Work Session Agenda
Staunton City Council
Caucus Room
October 25, 2018
5:00 p.m.

Invocation/Moment of Silence—Harrington

5:00 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:05 p.m.	**2.**	**Quarterly Financial Report**
5:15 p.m.	**3.**	**Broadband Presentation**
5:30 p.m.	**4.**	**Discussion of 2019 Legislative Program**
5:40 p.m.	**5.**	**Presentation of Staunton Crossing Business Plan Strategy**
6:00 p.m.		**Break**
6:15 p.m.	**6. & B**	**Discussion of Application to the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant**
6:25 p.m.	**7. & C**	**Discussion of Applications to the Virginia Department of Transportation for Highway Safety Improvement Program Grants for Systemic Safety System and Pedestrian Improvements**
6:35 p.m.	**8.**	**Closed Meeting for Consultation with Legal Counsel for Necessary Legal-Related Advice and Discussion Pertaining to (a) the Possible Filing of an Amicus Curiae Brief; and (b) Specific Land Use and Zoning Matters**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Council Chambers
October 25, 2018
7:30 p.m.

Call to Order

Pledge of Allegiance

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of October 11, 2018

<u>REGULAR MEETING</u>

A. Consideration of a Request to Defer Consideration of a Request by Stonewall Jackson Schoolhouse LLC, for an Amendment to SCC 18.125.011 (1) Exceptions to Off-Street Parking Requirements, of Chapter 18.125 Minimum Off-Street Parking Requirements, of Title 18 Zoning, of the Staunton City Code

B. Consideration of Application to the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant

C. Consideration of Applications to the Virginia Department of Transportation for Highway Safety Improvement Program Grants for Pedestrian and Systemic Safety System Improvements

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**City Council**
Item #	**1**	
Ordinance #		
Department:	**City Council**	
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 Session, the addition/deletion of ___________].

City Manager: Stephen F. Owen

Work Session Agenda
Staunton City Council
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Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Member:** **Cameron McCormick**
Item #	**2**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Quarterly Financial Report** **Attachments:** **Financial Report** **Sales, Meals and Lodging Tax Reports** **S&P Global Rating**	

Background: Cameron McCormick, Interim Director of Finance, will present a financial report for the first quarter of fiscal year 2019. The quarterly financial report and the sales, meals and lodging tax history reports are attached.

The Finance Department completed the bond rating analysis and review with S&P Global Rating and the City's financial advisor, Davenport & Company LLC, in September. Based on the City's strong financial policies, reserves, and management, the City received a bond rating upgrade from AA- to AA. A copy of the S&P Global Rating report is also attached for your review.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

FY 2019 FINANCIAL REPORT

SEPTEMBER 30, 2018

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	Comment
PROPERTY TAXES					
Real Estate Taxes 2019 (75%) & 2018 (25%)	$ 17,375,000	$ 2,701,796	$ 14,673,204	16%	75% of 2019 Taxes due June 20, 2019
					25% of 2018 Taxes due Dec 5, 2018
Real Estate Taxes 2017-…	850,000	151,326	698,674	18%	25% of 2017 Taxes due Dec 5, 2017
Real Estate - Public Service	800,000	-	800,000	0%	100% of 2018 Taxes due Dec 5, 2018
Real Estate - Interest	150,000	45,586	104,414	30%	
Real Estate- Penalty	120,000	34,911	85,089	29%	
Real Estate Tax -Downtown Serv District	120,000	1,273	118,727	1%	25% due Dec 5; 75% due June 20
Personal Property Taxes 2018	4,850,000	-	4,850,000	0%	100% of 2018 PP Tax due December 5, 2018
Personal Property Taxes 2016-…	165,000	153,639	11,361	93%	Delinquent Taxes due prior to December 5, 2018
Personal Property Taxes- Public Service	4,000	-	4,000	0%	
Personal Property -Interest	50,000	16,380	33,620	33%	
Personal Property - Penalty	80,000	12,722	67,278	16%	
Machinery & Tools Tax	520,635	92	520,543	0%	100% Tax Due December 5, 2018
TOTAL PROPERTY TAXES	**$ 25,084,635**	**$ 3,117,725**	**$ 21,966,910**	**12%**	
OTHER LOCAL TAXES					
Business & Occupational Licenses	$ 2,200,000	$ 92,848	$ 2,107,152	4%	BPOL License due March 1, 2019
Water Utility Tax	275,000	39,368	235,632	14%	Paid Monthly w/ 1-2 months delay in collection
Gas Utility	300,000	39,418	260,582	13%	Paid Monthly w/ 1-2 months delay in collection
Electric Utility	575,000	98,295	476,705	17%	Paid Monthly w/ 1-2 months delay in collection
Local Sales Tax	4,015,000	359,853	3,655,147	9%	Paid Monthly w/ 2 months delay in payment from State
Bank Stock	425,000	4,275	420,725	1%	Paid in June
Recordation	180,000	40,238	139,762	22%	Paid Monthly w/ 1 month delay in collection
Cigarette Tax	400,000	123,975	276,025	31%	Paid at sale date, no delay in collection
Lodging Tax	890,000	122,085	767,915	14%	Paid Monthly w/ 1 month delay in collection
Meals Tax	4,112,500	738,998	3,373,502	18%	Paid Monthly w/ 1 month delay in collection
Probate Tax on Wills	7,000	7,808	(808)	112%	
Short Term Rental Tax	25,000	64	24,936	0%	
Local Communications Tax	1,320,000	102,681	1,217,319	8%	Paid Monthly w/ 1-2 months delay in collection
TOTAL OTHER LOCAL TAXES	**$ 14,724,500**	**$ 1,769,906**	**$ 12,954,594**	**12%**	

SEPTEMBER 30, 2018

GENERAL FUND REVENUES		REVISED BUDGET		ACTUAL YTD		AVAILABLE BUDGET	% RECEIVED
PERMITS							
Judicial Charges for Services	$	800	$	405	$	395	51%
Public Safety Charges for Services		252,000		56,270		195,730	22%
Planning and Development Charges for Services		14,500		4,925		9,575	34%
TOTAL PERMITS	**$**	**267,300**	**$**	**61,600**	**$**	**205,700**	**23%**
FINES & FORFEITURES							
Circuit Court Fines	$	75,000	$	24,414	$	50,586	33%
Courthouse Maintenance Fee		10,000		1,884		8,116	19%
Animal Control Fines		6,000		1,870		4,130	31%
TOTAL FINES & FORFEITURES	**$**	**91,000**	**$**	**28,168**	**$**	**62,832**	**31%**
REVENUE FROM USE OF PROPERTY							
Interest Revenue	$	165,000	$	10,710	$	154,290	6%
Rental of Real Property		41,100		8,237		32,863	20%
Rental of Real Property-Recreation		5,000		1,335		3,665	27%
TOTAL REVENUE FROM USE OF PROPERTY	**$**	**211,100**	**$**	**20,282**	**$**	**190,818**	**10%**
CHARGES FOR SERVICES							
Property Clean Up Fees	$	2,000	$	504	$	1,496	25%
Payment in Lieu of Tax from Other Funds		1,246,761		-		1,246,761	0%
DMV Stop Fees		5,000		1,644		3,356	33%
Administrative Fees		23,000		5,009		17,991	22%
Judicial Operations Charges for Services		52,117		12,881		39,236	25%
Public Safety Tax Exempt Service Charge		4,800		106,349		(101,549)	2216%
Recreation Charges for Services		469,000				469,000	0%
Community Development Charges for Services		2,000		103		1,897	5%
TOTAL CHARGES FOR SERVICES	**$**	**1,804,678**	**$**	**126,490**	**$**	**1,678,188**	**7.01%**
MISCELLANEOUS							
Sale of Salvage & Surplus	$	15,000	$	-	$	15,000	0%
Payment in Lieu of Taxes SRHA		13,500		-		13,500	0%
Wellness Program Reimbursement		10,000		-		10,000	0%
Donations		-		165		(165)	#DIV/0!
Miscellaneous		-		1,434		(1,434)	#DIV/0!
TOTAL MISCELLANEOUS	**$**	**38,500**	**$**	**1,599**	**$**	**36,901**	**4%**

SEPTEMBER 30, 2018

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
COMMONWEALTH OF VIRGINIA REVENUE					
Public Facilities Tax	$ 120,000	$ -	$ 120,000	0%	State sales tax revenue from Stonewall Jackson Hotel
Recordation	57,000	-	57,000	0%	
Rolling Stock Taxes	14,000	9,764	4,236	70%	
Motor Vehicle Rental Tax	75,000	21,940	53,060	29%	
HB599 Law Enforcement	886,250	229,761	656,489	26%	Quarterly Payments from State
Personal Property Tax Relief Act (PPTRA)	1,652,200	82,610	1,569,590	5%	
Recordation - Grantor's Tax	45,000	10,255	34,745	23%	
Juror/Witness Fees	7,000	1,890	5,110	27%	
DCJS- Victim Witness Grant	14,500	-	14,500	0%	
DMV Four for Life Funds	20,000	22,255	(2,255)	111%	
DMV Animal License Plates	600	-	600	0%	
State Crime Forfeited Assets- Police	-	10,256	(10,256)	#DIV/0!	Revenue based on criminal drug activity
Fire Programs Fund	75,000	-	75,000	0%	
E911 Wireless Funds	70,000	20,734	49,266	30%	Grants from the Wireless Board of Virginia
Street & Highway Maintenance	4,124,158	1,053,665	3,070,493	26%	Quarterly Payments from State
Public Assistance	1,482,472	211,142	1,271,330	14%	
CSA Administrative Fees	11,740	-	11,740	0%	
Comprehensive Services Act (CSA)	1,855,800	-	1,855,800	0%	
VA Comm for the Arts	4,500	300	4,200	7%	
Library	147,129	36,977	110,152	25%	Quarterly Payments from State
Commissioner of Revenue	122,485	19,917	102,568	16%	
Treasurer	111,792	16,830	94,962	15%	
Electoral Board & Registrar	37,000	-	37,000	0%	
Commonwealth Attorney	415,000	66,663	348,337	16%	
Sheriff	292,800	46,378	246,422	16%	
Circuit Court Clerk	283,140	45,400	237,740	16%	
TOTAL COMMONWEALTH OF VIRGINIA	**$ 11,924,566**	**$ 1,906,737**	**$ 10,017,829**	**15.99%**	
FEDERAL REVENUES					
Victim Witness Federal Grant	$ 80,000	$ -	$ 80,000	0%	
FEMA Fire SAFER Grant	132,676	(65,089)	197,765	-49%	First reimbursement will be received in the coming months
Welfare Public Assistance	1,127,212	172,326	954,886	15%	
Miscellanous Federal Grant	-	5,105	(5,105)	#DIV/0!	
TOTAL FEDERAL REVENUE	**$ 1,339,888**	**$ 112,342**	**$ 1,227,546**	**8.38%**	

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
PRIOR YEAR APPROPRIATIONS					
Appropriation for Prior Year Encumbrances	$ 665,939	$ -	$ 665,939	0%	Outstanding Encumbrances at June 30, 2017
TOTAL PRIOR YEAR APPROPRIATIONS	**$ 665,939**	**$ -**	**$ 665,939**	**0%**	
RECOVERED COSTS					
Recovered Costs - Courts	$ 55,000	$ -	$ 55,000	0%	
Recovered Costs- Insurance Recovery	-	1,170	(1,170)	#DIV/0!	
Recovered Costs- Public Safety	589,873	28,200	561,673	5%	Buy-In from Harrisonburg/Rockingham for Regional Jail
Recovered Costs- Police Security	30,000	4,813	25,187	16%	
Recovered Costs- Public Works	25,000	651	24,349	3%	
Recovered Costs- Education	85,700	-	85,700	0%	Software Annual Costs and Bus Mechanic Services
Recovered Costs- Recreation/ Library	42,000	9,646	32,354	23%	Talking Book Center Reimbursement
Recovered Costs- Community Development	281,260	-	281,260	0%	
TOTAL RECOVERED COSTS	**$ 1,108,833**	**$ 44,480**	**$ 1,064,353**	**4%**	
TOTAL GENERAL FUND REVENUES	**$ 57,260,939**	**$ 7,189,329**	**$ 50,071,610**	**13%**	

FY 2019 FINANCIAL REPORT
SEPTEMBER 30, 2018

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED
GENERAL GOVERNMENT ADMINISTRATION					
CITY COUNCIL	$ 146,751	$ 33,770	$ -	$ 112,981	23%
CLERK OF COUNCIL	50,533	5,292	5,100	$ 40,141	21%
CITY MANAGER	554,594	128,015	28	426,551	23%
HUMAN RESOURCES	626,422	144,717	21,654	460,051	27%
CITY ATTORNEY	363,038	73,183	43,278	246,577	32%
COMMUNICATIONS MANAGER	94,993	22,600	-	72,393	24%
PROFESSIONAL CONSULTANTS	70,000	10,100	45,300	14,600	79%
CITY MEMBERSHIPS	28,076	27,797	-	279	99%
FINANCE	1,291,773	201,231	95,407	995,135	23%
ASSESSOR	292,833	55,151	7,873	229,809	22%
COMMISSIONER OF REVENUE	318,492	72,611	399	245,482	23%
TREASURER	426,654	77,733	1,026	347,895	18%
REGISTRAR	132,181	23,063	135	108,983	18%
INFORMATION TECHNOLOGY	1,231,820	291,482	78,048	862,290	30%
RISK MANAGEMENT	771,000	211,238	204,903	354,859	54%
TOTAL GENERAL GOV'T ADMINISTRATION	**$ 6,399,160**	**$ 1,377,983**	**$ 503,151**	**$ 4,518,026**	**29%**
JUDICIAL ADMINISTRATION					
CIRCUIT COURT	$ 159,184	$ 31,304	$ 409	$ 127,471	20%
GENERAL DISTRICT COURT	10,800	995	931	8,874	18%
MAGISTRATES	2,000	-	-	2,000	0%
JUVENILE DOMESTIC RELATIONS COURT	73,292	-	-	73,292	0%
CLERK OF THE CIRCUIT COURT	491,622	110,840	1,451	379,331	23%
SHERIFF	584,648	138,490	7,255	438,903	25%
VICTIM/WITNESS GRANT	83,900	21,982	1,999	59,919	29%
COMMONWEALTH ATTORNEY	573,837	136,566	252	437,019	24%
TOTAL JUDICIAL ADMINISTRATION	**$ 1,979,283**	**$ 440,177**	**$ 12,297**	**$ 1,526,809**	**23%**
PUBLIC SAFETY					
POLICE	$ 5,214,559	$ 1,243,280	$ 180,813	$ 3,790,466	27%
E911 CENTER	826,555	182,592	13,986	629,977	24%
FIRE	3,009,832	702,238	81,758	2,225,836	26%
COMMUNITY PUBLIC SAFETY	95,000	2,708	-	92,292	3%
JUVENILE DETENTION HOME	114,186	28,547	-	85,639	25%
JAIL	1,575,231	418,808	-	1,156,423	27%
OFFICE ON YOUTH	150,500	792	1,536	148,172	2%
INSPECTIONS	385,850	95,265	444	290,141	25%
ANIMAL CONTROL	75,000	611	-	74,389	1%
MEDICAL EXAMINER	200	100	-	100	50%
TOTAL PUBLIC SAFETY	**$ 11,446,913**	**$ 2,674,941**	**$ 278,537**	**$ 8,493,435**	**26%**

SEPTEMBER 30, 2018

GENERAL FUND EXPENDITURES	REVISED BUDG	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
PUBLIC WORKS						
ENGINEERING	$ 338,296	$ 70,279	$ 4,866	$ 263,151	22%	
PUBLIC WORKS ADMINISTRATION	291,228	66,032	2,055	223,141	23%	
STREETS	3,264,547	346,696	223,864	2,693,987	17%	
TRAFFIC ENGINEERING	232,042	35,112	536	196,394	15%	
TRAFFIC SIGNALS	311,018	51,935	21,112	237,971	23%	
BUILDING MAINTENANCE	1,391,472	277,630	187,369	926,473	33%	
EQUIPMENT MAINTENANCE	449,907	106,359	479	343,069	24%	
TOTAL PUBLIC WORKS	**$ 6,278,510**	**$ 954,043**	**$ 440,281**	**$ 4,884,186**	**22%**	
HEALTH AND WELFARE						
PUBLIC HEALTH	$ 277,813	$ 144,476	$ -	133,337	52%	
VALLEY COMM SERVICES BOARD	162,771	40,693	-	122,078	25%	Quarterly Payments
COMMUNITY POLICY MGMNT TEAM (CSA)	2,670,000	390,439	-	2,279,561	15%	
DEPT OF SOCIAL SERVICES	3,365,376	658,902	-	2,706,474	20%	
TAX RELIEF FOR THE ELDERLY	205,000	-	-	205,000	0%	Real Estate Tax Relief- processed May each year
COMMUNITY WELFARE ASSISTANCE	96,692	94,692	-	2,000	98%	Outside Agency Contributions
TOTAL HEALTH AND WELFARE	**$ 6,777,652**	**$ 1,329,202**	**$ -**	**$ 5,448,450**	**20%**	
EDUCATION -OTHER						
EDUCATIONAL CONTRIBUTIONS-BRCC	$ 8,000	$ 8,000	$ -	$ -	100%	Contribution to Blue Ridge Comm College
TOTAL EDUCATION-OTHER	**$ 8,000**	**$ 8,000**	**$ -**	**$ -**	**100%**	
PARKS, RECREATION, LIBRARY, CULTURAL						
PARKS AND RECREATION ADMIN	$ 1,195,844	$ 286,755	$ 61,276	$ 847,813	29%	
HORTICULTURE	160,364	31,171	2,000	127,193	21%	
GOLF COURSE	108,343	20,751	414	87,178	20%	Line not present last year
COMMUNITY RECREATION ASSISTANCE	20,000	20,000	-	-	100%	
PARK MAINTENANCE	1,190,247	263,517	11,981	914,749	23%	
COMMUNITY CULTURAL CONTRIBUTIONS	14,000	5,000	-	9,000	36%	Outside Agency Contributions
LIBRARY	1,163,457	267,676	35,332	860,449	26%	
TOTAL PARKS, RECREATION, LIBRARY, CULTURAL	**$ 3,852,255**	**$ 894,870**	**$ 111,003**	**$ 2,846,382**	**26%**	
PLANNING AND COMMUNITY DEVELOPMENT						
PLANNING	$ 316,928	$ 70,196	$ 6,738	$ 239,994	24%	
COMMUNITY DEVELOPMENT ASSISTANCE	327,421	195,626	-	$ 131,795	60%	Outside Agency Contributions
ECONOMIC DEVELOPMENT	645,096	103,055	-	$ 542,041	16%	
TOURISM	399,466	102,473	20,600	$ 276,393	31%	
STAUNTON WELCOME CENTER	53,455	12,481	-	$ 40,974	23%	
TROLLEY OPERATION	63,000	63,000	-	$ -	100%	
TOTAL PLANNING AND COMMUNITY DEVELOPMEN	**$ 1,805,366**	**$ 546,831**	**$ 27,338**	**$ 1,231,197**	**32%**	

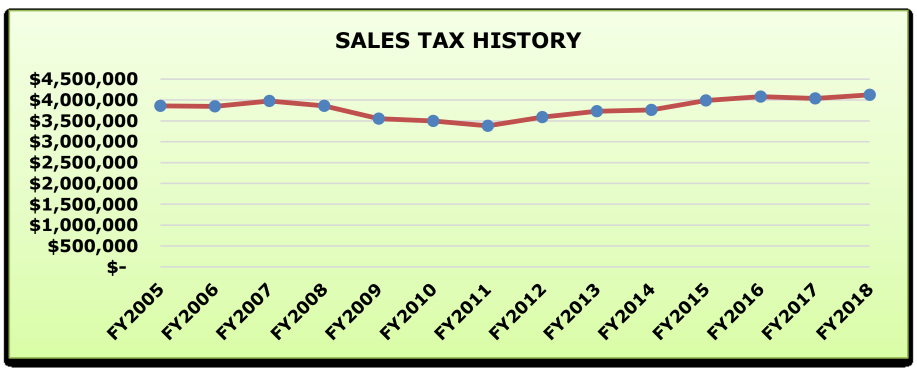
SEPTEMBER 30, 2018

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
TRANSFERS TO OTHER FUNDS/NON-DEPARTMENTAL						
TRANSFER TO DEBT SERVICE FUND	$ 4,822,750	$ -	$ -	$ 4,822,750	0%	Annual Debt Payments
TRANSFER TO CIP FUND	691,050	-	-	691,050	0%	
TRANSFER TO EDUCATION FUND	13,200,000	-	-	13,200,000	0%	Education Transfer
NON-DEPARTMENTAL EXPENDITURES	-	4,307		(4,307)	#DIV/0!	Distribution account-account equal to zero at year end
TOTAL TRANSFERS AND NON-DEPARTMENTAL	**$ 18,713,800**	**$ 4,307**	**$ -**	**$ 18,709,493**	**0%**	
TOTAL GENERAL FUND EXPENDITURES	**$ 57,260,939**	**$ 8,230,354**	**$ 1,372,607**	**$ 47,657,978**	**17%**	

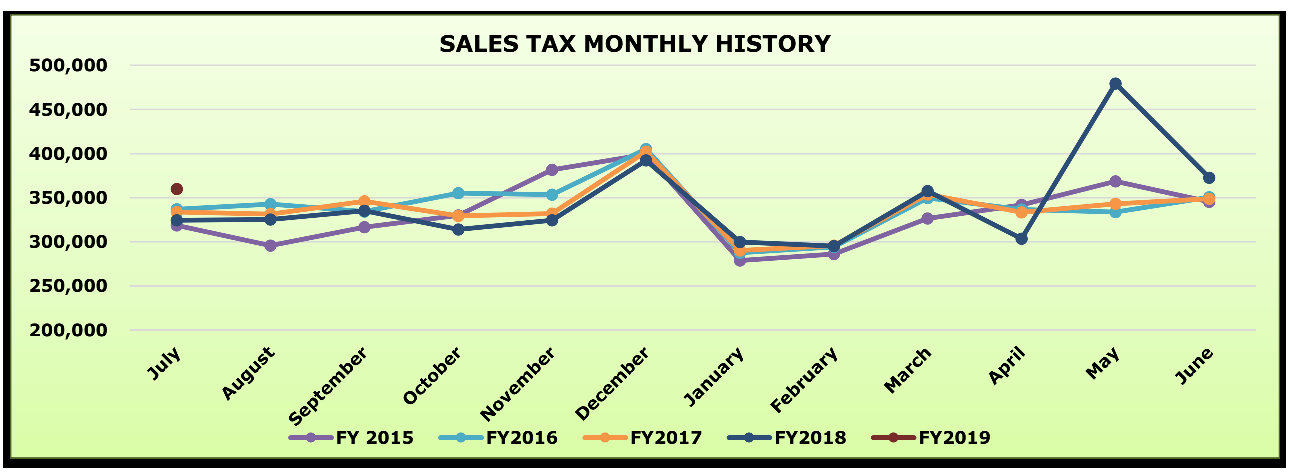
FY2019 GENERAL FUND BUDGET		
ADOPTED BUDGET	$ 56,595,000	JULY 1, 2018
ENCUMBRANCE CARRY FORWARDS	665,939	JULY 1, 2018
FY2019 REVISED BUDGET	$ 57,260,939	
FY2019 REVENUES	$ 7,189,329	
FY2019 EXPENDITURES	$ (8,230,354)	
FY2019 NET YTD	$ (1,041,025)	

LOCAL SALES TAX - FY2019 - 1% Tax Rate

	FY 2015	FY2016	FY2017	FY2018	FY2019	% Change	YTD Change
July	318,533.35	336,983.33	333,714.89	324,282.53	359,853.28	11.0%	$ 35,570.75
August	295,759.68	342,818.18	331,429.16	325,420.04			
September	316,682.18	334,364.25	345,905.68	335,270.60			
October	329,992.25	355,170.69	329,371.48	314,014.94			
November	381,691.87	353,379.01	331,907.37	324,549.36			
December	399,087.30	405,213.36	402,206.55	392,310.26			
January	278,766.56	287,573.87	290,166.67	299,703.49			
February	286,181.74	294,123.26	295,776.24	295,141.63			
March	326,350.71	349,737.11	353,757.64	357,635.60			
April	341,808.26	336,522.60	333,521.23	303,519.77			
May	368,629.61	333,614.68	343,047.36	479,377.67			
June	345,355.85	350,418.62	348,854.14	372,636.24			
Totals	$ 3,988,839.36	$ 4,079,918.96	$ 4,039,658.41	$ 4,123,862.13	$ 359,853.28		$ 35,570.75
Budget	$ 3,700,000.00	$ 3,900,000.00	$ 4,050,000.00	$ 4,100,400.00	$ 4,015,000.00		
Budget Variance	$ 288,839.36	$ 179,918.96	$ (10,341.59)	$ 23,462.13	$ (3,655,146.72)		
% OF BUDGET	108%	105%	99.7%	100.6%			
% CHANGE- YEAR	6.1%	2.3%	-1.0%	2.1%			

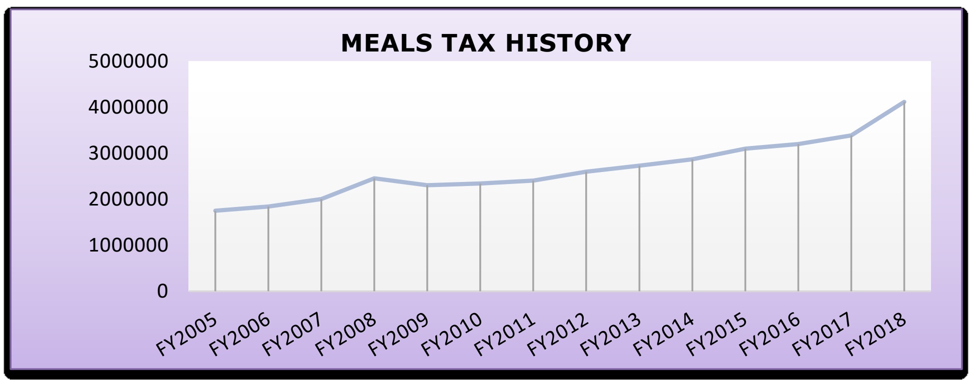


FY2005	$	3,859,669	
FY2006	$	3,847,115	-0.3%
FY2007	$	3,975,958	3.3%
FY2008	$	3,862,575	-2.9%
FY2009	$	3,554,096	-8.0%
FY2010	$	3,495,905	-1.6%
FY2011	$	3,381,018	-3.3%
FY2012	$	3,588,737	6.1%
FY2013	$	3,729,201	3.9%
FY2014	$	3,760,155	0.8%
FY2015	$	3,988,839	6.1%
FY2016	$	4,079,919	2.3%
FY2017	$	4,039,658	-1.0%
FY2018	$	4,123,862	2.1%

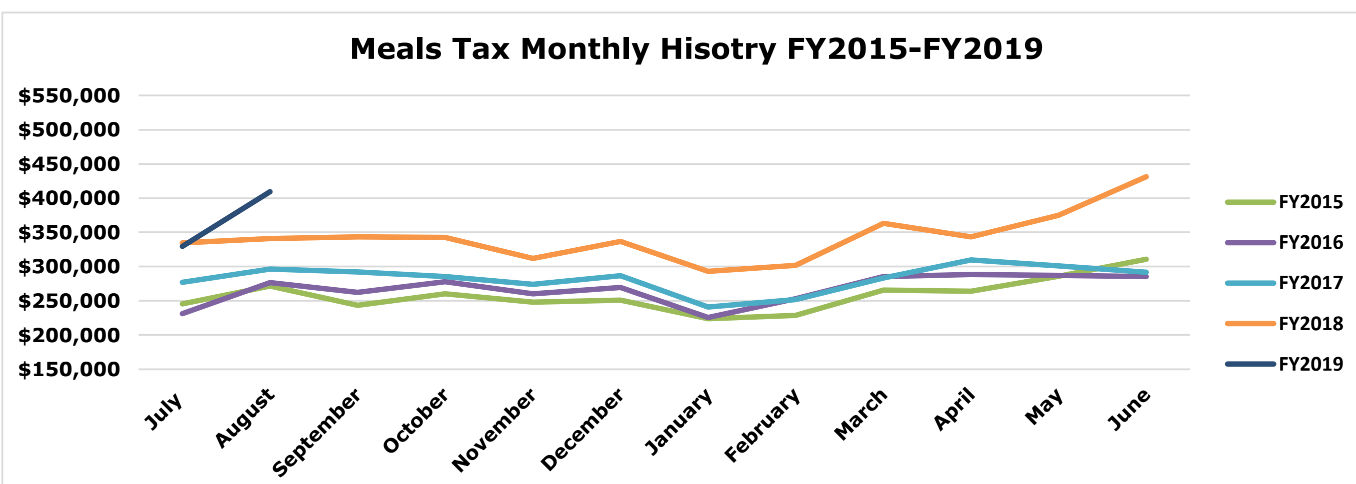


FY 2019 MEALS TAX - 7% Tax Rate

	6% TAX RATE	6% TAX RATE	6% TAX RATE	7% TAX RATE	7% TAX RATE		
	FY2015	FY2016	FY2017	FY2018	FY2019	% Change	$ Change
July	245,590.00	231,275.49	277,144.75	334,578.70	329,572.70	-1.5%	(5,006.00)
August	271,595.42	276,759.09	296,419.00	341,094.46	409,425.39	20.0%	68,330.93
September	243,479.62	262,272.64	292,135.16	343,277.21			
October	260,468.14	277,731.42	285,660.12	342,809.63			
November	248,037.55	260,344.43	274,337.57	312,114.40			
December	250,830.60	269,727.57	286,909.42	336,803.99			
January	223,920.50	225,700.89	240,970.03	293,064.10			
February	228,905.78	253,068.03	251,855.24	301,835.99			
March	265,661.67	285,566.17	283,281.51	363,206.78			
April	263,999.18	288,491.69	309,789.07	343,386.30			
May	285,876.82	287,234.01	300,966.20	374,830.10			
June	310,765.09	285,467.00	291,868.85	431,265.13			
Actuals	$ 3,099,130.37	$ 3,203,638.43	$ 3,391,336.92	$ 4,118,266.79	$ 738,998.09		$ 63,324.93
Budget	2,777,000.00	2,990,000.00	3,200,000.00	3,850,000.00	4,112,500.00		
Budget Variance	322,130	213,638	191,337	268,267	(3,373,502)		
% of BUDGET	111.6%	107.1%	106.0%	107.0%			



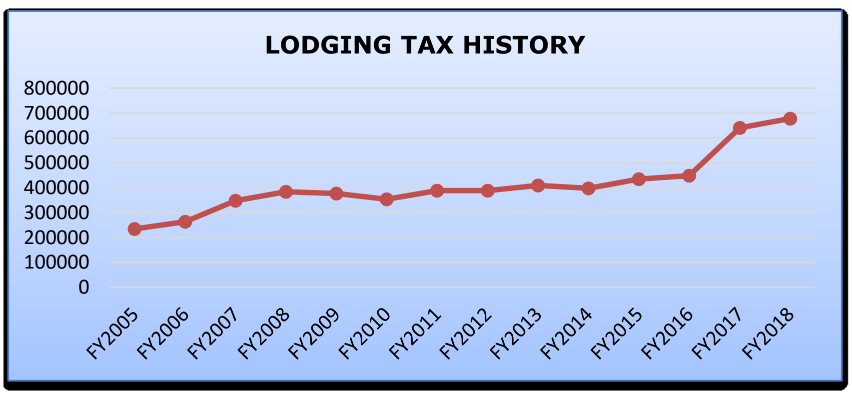
FY2005	$	1,751,768	
FY2006	$	1,841,936	5.1%
FY2007	$	2,004,839	8.8%
FY2008	$	2,456,629	22.5%
FY2009	$	2,304,448	-6.2%
FY2010	$	2,344,698	1.7%
FY2011	$	2,406,577	2.6%
FY2012	$	2,599,776	8.0%
FY2013	$	2,732,598	5.1%
FY2014	$	2,868,910	5.0%
FY2015	$	3,099,130	8.0%
FY2016	$	3,203,638	3.4%
FY2017	$	3,391,337	5.9%
FY2018	$	4,118,267	21.4%



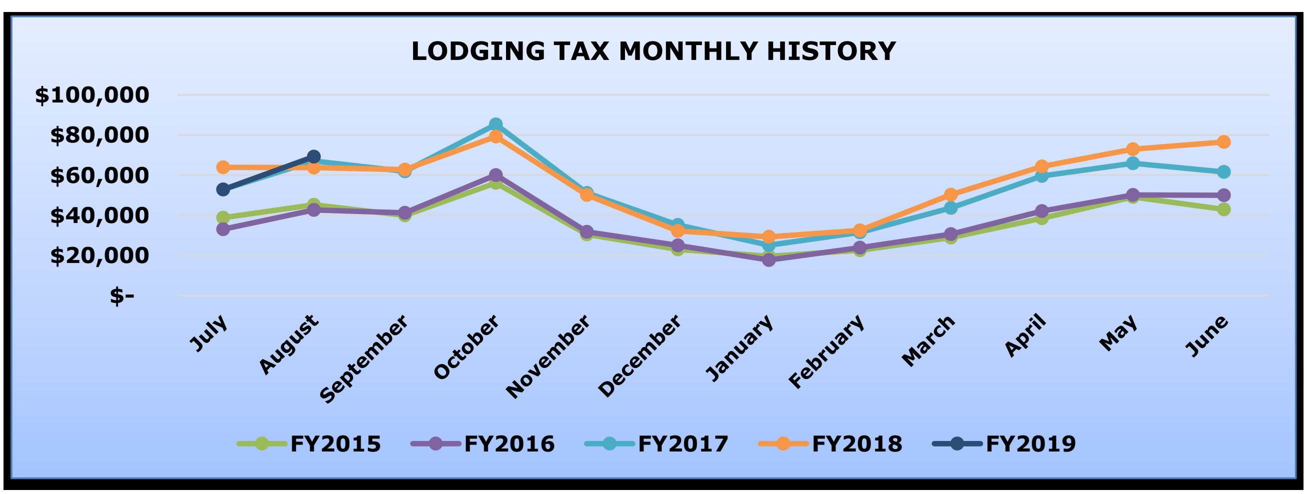
MEALS TAX HISTORY- RATE INCREASES		
JULY 1, 1986	3%	
JULY 1, 1994	4%	
SEPTEMBER 1, 1998	5%	NEW STREET PARKING GARAGE FUNDING
JULY 1, 2007	6%	CIP/ SCHOOL PROJECTS
JULY 1, 2017	7%	SCHOOL PROJECT - LEE HIGH RENOVATION

FY 2019 LODGING TAX - 6.7% Tax Rate

TAX RATE	5.00%	5.00%	6.70%	6.70%	6.70%		
	FY2015	**FY2016**	**FY2017**	**FY2018**	**FY2019**	**% CHANGE**	**$ Change**
July	$ 38,728	$ 33,008	$ 52,799	$ 63,907	$ 52,798	-17.4%	(11,109.12)
August	$ 45,280	$ 42,662	$ 67,072	$ 63,738	$ 69,287	8.7%	5,548.71
September	$ 39,890	$ 41,273	$ 61,866	$ 62,756			
October	$ 56,121	$ 60,092	$ 85,289	$ 79,262			
November	$ 30,438	$ 31,690	$ 51,208	$ 50,187			
December	$ 22,993	$ 25,056	$ 35,136	$ 32,225			
January	$ 19,576	$ 17,704	$ 25,091	$ 29,239			
February	$ 22,611	$ 23,844	$ 31,475	$ 32,490			
March	$ 28,815	$ 30,648	$ 43,728	$ 50,304			
April	$ 38,493	$ 42,095	$ 59,636	$ 64,326			
May	$ 49,149	$ 50,184	$ 65,931	$ 72,905			
June	$ 43,006	$ 49,921	$ 61,612	$ 76,577			
Actuals	$ 435,098	$ 448,175	$ 640,843	$ 677,917	$ 122,085		$ (5,560.41)
Budget Totals	$ 395,000	$ 405,000	$ 540,000	$ 575,000	$ 890,000		
Budget Variance	$ 40,098	$ 43,175	$ 100,843	$ 102,917	$ (767,915)		
% of BUDGET	110%	111%	119%	118%	14%		
% CHANGE-YEAR	9.4%	3.0%	43.0%	5.8%			



		TOTAL REVENUE	% CHANGE
FY2005	$	234,684	
FY2006	$	263,920	12.5%
FY2007	$	348,115	31.9%
FY2008	$	383,716	10.2%
FY2009	$	376,829	-1.8%
FY2010	$	354,239	-6.0%
FY2011	$	388,022	9.5%
FY2012	$	388,721	0.2%
FY2013	$	408,906	5.2%
FY2014	$	397,786	-2.7%
FY2015	$	435,098	9.4%
FY2016	$	448,175	3.0%
FY2017	$	640,843	43.0%
FY2018	$	677,917	5.8%



S&P Global Ratings

RatingsDirect®

Summary:

Staunton, Virginia; General Obligation

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Summary:

Staunton, Virginia; General Obligation

Credit Profile		
Staunton GO		
Unenhanced Rating	AA(SPUR)/Stable	Upgraded
Many issues are enhanced by bond insurance.		

Rationale

S&P Global Ratings raised its long-term rating to 'AA' from 'AA-' on Staunton, Va.'s general obligation public improvement and refunding bonds, series 2007. The outlook is stable.

The series 2007 bonds are secured by the city's full faith and credit and its obligation to levy and collect ad valorem taxes, unlimited as to rate or amount, to pay debt service.

The rating action reflects our revised view of the city's financial management assessment to strong from good based on a comprehensive set of policies and procedures that govern the city's financial operations and led to improved reserves consistent with those of similarly rated peers. In addition, we believe that the city's purposeful integration with the school board enhances the stability of its budget process. Economic growth leading to better wealth and income indicators could drive future upward rating movement, but we believe such changes are unlikely during our two-year outlook period.

The rating reflects our opinion of the city's:

- Very strong management, with strong financial policies and practices under our Financial Management Assessment methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2017;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2017 of 25% of operating expenditures;
- Very strong liquidity, with total government available cash at 54.6% of total governmental fund expenditures and 7.7x governmental debt service, and access to external liquidity we consider strong;
- Strong debt and contingent liability position, with debt service carrying charges at 7.1% of expenditures and net direct debt that is 52.4% of total governmental fund revenue, as well as low overall net debt at less than 3.0% of market value and rapid amortization, with 80.0% of debt scheduled to be retired in 10 years, but significant medium-term debt plans;
- Weak economy, with projected per capita effective buying income at 83.4% of the national level and market value per capita of $76,205; and
- Very strong institutional framework score.

Very strong management

We view the city's management as very strong, with strong financial policies and practices under our Financial Management Assessment methodology, indicating our view that financial practices are strong, well embedded, and likely sustainable.

Our revision of the Financial Management Assessment is a primary driver of the rating action. We believe the management team adheres to its policies and procedures in a meaningful way, including regularly monitoring its compliance with stated metrics.

When developing the budget, the management team reviews historical trends to ensure that the revenue and expenditure forecast is conservative. Multiyear financial planning accompanies the annual budget process and includes a forward view of potential revenue or expenditure changes, including those required by the five-year capital improvement plan to account for any future costs or personnel requirements. The city may amend the budget during the year with amendments equaling greater than 1% of budgeted revenue requiring a public hearing notice. In addition, the city council monitors the status of budget-to-actual results on a monthly basis for the school board operations and quarterly for city operations. Furthermore, the investment policy follows state guidelines, and reports on the status of investments are produced for the council on an as-needed basis.

The debt management policy, adopted in December 2014, highlights certain thresholds to ensure that total debt outstanding and debt service expenditures remain affordable. Such metrics include direct net debt at no more than 4% of estimated assessed value, debt service expenditures at no more than 15% of total governmental fund expenditures, and 50% debt repayment in 10 years. Compliance with these metrics is included in the annual budget document and reviewed by city council during budget discussions.

In May 2017, the city revised its fund balance policy to increase the required safety net reserve to 15% of all major operating fund expenditures from 12%. In addition, the policy provides for a $250,000 general contingency in case of unexpected expenditures or declines in revenue. The city council may appropriate the safety net reserve to cover one-time costs associated with a natural disaster, unfunded mandates from the state, or an act of terrorism that disrupts its financial operations. Under consideration is further revision to the policy that would increase the safety net reserve to 18% beginning July 1, 2020. Officials believe that an economic downturn is inevitable and that the higher reserve requirement would further insulate operations from potential deterioration in revenue. The school board maintains a separate fund balance policy and contingency reserve requirement to offset any loss in state aid or enrollment.

Strong budgetary performance

Staunton's budgetary performance is strong, in our opinion. The city had operating surpluses of 2.7% of expenditures in the general fund and of 5.9% across all governmental funds in fiscal 2017.

We have adjusted the city's budget performance to include transfers from the general fund to the capital improvement and debt service funds as regular expenditures. Despite these transfers, the city's budgetary performance has regularly resulted in surpluses as a result of conservative budgeting and careful monitoring of operations throughout the year.

In fiscal 2017, resulting from revenue trending in excess of budget ($1.5 million, or 2.9%) and lower expenditures across most departments ($2.4 million, or almost 5%), operations ended with a nearly $1.5 million surplus after transfers to the capital improvement and debt service funds. Management reports that expenditure savings stem primarily from lower personnel costs, as vacancies are not usually filled for an entire year. Preliminary year-end information for fiscal 2018 show similar results with revenue exceeding budgeted expectations by $691,000 (1.2%) and favorable expenditure variances of $1.1 million (1.9%). Management reports that the general fund balance will increase by $1.7 million by year end.

The adopted fiscal 2019 budget is balanced and about 4%, or $2.35 million, higher than the prior year. Revenue is slated to increase based on economic development added to the tax roll on Jan. 1, 2018, while expenditures reflect higher transfers to the education and debt service funds and the addition of six firefighters, a school safety officer, and recreation employees. Furthermore, in fiscal 2019 the city collapsed the school board's human resources office into the city's department to enhance efficiencies between the groups. The city undertook a similar initiative in 2012 to integrate the two finance offices.

Over the long term, we believe the city's economic growth will require additional service demands. Despite growing operations, we believe the city's financial management policies and procedures will guide future decision making, including revenue enhancement requirements to maintain budgetary balance.

Very strong budgetary flexibility

Staunton's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2017 of 25% of operating expenditures, or $13.3 million.

When including the city's safety net reserve, represented as the committed fund balance in the general fund, the city's flexibility grew to about $13.3 million, or nearly 25% of general fund expenditures, at fiscal year-end 2017. Based on preliminary results and management's expectations for a $1.7 million surplus in fiscal 2018, we believe flexibility will improve at year end to $15.5 million, or approximately 28% of final budgeted expenditures.

As mentioned, officials are reviewing the fund balance policy to consider increasing the safety net reserve to 18% of all operating funds expenditures from 15% beginning July 1, 2020. Even absent a decision to modify the reserve, we believe the city's flexibility will remain very strong given the long history of conservative budgeting practices and growing economy that drives primary operating revenue (property taxes and other locally derived taxes).

Very strong liquidity

In our opinion, Staunton's liquidity is very strong, with total government available cash at 54.6% of total governmental fund expenditures and 7.7x governmental debt service in 2017. In our view, the city has strong access to external liquidity if necessary, as demonstrated by its issuance of GO bonds over the past 20 years.

The city's conservative debt portfolio excludes any variable-rate, SWAP, or derivative products that could create a contingent liquidity risk. Furthermore, there are no direct placement or debt obligations privately placed with a single financial institution. We believe the city's liquidity will remain very strong given that cash was nearly 73% invested in federal agency bonds and notes, which we do not consider aggressive, at June 30, 2017.

Strong debt and contingent liability profile

In our view, Staunton's debt and contingent liability profile is strong. Total governmental fund debt service is 7.1% of total governmental fund expenditures, and net direct debt is 52.4% of total governmental fund revenue. Overall net debt is low at 2.5% of market value, and approximately 80.0% of the direct debt is scheduled to be repaid within 10 years, which are, in our view, positive credit factors. Negatively affecting our view of the city's debt profile are its significant medium-term debt plans.

The city has about $46.5 million in debt outstanding, including about $15.7 million revolving loans secured through the State of Virginia and supported by net revenue of utility funds. The city will nearly double the amount of debt outstanding by issuing $40 million to renovate and expand the existing high school. In its typical fashion, management planned for this issuance through tax increases in 2018 that are expected to generate $1.4 million in additional revenue for debt service expenditures on the bonds. The bonds are expected to be issued by the city through the Virginia Public School Authority in March 2019. Other major issuance includes about $11.5 million to fund a new police station and upgrades to the fire station originally slated for fiscal 2020. However, as design and site location are still underway, management anticipates this issuance will occur after 2020.

Staunton's combined required pension and actual other postemployment benefits (OPEB) contributions totaled 4.9% of total governmental fund expenditures in 2017, with 3.6% representing required contributions to pension obligations and 1.3% representing OPEB payments. The city made its full annual required pension contribution 2017.

All full-time city and school board employees are covered by the Virginia Retirement System (VRS), an agent, multiple-employer plan administered by the Commonwealth of Virginia. The system administers three types of plans: two defined benefit plans and one hybrid plan consisting of defined benefit and defined contribution characteristics. Most employees hired on or after Jan. 1, 2014 opt into the hybrid plan.

Based on an actuarial determined rate, the city contributed 14.66% of each covered employee's compensation for the city and 16.32% for each covered school board's employee compensation, which equated to almost $5 million in fiscal 2017. Based on information presented in the city's fiscal 2017 audited financial statements, the plan's fiduciary net position as a percentage of total pension liability is 72%.

OPEBs are funded on a pay-as-you-go basis for city and school board employees through a single-employer, defined benefit plan. A joint trust fund was established through the Virginia pooled OPEB Trust Fund as an investment vehicle for participating employers. In fiscal 2017, the city paid a combined $915,000 to cover the OPEB annually required contribution and deposit into the trust fund. Amounts contributed on behalf of school board employees totaled $640,000 to cover the annually required contribution and a deposit to the trust fund. At fiscal year-end 2017, the plan carried a net OPEB liability of about $6.35 million for the city and $3.2 million for the school board.

Weak economy

We consider Staunton's economy weak. The city, with an estimated population of 24,631, is located in Staunton City (Augusta County/Staunton/Waynesboro combined area). The city has a projected per capita effective buying income of 83.4% of the national level and per capita market value of $76,205. Overall, the city's market value grew by 0.7% over the past year to $1.9 billion in 2019. The county unemployment rate was 3.6% in 2017.

Located at the intersection of Interstates 81 and 64 in the Shenandoah Valley of Virginia, Staunton is about 90 miles west of Richmond and 85 miles north of Roanoke. The city's location along these major thoroughfares has driven recent development in distribution centers, including FedEx Ground's construction of a 200,000-square-foot distribution facility within the Green Hill Industrial Park and Graphic Packaging International's acquisition of an existing business within the Green Hill Industrial Park and $20 million expansion. Other recently completed development includes the 39-unit apartment complex Villages at Staunton and the 114-unit Big Sky Apartments.

Over the long term, ongoing development within the Staunton Crossing Development Park and Frontier Center will drive tax base expansion. Management reports that the first phase of development in the Frontier Center was recently completed with three restaurants and a grocery store, while two hotels, restaurants, and retail establishments are underway within the Staunton Crossing Development Park.

We believe the city's economic profile will improve outside of the next two years as the development underway, including a planned reassessment on Jan. 1, 2019, drives tax base growth and higher market values per capita. Meanwhile, we believe the city's economy will remain stable and continue to grow incrementally over the long term.

Very strong institutional framework

The institutional framework score for Virginia cities is very strong.

Outlook

The stable outlook reflects our expectation that the city's well-embedded financial policies and procedures and operational oversight and integration with the school board will continue to support strong budgetary performance. Furthermore, we believe the city's flexibility will remain very strong as a result of management's plan to revise its fund balance policy, increasing reserves to offset a potential economic downturn. Although additional debt issuance for the high school project will double the amount of debt outstanding, we believe management has carefully considered the carrying costs and will absorb the higher debt service expenditures without pressuring its financial position. As a result, we do not expect to change the rating during the two-year outlook period.

Upside scenario

All else remaining equal, we could consider a higher rating should the city's economic profile materially improve, leading to wealth and income metrics consistent with those of higher-rated peers.

Downside scenario

Although we are unlikely to do so, we could lower the rating should the city's budgetary performance deteriorate on a multiyear basis, leading to weaker reserves.

Related Research

2017 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors,

have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Member:** **Kurt Plowman**
Item #	**3**	
Ordinance #		
Department:	**Information Technology**	
Council Vision:	**Economic Development**	
Subject:	**Broadband Presentation**	

Background: Kurt Plowman, Chief Technology Officer, has prepared the attached memorandum concerning broadband services in the City and will attend Council's work session to discuss the subject with Council members.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

City of Staunton Information Technology

Memo

To: Steve Owen, City Manager

From: Kurt S. Plowman, Chief Technology Officer

Date: October 16, 2018

Re: Staunton Broadband Status

In today's world, it seems that everything depends on the Internet. The Internet has created a fundamental revolution in the way we all communicate, learn, conduct business and share ideas. It has been with us for so long, it's hard to imagine life without high-speed Internet – yet, broadband internet access is still a topic that is at the forefront of many discussions.

Brookings Institute recently released an article[1] that examines the impact of broadband accessibility on residents, highlighting Staunton in the first of a ten-part series. The article infers how restrictive the lack of high-speed broadband can be to residents and interviews several residents and businesses.

The Commonwealth did a survey in 2016 to measure broadband coverage for residents. In that report, the State summarized "At present, too many communities do not have access to affordable, reliable broadband telecommunications, and hence deprived of their ability to participate in enhanced social, education, employment, healthcare, and economic development opportunities. It is critical that all Virginia communities have equal and affordable access to broadband telecommunications."[2] Staunton was not individually listed, but Augusta County was identified as having 88% of the residents covered by broadband.

In the FCC's 2016 Broadband Access Report[3], the Commission reaffirmed their definition of "broadband" as a speed benchmark of 25 Mbps download/3 Mbps upload for high-speed fixed services, while not giving a definition for wireless services. Broadband is a moving target, however; what was considered fast and available even ten years ago is no longer competitive.

Recently many localities have hired consultants to do their own broadband studies. These studies review available services and coverage areas. Most reports conclude internet access is important

[1] https://www.brookings.edu/longform/closing-the-digital-and-economic-divides-in-rural-america/

[2] https://www.wired.virginia.gov/about

[3] https://www.fcc.gov/reports-research/reports/broadband-progress-reports/2016-broadband-progress-report

to residents and business, internet access is a key factor to growth, and there are pockets of each locality that could benefit from improved internet speed and options.

Staunton's residents and business would benefit from more choices, and better pricing but unlike many areas around us our residents and businesses do have competitive, widely available options. Fortunately for Staunton, we are not like many of our rural neighbors where there are large remote areas that are very expensive for carriers to reach, with limited number of potential customers. These areas do have challenges to encourage carriers to provide service.

In Staunton, there are several carriers providing network connectivity to residents and small businesses. Percentage of coverage statistics are provided by broadbandnow.com[4] which uses FCC datasets from carriers and provides comparison and coverage statistics.

- Comcast – A variety of services ranging from 100 Mbps to 250 Mbps (97.2% coverage of 24401)
- Verizon – DSL speeds of 6 Mbps to 15 Mbps (87.1%)
- Lumos – DSL speeds of 6 Mbps to 25 Mbps (19.7%)
- Lingo – Fiber to primarily small businesses, speeds up to 250 Mbps (2.7%)
- Lingo – Fixed wireless up to 10 Mbps (70.7%)
- AT&T, Verizon, T-Mobile, Sprint - 4G LTE - Most wireless carriers are providing wireless broadband with speeds up to 70 Mbps. Wireless plans generally come with maximum data usage before speeds are reduced.
- 5G Wireless (coming soon) – 5G speeds will be 30 to 50 times faster than 4G

For businesses with larger bandwidth needs, there are numerous carriers that are providing service in Staunton, many of whom are providing fiber connectivity. These include:

- Comcast Business
- Verizon
- Lumos
- Lingo / MGW
- Shentel (Building a significant fiber network in Staunton this month)
- Level 3

[4] https://broadbandnow.com/Virginia

How can Staunton ensure our citizens are not left behind? Many experts say the future is 5G. Fifth generation wireless – or 5G – is expected to transform communications when fully deployed. Compared to 4G LTE, the current standard, 5G will enable higher speeds for video traffic, conferencing, and virtual reality. It will also become the choice network for the internet of things, artificial intelligence applications, smart vehicles and other broadband-enabled functions. From smart-home security to self-driving automobiles and unmanned aerial systems, all the internet-connected devices will be able to talk to each other at lightning-fast speeds with reduced latency. Access to 5G has the potential to narrow the digital divide, paving the way for underserved and unserved areas to be connected more quickly than is possible with wired/landline services.

So when can we expect access to 5G? National carriers have been preparing for years and rollouts have started in some major markets. 5G compatible devices will be available in early 2019.

The key building blocks of 5G networks are typically small-cell antennas interwoven throughout city infrastructure, affixed to streetlights, utility poles or buildings. Providers typically describe them as the size of pizza boxes. Unlike cellphone towers, to transmit such high-speed information, these small-cell nodes have limited range and have more trouble sending signals through physical barriers than 4G systems. Telecoms will need to install many more small cells to cover the same area larger towers cover. Some of the 5G antennas can be much larger, while others are hardly noticeable at all. They generally need to physically connect to wireline fiber, so the first places expected to get 5G are densely populated urban areas with high consumer demand and existing fiber networks. Staunton's existing and under-construction fiber networks position the City nicely to adopt 5G quickly.

Governments need to facilitate access to locations for towers. This spring Fredericksburg issued a new franchise agreement to Cox Wireless to install and operate "small-cell facilities" in the city rights-of-way.[5] The small-cell equipment is about the size of a piece of carry-on luggage. These kinds of franchise agreements and partnerships simplify deployment for the carriers ensuring better coverage for citizens and businesses.

[5] https://www.fredericksburgva.gov/AgendaCenter/ViewFile/Item/7684?fileID=4724

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Member:** **Steve Owen**
Item #	**4**	
Ordinance #		
Department:	**City Manager**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**2019 Legislative Program**	

Background: Each year, City Council adopts a legislative program which is transmitted to the Governor, local General Assembly members, the Virginia Municipal League (VML), and Virginia First Cities. During Council's work session, there will be a discussion of the City's legislative program for 2019. Last year's resolution, adopted by Council, is attached for Council's reference as is VML's 2019 legislative program.

City Manager's Recommendation: Discuss and provide input on the 2019 Legislative Program so that it may be prepared and adopted at City Council's meeting in November or December.

City Manager: Stephen F. Owen

RESOLUTION ESTABLISHING THE
CITY OF STAUNTON'S
2018 LEGISLATIVE PROGRAM

The Mayor and City Council of the City of Staunton, Virginia, governing from a position closest to the City's citizens and desiring to make City government more responsive to Staunton citizens, believe it is important to advise the City's representatives in the Virginia General Assembly of the City's legislative positions.

THEREFORE, BE IT RESOLVED by the Council of the City of Staunton that the legislative principles adopted by the Virginia Municipal League (VML) are hereby endorsed:

The Governor and General Assembly should not:

- Restrict further local revenue authority or sources.
- Impose new funding requirements or expand existing ones on services delivered by local governments.
- Shift state funding responsibilities onto local governments.
- Impose state fees, taxes or surcharges on local government services.
- Place additional unfunded mandates and other administrative burdens on local governments.

BE IT FURTHER RESOLVED that City Council respectfully requests that the General Assembly **support** legislation regarding the following issues:

A. Education

1. The General Assembly should fully fund public education—funding all mandated programs and services of education on the basis of realistic costs; increasing Standards of Quality funding, coming from general fund revenues, appropriated to elementary and secondary education; providing for flexibility in the use of those funds to meet unique local needs; and supporting specialized training, professional development and extended contracts for staff in challenged schools.

2. The General Assembly should fully fund the Virginia Preschool Initiative, removing and/or significantly reducing the required local share, demonstrating its commitment and investment in arguably the greatest resource we have—our children.

3. The General Assembly should continue to support the revisions of the system of accountability to encompass balanced assessments and expand the implementation of problem based assessments for greater validity, more cost effective sampling techniques, and continue the implementation of expedited test retakes to more accurately reflect student achievement, sense of inquiry, and love of learning.

4. The General Assembly should enact legislation to double the sales and use tax revenue distribution statewide to provide funding for capital for new or renovated school building projects, using the same formula for sales and use tax distribution as is used currently for distribution for Standards of Quality funding.

5. The General Assembly should provide new avenues for funding public school construction and renovation costs, including the creation of a pilot program of competitive grants using funds from the Virginia Public Building Authority to offset new construction costs for publicly owned and operated K-12 schools.

B. Pediatric Cancer Research

City Council is appalled by the lack of cancer research coordination, the glacially slow FDA new treatment approval process, and the totally inadequate level of federal funding for pediatric cancer research. Less than 4% of all cancer research spending is for pediatric cancer and only two treatments are currently approved by the FDA. Council requests that the Virginia General Assembly petition the federal government to make pediatric cancer a real priority in order to save the lives of countless children who cannot speak for themselves or vote.

C. Certificate of Public Need

Council supports Virginia's Certificate of Public Need (COPN) program as an important component of the Commonwealth's health care system and encourages the General Assembly to retain COPN in its current form with process reforms similar to those recommended by the state work group led by the Secretary of Health and Human Services in 2015. Any legislation to deregulate COPN must be coupled with policies to promote access to care, ensure provision of essential human services, fund graduate medical education and maintain the fiscal stability of Virginia's community hospitals.

D. Stormwater Local Assistance Funding

The Commonwealth of Virginia and its MS4 communities are required under the Chesapeake Bay TMDL to meet specific reductions in stormwater pollution. Recent cost estimates for such compliance exceed $10 billion, with the majority of the costs falling on local governments. Last year, the Virginia Department of Environmental Quality (DEQ) granted only $8.5 million in Stormwater Local Assistance Fund (SLAF) funding to local governments, to defray their costs of compliance. This year, DEQ states that only $20 million will be granted through the SLAF program. City Council requests that the Commonwealth increase SLAF funding to at least $50 million.

E. Transportation

1. City Council supports improvements to railroad infrastructure to increase freight shipment capacity and reduce truck traffic and impacts on Interstate 81.

2. City Council supports a Primary Seatbelt Law, which research and other states' experiences have proven will save lives.

3. City Council supports a ban on handheld cell phone use by operators of moving motor vehicles.

4. City Council supports the use of non-motorized transportation for health, energy conservation and cost reasons for all Virginians, including trails, pathways and green corridors as an essential element of Virginia's transportation system.

5. City Council supports increased federal and state funding for public transit; policies that allow for the equitable distribution of such funding; and dedicated sources for such funding, all to avoid the impending fiscal cliff in 2019.

F. Libraries

State Library Aid is only funded at 58% of the amount mandated by the Code of Virginia. Funding currently falls about $12 million short statewide, with Staunton's portion of the shortfall amounting to $61,000. City Council supports efforts to maintain and increase State Aid to Public Libraries as mandated by the Code of Virginia to strengthen funding for public library materials and programs that target childhood literacy and STEM instruction.

G. Virginia State Parks

City Council encourages the Governor and General Assembly to support additional land acquisition for state parks, outdoor recreation and natural areas. Towards that end, should the federal government expand the authorization of offshore energy exploration, City Council supports a plan to reinvest a portion of the royalties in the conservation of land for public access for outdoor recreation.

H. Broadband Expansion

City Council supports the expansion of broadband to all areas of the Commonwealth to make Virginia more competitive in the new global economy in which it competes on a daily basis.

I. Regional Greenhouse Gas Initiative and Commonwealth Resilience Fund

Staunton City Council joins VML in supporting the Commonwealth of Virginia's application for membership to the Regional Greenhouse Gas Inventory (RGGI) to cap and trade CO_2 emissions from power plants to specifically address the impacts of sea-level rise and climate change using an estimated $200 million in annual auction revenues through 2030, and to comply with the EPA's Clean Power Plan.

J. Solar Tax Incentives

City Council supports state tax incentives for private homeowners, businesses and the solar energy industry to incentivize an increase in the use of clean solar energy systems, to reduce dependence on extractive fossil fuels and emissions and increase energy independence.

K. Predatory Lending

The City of Staunton has been joined in its seven-year long fight against predatory lending by VML, Virginia Association of Counties and Virginia First Cities, as well as 98 individual city, town and county governments. The payday lending industry's lobbying efforts are better funded, however, with money extorted from some of the most vulnerable citizens in the Commonwealth whose interests have been totally ignored since 2002. Despite the efforts of countless civil rights organizations, hundreds of churches, and dozens of newspaper editorial boards, legal aid societies, and senior advocates, the protection the City seeks for its citizens is ignored. In spite of a Virginia Supreme Court ruling that called these practices "a vicious cycle of debt" and produced evidence that an estimated 9 million illegal loans had been made in the Commonwealth between 2002 and 2009, the General Assembly has steadfastly refused to act to provide protections to Virginia families that the federal government provides for military members and their families.

The cost to the Commonwealth is staggering. The capital flight from Virginia is estimated to be well over $150 million every year. Allowing lenders to charge fees and interest amounting to 200%-680% APR is crippling the efforts of charities and social services trying to get people back on their feet. The damage to the economy of Virginia is incalculable.

City Council asks now for three things:

- A return to the usury law (36% interest rate cap inclusive of all fees) that Virginia had prior to 2002.
- Vigorous enforcement by the Attorney General of the ban on illegal internet loans.
- If the Senate and the House refuse to act, swift approval by the General Assembly of a statewide referendum on an interest rate cap.

BE IT ALSO RESOLVED that City Council respectfully requests that the General Assembly **oppose** the following legislation:

A. Short Term Rentals

The General Assembly in the 2017 session provided for localities to create a registry for short term rental or homestay operators. The City of Staunton will have a registry in place by January 2018. Concerning taxation, it is expected that legislation will once again be proposed to allow short term rental operators to collect and remit transient occupancy tax to the online platform, and for the online platform to transmit the transient occupancy tax directly to the Virginia Department of Taxation in a lump sum payment, with no detail offered to the localities as to the genesis of the tax. The City of Staunton strongly opposes having the Virginia Department of Taxation collect this tax on behalf of localities. The transient occupancy tax is a local tax which should be collected locally. Furthermore, City Council opposes any legislation that works to conceal the identity of the operators from the local tax and zoning authorities.

B. Eminent Domain by Private Utilities for Surveying

City Council opposes the eminent domain rights extended to Dominion Virginia Power and other private utilities to enter onto private property without the consent of the landowner for the purpose of surveying for proposed projects before agreements have been reached with such property owners.

C. Stormwater Utility Exemptions

City Council opposes legislation which would exempt any property owner from the payment of local stormwater utility fees. Passage of a bill for one or more classes of property owners would certainly result in exemption requests from other classes of property owners (e.g., non-profit organizations and the federal and state governments). If considered favorably, those requests would further diminish fee collections. Council believes that all property owners should be required to pay fees for stormwater utility service, just as they pay for other utility services (including telephone, cable television, electric, gas, water and sewer services). As noted above, localities in Virginia already have limited financial resources available to comply with significant federal and state stormwater requirements. Any state-mandated reductions to stormwater utility fee collections—a limited source of funds for local governments to finance costly, mandated projects—will subject localities to additional financial burdens.

The Clerk of Council shall mail or deliver a copy of this Resolution to the Governor, the City's representatives in the General Assembly, other selected members of the General Assembly and area local governments; to the Virginia Municipal League, Virginia Association of Counties and Virginia First Cities and to other interested persons, as appropriate.

Adopted this 14th day of December, 2017.

Carolyn W. Dull

Carolyn W. Dull, Mayor

ATTEST: Deborah A. Lane

Deborah A. Lane, Acting Clerk of Council

Virginia Municipal League
2019 Legislative Program

Priorities

State Assistance to Local Police Departments (HB 599)

Almost 70 percent of Virginians live in communities served by police departments. The state created a program of financial assistance to local police departments (HB599) when it imposed an annexation moratorium on cities more than 30 years ago. It has increasingly de-emphasized this funding obligation as a priority but has never compromised on the annexation moratorium. VML calls for the state to honor its commitment to local governments and public safety by funding the program as stipulated in the Code of Virginia or lift the moratorium on annexation.

Funding the Real Cost of Education

The state funding formula for education operating costs breaks down on a statewide level as 55 percent state/45 percent local funding. However, the Standards of Quality do not recognize the true costs of education, including pupil transportation, school support staff, providing and updating broadband and other technology, and instructional staff salaries. Neither does it recognize most construction and renovation costs.

Local governments match more than is required for basic state education dollars, pay the majority of public school capital costs and struggle to find scarce local tax dollars to keep up with the demands for meeting additional and expanding state requirements and for creating 21st century learning environments for our children to master the challenges of tomorrow's workplace.

VML supports actions for the Commonwealth to recognize and fund the true costs of public education, including new avenues for funding public school construction and renovation cost such as the creation of a pilot program of competitive grants using funds from the Virginia Public Building Authority to offset new construction or renovation costs for publicly-owned and operated K-12 schools.

Mental Health Alternative Transportation and Access to Beds

VML supports stable, sustained state funding and adequate safety standards for the use of alternative transportation for individuals experiencing a mental health crisis who need evaluation and potentially in-patient services. VML supports the goal of creating more ready access to short-term, in-patient crisis services, including the use of public-private partnerships, to end the need to transport adults and children long distances to receive needed services and support.

Restoring Reductions to Community Services Boards

Community services boards are slated for substantial state general fund reductions in fiscal years 2019 ($11 million) and 2020 ($25 million). Health care expansion through Medicaid may eventually make up for these reductions, but the timing of implementation leaves the boards with six months to make up for a year's worth of reductions in fiscal year 2019 and puts them at risk of service and staffing disruptions. VML supports the restoration of funding to community services boards in fiscal year 2019. VML also supports the revisiting of slated reductions in fiscal year 2020 and beyond, specifically to ensure that the state's goal of providing more services at the community level, including new STEP-VA service requirements, can be achieved without shifting funding burdens to local governments.

State and Federal Funding for Public Transit

VML supports increased federal and state funding for public transit; policies that allow for the equitable distribution of such funding; and dedicated sources for such funding to ensure the state of good repair of transit equipment and facilities as well as service expansion.

Legislative Program Items (in alphabetical order)

Closure of State Facilities

VML supports the development and implementation of a process by which the Commonwealth would provide ample notice and work with a community when a state facility located in or adjacent to that community is slated for significant downsizing or closure that would affect jobs, utility agreements or have an impact on the surrounding communities.

Communications Sales and Use Tax

The Virginia Communications Sales and Use Tax was enacted to establish a statewide tax rate and to pre-empt local taxes on communications sales and services. VML supports setting the tax rate at the same level as the state sales tax rate and broadening the coverage of the tax to include audio and video streaming services and prepaid calling cards. VML opposes transfers of these revenues to the state general fund for purposes other than those stipulated in the Code of Virginia.

Distracted & Inattentive Driving

VML supports legislative efforts to protect the public and prevent private property damage resulting from individuals who are distracted and inattentive while driving, regardless of the causes of distraction. Local governments should be authorized to enforce state laws and local ordinances dealing with this problem.

Education Funding

A strong public school system is essential to economic development and prosperity. The state must be a reliable funding partner in accordance with the Virginia Constitution and state statutes. The Standards of Quality should recognize the resources, including positions, required for a high-quality public education system. VML opposes changes in methodology and changes in the division of financial responsibility that result in a shift of funding responsibility from the state to localities.

Further, VML opposes policies that lower state contributions but do nothing to address the cost of meeting the requirements of the Standards of Accreditation and Standards of Learning.

Any approach to improving low-performing schools must include adequate state financial support. VML supports increased state funding for the Virginia Preschool Initiative, the K-3 reduced class size program and Early Reading Intervention program. VML also supports increased state stipends for highly effective teachers in high-poverty schools, and other innovative programs for teachers and students.

Equal Rights Amendment

VML supports the passage of the Equal Rights Amendment (ERA) and urges the General Assembly to take the necessary steps to put this matter before the citizens of the Commonwealth of Virginia.

Local and Regional Taxing Authority for Transit Capital Needs

Public transportation is critical to the economy and quality of life of all Virginians. VML supports legislation that would allow localities to adopt additional regional or local taxes to provide needed capital funds.

Local Option Regulation of Disposable Plastic Bags

VML supports legislation to allow local option authority to develop incentives or regulations to decrease or otherwise regulate the distribution, sale, or offer of disposable plastic bags.

Proffers

The authority to impose impact fees should include calculations for the cost of all public infrastructure, including local transportation, transit, and school construction costs, caused by growth. Until a comprehensive impact fee system is authorized, the state code should extend to all localities full authority for conditional zoning to meet the needs to new citizens for public infrastructure.

Removing Barriers to Distributed Solar

The Grid Transformation and Security Act approved by the 2018 General Assembly authorizes and encourages many clean power production activities, but Virginia law still restricts the ability of local governments, businesses, and others from installing solar facilities for their own use. VML supports legislation to remove barriers and allow for creation of stronger markets for distributed solar goals, to include the following components:

- Lifting the one percent cap on the total amount of solar that can be net metered in a utility territory to five percent; and
- Allowing local government entities to install solar facilities of up to 5 MW on government-owned property and use the electricity for schools or other government-owned buildings located nearby, even if not contiguous.

Sidewalks

VML supports the General Assembly granting local governments the authority to enter into agreements with developers to have a payment in-lieu-of option for sidewalk installation. These agreements would include language allowing the locality to install a sidewalk somewhere else that is beneficial to the community.

State and Local Government Fiscal Relationship

Governance at the local level becomes ever more challenging as the Commonwealth and the Federal government add new programs, or modify existing program guidelines, and promulgate complex regulations and higher standards for local governments to implement. It is not uncommon for the state and federal governments to either underfund their share of the costs or to ignore them altogether.

To that end, the Virginia Municipal League holds as essential these principles on local taxing and budget authority.

- Specific local revenue authority and sources cannot be further restricted without first granting and providing alternative revenue authority with reliable, sustainable revenue sources. This includes, without limitation, the BPOL and M&T taxes.
- Local governments should be involved in any discussions relating to local taxing authority including legislation that exempts specific industries from local taxes and fees.
- Local general fund revenue and special funds cannot be confiscated or re-directed to the state treasury.
- Placing additional administrative burdens on local governments without sufficient resources or administrative flexibility jeopardizes the quality of services delivered at the local level. Local governments cannot be expected to bear the expenses related to the imposition of new funding requirements or the expansion of existing ones on services delivered at the local level without a commensurate increase of state financial assistance or new local taxing authority.
- Shifting traditional state funding responsibilities onto local governments for services including public education, law enforcement, and public safety activities and any core services affecting local government, is bad fiscal policy, resulting in stress on local finances without reductions in overall program costs.
- Imposing state fees, taxes or surcharges on local government services impedes transparency at both the state and local level.
- Any efforts at tax reform must begin with a thorough examination of state tax reform and the financing of state services. The State should reform its own tax structure before taking on the topic of local taxes. State and/or local tax changes should not negatively affect local revenues.
- State budget cuts to state mandated and other high priority programs should specify the programs to be affected by the cuts.

The Commonwealth should:

- Enter a dialogue with local governments to examine state requirements and service expansions that can be suspended or modified to alleviate to the degree possible the financial burden on state and local taxpayers.
- Examine models in other states that allow for modernizing state and local taxing authority.

- Develop spending and revenue priorities that support economic development, public safety, education and other public goals. State tax credits, tax deductions and tax relief policies must receive the same scrutiny as spending programs as part of the prioritization process.
- In times of revenue crises, review ways to increase revenues to meet constitutional and statutory obligations to Virginia citizens after all other actions have been taken.
- Include local government representatives on any “blue ribbon” commission or other body established by the state that has as its purpose changes to local revenue authority or governance.

Stormwater Local Assistance

VML supports continued investment in the Stormwater Local Assistance Fund to assist localities with critical stormwater projects to meet federal and state clean-water requirements.

Taxing, Licensing, and Regulating Internet-based Businesses and Services

In taking state action to regulate private enterprises employing a business model that emphasizes the use of the Internet to either provide retail or facilities or ride-sharing services, local government interests should be acknowledged, and localities should be included in the decision-making.

As general principles, VML believes state and local policies should (1) encourage a level playing field for competing services in the market place; (2) not provide a tax preference or tax policy advantage for one group at the expense of another group in the same competitive field; (3) seek to preserve and/or replace local and state tax revenues; (4) ensure safety, reliability, and access for consumers, providers, and the public; and (5) protect local government’s ability to regulate businesses whether they are traditional, electronic, Internet-based, virtual or otherwise.

VML also believes that the state should not prohibit the sharing of financial information between the Commonwealth and appropriate local authorities that is normally treated as part of the public domain. VML further believes that the state should not prohibit a locality from exercising its authority to enter into voluntary collection agreements provided that such agreements include provisions to protect the public’s interest.

Use of Locally-owned Rights-of-Way

Private use of public rights-of-way significantly increase management responsibilities and maintenance costs. VML supports fair market value funding for private use of locally owned rights-of-way. These costs should not be disproportionately borne by local taxpayers.

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Members:** **Billy Vaughn** **Amanda DiMeo**
Item #	**5**	
Ordinance #		
Department:	**Economic Development**	
Council Vision:	**Economic Development**	
Subject:	**Staunton Crossing Business Plan Strategy**	

Background: The City continues its efforts to make the remaining 275 acres of Staunton Crossing more marketable for economic development. Included in this effort is a plan to demolish the vacant dilapidated buildings on the site late next summer as well as the construction of a spine road that extends through the site, from the retail gateway adjacent to Richmond Avenue to Valley Center Drive. The design of the new road is currently underway by the Virginia Department of Transportation (VDOT). Construction of the project, made possible by an award by VDOT to the City of a SMART SCALE grant in the amount of $8.7 million, is slated to commence in approximately two years.

The City is now interested in revisiting many of the previous studies and resetting the priorities for Staunton Crossing to capitalize fully on the momentum of these efforts and successes. Staff has engaged Timmons Group's Economic Development Team to develop for the City a business plan for the remaining undeveloped phases of Staunton Crossing.

The Timmons Group has completed extensive engineering and planning services for Staunton Crossing since the firm's initial engagement in 2011. The work has included due diligence, including environmental review, land planning, infrastructure planning and development of site grading options. These efforts contributed to the City's successful sale of the Phase I entrance parcels, containing 25 acres and presently under development as hotel sites. Most recently, Timmons Group completed a Business Ready Site Evaluation under a ranking system used by Virginia Economic Development Partnership (VEDP) for site marketing purposes. Timmons

Group’s report classified the property as Tier 2 and included recommendations necessary to improve the site’s ranking.

At Council’s work session on October 25, 2018, Tim Davey of Timmons Group will present an overview of the firm’s approach to the development of a business plan strategy for Staunton Crossing.

City Manager’s Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Members:** **Billy Vaughn** **Amanda DiMeo**
Item #	**6 & B**	
Ordinance #		
Department:	**Economic Development**	
Council Vision:	**Economic Development**	
Subject:	**Application to the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant**	

Background: The City continues its efforts to make Staunton Crossing more marketable for economic development, including implementation of a plan to demolish the vacant dilapidated structures on the site. Funding for this effort is identified in FY2019-20 in the City's Capital Improvement Plan (CIP) adopted February 8, 2018. The project is tentatively scheduled to begin late next summer. However, prior to the demolition, the City is required to remediate all environmental issues, including contaminated property, hazardous substances, hazardous wastes or solid wastes. This aspect of the project will cause the total project costs to exceed the CIP designated amount.

In an attempt to address this potential shortfall, staff is requesting that the City submit an application to the Virginia Economic Development Partnership (VEDP) for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) Remediation Grant. VBAF was established to provide grants or loans to local governments to promote the restoration and redevelopment of brownfield sites, and to address environmental problems or obstacles to reuse so that these sites can be effectively marketed to new economic development prospects. The VBAF Remediation Grants are to be used to help fill a financing gap for projects or phases of work for such restoration and redevelopment that has not already commenced. Grants are not available to reimburse for costs already incurred for a project or phase of work that has begun or is already completed.

The maximum grant award is $500,000 and requires a dollar-for-dollar match. The City's CIP funding, which is identified as $1.8 million, will be used as match.

To proceed with the application, which is due November 16, 2018, a resolution of support is required, evidencing the City's commitment to fund the local match. Such a resolution is attached for Council's consideration.

City Manager's Recommendation: Recommend the resolution be adopted, as presented.

Suggested Motion: I move to adopt a resolution approving an application to the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant, as presented, and to authorize the City Manager or his designee to complete any actions necessary in connection with such grant.

City Manager: Stephen F. Owen

RESOLUTION APPROVING AN APPLICATION TO THE VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP FOR A VIRGINIA BROWNFIELDS RESTORATION AND ECONOMIC REDEVELOPMENT ASSISTANCE FUND REMEDIATION GRANT

WHEREAS, the Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) was established pursuant to § 10.1-1237 of the Code of Virginia of 1950, as amended, to provide either grants or loans to local governments to promote the restoration and redevelopment of brownfield sites and to address environmental problems or obstacles to reuse so that these sites can be effectively marketed to new economic development prospects; and

WHEREAS, the Virginia Economic Development Partnership (VEDP) directs the distribution of grants or loans from the VBAF to grant or loan recipients; and

WHEREAS, VBAF Remediation Grants are to be used to help fill a financing gap for projects or phases of work for such restoration and redevelopment that have not already commenced and are not available to reimburse for costs already incurred for a project or phase of work that has begun or is already completed; and

WHEREAS, the City continues its efforts to make Staunton Crossing more marketable for economic development, including implementation of a plan to demolish the vacant dilapidated structures on the site, as identified in FY2019-20 in the City's Capital Improvement Plan (CIP) adopted February 8, 2018, and tentatively scheduled to begin late next summer; and

WHEREAS, prior to the demolition, the City is required to remediate all environmental issues, including contaminated property, hazardous substances, hazardous wastes, or solid wastes, which will cause the total project costs to exceed the CIP designated amount; and

WHEREAS, the City desires to apply for a VBAF Remediation Grant to address this potential shortfall; and

WHEREAS, the maximum grant award is $500,000 and requires a dollar-for-dollar match, which will be satisfied by City's CIP funding, identified as $1.8 million; and

NOW, THEREFORE, BE IT RESOLVED BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA, THAT:

1. The submittal of an application to VEDP by the City for a VBAF Remediation Grant, in an amount not to exceed $500,000, to be used for the remediation of Staunton Crossing, is hereby authorized.

2. The City confirms that it will fund the required local match from funding identified in FY2019-20 in the City's Capital Improvement Plan (CIP) adopted February 8, 2018.

3. The City Manager or his designee is hereby authorized to sign and submit appropriate documents, and to take such other action as he deems necessary, in connection with the proposed VBAF Remediation Grant.

Adopted this 25th of October, 2018.

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Carolyn W. Dull, Mayor

ATTEST: __________________________________

Suzanne F. Simmons
Clerk of Council

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Member:** **Nickie Mills**
Item #	**7 & C**	
Ordinance #		
Department:	**Community Development—Engineering**	
Council Vision:	**Responsive, Efficient Government** **Built Environment**	
Subject:	**Applications to the Virginia Department of Transportation for Highway Safety Improvement Program Grants for Systemic Safety System and Pedestrian Improvements**	

Background: The City is continuing efforts to upgrade and maintain its traffic system. The need for safety improvements has been identified at several intersections that may be eligible for grant funding under the Virginia Department of Transportation's Highway Safety Improvement Program (HSIP). HSIP is a grant program, similar to SMART SCALE, that provides funding for eligible projects that improve highway safety. The City proposes two HSIP grant applications in 2018.

2018 Staunton Systemic Flashing Yellow Left Turn Signals: Specifically, 12 intersections have been identified that could benefit from changing existing "protected left" green arrow signal configurations to "permissive left" flashing yellow arrow configurations. These improvements will allow the intersections to move more traffic and improve levels of service. The identified intersections are listed below:

- Coalter Street and Taylor Street
- Coalter Street and Statler Boulevard
- Greenville Avenue and Barterbrook Road
- Middlebrook Avenue and Hampton Street
- Augusta Street and Johnson Street

- Augusta Street and Edgewood Road
- Augusta Street and Taylor Street
- Churchville Avenue and Augusta Street
- Churchville Avenue and Central Avenue
- Churchville Avenue and Lewis Street
- Churchville Avenue and Springhill Road
- Commerce Road and Technology Drive

The estimated cost of the project is $780,000, in 2018 dollars. At the present time, it is not anticipated that a local match will be required.

2018 Staunton Pedestrian Safety Improvements: Pedestrian safety improvement needs have also been identified at several intersections. Proposed improvements include pedestrian signals, ADA-compliant curb ramps and crosswalks at the following intersections:

- Coalter Street, Edgewood Road, and Statler Boulevard
- Augusta Street and Johnson Street
- Middlebrook Avenue and Hampton Street
- Greenville Avenue and Barterbrook Road
- Augusta Street and Taylor Street

The estimated cost of the project is $175,000, in 2018 dollars. At the present time, it is not anticipated that a local match will be required.

Attached to this briefing is a proposed resolution for Council's consideration concerning the projects and the City's applications for funding.

City Manager's Recommendation: Recommend the resolution be adopted, as presented.

Suggested Motion: I move that Council adopt a resolution authorizing staff to apply to the Virginia Department of Transportation for grants from the Highway Safety Improvement Program, in the aggregate amount of $955,000, for funding for the City's 2018 Highway Safety Improvement Program grant applications.

City Manager: Stephen F. Owen

HIGHWAY SAFETY IMPROVEMENT PROGRAM GRANT RESOLUTION

WHEREAS, the City desires to submit applications for grants of funds from the Virginia Department of Transportation (the "Department"), in the aggregate amount of $955,000, from the Highway Safety Improvement Program, to fund the cost of the City's 2018 Highway Safety Improvement Program grant applications, more specifically the 2018 Staunton Systemic Flashing Yellow Left Turn Signals and the 2018 Staunton Pedestrian Safety Improvements; and

WHEREAS, it is encouraged that a resolution be received from the City requesting that the Department establish Highway Safety Improvement Program grant projects to be administered by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA, THAT:

1. The City requests the Commonwealth Transportation Board to establish projects for each of the City's 2018 Highway Safety Improvement Program grant applications as presented to City Council on October 25, 2018, with allocation of funds not to exceed $780,000 for the 2018 Staunton Systemic Flashing Yellow Left Turn Signals and $170,000 for the 2018 Staunton Pedestrian Safety Improvements.

2. The City agrees to enter into project administration agreements with the Department and provide the necessary oversight to ensure the projects are developed in accordance with all state and federal requirements for design, right-of-way acquisition and construction of a federally funded transportation project.

3. The City will be responsible for maintenance and operating costs of any improvement/facility constructed with City's 2018 Highway Safety Improvement Program grant funds unless other arrangements have been made with the Department.

4. If the City subsequently elects to cancel a project, the City agrees to reimburse the Department for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

5. The Council of the City of Staunton, Virginia grants authority to the City Manager to execute project agreements, and amendments to project agreements, for the above-referenced projects.

Adopted this 25th of October, 2018.

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Carolyn W. Dull, Mayor

ATTEST: ______________________________
Suzanne F. Simmons, Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**Doug Guynn** **City Attorney**
Item #	**8**	
Ordinance #		
Department:	**City Attorney**	
Subject:	**Closed Meeting for Consultation with Legal Counsel for Necessary Legal-Related Advice and Discussion Pertaining to (a) the Possible Filing of an Amicus Curiae Brief; and (b) Specific Land Use and Zoning Matters**	

Suggested Motion:

Before the closed meeting: I move to enter a closed meeting for consultation with legal counsel for necessary legal-related advice and discussion pertaining to (a) the possible filing of an amicus curiae brief; and (b) specific land use and zoning matters, pursuant to Virginia Code § 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.

DRAFT

City Council
WORK SESSION
October 11, 2018
6:30 p.m.

Council Members Present: Mayor Dull, Vice Mayor Kier, Council Members Curren, Harrington, Holmes, Oakes, and Mead.

The Mayor called the meeting to order at 6:30 p.m. and the invocation/moment of silence was given by Mayor Dull.

She thanked the Celebration of Holiday Lights committee for providing dinner for Council tonight.

1. Consideration of Work Session and Regular Meeting Agendas

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

Ms. Mead moved to approve the Work Session agenda and the Regular Meeting agenda as presented.

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

Dr. Curren	aye	Ms. Oakes	aye
Mayor Dull	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Ms. Mead	aye
Dr. Harrington	aye		

2. Staunton Public Library Annual Report

Sarah Skrobis, Library Director, presented Council with the annual library report for fiscal year 2018. She introduced several Library Advisory Board members as well as a member of the board of directors of the Friends of the Staunton Library.

Statistical Summary:

- Library Circulation: 373, 359, down approximately 2%
- Digital circulation increased 6.5%
- Visitors: 177,198
- Adult programs attendance increased, children and teen programs decreased
- Filled eight positions
- Virginia School for the Deaf and Blind and Mary Baldwin University placed work-study students
- Computer users: 27,650
- Talking Book Center: circulation up 11%, 2 new employees

Some of the highlights Ms. Skrobis mentioned include:

- Library is striving to help community members make connections with their neighbors with authoritative informational resources.
- Staff carefully considers inclusivity as they plan programs and purchase materials.
- Overdue fines on children's materials have been eliminated so that families are not deterred from using the library's resources.
- A musical instrument collection was made available for circulation.
- A new logo was recently debuted.
- Area libraries conducted a joint summer reading program.
- Library hosts a rotating trivia night as well as a book club.
- The first Teen Advisory Board scholarship of $500 was awarded.

Ms. Mead stated she had the privilege to serve on the Library Advisory Board and thanked Ms. Skrobis for doing an excellent job and taking the library to the next level. Mayor Dull noted the future looked bright and libraries are an integral part of our community.

3. <u>Staunton Creative Community Fund Annual Report</u>

Kathy Deacon, Executive Director of Staunton Creative Community Fund (SCCF), presented SCCF's annual report for fiscal year 2018. She highlighted the following:

- SCCF served 252 clients, including 96 brand new clients.
- SCCF closed nine loans resulting in $191,500 with 60% of that invested in Staunton.
- SCCF spent 580 hours in client one-on-one meetings.
- 24 new businesses were created and seven businesses expanded.
- 10 new full-time jobs were created.
- 40 business plans were written.

Ms. Deacon stated 95.5% of all businesses in Virginia are small businesses. She spoke about workshops and new programs that were created for entrepreneurs and small business owners.

Mayor Dull stated she would like to speak with Ms. Deacon about Invest Local/Opportunity Fund creation.

4. <u>Discussion of the Application for FY2018 Assistance to Firefighters Grant</u>

Scott Garber, Fire Chief, stated he is applying for an FY2018 Assistance to Firefighters Grant (AFG) which provides financial assistance directly to fire departments to enhance their capabilities with respect to fire and fire-related hazards. He noted the application is to replace the department's personal protective equipment (PPE) that firefighters wear within a hazardous environment. This will include upgrading all protective clothing, including coats, pants, boots, hoods, and gloves, to the most up-to-date and protective clothing ensemble, allowing staff to have an extra set of equipment upon returning from an incident. Chief Garber stated the main reason is for carcinogen prevention.

The department requested grant funding to replace the PPE at the cost of $185,000, with a local match of 10% or $18,500. The 10% match will be funded from the department's annual Virginia Department of Fire Programs Aid to Locality funding.

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Vice Mayor Kier stated he was glad to see this moving forward.

Dr. Curren clarified there would be no additional cost to the City.

Dr. Harrington asked if the department has the equipment in place to do the thorough washing. Chief Garber responded that the equipment has been in place since 2000.

This will be Item C on the Regular meeting agenda.

The work session adjourned at 7:13 p.m.

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Suzanne F. Simmons
Clerk of Council

DRAFT

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, October 11, 2018
7:30 p.m.
Council Chambers

PRESENT:	**Carolyn W. Dull, Mayor**
	Ophie A. Kier, Vice Mayor
	James L. Harrington
	R. Terry Holmes
	Erik D. Curren
	Andrea Oakes
	Brenda O. Mead
ABSENT:	**Steven Rosenberg, Deputy City Manager**
ALSO PRESENT:	**Stephen F. Owen, City Manager**
	Douglas L. Guynn, City Attorney
	Suzanne F. Simmons, Clerk of Council

Mayor Dull called the meeting to order. The Pledge of Allegiance was recited in unison.

MAYOR'S REPORT

Mayor Dull stated she'd missed the Queen City Mischief & Magic event as she attended the Mayor's Institute and Virginia Municipal League conference. She then read an email praising police personnel and city workers for an outstanding job during the event. She noted a plaque was received from the VML Green Government Challenge, recognizing Staunton's platinum certification for successfully implementing environmental policies in the City. Mayor Dull thanked City staff for their work to achieve the platinum level. She noted positive financial news, relating to Medicaid expansion and the state's collection of revenue from internet sales, was the subject of discussion at the VML conference.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Vice Mayor Kier stated he would like to recognize James Corbett, from the Parks and Recreation Department, for his service during the recent Building Bridges for the Greater Good event.

Vice Mayor Kier moved that the following appointments be made:

Historic Preservation Commission—Dr. Dennis Blanton, to fill the unexpired term of Nancy Gregory beginning October 11, 2018, and expiring July 31, 2020.

Library Advisory Board—Dr. Mark Peterson, to fill the unexpired term of Brenda Mead beginning October 11, 2018, and expiring February 28, 2020.

Youth Commission—Grace Melvin, to a two-year term beginning October 11, 2018, and expiring October 10, 2020.

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

Mayor Dull	aye	Ms. Mead	aye
Vice Mayor Kier	aye	Mr. Holmes	aye
Ms. Oakes	aye	Dr. Curren	aye
Dr. Harrington	aye		

Ms. Oakes thanked the Celebration of Holiday Lights Committee for providing dinner for City Council.

Ms. Mead stated she, Mayor Dull, and Ms. Oakes had attended a recent session of the City's Citizen University. She noted it was an excellent program and thanked Mr. Owen and staff for establishing the program.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of September 27, 2018.

Dr. Harrington abstained as he was absent at that meeting.

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

Ms. Oakes	aye	Mayor Dull	aye
Ms. Mead	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Dr. Harrington	abstain
Dr. Curren	aye		

REGULAR MEETING

A. Public Hearing and Consideration of a Request by Stonewall Jackson Schoolhouse, LLC, for an Amendment to SCC 18.125.011 (1) Exceptions to Off-Street Parking Requirements, of Chapter 18.125 Minimum Off-Street Parking Requirements, of Title 18 Zoning, of the Staunton City Code

Rodney Rhodes, Senior Planner, stated Stonewall Jackson Schoolhouse LLC, is requesting an amendment to the zoning code that would expand the area in the downtown business district that is exempted from the minimum off-street parking requirements. He noted the new owner discussed the possibility of adding 2-3 apartments on the upper floor of the building. Mr. Rhodes stated this would require two spaces per apartment and must be located on the same property as the apartments. After discussing further options with the owner, there was discussion of the idea of expanding the downtown parking which is exempt from requiring any off-street parking. The owner has pursued that, and staff is looking to expand the district a block west of where it is now.

Chapter 18.125.010 (10) Table of Parking Spaces Required establishes the off-street parking requirements for proposed uses. *Chapter 18.125.011(1)* establishes boundaries for an area, in and around downtown, where every use is exempt from this requirement. If approved, the amendment would extend the western boundary of the exempt area from Lewis Street to Church Street.

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Mr. Rhodes stated staff has looked at all residential properties in that area and based on their size, staff did not see any properties which could be further expanded into multi-family dwellings. He noted this would provide relief to some of the commercial buildings in that area such as Sunspots, Redbeard, Trinity Episcopal Church, Central United Methodist Church, Stonewall Jackson Schoolhouse and the C & P Telephone Company Building, all of which are currently nonconforming in regards to parking.

Mr. Rhodes stated the *Comprehensive Plan* encourages the residential development on the upper floors of commercial buildings in and around downtown; therefore, staff recommended approval of this amendment.

At its meeting on September 20, 2018, the Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. The Commission unanimously, on a 4-0 vote, concurred with staff's recommendation and recommended approval of the amendment to expand the parking exempt district.

The Public Hearing was opened.

Julie Devine, 214 E. Beverley Street, owner of Stonewall Jackson Schoolhouse, stated the parking spaces at the building are more or less adequate for the uses of the building. She noted two of her sons currently live there and do not own vehicles, but according to the ordinance they are required to have a dedicated parking space. Ms. Devine stated the only problem in this situation is that it is hard to stay in compliance.

Baldwin Jennings, 332 Sharon Lane, stated he felt parking should be on a first come, first served basis. He wondered if there would be enough room behind the schoolhouse for parking and noted he was against the amendment.

Shirley Masters, 18 Church Street, stated it was a challenge for her to park in front of her home and she was against the proposed amendment. Ms. Masters stated she was required to have a parking decal and that the street was rarely patrolled or enforced.

Sally Mueller, 305 W. Beverley Street, stated parking was always an issue on her portion of W. Beverley Street. She questioned if parking could be reconfigured in the rear of the schoolhouse to allow for more spaces and noted she was not in favor of the amendment. Ms. Mueller, as well as Ms. Masters, voiced concerns for the future on how this would affect property located on Church Street and Washington Street.

Ms. Devine readdressed Council to clarify her biggest goal was not to create a lot of apartments and additional users. She noted the challenge she was having is parking requirements if she wished to open a coffee shop.

Mr. Holmes asked if it was possible to reconfigure the parking spaces to get additional parking. Ms. Devine noted it was possible that a couple of additional spaces could be added up against the building, but for the building to be maximized in its occupancy, there are not enough spaces according to the parking requirements as they stand.

There being no one else wishing to speak, the Public Hearing was closed.

DRAFT

Mr. Holmes asked Mr. Rhodes if it was possible to amend the ordinance specifically for this one business so it would not have an effect on others. Mr. Rhodes stated this was an option, and it was possible to be much more specific. He noted in the same section of the ordinance regarding exemption of the parking requirements, there are specific parcels which are also exempt.

Vice Mayor Kier questioned Mr. Rhodes if the spaces had to be dedicated. Mr. Rhodes replied it was not dedicated, but a specific amount of spaces had to be provided depending on the use of the property. He noted the current building and the current uses there do not meet the current parking requirements. Mr. Rhodes stated additional residential units require more parking spaces.

Vice Mayor Kier asked Mr. Rhodes if Council were to just exempt the building, whether new tenants could park anywhere. Mr. Rhodes responded affirmatively and noted the rules regarding hourly on-street parking limitations would not be impacted.

Mayor Dull stated whether or not Council exempted this property, residents or visitors could park wherever they wanted. Mr. Rhodes replied that was correct.

Dr. Curren asked Mr. Rhodes if staff has tried to address Ms. Masters' parking concerns on Church Street. Mr. Rhodes stated they had not, and it had only been recently brought to his attention.

Ms. Oakes referred to the *Comprehensive Plan's* section on Transportation and Parking and noted the initiative was to reduce the emphasis of parking quantity and increase the importance of parking design and use. She asked Mr. Rhodes, if the motion was passed, whether Council could still work on the potential design of the parking which Councilman Holmes mentioned earlier. She wondered if this was something Council should table and come back to as she did not want to box anyone in based off of the motion given the *Comprehensive Plan* and the concerns of citizens.

Mr. Rhodes asked if Ms. Oakes and Mr. Holmes were referring to the existing parking spaces that are on site. Ms. Oakes noted the goal is the design of the spaces, not so much the quantity.

Ms. Oakes stated it sounded like Council had a lot of questions that still needed to be considered.

Ms. Oakes moved that City Council table the matter until the next meeting of October 25, 2018.

The motion was seconded by Dr. Curren.

Mayor Dull stated because there are other associated issues with Church Street parking, perhaps Council should focus on the one request first.

Ms. Mead asked if the issue was tabled, what factors would Council be looking at to consider that would change a vote between now and the next meeting. She questioned if there was specific information or a series of questions Council had.

Ms. Oakes replied her response was that Council wanted to make sure they were following the *Comprehensive Plan*, but also considering concerns of the citizens.

Ms. Mead stated she felt the *Comprehensive Plan* includes encouraging residential use of commercial buildings in town. Ms. Oakes noted it also encourages a reduction in the emphasis of parking quantity and an increase in the importance of parking design and use.

DRAFT

Mayor Dull stated the technical issue was this is what had been advertised for the public hearing was to change the zoning and move it a whole block over. She noted she did not feel confident to vote in favor of the amendment tonight and would be more comfortable in looking at the specific building and making them not required to have the additional parking spaces for a new business. Mayor Dull asked Mr. Guynn if this would need to be advertised again if it were to be changed. Mr. Guynn replied, that based on what he was hearing from Council members, it would not need to be re-advertised. He noted it was a concept that would be more circumscribed, smaller than what was before Council tonight and what was before the Planning Commission.

Vice Mayor Kier noted one of the issues for him was that the code called for x-number of parking spaces per unit. He referred to the owner's children not having vehicles and that the emphasis on downtown is to be walkable, but still having to provide the parking space.

Mr. Owen felt one thing lost in the conversation, which might be helpful, is the fact that the Johnson Street parking garage is located a block away from the property. The idea is that the property owner might not have to provide that parking, and the intent of the amendment was to funnel traffic into the parking garage that has capacity. He noted there may be an opportunity before coming back to Council to talk to the property owner about arrangements to secure parking in the garage as well as reducing the size of the proposed district.

The motion carried as follows:

Ms. Mead	aye	Vice Mayor Kier	aye
Mr. Holmes	aye	Dr. Harrington	aye
Dr. Curren	aye	Ms. Oakes	aye
Mayor Dull	aye		

Mayor Dull stated this issue has been tabled and would be reviewed and discussed at the next Council meeting scheduled for October 25, 2018.

B. Public Hearing and Consideration of a Request by Staunton Orthodox Presbyterian Church, to Vacate and Abandon All of That Portion of Alley Lying Between Lot 3 and Lot 4, in Block 12, Staunton Park Addition from Hickory Street To the Alley Lying to the Rear of Lot 3 and Lot 4 in Block 12, Staunton Park Addition

Mr. Rhodes, stated Staunton Orthodox Presbyterian Church, located at the intersection of Grubert Avenue and Hickory Street, is requesting a vacation of an alley that separates two lots that it owns, 2406 and 2408 Hickory Street. The proposed alley vacation begins at Hickory Street and runs south approximately 127 feet, through the church parking lot, to its intersection with an alley running parallel to the rear of the church property. Representatives of the church have noted they are considering at some future time constructing an addition to the church; however, the existence of the alley would prevent them from meeting setback requirements.

Mr. Rhodes stated the alley does not appear to serve any other properties.

At its meeting on September 20, 2018, the Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. The Commission unanimously, on a 4-0 vote, recommended approval of the alley vacation, concurring with staff's recommendation.

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The Public Hearing was opened.

Ethan Allanson, 728 Buttermilk Spring Road, representative for the church, stated he was there to answer any questions Council might have.

There being no one else wishing to speak, the Public Hearing was closed.

Dr. Harrington moved that City Council approve the alley vacation for Staunton Orthodox Presbyterian Church and adoption of the Ordinance of Vacation as recommended by the Planning Commission.

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

Mr. Holmes	aye	Dr. Harrington	aye
Dr. Curren	aye	Ms. Oakes	aye
Mayor Dull	aye	Ms. Mead	aye
Vice Mayor Kier	aye		

DRAFT

Ordinance No. 2018-15

AN ORDINANCE VACATING AND ABANDONING THE UNDEVELOPED ALLEY LYING BETWEEN LOT 3 AND LOT 4 IN BLOCK 12 (PORTION OF PID 9036), STAUNTON PARK ADDITION

WHEREAS, all streets and alleys in Staunton Park Addition were created upon the recordation of the plat of Staunton Park Addition recorded in the Clerk's Office of the Circuit Court of Augusta County, Virginia, in Deed Book 113, Page 240;

WHEREAS, Staunton Orthodox Presbyterian Church, is the owner of Lot 3 and Lot 4, Block 12 (Portion of PID 9036) of Staunton Park Addition, in the City of Staunton, Virginia;

WHEREAS, Staunton Orthodox Presbyterian Church, an unincorporated association, was previously named Covenant Community Church. The name of the church was changed at a congregational meeting held on October 6, 2007, a copy of the congregational meeting minutes is annexed and incorporated hereto;

WHEREAS, pursuant to an Order by Judge Charles Ricketts, III, dated June 28, 2018, a copy of which is annexed and incorporated hereto, the trustees of Staunton Orthodox Presbyterian Church are: Edward Mudrowsky, Jason Hochstetler, and Arie ban Eyk; and

WHEREAS, at the request of Staunton Orthodox Presbyterian Church, public hearings were held by the Staunton Planning Commission and Staunton City Council, after proper advertisement and notice, for the vacation and abandonment of the alley as shown on the plat of Staunton Park Addition lying between Lot 3 and Lot 4, in Block 12 (Portion of PID 9036).

NOW, THEREFORE, BE IT ORDAINED by the City Council for the City of Staunton, Virginia, the alley as shown on the plat of Staunton Park Addition lying between Lot 3 and Lot 4, in Block 12 (Portion of PID 9036), be and it is hereby vacated with reservation to the City of Staunton of any existing utility lines located in the alley, with ownership of the alley vacated determined in accordance with applicable law.

Introduced: October 11, 2018
Adopted: October 11, 2018
Effective Date: October 11, 2018

/s/ Carolyn W. Dull
Carolyn W. Dull, Mayor

ATTEST: /s/ Suzanne F. Simmons
Suzanne F. Simmons
Clerk of Council

DRAFT

C. Consideration of an application for FY2018 Assistance to Firefighters Grant

Steve Owen, City Manager, referred Council to Chief Garber's presentation during the Work Session, in which he indicated the Fire and Rescue Department would like to apply for an Assistance to Firefighters Grant available through the federal government. The grant will pay for the replacement of the department's personal protective equipment (PPE), including helmets, jackets, pants, boots, hoods, and gloves. He noted there are concerns about meeting the National Fire Protection Association standards for the equipment and personnel being able to change into a clean set of equipment immediately in case they respond to another call right away.

Mr. Owen stated the department requests grant funding to replace the PPE at the cost of $185,000, with a local match of 10% or $18,500. The l0% match will be funded from the department's annual Virginia Department of Fire Programs Aid to Locality funding. He noted there are no other local funds involved in this proposal.

Vice Mayor Kier moved that City Council authorize staff to apply for an Assistance to Firefighters Grant, for the purpose of upgrading personal protective equipment (PPE), as proposed, provided matching funds are available in the Fire and Rescue Department budget for this purpose.

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

Dr. Curren	aye	Ms. Oakes	aye
Mayor Dull	aye	Ms. Mead	aye
Vice Mayor Kier	aye	Mr. Holmes	aye
Dr. Harrington	aye		

<u>Matters from the City Manager</u>

Mr. Owen stated he had nothing to report.

<u>Matters from the Public</u>

Baldwin Jennings, 332 Sharon Lane, stated that, due to small voter turnout, he felt the City should hold only one election a year and follow national standards.

Fritz Fairfield, 118 Thornrose Avenue, spoke against the recent decision by the Staunton School Board to change the name of Robert E. Lee High School.

There was no one else wishing to speak.

<u>Adjournment</u>

There being no further business to come before Council, the meeting adjourned at 8:19 p.m.

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Suzanne F. Simmons
Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**October 25, 2018**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**A**	
Ordinance #		
Department:	**Community Development—Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Request to Defer Consideration of a Request by Stonewall Jackson Schoolhouse LLC, for an Amendment to SCC 18.125.011 (1) Exceptions to Off-Street Parking Requirements, of Chapter 18.125 Minimum Off-Street Parking Requirements, of Title 18 Zoning, of the Staunton City Code**	

Background: At City Council's meeting on October 11, 2018, Stonewall Jackson Schoolhouse LLC, presented its request for an amendment to the zoning code that would expand the area in the downtown business district that is exempted from the minimum off-street parking requirements.

During the meeting, Council held a public hearing and, after considerable discussion, tabled the matter until Council's meeting on October 25, 2018, to allow staff an opportunity to address issues raised during and after the public hearing.

Staff continues to engage with interested parties and recommends that consideration of the matter be deferred further until Council's next meeting.

Suggested Motion: I move that City Council further defer consideration of the requested amendment to Chapter 18.125 of the Zoning Code until Council's meeting on November 8, 2018.

City Manager: Stephen F. Owen