Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
March 12, 2026
5:15 p.m.

5:15 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:20 p.m.	**2.**	**Discussion of the City of Staunton Cable Commission**
5:30 p.m.	**3.**	**Presentation of the Conceptual Site Plan for Remainder of the Juvenile and Domestic Relations District Court Site**
6:00 p.m.	**4.**	**Review of Water, Sewer and Environmental Funds, Rates, and Capital Projects**
6:25 p.m.	**5.**	**Closed Meeting for the Provision of Legal Advice (Includes Dinner Break Until Regular Meeting at 7:00 p.m.)**

Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
March 12, 2026
7:00 p.m.

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Overholtzer

Mayor's Report

Proclamation – Brain Injury Awareness Month

Additional Items by Members of Council

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Minutes
Work Session and Regular Meeting of February 26, 2026

A.2. Consideration of Virginia Commission for the Arts FY2027 Creative Communities Partnership Grant Application

A.3. Consideration of Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

A.4. Consideration of Ratification of Council Procedure Memoranda

A.5. Consideration of Virginia Department of Criminal Justice Services FY 2027 School Resource Officer Continuation Grant Program Application

A.6. Consideration of Virginia Department of Criminal Justice Services FY 2027 Edward Byrne Memorial Justice Assistance Grant Application

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. Consideration of Changes to Utility Billing Adjustments

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:	**March 12, 2026**	**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:	**March 12, 2026**	**Kurt Plowman Chief Technology Officer**
Item #	**2**	
Department:	**Information Technology**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence; Engagement** **Strategic Area: An Informed and Engaged Community**	
Subject:	**Discussion of the City of Staunton Cable Commission**	

Background: In 1988, City Council established the Staunton Cable Television Commission to serve as a liaison between the City of Staunton and cable providers operating under franchise agreements within the City. The Commission was charged with evaluating the quality and adequacy of cable television service, assisting with franchise negotiations, and serving as a forum for citizen concerns related to cable service.

The Commission has played a meaningful role in negotiating franchise agreements with providers including Comcast, nTelos, and GloFiber. The Commission has also provided a venue for residents to raise service concerns and has facilitated communication between franchise holders and the City.

Over the past decade, however, the cable television landscape has changed significantly. The growth of streaming services and alternative content delivery platforms has reduced reliance on traditional cable service. Additionally, franchise agreements have become increasingly standardized, with limited opportunity for substantive local negotiation due to state and federal regulatory frameworks.

As a result, the scope of responsibilities originally envisioned for the Commission has diminished, and many of its functions are now administrative in nature and can be effectively managed by City staff. Therefore, City staff recommends that the Cable Commission be permanently dissolved.

Virginia Code Section 15.2-1411 authorizes the City Council to establish advisory commissions. The Attorney General of Virginia has repeatedly opined that, “It is well-settled in Virginia that a public body having the power to create a public office has the implied power to abolish it, absent an express provision of law to the contrary." Therefore, City Council has the legal authority to dissolve the Cable Commission.

City Manager's Recommendation: Provide guidance to staff regarding the Cable Commission and if there's consensus to dissolve it, City Council will take formal action on a future agenda.

Suggested Motion: Not Applicable.

City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

<table>
<tr><td>Meeting Date:</td><td>March 12, 2026</td><td rowspan="3">Rodney S. Rhodes
Community
Development Director</td></tr>
<tr><td>Item #</td><td>3</td></tr>
<tr><td>Department:</td><td>Community Development</td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Values: Inclusion & Equity; Excellence; Engagement

Strategic Area: An Economically Vibrant Community; A Resilient and Sustainable Community; A Healthy Community</td></tr>
<tr><td>Subject:</td><td colspan="2">Presentation of the Conceptual Site Plan for Remainder of the Juvenile and Domestic Relations District Court Site</td></tr>
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Background: The development of a Master Plan for the entire Juvenile and Domestic Relations Courthouse site was included in the scope of services with Moseley Architects as they developed plans for the new courthouse. The plan would provide a vision of what the entire Chestnut Hills site could look like and funding for the plan was secured through the American Rescue Plan Act (ARPA). However, due to the time constraints placed on constructing the new courthouse, the development of the Master Plan was not undertaken.

While the new Courts Complex was under construction, the city became aware of an opportunity to have a high-level Conceptual Plan developed for the site through the existing Brownfields Assessment Grant. Staff directed the Brownfields' consultant, TRC, to include the following elements in the concept plan:

- pocket park/greenspace
- landscaping
- stormwater elements
- pedestrian access from Beverley St.
- BRITE stop (public bus service)
- utilities for lighting/water features
- parking availability, including for adjacent restaurant
- future expansion of district court/circuit court – building, parking needs, etc.

Furthermore, it was noted that the Green Neighborhoods section of the West End Revitalization Strategy Plan specifically recommends the following:

- "Create a Public Square at the J&DR Site" action item;
- "Incorporate Beautification" strategy; and
- "Improve Stormwater through Natural Features"

During the Work Session, staff will provide an overview of the Conceptual Plan and receive input from Council before commencing on the more detailed Master Plan. The existing ARPA funds for the Master Plan need to be spent by December 2026.

Attachment: A staff presentation, along with various renderings of the plan, will be posted prior to the meeting.

City Manager's Recommendation: Recommend that Council provide feedback on the conceptual plan and provide direction to staff on the Master Plan.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

Legend

A. Primary Pedestrian Access – Bus Stop
Main entry point for visitors

B. Secondary Pedestrian Access – Birch Street
Additional entry from the street; connects to ADA trail

C. ADA-Accessible Walking Trail – Connects entries to Pocket Park and courthouse

D. Walking Trail Loop – General circulation path in Pocket Park

E. Pocket Park – Includes:
Canopy Trees:
Brandywine Red Maple, Shumard Oak, Green Vase Zelkova
Picnic/Seating Areas:
Benches, tables, and flexible spaces for community use

F. Proposed Open Space / Quad – Flexible lawn for events and informal recreation; includes picnic tables and shade trees (Brandywine Red Maple)

G. J&DR Court Building – Existing courthouse building

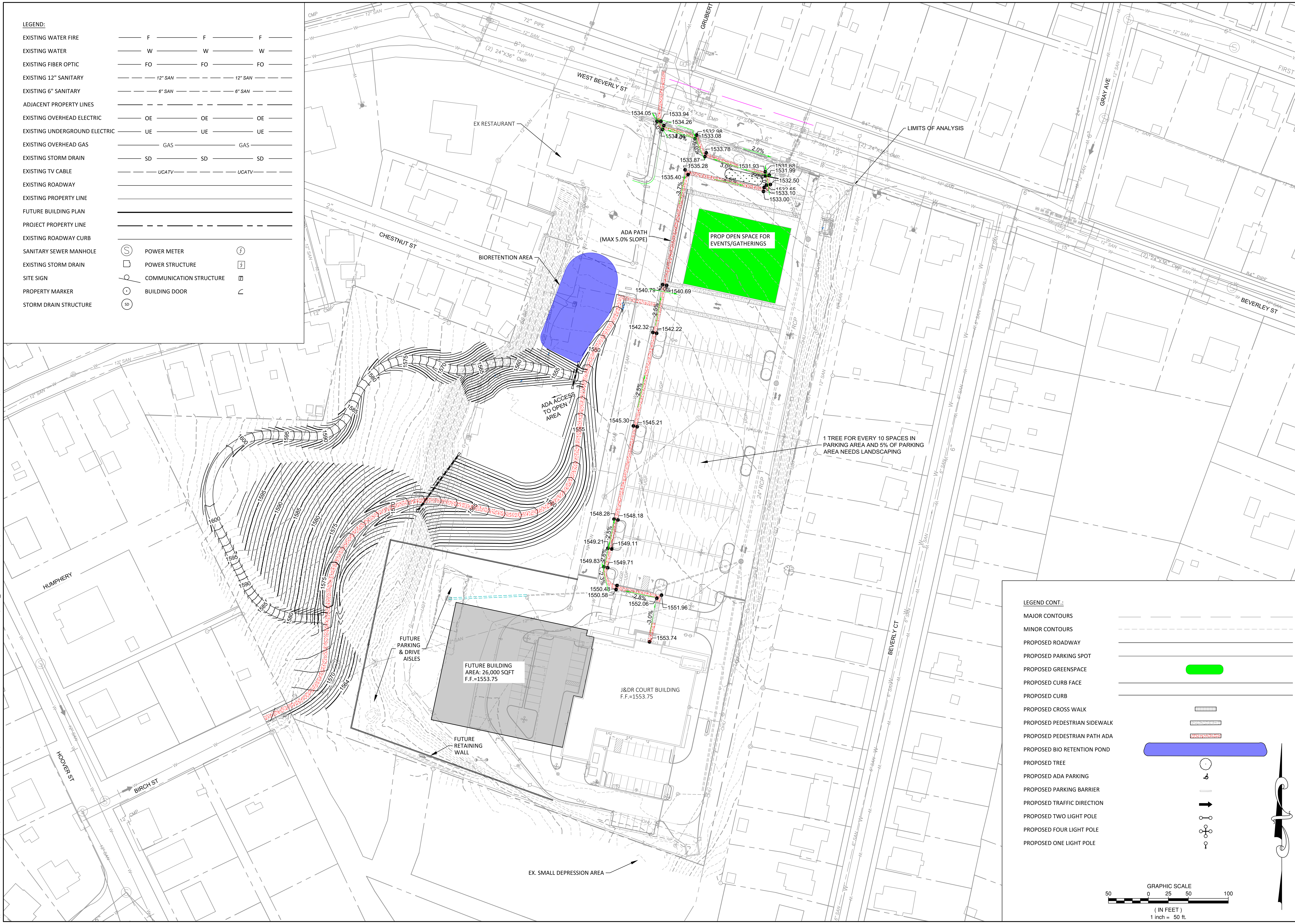
H. Future Expansion Building – Reserved footprint for future development

I. Parking Lot (160 Spaces) – Includes:
Bioretention/curb cuts
18 shade trees (12 Shumard Oak, 6 American Yellowwood)
Understory plantings (Shenandoah Switchgrass)

J. Bioretention Area / Stormwater Management – Seeded with wetland transition, upland species, and native warm-season grasses

K. Street Trees – Fastigiate Shumard Oak along West Beverley Street (near bus stop)

L. Buffer Landscaping / Residential Screening – Staggered evergreen trees and shrubs along property edges



LEGEND:

EXISTING WATER FIRE	F
EXISTING WATER	W
EXISTING FIBER OPTIC	FO
EXISTING 12" SANITARY	12" SAN
EXISTING 6" SANITARY	6" SAN
ADJACENT PROPERTY LINES	
EXISTING OVERHEAD ELECTRIC	OE
EXISTING UNDERGROUND ELECTRIC	UE
EXISTING OVERHEAD GAS	GAS
EXISTING STORM DRAIN	SD
EXISTING TV CABLE	UCATV
EXISTING ROADWAY	
EXISTING PROPERTY LINE	
FUTURE BUILDING PLAN	
PROJECT PROPERTY LINE	
EXISTING ROADWAY CURB	

SANITARY SEWER MANHOLE	POWER METER
EXISTING STORM DRAIN	POWER STRUCTURE
SITE SIGN	COMMUNICATION STRUCTURE
PROPERTY MARKER	BUILDING DOOR
STORM DRAIN STRUCTURE	

LEGEND CONT.:

- MAJOR CONTOURS
- MINOR CONTOURS
- PROPOSED ROADWAY
- PROPOSED PARKING SPOT
- PROPOSED GREENSPACE
- PROPOSED CURB FACE
- PROPOSED CURB
- PROPOSED CROSS WALK
- PROPOSED PEDESTRIAN SIDEWALK
- PROPOSED PEDESTRIAN PATH ADA
- PROPOSED BIO RETENTION POND
- PROPOSED TREE
- PROPOSED ADA PARKING
- PROPOSED PARKING BARRIER
- PROPOSED TRAFFIC DIRECTION
- PROPOSED TWO LIGHT POLE
- PROPOSED FOUR LIGHT POLE
- PROPOSED ONE LIGHT POLE

GRAPHIC SCALE
50 0 25 50 100
(IN FEET)
1 inch = 50 ft.

\\EMPLOYEES.ROOT.LOCAL\EWVECC\RICHMOND\PROJECTS\2025\018244 - CHESTNUT HILLS STAUNTON POCKET PARK\CAD_SHEET DRAWINGS\018244 - CHESTNUT HILLS - CONCEPT OPTION 3.DWG - 3/6/26

DATE	REVISION	NO.

DESIGN BY:	EGABEL
DRAWN BY:	EHOFMANN
CHECKED BY:	LMORILLO
SCALE:	1" = 50'
JOB NUMBER:	018244

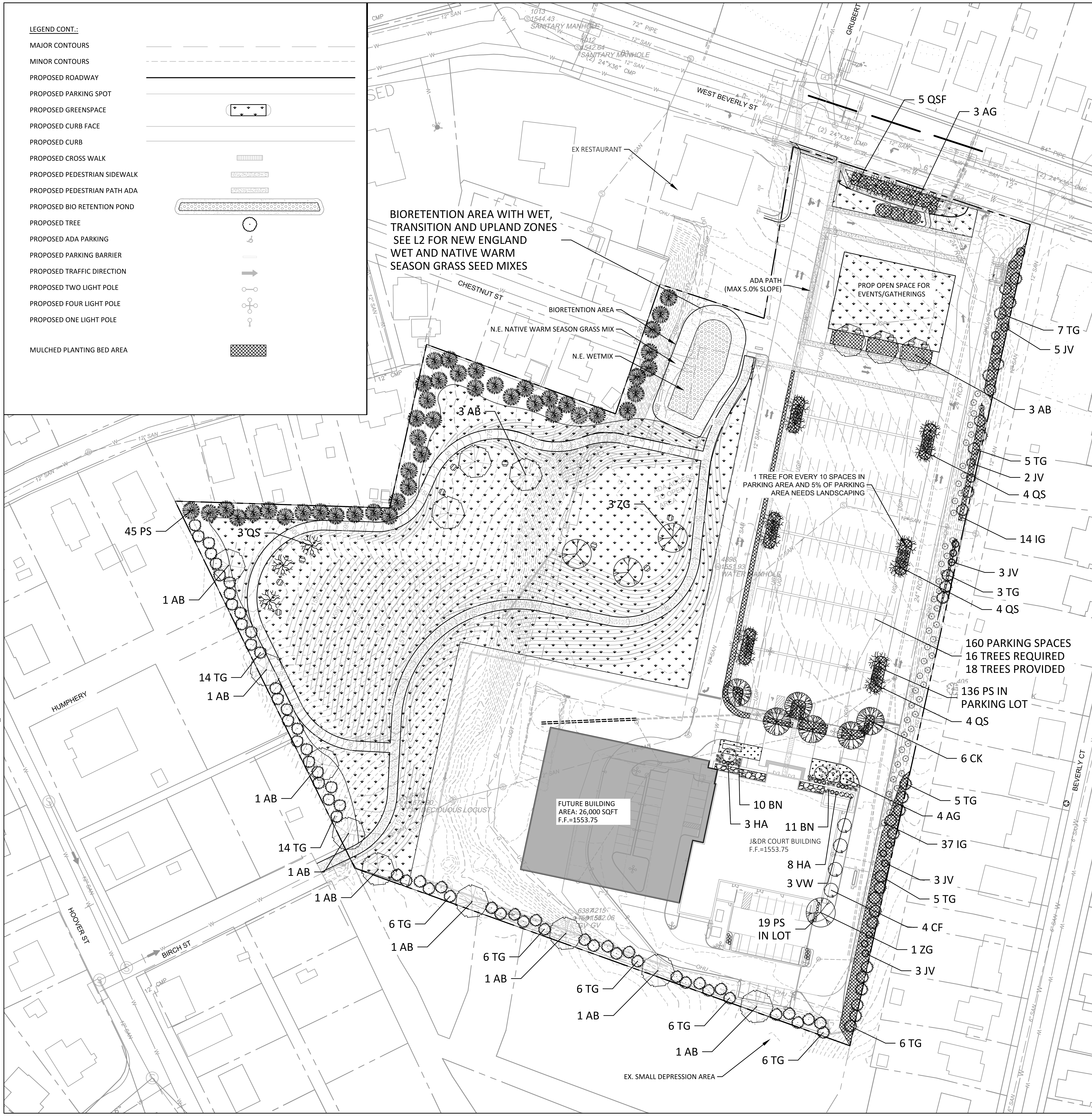
TRC
TRC ENGINEERS, INC.
2200 SOUTH MAIN STREET, SUITE A BLACKSBURG, VA 24060
(540) 552 - 0444

CONCEPT PLAN LAYOUT
CHESTNUT HILLS POCKET PARK
CITY OF STAUNTON, VIRGINIA

SHEET C1

MARCH 2026

\\EMPLOYEES.ROOT.LOCAL\ENVEC\RICHMOND\PROJECTS\2025\018244 - CHESTNUT HILLS STAUNTON POCKET PARK\CAD_SHEET DRAWINGS\018244 - CHESTNUT HILLS - LANDSCAPE CONCEPT OPTION 3.DWG - 3/10/26



LEGEND

LANDSCAPE SCREENING PLANTING TEMPLATE – TYPE A
LANDSCAPE PLANTING SCHEDULE

DECIDUOUS AND EVERGREEN TREES

SYMBOL	BOTANICAL NAME/ COMMON PLANT NAME	QUANTITY	SIZE	ROOT	MATURE HEIGHT
AB	ACER RUBRUM 'BRANDYWINE' BRANDYWINE RED MAPLE	6	2" CAL. MIN.	B&B	40'–60' HT.
AG	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE' AUTUMN BRILLIANCE SERVICEBERRY	7	1.5" CAL. MIN.	B&B	15'–25' HT.
CF	CORNUS FLORIDA 'JEAN'S APPALACHIAN SNOW' FLOWERING DOGWOOD	4	1.5" CAL. MIN.	B&B	20'–30' HT.
JV	JUNIPERUS VIRGINIANA EASTERN RED CEDAR	16	5'–7' HT.	B&B	40'–50' HT.
CK	CLADASTRUIS KENTUKEA AMERICAN YELLOWWOOD	6	2" CAL. MIN.	B&B	30'–45' HT.
PS	PINUS STROBUS EASTERN WHITE PINE	45	5'–7' HT.	B&B	50'–80' HT.
TG	THUJA X 'GREEN GIANT' GREEN GIANT ARBORVITAE	89	5'–7' HT.	B&B OR CONT.	40'–60' HT.
QS	QUERCUS SHUMARDII SHUMARD OAK	15	2"CAL. MIN.	B&B	60'–80' HT.
QSF	QUERCUS SHUMARDII 'FASTIGIATA' FASTIGIATE SHUMARD OAK	5	2"CAL. MIN.	B&B	60'–80' HT.
ZG	ZELKOVA SERRATA 'GREEN VASE' GREEN VASE ZELKOVA	4	2"CAL. MIN.	B&B	40'–60' HT.

SHRUBS AND GRASSES

SYMBOL	BOTANICAL NAME/ COMMON PLANT NAME	QUANTITY	SIZE	ROOT	MATURE HEIGHT
BN	BUXUS X 'SB 108' NEWGEN INDEPENDENCE NEWGEN INDEPENDENCE BOXWOOD	21	18"–24" HT.	#3/5 CONT.	3–4' HT.
HA	HYDRANGEA ARBORESCENS 'ANNABELLE' ANNABELLE / SMOOTH HYDRANGEA	11	12"–16" HT.	#3/5 CONT.	3'–5' HT.
VW	VIBURNUM NUDUM 'WINTERTHUR' WINTERTHUR / POSSUMHAW VIBURNUM	3	12"–16" HT.	#3/5 CONT.	6'–10' HT.
IG	ILEX GLABRA INKBERRY HOLLY	45	12"–16" HT.	#3/5 CONT.	6'–10' HT.
PS	PANICUM VIRGATUM 'SHENANDOAH' SHENANDOAH SWITCHGRASS	155	12"–18" HT.	#1 CONT.	3'–5' HT.
TS	TURF SOD – TALL FESCUE BLEND (60–80% TURF TYPE TALL FESCUE + 20–40% KENTUCKY BLUEGRASS)	131,387 SF	24"–30" HT.	SOD	6"–12" HT.

REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION	QUANTITY
K–101	CRUSHED ROCK, 3/4 " BROWN RIVER GRAVEL FROM GRAVELSHOP CONSTRUCTION MATERIAL & LANDSCAPE SUPPLY OR APPROVED EQUAL; CONFIRM ROCK MATERIAL WITH CITY HORTICULTURIST.	575 SF
K–102	STEEL EDGING	5.9'

BUFFER LANDSCAPE REQUIREMENTS
*per Sec. 18.175.060 of the Staunton City Code.

REQUIREMENT	QUANTITIY	CALCULATIONS	REQUIRED	PROVIDED
5' WIDE BUFFER–EVERGREEN SCREENING	DOUBLE STAGGERED ROW OF EVERGREEN SHRUBS 10' ON CENTER (OR) DOUBLE STAGGERED ROW OF EVERGREEN TREES 15' ON CENTER	2,139 FT TOTAL 2,139 / 15 FT = 142 TREES 454 FT/ 10 FT =45 SHRUBS	142 TREES AND 45 SHRUBS	150 TREES AND 51 SHRUBS
STREET TREES	ONE PER EVERY 50 FEET ROAD FRONTAGE	258 FT / 50 FT = 5 TREES	5 TREES	5 TREES

NOTES:
1. SCREENING REQUIRED ALONG EASTERN BOUNDARY ALONG HOMES ON BEVERLY COURT.
2. SCREENING REQUIRED ALONG SOUTHERN AND WESTERN BOUNDARY PROPERTY (UNDEVELOPED RANSON ST. AREA, & HOOVER ST. NEIGHBORHOOD)
3. NO SPECIES OVER 30' AT MATURITY MAY BE PLANTED UNDER OR WTHIN 10 LATERAL FEET TO ANY OVERHEAD UTILITY. OR OVER OR WITHIN 5 LATERAL FEET OF ANY UNDERGROUND WATER LINE, SEWER LINE, TRANSMISSION LINE, OR OTHER UTILITY.

GRAPHIC SCALE
50 0 25 50 100
(IN FEET)
1 inch = 50 ft.

DATE	REVISION	NO.

TRC ENGINEERS, INC.
2200 SOUTH MAIN STREET, SUITE A BLACKSBURG, VA 24060
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DESIGN BY: EGABEL
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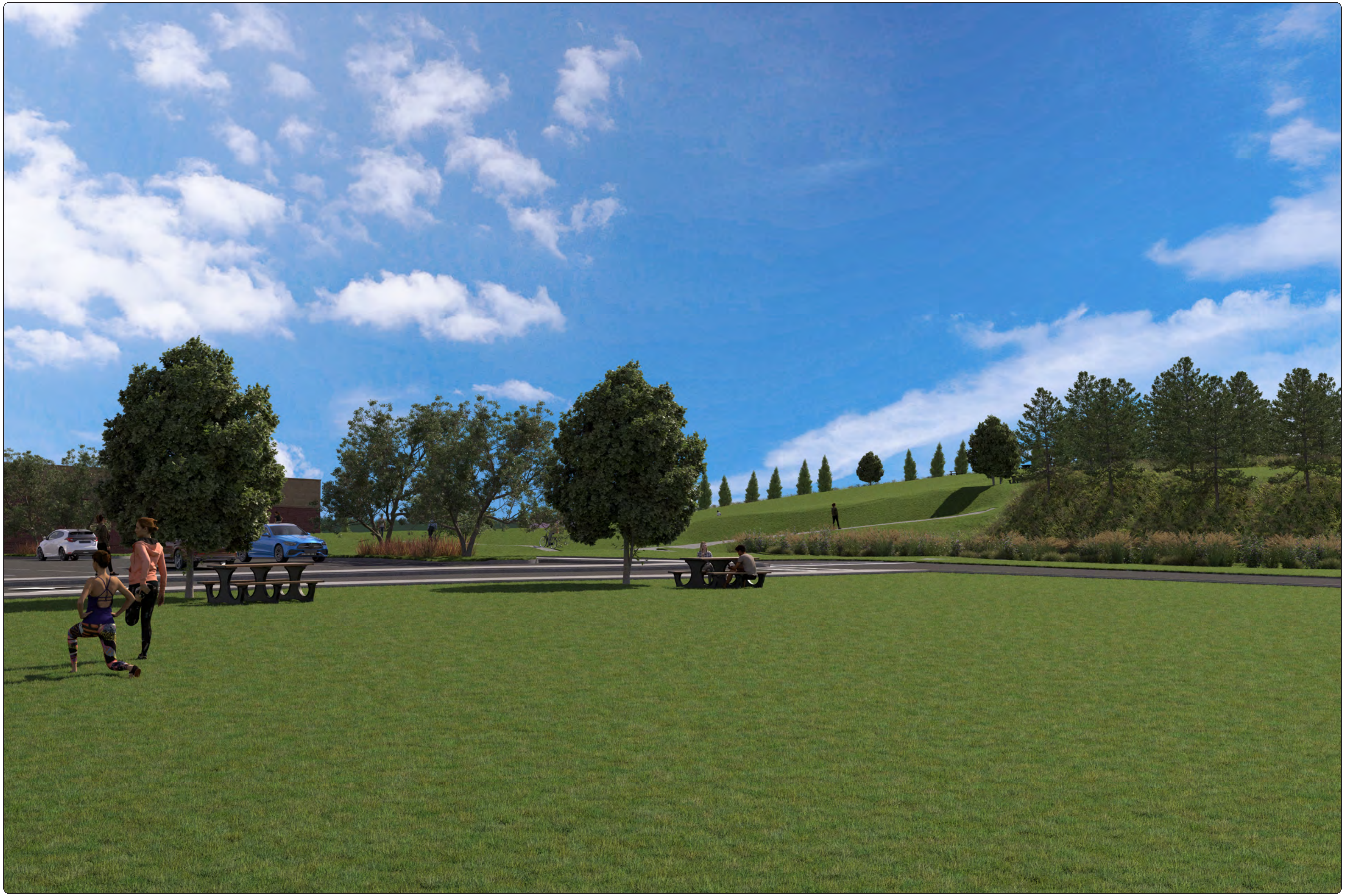
CONCEPT PLAN LANDSCAPE
CHESTNUT HILLS POCKET PARK
CITY OF STAUNTON, VIRGINIA

SHEET L1

MARCH 2026



View 2 - Path View of Park

Proposed Conditions

View 1 - Aerial View

Proposed Conditions

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**Jessie L. Moyers** **Chief Finance Officer**
Item #	**4**	
Department:	**Finance**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: An Economically Vibrant Community; A Resilient and Sustainable Community; A Healthy Community; and, An Informed and Engaged Community**	
Subject:	**Review of Water and Sewer funds, Rates, and Capital Projects**	

Background: Chief Finance Officer, Jessie Moyers, will present a review of the water, sewer, and environmental funds, including a rate analysis, operating expenditures review, and planned capital improvements for each fund.

Attachment: A staff presentation will be posted prior to the meeting.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable

City Manager: Leslie Beauregard

Water, Sewer, & Environmental Rate Review

March 12, 2026

Presented by Jessie Moyers, CFO

What is an Enterprise Fund?

- Think of it like a utility company run by the city.
- Supported by user fees, not local tax dollars.
- Designed to be financially self-sustaining.
- Revenues must be sufficient to operate the system and invest in infrastructure without relying on general tax dollars.

Community Survey & Challenges

- The latest **community survey** for Staunton showed a decrease of 9% in the public's perception of the "overall quality of utility infrastructure" and a 9% rise in residents wanting it prioritized in the coming two years.
- Staunton continues to struggle with **aging infrastructure**.
- There are still **"frozen" positions** in the budget from FY2023 that were frozen to fund a $3 per hour raise.
- Even with the $3 per hour increase, the starting wages for Water & Sewer equipment operators is **$17.37 per hour**.
- Staunton struggles to attract and retain equipment operators due to **competitive labor markets** and the **physically demanding nature of the jobs**.

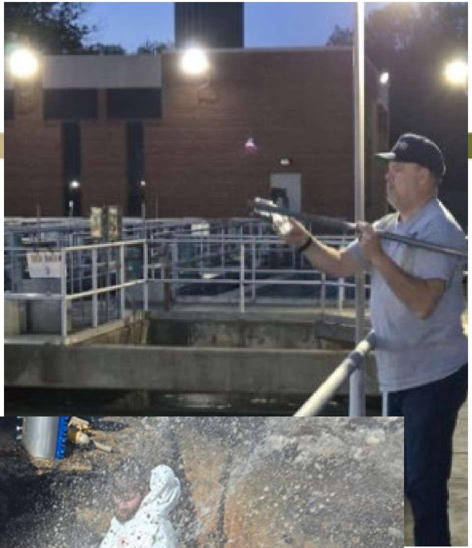
Water Fund Review

- **Staunton's Current Rate is $4.06 per HCF**
  (100 cubic feet, approx. 748 gal)
- Historical increases over the last 15 years
  - July 1, 2024 $3.86 to $4.06 (5% increase)
  - July 1, 2020 $3.68 to $3.86 (5% increase)
  - July 1, 2019 $3.50 to $3.68 (5% increase)
  - July 1, 2016 $2.90 to $3.50 (21% increase)
  - Rate was at $2.90 for six years prior

STAUNTON VIRGINIA

Water Fund Review

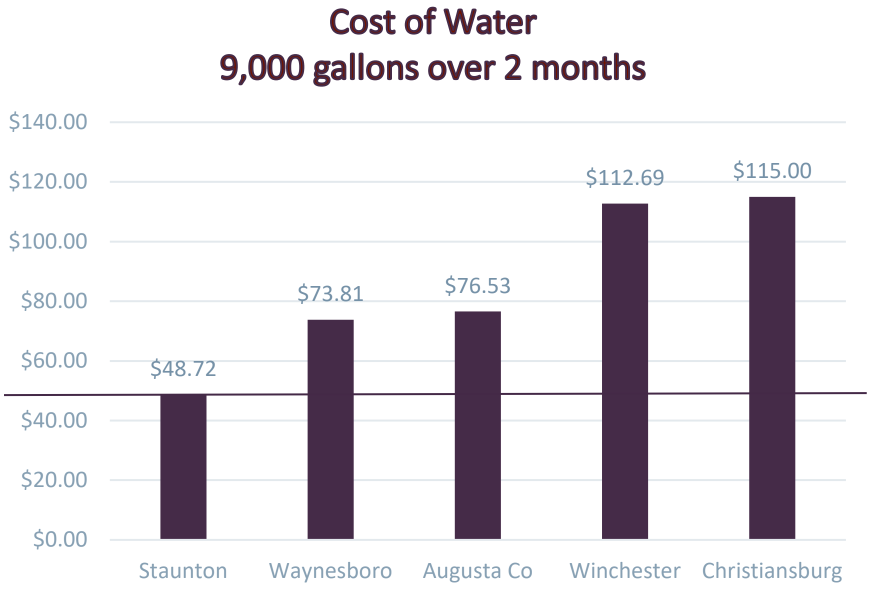
- **What does the water usage fee cover?**
  - Water Billing
  - Water Production (Water Treatment Plant)
  - Water Distribution (Maintenance of lines and pumps)
  - Utility Technical Services (Meter replacement, meter reading, shutoffs, etc)
  - Debt Service
  - Water CIP
  - PILOT (Payment in Lieu of Taxes)



How does this compare?

- Most localities price their water in 1,000 gal.
- Staunton uses HCF, which is about 748 gal.
- Must convert to compare

	Water Rate per HCF		Flat Amount Service Charge	Total Water Charge for 12 HCF
Staunton	$ 4.06		$ -	$ 48.72
Waynesboro	$ 4.47	plus	$ 20.08	$ 73.81
Augusta Co	$ 5.09	plus	$ 15.24	$ 76.53
Winchester	$ 6.41	after 3k	$ 61.27	$ 112.69
Christiansburg	$ 9.72	after 1k	$ 11.00	$ 115.00



STAUNTON VIRGINIA

Water Fund Capital

Five Year Capital Plan $22,137,000

- **Annual Waterline Replacements** $450,000
- **Richmond Ave Waterline Replacement Phase**
  - Phase I – FY27 Construction $2,500,000
  - Phase II – FY29 Design $600,000
  - Phase II – FY30 Construction $10,000,000 *(will need to be funded with debt)*
- **Water Tank Inspection and Repair**
  - FY27 Franklin Hills #1 $290,000
  - FY28 Franklin Hills #2 $126,000
  - FY29 Shutterlee Mill $1,031,000
- **Uniontown Sewer Extension**
  - FY28 Construction $3,750,000
- **Water Treatment Plant**
  - FY28 Filter Rehab $1,200,000
  - FY29 Roof $190,000
- **North River Pipeline**
  - FY28 Study $200,000

Water Fund Capital - Unfunded

- **$11,000,000 -** North River Tunnel & Upper Raw Water Pipeline Repair/Replacement
- **$20,000,000 -** North River Central Raw Water Pipeline Replacement
- **$10,500,000 -** North River Lower & Gardner Springs Raw Water Pipeline Replacement
- **$7,950,000 -** New Raw Water Source Development

Water Fund Balance/Reserves

- **$13,093,379** – 6/30/2025 available Water Fund Balance including facility fee balance
- **$22,137,000** – FY2027-FY2031 CIP needs
- **$49,450,000** – Unfunded Capital Needs
- **$300,000** – Amount of current annual budget available for capital
- **$206,000** – Value of each 5% increase in the water rate.

Sewer Usage Fee

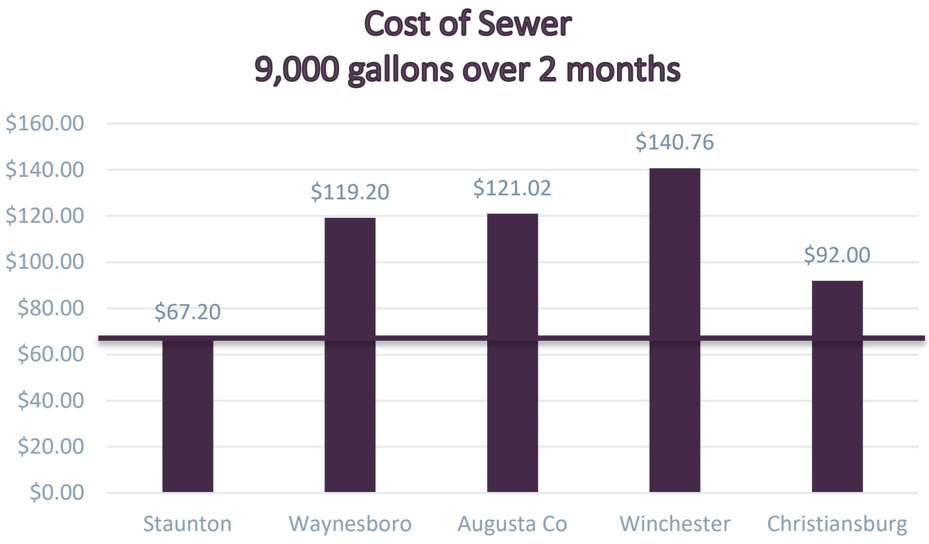
- **Current rate is $5.60 per HCF (approx. 748 gal)**
- Historical increases
  - July 1, 2024 $4.88 to $5.60 (15% increase)
  - Rate stayed at $4.88 **12 years** prior to 2024

- **What does it cover?**
  - **Sewer Billing**
  - **Sewer Line Maintenance**
  - **Sewer Line Infrastructure (CIP)**
  - **Staunton's Share of the Middle River Wastewater Treatment Plant (approx. 73%)**
  - **Staunton's Share of the MRWWTP Capital expenditures**
  - **Debt Service for the MRWWTP**
  - **PILOT (Payment in Lieu of Taxes)**

How does this compare?

- Rates converted to HCF for comparison.

	Sewer Rate per HCF		Flat Amount Service Charge	Total Sewer Charge for 12 HCF
Staunton	$ 5.60		$ -	$ 67.20
Waynesboro	$ 7.26	plus	$ 31.54	$ 119.20
Augusta Co	$ 8.60	plus	$ 17.34	$ 121.02
Winchester	$ 11.67		$ -	$ 140.76
Christiansburg	$ 7.63	after 1k	$ 10.00	$ 92.00



STAUNTON VIRGINIA

Sewer Fund Capital

Five Year Capital Plan $13,500,000

- **Annual Sewer Line Replacements** $250,000
- **Commerce Road Sewer Upgrades**–
  - Phase II – FY28 Design $200,000
    and FY29 Construction $950,000
- **New Hope Rd & National Ave Sewer Upgrade** –
  - FY27 $500,000
- **Lewis Creek Sewer Upgrade** –
  - FY27 PER - $150,000
  - FY30 Phase III & IV Design – $300,000
  - FY31 Phase III Construction – $1,200,000 (tbd)
  - FY31 Phase IV Construction – $1,500,000 (tbd)
- **Old Staunton Steam Laundry Sewer Relocation** –
  - FY27 Design $50,000
- **Uniontown Sewer Extension** –
  - FY28 Construction $6,000,000
- **Locust Ave Sewer Installation** –
  - FY29 Construction $900,000 (tbd)
- **Sherwood Ave Sewer Relocation** –
  - FY30 Construction $250,000
- **Institute St Sewer Relocation** –
  - FY31 Design $250,000

Sewer Fund Balance

- **$9,000,030** – 6/30/2025 available Sewer Fund Balance including facility fee balance
- **$13,500,000** – FY2027-FY2031 CIP needs
- **$500,000** – Amount of current annual budget available for capital
- **$212,000** – Value of each 5% increase in the sewer rate.

Recent Successes

- **Gardner Springs Pump Station Upgrades $13.1 million**
  - Funded partially with a Virginia Department of Health, Office of Drinking Water **ARPA grant $5,930,000**
- **Staunton Crossing Water & Sewer Infrastructure**
  - Funded largely by three **Virginia Business Ready Sites Program Grants totaling $14.4 million**
  - Includes a 1-million-gallon water storage tank
- **Water Treatment Plant Clearwell Cover Replacement**
  - Primarily funded with fund balance
  - Replaces the existing floating cover

Environmental Fund Review

- **Services Covered**

  Landfill Expenditures
  - Augusta Regional Landfill Operations
  - Landfill Closure Liability
  - Augusta Regional Landfill Capital

  City Expenditures
  - Refuse Billing
  - Environmental Office
  - Street Cleaning
  - Refuse Collection
  - Recycling Center
  - City Refuse Truck Replacement
  - PILOT (Payment in Lieu of Taxes)

- **Staunton's current residential rate is $48.02 every two months.**

Environmental Fund Balance

- **$544,045** – 6/30/2025 available Environmental Fund Balance
  - Fund is in danger of becoming insolvent in the next 1-2 years.
- **$1,810,000** – FY2027-FY2031 City refuse truck replacements (remain unfunded at the current rates)
- **$4,762,718** – FY2027-FY2031 Landfill CIP needs
- **$637,000** – Amount of current annual budget available for capital
- **$152,500** – Value of each 5% increase in the rate.

Environmental Fund Capital

Landfill Five Year Capital Plan $4,762,718 (Staunton's share only)

- **Landfill #21 (Augusta Co and Staunton only)**

  $543,385 Staunton's Share of Five-Year Plan

- **Landfill #585 (Augusta Co, Staunton, & Waynesboro)**

  $4,219,333 Staunton Share of Five-Year Plan

  - Relocate Scales, Office, & Employee Break Area
  - Sedimentation Basin at Burrow
  - Rock Blasting
  - Site Improvements, Fencing
  - Replacement of Equalization Basin Liner
  - Equipment Replacements: Track Loader, Wheel Loader, Compactor, Two Dozers, Excavator, Two Pickup Trucks, Attachments, Dumpsters
  - Phase 6 Construction ($10 million total cost)

Recommended Utility Rate Adjustments

- While staff recognizes the impact of rate increases on customers, responsible investment in infrastructure is essential to ensure safe, reliable service, and avoid more costly failures in the future.

- Rate increases will be proposed in the FY2027 draft budget presented to city council on March 26th.

- Proposed increases for the water and sewer rates will likely be 5-7%.
  - **Water Fund** - Funds the increase in operating expenditures and unfreezes the final two positions from FY2023.
  - **Sewer Fund** – Funds operating expenditure increases, unfreezes the final position from FY2023, and increase capital expenditure funding.

- Refuse rates, which support the entire Environmental fund, will require a 15% increase.
  - The larger increase is due to the lower fund balance and the landfill capital needs.

Impact on Average Household

- Proposals
  - Water rate of $4.28 per HCF (5.42% increase)
  - Sewer Rate of $6.00 per HCF (7.14% increase)
  - Refuse Rate of $27.50 per month (increase of 14.54% increase)
  - Overall increase based on 9,000 gallons is 8.80%.

9,000 gallons

	Water	Sewer	Refuse	Total
Staunton	$ 48.72	$ 67.20	$ 48.02	$ 163.94
Staunton Proposed	*$ 51.36*	*$ 72.00*	*$ 55.00*	*$ 178.36*
Waynesboro	$ 73.81	$ 119.20	$ 44.00	$ 237.01
Augusta Co	$ 76.53	$ 121.02	$ 52.00	$ 249.55
Winchester	$ 112.69	$ 140.76	$ 24.00	$ 277.45
Christiansburg	$ 115.00	$ 92.00	$ 46.00	$ 253.00

- *The minimum bi-monthly bill, including utility tax and stormwater fee would increase from $110.32 to $120.40.*

"What happens if we do nothing?"

- Deferred replacements
- Increased failures
- Emergency borrowing
- Larger future increases
- Credit rating implications

Proposed Path Forward

- Manageable future increases
- Protect credit rating
- Protect reserves
- Avoid crisis borrowing

Utility Rate Study

- Best practice is to conduct a utility rate study every 3-5 years.

- No record of Staunton performing one for water, sewer, and refuse fees.

- Benefits of a Professional Rate Study vs Doing it In-House
  - Independent and transparent analysis – helps build public trust
  - Industry benchmarking and best practices
  - Ensures rates are financially sustainable and legally defensible
  - Aligns rates with long-term infrastructure and capital needs
  - Stronger public and council confidence

Next Steps

- March 26, 2026 – Introduce Proposed Ordinance
- April 9, 2026 – Hold Public Hearing
- April 23, 2026 – Consideration of the Ordinance
- April through June – Issue/Review/Award RFP for Utility Rate Study

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**City Council** **John C. Blair, II** **City Attorney**
Item #	**5**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: Responsive, Efficient Government**	
Subject:	**Closed Meeting for the Provision of Legal Advice**	

Suggested Motion: I move to enter a closed meeting for (i) consultation with legal counsel, the Staunton City Attorney, regarding specific legal matters requiring the provision of legal advice concerning the Historic Preservation Commission's authority pursuant to Virginia Code Section 2.2-3711(A)(8).

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 M. Beauregard

CITY OF STAUNTON, VIRGINIA

Proclamation

Brain Injury Awareness Month

WHEREAS, traumatic brain injury (TBI) and acquired brain injury, including stroke, represent serious public health challenges affecting thousands of Virginians and their families each year, with far-reaching consequences for individuals, families, and communities; and

WHEREAS, TBI is the leading cause of death and disability in children and young adults; and

WHEREAS, according to the Virginia Department of Health, traumatic brain injuries account for approximately one-third of all injury-related deaths to Virginia residents annually; and

WHEREAS, brain injury prevention is possible through education, awareness, and simple safety measures including wearing seatbelts and helmets, practicing fall prevention strategies, and recognizing the warning signs of stroke and seeking immediate medical attention; and

WHEREAS, because of a lack of awareness and difficulty in diagnosing brain injury, many persons live for years without recognizing and dealing with their injuries; and

WHEREAS, individuals living with brain injury face significant barriers to recovery and community integration, including limited access to specialized services, lack of public awareness and understanding, social isolation, employment challenges, housing instability; and

WHEREAS, individuals living with brain injury possess remarkable resilience and determination, with appropriate support, can achieve meaningful recovery, independence, and quality of life; and

WHEREAS, Brain Injury Connections of the Shenandoah Valley's mission is to enhance the lives of individuals affected by brain injury, recognizing that approximately 13,000 people in the Shenandoah Valley community are affected by brain injury.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council, that March 2026 is hereby designated as

Brain Injury Awareness Month

in the City of Staunton, and City Council supports local nonprofit organizations like Brain Injury Connections of the Shenandoah Valley in their efforts to serve brain injured individuals through volunteerism, education, and financial assistance.

Adopted this 12th day of March.

____

MICHELE EDWARDS, MAYOR

ATTEST: ____________________

CLERK OF COUNCIL

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**City Council**
Item #:	**A**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Integrity; Engagement** **Strategic Area: An Informed and Engaged Community**	
Subject:	**Consent Agenda**	

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

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

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

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

City Manager: Leslie Beauregard

CITY COUNCIL AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**City Council**
Item #	**A.1**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Integrity Engagement**	
Subject:	**Approval of Minutes**	

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

Attachment:

Attachment 1 – Work Session and Regular Meeting Minutes of February 26, 2026

Suggested Motions: I move to approve the work session and regular meeting minutes of November 13, 2025 [as presented] [with the following changes: ______________________.]

City Manager: Leslie Beauregard

City Council
WORK SESSION
Rita S. Wilson City Council Chambers
February 26, 2026
5:30 p.m.

Council Members present: Mayor Edwards, Vice Mayor Arrowood, and Councilors Campbell, Overholtzer (remote participant), Shepherd, and Woods.

Council Member absent: Park.

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

Councilor Overholtzer requested to remotely participate in the work session and regular meeting from his personal residence at 309 Rainbow Drive in Staunton, Virginia.

Councilor Woods moved that Councilor Overholtzer be permitted to remotely participate in the work session and regular meeting.

The motion was seconded by Councilor Campbell and carried as follows:

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

1. Consideration of Work Session and Regular Meeting Agendas

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

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

The motion was seconded by Councilor Shepherd and carried as follows:

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

2. Review of City Council Procedure Memoranda

John Blair, City Attorney, presented the following information:

In 2025, City Council amended Staunton City Code Section 2.10.105. Prior to this amendment, the Staunton City Council approved its Memoranda of Procedure at its organizational meeting.

During the February 2025 Retreat, City Council agreed with staff that it could be awkward to have a Councilmember vote at their first meeting on unfamiliar procedural rules. Therefore, Council amended the code section to require the City Council to review the procedures on an annual basis at any time of the calendar year.

Councilor Campbell asked about the special meeting provision in Memorandum 16 and inquired about how it could be altered to avoid staff preparing for a meeting for which a quorum would not be present. Mr. Blair explained that the Staunton City Charter contains the language contained in the Memorandum and that it could not be altered without a City Charter amendment.

Mayor Edwards reminded her colleagues of the language in Memorandum 17 before any invocation. The City Manager stated that the language would be added to the DAIS agendas in the future.

Mr. Blair stated that the Procedures would be on the Council's Consent Agenda at its March 12, 2026 meeting.

3. Presentation and Discussion of Results from 2025 National Community Survey

Josh Knight, Engagement and Communications Manager, presented the following information:

The City of Staunton partnered with Polco to conduct the biennial National Community Survey (NCS). This statistically valid, randomized survey measures quality of life and resident satisfaction with government services, including the economy, mobility, community design, utilities, safety, and the natural environment.

This is the second time the City has conducted this survey through Polco. The first survey was in early 2024. Having two years of results now allows the City to establish trend data and gain deeper insights into shifting resident satisfaction.

To ensure a representative sample, 3,000 randomly selected households received a mailed invitation with a link to complete the survey online. A paper version of the survey was also mailed to the same households to ensure accessibility. All responses are completely confidential and anonymous.

To ensure every resident had a voice, the City also hosted an open, community-wide online version in late October. Both the community-wide survey and the randomly sampled, statistically significant survey remained open until Nov. 11.

The City's management team and department directors have reviewed the survey results and provided feedback on the data. A summary presentation of the survey results, incorporating departmental insights, was provided during the work session.

Mayor Edwards thanked Mr. Knight for the presentation. She stated that she was happy to see the good results, but also glad for the data that highlighted areas that needed improvement so that the Council could target those areas.

Councilor Campbell urged staff not to focus on the open data, but to keep an eye on its trend and any discrepancies between it and the random sample survey.

Vice-Mayor Arrowood commented that maybe a better dissemination of recycling messaging concerning the availability of a single location drop-off could improve the recycling finding.

The City Manager stated that recycling education is now part of the Council's strategic plan and that a single location drop-off point allows the City to better adapt to changing market conditions for recycling material demand.

Councilor Woods complimented the City's recent messaging on what materials could be recycled.

Councilor Shepherd stated that there is a perception problem with the infrastructure finding. He stated that Columbia Gas' work on Churchville Avenue may be perceived as a problem with city infrastructure, when it has nothing to do with the city. The City Manager agreed.

Councilor Overholtzer complimented the survey. However, he pointed out that the questions were closed ended and did not permit comments. He suggested that a focus group or representative ad hoc group be formed to gather suggestions on how to improve recycling in the city.

The February 12, 2026 Staunton City Council Work Session adjourned at 6:10 p.m.

____

John Blair
City Clerk

CITY OF STAUNTON VIRGINIA

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, February 26, 2026
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 (Remote Participant)
Blake N. Shepherd
Alice L. Woods

ABSENT: **Corrie R. Park**

ALSO PRESENT: **Leslie Beauregard, City Manager**
John Blair, City Attorney

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 Mayor Edwards.

MAYOR'S REPORT

Mayor Edwards combined the invocation and the Mayor's Report to honor Rita S. Wilson during Black History Month.

Mayor Edwards noted Ms. Wilson's service on the Staunton City Council from 1991 to 2008 including her service as Vice-Mayor. She commented that Ms. Wilson enriched the City of Staunton's civic life.

She pointed out that Ms. Wilson's legacy lives on through her family, the Council Chambers, and the Rita S. Wilson Memorial Scholarship given through the Staunton Community Foundation.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Councilor Overholtzer mentioned that he participated in an Ida B. Wells panel discussion at Mary Baldwin University commemorating the Black Student Alliance's thirty-year anniversary. He thanked the students for their courage and contributions to the Staunton community.

He also mentioned his attendance at a recent Building Bridges event concerning Habitat for Humanity. He praised the Executive Director, Brad Bryant, for his energy and engagement.

He also encouraged the public to be part of reimagining downtown and thanked Tracy Wild and her architecture students at the Staunton Augusta Art Center for a recent workshop concerning the topic.

Vice-Mayor Arrowood said that he attended the ceremonial groundbreaking of the Arcadia Project with Councilors Woods and Shepherd. He said it was great to see the project moving forward.

Councilor Woods made the following motions out of the Nominations Committee:

Reappoint Jason Clarke to the Library Advisory Board for a three-year term commencing March 1, 2026 and ending February 28, 2029.

Appoint Monica Quarles to the Recreation Advisory Committee for a three-year term commencing March 1, 2026 and ending February 28, 2029.

Appoint Kendrick Kier to the Planning Commission for a four-year term commencing March 1, 2026 and ending February 28, 2030.

Appoint Antwhon Suiter to the Diversity, Equity, and Inclusion Commission to a term commencing March 1, 2026 and ending June 30, 2026.

Appoint Helene Raven Bruno to the Diversity, Equity, and Inclusion Commission to a term commencing March 1, 2026 and ending September 30, 2027.

The motion did not require a second, and carried as follows:

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

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Minutes

Work Session and Regular Meeting of February 12, 2026

A.2. Consideration of Application to the Virginia Tourism Corporation Destination Marketing Organization Marketing Grant

A.3. Consideration of Updated Cooperation Agreement Between the Staunton Redevelopment and Housing Authority and the City of Staunton

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."

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.

Councilor Campbell moved to approve the Consent Agenda as presented.

The motion was seconded by Councilor Woods and carried as follows:

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

B. Public Hearing for Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Jessie Moyers, Chief Financial Officer, presented the following information:

The second budget amendment for fiscal year 2026 has been prepared for review and discussion. The total budget amendment equals $24,200,424. This budget amendment does require a public hearing, which was properly advertised on February 18, 2026 in the News Leader. Discussion and the public hearing are scheduled for February 26, 2026 and consideration of the ordinance is scheduled for the March 12, 2026 City Council meeting.

City Budget Amendment—$20,611,027

1. General Fund amendment of $9,959,834
   - $9,203,386 – Appropriate Prior Year Fund Balance
   - $34,310 – Appropriate Recovered Costs

- $114,700 – Appropriate Opioid Settlement Funds
- $607,438– Appropriate Grants and Contributions

2. Grants Fund amendment of $28,197
   - $8,499 – Appropriate First Responders Wellness grant
   - $7,708 – Appropriate PSAP Equipment grant
   - $11,990 – Appropriate DCJS grant

3. Capital Improvement Fund amendment of $9,120,758
   - $4,594,788 – Appropriate Transfers from City General Fund
   - $25 – Appropriate Recovered Cost
   - $750,000 – Appropriate Interest Revenue
   - $3,775,945 – Appropriate Grant Revenue

4. Bond Fund amendment of $361,393
   - $361,393 – Appropriate Interest Earned

5. Blue Ridge Court Services amendment of $(10,600)
   - $(10,600) – Adjust Grant Revenue

6. Water Fund amendment of $1,151,145
   - $1,151,145 – Appropriate Proceeds from Bond Issuance

7. Environmental Fund amendment of $300
   - $300 – Adjust DEQ Grant Revenue

School Budget Amendment—$3,589,397

1. Education Fund amendment of $1,880,680
   - $3,469 – Appropriate Insurance Proceeds
   - $712,694 – Appropriate Prior Year Fund Balance
   - $1,164,517 – Appropriate Grant Revenue

2. School SOP Fund amendment of $31,376
   - $31,376 – Appropriate Grant Revenue

3. School Cafeteria Fund amendment of $77,760
   - $63,658 – Appropriate Prior Year Fund Balance
   - $14,102 – Appropriate Transfer from Education Fund

4. School Textbook Fund amendment of $958,584
   - $958,584 – Appropriate Prior Year Fund Balance

5. School CIP Fund amendment of $640,997
   - $245,997 – Appropriate Grant Revenue
   - $225,000 – Appropriate Transfer from Education Fund
   - $170,000 – Appropriate Transfer from City CIP Fund

Councilor Woods asked if the park and ride lights are in addition to the solar lights already mounted? Ms. Moyers said they were additional lights.

Mayor Edwards inquired if there will be enough funds for a healthy fire vehicle replacement fund. Ms. Moyers replied that there were enough funds to order the next vehicle in January 2027. She noted that delivery is usually two to three years from the order date.

Mayor Edwards stated the following:

"In a moment, I will open the Public Hearing. It is a time that Council sets aside to hear from citizens and others about a specific topic.

We ask that you please give your name, your address, and then keep your remarks at five minutes or less. When you reach the five-minute time limit, I will let you know that your time limit has expired.

For our Zoom participants, please raise your hand now if you wish to speak on this particular matter. If you raise your hand during this Public Hearing, you will also be able to raise your hand during this Council meeting for other Public Hearings and Matters from the Public. Please keep your comments to five minutes. Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

I will now open the Public Hearing, so if you wish to speak, please approach the podium. We will alternate between individuals physically present and those that have their hands raised via the Zoom platform."

The public hearing was opened.

Aaron Barmer inquired about the 599-line item for $43,758 and the $25,000 line-item U.S. Marshalls Task Force and wanted more details about those items.

Ms. Moyers replied that the state allocates the 599 funds and increased Staunton's allocation after the budget was adopted. She did not have information about the U.S. Marshalls line item and stated that she would get back to Mr. Barmer with further information concerning his request.

C. Discussion of Proposed FY 2027 – FY 2031 Capital Improvement Plan

Chief Finance Officer, Jessie Moyers, introduced the proposed FY 2027-2031 Capital Improvement Plan (CIP) for all City funds and the School CIP Fund. The School Board reviewed the School CIP at their January 2026 meeting and adopted the plan at their February 2026 school board meeting.

The Planning Commission conducted a public hearing and adopted the proposed CIP at their February 19, 2026 meeting. A work session to further review the CIP will be held on April 2, 2026. A public hearing on both the operating and capital budget will occur on April 9, 2026. Final consideration of the CIP is scheduled for City Council on April 23, 2026.

Ms. Moyers presented information about new reserves including an Infrastructure Repairs and Improvement Fund as well as the Environmental Sustainability and Resilience Fund.

She also highlighted new projects for Fiscal Year 2027 including the Reimagine Booker T. Washington School project, the New Hope Road sewer pump station, and the Richmond Avenue water line replacement.

Councilor Shepherd asked if any money from the Water or Sewer Funds are being used for the Wharf tunnel repairs. City Engineer, Lyle Hartt, replied that money from those funds was not being used for the repairs.

Councilor Campbell asked if the Green Hills Industrial Park basin retrofit is about converting a dry project into a wet project. Ms. Moyers stated that it would convert an existing dry basin into wet ponds for sediment.

Councilor Overholtzer asked if the City had looked at issuing additional debt for large projects such as a new fire station or new police station. Ms. Moyers and the City Manager replied that with the current debt for the Juvenile and Domestic Relations Court and the high school that they are not currently looking at issuing more debt for large projects.

Councilor Overholtzer asked if the City is pursuing grants for the North River waterline project. Ms. Moyers stated that the City is starting a study and that study will look at potential grants for the project.

Councilor Campbell asked when the City was going out to bid for the design of the Uniontown utilities. Ms. Moyers said that she believes that project will go out to bid this fiscal year.

Mayor Edwards concluded by noting that the survey results indicated that residents wanted better infrastructure. She noted that many of the major capital projects are unfunded and that they don’t come cheap.

<u>MATTERS FROM THE CITY MANAGER</u>

Ms. Beauregard presented updates and information on the following items:

There will be a Comprehensive Plan stakeholder meeting for Staunton’s deaf residents on March 4, 2026 on the second floor of the Staunton Public Library between 6:00 and 7:30 p.m.

<u>MATTERS FROM THE PUBLIC</u>

Mayor Edwards read the following statement:

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

Mark Hopp spoke against mass surveillance techniques. He noted that many agencies did not comply with state mandates concerning automatic license plate readers. He also noted that over 800 individuals have signed a petition to remove Flock cameras in Harrisonburg. He stated that data centers are causing harm to the environment and one of the main drivers of data center construction is mass surveillance.

Aaron Barmer encouraged residents to watch the documentary "Threads of History: A Conversation With A Community" on Professor Allan Moye. He said the documentary is moving. He also stated that it focuses on Staunton elders, some of whom are no longer with us. He stated that the film provided insight into Rita S. Wilson. He criticized the sitting executive and his cronies for the unending brutality and inequality visited upon African Americans and other people of color.

Karen Ress pointed out her concern for the community survey's results regarding economic insecurity and child care. She also suggested a potential opt-in option for curbside recycling. Finally, she suggested that electric vehicles be considered as replacement vehicles for the City fleet.

Barbara Lee thanked Mayor Edwards for recognizing Rita Wilson.

Emma Kirby proposed the City operating a cooling and warming shelter for its residents.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 8:09 p.m.

____

John C. Blair, II
Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**Rodney S. Rhodes** **Community** **Development Director**
Item #	**A.2**	
Department:	**Community Development**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Inclusion & Equity; Excellence; Engagement** **Strategic Area: An Economically Vibrant Community**	
Subject:	**Consideration of Virginia Commission for the Arts FY2027 Creative Communities Partnership Grant Application**	

Background: The Virginia Commission for the Arts (VCA) has operated the Creative Communities Partnership Grant (previously known as Local Government Challenge Grant) program for a number of years. In the past, the City has applied for and obtained grant funds to assist three local arts organizations: ShenanArts, the Stonewall Brigade Band and the Staunton Augusta Art Center. A partnership grant requires an equal match payable to each arts organization by the local government. Local match funds will be included in the proposed FY 2027 City budget for City Council's consideration. The Creative Communities Partnership Grants will be available for FY2027, with a total maximum grant of $4,500. Grant applications are due on April 1, 2026, and staff intends to submit an application that provides for funding for the three organizations: ShenanArts, Stonewall Brigade Band and Staunton Augusta Art Center. Based on the maximum possible grant amount, staff recommends the following breakdown:

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

Should deliberations concerning the proposed FY 2026-2027 budget result in the removal of any matching funds, it is possible to rescind the request at a later date. By authorizing the City Manager to submit the grant application, the City is not irrevocably committed to appropriating the funds. It should also be noted that the City will be committed to match only those funds which are actually received from the state. If a grant of any amount less than the $4,500 is received from the Commonwealth, then that amount will be matched by the City, if local funds are available, and divided among the three organizations in the same proportions as those outlined above.

Fiscal Impact: $4,500 in City funding.

City Manager's Recommendation: Recommend that Council authorize staff to apply for a grant from the Virginia Commission for the Arts for a FY2027 Creative Communities Partnership Grant.

Suggested Motion: I move City Council authorize staff to apply for the FY2027 Creative Communities Partnership Grant, with the understanding that acceptance will be determined by the availability of local funds to match the grant.

City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**Jessie L. Moyers** **Chief Finance Officer**
Item #	**A.3**	
Department:	**Finance**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: An Economically Vibrant Community and An Informed and Engaged Community**	
Subject:	**Consideration of Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two**	

Background: The second budget amendment for fiscal year 2026 was introduced at the February 26, 2026 city council meeting. The total budget amendment equals $24,200,424. This budget amendment does require a public hearing, which was properly advertised on February 18, 2026 in the *News Leader* and was held at the February 26, 2026 city council meeting. Consideration of the ordinance is scheduled for the March 12, 2026 council meeting.

City Budget Amendment—$20,611,027

1. General Fund amendment of $9,959,834
   - $9,203,386 – Appropriate Prior Year Fund Balance
   - $34,310 – Appropriate Recovered Costs
   - $114,700 – Appropriate Opioid Settlement Funds
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2. Grants Fund amendment of $28,197
   - $8,499 – Appropriate First Responders Wellness grant
   - $7,708 – Appropriate PSAP Equipment grant
   - $11,990 – Appropriate DCJS grant

3. Capital Improvement Fund amendment of $9,120,758
    - $4,594,788 – Appropriate Transfers from City General Fund
    - $25 – Appropriate Recovered Cost
    - $750,000 – Appropriate Interest Revenue
    - $3,775,945 – Appropriate Grant Revenue

4. Bond Fund amendment of $361,393
    - $361,393 – Appropriate Interest Earned

5. Blue Ridge Court Services amendment of $(10,600)
    - $(10,600) – Adjust Grant Revenue

6. Water Fund amendment of $1,151,145
    - $1,151,145 – Appropriate Proceeds from Bond Issuance

7. Environmental Fund amendment of $300
    - $300 – Adjust DEQ Grant Revenue

<u>School Budget Amendment—$3,589,397</u>

1. Education Fund amendment of $1,880,680
    - $3,469 – Appropriate Insurance Proceeds
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5. School CIP Fund amendment of $640,997
    - $245,997 – Appropriate Grant Revenue
    - $225,000 – Appropriate Transfer from Education Fund
    - $170,000 – Appropriate Transfer from City CIP Fund

Attachment: Budget Amendment Number Two

City Manager's Recommendation: Approve the proposed budget ordinance as presented.

Suggested Motion: I move to approve budget amendment number two for FY2026.

City Manager: Leslie Beauregard

Attachment 1

Ordinance No. 2026-

AN ORDINANCE TO AMEND

THE FY2026 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER TWO

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2026 Budget is amended as follows:

GENERAL FUND - 110

Anticipated Revenue		
General Revenue	$	9,203,386
Recovered Costs		34,310
Miscellaneous Revenue		114,700
Operating Grants and Contributions		607,438
Total Revenue	$	9,959,834
Appropriations		
General Government	$	512,430
Judicial Administration		47,238
Public Safety		501,313
Public Works		4,119,539
Parks, Recreation, Cultural		39,534
Community Development		200,000
Transfers to Other Funds		4,539,780
Total Appropriations	$	9,959,834

GRANTS FUND - 215

Anticipated Revenue		
Capital Grants and Contributions	$	28,197
Total Revenue	$	28,197
Appropriations		
Public Safety	$	28,197
Total Appropriations	$	28,197

CITY CAPITAL IMPROVEMENTS FUND - 390

Anticipated Revenue		
Transfer from the General Fund	$	4,594,788
Capital Grants and Contributions	$	3,775,945
Recovered Costs	$	25
Miscellaneous Revenue	$	750,000
Total Revenue	$	9,120,758
Appropriations		
Capital Projects	$	9,120,758
Total Appropriations	$	9,120,758

BOND FUND - 395

Anticipated Revenue		
General Revenue	$	361,393
Total Revenue	$	361,393
Appropriations		
Operations	$	361,393
Total Appropriations	$	361,393

BLUE RIDGE COURT SERVICES - 210

Anticipated Revenue		
Operating Grants and Contributions	$	(10,600)
Total Revenue	$	(10,600)
Appropriations		
Operations	$	(10,600)
Total Appropriations	$	(10,600)

WATER FUND - 530

Anticipated Revenue		
Prior Year Fund Balance (Bond funds)	$	1,151,145
Total Revenue	$	1,151,145
Appropriations		
Capital	$	1,151,145
Total Appropriations	$	1,151,145

ENVIRONMENTAL FUND - 580

Anticipated Revenue		
Operating Grants and Contributions	$	300
Total Revenue	$	300
Appropriations		
Operations	$	300
Total Appropriations	$	300

EDUCATION FUND - 900

Anticipated Revenue		
General Revenue	$	3,469
Prior Year Fund Balanace	$	712,694
Operating Grants and Contributions		1,164,517
Total Revenue	$	1,880,680
Appropriations		
Operations	$	1,880,680
Total Appropriations	$	1,880,680

EDUCATION SOP FUND - 920

Anticipated Revenue		
Operating Grants and Contributions	$	31,376
Total Revenue	$	31,376
Appropriations		
Operations	$	31,376
Total Appropriations	$	31,376

CAFETERIA FUND - 930

Anticipated Revenue		
Prior Year Fund Balanace	$	77,760
Total Revenue	$	77,760
Appropriations		
Operations	$	77,760
Total Appropriations	$	77,760

TEXTBOOK FUND - 910

Anticipated Revenue		
Prior Year Fund Balanace	$	958,584
Total Revenue	$	958,584
Appropriations		
Operations	$	958,584
Total Appropriations	$	958,584

SCHOOL CIP FUND- 966

Anticipated Revenue		
Transfer from the Education Fund	$	225,000
Transfer from the City General Fund		170,000
Capital Grants and Contributions		245,997
Total Revenue	$	640,997
Appropriations		
Capital Projects	$	640,997
Total Appropriations	$	640,997

GRAND TOTAL BUDGET AMENDMENT NO 2	**$**	**24,200,424**

INTRODUCED: February 26, 2026

PUBLIC HEARING: February 26, 2026

Public Hearing Advertisement Date: February 18, 2026

Approved this ________________day of ________2026

Effective Date: ___________________

CERTIFIED: ___________________________

ATTEST:_________________________

John Blair

Clerk of Council

Michele Edwards

Mayor of Council

CITY OF STAUNTON FY 2026 BUDGET AMENDMENT NO. 2			
		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
GENERAL FUND			
GENERAL GOVERNMENTAL ADMINISTRATION			
GENERAL GOVERNMENT			
Noncapital Grant	11013-45551	$ 47,879	
Special Expenses	11011270-55205-48001		$ 47,879
To appropriate ICMA grant			
Misc Revenue	11001-41750-40257	$ 114,700	
Other Expense	11099800-55670-40257		$ 114,700
To appropriate Opioid Settlement Funds			
Appropriation of prior year reserves	11001-41930	$ 349,851	
Other Expenses-Opioid Funds	11099800-55670-40257		$ 349,851
To appropriate carry over balance for Opioid Funds			
JUDICIAL ADMINISTRATION			
COMMONWEALTH ATTORNEY			
Appropriation of Prior Year Fund Balance	11001-41930	$ 24,238	
State forfeited assets	11022210-55472		$ 24,238
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements			
Appropriation of prior year fund balance	11001-41930	$ 23,000	
Non Capital Equipment	11022170-55486		$ 23,000
To appropriate fund balance for equipment purchase			
PUBLIC SAFETY			
POLICE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 78,010	
State forfeited asset expenditures	11033110-55472		$ 76,954
Federal forfeited asset expenditures	11033110-55473		$ 1,056
To carry forward the balance of the state and federal forfeited asset funds. Carry forward is mandated by state and federal regulations.			
Law Enforcement	11001-45225	$ 43,758	
Non capital equipment	11033110-55486		$ 43,758
To appropriate additional 599 funds			
US Marshall Forfeited Asset	11033-46207-53300	$ 25,000	
Police Overtime	11033110-51530-53300		$ 25,000
To appropriate US Marshal Services Joint Law Enforcement Operations Task Force Funding			
Appropriation of prior year fund balance	11001-41930	$ 135,000	
Non Capital Equipment	11033110-55486		$ 135,000
To appropriate fund balance for equipment purchase			
FIRE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 156,995	
Four for Life funds expenditures	11033290-55602		$ 45,156
Fire Programs funds expenditures	11033290-55639		$ 111,839
To carry forward the balance of state funds received, as mandated by state requirements.			
Fire Program Funds	11033-45525	$ 56,121	
Fire Program Funds	11033290-55639		$ 56,121
To appropriate additional Fire Program Funds			

CITY OF STAUNTON FY 2026 BUDGET AMENDMENT NO. 2			
		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
PS NonCap Four For Life	11033-45418	$ 725	
Four for Life funds expenditures	11033290-55602		$ 725
To appropriate Funds for Life			
Insurance Recovery	11031-41928	$ 5,704	
M&R Vehicles	11033210-53105		$ 5,704
To appropriate insurance check			
PUBLIC WORKS			
ADMINISTRATION			
Appropriation of prior year fund balance	11001-41930	$ 3,685,584	
Maint/Street Paving	11044130-53225-18300		$ 3,685,584
To appropriate carry over balance for VDOT reimburseable funds			
Street & Highway Maint Funds	11043-45530	$ 433,955	
Maint/Street Paving	11044130-53230-18000		$ 433,955
To appropriate additional VDOT reimburseable funds			
PARKS AND RECREATION			
PARKS AND RECREATION			
Appropriation of prior year reserves	11001-41930	$ 1,056	
Materials and Supplies	11077110-55415-31200		$ 1,056
To carry forward the balance of donated funds to build a nature park.			
Appropriation of prior year reserves	11001-41930	$ 2,876	
Building improvements/ capital outlay.	11077110-58385-34400		$ 2,876
To carry forward the balance of donated funds for the Booker T. Washington facility kitchen.			
Insurance Reovery	11071-41928	$ 28,606	
Maint of Facilities	11077210-53165		$ 28,606
To appropriate insurance reocvery for repairs			
HORTICULTURE			
Appropriation of prior year reserves	11001-41930	$ 1,867	
Intern	11077120-51510-33200		$ 1,867
To appropriate Susan Blackley grant funds (Community Foundation)			
Appropriation of prior year reserves	11001-41930	$ 5,129	
Tree Care	11077120-53040-33400		$ 5,129
To appropriate Forest Sustainability Funds			
ECONOMIC DEVELOPMENT			
ECONOMIC DEVELOPMENT			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 200,000	
Special Expenses	11088150-55205		$ 200,000
To appropriate prior year fund balance to support Wharf Businesses			

CITY OF STAUNTON FY 2026 BUDGET AMENDMENT NO. 2			
		AMOUNT	
	LEDGER CODE	**REVENUE**	**EXPENDITURE**
TRANSFERS TO OTHER FUNDS			
CAPITAL IMPROVEMENTS			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 3,628,050	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 3,628,050
To record transfer to CIP from prior year reserves			
Appropriation of prior year fund balance	11001-41930	$ 811,730	
City Infrastructure	11099600-59339		$ 811,730
To appropriate carry over for Infrastructure repairs			
Appropriation of prior year fund balance	11001-41930	$ 100,000	
City Hall Improvements	11099600-59339		$ 100,000
To appropriate carry over for City Hall Improvements			
Contribution to Health Department	11055110-55605		$ (55,008)
Transfer to CIP Fund	11099600-59339		$ 55,008
To set aside remaining Health Dept funds for roof			
TOTAL GENERAL FUND		**$ 9,959,834**	**$ 9,959,834**

BUDGET AMENDMENT NO. 2 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY		
General Revenues		
Appropriation of Prior Year Fund Balance		$ 9,203,386
Opiod Settlement	349,851	
Sheriff's Office	23,000	
Forfeited Assets for Police - State	76,954	
Forfeited Assets for Comm Attorney	24,238	
Forfeited Assets for Police - Federal	1,056	
Public Safety	135,000	
EMS Four for Life Funds for Fire Department	45,156	
Fire Programs Fund	111,839	
Recreation- Nature Park Donations	1,056	
Recreation-Donations- Booker T. Community Center	2,876	
Horticulture	6,996	
Public Works - Streets	3,685,584	
Economic Development	200,000	
Transfer to the Capital Improvements Fund	4,539,780	
Recovered Costs		34,310
Public Safety - Insurance Proceeds	5,704	
Parks and Rec	28,606	
Miscellaneous Revenue		114,700
General government - Opioid Settlement	114,700	

CITY OF STAUNTON FY 2026 BUDGET AMENDMENT NO. 2			
		AMOUNT	
	LEDGER CODE	**REVENUE**	**EXPENDITURE**
Non-Capital Grants and Contributions		607,438	
General Government	47,879		
Police Department	68,758		
Fire Department	56,846		
Public Works	433,955		
		$ 9,959,834	-

GENERAL FUND EXPENDITURE SUMMARY			
General Government		$ 512,430	
Judicial Administration		47,238	
Public Safety		501,313	
Public Works		4,119,539	
Parks, Recreation, Cultural		39,534	
Economic Development		200,000	
Transfer to Other Funds		$ 4,539,780	
Total General Fund Expenditures		**$ 9,959,834**	-

CITY CAPITAL IMPROVEMENTS FUND			
Transfer from the General Fund	39001-49211	$ 3,628,050.00	
Fire Truck Reserve	39033210-58463		$ 350,000.00
Self Contained Breathing Appar.	39033210-58518		$ 30,000.00
Cardiac Monitors	39033210-58519		$ 10,000.00
Fire Station Reserve	39044210-58479		$ 200,000.00
Police Station Reserve	39033110-58197		$ 150,000.00
CAD/RMS System	39033110-58539		$ 475,000.00
City Ineligible Streets Paving	39044130-58403		$ 150,000.00
Public Works Equipment Fund	39044130-58505		$ 175,000.00
Public Works Building Fund	39044210-58506		$ 200,000.00
Park and Ride Lighting	39044130-58547		$ 150,000.00
Greenways	39077210-58508		$ 100,000.00
New Sidewalks Reserve	39044130-58484		$ 300,000.00
Bike & Ped Plan Reserve	39088110-58513		$ 125,000.00
Affordable Housing	39088115-58549		$ 30,000.00
Public Use Facilities	39077210-58524		$ 600,000.00
Parks and Rec Equipment Fund	39077210-58546		$ 100,000.00
Golf Cart Replacement Fund	39077130-55486		$ 60,000.00
Porch Replacements	39077210-58548		$ 112,000.00
IT Equipment	39011510-58423		$ 100,000.00
Blue Ridge Comm College	39066800-58430		$ 41,050.00
Transfer to Schools CIP	39099600-59396		$ 170,000.00
To appropriate funds transferred from the General Fund per CIP			
Transfer from the General Fund	39001-49211	$ 811,730	
City Infrastructure	39044130-58545		$ 811,730
To appropriate carry over for Infrastructure repairs			
Transfer from the General Fund	39001-49211	$ 100,000	
City Hall Improvements	39044210-58550		$ 100,000
To appropriate carry over for City Hall Improvements			
CIP Fund Interest Income	39001-41510	$ 750,000.00	
CIP Undesignated	39099800-58400		$ 750,000.00
To appropriate interest earned in the CIP Fund			

CITY OF STAUNTON FY 2026 BUDGET AMENDMENT NO. 2			
		AMOUNT	
	LEDGER CODE	**REVENUE**	**EXPENDITURE**
Transfer from the General Fund	39001-49211	$ 55,008.00	
Health Department Building	39055110-58413		$ 55,008.00
To set aside remaining Health Dept funds for roof			
PSAP Grant	39033-45551-40264	$ 142,291.90	
E911 Equipment	39033140-58467-40264		$ 142,291.90
To appropriate NG911 Grant			
Recovered Cost	39001-41901	$ 25.00	
CIP Undesignated	39099800-58400		$ 25.00
To appropriate recovered cost			
State Capital Grants	39044-45560-75322	$ 3,633,653.00	
Sidewalks	39044130-58379-75322		$ 3,633,653.00
To appropriate VDOT Smart Scale Funds for Edgewood			
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 9,120,758**	**$ 9,120,758**
BOND FUND			
Interest Earned	39501-41510	$ 310,000.00	
JDR Courthouse	39544210-58529-74611		$ 310,000.00
To appropriate interest earned			
Interest Earned on Bond Fund	39501-41510-74614	$ 51,392.83	
JDR Courthouse	39544210-58529-74614		$ 51,392.83
To appropriate additional bond interest			
TOTAL BOND FUND		**$ 361,392.83**	**$ 361,392.83**
GRANTS FUND			
<u>Police Department</u>			
First Responders Wellnes Grant	21534-45559-40263	$ 8,499	
Special Equipment	21533110-58341-40263		$ 8,499
To appropriate Office of First Responder Grant			
PSAP Grant	21533-45551-40264	$ 7,708	
Non-capital equipment	21533140-55486-40264		$ 7,708
To appropriate 911 Grant			
DCJS Grant	21533-45559-40265	$ 11,990	
Non-capital equipment	21533110-55486-40265		$ 11,990
To appropriate DCJS Grant			
TOTAL GRANTS FUND		**$ 28,197**	**$ 28,197**

CITY OF STAUNTON

FY 2026 BUDGET AMENDMENT NO. 2

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
BLUE RIDGE COURT SERVICES FUND			
Supreme Court Therapeutic Docket	21033-45571	$ (10,600)	
M&S Urine	21033342-55404		$ (10,600)
To appropriate BRCS grant			
TOTAL BLUE RIDGE COURT SERVICES FUND		**$ (10,600)**	**$ (10,600)**
WATER FUND			
Proceeds from bond issuance	53001-41930	$ 1,151,145	
Staunton Crossing Water Tank	53004399-58390-74914		$ 15,065
Staunton Crossing Water Line	53004399-58365-74914		$ 99,854
GSPS Pump Station	53004399-58367-73514		$ 765,726
Uniontown PER	53004399-58365-75014		$ 5,500
Reservoir Liner	53004399-58390-75114		$ 265,000
To appropriate bond funds for Crossing Water Project			
TOTAL WATER FUND		**$ 1,151,145**	**$ 1,151,145**
ENVIRONMENTAL FUND			
Comm of VA grant funds	58003-45540	$ (1,700)	
Interest Revenue	58001-41510	$ 2,000	
Materials and Supplies	58004822-55415		$ 300
To adjust Comm of VA grant funds from the Department of Environmental Quality			
TOTAL ENVIRONMENTAL FUND		**$ 300**	**$ 300**

FY 2026 BUDGET AMENDMENT NO. 2 SUMMARY

CITY GOVERNMENT FUNDS	
GENERAL FUND	$ 9,959,834
CAPITAL IMPROVEMENTS FUND	$ 9,120,758
BOND FUND	$ 361,393
GRANTS FUND	$ 28,197
BLUE RIDGE COURT SERVICES FUND	$ (10,600)
WATER FUND	$ 1,151,145
ENVIRONMENTAL FUND	$ 300
TOTAL CITY GOVERNMENT FUNDS	**$ 20,611,027**
EDUCATION FUNDS	
EDUCATION FUND	$ 1,880,680
SCHOOL CIP FUND	$ 640,997
CAFETERIA FUND	$ 77,760
TEXTBOOK FUND	$ 958,584
SOP FUND	$ 31,376
TOTAL EDUCATION FUNDS	**$ 3,589,397**
TOTAL FY2026 BUDGET AMENDMENT NO. 2	**$ 24,200,424**

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

EDUCATION FUND 900		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS			
TITLE III Part A- Limited English Proficient			
To appropriate additional Title III funding	900300-43375-T3-00	$ 12,458	
Educational supplies	91102195-56013-T3-00		$ 12,458
TITLE I Part D Neglected and Delinquent			
To appropriate additional federal grant funds for neglected and delinquent students			
TITLE I Part D Neglected and Delinquent	900300-43015-T1D00	$ 68,460	
Contingency	91101100-59100-T1D00		$ 68,460
Special Education Preschool Program			
To appropriate the balance of grant funds for the preschool program			
Special Education Preschool 619 Funds	900300-43173-PRE00	$ 30,100	
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00		$ 30,100
TITLE VIB Federal Grant			
To appropriate remaining grant funds from prior year grant funds awarded for T6B00			
Federal Revenue	900300-43027-T6B00	$ 797,943	
T6B00 Contingency	91101100-59100-T6B00		$ 797,943
To appropriate remaining grant funds from prior years for TITLE I			
TITLE I Revenue	900300-43010-T1-00	$ 218,408	
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00		$ 218,408
To appropriate remaining grant funds from prior year for TITLE II			
Title II Grant Revenue	900300-43345-RT-00	$ 18,934	
Teacher Salaries	91102187-51120-RT-00		$ 18,934
To adjust prior year and new grant funds for TITLE IV			
Title IV Revenue	900300-43378-T4-00	$ (1,914)	
TITLE IV Contingency	91102195-56013-T4-00		$ (1,914)
To appropriate the Virginia All In Initiative			
State Grant Revenue	900100-49302	$ 94,809	
Contingency	91101100-59100-ALLIN		$ 94,809
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$ 1,239,198**	**$ 1,239,198**

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

LOCAL GENERAL REVENUE/PROGRAMS			
To appropriate prior year balance of Equity Funds			
Prior Year Fund Balance	900100-49302	$ 35,110	
Contingency	91101100-59100-KIND		$ 35,110
To appropriate Equity Fund donations			
Donation Revenues	900300-40580-KIND	$ 7,035	
Contingency	91101100-59100-KIND		$ 7,035
To appropriate private donation for school libraries			
Donations Private Gifts	900300-40580	$ 500	
Books and Subscriptions	91321181-56012		$ 167
Books and Subscriptions	91321182-56012		$ 167
Books and Subscriptions	91321183-56012		$ 166
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School			
Prior Year Fund Balance	900100-49302	$ 31,883	
Bessie Weller Elementary Thacker Fund	91101181-56109-THACK		$ 31,883
To Appropriate Remaining SHS Future Garden			
Prior Year Fund Balance	900100-49302	$ 313	
Repair/Maint SHS	94209099-53688-SHS21		$ 313
To Appropriate Remaining SMS Outdoor Learning			
Prior Year Fund Balance	900100-49302	$ 1,945	
Repair/Maint SHELBURNE	94209099-53687-SMS21		$ 1,945
To reappropriate T Alden Arts Grant			
Prior Year Fund Balance	900100-49302	$ 1,184	
Educational Supplies	91101181-56013		$ 592
Educational Supplies	91101183-56013		$ 592
To reappropriate SPARK			
Prior Year Fund Balance	900100-49302	$ 1,000	
Non Capital Equipment	91104184-56486-SPARK		$ 1,000
To reappropriate ESY			
Prior Year Fund Balance	900100-49302	$ 50,000	
Other Professional Salaries	91312587-51130-ESY		$ 26,416
Group Life Insurance	91312587-52001-ESY		$ 377
Health Insurance Credit	91312587-52005-ESY		$ 5,815
Social Security	91312587-52010-ESY		$ 2,005
VRS Hybrid	91312587-52021-ESY		$ 4,544
Health Insurance Credit	91312587-52023-ESY		$ 387
DC Retirement	91312587-52024-ESY		$ 269
Worker's Comp	91312587-52025-ESY		$ 87
Disability	91312587-52035-ESY		$ 100
Instructional Supply Allotment	91312587-56101-ESY		$ 10,000

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

To reappropriate bonus			
Prior Year Fund Balance	900100-49302	$ 271,450	
Bonus	91101181-51628		$ 19,415.00
Bonus	91101182-51628		$ 19,635.00
Bonus	91101183-51628		$ 19,085.00
Bonus	91101281-51628		$ 7,700.00
Bonus	91101282-51628		$ 6,050.00
Bonus	91101283-51628		$ 8,250.00
Bonus	91102187-51628		$ 23,425.00
Bonus	91102287-51628		$ 10,813.00
Bonus	91102387-51628		$ 2,200.00
Bonus	91103188-51628		$ 22,913.00
Bonus	91103189-51628		$ 1,650.00
Bonus	91103288-51628		$ 7,700.00
Bonus	91103388-51628		$ 3,300.00
Bonus	91103488-51628		$ 825.00
Bonus	91103588-51628		$ 1,100.00
Bonus	91104184-51628		$ 8,855.00
Bonus	91104284-51628		$ 3,300.00
Bonus	91211181-51628		$ 550.00
Bonus	91211182-51628		$ 550.00
Bonus	91211183-51628		$ 550.00
Bonus	91212187-51628		$ 2,200.00
Bonus	91213188-51628		$ 2,200.00
Bonus	91311195-51628		$ 2,544.00
Bonus	91311295-51628		$ 1,238.00
Bonus	91312187-51628		$ 550.00
Bonus	91312587-51628		$ 550.00
Bonus	91313195-51628		$ 1,306.00
Bonus	91313295-51628		$ 963.00
Bonus	91321181-51628		$ 550.00
Bonus	91321182-51628		$ 825.00
Bonus	91321183-51628		$ 825.00
Bonus	91322187-51628		$ 1,100.00
Bonus	91323188-51628		$ 1,100.00
Bonus	91411181-51628		$ 2,200.00
Bonus	91411182-51628		$ 2,200.00
Bonus	91411183-51628		$ 2,200.00
Bonus	91412187-51628		$ 3,300.00
Bonus	91413188-51628		$ 4,400.00
Bonus	92129095-51628		$ 1,100.00
Bonus	92159095-51628		$ 550.00
Bonus	92169095-51628		$ 1,100.00
Bonus	92219095-51628		$ 550.00
Bonus	92229095-51628		$ 3,300.00
Bonus	92239095-51628		$ 1,100.00
Bonus	93109096-51628		$ 1,100.00
Bonus	93209096-51628		$ 10,800.00
Bonus	93309096-51628		$ 1,500.00
Bonus	93409096-51628		$ 1,100.00
Bonus	94109095-51628		$ 1,100.00
Bonus	94209099-51628		$ 16,000.00
Bonus	94309099-51628		$ 550.00
Bonus	94409099-51628		$ 275.00
Bonus	94509099-51628		$ 275.00
Bonus	97109081-51628		$ 495.00
Bonus	97109082-51628		$ 495.00
Bonus	97109083-51628		$ 495.00
Bonus	97109088-51628		$ 550.00
Bonus	97109095-51628		$ 1,100.00
Bonus	97309095-51628		$ 3,413.00
FICA	91101181-52010		$ 1,485.00
FICA	91101182-52010		$ 1,502.00

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

FICA	91101183-52010		$ 1,460.00
FICA	91101281-52010		$ 589.00
FICA	91101282-52010		$ 463.00
FICA	91101283-52010		$ 631.00
FICA	91102187-52010		$ 1,793.00
FICA	91102287-52010		$ 827.00
FICA	91102387-52010		$ 168.00
FICA	91103188-52010		$ 1,754.00
FICA	91103189-52010		$ 126.00
FICA	91103288-52010		$ 589.00
FICA	91103388-52010		$ 252.00
FICA	91103488-52010		$ 63.00
FICA	91103588-52010		$ 84.00
FICA	91104184-52010		$ 677.00
FICA	91104284-52010		$ 252.00
FICA	91211181-52010		$ 42.00
FICA	91211182-52010		$ 42.00
FICA	91211183-52010		$ 42.00
FICA	91212187-52010		$ 168.00
FICA	91213188-52010		$ 168.00
FICA	91311195-52010		$ 195.00
FICA	91311295-52010		$ 95.00
FICA	91312187-52010		$ 42.00
FICA	91312587-52010		$ 42.00
FICA	91313195-52010		$ 100.00
FICA	91313295-52010		$ 74.00
FICA	91321181-52010		$ 42.00
FICA	91321182-52010		$ 63.00
FICA	91321183-52010		$ 63.00
FICA	91322187-52010		$ 84.00
FICA	91323188-52010		$ 84.00
FICA	91411181-52010		$ 168.00
FICA	91411182-52010		$ 168.00
FICA	91411183-52010		$ 168.00
FICA	91412187-52010		$ 252.00
FICA	91413188-52010		$ 337.00
FICA	92129095-52010		$ 84.00
FICA	92159095-52010		$ 42.00
FICA	92169095-52010		$ 84.00
FICA	92219095-52010		$ 42.00
FICA	92229095-52010		$ 252.00
FICA	92239095-52010		$ 84.00
FICA	93109096-52010		$ 84.00
FICA	93209096-52010		$ 826.00
FICA	93309096-52010		$ 115.00
FICA	93409096-52010		$ 84.00
FICA	94109095-52010		$ 84.00
FICA	94209099-52010		$ 1,225.00
FICA	94309099-52010		$ 42.00
FICA	94409099-52010		$ 21.00
FICA	94509099-52010		$ 21.00
FICA	97109081-52010		$ 38.00
FICA	97109082-52010		$ 38.00
FICA	97109083-52010		$ 38.00
FICA	97109088-52010		$ 42.00
FICA	97109095-52010		$ 84.00
FICA	97309095-52010		$ 261.00
Transfer to the Cafeteria Fund	98909095-59392		$ 7,640.00
Transfer to the Cafeteria Fund	98909095-59392		$ 6,462.00
Contingency	91101100-59100		$ (6,462.00)

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

To appropriate carryover for FY26 School CIP			
Prior Year Fund Balance	900100-49302	$ 225,000	
Transfer to CIP	98909095-59394		$ 225,000
To appropriate donations for Food Drive			
Donations	900300-40580-FOOD	$ 810	
Contingency	91101100-59100-FOOD		$ 810
To appropriate VAE grant			
Other Grant Revenue	900381-40587-VAE	$ 1,500	
Other Grant Revenue	900387-40587-VAE	$ 4,106	
Other Grant Revenue	900388-40587-VAE	$ 6,177	
Education Supplies	91101181-56013-VAE		$ 1,500
Education Supplies	91102187-56013-VAE		$ 4,106
Misc Grant Expenditures	91103188-55679-VAE		$ 6,177
To appropriate VRSA Insurance Proceeds			
Insurance Recovery	900100-40510	$ 2,250	
R&M Services	94509099-53604		$ 2,250
To appropriate VRSA Insurance Proceeds			
Insurance Recovery	900100-40510	$ 1,219	
Repair and Maint. Services	93409096-56009		$ 1,219
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		**$ 641,482**	**$ 641,482**
TOTAL EDUCATION FUND		**$ 1,880,680**	**$ 1,880,680**

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

STATE OPERATED PROGRAMS FUND 920		**REVENUES**	**EXPENDITURES**
To appropriate additional federal grant funds for neglected and delinquent students			
Federal T1D00 Grant Revenue	920391-43015-T1D00	$ 14,650	
Other Salaries	S1109991-51120-T1D00		$ 14,650
To appropriate revenue for bonus			
Detention Revenue	920391-42220	$ 6,069	
Bonus	S1109991-51628		$ 4,538.00
FICA	S1109991-52010		$ 347.00
Bonus	S1319991-51628		$ 1,100.00
FICA	S1319991-52010		$ 84.00
CCCA Revenue	920393-42220	$ 10,657	
Bonus	S1109993-51628		$ 8,250.00
FICA	S1109993-52010		$ 631.00
Bonus	S1319993-51628		$ 1,650.00
FICA	S1319993-52010		$ 126.00
TOTAL STATE OPERATED PROGRAMS FUND 920		**$ 31,376**	**$ 31,376**

SCHOOL CIP FUND 966		**REVENUES**	**EXPENDITURES**
Appropriate School Security Equipment Grant			
Other State Grant	966400-42999-SSE25	$ 27,018.00	
Undesignated CIP (SCS Match)	K9009000-58100		$ (6,754.50)
Security Equipment-McSwain	K6609082-58215-SSE25		$ 33,772.50
To cover balance in CIP account			
Undesignated CIP	K9009000-58100		$ 1,154.92
School Building Security Equipment	K6609095-58215-SSS25		$ (1,154.92)
To appropriate FY26 school capital per plan			
Transfer from Education	966100-49290	$ 225,000.00	
Parking Lot Paving	K6209095-58113		$ 100,000.00
Technology Infrastructure	K6809095-58120		$ 100,000.00
Furniture Reserve	K9009000-58102		$ 25,000.00
To appropriate transfer from City CIP			
Transfer from City CIP	966100-49239	$ 170,000.00	
Construction	K6609087-58360		$ 100,000.00
School Bus	K6009096-58110		$ 50,000.00
Parking Lot Paving	K6209095-58113		$ 20,000.00
Appropriate School Security Equipment Grant			
Other State Grant	966400-42999-SSE26	$ 218,979.00	
Undesignated CIP (SCS Match)	K9009000-58100		$ (54,744.75)
Security Equipment-BW	K6609081-58215-SSE26		$ 30,421.56
Security Equipment-MCSWAIN	K6609082-58215-SSE26		$ 146,526.09
Security Equipment-WARE	K6609083-58215-SSE26		$ 28,943.00
Security Equipment-SHELBURNE	K6609087-58215-SSE26		$ 33,916.55
Security Equipment-SHS	K6609088-58215-SSE26		$ 33,916.55
TOTAL SCHOOL CIP FUND 966		**$ 640,997.00**	**$ 640,997.00**

STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 2

CAFETERIA FUND 930		**REVENUES**	**EXPENDITURES**
Appropriation from fund balance	930100-49302	$ 63,658	
Contingency	H5109000-59100-SSO		$ 15,210
Other Operating Supplies	H5109081-56014-SOSB		$ 200
Other Operating Supplies	H5109000-56014-NKHVA		$ 2,683
Paper Supplies	H5109000-56003-MM5K		$ 3,489
Contingency	H5109000-59100-KIND		$ 2,000
Contingency	H5109000-56002-GIANT		$ 38,134
Other Operating Supplies	H5109000-56014-KIWA		$ 24
Contingency	H5109000-59100		$ 1,918
Appropriation to fund bonuses			
Transfer from Education	930100-49290	$ 14,102	
Bonus	H5109081-51628		$ 2,200
Bonus	H5109082-51628		$ 1,650
Bonus	H5109083-51628		$ 1,900
Bonus	H5109084-51628		$ 1,100
Bonus	H5109087-51628		$ 3,000
Bonus	H5109088-51628		$ 2,150
Bonus	H5209095-51628		$ 1,100
FICA	H5109081-52010		$ 168
FICA	H5109082-52010		$ 126
FICA	H5109083-52010		$ 145
FICA	H5109084-52010		$ 84
FICA	H5109087-52010		$ 230
FICA	H5109088-52010		$ 165
FICA	H5209095-52010		$ 84
TOTAL SCHOOL CAFETERIA FUND 930		**$ 77,760**	**$ 77,760**

TEXTBOOK FUND 910		**REVENUES**	**EXPENDITURES**
To appropriate prior year funds for textbook purchases			
Prior Year Fund Balance	9100100-49302	$ 958,584	
Textbook Adoptions	B1109195-56021		$ 958,584
TOTAL TEXTBOOK FUND 910		**$ 958,584**	**$ 958,584**

GRAND TOTAL BUDGET AMENDMENT NO. 2		**$ 3,589,397.00**	**$ 3,589,397.00**
			$ -

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

<table>
<tr><td>Meeting Date:</td><td>March 12, 2026</td><td rowspan="3">City Council

John C. Blair, II
City Attorney</td></tr>
<tr><td>Item #</td><td>A.4</td></tr>
<tr><td>Department:</td><td>City Council</td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Value: Excellence

Strategic Area: An Informed and Engaged Community</td></tr>
<tr><td>Subject:</td><td colspan="2">Consideration of Ratification of Council Procedure Memoranda</td></tr>
</table>

Background: In 2025, the Staunton City Council amended Staunton City Code Section 2.10.105. Prior to this amendment, the Staunton City Council approved its Memoranda of Procedure at its organizational meeting.

During its 2025 Retreat, the Council agreed with staff that it could be awkward to have a Councilor vote at their first meeting on unfamiliar procedural rules. Therefore, Council amended the code section to require the Council to review the procedures on an annual basis at any time of the calendar year.

The Council considered the procedures at its February 26, 2026 meeting and did not believe any changes were necessary.

Attachment: City Council Procedure Memoranda

City Manager Recommendation: Ratify the existing Council Procedure Memoranda.

Suggested Motion: I move to ratify the existing Council Procedure Memoranda.

City Manager: Leslie M. Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**Staff Member:** **Captain Chad Kauffman**
Item #	**A.5**	
Department:	**Police Department**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Excellence; Engagement** **Strategic Area: An Informed and Engaged Community**	
Subject:	**Consideration of Virginia Department of Criminal Justice Services FY 2027 School Resource Officer Continuation Grant Program Application**	

Background: The Virginia Department of Criminal Justice Services (DCJS) is offering a new cycle of state grants to continue funding for School Resource Officer (SRO) positions to enhance and continue partnerships between local law enforcement agencies and school divisions. The Staunton Police Department has one SRO position at Shelburne Middle School currently funded by this grant program through June 30, 2026. Grantees are required to submit a new application for continued funding in FY 2027. The new round of funding requires localities to contribute matching funds based on the Composite Index of Local Ability to Pay. Staunton's rate is calculated at .3999, resulting in the following match requirement:

	City Share	DCJS Share	Total Compensation
Shelburne M.S. SRO	$38,182.00	$57, 297.00	$95, 479.00

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

City Manager's Recommendation: Recommend that Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2027 School Resource Officer Continuation

Grant Program.

Suggested Motion: I move City Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2027 School Resource Officer Continuation Grant Program.

City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**March 12, 2026**	**Captain Chad Kauffman** **Police Department**
Item #	**A.6**	
Department:	**Police Department**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Excellence; Engagement** **Strategic Area: An Informed and Engaged Community**	
Subject:	**Consideration of Virginia Department of Criminal Justice Services FY 2027 Edward Byrne Memorial Justice Assistance Grant Application**	

Background: The Virginia Department of Criminal Justice Services (DCJS) is offering a grant for local units of government to purchase equipment that improves or enhances the delivery of law enforcement services to the community and/or ensures the safety of citizens and officers. The Police Department intends to purchase a digital forensics workstation, and Farady storage tower, which is used to shield seized electronic devices from wireless signals after intake. Digital evidence is now present in a significant portion of our cases, creating higher demand for timely data extractions and analysis to support patrol, investigations, and prosecution. Our current digital forensics workstation is in constant use and no longer provides the processing speed or capacity needed to efficiently handle modern forensic software and growing data volumes, which leads to longer turnaround times. This funding is needed to modernize the department's digital forensics infrastructure by adding a newer, higher-performance workstation and a second Faraday locker dedicated to the digital evidence processing room. The grant requires localities to contribute 25% matching funds.

	City Share	DCJS Share	Total Program
DCJS Byrne/JAG Grant	$6,148	$18,443	$24,591

Fiscal Impact: Because this grant requires a cash match, per City Council Procedure Memorandum No. 5, submitting an application for this grant requires approval by City Council. The city share of the grant will be funded with existing asset forfeiture funds.

Attachment 1
Att

City Manager's Recommendation: Recommend that Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2027 Edward Byrne Memorial Justice Assistance Grant.

Suggested Motion: I move City Council authorize staff to apply for the Virginia Department of Criminal Justice Services FY 2027 Edward Byrne Memorial Justice Assistance Grant.

City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

<table>
<tr><td>Meeting Date:</td><td>March 12, 2026</td><td rowspan="3">Jessie L. Moyers
Chief Finance Officer</td></tr>
<tr><td>Item #</td><td>B</td></tr>
<tr><td>Department:</td><td>Finance</td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Value: Excellence

Strategic Area: An Informed and Engaged Community</td></tr>
<tr><td>Subject:</td><td colspan="2">Consideration of Changes to Utility Billing Adjustments</td></tr>
</table>

Background: Chief Finance Officer, Jessie Moyers, will present multiple proposed changes to Staunton City Code relating to utility billing adjustments.

1. Adds language to section 13.20.070 Toilet Leak Billing Adjustment of the city code allowing customers to have one adjustment every 36 months for a toilet leak. Criteria and adjustment calculation is outlined in Attachment #1.

2. Codifies the sewer adjustment for pool fills in city code section 13.45.030 Amount and sets the minimum gallons for a pool adjustment to 5,000 as outlined in Attachment #2.

3. Allows a refuse exemption for vacant properties in city code section 8.30.110 Fees – Prescribed, where the water must be left on to operate the hydronic heating system. Details for the exemption can be found in Attachment #3.

Attachments:

Attachment 1—Draft ordinance for toilet leak credit
Attachment 2—Draft ordinance for pool sewer user fee credit
Attachment 3—Draft ordinance for refuse waiver

City Manager's Recommendation: Approve the proposed ordinances authorizing changes to City Code for utility bill adjustments.

Suggested Motion: I move to accept the proposed ordinances authorizing changes to City Code for utility bill adjustments, as presented.

City Manager: Leslie Beauregard

Ordinance No. 2026 - __

AN ORDINANCE AMENDING STAUNTON CITY CODE SECTION 13.20.070 AND RENUMBERING STAUNTON CITY CODE SECTIONS 13.20.080 AND 13.20.090 AND ADDING STAUNTON CITY CODE SECTION 13.20.100

Recitals

A. The Council of the City of Staunton, Virginia is authorized to provide a credit for excessive water charges pursuant to Virginia Code Section 15.2-2119.1.

B. The Council of the City of Staunton, Virginia desires to authorize the City's Chief Financial Officer to grant a toilet leak billing adjustment pursuant to Virginia Code Section 15.2-2119.1.

C. This matter has been properly heard and considered.

D. These recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 13.20.070 of Chapter 13.20, Use Charges, of Title 13, Environment, of the Staunton City Code is hereby amended as follows:

Chapter 13.20
USE CHARGES

…

13.20.070 ~~When and where payable.~~Toilet Leak Billing Adjustment

~~Water bills shall be due and payable to the city of Staunton within 30 days from the date of the bill.~~

The City of Staunton's Chief Financial Officer may provide a billing adjustment for residential utility customers who incur unusually high water and sewer charges resulting from a toilet leak in the customer's private plumbing system.

For purposes of this section, "toilet leak" is defined as water loss caused by a malfunctioning toilet that is not readily observable or caused by intentional misuse.

A customer may apply for a toilet leak adjustment if the customer provides satisfactory documentation, within sixty (60) days of the bill date, that the high usage resulted from a toilet leak that has been repaired. Additionally, the customer's account must have been in use for the twelve (12) months preceding the toilet lead, and the customer's water and sewer account shall be in good standing.

Upon the Chief Financial Officer's finding that the high usage resulted from a toilet leak that has been repaired, the water usage shall be adjusted so that the billed usage does not exceed twice the customer's average water consumption over the preceding six (6) billing periods on the same account. The customer may also receive a sewer usage adjustment so that the billed usage does not exceed twice the customer's average sewer usage over the preceding six (6) billing periods on the same account. The adjustments only apply to volumetric charges and do no affect fixed charges or fees.

A toilet leak adjustment shall be allowed no more than once during any thirty-six (36) month period per account.

The toilet leak adjustment applies only to toilet leaks and excludes irrigation systems, service lines, and other plumbing failures.

The Chief Financial Officer is authorized to establish written policies and procedures to implement this code section.

13.20.~~070~~080 When and where payable.

Water bills shall be due and payable to the city of Staunton within 30 days from the date of the bill.

13.20.~~080~~090 Penalty on and notice and collection of delinquencies.

If a bill for water shall remain unpaid for 30 days after the date of the bill, or the final date on which it becomes payable, a penalty of 10 percent of the water charge or $1.50, whichever is greater, shall be added to the bill. The chief finance officer shall then notify the consumer of his delinquent bill, by telephone, written notice or otherwise, after which the city treasurer shall proceed immediately to collect such bill in the same manner that other claims and obligations are or may be collected.

13.20.~~090~~100 Discontinuance of service for failure to pay.

(1) If any water bill remains unpaid for 90 days after the date of the bill, it shall be the duty of the chief finance officer to notify the director of public works, immediately after expiration of such period of 90 days, to at once cause the water to be cut off from the premises of the consumer who is so delinquent and not allow the water to be turned on again at any place for such defaulting consumer until the water bill and the reconnection charge prescribed by this section are paid.

(2) When the chief finance officer notifies the director of public works to cut off the water from the premises as required by subsection (1) of this section, there shall be a disconnection charge of $15.00 applied to the consumer's account. In the event water has been cut off hereunder, the consumer must pay all past-due charges (including penalty and interest, if any) and a reconnection charge of $15.00 at the office of public works in order to schedule the reconnection of water supply, unless special arrangements have

been made. If the unpaid water bill and reconnection charge are paid by 3:00 p.m. on the day of disconnection, the disconnected customer's water service shall be reinstated the same day. If payment is received after 3:00 p.m. on the day of disconnection, the disconnected customer's water service shall be reinstated the following day.

(3) It shall be unlawful for any person, other than the director of public works or his agents, to turn on the water into or upon the premises from which it has been cut off for nonpayment of the water bill. Each day the water so unlawfully turned on remains on and the fact of its so remaining shall be regarded as a distinct offense under this section, the same as if there were fresh turning on each day.

(4) In the event the water and/or sewer bill for a particular consumer becomes delinquent and remains unpaid, as set forth in subsection (1) of this section, more than one time in any 12-month period, the water service, or sewer service (if the consumer is a sewer-service-only consumer) shall not be resumed until the requirements of this section are met and the consumer makes a security deposit in an amount equal to the sum determined by the chief financial officer to be an average two-month bill for the consumer so delinquent (based upon the previous 12-month period or such portion thereof if the customer has not been a consumer for 12 consecutive months). Such security deposit shall be held by the city to ensure the final settlement of the consumer's account when closed. Such deposit shall be applied to the consumer's final account when closed, with any excess refunded (without interest) to the consumer. In the event the deposit is insufficient to cover the final account, the consumer shall be held accountable for the balance.

In all other respects, the provisions of Title 13, Environment, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

____
Michele D. Edwards, Mayor

ATTEST:______________________________
John C. Blair,
Acting Clerk of Council

Ordinance No. 2026 - __

AN ORDINANCE AMENDING STAUNTON CITY CODE SECTION 13.45.030-AMOUNT.

Recitals

A. The Council of the City of Staunton, Virginia is authorized to provide a credit for excessive sewer charges pursuant to Virginia Code Section 15.2-2119.1.

B. The fulfilment of a pool does not require the usage of the City of Staunton's sewage infrastructure.

C. The Council of the City of Staunton, Virginia desires to authorize the City's Chief Financial Officer to grant a pool fulfilment sewer credit pursuant to Virginia Code Section 15.2-2119.1.

D. This matter has been properly heard and considered.

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 13.45.030 of Chapter 13.45 Sewer User Fee, of Title 13, Environment, of the Staunton City Code is hereby amended as follows:

Chapter 13.45
SEWER USER FEE

…

13.45.030 Amount.

(1) The user fee shall be $5.60 per each 100 cubic feet of metered water entering the premises. The owner of any premises may, at his option and expense, install a separate meter designed to measure the wastewater actually entering the city system of sanitary sewers. Subject to the inspection and approval of the separate meter by the city, the rate of $5.60 per 100 cubic feet will be applied to the metered flow of wastewater into the sewer system. There shall be paid each two months, as prescribed, by each user of the city sewer system a minimum charge per two months of $28.00.

(2) Users of the city sewer system within the corporate limits of the city who do not have city water service shall be charged a flat rate of $56.00 each two months, with the exception of any existing contracts in effect specifying a different rate.

(3) The rate at which wastewater disposal services will be provided outside the corporate limits of the city shall be one and one-half the regular city rate, with the exception of any existing contracts in effect specifying a different rate.

(4) No sewer user fee will be charged for metered water supplies through an outside and separate water service which has been installed at the owner's expense for the exclusive use of construction, lawn irrigation, and plant watering, and from which water cannot be reasonably expected to enter the sanitary sewer system. Refer to SCC 13.15.040(3).

(5) No sewer user fee will be charged for a portion of metered water entering the premises under the following conditions:

(a) Whenever the owner or occupant of a lot or premises is installing a new lawn or a new landscaping scheme upon the lot or premises and watering of the same is necessary for the initial gestation and growth of the same, the owner or occupant may obtain relief from the sewer user fee under the following conditions:

(i) The project must be the establishment of a new lawn of at least 1,800 square feet, the cost of which exceeds $1,500; or

(ii) The complete renovation of a previously established lawn of at least 1,800 square feet, the cost of which exceeds $1,500; or

(iii) A new landscaping plan or a renovation of an existing landscaping plan, the cost of which exceeds $2,000.

(b) An owner or occupant seeking relief under this section shall make application therefor at the water billing department of the city of Staunton and present to the water billing department such evidence, including receipts for seeding, plantings, etc., as requested by the water billing department to determine whether or not the applicant qualifies for relief. Upon approval by the water billing department of the request, the water used during the time concerned, to the extent that it exceeds the average amount of water used by the premises for the immediate past 12 months (or such lesser period of time that the premises were used or occupied), shall not be used in computing the sewer user fee set forth herein. In the event there is no past history available with regard to water usage for the subject premises, the water billing department shall determine an average water bill for the subject premises based on estimations for similarly sized dwellings or buildings in making its computations hereunder.

(c) No such relief shall be issued for the watering of vegetable gardens or for any other use except as set forth herein, and the relief granted hereunder shall be granted only for a period of time not to exceed 60 days and such relief shall not be granted with respect to the same premises more than once in each calendar year.

(6) For any premises used exclusively as an industrial laundry for which it is impractical to separately measure the wastewater by meter, as determined by the city manager or designee, the user fee charge for an account shall be reduced by credit equal to 15 percent of the charge otherwise applicable. For purposes solely of this provision, an "industrial laundry" shall mean an establishment engaged on a non-retail contract basis in operating

a mechanical laundry, with steam as a significant processing byproduct, for cleaning by washing with water various clothing, fabrics, and other similar items, when during a bimonthly billing period metered water on the premises for the particular account exceeds 1,000 hundred cubic feet.

(7) Upon prior written request and certification submitted by the owner to the city's finance department, for a period of 90 days after connection of service or until the issuance of a certificate of occupancy, whichever is earlier, no sewer user fee shall be charged as to any premises on which a new dwelling is being constructed on an unimproved lot.

(8.) The owner of a pool may be eligible for a pool adjustment credit to their sewer user fee pursuant to the following conditions:

(a.) An owner of an in-ground pool shall receive a sewer user fee adjustment if documentation satisfactory to the Chief Financial Officer is presented that the pool is newly constructed and needed to be filled with water or if pool repairs required the pool to be emptied of water and filled again.

The amount of the adjustment will be a reduction in the sewer user fee to the average sewer usage fee of the preceding six billing periods on the account that includes the pool.

(b.) An owner of an above-ground pool shall receive a sewer user fee adjustment if documentation satisfactory to the Chief Financial Officer is presented that the pool is newly constructed and needed to be filled with water, if pool repairs required the pool to be emptied of water and filled again, or if the pool needed to be emptied onto the ground and the process of emptying the pool did not use a drain system.

The amount of the adjustment will be a reduction in the sewer user fee to the average sewer usage fee of the preceding six billing periods on the account that includes the pool.

The pool adjustment credit will not be available for partial fills of in-ground or above-ground pools nor will it be available for the filling of hot tubs or jacuzzis.

The pool adjustment credit will not be available for a fill of in-ground or above-ground pools of less than five thousand (5,000) gallons.

The Chief Financial Officer is authorized to establish policies and procedures to administer the pool adjustment credit.

In all other respects, the provisions of Title 13, Environment, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:

Adopted:

Effective Date:

____
Michele D. Edwards, Mayor

ATTEST:____________________________________
John C. Blair,
Acting Clerk of Council

Ordinance No. 2026 - __

AN ORDINANCE AMENDING STAUNTON CITY CODE SECTION 8.30.110-FEES-PRESCRIBED.

Recitals

A. The Council of the City of Staunton, Virginia is authorized to establish solid waste fees for the collection of solid waste pursuant to Virginia Code Section 15.2-928.

B. The Director of Public Works and Chief Financial Officer have identified a fact pattern in which solid waste fees are collected but the service is not rendered due to the operation of a boiler system.

C. The Council of the City of Staunton, Virginia desires to authorize the City's Chief Financial Officer to grant a waiver in the factual pattern identified by the Chief Financial Officer and the Director of Public Works.

D. This matter has been properly heard and considered.

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 8.30.110 of Chapter 8.30 Solid Waster, of Title 8, Health and Safety, of the Staunton City Code is hereby amended as follows:

Chapter 8.30
SOLID WASTE

…

8.30.110 Fees – Prescribed.
(1) Residential. For a mandatory fee of $24.01 per month for each single-family unit (to include each unit in a multifamily structure), the city shall provide one weekly pickup of refuse from each residential unit in the city, whether inside or outside the central business district, the basis of computation of the fee being a single-family unit. The fee for refuse collection service for all other than single-family units shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with the approval of the city manager, but such fee shall not be less than $24.01 per month per unit.

(2) Light Commercial. The mandatory fee for refuse collection service to light commercial customers, whether inside or outside the central business district, shall be $54.51 per month. The light commercial designation shall apply to those customers which place the equivalent of four or fewer bags/containers of refuse at the curb for collection.

(3) Heavy Commercial. The mandatory fee for refuse collection service to heavy commercial customers within the central business district shall be $146.52 and $115.32 for those outside the central business district. The heavy commercial designation shall apply to those customers which place the equivalent of five or more bags/containers at the curb for collection. All full-time restaurants shall be deemed heavy commercial customers.

(4) Special Unscheduled Pickup. When refuse is stored or placed curbside in a manner not otherwise in accordance with the city's solid waste policy, it shall be deemed a request for a special unscheduled pickup and a crew may be dispatched to collect the refuse. The fee for pickup shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with approval of the city manager, but such fee shall not be less than $120.75 and shall be charged to the property owner or tenant.

(5) Recyclables. The mandatory fee for the collection of recyclable materials from customers not otherwise charged a refuse collection service fee shall be $24.01 per month.

(6) Collection Outside City Limits. The fee for refuse collection service rendered outside of the city limits shall be in an amount equal to 200 percent of the fee charged for such service in the city limits.

(7) Exemption, Deferral, Modification or Waiver of Fee.

(a) By ordinance, persons may be exempted, deferred, or charged a lesser amount from paying any charges and fees authorized for the collection and disposal of garbage and refuse only if based on the income criteria, as provided by Section 58.1-3211 of the Code of Virginia.

(b) The director of public works may waive all or part of the fees for any multifamily structure or commercial customer if contractual arrangements are made and maintained by that customer for adequate containerized service as determined satisfactory by the director of public works.

(c) The Chief Financial Officer may waive this fee for any multifamily residential structure if it is determined that the structure is vacant and that the only water usage of the structure is to operate a hydronic heating system. The Chief Financial Officer may establish policies and procedures to administer this waiver.

In all other respects, the provisions of Title 8, Health and Safety, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:

Adopted:
Effective Date:

____
Michele D. Edwards, Mayor

ATTEST:___________________________________
John C. Blair,
Acting Clerk of Council

STAUNTON
VIRGINIA

Utility Adjustments

March 12, 2026

Presented by Jessie Moyers, CFO

Toilet Leak Adjustment

- Hidden leaks are common and can waste thousands of gallons of water without the customer noticing.
- Currently the city does not allow for an adjustment because it is seen as a maintenance issue.
- Large unexpected bills can cause financial hardships on customers.
- High usage is the result of a mechanical failure and not intentional water use, so staff would like a way to help residents mitigate unexpected high bills.
- Adds language to Staunton City Code section 13.20.070 Toilet Leak Billing Adjustment to allow customers to have one adjustment <u>every 36 months</u>.
- Must show the repair has been made.
- Bill is reduced to 2x the average usage for water and sewer.

Pool Adjustments

- Pool adjustments are not new.
- This will codify the pool adjustment.
- Adjust the sewer usage down to the average usage since the water does not go down the sewer.
- Adjustment cannot exceed the estimated volume of the pool based on measurements.
- Minimum volume is 5,000 gallons.

Refuse Exemption on Vacant Properties

- Updates Staunton City Code section 8.30.110 Fees – Prescribed
- Allows the CFO to waive refuse fees for any multifamily residential structure if vacant.
- Pertains to properties where the water must be left on in order to operate the boiler system.
- Only water usage is due to the operation of the hydronic heating system, which is typically little to no usage.

- Questions?