STAUNTON
VIRGINIA

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

MEMORANDUM

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

From: Amanda DiMeo, Executive Director, Staunton EDA

Re: Meeting of the Economic Development Authority, April 16, 2026 at **8:30 a.m.**

Date: April 10, 2026

The Staunton Economic Development Authority will hold a meeting on Thursday, April 16, 2026 at **8:30 a.m. in the City Manager's Conference Room, City Hall, 3rd Floor**. The agenda and briefing materials are attached.

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

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

We look forward to seeing you next Thursday.

Amanda

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

MEETING AGENDA
Staunton Economic Development Authority
City Manager's Conference Room, 3rd Floor, City Hall
Thursday, April 16, 2026
8:30 am

Call to Order

1. Consideration of Minutes from the EDA Meeting on February 5, 2026

2. Treasurer's Financial Report

3. Enterprise Zone/Wharf Grants

4. Executive Director Report - Amanda DiMeo, Economic Development Director
   a. Economic Development Department
   b. Community Development Department

5. Other Business

6. Adjournment

Agenda Item No. 1

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Staunton EDA Executive Director

RE: Consideration of Minutes

DATE: April 10, 2026

This item on your agenda is consideration of the minutes from the EDA Meeting on February 5, 2026.

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

Thursday, February 5, 2026 8:30 a.m.
City Manager's Conference Room, 3rd Floor, City Hall

Members Present:	Billy Vaughn, Chair Terry Holmes, Vice-Chair Don Bosserman Billy Sowers Isaac Grant Suzie Dull Kristina Arbogast
Members Absent:	All present
Others Present:	Amanda DiMeo, Director of Economic Development Jessica Blythe, Assistant Director of Economic Development John Blair, City Attorney Jeff Overholtzer, City Council Liaison Jessie Moyers, CFO City of Staunton Rodney Rhodes, Community Development Director Samantha Johnson, Director of Tourism Anna Leavitt, Economic Mobility Specialist Scotty Tiernan, SDDA Marketing and Events Coordinator Tim Davey, Timmons Group Jeremy Fox, Timmons Group

Mr. Vaughn called the meeting to order. The board members welcomed Ms. Kristina Arbogast as the newest EDA member appointed by City Council. Ms. Arbogast will not participate in voting until she has filled out the necessary forms and has taken her oath.

1) **Consideration of Meeting Minutes from December 4, 2025.**
   Motion: A motion was made by Mr. Grant, and seconded by Mr. Holmes to approve the minutes as presented. The motion carried unanimously by the members present. Ms. Dull arrived after the vote.

2) **Treasurer's Financial Report**
   The Treasurer presented the year-end financial report. No significant questions arose. No action was required on this item.

3) **Tim Davey – Staunton Crossing**
   Ms. DiMeo introduced Tim Davey and Jeremy Fox of the Timmons Group, who authored the original master plan for Staunton Crossing.

   Key Discussion Points: Mr. Davey reviewed the history of public land development at Staunton Crossing, the original community engagement process (including a full-day work session using a Lego-based planning exercise with community members, council members, developers, and press), and the resulting business plan with metrics focused on real estate tax value, personal property tax value, and jobs.

   He noted the city has completed all ten recommendations from both the original business plan and the marketing plan, and commended staff for their consistent outreach efforts. He characterized the question now as: how to refine the strategy and get more targeted in outreach to produce meaningful prospect activity.

Market Trends Discussed:

- Pharmaceutical/life sciences cluster: Staunton's proximity to Virginia Tech, UVA, and VCU pharmaceutical programs positions the site well. Workforce availability is a growing driver for this industry.
- Data centers: A growing statewide trend, with significant discussion about whether and how to pursue smaller-scale data center development (30–50 megawatt range) at the eastern/lower portion of the site, near the pump station. The group expressed support for targeting this tier while reserving the prime site for larger job-creating projects.
- Site readiness and speed to market: Many state-certified sites are being claimed. Timmons noted the new administration is expected to maintain site readiness funding and that transportation and economic development funding are increasingly being blended.
- Workforce and housing: Site selectors increasingly ask about workforce availability and housing affordability. Staunton should have answers ready for these questions as part of its 'game day manual.'
- Supply chain economy: Supporting companies in the pharmaceutical and data center ecosystems were identified as strong secondary targets for outreach.

Data Center Discussion:

The board discussed at length whether to pursue data center development at Staunton Crossing, including:

- The state's requirement to repay site readiness funds if the site is sold to a data center. Mr. Davey noted that data center developers generally accept this condition.
- Utility/power supply: Dominion territory covers the site. A substation on-site would likely be required, with power brought approximately two miles. The EDA should initiate a feasibility study to enter Dominion's queue before committing. The co-op on the northern portion of the property does not participate in data center development.
- Zoning: Data centers are not currently a listed permitted use in the city's zoning ordinance. A technology overlay district (modeled on Goochland County's approach) was identified as a potential proactive strategy to attract prospects without requiring a project-specific public hearing.
- Vetting prospects: Mr. Davey cautioned against engaging with unproven developers, noting that Dominion is now requiring large engineering deposits to screen out less credible actors.

Consensus: Board members expressed support for exploring smaller-scale data center development in a targeted and community-conscious way, citing manageable noise and water impacts and significant tax revenue potential. No formal action was taken at this time beyond the broader motion to refresh the business plan.

Business Plan Refresh — Community Engagement:

The board discussed whether to involve the community in refreshing the business plan. Discussion points included:

- A community-engaged process similar to the original was suggested as a way to relieve pressure on staff and manage public expectations.
- Several members cautioned that a fully open community process could slow momentum and risk the community directing development toward residential or other non-economic development uses.

- A preferred approach emerged: tweak the metrics and marketing strategy to reflect current market conditions, conduct professional outreach, and 'carefully educate' the community rather than reopening the full business plan for public debate.
- Mr. Davey recommended targeting specific site selection consultants who specialize in markets aligned with Staunton's assets, and potentially establishing a travel budget to capitalize on leads identified through the city's digital marketing tools.

Motion: Mr. Bosserman moved to authorize staff to move forward with refreshing the Staunton Crossing business plan and marketing strategy, with funding to be determined by staff and appropriate funding mechanisms pursued. Mr. Grant seconded the motion. The motion carried unanimously by the members present.

4) Staunton Crossing Electric Easement

Mr. Blair presented a proposed electric easement at Staunton Crossing to provide power to the water tower. He noted the easement is routine and non-controversial. Council is aware of it. Per the 2010 contribution agreement, EDA approval is required before the item proceeds to City Council for final approval. The easement will run along the road. The installation will be underground.

Motion: Mr. Sowers moved that subject to consent and approval by the City Council of the City of Staunton, Virginia, Dominion Energy Virginia shall be granted a utility easement on the Staunton Crossing property as detailed in the attached deed of easement, and after approval by City Council, the EDA Chair is AUTHORIZED and DIRECTED to execute the deeds of easement with such changes, modifications or alterations as approved in final form by EDA legal counsel. Mr. Bosserman seconded the motion. The motion carried unanimously by the members present.

5) Executive Director Report

Ms. DiMeo and Ms. Blythe updated the group, and called on others to give an update on their department activities:

Economic Mobility & Opportunity Special Assistant: Ms. Leavitt was introduced in her new role, funded by an ICMA grant. She is currently reviewing existing city plans (West End Plan, DEI Recommendations, Union Town Plan) to identify connections between residents and resources (housing, jobs, transportation) and to track progress on existing commitments. She will deliver a plan within 30 months.

Staunton Downtown Development Association: Mr. Tiernan, SDDA Marketing and Events Coordinator, presented an update on the first annual MADCON (Music, Art and Design Convention), scheduled for April 10–11, 2026. The event is inspired by South by Southwest and aims to serve professional artists, musicians, and designers. Valley Subaru is in closing discussions as a corporate sponsor. The event is intended to serve as a spring counterpart to Queen City Mischief and Magic and will coincide with the Staunton Music Festival Baroque Fest weekend.

Tourism Update: Ms. Johnson - A new Sales and Marketing Manager, Sheena Logan, has joined the team. Tourism numbers rebounded strongly in 2025, with nearly every month up year-over-year. Staunton and Harrisonburg led the entire Shenandoah Valley in visitation. April is shaping up as an arts-focused month. New itineraries are being developed to drive group business.

Active Prospects:

- A major prospect meeting with the state and regional partners was held the previous day; a decision on advancing to the next level is expected by end of the following week.
- A call was received regarding a very large project at Staunton Crossing; a meeting was scheduled for that afternoon.
- A potential project at Green Hills is under discussion.

- A manufacturing opportunity at Staunton Crossing from the prior month remains pending.
- Several small business meetings have been held (including a bagel shop and wine shop).

Wharf Project (Byers Street): Construction mobilization is scheduled to begin on February 17. Construction fencing will go up at that time. Staff are working on banners and visual improvements, including wrapping the toll booth at The Wharf with photos of businesses to signal that the area remains open during construction.

Wharf Marketing Grants: Council approved the marketing grant at its last meeting. The $100,000 grant program will provide $1,000–$5,000 grants to businesses in the targeted impact zone. Businesses outside the zone that can demonstrate impact (e.g., reliance on foot traffic) may also apply. Funds will pass through the EDA. Staff are partnering with JMU's Small Business Development Center (SBDC) to offer a five-workshop series covering business planning, resiliency, marketing, and tax implications. Local partners, including Prism Consulting, will also participate.

New Website: The Economic Development Department's new website is live. Members were encouraged to review it.

Secretary of Commerce and Trade: Carrie Chenery, a Staunton native and former Executive Director of the Shenandoah Valley Partnership, has been named the new Secretary of Commerce and Trade. Staff has already reached out to her.

Women In Business Event: Ms. Blythe was a panelist for this Chamber event and did a great job.

Enterprise Zone: All boundary and incentive amendments received final approval in late December/early January. Approximately 800 letters were mailed to businesses in the zone (new and existing) explaining the enterprise zone and available incentives. A workshop for West End businesses (SWEBA) is planned for the end of February.

Community Development Department: Mr. Rhodes presented housing development updates:

- Middlebrook Park Apartments (Seth Drive): A site plan for 53 new dwelling units was recently submitted. Building plans are expected shortly.
- McIntosh Development (Green Spring Valley/Middlebrook Ave. area): A proposed 298-unit single-family development went to Planning Commission. It was tabled pending a required second means of ingress/egress off Middlebrook Ave. The developer is working on options.

6) **Other Business**

House Bill 0493: Mr. Blair provided an overview of House Bill 1493, currently in the Virginia General Assembly. The bill would require a 28-day public notice period and a public hearing before any governing body could grant economic development incentives, including contribution agreements between local governments and EDAs.

He noted the Virginia Economic Developers Association has come out in opposition to the bill. Key concerns discussed include:

- Economic development deals require confidentiality during negotiation; public hearings would expose sensitive details and give opposing parties time to organize.
- A 28-day waiting period would be incompatible with governor-led announcement processes, which are common for projects involving state incentives.
- Opponents of projects tend to show up at public hearings; supporters typically do not, creating a skewed public record.
- Other states without similar requirements would have a competitive advantage in attracting businesses.
- The bill would also require public hearings for contribution agreements between local government and the EDA, limiting the EDA's operational flexibility.

The bill originated in response to public opposition to several projects in Chesterfield County.

Motion: Mr. Sowers moved for the EDA to submit a formal letter of opposition, to be drafted by staff and the city attorney and signed by the EDA Chair. Ms. Dull Seconded the motion. The motion carried unanimously by the members present.

7) Closed Meeting

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

Motion: Following the closed meeting discussion, Mr. Sowers moved that the EDA reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed, and that only public business matters as identified in the closed meeting motion were heard, discussed, or considered in the meeting. Ms. Dull seconded the motion. The motion carried unanimously by the members present.

8) Meeting Adjournment

With no further business, the meeting was adjourned at 10:25 am.

APPROVED:

______________________________________ DATE: April 16, 2026

Chairperson

______________________________________ DATE: April 16, 2026

Secretary

Agenda Item No. 2

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Treasurer’s Financial Report

DATE: April 10, 2026

Jessie Moyers, Chief Financial Officer, will provide a Financial report.

Agenda Item No. 3

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Enterprise Zone and Wharf Grants

DATE: April 10, 2026

Jessica Blythe will present staff's review of FY2026 Enterprise Zone Local Incentive Program applications and funding recommendations for EDA consideration. In support of her presentation, attached are a funding recommendation summary with three award scenarios and a supplementary rationale memorandum. EDA members are asked to review the attached materials prior to the meeting and come prepared to select a funding approach for approval.

There will be one Wharf Grant application reviewed as well.

City of Staunton — Enterprise Zone Local Incentive Applicant Tracker

FY 2026 | Staunton Economic Development Office

App #	Business Name	Zone Type	Incentive Program	Project Desc.	Total Investment ($)	Requested Grant ($)	Priority Alignment	Notes
EZ-2026-001	Jones Garden	Expansion Zone	Façade Improvement Grant	Exterior Façade, Signage, Window/door, Painting, Interior Improvements:	$ 41,330.00	$ 10,000.00	HIGH	Vacant Space, WEST END, established brand expanding, filling gap in businesses in west end
EZ-2026-002	Staunton Makerspace	Core Zone	Façade Improvement Grant	Exterior Façade: Repainting of full building with addition of a mural	$ 30,000.00	$ 10,000.00	MODERATE	beautification, but not all seen from street, and some typical upkeep
EZ-2026-003	Mike & Mario	Expansion Zone	Façade Improvement Grant	Exterior Façade, Windows, Painting/Masonry/Tuckpointing: Replace door, Complete Exterior Painting (visual and vulnerable repairs)	$ 18,000.00	$ 5,500.00	HIGH	Restaurant, WEST END (owns several west end building/business- including old Cash's (already investing in west end) will encourage additional investment
EZ-2026-004	CKH LLC	Expansion Zone	Façade Improvement Grant	Exterior Façade Improvements: Replacing Cedar Shake Roof with traditional shingle roof.	$ 11,850.00	$ 3,910.00	LOW	Retail business on ground floor, offices on upper. WEST END. Regular Maintenance/expense for a property owner
EZ-2026-005	Art Hive	Expansion Zone	Façade Improvement Grant	Exterior Façade Improvements, Signage, Painting, Awnings, Exterior Lighting, ADA improvements, Landscaping	$ 30,240.00	$ 9,979.00	HIGH	Joint Application Tennant and Owner WEST END. Aligns with beautification, increased accessibility, council request for public art
EZ-2026-006	Iron Front Condominium	Core Zone	Façade Improvement Grant	Exterrior Façade Improvements, Painting/Masonry/Tuckpointing: Repair Trim, Repair Metal Uppers, Repair Windows, Repair Metal Pillars, Repair Foundation, Repaint	$ 6,500.00	$ 2,145.00	MODERATE/LOW	Regular upkeep but specialized because of historic aspects
EZ-2026-007	Studio Broad	Core Zone	Façade Improvement Grant	Exterior Façade Improvements, Windows, Painting/Masonry, Awnings: Install new restrooms (ADA compliant) Façade Remodel replace exisiting storefront with knee wall and roll-up storefront.	$ 89,760.00	$ 10,000.00	LOW	Wonderful Façade project, but a nice upgrade to an already appealing building. Want vs. need. ADA bathroom aligns with priorities
EZ-2026-008	First Church of God in Christ	Core Zone	Façade Improvement Grant	No quote for exterior work- all reported work on quote interior and not elligible	$ 12,000.00	$ 4,000.00	DNF	Not elligible based on materials provided
EZ-2026-009	Well Balanced Paw	Core Zone	Marketing Support Grant	Website, Print Materials, Social Media, Email Marketing/Newsletter, Directory/SEO, Advertising, Launch Event: Expanding website and location. Items to support launch and communicate, as well as vehicle advertising	$ 10,000.00	$ 2,500.00	HIGH/MODERATE	Established business that has experienced hardship in Wharf, but moving to expand and has questionable ability to apply for Wharf $
EZ-2026-010	Depot/Junction Lounge	Core Zone	Marketing Support Grant	Website, Print Materials, Social Media, Email Marketing/Newsletter, Directory/SEO:	$ 8,000.00	$ 2,500.00	MODERATE	Established business with expansion
EZ-2026-011	American Shakespeare Center	Core Zone	Marketing Support Grant	Print, Digital Ads, Other: Upgraded POS System, Branded Merchandise as Effective Marketing	$ 5,000.00	$ 2,500.00	MODERATE	Established business with expansion of services
EZ-2026-012	Suzi Q Craft Creations	Expansion Zone	Marketing Support Grant	Webdesign, social media, directory/SEO, Branding: Build and SEO optimized website with ability to sell online. Begin targeted advertising on socials to create brand awareness within community	$ 3,500.00	$ 2,500.00	MODERATE	WEST END, established business needing to create a competitive edge
EZ-2026-013	Queen City Arts LLC	Expansion Zone	Marketing Support Grant	Webdesign, Print Materials, Advertising, SEO/Directory, Social Media, Signage, Email/Newsletter, Logo/Branding: Graphic design & Marketing, social media and geofencing for event, ads, collateral and print materials, merch and lanyards for volunteers (all for event)	$ 3,525.00	$ 2,500.00	MODERATE	New event based in WEST END looking for support.
EZ-2026-014	First Church of God in Christ	Core Zone	Marketing Support Grant	Direct mailers, Community Give Outreach, Bible Study for justice involved men, Widows program	$ 1,500.00	$ 750.00	DNF	No Return on Investment for City, doesn't align with priorities of program
EZ-2026-015	First Church of God in Christ	Core Zone	Technology & Training Grant	Laptop, Membership Software, Finance Software, Microsoft Suite	$ 3,700.00	$ 3,700.00	DNF	No Return on Investment for City, doesn't align with priorities of program
EZ-2026-016	American Shakespeare Center	Core Zone	Technology & Training Grant	Software/SaaS, Maufacturing/Production Technology, Communication & Collaboration, Other: Asana, Nikon Camera, Wood Lathe for prop production	$ 3,960.75	$ 2,970.56	MODERATE	Established business with expansion of services
EZ-2026-017	Staunton Augusta Art Center	Core Zone	Technology & Training Grant	Computer/Tablet/Server: Dedicated Camera System to expand documentation and adding photography and video skills to class offerings, Mobile Touchscreen, Digital Whiteboard, Field Recorder	$ 4,998.84	$ 4,998.84	HIGH	Established business and community partner, strategic investments to diversify income streams and improve inhouse marketing capabilities

EZ-2026-018	RR Smith Center	Core Zone	Façade Improvement Grant	no quotes	$ 30,000.00	$ 10,000.00	INCOMPLETE	INCOMPLETE

TOTALS				**$0**
APPLICATION COUNTS BY STATUS →	**Approved**	**0**		**2**

Enterprise Zone Incentive Program — Application Summary

Auto-calculated from Applicant Tracker tab

Program Name	# Applications	# Approved	Approval Rate	Total Requests ($)	Total Grant Amt ($)
Real Property Improvement Grant	0	0	-	$0	$0
Marketing Support Grant	6	0	0%	$13,250	$0
Façade Improvement Grant	9	0	0%	$65,534	$0
Job Creation Grant	0	0	-	$0	$0
Technology & Training Grant	3	0	0%	$11,669	$0
TOTALS	**18**	**0**		**$90,453**	**$0**

City of Staunton — Enterprise Zone Local Incentive Program									
FY2026 Funding Recommendation — Option A — Targeted Full Funding									
Methodology: Merit-based selection: highest priority alignment projects funded fully within $20,000 budget. One award capped by $499 to meet budget exactly.									
Total Budget Available				**$20,000**	**Recipients**		**3**		*FY2026 | Staunton Economic Development Office*
App #	**Business Name**	**Program**	**Zone**	**Area**	**Total Investment**	**Requested Grant**	**Priority**	**Recommended Award**	**Staff Rationale**
EZ-2026-001	Jones Garden	Façade	Expansion	West End	$41,330	$10,000	HIGH	$10,000	Full award. Highest priority: Expansion Zone vacant space activation on key W. Beverley corridor. Catalytic visibility for the nascent West End zone in Year 1.
EZ-2026-017	Staunton Augusta Art Center	Tech	Core	Downtown Core	$4,999	$4,999	HIGH	$4,999	Full award (rounded to whole dollar). Arts anchor institution; camera system and digital equipment directly expand class offerings and income streams. Adds program diversity — only Technology & Training award in this option.
EZ-2026-003	Mike & Mario	Façade	Expansion	West End	$18,000	$5,500	HIGH	$5,001	Capped at $5,001 (vs. $5,500 requested) to bring total to exactly $20,000. West End restaurant owner with multiple properties; award signals commitment to multi-property investor and encourages further West End investment.
				TOTAL AWARDED	**$64,329**	**$20,499**		**$20,000**	
							Budget Utilization	**100.0%**	

City of Stanton — Enterprise Zone Local Incentive Program

FY2026 Funding Recommendation — Option D — Investment Weighted (11)

Methodology: Investment-weighted distribution across all 11 HIGH + MODERATE applicants. Each award equals the project's share of total combined investment ($158,555 total) × $20,000 budget.

Total Budget Available				$20,000	Recipients		11		FY2026 | Staunton Economic Development Office
App #	**Business Name**	**Program**	**Zone**	**Area**	**Total Investment**	**Requested Grant**	**Priority**	**Recommended Award**	**Staff Rationale**
EZ-2026-001	Jones Garden	Façade	Expansion	West End	$41,330	$10,000	HIGH	$ 5,213.00	Vacant space activation, W. Beverley/Montgomery Ave corridor. Established brand expanding into gap in West En business mix.
EZ-2026-002	Staunton Makerspace	Façade	Core	Downtown Core	$30,000	$10,000	MODERATE	$ 3,784.00	Beautification project; not all improvements visible from street includes typical upkeep components.
EZ-2026-003	Mike & Mario	Façade	Expansion	West End	$18,000	$5,500	HIGH	$ 2,271.00	West End restaurant; owner holds multiple W. End propertie including former Cash's — additional investment will encourag further neighborhood commitment
EZ-2026-005	Art Hive	Façade	Expansion	West End	$30,240	$9,979	HIGH	$ 3,814.00	Joint tenant/owner application. Aligns with beautification, AD accessibility, and Council request for public art.
EZ-2026-009	Well Balanced Paw	Marketing	Core	Downtown Core	$10,000	$2,500	MODERATE	$ 1,261.00	Established business that experienced hardship in Wharf Distric expanding to new location. Questionable eligibility for Whar mitigation funds.
EZ-2026-010	Depot/Junction Lounge	Marketing	Core	Downtown Core	$8,000	$2,500	MODERATE	$ 1,009.00	Established business with expansion of services and digita presence.
EZ-2026-011	American Shakespeare Center	Marketing	Core	Downtown Core	$5,000	$2,500	MODERATE	$ 631.00	Established anchor institution expanding services; POS an merchandise components test program intent boundaries.
EZ-2026-012	Suzi Q Craft Creations	Marketing	Expansion	West End	$3,500	$2,500	MODERATE	$ 441.00	West End established business building competitive digita presence.
EZ-2026-013	Queen City Arts LLC	Marketing	Expansion	West End	$3,525	$2,500	MODERATE	$ 445.00	New West End event seeking support; event-specific scope tests program intent for durable brand investment.
EZ-2026-016	American Shakespeare Center	Tech	Core	Downtown Core	$3,961	$2,971	MODERATE	$ 500.00	Established anchor institution expanding services and productio capacity.
EZ-2026-017	Staunton Augusta Art Center	Tech	Core	Downtown Core	$4,999	$4,999	HIGH	$ 631.00	Established community partner; strategic technolog investments diversify income streams and improve in-hous marketing capabilities.
				TOTAL AWARDED	$158,555	$55,948		$20,000	
							Budget Utilization	100.0%	

City of Staunton — Enterprise Zone Local Incentive Program

FY2026 Funding Recommendation — Option C — Investment Weighted (4)

Methodology: Investment-weighted distribution: each project's share of the $20,000 budget equals its share of total combined investment across the 4 selected projects ($94,569 total).

Total Budget Available				**$20,000**	**Recipients**		**4**	*FY2026 | Staunton Economic Development Office*	
App #	**Business Name**	**Program**	**Zone**	**Area**	**Total Investment**	**Requested Grant**	**Priority**	**Recommended Award**	**Staff Rationale**
EZ-2026-001	Jones Garden	Façade	Expansion	West End	$41,330	$10,000	HIGH	$8,741	Largest capital investment in pool (43.7%). Award reflects investment scale; slightly below program maximum but highly meaningful for vacant space activation.
EZ-2026-017	Staunton Augusta Art Center	Tech	Core	Downtown Core	$4,999	$4,999	HIGH	$1,057	Smallest investment in pool (5.3%); award reflects investment-proportional methodology. Fully funds a strategic arts institution technology investment supporting income diversification.
EZ-2026-003	Mike & Mario	Façade	Expansion	West End	$18,000	$5,500	HIGH	$3,807	Third-largest investment (19.0%). West End multi-property owner; investment-weighted award reflects project scale relative to pool.
EZ-2026-005	Art Hive	Façade	Expansion	West End	$30,240	$9,979	HIGH	$6,395	Second-largest investment (32.0%). Strong ADA-accessible façade investment with public art component. Unfunded in Option A; included here as fourth-highest capital commitment.
				TOTAL AWARDED	**$94,569**	**$30,478**		**$20,000**	
							Budget Utilization	**100.0%**	

EDA Application Review

Enterprise Zone Incentives: Funding Priorities Checklist

Façade & Renovation Grant

Community Visibility & Impact

- ☐ Will the improvement be visible from a public right-of-way or high-traffic area?
- ☐ Does the project address a building that is currently blighted, deteriorated, or an eyesore?
- ☐ Is the property located in a priority corridor or area the City has identified for revitalization?

Business Viability

- ☐ Does the applicant demonstrate a stable or growing business likely to remain post-improvement?
- ☐ Is there evidence the business has invested its own resources in the project

Project Readiness

- ☐ Does the applicant have contractor quotes or a clear project plan in place?
- ☐ Is the scope of work realistic and well-defined?

Leverage & Catalytic Potential

- ☐ Could this project inspire adjacent property owners to invest in their own improvements?
- ☐ Is this a corner property, anchor tenant, or gateway location with outsized visual impact?
- ☐ Is the subject property currently vacant or has it been vacant within the past 12 months?

Small Business Technology & Training Grant

Business Need & Capacity

- ☐ Does the applicant clearly articulate a business problem or gap the technology/training will address?
- ☐ Is the business at a stage where this investment is likely to produce measurable results?
- ☐ Is the applicant a new occupant of a previously vacant commercial space?

Workforce Benefit

- ☐ Will the technology or training directly benefit employees, not just ownership?
- ☐ Does the training component build skills that increase wage potential or career mobility for workers?

Local Economic Retention

- ☐ Is the applicant using a local or regional vendor/provider where possible?
- ☐ Does the investment reduce a vulnerability that could lead to business closure or downsizing?

Sustainability of Investment

- ☐ Is there a plan for ongoing use and maintenance of the technology beyond the grant period?

Marketing Support Grant

Strategic Clarity

- ☐ Does the applicant have a clear marketing goal tied to business growth (e.g., new customer acquisition, rebranding, expanding to new markets)?
- ☐ Is the proposed marketing activity appropriate to the stated goal — not just general spending?

Community Connection

- ☐ Does the marketing strategy emphasize Staunton as a place to do business, live, or visit?
- ☐ Does the plan have potential to drive foot traffic or visibility for the broader district, not just the individual business?

Vendor Quality & Local Preference

- ☐ Is the applicant using a qualified, reputable vendor?
- ☐ Is the vendor locally or regionally based? (Note: 100% reimbursement rate applies for Staunton-based providers)

New or Expanding Businesses

- ☐ Is this a new business establishing its presence, or an existing business launching a new product, service, or location?
- ☐ Is the business opening in or relocating to a previously vacant storefront or commercial property?
- ☐ Has the applicant demonstrated they lack existing marketing infrastructure (vs. supplementing an already robust budget)?

★ Cross-Cutting Consideration (All Incentives)

When available funds are limited and applications are closely competitive, EDA members should consider:

- ☐ Does this application represent a business or property that has **not previously received EZ funding**? Priority may be given to first-time applicants to spread limited dollars across more businesses.
- ☐ Does funding this application align with current Council or departmental priorities (e.g., West End investment, downtown activation, workforce development)?

CITY OF STAUNTON — ECONOMIC DEVELOPMENT AUTHORITY

Enterprise Zone Local Incentive Program — FY2026 Staff Rationale & Recommendation Supplement

TO:	Staunton EDA Members	**DATE:**	April 2026
FROM:	Economic Development Office	**RE:**	EZ FY2026 Award Recommendation — Supplementary Rationale
BUDGET:	**$20,000 — EZ Local Incentive Fund FY2026**	**DOCUMENT:**	*Companion to EZ_FY2026_Recommendations.xlsx EZ_Funding_Priorities_Checklist.docx*

Purpose of This Document

This memo provides supplementary rationale for the three funding options presented to the EDA in the accompanying Excel workbook. It is intended to support EDA deliberation by explaining the methodology behind each option, the staff reasoning for individual application assessments, and key tradeoffs the board should consider before making a final determination.

All four options allocate the full $20,000 FY2026 budget. All four exclude the applications found ineligible or incomplete or designated LOW priority from award consideration, reflecting staff's assessment that those projects represent routine maintenance, want-over-need upgrades, or insufficient strategic alignment to warrant EZ incentive support in a constrained funding environment.

Priority Alignment Framework

Applications were assessed against the following criteria:

- Expansion Zone / West End activation — Projects in the newly designated Expansion Zone (effective January 1, 2026) receive the highest weight. Year 1 of the Expansion Zone is a critical period for establishing program credibility and catalyzing investment momentum on the West End corridor.
- Vacancy reduction and gap-filling — Projects that activate vacant or underutilized space, or that fill identified gaps in the business mix, represent the highest return on public investment.
- Façade and placemaking impact — Visible, street-facing improvements that contribute to corridor aesthetics and walkability align directly with the EZ's economic development objectives.
- Arts, culture, and creative economy — Projects that strengthen Staunton's identity as an arts destination, expand cultural programming, or support creative sector workforce development.
- ADA accessibility and public benefit — Improvements that increase physical accessibility or deliver broad public benefit (e.g., public art, community gathering space).
- Investment leverage — Projects that demonstrate strong private capital commitment relative to the public grant request signal applicant confidence and reduce program risk.

LOW priority designation was applied to projects that represent routine property maintenance (roof replacement, standard upkeep), upgrades to already well-functioning buildings, or activities whose alignment with program intent is marginal. LOW designation does not mean ineligible — these are complete, eligible applications — but staff does not recommend funding them when higher-aligned projects are available.

Applications Not Recommended for Funding — Any Option

The following applications are recommended for denial or deferral and are excluded from all funding scenarios:

EZ-2026-008 — First Church of God in Christ (Façade)

Application submitted without a quote for exterior work. All items on the submitted quote are interior improvements, which are not eligible under the Façade Improvement Grant. Staff recommends denial.

EZ-2026-014 — First Church of God in Christ (Marketing)

Described activities — direct mailers for outreach ministry, Bible study programs, and a widows program — do not constitute eligible business marketing under program guidelines. There is no demonstrated return on investment to the City or EZ economic development objectives. Staff recommends denial.

EZ-2026-015 — First Church of God in Christ (Technology & Training)

Church-designated use of technology (laptop, membership software, finance software). No demonstrated return on investment to City; does not align with program priorities for business capacity-building. Staff recommends denial.

EZ-2026-018 — RR Smith Center (Façade)

Application submitted without any quotes. Cannot be evaluated for eligibility or award amount. Staff recommends deferral pending resubmission with complete documentation.

EZ-2026-004 — CKH LLC (Façade)

Cedar shake roof replacement — flagged as regular maintenance/property owner expense rather than a strategic improvement

EZ-2026-006 — Iron Front Condominium (Façade)

Historic upkeep — specialized but routine; low strategic alignment relative to program priorities

EZ-2026-007 — Studio Broad (Façade)

Great project but "want vs. need" — a nice upgrade to an already appealing building; ADA bathroom component was the only piece that aligned with priorities

Option A — Targeted Full Funding

3 Recipients | $20,000 | Merit-Based Selection

Option A funds three projects at or near the program maximum, selected for their strong alignment with EZ priorities. The selection spans two Expansion Zone (West End) façade projects and one Core Zone technology investment, representing two grant programs and both zone types.

App #	Business	Program	Zone	Priority	Award
EZ-2026-001	Jones Garden	Façade	Expansion Zone	HIGH	$10,000
EZ-2026-017	Staunton Augusta Art Ctr	Tech	Core Zone	HIGH	$4,999
EZ-2026-003	Mike & Mario	Façade	Expansion Zone	HIGH	$5,001
				TOTAL	**$20,000**

Individual Rationale

- Jones Garden (EZ-2026-001) — $10,000 full award: The only vacant-space activation in the applicant pool and the most direct expression of what the Expansion Zone program was designed to catalyze. Located at the prominent W. Beverley/Montgomery Ave intersection. Filling this gap with an established brand sets a visible, credible precedent for Year 1 of the West End zone.
- Staunton Augusta Art Center (EZ-2026-017) — $4,999 full award: Core Zone anchor institution making strategic technology investments that directly expand class offerings and diversify revenue. The only Technology & Training award across all options that fully funds a HIGH priority project. Adds meaningful program diversity to what would otherwise be an all-façade round.
- Mike & Mario (EZ-2026-003) — $5,001 (capped from $5,500 requested): West End restaurant owner with multiple W. End properties, including the former Cash's building. Investing in one property signals commitment to the broader neighborhood. Award is $499 below request; staff recommends a personal communication explaining the budget constraint.

Key Tradeoffs

- 11 of 14 eligible applicants are unfunded. Staff recommends proactive outreach to unfunded HIGH priority applicants (Art Hive, Staunton Makerspace) to encourage FY2027 applications.
- No Marketing Support awards are made. Staff should be prepared to address this if Marketing applicants inquire.

Option B — Investment-Weighted (All HIGH + MODERATE)

11 Recipients | $20,000 | Proportional to Capital Investment — Broad Pool

Option B applies the same investment-weighting methodology as Option C but expands the pool to all 11 HIGH and MODERATE priority applicants ($158,555 combined investment). LOW priority applicants are excluded. This option demonstrates broad program reach while still rewarding larger capital commitments.

App #	Business	Program	Priority	Investment	Award
EZ-2026-001	Jones Garden	Façade	HIGH	$41,330	$5,213
EZ-2026-002	Staunton Makerspace	Façade	MODERATE	$30,000	$3,784
EZ-2026-003	Mike & Mario	Façade	HIGH	$18,000	$2,271
EZ-2026-005	Art Hive	Façade	HIGH	$30,240	$3,814
EZ-2026-009	Well Balanced Paw	Marketing	MODERATE	$10,000	$1,261
EZ-2026-010	Depot/Junction Lounge	Marketing	MODERATE	$8,000	$1,009
EZ-2026-011	ASC Marketing	Marketing	MODERATE	$5,000	$631
EZ-2026-012	Suzi Q Craft Creations	Marketing	MODERATE	$3,500	$441
EZ-2026-013	Queen City Arts LLC	Marketing	MODERATE	$3,525	$445
EZ-2026-016	ASC Tech	Tech	MODERATE	$3,960.75	$500
EZ-2026-017	Staunton Augusta Art Ctr	Tech	HIGH	$4,998.84	$631
				TOTAL	**$20,000**

Key Tradeoffs

- Jones Garden remains the top award ($5,213) due to its investment scale, which is appropriate given its strategic priority. However, Art Hive ($3,814) and Staunton Makerspace ($3,784) are nearly equal despite a HIGH vs. MODERATE priority difference — a consequence of similar investment amounts.
- SAAC receives only $631 — its lowest award across all options — because its $4,999 investment is modest relative to the full 11-project pool. The EDA should weigh whether this adequately honors a HIGH priority applicant.
- Several Marketing and Tech applicants receive awards in the $441–$1,261 range. These are modest but represent a meaningful partial contribution, particularly for smaller businesses.
- This option presents the most complex methodology to explain to applicants. Staff recommends preparing a brief explanatory note for all recipients if this option is selected.

Option C — Investment-Weighted (4 Selected Projects)

4 Recipients | $20,000 | Proportional to Capital Investment

Option C funds four HIGH priority projects selected for their strategic alignment, distributing the $20,000 budget proportionally based on each project's total capital investment. The four projects represent a combined investment of $94,569. Each project's share of that total determines its share of the budget.

App #	Business	Program	Priority	Investment	% of Pool	Award
EZ-2026-001	Jones Garden	Façade	HIGH	$41,330	43.7	$8,741
EZ-2026-005	Art Hive	Façade	HIGH	$30,240	32	$6,395
EZ-2026-003	Mike & Mario	Façade	HIGH	$18,000	19	$3,806
EZ-2026-017	Staunton Augusta Art Ctr	Tech	HIGH	$4,998.84	5.3	$1,058
					TOTAL	**$20,000**

Individual Rationale

- Jones Garden (43.7% → $8,741): Largest investment in the pool; vacant space activation; highest strategic alignment. Award is meaningful and close to program maximum.
- Art Hive (32.0% → $6,395): Second-largest investment; ADA-accessible façade with public art component; Council priority alignment. Unfunded in Option A — this option provides Art Hive its strongest award across all scenarios.
- Mike & Mario (19.0% → $3,806): West End multi-property owner; investment-proportional award reflects project scale. Smaller than Option A award but still material.
- Staunton Augusta Art Center (5.3% → $1,058): Smallest award due to modest investment scale. The methodology is transparent but the EDA should note this is the lowest award the Art Center receives across any option. If fully funding the Art Center is a priority, Option A is preferable.

Key Tradeoffs

- Art Hive receives its strongest award here ($6,395) — the investment-weighting methodology rewards its significant capital commitment. This is Option C's strongest case over Option A.
- The Art Center's award ($1,058) is low relative to its merit. This is the inherent tradeoff of investment-weighting when project scales differ significantly within a pool.

Option Comparison at a Glance

Factor	Option A	Option B	Option C
Recipients	3	11	4
Budget Used	$20,000	$20,000	$20,000
Zone Balance	2 Expansion + 1 Core	Mixed	3 Expansion + 1 Core
Programs	Façade + Tech	All 3	Façade + Tech
Who is eligible	HIGH (selected)	HIGH + MODERATE	HIGH (selected)
LOW priority apps	Excluded	Excluded	Excluded
Award method	Near/at max; merit	Proportional to investment	Proportional to investment
Award range	$5,001–$10,000	$441–$5,213	$1,058–$8,741
Admin load	3 agreements	11 agreements	4 agreements
Best for…	High-impact Year 1 signal	Rewarding capital commitment (broad)	Rewarding capital commitment (focused)

Staff Discussion Notes

All four options are compliant with EZ program guidelines and represent a defensible use of FY2026 local incentive funds. Staff offers the following observations to guide deliberation:

- Option A is recommended if the EDA's primary goal is making a clear, high-impact statement in Year 1 of the Expansion Zone. Three targeted awards to the highest-aligned projects communicate a decisive, merit-based program identity. The West End gets two visible wins; the arts and creative economy sector gets one.
- Option B presents the investment-weighted methodology applied broadly — a principled approach that acknowledges the full eligible pool while still rewarding investment scale. Staff notes it is the most complex to communicate and produces some awards (particularly for SAAC and small Marketing applicants) that may feel disproportionate to their merit.
- Option C is recommended if the EDA wants to reward private capital commitment among a focused group of high-priority projects, and is comfortable with Art Hive receiving a larger award than in Option A at the expense of a smaller Art Center award.

Regardless of which option is selected, staff recommends:

- All unfunded or partially-funded HIGH priority applicants receive individual outreach from staff, with an offer of SBDC technical assistance and support for FY2027 application preparation.
- All LOW priority applicants receive a written notice explaining the staff designation and criteria, with an invitation to discuss project refinements that could improve alignment in a future cycle.
- The EDA formally record the methodology selected and the rationale in meeting minutes to establish a precedent for future award cycles.

One item of note in relation to Well Balanced Paw:

The owner plans to also submit for the Wharf Marketing Program, but because of the planned expansion/move would not meet the current requirements of that program. It may be worth exploring an exception since this program has a larger funding pool.

Agenda Item No. 4

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Executive Director, Staunton EDA

RE: Executive Director Report

DATE: April 10, 2026

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

Economic Development Monthly Report

February 2026

Staunton Crossing

February brought continued momentum to Staunton Crossing, with several key activities advancing prospects and infrastructure for the Certified Business Ready Site. Ms. Blythe and Ms. DiMeo conducted a virtual site tour on February 4th in response to a Request for Information for an active international prospect. The team prepared for the tour in coordination with Shenandoah Valley Partnership (SVP) on February 2nd, ensuring a polished and competitive presentation of the site's assets and capabilities. In addition to that RFI, two additional RFIs were submitted for Staunton Crossing this month.

On February 23rd, Ms. Blythe and Ms. DiMeo participated in a VEDP grant check-in focused on utility projects at Staunton Crossing, confirming continued state investment in the site's infrastructure readiness. The month concluded with a highly productive meeting on February 26th with a local business who wanted to discuss future expansion opportunities at Staunton Crossing.

Wharf District Infrastructure Project

February marked a critical milestone for the Wharf District infrastructure project, with construction mobilization occurring on February 17th. In anticipation of this launch, the team held a Wharf Team meeting on February 3rd to plan communications and signage to be addressed prior to mobilization. On February 4th, a Wharf Stakeholder meeting was held where approval of the Marketing Support Program was shared and the mobilization date was confirmed with the business community.

Following the first day of construction, the team convened an internal meeting on February 18th to assess immediate needs and coordinate next steps. These efforts reflect the commitment to proactive communication and business support throughout the 15-month infrastructure project.

Enterprise Zone (EZ) Efforts

February featured robust Enterprise Zone education and outreach as staff worked to promote the newly restructured incentive programs effective January 2026. Ms. Blythe conducted an EZ presentation at the R.R. Smith Center on February 23rd, broadening awareness of available incentives among the business and development community. She also presented to SWEBA (Staunton West End Business Association) on February 24th, and met individually with two other local business on February 20th and on February 27th to discuss potential EZ applications and eligibility.

Ms. DiMeo fielded a call on February 17th with a local business to discuss Enterprise Zone incentives alongside a potential rezoning request, reflecting the interconnected nature of development and incentive planning. Additionally, Ms. Blythe and Ms. DiMeo met with business owners who are working to close on a property in Green Hills to discuss available incentives and planned development—a promising business expansion opportunity.

Business Retention and Expansion (BRE) Efforts

The team remained active in supporting existing and prospective businesses throughout February. Ms. Blythe and Ms. DiMeo met with a local business on February 26th to discuss future expansion plans—a strong indicator of continued business confidence in Staunton as a location for growth.

Ms. DiMeo had a call on February 5th and 6th with a developer exploring potential next phases at Frontier Center (formerly Frontier Culture area), demonstrating ongoing interest in development around key Staunton corridors.

The Arcadia Groundbreaking on February 24th, attended by both Ms. Blythe and Ms. DiMeo, was a celebratory milestone reflecting the continued growth of Staunton's development pipeline. This month Ms. Blythe and Ms. DiMeo met with a PACE (Program of All-Inclusive Care for the Elderly) professional who is getting to know the Staunton community and considering it as a site for future expansion.

Regional Partnerships and Community Engagement

February included significant engagement with the broader regional economic development community. Ms. DiMeo and Ms. Blythe attended the VEDA ImpactED session on February 2nd, which covered the Economic Development Access (EDA) Program and Economic Development in the SMART SCALE process. On February 11th, the team prepared with Todd Wolford from Downtown Wytheville for the VEDA Downtown Special Interest Group speaker presentation.

The SDDA/Tourism Check-in on February 18th provided an opportunity to align on ongoing initiatives and explore partnership opportunities between economic development, Staunton downtown development association, and tourism. The Town & Gown meeting with Mary Baldwin University on February 23rd continued the cultivation of the city's higher education partnership, while the GARCC Business Excellence Awards on February 26th celebrated regional business achievement and kept staff connected to the broader business community.

Ms. DiMeo attended the Chamber Board Retreat on February 25th and Ms. Blythe attended the SWEBA meeting on February 10th, maintaining active participation in key business organization leadership forums. The United Way Ribbon Cutting at iHub on February 10th, attended by both Ms. Blythe and Ms. DiMeo, celebrated a new community asset at the innovation hub and reinforced the department's commitment to supporting the local ecosystem.

Ms. Blythe and Ms. DiMeo attended the SVP Lead Generation meeting on February 20th, which included an update from Shenandoah Valley Regional Airport and provided an opportunity to connect regional assets with active prospects. Ms. Blythe also participated in the SVP Manufacturing Forum at Supply One on February 25th, further strengthening relationships with regional economic development partners.

Aviation and Transportation

February brought an exciting transportation milestone with the Shenandoah Valley Regional Airport (SHD) SkyWest inaugural flight on February 3rd. Ms. Blythe and Ms. DiMeo were on hand to celebrate the launch of new daily service to Charlotte and Chicago, operated by SkyWest Airlines on behalf of American Airlines. This expanded air service represents a significant economic development asset for attracting and retaining businesses and talent in the region.

Ms. DiMeo also participated in a Valley Scenic Railway event discussion and planning session on February 10th, exploring opportunities tied to heritage rail tourism and transportation assets in the region.

Planning and Special Projects

Brownfields conference planning continued with a coordination call on February 12th with Brownfields staff, and the month closed with a VA Brownfields Conference meeting on February 27th, reflecting the city's ongoing commitment to Brownfields redevelopment as a tool for economic revitalization.

Ms. DiMeo attended the February 17th management meeting with all city department managers and the February 18th Development Review meeting, maintaining strong cross-departmental coordination. Ms. DiMeo also attended a Flood Resiliency Meeting on February 27th, reflecting the city's attention to infrastructure resilience as part of long-range planning.

Professional Development and Staff Training

Staff took advantage of several professional development opportunities in February. Ms. Blythe and Ms. DiMeo completed website training on February 11th for the newly launched Staunton Business website, equipping them to maintain and promote this important resource for the local business community and beyond. Ms. Blythe attended a training session on Lightcast on February 26th to expand the team's capacity for labor market analysis and data-driven economic development planning.

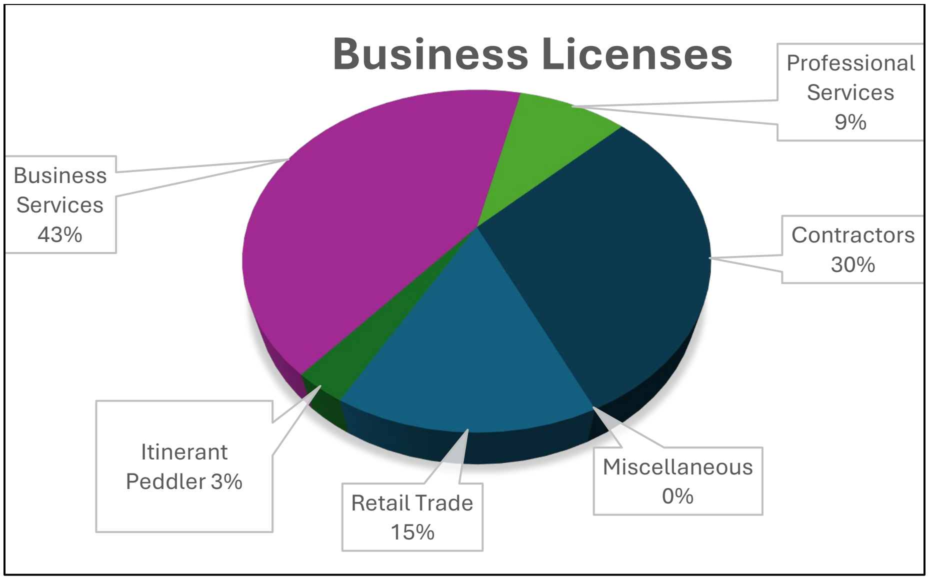
The EDA monthly meeting on February 5th included a presentation from Timmons on future planning and some background information on data centers, providing valuable insight into emerging development trends.

Business License Activity

During the month of February 2026, the Commissioner's office issued 33 business licenses, compared to 25 the previous month (January), representing a 32% increase. This month a year ago, 31 business licenses were issued.

The Business Services sector accounted for 43% of the of the total licenses issued in January 2026, and the Retail Trade sector accounted for 15%, Contractors accounted for 30%. Professional Services accounted for 9% and 3% were Itinerant Peddlers. There wasn't any Miscellaneous business licenses issued for the month.

Year to date licenses issued: 58
Licenses issued previous year for same period: 52



Unemployment Data

According to the Bureau of Labor and Statistics: The State, and Metropolitan Area Employment and Unemployment data for January 2026 are expected to be released in April 2026.

Community Development

February 2026 Activity Report

Key Construction Project Updates

Staunton Apartments II
Final inspections are currently being scheduled for Building 800 at the new 72-unit apartment complex located at 1013 Seth Drive.

Pictured: Exterior of Building 800 at Staunton Apartments II.

Gypsy Hill Park Pool House

Construction is moving forward at the Gypsy Hill Park pool house. Inspections are ongoing, and the facility is scheduled to open for the 2026 pool season.

Pictured above & left: Exterior of the new pool house.

McDonough Toyota
Rough-in inspections are currently being scheduled for the new 4,196-square-foot service department addition at McDonough Toyota on Richmond Avenue.

Pictured: New footers poured for the service department addition.

Verizon Store
A building permit application is currently under review for a new 3,520-square-foot Verizon retail store located at 1213 Richmond Avenue.

CADENCE
A building permit has been issued for a 2,105-square-foot interior renovation and expansion at the CADENCE facility, located at 9 Technology Way.

New Site Plans Under Review:
- None.

Approved Site Plans:
- None.

Reports

Environmental Division

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

- Residential Construction – 46 active sites with 154 inspections in February 2026
- Commercial Construction – 13 active sites with 40 inspections in February 2026

Adopt-a-Spot Program Continues to Grow
The City's Adopt-a-Spot program officially welcomed its newest partner this February: Trinity Episcopal Church, located at 214 W. Beverley Street. The congregation has generously volunteered to adopt and maintain the sections of Lewis, Johnson, Church, and Beverley Streets surrounding their location. Also in February, Community Development Director Rodney Rhodes rolled up his sleeves to join the Staunton West End Business Association (SWEBA) during their recent neighborhood cleanup effort.

Thanks to our community partners, there are now nine active groups participating in the Adopt-a-Spot program across the city! For a complete list of participating organizations, a map of adopted locations, and information on how your own group can get involved, please visit the City's website.

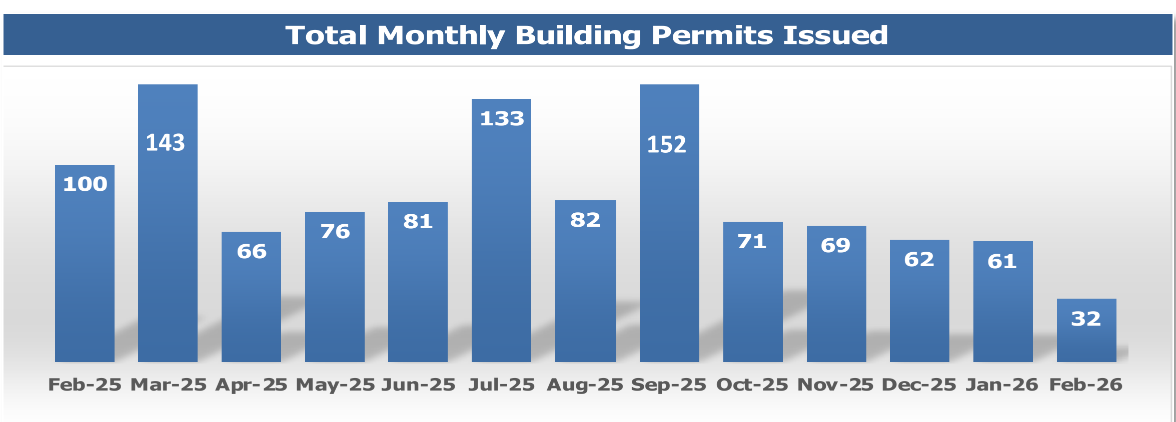
Planning & Zoning Division

Planning Commission
At its February 19 meeting, the Planning Commission held a public hearing and subsequently recommended adoption of the City of Staunton's Capital Improvement Plan for fiscal years 2027 through 2031. The Commission also approved amendments to their bylaws to formally assign the Clerk role to be Community Development staff. Chair Robinson also announced the resignations of Commissioners Scott Kesecker and John Hutchinson, thanking them for their service to the city.

The March 19, 2026, Planning Commission agenda will feature a public hearing and consideration of a Special Use Permit request by Staunton Augusta Properties, LLC, for a new Planned Residential Development (PRD) known as McIntosh Village. The developer is proposing to construct 267 single-family homes on 77.31 acres of land situated between Middlebrook Avenue, the Shenandoah Heights neighborhood, and the Green Spring Valley neighborhood. By utilizing the PRD process, the developer is permitted to cluster homes on smaller lots and with reduced setbacks in exchange for providing common area amenities, which in this case is proposed to include walking trails, a patio with a fire pit, a pavilion, and a commercial-grade playground. City staff will recommend approval of the permit subject to several conditions, including but not limited to requirements that a Home Owners Association be established to maintain the common areas and a proposed private street, that a traffic impact analysis be conducted, and that a new access connection to Middlebrook Avenue be completed during the first phase of construction.

Building Construction and Related Activity

Permits Issued	Feb-26	Feb-25	# Chg	% Chg
New Residential	0	11	-11	-100.0%
Residential Renovations	4	12	-8	-66.7%
Electrical Permits	16	24	-8	-33.3%
Mechanical Permits	5	17	-12	-70.6%
Plumbing Permits	4	20	-16	-80.0%
Commercial New-Renovations	3	5	-2	-40.0%
Miscellaneous	0	11	-11	-100.0%
Total	32	100	-68	-68.0%



Permit Fees Collected	Feb-26	Feb-25	# Chg	% Chg
New Residential	$0	$4,951	-$4,951	-100.0%
Residential Renovations	$510	$1,402	-$892	-63.6%
Electrical Permits	$1,500	$5,779	-$4,280	-74.1%
Mechanical Permits	$469	$1,566	-$1,097	-70.0%
Plumbing Permits	$367	$1,846	-$1,479	-80.1%
Commercial New-Renovations	$560	$5,734	-$5,174	-90.2%
Miscellaneous	$0	$0	$0	-
Total	$3,406	$21,277	-$17,871	-84.0%

Agenda Item No. 5

MEMORANDUM

TO:	Members, Staunton Economic Development Authority
FROM:	Amanda DiMeo, Staunton EDA Executive Director
RE:	Other Business
DATE:	April 10, 2026