adjourned at 10:28 am.

APPROVED:

Chairperson

DATE: February 5, 2025

Secretary

DATE: February 5, 2025

Agenda Item No. 2

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Treasurer's Financial Report

DATE: January 30, 2026

Jessie Moyers, Chief Financial Officer, has provided a Financial report attached.

STAUNTON EDA FUND BALANCE SHEET

1/29/2026

12:14:01PM

Page 1 of 2

EDA FUND SUMMARY REPORT FY2026 THROUGH DECEMBER

		FY2026 BEGIN BALANCE	FY2026 DECEMBER ACTUAL	FY2026 YTD TOTALS	FY2026 ENDING BALANCE
11110	EQUITY IN POOLED CASH	141,820.52	929.10	154,557.37	154,557.37
11340	MISC ACCRUED RECEIVABLES	790,457.20	-	121,000.00	121,000.00
11345	ACCOUNTS RECEIVABLE	-	3,946.88	4,446.88	4,446.88
11399	INVENTORY-LAND	12,673,721.81	-	12,673,721.81	12,673,721.81
11940	LEASE RECEIVBLE	472,648.52	-	472,648.52	472,648.52
13000	LAND	500,000.00	-	500,000.00	500,000.00
13100	BUILDINGS	8,305,639.63	-	8,305,639.63	8,305,639.63
13101	A/D-BUILDINGS	(3,322,083.04)	-	(3,322,083.04)	(3,322,083.04)
13200	MACHINERY AND EQUIPMENT	1,990,831.00	-	1,990,831.00	1,990,831.00
13201	A/D-MACHINERY AND EQUIPMENT	(1,974,712.40)	-	(1,974,712.40)	(1,974,712.40)
TOTAL: ASSETS		19,578,323.24	4,875.98	18,926,049.77	18,926,049.77
21110	ACCOUNTS PAYABLE	(686,123.87)	-	(16,666.67)	(16,666.67)
21711	DUE TO GENERAL FUND	(11,257,020.00)	-	(11,257,020.00)	(11,257,020.00)
21872	DEFERRED INFLOW-LEASES	(472,648.52)	-	(472,648.52)	(472,648.52)
TOTAL: LIABILITIES		(12,415,792.39)	-	(11,746,335.19)	(11,746,335.19)
30001	REVENUE CONTROL	-	(4,875.98)	(37,270.50)	(37,270.50)

STAUNTON EDA FUND BALANCE SHEET

1/29/2026

12:14:01PM

Page 2 of 2

**EDA FUND
SUMMARY REPORT
FY2026 THROUGH DECEMBER**

		FY2026 BEGIN BALANCE	FY2026 DECEMBER ACTUAL	FY2026 YTD TOTALS	FY2026 ENDING BALANCE
30002	EXPENDITURE CONTROL	-	-	20,086.77	20,086.77
35115	RETAINED EARNINGS	(7,368,999.74)	-	(7,368,999.74)	(7,368,999.74)
35116	RETAINED EARNINGS-ADJUSTMENT	206,468.89	-	206,468.89	206,468.89
36150	INVESTMENT IN FIXED ASSETS	-	-	-	-
TOTAL: EQUITY		(7,162,530.85)	(4,875.98)	(7,179,714.58)	(7,179,714.58)
EDA FUND		-	-	-	-
TOTAL: BALANCE		-	-	-	-

STAUNTON EDA TRIAL BALANCE

EDA FUND

SUMMARY REPORT

FY 2026 THROUGH DECEMBER

1/29/2026

12:14:15PM

Page 1 of 2

Project	2026	2026	2026	2026	2026
Org	Revised	DECEMBER	YTD	Available	%
Object	Budget	Actual	Totals	Balance	Used
REVENUES					
NO PROJECT					
71001 - EDA FUND GENERAL REVENUE					
41510 INTEREST REVENUE	-	429.10	5,323.62	(5,323.62)	- %
71001 - EDA FUND GENERAL REVENUE	-	429.10	5,323.62	(5,323.62)	- %
71002 - EDA FUND CHARGES FOR SERVICE					
41520 RENTAL OF REAL PROPERTY	-	500.00	28,000.00	(28,000.00)	- %
41654 ADMINSTRATIVE FEES	-	3,946.88	3,946.88	(3,946.88)	- %
71002 - EDA FUND CHARGES FOR SERVICE	-	4,446.88	31,946.88	(31,946.88)	- %
TOTAL: NO PROJECT	-	4,875.98	37,270.50	(37,270.50)	- %
TOTAL: REVENUES	-	4,875.98	37,270.50	(37,270.50)	- %

STAUNTON EDA TRIAL BALANCE

EDA FUND

SUMMARY REPORT

FY 2026 THROUGH DECEMBER

1/29/2026

12:14:15PM

Page 2 of 2

Project	2026	2026	2026	2026	2026
Org	Revised	DECEMBER	YTD	Available	%
Object	Budget	Actual	Totals	Balance	Used
EXPENSES					
VILLAGES DEVELOPMENT - 46005					
71008160 - EDA OPERATIONS					
55670 OTHER EXPENSES	-	-	20,086.77	20,086.77	- %
71008160 - EDA OPERATIONS	-	-	20,086.77	20,086.77	- %
TOTAL: VILLAGES DEVELOPMENT - 46005	-	-	20,086.77	20,086.77	- %
TOTAL: EXPENSES	-	-	20,086.77	20,086.77	- %
GRAND TOTAL: Revenue Less Expenses	-	4,875.98	17,183.73	(17,183.73)	- %

Agenda Item No. 3

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Tim Davey – Staunton Crossing

DATE: January 30, 2026

Agenda Item No. 4

MEMORANDUM

TO: Members, Staunton Economic Development Authority (EDA)

FROM: John C. Blair, II, Counsel to the Staunton EDA

RE: Staunton Crossing Electric Easement

DATE: January 30, 2026

The Staunton City Council and the Staunton Economic Development Authority (EDA) entered into a Contribution Agreement on November 11, 2010. The Contribution Agreement requires the Council to provide its consent for the EDA to convey or relinquish any property interest in the Staunton Crossing property. The Council's consent is necessary for the establishment, relocation, or vacation of utility easements.

In order to provide electricity to the water tower located at Staunton Crossing, the EDA will need to grant an easement to Dominion Energy. The easement is attached to this Briefing.

If the EDA adopts the motion which grants the easement, the Staunton City Council will vote on authorizing the easement, pursuant to the 2010 Contribution Agreement, at its February 12, 2026 meeting.

Suggested Motion:

I move that, subject to consent and approval by the City Council of the City of Staunton, Virginia, Dominion Energy Virginia shall be granted a utility easement on the Staunton Crossing property as detailed in the attached deed of easement, and after approval by City Council, the EDA Chair is AUTHORIZED and DIRECTED to execute the deeds of easement with such changes, modifications or alterations as approved in final form by EDA legal counsel.



Right of Way Agreement

THIS RIGHT OF WAY AGREEMENT, is made and entered into as of this _____ day of _____, by and between **ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF STAUNTON, VIRGINIA ("GRANTOR")** and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation, doing business in Virginia as Dominion Energy Virginia, with its principal office in Richmond, Virginia ("**GRANTEE**").

WITNESSETH:

1. That for and in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, **GRANTOR** grants and conveys unto **GRANTEE** its successors and assigns, the perpetual right, privilege and exclusive easement over, under, through, upon and across the property described herein, for the purpose of transmitting and distributing electric power by one or more circuits; for its own internal telephone and other internal communication purposes directly related to or incidental to the generation, distribution, and transmission of electricity; for fiber optic cables, wires, attachments, and other transmission facilities, and all equipment, accessories and appurtenances desirable in connection therewith, for the purpose of transmitting voice, text, data, internet services, and other communications services, including the wires and attachments of third parties; and for lighting purposes; including but not limited to the rights:

1.1 to lay, construct, operate and maintain one or more lines of underground conduits and cables including, without limitation, one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time determine, and all wires, conduits, cables, transformers, transformer enclosures, concrete pads, manholes, handholes, connection boxes, accessories and appurtenances desirable in connection therewith; the width of said exclusive easement shall extend **FIFTEEN (15)** feet in width across the lands of **GRANTOR**;

1.2 Paragraph is for granting overhead rights within this Right of Way Agreement and is intentionally not included.

1.3 to apportion, lease, or license the voice, text, data, internet service, and other communications rights herein in whole or in part to third parties as may be useful or practical, including the rights to transmit third party data and the right to apportion, lease, or license surplus communications capacity to third parties for the exercise of such rights.

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in **City of Staunton**, Virginia, as more fully described on Plat(s) Numbered **82-25-0012**, attached to and made a part of this Right of Way Agreement; the location of the boundaries of said easement being shown in broken lines on said Plat(s), reference being made thereto for a more particular description thereof.

3. All facilities constructed hereunder shall remain the property of **GRANTEE**. **GRANTEE** shall have the right to inspect, including but not limited to the airspace above the property controlled by **GRANTOR**, reconstruct, remove, repair, improve, relocate on and within the easement area and make such changes, alterations, substitutions, additions to or extensions of its facilities as **GRANTEE** may from time to time deem advisable.

This Document Prepared by Virginia Electric and Power Company and should be returned to: Dominion Energy Virginia, 1719 Hydraulic Road, Attn: R/W, Charlottesville, VA 22901

Initials: _____

Parcel ID No: 12412

DEVID No(s): 82-25-0012

Page 1 of 4



Right of Way Agreement

4. **GRANTEE** shall have the right to keep the easement clear of all buildings, structures, trees, roots, undergrowth and other obstructions which would interfere with its exercise of the rights granted hereunder, including, without limitation, the right to trim, top, retrim, retop, cut and keep clear any trees or brush inside and outside the boundaries of the easement that may endanger the safe and proper operation of its facilities. All trees and limbs cut by **GRANTEE** shall remain the property of **GRANTOR**.

5. For the purpose of exercising the right granted herein, **GRANTEE** shall have the right of ingress to and egress from this easement over such private roads as may now or hereafter exist on the property of **GRANTOR**. The right, however, is reserved to **GRANTOR** to shift, relocate, close or abandon such private roads at any time. If there are no public or private roads reasonably convenient to the easement, **GRANTEE** shall have such right of ingress and egress over the lands of **GRANTOR** adjacent to the easement. **GRANTEE** shall exercise such rights in such manner as shall occasion the least practicable damage and inconvenience to **GRANTOR**.

6. **GRANTEE** shall repair damage to roads, fences, or other improvements (a) inside the boundaries of the easement (subject, however, to **GRANTEE's** rights set forth in Paragraph 4 of this Right of Way Agreement) and (b) outside the boundaries of the easement and shall repair or pay **GRANTOR**, at **GRANTEE's** option, for other damage done to **GRANTOR's** property inside the boundaries of the easement (subject, however, to **GRANTEE's** rights set forth in Paragraph 4 of this Right of Way Agreement) and outside the boundaries of the easement caused by **GRANTEE** in the process of the construction, inspection, and maintenance of **GRANTEE's** facilities, or in the exercise of its right of ingress and egress; provided **GRANTOR** gives written notice thereof to **GRANTEE** within sixty (60) days after such damage occurs.

7. **GRANTOR**, its successors and assigns, may use the easement for any reasonable purpose not inconsistent with the rights hereby granted, provided such use does not interfere with **GRANTEE's** exercise of any of its rights hereunder. **GRANTOR** shall not have the right to construct any building, structure, or other above ground obstruction on the easement; provided, however, **GRANTOR** may construct on the easement fences, landscaping (subject, however, to **GRANTEE's** rights in Paragraph 4 of this Right of Way Agreement), paving, sidewalks, curbing, gutters, street signs, and below ground obstructions as long as said fences, landscaping, paving, sidewalks, curbing, gutters, street signs, and below ground obstructions do not interfere with **GRANTEE's** exercise of any of its rights granted hereunder. In the event such use does interfere with **GRANTEE's** exercise of any of its rights granted hereunder, **GRANTEE** may, in its reasonable discretion, relocate such facilities as may be practicable to a new site designated by **GRANTOR** and acceptable to **GRANTEE**. In the event any such facilities are so relocated, **GRANTOR** shall reimburse **GRANTEE** for the cost thereof and convey to **GRANTEE** an equivalent easement at the new site.

8. **GRANTEE's** right to assign or transfer its rights, privileges and easements, as granted herein, shall be strictly limited to the assignment or transfer of such rights, privileges and easements to any business which lawfully assumes any or all of **GRANTEE's** obligations as a public service company or such other obligations as may be related to or incidental to **GRANTEE's** stated business purpose as a public service company; and any such business to which such rights, privileges and easements may be assigned shall be bound by all of the terms, conditions and restrictions set forth herein.

9. If there is an Exhibit A attached hereto, then the easement granted hereby shall additionally be subject to all terms and conditions contained therein provided said Exhibit A is executed by **GRANTOR** contemporaneously herewith and is recorded with and as a part of this Right of Way Agreement

10. Whenever the context of this Right of Way Agreement so requires, the singular number shall mean the plural and the plural the singular.

Initials: _____

DEVID No(s): 82-25-0012

Page 2 of 4

Right of Way Agreement

11. **GRANTOR** covenants that it is seised of and has the right to convey this easement and the rights and privileges granted hereunder; that **GRANTEE** shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges; and that **GRANTOR** shall execute such further assurances thereof as may be reasonably required.

12. The individual executing this Right of Way Agreement on behalf of **GRANTOR** warrants that they have been duly authorized to execute this easement on behalf of said Economic Development Authority of the City of Staunton, Virginia.

NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that you are voluntarily conveying.

IN WITNESS WHEREOF, **GRANTOR** has caused its name to be signed hereto by authorized officer or agent, described below, on the date first above written.

Economic Development Authority of the City of
Staunton, Virginia

By: _____

Title: _____

Commonwealth of _____ Virginia _____

City/County of _____

I, _____, a Notary Public in and for the Commonwealth of Virginia at Large,
do hereby certify that this day personally appeared before me in my jurisdiction aforesaid
_____, _____ on behalf of the Economic Development,
(Name of officer or agent) (Title of officer or agent)
Authority of the City of Staunton, Virginia whose name is signed to the foregoing writing this _____ day of
_____, _____ and acknowledged the same before me.

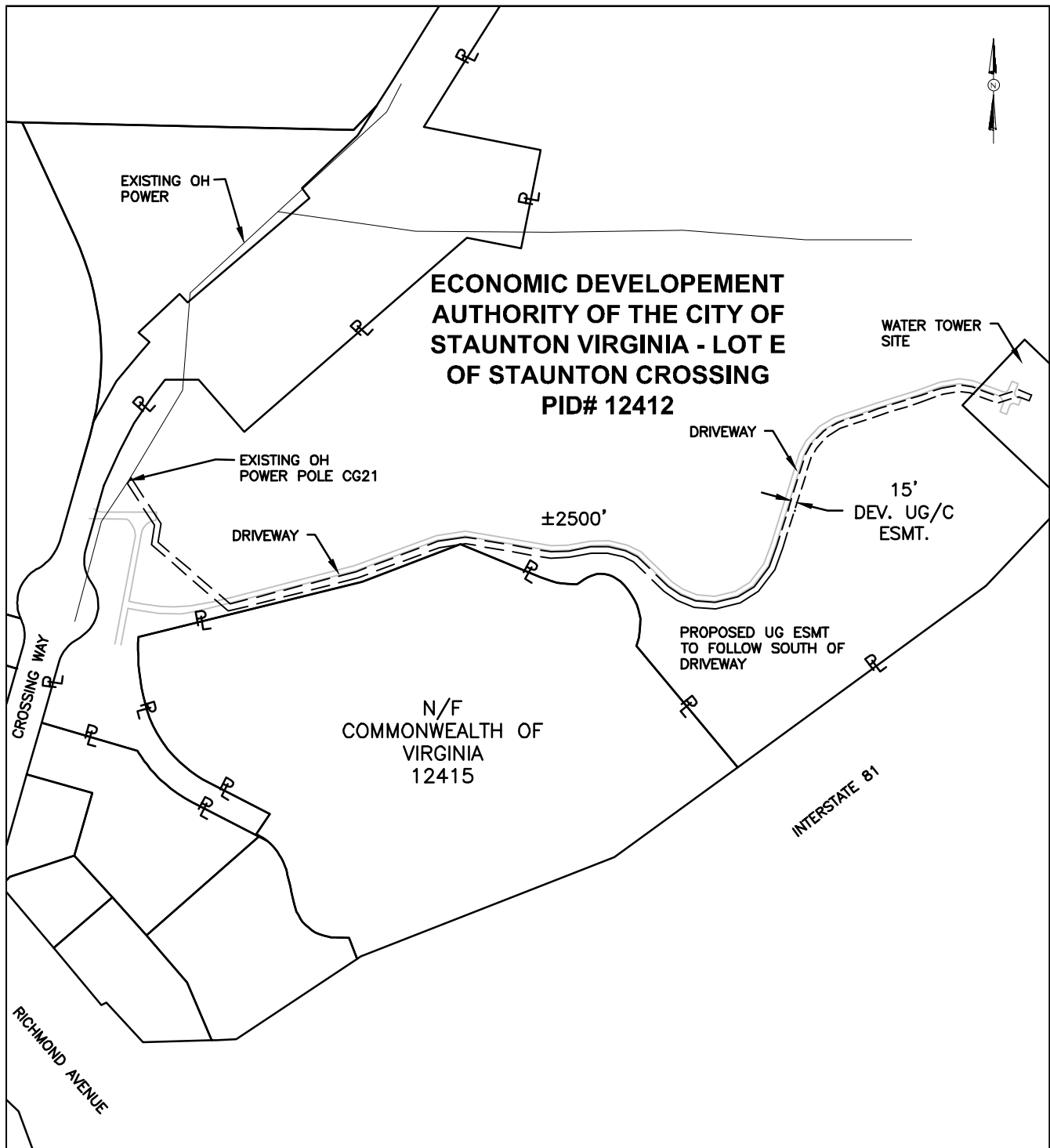
Given under my hand _____, 20____

Notary Public (Print Name)

Notary Public (Signature)

Virginia Notary Reg. No. _____

My Commission Expires: _____



LEGEND - - - Location of Right-of-Way Boundary - P - Indicates Property Line is Right-of-Way Boundary *NOTE: The centerline of the facilities in the field determine the centerline of the easement.	Region	Local Office	State	PLAT TO ACCOMPANY UG/C RIGHT-OF-WAY AGREEMENT VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
	Western	Blue Ridge	VA	
	County-City		Grid Number	
	Staunton		F1130	
	Work Request No.	DEVID No.	Scale	
	10713175	82-25-0012	Not to Scale	
	Date	By		
	11/12/2025	R. Mason		
OWNER INITIALS _____				Page 4 of 4

Agenda Item No. 5

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Executive Director Report

DATE: January 30, 2026

Amanda DiMeo and Jessica Blythe will provide an update on recent activity. In support of their report, attached are activity reports from the City's Community and Economic Development departments.

December 2025 Economic Development Monthly Report

Staunton Crossing

December activities for Staunton Crossing focused on grant administration and infrastructure coordination. Ms. Dimeo conducted a follow-up meeting on December 9th regarding the VEDP Staunton Crossing sewer grant, ensuring continued progress on this critical infrastructure component that supports the site's development readiness.

Staff continued proactive marketing efforts for available properties within Staunton Crossing, maintaining visibility with prospective tenants and developers despite seasonal slowdowns typical of the year-end period. We received two new inquiries on this property, as well as submitted a formal RFI through one of our partners.

Business Retention and Expansion (BRE) Efforts

Business engagement remained active throughout December with support for both new and existing businesses. Ms. Dimeo met with a new business establishing operations in Staunton as an expansion from a neighboring locality, providing guidance on local resources and connecting them with available support programs.

On December 17th, Ms. Blythe and Ms. Dimeo met with another local business regarding the AFID (Agriculture and Forestry Industries Development) grant, supporting this local agricultural business's growth and expansion plans. This meeting demonstrates the city's commitment to supporting diverse industry sectors including value-added agriculture.

Enterprise Zone

Enterprise Zone administration continued through December. With the formal program amendments adopted by City Council in October and final approval from DHCD anticipated by year-end, staff maintained readiness to implement the new streamlined incentive structure beginning January 1, 2026.

Regional Partnerships

December featured continued engagement with regional economic development partners. Ms. Dimeo and Ms. Blythe participated in the VEDP LEDO (Local Economic Development Organization) meeting on December 15th, maintaining strong connections with state economic development resources and staying current on state-level initiatives and opportunities.

Staff engaged with the Shenandoah Valley Partnership through the December 19th Lead Generation meeting held at JMU X-Labs, contributing to regional business recruitment efforts and exploring opportunities at this innovation space. This location demonstrated the growing connection between higher education, entrepreneurship, and economic development in the region.

Ms. Dimeo conducted an Economic Development catch-up meeting with Shenandoah Community Capital Fund (SCCF) on December 11th, maintaining this important partnership that provides crucial financing resources for local businesses and entrepreneurs.

Special Initiatives

The Wharf District Business Support Program reached a critical milestone in December with intensive stakeholder engagement and program finalization ahead of the 2026 construction start. Ms. Blythe conducted the monthly external stakeholders meeting on December 3rd, while Ms. Dimeo participated in the internal stakeholders meeting on December 10th, ensuring comprehensive communication across all affected parties.

Staff worked collaboratively on December 4th to discuss the Wharf Marketing grant structure, followed by additional follow-up and Council update preparation on December 5th. These planning sessions culminated in Ms. Dimeo presenting a comprehensive Wharf update to City Council on December 11th, ensuring elected officials remained fully informed as the project approached its implementation phase.

Ms. Blythe participated in the ICMA Economic Mobility and Opportunity Special Assistant cohort meeting in El Paso, Texas from December 9th-12th, connecting with other communities implementing similar initiatives and gathering best practices for program implementation. Ms. Dimeo and Ms. Blythe conducted an El Paso debrief with the City Manager and her team on December 16th to share insights and plan for the position's January 5th start date.

Staff continued advancing the stauntonbusiness.com redesign with a website review on December 1st, ensuring the platform will effectively serve different business audiences when launched.

Budget preparation activities on December 4th engaged both staff members in planning for FY2027 economic development initiatives and resource allocation.

Staff also participated in a demonstration of CRM tools from Civicserve, continuing evaluation of systems that could enhance business engagement tracking and relationship management capabilities.

Staff also attended the ribbon cutting for the new JDR Court House on December 18th, celebrating a milestone for the project.

Community Engagement and Professional Development

December featured strong community engagement and collaborative planning activities. Ms. Blythe and Ms. Dimeo led the EDA meeting at Frontier Culture Museum on December 4th, conducting important business with the Economic Development Authority while showcasing this significant cultural asset and detailing their expansion plans and progress.

Education partnerships remained a priority with Ms. Dimeo and Ms. Blythe meeting with the School Board Superintendent on December 3rd, reinforcing the critical connection between education quality and economic development success.

Staff maintained coordination with small business support resources through a December 15th meeting with SBDC (Small Business Development Center), ensuring alignment on service delivery and referral processes, as well as discussing partnership for supporting businesses impacted by the tunnel construction.

Tourism and downtown coordination continued with staff maintaining regular communication through the December 17th Tourism/SDDA/ED monthly meeting, fostering ongoing collaboration between complementary city initiatives.

Ms. Dimeo participated in Management Team ACEs training on December 1st, contributing to organizational development and leadership capacity building.

Community engagement activities included Ms. Blythe and Ms. Dimeo attending the Countryside Christmas gathering on December 2nd and Ms. Dimeo participating in SDDA's Shop, Sip, Stroll event on December 12th, demonstrating visible support for community traditions and downtown vitality.

Staff also attended the December 4th Augusta Health social, maintaining important relationships with this major regional employer and community healthcare provider.

Transportation, Infrastructure, and Planning

Infrastructure and planning initiatives received significant attention during December. Ms. Blythe and Ms. Dimeo participated in Brownfields Conference site visits on December 8th, followed by a CSPDC (Central Shenandoah Planning District Commission) Brownfields presentation on December 16th. These activities demonstrate ongoing commitment to addressing brownfield sites that can unlock development opportunities.

Staff engaged in discussions about entrance improvements through a December 8th CCCA (Central City Community Association) meeting, addressing gateway aesthetics and functionality that affect both business attraction and community pride.

Ms. Blythe and Ms. Dimeo participated in a December 19th meeting with John Blair regarding the EDA/Frontier agreement, addressing important partnership and facility management considerations.

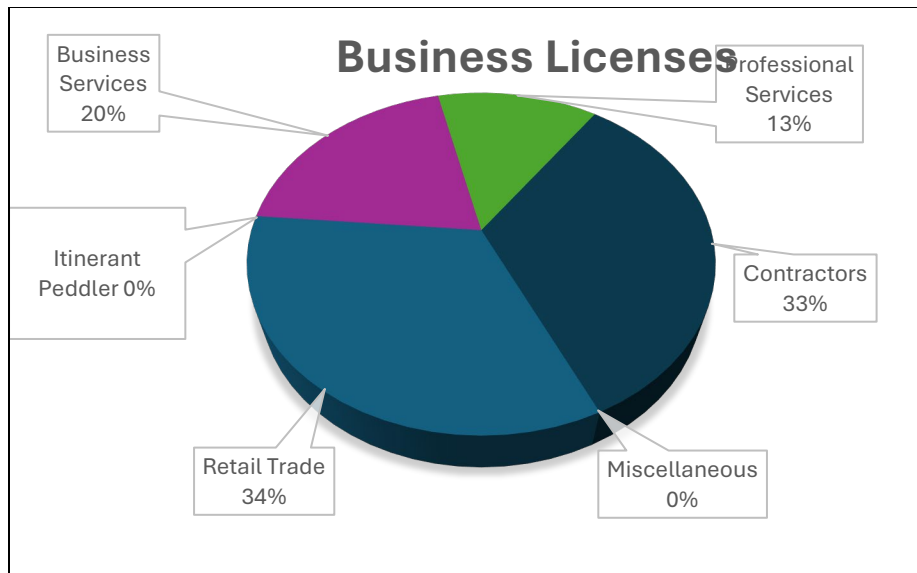
Business License Activity

During the month of December 2025, the Commissioner's office issued 15 business licenses, compared to 28 the previous month (November), representing a 46.3% decrease. This month a year ago, 28 business licenses were issued.

The Business Services sector accounted for 20% of the of the total licenses issued in December 2025, and the Retail Trade sector accounted for 34%, Contractors accounted for 33%. Professional Services accounted for 13% while there weren't any Itinerant Peddlers or Miscellaneous business licenses issued for the month.

Year to date licenses issued: 339

Licenses issued previous year for same period: 395



Unemployment Data

Updated employment information for November 2025 is only available at the state level at time of reporting. The state unemployment rate was reported at 3.9% for the month of November, up from the last reported number of 3.4% in September.

December 2025 concluded a productive year for Staunton's economic development efforts with focused preparation for major 2026 initiatives. The intensive Wharf District Business Support Program planning and the ICMA Economic Mobility cohort participation position the city to launch two significant programs in January. Combined with continued business engagement, regional partnership development, and infrastructure advancement, December's activities demonstrate comprehensive economic development work that balances immediate business needs with strategic long-term planning. The year ended with strong momentum and clear direction for implementing transformative initiatives in the coming year.



Community Development December 2025 Activity Report

Key Construction Project Updates

2020 W Beverley St

Construction on the new two-story 34,330 square foot Juvenile Domestic Relations Courthouse is complete! A ribbon cutting ceremony was held December 18th.

Pictured below: The ribbon cutting celebration for the new courthouse.



Gypsy Hill Pool House

Foundation and rough-in inspections continue to be scheduled for the pool house at Gypsy Hill Park.

Pictured below: Progress on the new building.



New Site Plans Under Review:

- 103 W Village Dr-Revised Site Plan for parking lot

Approved Site Plans:

- None.

Reports

Environmental Division

Inspections Report

The Environmental Programs Division of Community Development completed erosion and sediment control inspections on residential and commercial construction sites throughout the city as follows:

- Residential Construction – 42 active sites with 113 inspections in December 2025
- Commercial Construction – 13 active sites with 44 inspections in December 2025

Planning & Zoning Division

Arcadia Project Update: New Funding & Construction Timeline

The City has secured a \$50,000 grant to assist with asbestos removal and demolition at the Arcadia Project site (123-125 East Beverly Street). The \$3.8 million renovation is now 90% funded, comprising \$1.6 million in state funding alongside community donations and pledges. Phase 1 construction on the lobby, cafe, and event space is scheduled to begin in January 2026. The full renovation is targeted for completion by the end of 2026, with the multi-use space set to open in January 2027.

Planning Commission

At its December 18 meeting, the Planning Commission tabled a rezoning request for residential use at 20 and 30 Stonewall Jackson Boulevard due to neighborhood concerns regarding traffic and drainage. The Commission did, however, recommend approval for the vacation of an alley near Straith and Steffey Streets and a Special Use Permit for four townhouses at 126 Guy Street. In other business, staff was authorized to draft a code amendment regarding downtown sign regulations on North Central and North Lewis Streets, and the Commission received an update that City Council had approved the Industry Way rezoning and the cidery permit for 110 South Lewis Street.

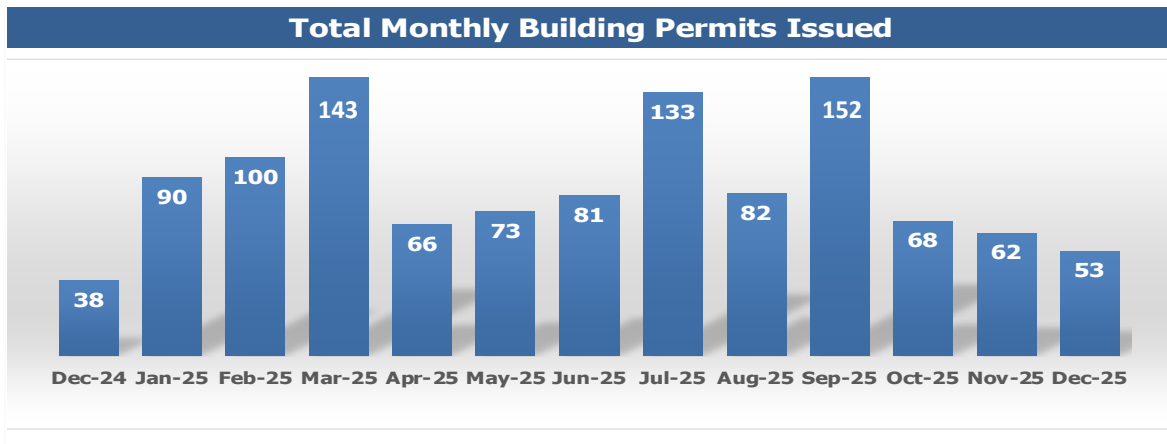
In January, the Commission will consider a public right-of-way vacation for an undeveloped portion of Peck Street near the site of Jones Garden as well as a conditional rezoning request for 912 W Beverley Street. The conditional rezoning would allow the reuse of the Dunsmore Business College as low-income senior apartments. The Commission will also receive an introduction to the Capital Improvements Plan.

Comprehensive Plan Update: Survey Closed, Final Steps Underway

The online survey for the Comprehensive Plan update officially closed on December 31. Staff is now reviewing the results and incorporating community feedback into the draft. A presentation of the final plan is expected in March 2026, where the public will be invited to view the new plan and offer comments. The date and location for this event are to be determined and will be announced soon.

Building Construction and Related Activity

Permits Issued	Dec-25	Dec-24	# Chg	% Chg
New Residential	2	0	2	-
Residential Renovations	14	10	4	40.0%
Electrical Permits	13	11	2	18.2%
Mechanical Permits	9	6	3	50.0%
Plumbing Permits	9	4	5	125.0%
Commercial New-Renovations	2	5	-3	-60.0%
Miscellaneous	4	2	2	100.0%
Total	53	38	15	39.5%



Permit Fees Collected	Dec-25	Dec-24	# Chg	% Chg
New Residential	\$491	\$0	\$491	-
Residential Renovations	\$1,803	\$800	\$1,003	125.4%
Electrical Permits	\$1,199	\$1,020	\$179	17.5%
Mechanical Permits	\$831	\$551	\$281	50.9%
Plumbing Permits	\$826	\$367	\$459	125.0%
Commercial New-Renovations	\$5,168	\$700	\$4,468	638.5%
Miscellaneous	\$97	\$172	-\$75	-43.6%
Total	\$10,415	\$3,610	\$6,806	188.5%

Agenda Item No. 6

MEMORANDUM

TO: Members, Staunton Economic Development Authority (EDA)

FROM: John C. Blair, II, Counsel to the Staunton EDA

RE: Closed Meeting

DATE: January 30, 2026

This item is a request for a Closed Meeting for discussion or consideration of: a prospective business at property located at Frontier Center, Phase II, where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. pursuant to Virginia Code Section 2.2-3711(A)(5)

Suggested Motion(s): Before the closed meeting: I move to enter a closed meeting for discussion or consideration of: a prospective business located at Frontier Center, Phase II where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community., pursuant to Virginia Code Section 2.2-3711(A)(5).

Second. Discussion. Vote – Secretary to poll EDA members.

After the closed meeting: I move that the EDA 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 – Secretary to poll EDA members.

Agenda Item No. 7

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Staunton EDA Executive Director

RE: Other Business

DATE: January 30, 2026
