Work Session Agenda
Staunton City Council
Caucus Room
January 24, 2019
6:15 p.m.

Invocation/Moment of Silence—Curren

6:15 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
6:20 p.m.	**2. & E**	**Discussion of FY2020 Holiday Schedule**
6:30 p.m.	**3. & A**	**Discussion of Non-Exclusive Franchise Ordinance to Place Natural Gas Transmission Facilities within the City Public Rights-of-Way**
6:40 p.m.	**4.**	**Presentation of Quarterly Financial Report**
6:55 p.m.	**5.**	**Discussion of the Capital Improvement Plan**
7:10 p.m.	**6.**	**Review and Approval of FY2020 Budget Calendar**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Council Chambers
January 24, 2019
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 January 10, 2019

REGULAR MEETING

A. Public Hearing and Consideration of Non-Exclusive Franchise Ordinance to Place Natural Gas Transmission Facilities within the City Public Rights-of-Way

B. Public Hearing and Consideration of a Request by John McMahon to Rezone 531 Thornrose Avenue from B-1, Local Business District Conditional, to R-2, Low Density Residential District

C. Public Hearing and Consideration of a Request by Helmuth Builders Supply Inc. to Rezone 805 Richmond Avenue, 807 Richmond Avenue, and 809 Richmond Avenue from I-1, Light Industrial District, to B-2, General Business District

D. Public Hearing and Consideration of Amendments to Section 18.120.010(4) of Chapter 18.120, Yard, Building Setback, and Open Space Exceptions, of Title 18, Zoning, of the Staunton City Code

E. Consideration of FY2020 Holiday Schedule

F. Consideration of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**City Council**
Item #	**1**	
Ordinance #		
Department:	**City Council**	
Council Vision:	**Responsive, Efficient Government**	
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

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Staunton City Council
Caucus Room
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Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Member:** **Jonathan Venn**
Item #	**2 & E**	
Ordinance #		
Department:	**Human Resources**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Proposed Fiscal Year 2020 Holiday Schedule**	

Background: The City of Staunton observes 10 paid holidays annually, plus other holidays as designated by City Council (Personnel Policy 5.3). The holiday schedule is planned in advance to allow employees and departments time to plan and coordinate operations. Staff scheduled to work essential services on a holiday are provided an alternate holiday. In case of emergency, employees called in to work during a holiday are paid for time worked and receive an alternate holiday.

City Manager's Recommendation: I recommend the following FY 2020 (July 1, 2019-June 30, 2020) Holiday Schedule:

1. Observe the following 10 holidays:

Holiday	Date Observed
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day After Thanksgiving	Friday, November 29, 2019
Christmas Day	Wednesday, December 25, 2019
New Year's Day	Wednesday, January 1, 2020
Martin Luther King, Jr. Day	Monday, January 20, 2020
Presidents Day	Monday, February 17, 2020

Memorial Day	Monday, May 25, 2020
Personal Holiday*	Discretionary

*Must be on payroll July 1, 2019 to receive the personal holiday.

2. Consider designating Friday, July 5, 2019, as an additional holiday to allow employees additional time to travel and participate in Fourth of July-related activities.

3. Consider designating Tuesday, December 24, 2019, as an additional holiday to allow employees additional time to travel and participate in Christmas-related activities.

Suggested Motion: I move to adopt the fiscal year 2020 holiday schedule as presented.

City Manager: Stephen F. Owen

STAUNTON VIRGINIA

DEPARTMENT OF HUMAN RESOURCES
CITY & SCHOOLS

City of Staunton Holiday Schedule

Fiscal Year 2020 (July 1, 2019-June 30, 2020)

Holiday	Date Observed
Independence Day	Thursday, July 4, 2019
Additional holiday granted by City Council	Friday, July 5, 2019
Labor Day	Monday, September 2, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day After Thanksgiving	Friday, November 29, 2019
Additional holiday granted by City Council	Tuesday, December 24, 2019
Christmas Day	Wednesday, December 25, 2019
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Martin Luther King, Jr. Day	Monday, January 20, 2020
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Memorial Day	Monday, May 25, 2020
Personal Holiday*	Discretionary

*Must be on payroll July 1, 2019 to receive the personal holiday.

116 W. Beverley Street Staunton, Virginia 24401
City: 540.332.3825 (office) 540.851.4020 (fax) Schools: 540.332.3920 (office) 540.332.3924 (fax)

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Member:** **Tom Sliwoski**
Item #	**3 & A**	
Ordinance #		
Department:	**Public Works**	
Council Vision:	**Resilience** **Responsive, Efficient Government**	
Subject:	**Non-Exclusive Franchise Ordinance to Place Natural Gas Transmission Facilities within the City Public Rights-of-Way**	

Background: The City has advertised and solicited bids (Attachment 1) for a potentially 25-year non-exclusive franchise to provide natural gas service, utilizing streets, alleys and public rights-of-way for the maintenance, distribution and transmission of natural gas within and through the City of Staunton, as detailed in the attached form of franchise ordinance (Attachment 2).

This item was previously on Council's December 13, 2018 regular meeting agenda; however, no bids had been submitted at that time. Council did not open the public hearing and adopted a motion:

> that in light of the circumstances the time for submission of bids be retroactively enlarged to and including January 21, 2019, 5:00 p.m. local time, and the public hearing be continued to Council's regular session meeting on January 24, 2019, at 7:30 p.m., with the Clerk of Council to post notice of this action by Council and send such notice to Columbia Gas and any other bidder who may contact the City.

At Council's regular meeting, it is anticipated that, consistent with the provisions of Virginia Code §§ 15.2-2100, 15.2-2101 and 15.2-2102 (Attachment 3), the Mayor will open all bids, read them or a summary aloud, and conduct a public hearing, as properly noticed in *The News Leader* (Attachment 4). Council will then receive any preliminary recommendations from the staff relative to any bids. Bids will be further reviewed by staff subsequent to the regular meeting or as otherwise directed by Council. Council could adopt an ordinance, authorizing a franchise to the successful bidder, at the regular meeting or the next scheduled regular meeting.

City Manager's Recommendation: Recommend that, at the regular meeting, the Mayor (i) open all bids received for the natural gas franchise, (ii) read the bids or a summary of them, (iii) inquire if any other bids are offered, (iv) receive further bids if offered, (v) declare the bidding closed, (vi) conduct a public hearing, and (vii) award the franchise if only one bid is received or, alternatively, if more than one bid is received, take the matter under advisement until Council's next meeting on January 10, 2019.

Alternative Motions (to be made after the public hearing):

If only one bid is received:

I move that City Council adopt the franchise ordinance, as presented, granting to _____ a non-exclusive franchise to provide natural gas service within the corporate limits of the City of Staunton, as set forth in the ordinance.

If more than one bid is received: I move that Council continue this matter until its January 10, 2019 regular meeting, with staff to review the matter further in the meantime for any other recommendations to Council to be made at that time when Council may adopt a proposed ordinance to grant the franchise under the conditions reflected in a finalized form of franchise agreement.

City Manager: Stephen F. Owen

The News Leader

Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: STAUNTON CITY OF

Address: 116 W BEVERLEY ST
STAUNTON VA 24401
USA

Ad No.: 0003250506
Pymt Method Invoice
Net Amt: $889.48

Run Times: 2

No. of Affidavits: 1

Run Dates: 11/27/18, 12/04/18

Text of Ad:

NOTICE OF INVITATION FOR AND PUBLIC OPENING OF BIDS AND
PUBLIC HEARING FOR GRANT OF A FRANCHISE
IN THE CITY OF STAUNTON
TO PLACE NATURAL GAS TRANSMISSION FACILITIES WITHIN THE
PUBLIC WAY

Notice is hereby given of the invitation for and the receipt and for the opening of bids and public hearing on the potentially 25-year, non-exclusive franchise to be granted by the following referenced ordinance to be considered by the Staunton City Council at its regular meeting, in the Council Chambers on December 13, 2018, at 7:30 p.m. After the Mayor or other presiding officer of City Council receives and opens and reads aloud such bids, the Council will proceed with the continued consideration of the granting of the proposed franchise in the mode prescribed by law and will conduct a public hearing.

All bids must be in writing and shall include reference to the City's preferred form of any proposed agreement. All bids must be submitted by not later than 5:00 p.m., local time, December 11, 2018, to the office of the Clerk of Council, 116 W. Beverley St., 1st Floor, Staunton, VA 24401. The right is hereby expressly reserved to reject any and all bids and to proceed as prescribed by law, as may be permitted by law. A descriptive notice of the proposed franchise ordinance, including the full text of this advertised notice, includes the foregoing and following:

AN ORDINANCE

To grant to _____, a company doing business in the Commonwealth of Virginia _____, its successors and assigns, upon the express written approval of the City of Staunton and pursuant to the Code of Virginia, a non-exclusive franchise to use the streets, alleys, and right--of-ways, of the City of Staunton, for the purposes of laying, constructing, operating, using, extending, repairing, replacing, renewing, and maintaining along and under the same, pipes, appurtenances, and such other facilities as may be necessary or desirable for the maintenance, distribution, and transmission of natural gas within that through the City of Staunton.

The proposed ordinance is authorized by, among other considerations, the Staunton City Charter, Chapter II, Section 11; Staunton City Code § 2.10.180; and by Virginia Code Sections §§ 15.2-2100 and 15.2-2101.

A true and complete copy of the proposed ordinance and form of agreement, including all of its terms and conditions, is on file and available for inspection during normal working hours at the office of the Clerk of Council.

All persons wishing to be heard at the public hearing are invited to attend. Persons with hearing loss or speech impairment desiring to attend the public hearing may contact the Clerk of Council by email at simmonssf@ci.staunton.va.us to request an interpreter.

Suzanne F. Simmons
Clerk of Council

0003250506-01

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Ordinance No. 2018 - _____

AN ORDINANCE

Granting to Columbia Gas of Virginia, Inc., a Virginia Corporation, ("Grantee"), its successors and assigns, upon the express written approval of the City of Staunton and pursuant to the Code of Virginia, a non-exclusive franchise to use the streets, alleys, and right-of-ways, of the City of Staunton, for the purposes of laying, constructing, operating, using, extending, repairing, replacing, renewing, and maintaining along and under the same, pipes, appurtenances, and such other facilities as may be necessary or desirable for the maintenance, distribution, and transmission of natural gas within and through the City of Staunton, Virginia.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA:

Section 1. Scope.

(a) A non-exclusive franchise ("Franchise") is hereby granted to Columbia Gas of Virginia, Inc., a corporation organized and existing under the laws of the Commonwealth of Virginia, its successors and assigns, to use and occupy the public rights-of-way meaning streets, alleys, roads, bridges, sidewalks, lanes, courts, ways and boulevards, including utility easements, waterways, or other public places actually used as public rights-of-ways dedicated to public use for travel (hereinafter, "Streets"/"Public Right-of-Way") in the City of Staunton, Virginia, (the "City") as now existing or hereafter extended (including by any annexation), for the construction, maintenance and operation, in, under, along and through said Streets of a system of pipes, mains, manholes, connections, meters and other equipment, facilities and appliances (collectively, the "Facilities") necessary or convenient for the transmission, distribution and sale of natural gas in, through, or to any part of the City upon the express written approval of the appropriate agency or

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authority within the City of Staunton. In addition, subject to the indemnification provision of Section 6 of this Franchise, Grantee shall have the right to use any City-owned utility easements which grant the City the right to lay and maintain facilities.

(b) Nothing in this Ordinance waives or releases the rights of the City in and to the Streets. The City is free to realign, re-grade, otherwise alter, close and/or vacate the Streets and require Grantee to alter its Facilities as a result, under the conditions set forth in Section 4 of this Ordinance.

(c) This Franchise does not grant to the Grantee use of City-owned structures or City-held fee property that is not part of the Streets. The terms and conditions of the Grantee's use of any City-owned Structure or property shall be set forth in a separate ordinance, agreement, lease or other document, as appropriate.

(d) Nothing in this Ordinance affects the right of the City to grant any other person a franchise to occupy and use the Streets to install, construct, maintain, upgrade, repair and remove such person's pipes, mains, manholes, connections, meters and other equipment, facilities and appliances for the purpose of providing natural gas distribution or to engage in any other activity in the Streets, provided that the exercise of such right will not require Grantee’s Facilities to be unreasonably interfered with or, except as otherwise provided by this Ordinance, by other law, or by agreement, relocated. Nothing in this Ordinance affects the right of the City to occupy and use the Streets to install, construct, maintain, operate, upgrade, repair and remove its water lines, sewer lines, storm water pipes, associated appurtenances, manholes, or to engage in any other activity in the Streets, provided that the exercise of such right will not require Grantee’s Facilities to be unreasonably interfered with or, except as otherwise provided by this Ordinance, by other law, or by agreement, relocated.

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Section 2. Legal Compliance.

(a) The materials to be used and the manner of construction and repair to be followed under this Franchise shall be such as are commonly used in comparable circumstances and shall conform substantially to the Minimum Federal Safety Standards for the Transportation of Natural and Other Gas by Pipeline, 49 Code of Federal Regulations Part 192.1 et seq, or successor regulations ("49 CFR 192").

(b) The Grantee shall comply with all local laws, rules, regulations, orders, or other directives of the City issued pursuant to this Ordinance or with respect to the City's management of its Streets or other exercises of its police power. The Grantee shall have the sole responsibility for obtaining all permits, licenses and other forms of approval or authorization necessary to install, maintain, upgrade, repair and remove Facilities within, on, over and under the Streets.

(c) This Franchise is granted under the express condition that the Grantee, its successors and assigns, shall maintain its system for the transmission, distribution and sale of natural gas in the City of Staunton subject to (a) the rules, regulations, orders and directives of the State Corporation Commission of the Commonwealth of Virginia, ("Commission"), (b) the rates, and general terms and conditions of service contained in the Grantee's tariff, as modified from time to time, on file with the Commission, and (3) the rules, regulations and orders of the City Council of the City of Staunton and its designee(s), including terms and conditions contained in written approvals given by the City Council for the construction, maintenance and operation of Grantee's Facilities. In addition, to avoid accidental damage to Grantee's Facilities, Grantee agrees promptly to comply with any request from the City, its agents, employees, or its contractors that Grantee locate the position of specific portion(s) of Grantee's Facilities in accordance with the Virginia Underground Utility Damage Prevention Act (Va Code §56-265.14)

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(d) This Franchise and the rights and privileges hereby granted and conferred are conditioned upon the Grantee maintaining or obtaining from the Commission such certificates of public convenience and necessity as may be requisite for operations hereunder.

Section 3. Safety.

(a) The work to be done under this Franchise shall be done in accordance with Virginia Code Section 56-265.14 et seq. (Virginia Underground Utility Damage Prevention Act, "Miss Utility Requirements") and in such manner as not to damage any other underground construction of any other entity holding a franchise from the City or any construction that complies with Miss Utility Requirements performed by the City itself, or unnecessarily interfere with the making of connections by the City or by the citizens thereof with water lines, sewer lines, or storm water pipes, which may now or hereafter be laid or constructed by the City or by any other entity holding a franchise from the City that comply with Miss Utility requirements. When the Streets are used for any underground construction, unless otherwise agreed to by the City, the surface thereof shall be restored within ten (10) business days from completion of the work to, as nearly as possible, the same condition as existed prior to such construction. All repair work will be done so as to have a one (1) year warranty on workmanship and materials. If workmanship and/or materials fail, corrective work will be accomplished within ten (10) business days of first report. For purposes of this Subsection 3(a), requests for extensions by the Grantee for more than 10 business days to complete work and restoration will not be unreasonably denied by the City. All work done under this Ordinance shall be done in such a manner as to not needlessly interfere with or impede free and proper use of the Streets by the public, or obstruct the travel thereof except with the advance, express permission of the City, which may be granted or withheld in the City's sole discretion, not to be unreasonably withheld, or in the case of an emergency related to the safety, health and welfare

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of the public. The Department of Fire and Rescue Chief or other officer in charge as designated by the City Manager, shall have the sole right to determine whether an emergency related to the safety, health and welfare of the public exists. For avoidance of doubt, Grantee may treat a situation as an emergency if the Department of Fire and Rescue Chief or other officer in charge or other designated representative has declared it to be an emergency.

(b) The locations of all mains, conduits, pipes and other appurtenances in the Streets that are laid or constructed pursuant to this Ordinance shall be subject to the approval of the Director of Public Works or other designated representative of the City of Staunton, not to be unreasonably withheld. Grantee shall, promptly after the award of this Franchise, develop a protocol with the City to provide the City with the opportunity to view complete mapping information of its distribution system, which shall be timely maintained to show all subsequent additions and/or deletions to such distribution system. Such mapping shall not be made available for public dissemination, except as otherwise required by law and with the prior consultation or approval of Grantee.

(c) The Grantee shall, at its own cost and expense, undertake to prevent accidents at its work sites in, at or on the Streets, including the placing and maintenance of proper guards, fences, barricades, flagmen and suitable and sufficient lighting, in accordance with federal, state and City laws. No excavations will be allowed to remain open, unless protected by steel plates or secured in another manner approved in advance by the city.

Section 4. Relocation.

(a) Whenever any of Grantee's Facilities shall unnecessarily interfere with public Street improvements or sidewalks actually being constructed in the City, whether such improvements be new or in the nature of changing any location of or repairing existing Streets, the City may, upon

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reasonable notice commensurate with the size of the project but in no case less than one-hundred twenty (120) days, require the Grantee at its cost to move so much of its Facilities as may unreasonably interfere with the progress of such improvements, and upon the failure of the Grantee to do so in a timely manner, the City may, after thirty (30) days' written notice to the Grantee, itself make or cause to be made such necessary changes in the Facilities of the Grantee at the cost and expense of the Grantee in accordance with the terms of Section 4 (c) below.

(b) Whenever the City or any of its departments, agencies, and/or agents, servants, or employees shall grade, re-grade, construct, reconstruct, widen, or alter any Street or shall construct, reconstruct, repair, maintain, or alter any other municipal public works therein (including but not limited to water lines, sewer lines, storm sewer pipes), and except where such reconstruction or alteration is for the exclusive benefit of a third party, it shall be the duty of the Grantee, when provided a notice to proceed by the City, within a reasonable time commensurate with the size of the project but in no case less than one-hundred twenty (120) days, to alter or relocate at Grantee's expense its Facilities in the Street so as to conform to the established grade or line of such Street so as not to unreasonably interfere with such municipal public works so constructed, reconstructed, or altered. The City shall reimburse the Grantee for the cost of alteration, relocation, removal or break through of Facilities to the extent and only in an amount required by the Code of Virginia, as amended; otherwise, Grantee shall bear the cost of such alteration, relocation, removal, or breakthrough. In the event the Grantee must relocate Facilities pursuant to this Section 4, the City shall make available, at no cost to Grantee, permits and alternative space in the Streets for such relocation of Facilities, provided that (i) such alternative space need not be in the exact same Streets but shall be in reasonable proximity to the previous location; and (ii) such alternative space is reasonably available elsewhere in the Streets.

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(c) If the Grantee neglects to alter or relocate Facilities within the time frame of the reasonable notice provided in section 4(a) or 4(b) above, the City shall send a second notice notifying Grantee that in thirty (30) days the City may elect to place on hold the issuing of all permits for the Grantee's work in the City, except permits required to address emergencies endangering public health, safety or welfare. The existence of an emergency shall be determined by the same parties and under the same criteria set out in section 3 (a) above.

(d) The Grantee shall be entitled to an apportioned amount of any state or federal funds made available to the City in conjunction with the relocation or protection of work, provided such funds, or a portion thereof, are designated for utility relocation costs. If two or more utility service providers in the City are eligible for relocation cost reimbursement, then available funds shall be shared by those eligible providers in the manner required by the state or federal fund-granting agency and, if that agency does not set forth requirements for sharing, then by prorating the reimbursement based on the total relocation costs of each provider.

(e) Quarterly, the City and Grantee shall meet to discuss the timing of future projects requiring coordination of construction work.

Section 5. Restoration of Right-of-Way.

The Grantee shall be liable, at its own cost and expense, to reasonably replace or repair, within a reasonable time not to exceed the same day for passable portions of Streets (unless otherwise agreed to by the City) and not to exceed ten (10) working/business days for all other replacements or repairs, and complete restoration of the site to the condition that existed prior to the commencement of Grantee's activities, any Street or structure thereon, thereunder or there over that may become disturbed or damaged as a direct result of the Grantee's activities (unless otherwise agreed to by the Director of Public Works, or designee). Restoration of hard surface Streets requires

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a comparable hard surface. All provisions of Staunton City Code Section 12.10.070 and successor provisions shall apply to all implicated new and restoration work. If Grantee does not commence such replacement or repair within such reasonable time period as aforementioned or otherwise agreed to by the parties and after notice by the City to the Grantee, the City may make such replacement or repair, and the Grantee shall pay the reasonable cost of the same. No acceptance of any payment by the City shall be construed as an accord and satisfaction that the amount paid is in fact the correct amount, nor shall such acceptance of any payment be construed as a release of any claim that the City may have for further or additional sums payable under the provisions of this Ordinance. Any damage done by the Grantee to any pavement, sidewalk, or pipe, to include water, sanitary sewer or storm sewer pipes, of the City, the Grantee shall immediately notify the Director of Public Works and promptly repair or replace the same at its own cost and expense in accordance with the provisions of the Staunton City Code and applicable engineering standards of the City.

Section 6. Indemnification.

By accepting this Ordinance and Franchise, the Grantee, its successors and assigns, hereby agrees to indemnify, defend and hold harmless the City of Staunton from any and all claims, damages, losses, costs, expenses, or judgments which may be awarded in any legal action, and to pay all expenses including, but not limited to, reasonable attorney's fees, reasonable investigative costs and court costs, due to personal injuries, property damage, or property right acquisition arising from the construction, operation or maintenance of the works herein authorized, the exercise of any right or privilege granted by this Franchise, or the performance of any duty hereby imposed, provided, Grantee has received actual notice of such claim or loss, or received lawful service of process in any legal action or proceeding for which Grantee may be obligated under the terms of this provision, and provided further that the Grantee has control of the defense of any such claim or

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suit. However, no provision of this Ordinance shall be construed to render the Grantee liable for the negligence or willful misconduct of the City, its agents or employees, its contractors, or any other persons. The Grantee, its successors and assigns, shall obtain and keep in full force and effect during the life of this Franchise a policy or policies of liability insurance issued by surplus lines insurer(s), in an adequate amount or amounts to be approved by the City (approval not to be unreasonably withheld) and file proof thereof in the office of the City Clerk. This indemnification provision shall survive the expiration or termination of this franchise.

Section 7. Taxation.

The right of the City to impose and collect any other lawful license, property or other tax upon the Franchise herein granted and upon properties constructed or installed by the Grantee hereunder shall not be deemed to be waived, abridged or in any way affected by this Ordinance.

Section 8. Bid Bond.

Any person, firm or corporation bidding for this Franchise shall deposit with the bid his or its certified check in the sum of $10,000.00, payable to the Treasurer of the City of Staunton, Virginia, which check, on the part of the Grantee awarded this Franchise, shall be security to the City that said Grantee will accept the Franchise within thirty (30) days after the adoption of the Ordinance granting the same. Such acceptance shall be in writing, signed by an officer of the Grantee duly authorized so to do. Upon the failure of the Grantee to accept this Franchise pursuant to the provisions of this section, such Grantee shall forfeit to the City the said sum of $10,000.00 required to be deposited with the bid. The checks of all other bidders shall be returned to them upon the award of this Franchise to the Grantee.

Section 9. Performance Guarantees.

(a) This Ordinance and the grant of the rights and privileges hereby conferred shall not

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become effective unless and until the Grantee shall file with the City Manager of the City of Staunton its written acceptance hereof in form satisfactory to the City, and enter into a bond in the initial sum of $50,000, with good and sufficient security and which shall be in such form as may be satisfactory to the City Attorney, with the condition that the Grantee will construct the works provided herein, which may be reasonably necessary for the exercise of the rights and privileges granted by this Franchise, will maintain the same in good order throughout the term of this grant, and will comply in all respects with the terms, provisions, and conditions of this Ordinance. Such acceptance and the said bond shall be filed within thirty (30) days from the passage of this Ordinance. Said bond shall not in any way be considered as the limit of Grantee's obligations or possible liabilities hereunder. The City may require Grantee, within thirty (30) days of written notice, to increase the amount of the Surety Bond by the percentage increase in the most recently published Consumer Price Index (CPI-U, all products) since the posting of the Surety Bond or any prior increase of the Surety Bond. Whenever the City draws upon the Surety Bond, Grantee shall replenish the bond within thirty (30) days thereafter. The City may use any lawful collection method to recover costs due to it under the terms of this Franchise. Grantee shall be liable to the City for all costs of collection, including a reasonable attorney's fee. This fee-shifting provision shall survive the expiration or termination of this Franchise.

(b) To the extent necessary to determine the Grantee's compliance with this Franchise or to carry out the City's authority to manage the Streets, the Grantee shall make available to the City for inspection, examination and/or audit within thirty (30) business days' notice to the Grantee, such complete and accurate books of account, records, documents and other information, as maintained by Grantee in accordance with Grantee's record retention policy, as the City may reasonably need with respect to the Facilities or the transmission, distribution and sale of gas in,

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through, or to any part of the City, including, without limitation, books of account, records, documents and other information adequate to enable the Grantee to demonstrate, at all times throughout the Term that it is, and has been, in compliance with each term and condition of this Franchise.

(c) The City may conduct compliance audits concerning Grantee's compliance with the terms and conditions of this Ordinance at any time during the Term, provided that the City gives the Grantee written notice thirty (30) days in advance of the commencement of compliance audits, and such audit has not taken place within the previous twelve (12) months. If the compliance audit finds underpayments or other non-performance not remedied within thirty (30) days of the date the payment or performance was due, Grantee shall reimburse the City the cost of performing the compliance audit upon presentation of an invoice for that expense.

Section 10. Term and Hold-over.

The privileges hereby granted shall continue for a period of ten (10) years from the date of the approval of this Ordinance ("Initial Term"). Upon the expiration of the Initial Term or any subsequent Additional Term(s) (as defined below), this Franchise shall be automatically renewed for additional five (5) year term(s) (each an "Additional Term") (for a total "Term," Initial Term plus any Additional Terms not to exceed twenty-five (25) years), unless either City or Grantee has submitted written notice of its intent to terminate this Franchise at least one-hundred twenty (120) days prior to the expiration of the then-current term. If the Grantee continues to use Facilities in the Streets after the Term, then the Grantee shall continue to comply with all applicable provisions of this Ordinance and other City laws and ordinances, throughout the period of such continued use, except as otherwise provided in Section 14 of this Ordinance.

Section 11. Effective Date.

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This Ordinance shall be in force from its passage.

Section 12. Provision of Service.

(a) In accordance with Grantee's Gas Tariff approved by the Commission, Grantee shall provide and maintain an adequate and efficient and safe service of natural gas for light, heat, power and fuel and other practical uses thereof at reasonable rates in the City, to said City and residents thereof, and shall maintain its properties, works and structures located in the said City in good order throughout the term for which the Franchise is granted, except when prevented from doing so by fire, flood, labor strike, or similar causes beyond its control, which may temporarily prevent the maintenance of such services and such conditions of the property, that Grantee shall stand ready at all times to make service connections for supplying gas for light, heat, power, and fuel and other practical uses and purposes at any point within the corporate limits of the said City, upon the proper applications therefore in accordance with the standard terms and conditions of Grantee as approved by the Commission and in effect at the time such application was made; provided that Grantee shall not be required to make service connections, extensions, across private property.

(b) The adequacy and efficiency and safety of service under this Franchise and the reasonableness of the rate of charge to the public therefore and the reasonableness of the rules and regulations affecting such service to the public are to be determined by the Commission, or by such other legally constituted regulatory body as may have jurisdiction under the laws of the State of Virginia to determine such matters and Grantee in accepting this Franchise expressly agrees that the said Commission or other body shall have jurisdiction to the full extent and in the manner now or hereafter, during the life of this Franchise provided by law to enforce the provisions of this Franchise to the full extent provided by law.

(c) The City may, at any time, in case of fire, disaster, or other emergency, as

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determined by the City in its sole reasonable discretion, request the immediate support of the Grantee to secure Facilities to protect public safety and in accordance with the Virginia Underground Utility Damage Prevention Act.

(d) As soon as practicable, the Grantee shall notify the City Manager or Public Works Director or their designee of any emergency related to the distribution or provision of natural gas, and as necessary to protect the public safety, Grantee shall coordinate its activities in responding to the emergency with the City Manager or Public Works Director or their designee. Except during emergency situations related to the safety, health and welfare of the public, the Grantee will secure, prior to commencing construction activities, all necessary permits and licenses in connection with the installation, maintenance, upgrade, repair and removal of Facilities within, on, over, or under the Streets. During emergency situations related to the safety, health and welfare of the public, the Grantee shall take all reasonable measures to restore service and alter its Facilities as necessary to ensure the safety, health and welfare of the citizens of the City. Nothing in this Ordinance waives any of the City's ordinances or regulations or the City's right to require the Grantee to secure appropriate permits or approvals for use of the Streets.

(e) Grantee agrees that any natural gas distributed to consumers through natural gas mains or natural gas services or used for domestic purposes, which does not naturally possess a distinctive odor to the extent that its presence in the atmosphere is readily detectable at concentrations well below that required to produce an explosive mixture, shall have an odorant added to make it detectable in accordance with 49 CFR Part 192.

(f) Whenever it is necessary to shut off service for the purpose of making repairs or installations, Grantee shall do so at such times as will cause the least amount of inconvenience to its customers, and unless such repairs are unforeseen and immediately necessary, it shall give

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reasonable notice thereof to the consumers to as to minimize any inconvenience.

Section 13. Remedies.

If City chooses to terminate this Ordinance pursuant to Section 20 herein and the termination has not been set aside by the Commission, then the City may exercise its right of eminent domain and thus acquire all of the interests and property of Grantee of every nature and description which constitutes the City gas system and those things incident thereto. Possession and fee simple ownership shall vest upon the payment by the City to Grantee of the award in condemnation or as otherwise permitted by law. In such a condemnation proceeding the Franchise shall not constitute an asset of the Grantee but in all other respects such proceeding shall be in accordance with eminent domain procedure in Virginia. The City may enforce any provision of this Franchise by an action for mandamus or injunction or as otherwise permitted by law. If the City obtains a writ of mandamus or an injunction or other order to enforce any provision of this Franchise, Grantee shall pay the City its cost of litigation, including reasonable attorney's fees and expenses and expert witness or other professional fees and expenses.

Section 14. Right to Purchase; Removal of Facilities.

(a) At the expiration of the life of this Franchise, the City of Staunton shall have the right, at its option, to purchase at a fair valuation, to be determined in the manner hereinafter provided, all the Facilities of Grantee, its successor and assigns, lying and being within the corporate limits of the City. Should the City desire to avail itself of the privilege herein reserved, then the value of said property of Grantee shall be ascertained and arrived at between the City and Grantee, its successors or assigns, by agreement if possible; but in the event that the value thereof cannot be agreed upon, then the City of Staunton shall select an appraiser, Grantee, it successors or assigns, shall select an appraiser, and the two persons so selected shall select a third appraiser, and

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the three persons so selected, or a majority of them, shall fix the value of Grantee's mains, pipes, conduits and other appurtenances lying and being within the corporate limits of the said City, which shall be accepted by the City of Staunton, and Grantee, its successors or assigns, as the correct value thereof, and if the City of Staunton then desires to purchase the property aforesaid at said valuation, it shall have the right to acquire the same at the price so fixed, and pay for the same at such time and in such manner and upon such terms and conditions as the City and Grantee, its successors or assigns, may agree upon.

(b) If the City declines to exercise its power to acquire the Facilities under this provision, then within a reasonable period of time not to exceed one hundred eighty (180) days after the City gives notice to Grantee of its choice not to purchase as discussed in Section 14(a) following termination of this Franchise, Grantee shall remove or abandon in place all of its Facilities from property of the City.

Section 15. Cost of Publication and Review and Negotiation.

Grantee shall assume the City's cost of publication and review and negotiation fees for this Franchise as such costs shall be presented to Grantee by the City Treasurer, upon Grantee's filing of acceptance and shall be paid at that time, not to exceed $5,000.00.

Section 16. Authority to Reject Bids.

The Council of the City of Staunton expressly reserves the right to reject any and all bids and to accept any bid as permitted by law.

Section 17. Assignment.

This Franchise shall not be transferred, assigned, or sub-let without the prior written consent of the City. Such consent shall not be unreasonably withheld. However, Grantee may assign the entire Franchise to any entity which is successor to Grantee, after prior written notice to the City

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provided such assignee is a public service company subject to regulation by the Commission. For purposes of this Ordinance, Grantee's "successor" is an entity which provides the same services in the service territory covered by this Franchise in place of Grantee.

Section 18. Other Ordinances. The rights and privileges granted herein to use the Public Rights-of-Way/Streets are expressly subject to the conditions, limitations, and provisions contained in the general ordinances of the City of Staunton, Virginia, in force, or that may be hereafter passed by the City, relative to the use of the Public Rights-of-Way so far as they may be applicable to the rights and privileges herein granted, provided such ordinances that may be passed will not place any unreasonable or impracticable burden exclusively upon the Grantee.

Section 19. Severability. The sections, paragraphs, sentences, clauses, and phrases contained in this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional or otherwise invalid by a valid judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, or phrases of this Ordinance.

Section 20. Enforcement and Termination.

(a) In the event that the City believes that the Grantee has failed to perform any material obligations under this Ordinance and that such failure is not the result of circumstances beyond the Grantee's control, the City Council may hold a public hearing no less than thirty (30) days after providing written notice thereof to the Grantee. The written notice shall specify the nature of the alleged default. Witnesses shall testify under oath and shall be subject to cross examination. If, at the conclusion of such hearing, the City Council determines that the Grantee is in breach of this Ordinance, the City Clerk shall give written notice thereof to the Grantee, which shall thereupon have two (2) months in which to remedy the condition(s) which were the subject of such determination. In

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the event that the Grantee fails to remedy such condition(s) within the two-month period, the City Council may terminate this Ordinance and the Grantee shall have no further rights, privileges, or authority hereunder except as set forth in Section 13 herein; provided that a decision by the City Council to terminate the Ordinance shall be subject to Commission review.

(b) The availability of the remedy specified in Section 20(a) shall not preclude either party from seeking and enforcing a writ of mandamus in the Staunton Circuit Court pursuant to Section 15.2-2106 of the Code of Virginia, or any successor statute, or from bringing any other suit or action which such party would be entitled to bring at law or in equity, as provided by law.

(c) The failure of either party to at any time require performance by the other party of any provision hereof shall in no way affect the rights of such party thereafter to enforce the same. Nor shall the waiver by either party of any breach of any provision hereof be taken as a waiver of any succeeding breach of such provision or of the provision itself.

Section 21. No Joint Venture. Nothing herein shall be deemed to create a joint venture or principal-agent relationship between the parties, and neither party shall be authorized to act toward third persons or the public in any manner which would indicate any such relationship with the other.

Section 22. Immunity. Nothing herein shall be deemed to waive, compromise or limit any sovereign and other immunity of the City under then-existing Virginia law.

Section 23. Entire Agreement.

(a) This Ordinance represents the entire franchise agreement between the parties and supersedes all prior franchise agreements, including course of performance, course of dealing, and usage of trade.

(b) Should any provision of this Ordinance require interpretation or construction, it is agreed by the parties that the court interpreting or construing this Ordinance shall not apply a

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presumption that the provision be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party which itself or through its agents prepared the same, it being agreed that the parties hereto and their respective attorneys and agents have fully participated in the preparation of all provisions hereof.

Section 24. Notices. All notices, statements, demands, requests, consents, approvals, authorizations, offers, agreements, appointments, designations, or other direction or communication hereunder by any party to another shall be in writing sent to the following address:

CITY OF STAUNTON:

Staunton City Manager
P.O. Box 58
Staunton, Virginia 24402

and

Director of Public Works
City of Staunton
P.O. Box 58
Staunton, Virginia 24402

and

Staunton City Attorney
P.O. Box 58
Staunton, Virginia 24402

COLUMBIA GAS OF VIRGINIA, INC:

Karl Brack, Vice President of External & Customer Affairs
Columbia Gas of Virginia
1809 Coyote Drive
Chester, Virginia 23836

Section 25. Interpretation.

(a) Nothing in this Franchise is intended to interfere with any tariffs, contracts or other

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arrangements between the Grantee and a third party or between the City and a third party, or to create any third party beneficiary rights.

(b) This Ordinance embodies the entire understanding and agreement of the City and the Grantee with respect to the subject matter hereof and merges and supersedes all prior representations, agreements and understandings, whether oral or written, between the City and Grantee with respect to the subject matter hereof, including, without limitation, all prior drafts of this Ordinance and any and all written or oral statements or representations by any official, employee, agent, attorney, consultant or independent contractor of the City or the Grantee.

(c) This Ordinance shall be binding upon and inure to the benefit of the City and the Grantee and their respective permitted successors, transferees and assigns.

(d) The headings contained in this Ordinance are to facilitate reference only, do not form a part of this Ordinance, and shall not in any way affect the construction or interpretation hereof. Terms such as "hereby", "herein", "hereof", "hereinafter", "hereunder", and "hereto" refer to this Ordinance as a whole and not to the particular sentence or paragraph where they appear, unless the context otherwise requires. The term "may" is permissive; the terms "shall" and "will" are mandatory, not merely directive. All references to any gender shall be deemed to include all others, as the context may require. Terms used in the plural include the singular, and vice versa, unless the context otherwise requires.

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§ 15.2-2100. Restrictions on selling certain municipal public property and granting franchises

A. No rights of a city or town in and to its waterfront, wharf property, public landings, wharves, docks, streets, avenues, parks, bridges, or other public places, or its gas, water, or electric works shall be sold except by an ordinance passed by a recorded affirmative vote of three-fourths of all the members elected to the council, notwithstanding any contrary provision of law, general or special, and under such other restrictions as may be imposed by law. Notwithstanding any contrary provision of law, general or special, in case of a veto by the mayor of such an ordinance, it shall require a recorded affirmative vote of three-fourths of all the members elected to the council to override the veto.

B. No franchise, lease or right of any kind to use any such public property or any other public property or easement of any description, in a manner not permitted to the general public, shall be granted for a period longer than forty years, except for air rights together with easements for columns for support, which may be granted for a period not exceeding sixty years.

Before granting any such franchise or privilege for a term in excess of five years, except for a trunk railway, the city or town shall, after due advertisement, publicly receive bids therefor, in such manner as is provided by § 15.2-2102, and shall then act as may be required by law.

Such grant, and any contract in pursuance thereof, may provide that, upon the termination of the grant, the plant as well as the property, if any, of the grantee in the streets, avenues and other public places shall thereupon, without compensation to the grantee, or upon the payment of a fair valuation become the property of the city or town; but the grantee shall be entitled to no payment by reason of the value of the franchise. Any such plant or property acquired by a city or town may be sold or leased or, if authorized by general law, maintained, controlled, and operated by such city or town. Every such grant shall specify the mode of determining any valuation therein provided for and shall make adequate provisions by way of forfeiture of the grant, or otherwise, to secure efficiency of public service at reasonable rates and the maintenance of the property in good order throughout the term of the grant.

C. Any additional restriction now required in any existing municipal charter relating to the powers of cities and towns in selling or granting franchises or leasing any of their property is hereby superseded; however, nothing herein contained shall be construed as affecting the term of any existing franchise, lease or right. The requirement of an affirmative three-fourths vote of council shall apply only to the sale of the listed properties and not to their franchise, lease or use.

D. The provisions of this section shall only apply to cities or towns and shall not apply to counties or other political subdivisions.

Code 1950, § 15-727; 1962, c. 623, § 15.1-307; 1971, Ex. Sess., c. 64; 1997, c. 587; 2001, c. 498.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 15.2-2101. Ordinance proposing grant of franchise, etc., to be advertised

A. Before granting any franchise, privilege, lease or right of any kind to use any public property described in § 15.2-2100 or easement of any description, for a term in excess of five years, except in the case of and for a trunk railway, the city or town proposing to make the grant shall advertise a descriptive notice of the ordinance proposing to make the grant once a week for two successive weeks in a newspaper having general circulation in the city or town. The descriptive notice of the ordinance may also be advertised as many times in such other newspaper or newspapers, published outside the city, town or Commonwealth, as the council may determine. The advertisement shall include a statement that a copy of the full text of the ordinance is on file in the office of the clerk of the city or town council.

B. The advertisement shall invite bids for the franchise, privilege, lease or right proposed to be granted in the ordinance. The bids shall be in writing and delivered upon the day and hour named in the advertisement and shall be opened in public session and marked for identification by the person designated in the advertisement to receive such bids. The cost of the required advertisement shall be paid by the city or town which shall be reimbursed by the person to whom the grant is made. The city or town shall have the right to reject any and all bids and shall reserve this right in the advertisement.

Code 1950, §§ 15-728, 15-729; 1962, c. 623, §§ 15.1-308, 15.1-309; 1971, Ex. Sess., c. 64; 1983, c. 138; 1997, c. 587; 2001, c. 498.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 15.2-2102. How bids received and to whom franchise awarded

The presiding officer shall read aloud, or cause to be read aloud, a brief summary of each of the bids that have been received, for public information, and shall then inquire if any further bids are offered. If further bids are offered, they shall be received. The presiding officer shall thereafter declare the bidding closed. The presiding officer shall receive recommendations from the staff relative to any bids received in advance and staff's recommendations, if any, on any bids received at the advertised council meeting. After such other investigation as the council sees fit to make, the council shall accept the highest bid from a responsible bidder and shall adopt the ordinance as advertised, without substantial variation, except to insert the name of the accepted bidder. However, the council, by a recorded vote of a majority of the members elected to the council, may reject a higher bid and accept a lower bid from a responsible bidder and award the franchise, right, lease or privilege to the lower bidder, if, in its opinion, some reason affecting the interest of the city or town makes it advisable to do so, which reason shall be expressed in the body of the subsequent ordinance granting the franchise, right, lease or privilege. The process described in this section may run concurrently with any other advertisement or public ordinance requirements of this title, or such requirements as may be contained in charters of such cities or towns.

Code 1950, § 15-730; 1962, c. 623, § 15.1-310; 1997, c. 587; 2001, c. 498.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

1-9-15-22-28

The News Leader 11/27/2018

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If you wish to place a classified advertisement, call our customer service.

Legal Notices

NOTICE OF INVITATION FOR AND PUBLIC OPENING OF BIDS AND PUBLIC HEARING FOR GRANT OF A FRANCHISE IN THE CITY OF STAUNTON TO PLACE NATURAL GAS TRANSMISSION FACILITIES WITHIN THE PUBLIC WAY

Notice is hereby given of the invitation for and the receipt and for the opening of bids and public hearing on the potentially 25-year, non-exclusive franchise to be granted by the following referenced ordinance to be considered by the Staunton City Council at its regular meeting, in the Council Chambers on December 13, 2018, at 7:30 p.m. After the Mayor or other presiding officer of City Council receives and opens and reads aloud such bids, the Council will proceed with the continued consideration of the granting of the proposed franchise in the mode prescribed by law and will conduct a public hearing.

All bids must be in writing and shall include reference to the City's preferred form of any proposed agreement. All bids must be submitted by not later than 5:00 p.m., local time, December 11, 2018, to the office of the Clerk of Council, 116 W. Beverley St., 1st Floor, Staunton, VA 24401. The right is hereby expressly reserved to reject any and all bids and to proceed as prescribed by law, as may be permitted by law. A descriptive notice of the proposed franchise ordinance, including the full text of this advertised notice, includes the foregoing and following:

AN ORDINANCE

To grant to _____, a company doing business in the Commonwealth of Virginia _____, its successors and assigns, upon the express written approval of the City of Staunton and pursuant to the Code of Virginia, a non-exclusive franchise to use the streets, alleys, and right--of-ways, of the City of Staunton, for the purposes of laying, constructing, operating, using, extending, repairing, replacing, renewing, and maintaining along and under the same, pipes, appurtenances, and such other facilities as may be necessary or desirable for the maintenance, distribution, and transmission of natural gas within that through the City of Staunton.

The proposed ordinance is authorized by, among other considerations, the Staunton City Charter, Chapter II, Section 11; Staunton City Code § 2.10.180; and by Virginia Code Sections §§ 15.2-2100 and 15.2-2101.

A true and complete copy of the proposed ordinance and form of agreement, including all of its terms and conditions, is on file and available for inspection during normal working hours at the office of the Clerk of Council.

All persons wishing to be heard at the public hearing are invited to attend. Persons with hearing loss or speech impairment desiring to attend the public hearing may contact the Clerk of Council by email at simmonssf@ci.staunton.va.us to request an interpreter.

Suzanne F. Simmons
Clerk of Council

0003250506-01

NOTICE OF PUBLIC HEARING ON PROPOSED TAX-EXEMPT BOND FINANCING OF THE VIRGINIA SMALL BUSINESS FINANCING AUTHORITY

Notice is hereby given that the Virginia Small Business Financing Authority (the "Authority") will hold a public hearing on the application of Church Schools in the Diocese of Virginia, Inc., a Virginia nonstock corporation (the "Borrower"), whose address is 8727 River Road, Richmond, Virginia 23229, requesting the Authority to issue, pursuant to the Virginia Small Business Financing Act (the "Act"), up to $22,000,000 of the Authority's tax-exempt bonds (the "Bonds"), in one or more series from time to time. The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1986, as amended. The Borrower operates six college preparatory schools in Virginia, including the schools described below.

The Authority will loan the proceeds of the Bonds to the Borrower:

(1) to finance and refinance various capital projects in and around St. Catherine's School, located at 6001 Grove Avenue in the City of Richmond, Virginia, and in and around the St. Catherine's School athletic fields, located at 12950 River Road in Goochland County, Virginia, including without limitation road, sidewalks, and parking improvements, demolition and removal of several structures, campus-wide HVAC and chiller improvements, improvements to the Lower School building and playgrounds, bus parking area in Goochland, design development of the new theater, fine and performing arts center;

(2) to finance and refinance various capital projects in and around St. Christopher's School, located at 711 St. Christopher's Road in the City of Richmond, Virginia, including without limitation, road and parking improvements, design and construction of a new recital hall project, improvements to the middle school and maintenance buildings;

(3) to finance and refinance various capital projects in and around Stuart Hall School, located at 235 West Frederick Street and at 107 West Beverley Street in the City of Staunton, Virginia, and at 74 Quicks Mill Road, Verona, Virginia, including without limitation design and renovation of 107 West Beverly Street, new passenger buses, design and renovation of the Stuart Hall Lower School campus in Verona (including parking, lighting and fencing), design and renovations to the main campus on West Frederick to include HVAC, plumbing, electrical, auditorium, chiller, sewers, library, dorms, furnishings, classrooms, and offices; and

(4) the financing of other capital projects at each of the schools named above and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

The public hearing, which may be continued or adjourned, will be held at 12:00 o'clock p.m. on Tuesday, December 11, 2018, before the Authority

Once delivered, these apple stem cells have a powerful effect on human stem cells, helping them divide more actively and live much longer. In fact, a solution of 1% apple stem cells boosted human stem cell production by a phenomenal 80%.

This new PhytoCell-Tec™ stem cell therapy stimulates the formation of new hair follicles and new hair on bald patches... renews cells on the scalp... penetrates deep into hair roots to prevent hair loss... and delays aging of hair.

No wonder a leading hair loss clinic reports that fans of the apple extract includes such names as Michelle Obama, Jennifer Lopez and Helen Mirren.

Now, these rare apple stem cells are available to you thanks to a pioneering doctor from Florida, Al Sears, MD—founder and director of the Sears Institute for Anti-Aging Medicine—who's been using them to help his patients with hair loss. How? With a breakthrough topical hair regrowth formula called ***Re-Nourish***.

The "Holy Grail" For Reversing Hail Loss

Already, men and women using ***Re-Nourish*** are having great results.

"On week three, I noticed new growth right at the front of my hairline. This is where my hair is most damaged from highlights and hair irons," says Elizabeth G.

Nick T. adds, "My 40-year high school reunion is coming up, and I've been using ***Re-Nourish*** to help me with my thinning hair. What I've noticed since using it is, my hair looks full

that opens and blood vessels scalp...improves tion to hair follic spurs new hair g

A trial study Forest School cine proved its regrow hair. For en suffering fro rious balding c called alopecia n this vitamin de or a placebo, in hair every day months.

The results? S In all, 69% of th en using this saw an increase growth compare 4% using the And women usin tamin sprouted r growth starting in days. Researcher this vitamin de for delivering a cant increase in of hair."

Nature's "H Regenerator" Hormone-Rel Hair Los

Re-Nourish als slow the most c cause of hair loss and women: "m female patterned ness." This is ca the hormone DHT collects on the of the scalp... a to hair follicles. shrinks them.

The good ne ***Re-Nourish*** includ other active ing that naturally DHT. In an eye ing Japanese stud active ingredient shown to promot regrowth when ha was caused by too DHT.

Thinning, Shed Hair Grows Th Again

What's more, doctors report tha

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NOTICE OF PUBLIC HEARING ON PROPOSED
TAX-EXEMPT BOND FINANCING OF THE
VIRGINIA SMALL BUSINESS FINANCING AUTHORITY

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(1) to finance and refinance various capital projects in and around St. Catherine's School, located at 6001 Grove Avenue in the City of Richmond, Virginia, and in and around the St. Catherine's School athletic fields, located at 12950 River Road in Goochland County, Virginia, including without limitation road, sidewalks, and parking improvements, demolition and removal of several structures, campus-wide HVAC and chiller improvements, improvements to the Lower School building and playgrounds, bus parking area in Goochland, design development of the new theater, fine and performing arts center;

(2) to finance and refinance various capital projects in and around St. Christopher's School, located at 711 St. Christopher's Road in the City of Richmond, Virginia, including without limitation, road and parking improvements, design and construction of a new recital hall project, improvements to the middle school and maintenance buildings;

(3) to finance and refinance various capital projects in and around Stuart Hall School, located at 235 West Frederick Street and at 107 West Beverley Street in the City of Staunton, Virginia, and at 74 Quicks Mill Road, Verona, Virginia, including without limitation design and renovation of 107 West Beverly Street, new passenger buses, design and renovation of the Stuart Hall Lower School campus in Verona (including parking, lighting and fencing), design and renovations to the main campus on West Frederick to include HVAC, plumbing, electrical, auditorium, chiller, sewers, library, dorms, furnishings, classrooms, and offices; and

(4) the financing of other capital projects at each of the schools named above and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

The public hearing, which may be continued or adjourned, will be held at 12:00 o'clock p.m. on Tuesday, December 11, 2018, before the Authority or its designee, at 101 N. 14th Street, 11th Floor, Richmond, Virginia 23219. As required by the Act, the Bonds will not pledge the faith and credit or the taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Authority, and will be payable solely from revenues derived from the Borrower and pledged therefor. Any person interested in the issuance of the Bonds or the projects to be financed or refinanced may appear and be heard. A copy of the Borrower's application materials may be inspected at the Authority's office, 101 N. 14th Street, 11th Floor, Richmond, Virginia 23219, during regular business hours.

Virginia Small Business Financing Authority

0003265685-01

NOTICE OF INVITATION FOR AND PUBLIC OPENING OF BIDS AND
PUBLIC HEARING FOR GRANT OF A FRANCHISE
IN THE CITY OF STAUNTON
TO PLACE NATURAL GAS TRANSMISSION FACILITIES WITHIN THE
PUBLIC WAY

Notice is hereby given of the invitation for and the receipt and for the opening of bids and public hearing on the potentially 25-year, non-exclusive franchise to be granted by the following referenced ordinance to be considered by the Staunton City Council at its regular meeting, in the Council Chambers on December 13, 2018, at 7:30 p.m. After the Mayor or other presiding officer of City Council receives and opens and reads aloud such bids, the Council will proceed with the continued consideration of the granting of the proposed franchise in the mode prescribed by law and will conduct a public hearing.

All bids must be in writing and shall include reference to the City's preferred form of any proposed agreement. All bids must be submitted by not later than 5:00 p.m., local time, December 11, 2018, to the office of the Clerk of Council, 116 W. Beverley St., 1st Floor, Staunton, VA 24401. The right is hereby expressly reserved to reject any and all bids and to proceed as prescribed by law, as may be permitted by law. A descriptive notice of the proposed franchise ordinance, including the full text of this advertised notice, includes the foregoing and following:

AN ORDINANCE

To grant to _____, a company doing business in the Commonwealth of Virginia _____, its successors and assigns, upon the express written approval of the City of Staunton and pursuant to the Code of Virginia, a non-exclusive franchise to use the streets, alleys, and right-of-ways, of the City of Staunton, for the purposes of laying, constructing, operating, using, extending, repairing, replacing, renewing, and maintaining along and under the same, pipes, appurtenances, and such other facilities as may be necessary or desirable for the maintenance, distribution, and transmission of natural gas within that through the City of Staunton.

The proposed ordinance is authorized by, among other considerations, the Staunton City Charter, Chapter II, Section 11; Staunton City Code § 2.10.180; and by Virginia Code Sections §§ 15.2-2100 and 15.2-2101.

A true and complete copy of the proposed ordinance and form of agreement, including all of its terms and conditions, is on file and available for inspection during normal working hours at the office of the Clerk of Council.

All persons wishing to be heard at the public hearing are invited to attend. Persons with hearing loss or speech impairment desiring to attend the public hearing may contact the Clerk of Council by email at simmonssf@ci.staunton.va.us to request an interpreter.

Suzanne F. Simmons
Clerk of Council

0003250506-01

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CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Member:** **Cindy Fitzgerald**
Item #	**4**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Quarterly Financial Report** **Attachments:** **Financial Report** **Sales, Meals and Lodging Tax Reports**	

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

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

FY 2019 FINANCIAL REPORT

DECEMBER 31, 2018

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	Comment
PROPERTY TAXES					
Real Estate Taxes 2019 (75%) & 2018 (25%)	$ 17,375,000	$ 4,555,053	$ 12,819,947	26%	75% of 2019 Taxes due June 20, 2019 25% of 2018 Taxes due Dec 5, 2018
Real Estate Taxes 2017-…	850,000	127,414	722,586	15%	
Real Estate - Public Service	800,000	901,420	(101,420)	113%	100% of 2018 Taxes due Dec 5, 2018
Real Estate - Interest	150,000	65,848	84,152	44%	
Real Estate- Penalty	120,000	64,933	55,067	54%	
Real Estate Tax -Downtown Serv District	120,000	29,775	90,225	25%	25% due Dec 5; 75% due June 20
Personal Property Taxes 2018	4,850,000	4,574,410	275,590	94%	100% of 2018 PP Tax due December 5, 2018
Personal Property Taxes 2017-…	165,000	168,771	(3,771)	102%	Delinquent Taxes due prior to December 5, 2018
Personal Property Taxes- Public Service	4,000	3,652	348	91%	
Personal Property -Interest	50,000	30,935	19,065	62%	
Personal Property - Penalty	80,000	37,695	42,305	47%	
Machinery & Tools Tax	520,635	514,689	5,946	99%	100% Tax Due December 5, 2018
TOTAL PROPERTY TAXES	**$ 25,084,635**	**$ 11,074,595**	**$ 14,010,040**	**44%**	
OTHER LOCAL TAXES					
Business & Occupational Licenses	$ 2,200,000	$ 121,407	$ 2,078,593	6%	BPOL License due March 1, 2019
Water Utility Tax	275,000	109,165	165,835	40%	Paid Monthly w/ 1-2 months delay in collection
Gas Utility	300,000	103,844	196,156	35%	Paid Monthly w/ 1-2 months delay in collection
Electric Utility	575,000	242,934	332,066	42%	Paid Monthly w/ 1-2 months delay in collection
Local Sales Tax	4,015,000	1,446,900	2,568,100	36%	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	91,901	88,099	51%	Paid Monthly w/ 1 month delay in collection
Cigarette Tax	400,000	213,738	186,262	53%	Paid at sale date, no delay in collection
Lodging Tax	890,000	356,340	533,660	40%	Paid Monthly w/ 1 month delay in collection
Meals Tax	4,112,500	1,895,576	2,216,924	46%	Paid Monthly w/ 1 month delay in collection
Probate Tax on Wills	7,000	9,823	(2,823)	140%	
Short Term Rental Tax	25,000	7,349	17,651	29%	
Local Communications Tax	1,320,000	404,603	915,397	31%	Paid Monthly w/ 1-2 months delay in collection
TOTAL OTHER LOCAL TAXES	**$ 14,724,500**	**$ 5,007,855**	**$ 9,716,645**	**34%**	

DECEMBER 31, 2018

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
PERMITS					
General Charges for Services	$ -	$ 550	$ (550)	#DIV/0!	
Judicial Charges for Services	800	365	435	46%	
Public Safety Charges for Services	252,000	111,368	140,632	44%	
Planning and Development Charges for Services	14,500	9,375	5,125	65%	
TOTAL PERMITS	**$ 267,300**	**$ 121,658**	**$ 145,642**	**46%**	
FINES & FORFEITURES					
Circuit Court Fines	$ 75,000	$ 63,127	$ 11,873	84%	
Courthouse Maintenance Fee	10,000	5,033	4,967	50%	
Animal Control Fines	6,000	3,065	2,935	51%	
TOTAL FINES & FORFEITURES	**$ 91,000**	**$ 71,225**	**$ 19,775**	**78%**	
REVENUE FROM USE OF PROPERTY					
Interest Revenue	$ 165,000	$ 119,469	$ 45,531	72%	
Rental of Real Property	41,100	17,672	23,428	43%	
Rental of Real Property-Recreation	5,000	2,290	2,710	46%	
TOTAL REVENUE FROM USE OF PROPERTY	**$ 211,100**	**$ 139,431**	**$ 71,669**	**66%**	
CHARGES FOR SERVICES					
Property Clean Up Fees	$ 2,000	$ 1,448	$ 552	72%	
Payment in Lieu of Tax from Other Funds	1,246,761	-	1,246,761	0%	Cost allocation plan to be finished in January
DMV Stop Fees	5,000	2,913	2,087	58%	
Administrative Fees	23,000	6,850	16,150	30%	
Judicial Operations Charges for Services	52,117	30,484	21,633	58%	
Public Safety Tax Exempt Service Charge	4,800	4,790	10	100%	
Recreation Charges for Services	469,000	166,183	302,817	35%	
Community Development Charges for Services	2,000	1,227	773	61%	
TOTAL CHARGES FOR SERVICES	**$ 1,804,678**	**$ 213,895**	**$ 1,590,783**	**11.85%**	
MISCELLANEOUS					
Sale of Salvage & Surplus	$ 15,000	$ 1,780	$ 13,220	12%	
Sale of Land and Buildings	-	(3,700)	3,700	#DIV/0!	
Payment in Lieu of Taxes SRHA	13,500	-	13,500	0%	
Wellness Program Reimbursement	10,000	-	10,000	0%	
Donations	-	20,165	(20,165)	#DIV/0!	to be included in budget amendment
Other grants	-	1,715	(1,715)	#DIV/0!	to be included in budget amendment
Miscellaneous	-	2,116	(2,116)	#DIV/0!	to be included in budget amendment
TOTAL MISCELLANEOUS	**$ 38,500**	**$ 22,076**	**$ 16,424**	**57%**	

DECEMBER 31, 2018

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
COMMONWEALTH OF VIRGINIA REVENUE					
Public Facilities Tax	$ 120,000	$ 27,613	$ 92,387	23%	State sales tax revenue from Stonewall Jackson Hotel
Recordation	57,000	17,427	39,573	31%	
Rolling Stock Taxes	14,000	9,764	4,236	70%	
Motor Vehicle Rental Tax	75,000	43,462	31,538	58%	
HB599 Law Enforcement	886,250	459,522	426,728	52%	Quarterly Payments from State
Personal Property Tax Relief Act (PPTRA)	1,652,200	1,321,760	330,440	80%	
Recordation - Grantor's Tax	45,000	25,656	19,344	57%	
Juror/Witness Fees	7,000	2,665	4,335	38%	
State Crime Forfeited Assets- Comm Attorney	-	1,683	(1,683)	#DIV/0!	Revenue based on criminal drug activity; included in budget amendment
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	48	552	8%	
State Crime Forfeited Assets- Police	-	18,569	(18,569)	#DIV/0!	Revenue based on criminal drug activity; included in budget amendment
Fire Programs Fund	75,000	1,795	73,205	2%	
E911 Wireless Funds	70,000	49,228	20,772	70%	Grants from the Wireless Board of Virginia
Street & Highway Maintenance	4,124,158	2,107,330	2,016,828	51%	Quarterly Payments from State
Public Assistance	1,482,472	517,210	965,262	35%	
CSA Administrative Fees	11,740	-	11,740	0%	
Comprehensive Services Act (CSA)	1,855,800	501,665	1,354,135	27%	
VA Comm for the Arts	4,500	300	4,200	7%	
Library	147,129	73,954	73,175	50%	Quarterly Payments from State
Commissioner of Revenue	122,485	50,539	71,946	41%	
Treasurer	111,792	44,780	67,012	40%	
Electoral Board & Registrar	37,000	-	37,000	0%	Revenue received in May
Commonwealth Attorney	415,000	168,216	246,784	41%	
Sheriff	292,800	118,134	174,666	40%	
Circuit Court Clerk	283,140	124,184	158,956	44%	
TOTAL COMMONWEALTH OF VIRGINIA	**$ 11,924,566**	**$ 5,707,759**	**$ 6,216,807**	**47.87%**	
FEDERAL REVENUES					
Victim Witness Federal Grant	$ 80,000	$ -	$ 80,000	0%	
FEMA Fire SAFER Grant	132,676	(6,922)	139,598	-5%	FY18 Accrual reversing entry; First quarter reimbursement recorded in January
Welfare Public Assistance	1,127,212	422,632	704,580	37%	
Miscellanous Federal Grant	-	5,105	(5,105)	#DIV/0!	
TOTAL FEDERAL REVENUE	**$ 1,339,888**	**$ 420,815**	**$ 919,073**	**31.41%**	

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, 2018
TOTAL PRIOR YEAR APPROPRIATIONS	**$ 665,939**	**$ -**	**$ 665,939**	**0%**	
RECOVERED COSTS					
Recovered Costs - General Government	$ 281,260	$ -	$ 281,260	0%	Shared HR services with Schools
Recovered Costs - Courts	55,000	-	55,000	0%	
Recovered Costs- Public Safety	589,873	656,895	(67,022)	111%	Buy-In from Harrisonburg/Rockingham for Regional Jail; LODA payment from VML and Fire Truck insurance claim-both to be included in Budget amendment
Recovered Costs- Police Security	30,000	12,049	17,951	40%	
Recovered Costs- Public Works	25,000	5,062	19,938	20%	
Recovered Costs- Education	85,700	-	85,700	0%	Software Annual Costs and Bus Mechanic Services
Recovered Costs- Recreation/ Library	42,000	28,938	13,062	69%	Talking Book Center Reimbursement
Recovered Costs- Community Development	-	5,925	(5,925)	#DIV/0!	
TOTAL RECOVERED COSTS	**$ 1,108,833**	**$ 708,869**	**$ 399,964**	**64%**	
TOTAL GENERAL FUND REVENUES	**$ 57,260,939**	**$ 23,488,178**	**$ 33,772,761**	**41%**	

FY 2019 FINANCIAL REPORT

DECEMBER 31, 2018

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED
GENERAL GOVERNMENT ADMINISTRATION					
CITY COUNCIL	$ 146,751	$ 72,787	$ -	$ 73,964	50%
CLERK OF COUNCIL	50,533	19,296	5,070	26,167	48%
CITY MANAGER	554,594	258,815	-	295,779	47%
HUMAN RESOURCES	626,422	285,027	13,795	327,600	48%
CITY ATTORNEY	363,038	143,754	36,843	182,441	50%
COMMUNICATIONS MANAGER	94,993	47,269	-	47,724	50%
PROFESSIONAL CONSULTANTS	70,000	55,400	-	14,600	79%
CITY MEMBERSHIPS	28,076	27,797	-	279	99%
FINANCE	1,291,773	492,324	94,847	704,602	45%
ASSESSOR	292,833	118,527	7,873	166,433	43%
COMMISSIONER OF REVENUE	318,492	143,756	223	174,513	45%
TREASURER	426,654	168,139	940	257,575	40%
REGISTRAR	132,181	57,090	113	74,978	43%
INFORMATION TECHNOLOGY	1,231,820	517,800	38,155	675,865	45%
RISK MANAGEMENT	771,000	307,603	102,452	360,945	53%
TOTAL GENERAL GOV'T ADMINISTRATION	**$ 6,399,160**	**$ 2,715,384**	**$ 300,311**	**$ 3,383,465**	**47%**
JUDICIAL ADMINISTRATION					
CIRCUIT COURT	$ 159,184	$ 67,734	$ 290	$ 91,160	43%
GENERAL DISTRICT COURT	10,800	2,191	1,077	7,532	30%
MAGISTRATES	2,000	100	-	1,900	5%
JUVENILE DOMESTIC RELATIONS COURT	73,292	-	-	73,292	0%
CLERK OF THE CIRCUIT COURT	491,622	232,066	1,071	258,485	47%
SHERIFF	584,648	270,658	2,241	311,749	47%
VICTIM/WITNESS GRANT	83,900	49,697	-	34,203	59%
COMMONWEALTH ATTORNEY	573,837	275,391	1,040	297,406	48%
TOTAL JUDICIAL ADMINISTRATION	**$ 1,979,283**	**$ 897,837**	**$ 5,719**	**$ 1,075,727**	**46%**
PUBLIC SAFETY					
POLICE	$ 5,214,559	$ 2,429,837	$ 132,888	$ 2,651,834	49%
E911 CENTER	826,555	373,530	8,777	444,248	46%
FIRE	3,009,832	1,543,783	33,406	1,432,643	52%
COMMUNITY PUBLIC SAFETY	95,000	19,763	6,529	68,708	28%
JUVENILE DETENTION HOME	114,186	57,094	-	57,092	50%
JAIL	1,575,231	837,616	-	737,615	53%
OFFICE ON YOUTH	150,500	33,126	948	116,426	23%
INSPECTIONS	385,850	175,311	224	210,315	45%
ANIMAL CONTROL	75,000	1,904	-	73,096	3%
MEDICAL EXAMINER	200	120	-	80	60%
TOTAL PUBLIC SAFETY	**$ 11,446,913**	**$ 5,472,084**	**$ 182,772**	**$ 5,792,057**	**49%**

DECEMBER 31, 2018

GENERAL FUND EXPENDITURES	REVISED BUDG	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
PUBLIC WORKS						
ENGINEERING	$ 338,296	$ 141,451	$ 7,626	$ 189,219	44%	
PUBLIC WORKS ADMINISTRATION	291,228	132,116	1,029	158,083	46%	
STREETS	3,264,547	841,484	169,228	2,253,835	31%	
TRAFFIC ENGINEERING	232,042	122,973	3,411	105,658	54%	
TRAFFIC SIGNALS	311,018	86,026	7,093	217,899	30%	
BUILDING MAINTENANCE	1,391,472	680,045	95,191	616,236	56%	
EQUIPMENT MAINTENANCE	449,907	204,194	292	245,421	45%	
TOTAL PUBLIC WORKS	**$ 6,278,510**	**$ 2,208,289**	**$ 283,870**	**$ 3,786,351**	**40%**	
HEALTH AND WELFARE						
PUBLIC HEALTH	$ 277,813	$ 216,505	$ -	$ 61,308	78%	
VALLEY COMM SERVICES BOARD	162,771	81,386	-	81,385	50%	Quarterly Payments
COMMUNITY POLICY MGMNT TEAM (CSA)	2,670,000	1,233,826	-	1,436,174	46%	
DEPT OF SOCIAL SERVICES	3,365,376	1,314,795	-	2,050,581	39%	
TAX RELIEF FOR THE ELDERLY	205,000	-	-	205,000	0%	Real Estate Tax Relief- processed May each year
COMMUNITY WELFARE ASSISTANCE	96,692	96,692	-	-	100%	Outside Agency Contributions
TOTAL HEALTH AND WELFARE	**$ 6,777,652**	**$ 2,943,204**	**$ -**	**$ 3,834,448**	**43%**	
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	$ 535,716	$ 3,613	$ 656,515	45%	
HORTICULTURE	160,364	66,761	2,000	91,603	43%	
GOLF COURSE	108,343	46,420	299	61,624	43%	Golf now reported in the general fund
COMMUNITY RECREATION ASSISTANCE	20,000	20,000	-	-	100%	
PARK MAINTENANCE	1,190,247	473,259	23,452	693,536	42%	
COMMUNITY CULTURAL CONTRIBUTIONS	14,000	8,000	-	6,000	57%	Outside Agency Contributions
LIBRARY	1,163,457	537,604	29,780	596,073	49%	
TOTAL PARKS, RECREATION, LIBRARY, CULTURAL	**$ 3,852,255**	**$ 1,687,760**	**$ 59,144**	**$ 2,105,351**	**45%**	
PLANNING AND COMMUNITY DEVELOPMENT						
PLANNING	$ 316,928	$ 152,492	$ 6,713	$ 157,723	50%	
COMMUNITY DEVELOPMENT ASSISTANCE	327,421	213,126	-	114,295	65%	Outside Agency Contributions
ECONOMIC DEVELOPMENT	645,096	170,901	-	474,195	26%	
TOURISM	399,466	178,961	20,759	199,746	50%	
STAUNTON WELCOME CENTER	53,455	24,928	-	28,527	47%	
TROLLEY OPERATION	63,000	63,000	-	-	100%	
TOTAL PLANNING AND COMMUNITY DEVELOPMENT	**$ 1,805,366**	**$ 803,408**	**$ 27,472**	**$ 974,486**	**46%**	

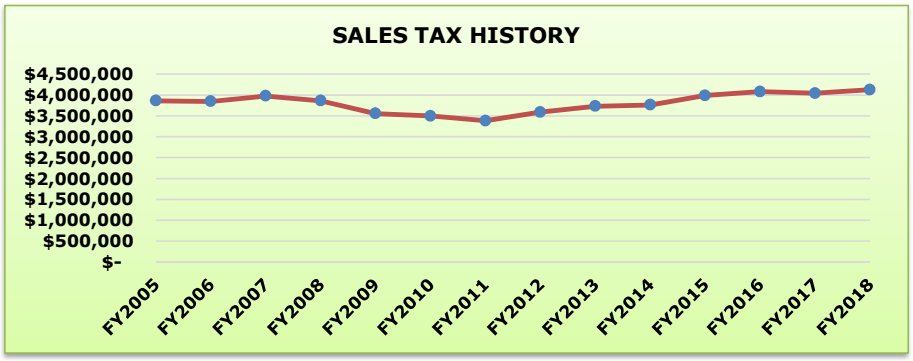
DECEMBER 31, 2018

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	6,600,000	-	6,600,000	50%	Education Transfer
NON-DEPARTMENTAL EXPENDITURES	-	8,649		(8,649)	#DIV/0!	Distribution account-account equal to zero at year end
TOTAL TRANSFERS AND NON-DEPARTMENTAL	**$ 18,713,800**	**$ 6,608,649**	**$ -**	**$ 12,105,151**	**35%**	
TOTAL GENERAL FUND EXPENDITURES	**$ 57,260,939**	**$ 23,344,615**	**$ 859,288**	**$ 33,057,036**	**42%**	

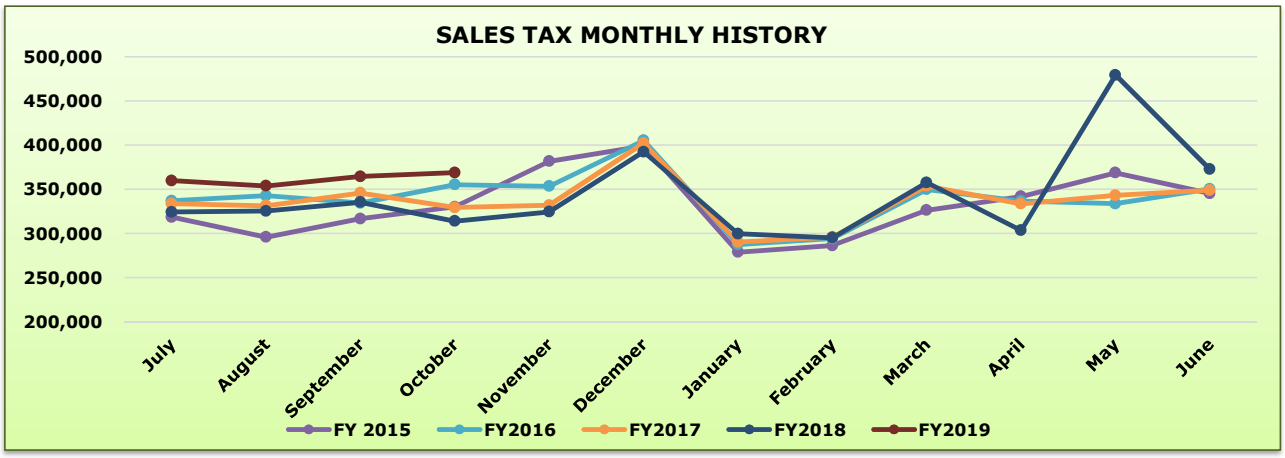
FY2019 GENERAL FUND BUDGET		
ADOPTED BUDGET	$ 56,595,000	JULY 1, 2018
ENCUMBRANCE CARRY FORWARDS	665,939	JULY 1, 2018
FY2019 REVISED BUDGET	$ 57,260,939	
FY2019 REVENUES	$ 23,488,178	
FY2019 EXPENDITURES	$ (23,344,615)	
FY2019 NET YTD	$ 143,563	

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	353,757.54	8.7%	$ 28,337.50
September	316,682.18	334,364.25	345,905.68	335,270.60	364,511.12	8.7%	$ 29,240.52
October	329,992.25	355,170.69	329,371.48	314,014.94	368,778.54	17.4%	$ 54,763.60
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	$ 1,446,900.48		$ 147,912.37
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	$ (2,568,099.52)		
% OF BUDGET	108%	105%	99.7%	100.6%			
% CHANGE- YEAR	6.1%	2.3%	-1.0%	2.1%			

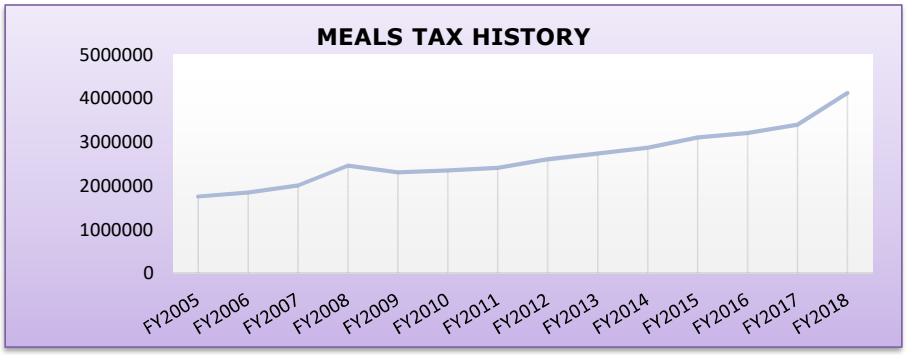


FY2005	$ 3,859,669	
FY2006	$ 3,847,115	-0.3%
FY2007	$ 3,975,958	3.3%
FY2008	$ 3,862,575	-2.9%
FY2009	$ 3,554,096	-8.0%
FY2010	$ 3,495,905	-1.6%
FY2011	$ 3,381,018	-3.3%
FY2012	$ 3,588,737	6.1%
FY2013	$ 3,729,201	3.9%
FY2014	$ 3,760,155	0.8%
FY2015	$ 3,988,839	6.1%
FY2016	$ 4,079,919	2.3%
FY2017	$ 4,039,658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

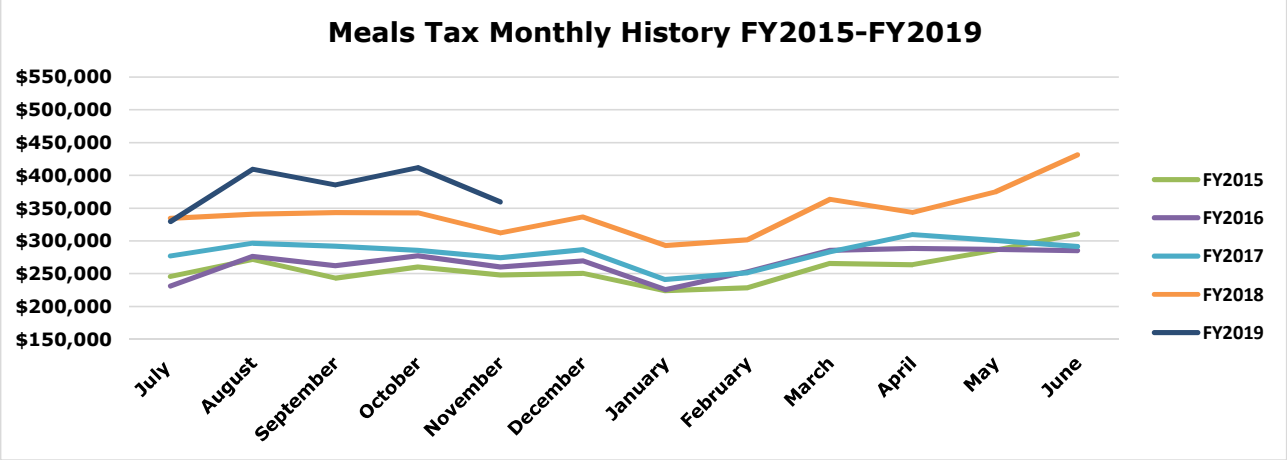


FY 2019 MEALS TAX - 7% Tax Rate

	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	385,385.11	12.3%	42,107.90
October	260,468.14	277,731.42	285,660.12	342,809.63	411,876.40	20.1%	69,066.77
November	248,037.55	260,344.43	274,337.57	312,114.40	359,315.82	15.1%	47,201.42
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	$ 1,895,575.42		$ 221,701.02
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	(2,216,925)		
% of BUDGET	111.6%	107.1%	106.0%	107.0%			



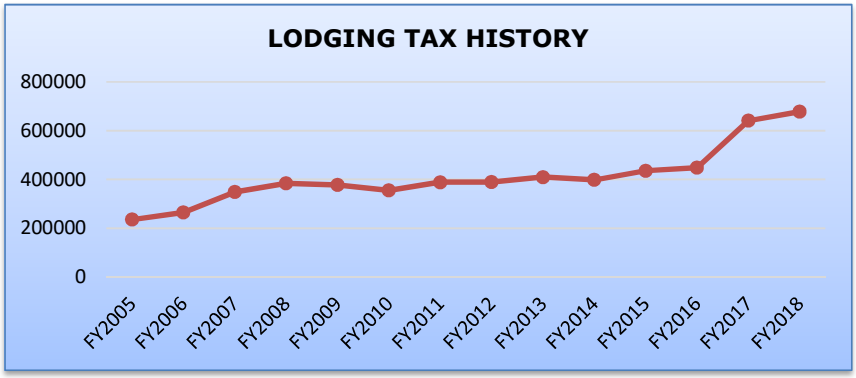
FY2005	$ 1,751,768	
FY2006	$ 1,841,936	5.1%
FY2007	$ 2,004,839	8.8%
FY2008	$ 2,456,629	22.5%
FY2009	$ 2,304,448	-6.2%
FY2010	$ 2,344,698	1.7%
FY2011	$ 2,406,577	2.6%
FY2012	$ 2,599,776	8.0%
FY2013	$ 2,732,598	5.1%
FY2014	$ 2,868,910	5.0%
FY2015	$ 3,099,130	8.0%
FY2016	$ 3,203,638	3.4%
FY2017	$ 3,391,337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



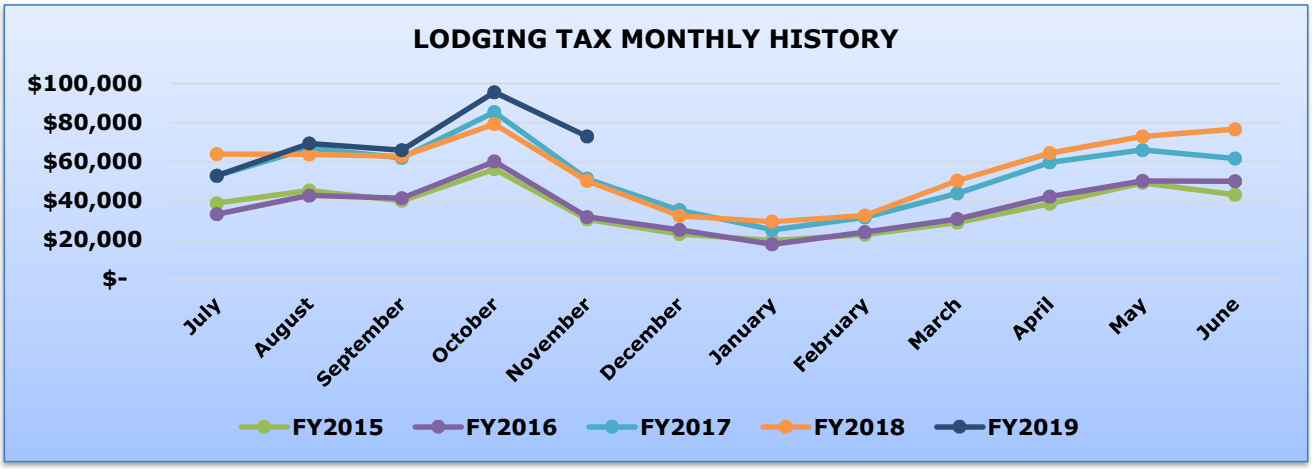
MEALS TAX HISTORY- RATE INCREASES		
JULY 1, 1986	3%	
JULY 1, 1994	4%	
SEPTEMBER 1, 1998	5%	NEW STREET PARKING GARAGE FUNDING
JULY 1, 2007	6%	CIP/ SCHOOL PROJECTS
JULY 1, 2017	7%	SCHOOL PROJECT - LEE HIGH RENOVATION

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	$ 65,785	4.8%	3,029.09
October	$ 56,121	$ 60,092	$ 85,289	$ 79,262	$ 95,600	20.6%	16,338.36
November	$ 30,438	$ 31,690	$ 51,208	$ 50,187	$ 72,869	45.2%	22,682.71
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	$ 356,340		$ 36,489.75
Budget Totals	$ 395,000	$ 405,000	$ 540,000	$ 575,000	$ 890,000		
Budget Variance	$ 40,098	$ 43,175	$ 100,843	$ 102,917	$ (533,660)		
% of BUDGET	110%	111%	119%	118%	40%		
% 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%



12.4%

FY2019 BUDGET ESTIMATE

	640000	
	250,000	STN CROSSING NEW HOTELS
$	890,000	

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Members:** **Steve Owen** **Jeanne Colvin**
Item #	**5**	
Ordinance #		
Department:	**City Manager** **Budget Office**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Capital Improvement Plan FY2019-FY2023**	

Background: The Budget Manager will provide a review of the annual update to the Capital Improvement Plan for all City funds and the Education Fund. City and School Board staff updated the plan to review existing projects and revise projects, and to include new projects.

The plan was presented initially to City Council at its work session on January 10, 2019, with additional review and discussion planned for work sessions on January 24, and February 14, 2019.

The School Board reviewed the school capital projects on December 10, 2018, and adopted the Education Fund CIP on January 14, 2019.

An overview of the plan was presented to the Planning Commission on December 20, 2018, and a public hearing was conducted at the Commission's meeting on January 17, 2019. Subsequent to the public hearing, the Planning Commission approved the CIP on a unanimous vote.

Final consideration of the CIP Plan is scheduled for City Council on February 14, 2019.

City Manager's Recommendation: For review and discussion only.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY OF STAUNTON, VA
CAPITAL IMPROVEMENT PLAN
FY2019 - FY2023

DRAFT PLAN December 20, 2018









CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
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CITY OF STAUNTON, VIRGINIA
and
STAUNTON CITY SCHOOLS

CAPITAL IMPROVEMENT PLAN
FY 2019 - FY 2023

DRAFT
DECEMBER 20, 2018

STAUNTON PLANNING COMMISSION

CHAIRMAN _____

APPROVAL DATE _____

Attest: _____
Suzanne F. Simmons
Clerk of Council

CITY COUNCIL

MAYOR _____

APPROVAL DATE _____

Attest: _____
Suzanne F. Simmons
Clerk of Council

CITY OF STAUNTON, VIRGINIA
and
STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN

TOTAL CIP PLAN		FY2019	FY2020	FY2021	FY2022	FY2023	PROJECTS NOT SCHEDULED/NOT FUNDED
GENERAL FUND	$ 43,144,250	$ 1,041,050	$ 4,620,050	$ 14,846,050	$ 2,641,050	$ 4,927,050	$ 15,069,000
STAUNTON CITY SCHOOLS	$ 62,375,000	$ 41,625,000	$ 450,000	$ 725,000	$ 3,125,000	$ 650,000	$ 15,800,000
WATER FUND	$ 49,865,000	$ 650,000	$ 150,000	$ 250,000	$ 6,245,000	$ 525,000	$ 42,045,000
SEWER FUND	$ 5,918,100	$ 258,100	$ 700,000	$ 325,000	$ 375,000	$ 375,000	$ 3,885,000
STORMWATER FUND	$ 24,155,291	$ 650,000	$ 1,200,000	$ 50,000	$ 995,375	$ 1,300,000	$ 19,959,916
PARKING FUND	$ 3,968,025	$ 2,618,025	$ 250,000	$ 500,000	$ -	$ 600,000	
TOTAL CIP PLAN	$ 189,425,666	$ 46,842,175	$ 7,370,050	$ 16,696,050	$ 13,381,425	$ 8,377,050	$ 96,758,916

5 YEAR PLAN= $ 92,666,750

OVERVIEW

The City of Staunton's Capital Improvement Plan (CIP) is a comprehensive five-year plan that identifies the City's capital and infrastructure needs for all City operations to include the General Fund, Education Fund, and all proprietary funds that include the Water Fund, Sewer Fund, Environmental Fund, Parking Fund, and Stormwater Fund. The plan provides for the planning of the acquisition of new physical assets and/or the replacement/repair of existing capital assets. The CIP provides a plan and funding for the renovation of public buildings, school buildings, street repairs/additions, water and sewer lines, recreational facilities, community development projects that promote the economic growth and vitality of the City, and the construction of major new facilities. The adoption of the Capital Improvement Plan by City Council indicates their support and commitment for the projects and commitment towards the anticipated funding required to maintain facilities and provide new facilities for the community.

By definition, a capital project is primarily a project to construct/renovate major facilities such as school buildings, office buildings, park facilities, infrastructure needs -water, sewer and other utilities- roads, bridges, major equipment, etc. Capital projects have a useful life to the citizens of at least ten years and are projects that usually require multiple years to complete. These projects, once completed, provide for a quality of life in the City and benefit all citizens in the community.

CAPITAL IMPROVEMENT PLAN REVENUE SOURCES:

Cash transferred from the General Fund Budget from the Adopted Operating Budget

General Fund Unassigned Balance

General Obligation Bonds

State and Federal Grants/Cost Share Agreements

Fund Balance/Reserve Policy, Adopted May 26, 2011

Funds in excess of the Safety Net Reserve, the General Contingency amount, and carry forward appropriations unexpended at fiscal year end, shall be given first consideration for appropriation in the City's Capital Improvement Fund. Such appropriation shall be in the form of a budget amendment to the subsequent year's budget.

Any funds in the Education Fund in excess of the annual expenditures for any year ending June 30 shall be given first consideration for appropriation to the Education Fund Capital Improvement Fund. Such appropriation shall be in the form of a budget amendment to the subsequent year's budget or approved through the annual budget adoption procedures.

City Council Policy #5, Adopted October 12, 1989

Any budget savings in debt obligation/lease payments shall be transferred to the Capital Improvement Fund for future capital projects and equipment.

CAPITAL IMPROVEMENT PLAN BUDGET POLICY

The City will consider all capital improvements in accordance with the Adopted Capital Improvement Plan.

The City will develop a five-year plan for capital improvements and review and update the plan annually.

The City will determine the least costly and most flexible financing method for all projects requiring debt financing.

The City will coordinate the development of the capital improvement plan budget with the development of the operating budget.

The City will maintain all its assets at a level adequate to protect the City's capital investment in order to minimize future maintenance and replacement costs.

The City will schedule its major equipment acquisitions and/or replacement of major equipment as part of the capital investment plan process.

The City will identify projects and estimated costs and a potential funding source for each project as part of the capital investment plan process.

The City will identify capital projects that require annual budget funds to maintain the capital asset requiring personnel and operational costs, and any debt payments for bond financing.

FINANCIAL MANAGEMENT POLICY

City of Staunton, Virginia

Capital Improvement Plan Policy

Adopted: January 25, 2018

The Capital Improvement Plan—the CIP—is the City's five-year plan for projecting the capital needs of the City. It provides for maintenance and funding of present and future buildings, facilities, major equipment, and infrastructure for the City. The CIP also serves as a planning and programming guide for long-term financial planning, and a plan to promote (i) public and private development for the future community growth, and (ii) effective service delivery to citizens of the City.

The overall strategy of the CIP is to plan for land acquisition, construction and maintenance of public facilities necessary for the safe and efficient provision of public services in accordance with the policies and objectives adopted in the City's Comprehensive Plan. A critical element of a balanced CIP is the provision of funds to both preserve or enhance existing facilities and provide new assets to respond to changing service needs and community growth. The plan is reviewed and revised annually based on priorities, current circumstances, and economic opportunities.

The adoption of the CIP is not a formal financial commitment to any particular project. The CIP serves as a financial planning tool to provide estimated costs for projects, and a schedule for anticipated capital projects and capital financing. The CIP is a key element in planning and controlling the City's future debt service requirements. The CIP includes some projects where needs have been defined, but specific financial resources have not been identified to advance the project to a scheduled completion year.

THE LEGAL BASIS FOR THE CIP

The CIP is prepared pursuant to Virginia Code § 15.2-2239, which provides, in relevant part:

A local planning commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities and life cycle costs, including any road improvement and any transportation improvement the locality chooses to include in its capital improvement plan and as provided for in the comprehensive plan, and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.

ANNUAL CAPITAL BUDGET

The Capital Budget appropriates funds for specific facilities, major equipment, infrastructure, and improvements approved in the CIP by City Council through the annual budget process or a budget amendment for all governmental and proprietary funds. The first year included in the CIP reflects the approved annual capital budget funding level. Financial resources for projects in subsequent years in the plan are included for planning purposes only for scheduling and financial planning.

The City funds a portion of the CIP with current revenues in the annual Operating Budget. The long-term goal is to dedicate a minimum of 2.5% of the total current General Fund revenues less General Fund Transfers to Other Funds to finance General Fund capital projects. Other available financial resources include Undesignated Fund Balance, General Obligation Bonds, state and federal grants, and private development contributions, which are appropriated through a budget amendment upon approval of a project.

Proprietary Fund revenues are used to finance Proprietary Fund capital improvement projects. General Fund transfers may be used to finance Proprietary Fund capital projects.

The General Fund Capital Budget is appropriated in the City's multi-year CIP Fund. A financial analysis of the fund shall be conducted quarterly to analyze the status of the funding sources, and to review the project-to-date expenditures. Any project balances shall be re-programmed for other capital projects through a budget amendment process.

THE CIP REVIEW TEAM

A CIP Review Team (CIP Team) is responsible for reviewing capital project requests and providing recommendations annually to the City Manager and Planning Commission. This team is comprised of staff from the Office of the City Manager, the Department of Finance, the Department of Community Development, the Department of Public Works, the Department of Information Technology, the Police Department, the Fire-Rescue Department, the Parks and Recreation, and School Board staff from the office of the Director of Operations and the Technology Department. The Chief Financial Officer is responsible for the coordination of the CIP process, including the annual review, presentation to the Planning Commission, and the final adoption of the CIP by City Council.

THE CIP PROCESS

The overall goal of the CIP process is to develop CIP recommendations that:

1. preserve the City's past by investing in the upgrade of assets and infrastructure;

2. protect the present with improvements to City facilities, based on an analysis of costs of repair versus costs of replacement;

3. plan for future facilities and infrastructure that considers the annual cost for new service demands as a result of community growth or facilities and services that provide new or improved quality of life for all citizens; and

4. allow for flexibility to take advantage of economic opportunities that provide for public or private capital investment.

The CIP Team meets in October each year to update existing projects, remove projects, and add new projects. Capital projects are forwarded to the CIP Team by departments responsible for their implementation. In proposing a five-year capital plan, the CIP Team considers the feasibility of all proposed capital projects by evaluating their necessity, priority, location, cost, method of financing, availability of federal and state aid, and the necessary investment in the City's infrastructure. The CIP results from an annual review and a systematic process that advances subsequent years' items each fiscal year.

In December, the CIP is presented to the Planning Commission for review and discussion. A public hearing is held at a subsequent Planning Commission meeting in January to receive public comment. After the public hearing, the Planning Commission makes a recommendation concerning the CIP to City Council.

In January, the CIP, with the Planning Commission's recommendation, is presented to City Council, for additional review and discussion, and eventual consideration by Council.

CRITERIA FOR EVALUATING CAPITAL PROJECTS

The CIP Team uses the evaluation criteria stated below as a guide and assessment tool to determine the immediate, near-term, or long-term timing for scheduling capital projects:

1. The CIP shall execute the goals and objectives of the Comprehensive Plan adopted by City Council.

2. The development of the CIP shall be guided by the principles of lifecycle planning to ensure that long-term maintenance, renewal and replacement requirements are adequately addressed to protect the City's investment and maximize the useful life of facilities.

3. The CIP shall include major equipment and facilities, defined as, all fixed installations constructed and/or maintained with public funds, including buildings and structures, utilities and related improvements that have a useful life greater than 10 years.

4. The CIP shall include the fiscal impact of each project to include the total cost of the project and the annual maintenance and operating costs.

5. The CIP shall support the City's efforts to promote economic vitality and a high quality of life.

6. The CIP shall support the City's efforts to encourage the development of affordable and effective multi-use public facilities, as feasible.

7. The CIP shall be developed to provide facilities that are cost-effective, consistent with appropriate best practice standards, community standards, feasibility, and expectations of useful life.

8. The City shall endeavor to execute the projects as approved and scheduled in the CIP. Value engineering principles shall continue to be applied to appropriate capital projects. Changes in project scope, cost and scheduling shall be subject to close scrutiny.

CRITERIA FOR SCHEDULING CAPITAL PROJECTS

The following criteria shall be considered for purposes of scheduling projects in the CIP:

1. Project Urgency
   a. Is the project required due to state or federal mandates?
   b. Will the project improve unsatisfactory environmental, health and safety conditions?
   c. What are the implications if the project is not built?
   d. Does the project accommodate increases in demand for service?

2. Project Readiness
   a. Are project-related research and planning completed?
   b. Are the appropriate departments prepared to execute the project?

3. Project Phasing
   a. Can the project be phased over multiple fiscal years?
   b. Are funds readily available to finance the project?
   c. Does the project have a net impact on the operating budget?
   d. Does the project preserve previous capital investments or restore a capital facility to adequate operating condition?

4. Planning Questions
   a. Is the project consistent with the Comprehensive Plan?
   b. Can projects of similar use or purpose be co-located at one location?
   c. Does the project increase the efficiency of the service delivery?
   d. What are the number and types of citizens likely to benefit from the project?

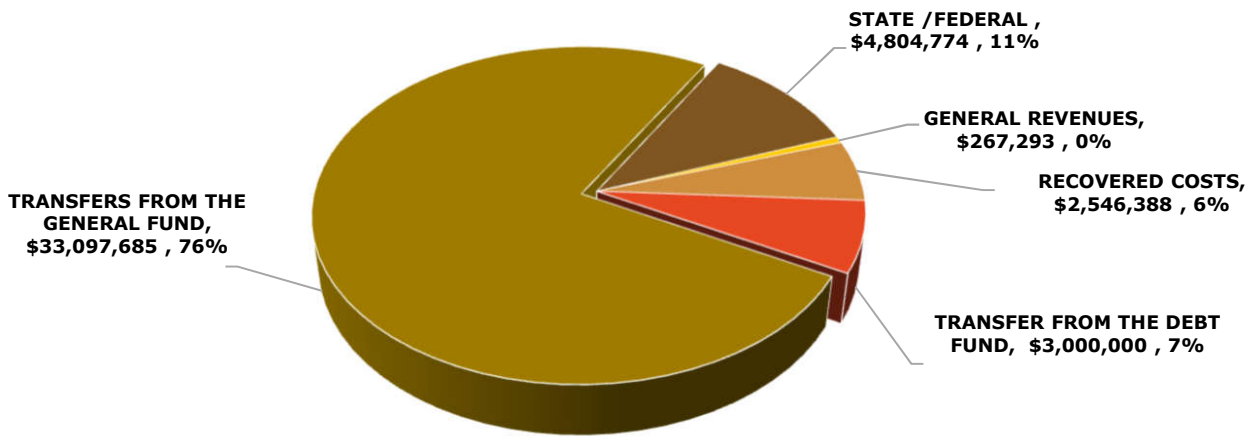
CAPITAL IMPROVEMENT PLAN SCHEDULE

October 22, 2018 @ 2:00 pm	CIP Committee meeting, Planning Conference Room
October - December 2018	Staff review and development of the proposed Capital Improvement Plan. All existing projects to be analyzed, estimated costs updated, and new proposed projects prioritized based on City needs or anticipated changes in the City's needs based on population changes, economic changes, infrastructure projects, etc.
December 10, 2018	Presentation and discussion of the DRAFT School Capital Improvement Plan -School Board worksession.
December 20, 2018	Presentation and introduction of the DRAFT Capital Improvement Plan to the City Planning Commission.
January 10, 2019	Presentation and discussion of the DRAFT Capital Improvement Plan with City Council of any project, funding proposal, priority of any project, changes to the plan.
January 14, 2019	Adoption of the School Capital Improvement Plan by the School Board.
January 17, 2019	Public hearing and consideration and adoption of the CIP by the Planning Commission.
January 24, 2019	Discussion and continued review with City Council of any project, funding proposal, priority of any project, changes to the plan.
February 14, 2019	Adoption of the Capital Improvement Plan by City Council.

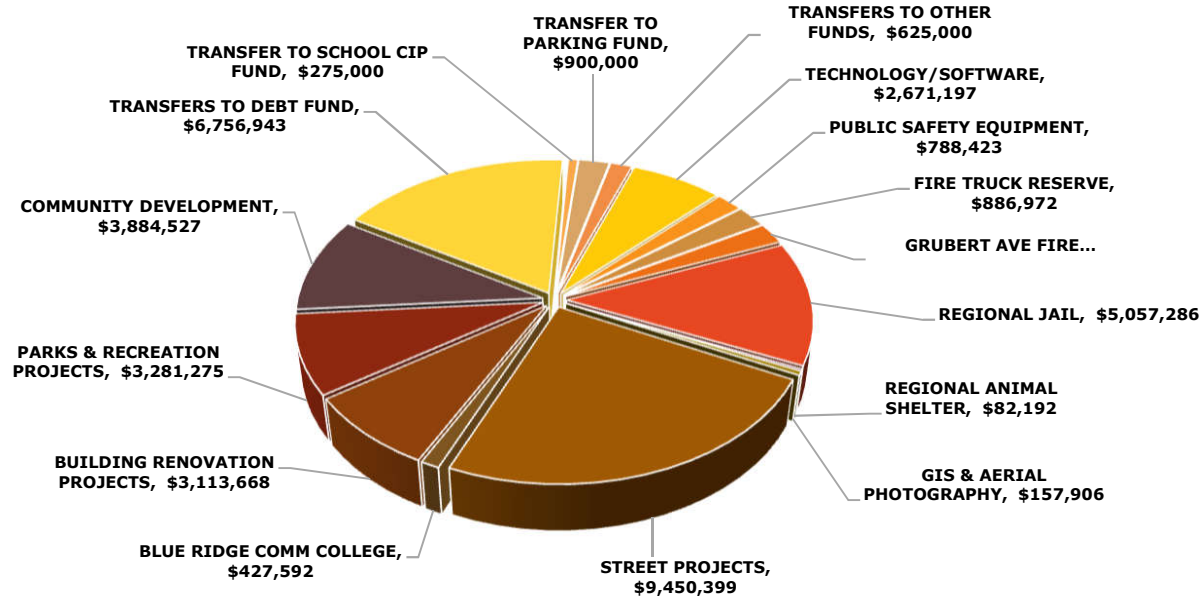
CIP COMMITTEE

Jeanne Colvin	Budget Manager
Cameron McCormick	Interim Director of Finance
Nickie Mills	City Engineer
Tom Sliwoski	Director of Public Works
Chris Tuttle	Director of Recreation
Rodney Rhodes	Senior Planner
Jim Williams	Police Chief
Scott Garber	Fire Chief
Kurt Plowman	Chief Technology Officer
William Vaughn	Director of Economic Development
Steven Rosenberg	Deputy City Manager
Earl McCray	Staunton City Schools-Director of Operations
Tom Lundquist	Staunton City Schools-Director of Technology

CITY OF STAUNTON GENERAL FUND CIP ACTUAL REVENUES FY2004 - FY2019 $43,716,140



CITY OF STAUNTON GENERAL FUND CIP ACTUAL EXPENDITURES FY2004 - FY2019 $39,216,158



CITY OF STAUNTON

GENERAL FUND CIP REVENUES - FINANCIAL UPDATE (OCTOBER 31,2018)

FY 2004 - FY2019

	BUDGET	REVENUES TO DATE	BALANCE
CIP GENERAL REVENUE			
INTEREST INCOME	$ 5,314	$ 261,660	$ (256,346)
MISCELLANEOUS REVENUE	4,950	5,633	(683)
RECOVERED COSTS-OPERATIONS	397,148	506,160	(109,012)
APPROPRIATION OF PRIOR YEAR FUND BALANCE	2,268,470	-	2,268,470
TRANSFER FROM DEBT SERVICE FUND	3,000,000	3,000,000	-
TRANSFER FROM THE GENERAL FUND	33,788,735	33,097,685	691,050
TOTAL GENERAL GOVERNMENT REVENUES	$ 39,464,617	$ 36,871,138	$ 2,593,479
CIP CAPITAL GRANTS AND CONTRIBUTIONS			
RECOVERED COSTS- HEALTH DEPARTMENT BUILDING	$ 24,530	$ 17,840	$ 6,690
TOTAL CIP CAPITAL GRANTS	$ 24,530	$ 17,840	$ 6,690
PUBLIC WORKS- CAPITAL/NON-CAPITAL GRANTS			
COMMONWEALTH OF VIRGINIA-TRANSPORTATION	$ 2,741,946	$ 2,682,756	$ 59,190
RECOVERED COSTS-MONTGOMERY AVENUE	11,333	11,333	-
RECOVERED COSTS- SEARS HILL BRIDGE	150,168	150,168	-
COMM OF VA- PRIMARY EXTENSION PAVING	455,673	455,673	-
COMMONWEALTH OF VIRGINIA- MISCELLANEOUS AID	102,273	97,299	4,974
RECOVERED COSTS- COCHRAN PARKWAY	1,883,747	1,860,887	22,860
FEDERAL GOV'T- MISCELLANEOUS	105,931	105,931	-
FEDERAL - SAFE ROUTES TO SCHOOL GRANTS	756,995	473,349	283,646
STATE/ FEDERAL GOV'T -CENTRAL AVENUE	1,418,345	195,402	1,222,943
TOTAL PUBLIC WORKS CAPITAL/NON-CAPITAL GRANTS	$ 7,626,411	$ 6,032,798	$ 1,593,613
PARKS & RECREATION NON-CAPITAL GRANTS			
STATE AID-VDOT FUNDS	$ 25,000	$ 24,219	$ 781
STATE AID-MISCELLANEOUS SLAF LAKE TAMS	210,978	210,978	-
TOTAL PARKS & RECREATION GRANTS	$ 235,978	$ 235,197	$ 781
COMMUNITY DEVELOPMENT CAPITAL GRANTS			
COMM OF VA FRONTIER CENTER	$ 100,000	$ 100,000	$ -
COMM OF VA- RR SMITH CENTER FUNDS	459,167	459,167	-
TOTAL COMMUNITY DEVELOPMENT GRANTS	$ 559,167	$ 559,167	$ -
TOTAL CIP FUND REVENUES	**$ 47,910,703**	**$ 43,716,140**	**$ 4,194,563**

TRANSFERS FROM THE GENERAL FUND	
FISCAL YEAR 2003	$ 479,317
FISCAL YEAR 2004	$ 545,747
FISCAL YEAR 2005	$ 1,387,431
FISCAL YEAR 2006	$ 2,935,405
FISCAL YEAR 2007	$ 3,047,527
FISCAL YEAR 2008	$ 841,518
FISCAL YEAR 2009	$ 3,033,591
FISCAL YEAR 2010	$ 2,736,358
FISCAL YEAR 2011	$ 3,513,820
FISCAL YEAR 2012	$ 2,210,000
FISCAL YEAR 2013	$ 2,452,004
FISCAL YEAR 2014	$ 3,052,170
FISCAL YEAR 2015	$ 2,557,305
FISCAL YEAR 2016	$ 1,873,392
FISCAL YEAR 2017	$ 1,641,050
FISCAL YEAR 2018	$ 791,050
FISCAL YEAR 2019	$ 691,050
TOTAL TRANSFERS FROM THE GENERAL FUND	$ 33,788,735

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2018
FY 2004 - FY2019

	BUDGET	EXPENDITURES	BALANCE
GENERAL GOVERNMENT ADMINISTRATION			
FINANCIAL SOFTWARE	$ 1,332,482	$ 1,229,729	$ 102,753
INFORMATION TECHNOLOGY EQUIPMENT	265,210	252,877	12,333
FIBER LOOP PROJECT	1,188,591	1,188,591	-
TOTAL GENERAL GOVERNMENT ADMINISTRATION	$ 2,786,283	$ 2,671,197	$ 115,086
PUBLIC SAFETY EQUIPMENT/PROJECTS			
E911 TELEPHONE EQUIPMENT	$ 102,166	$ 102,166	$ -
E911 CALL HANDLING EQUIPMENT	102,273	97,299	4,974
E911 RECORDING EQUIPMENT	150,000	150,011	(11)
FIRE STATION -GRUBERT AVENUE	857,778	857,778	-
FIRE TRUCK RESERVE	1,454,383	886,972	567,411
RADIO NARROWBAND PROJECT	500,000	438,947	61,053
REGIONAL JAIL RESERVE	5,376,286	5,057,286	319,000
REGIONAL ANIMAL SHELTER	125,000	82,192	42,808
TOTAL PUBLIC SAFETY PROJECTS	$ 8,667,886	$ 7,672,651	$ 995,235
ENGINEERING PROJECTS			
ENGINEERING AERIAL PHOTOGRAPHY	$ 141,440	$ 141,440	$ -
GIS SYSTEM	16,468	16,466	2
TOTAL ENGINEERING PROJECTS	$ 157,908	$ 157,906	$ 2
STREET PROJECTS			
STREET IMPROVEMENT PROJECTS	$ 1,569,559	$ 1,350,308	$ 219,251
URBAN STREET CONSTRUCTION 2% MATCH RESERVE ACCOUNT	407,185	1,057	406,128
URBAN STREET CONSTR 2% MATCH-CHURCHVILLE AVE	479,293	464,338	14,955
KALORAMA ST PROJECT	109,194	109,194	-
BOWLING STREET BRIDGE	335,592	335,592	-
HAILE STREET BRIDGE	322,955	322,955	-
MONTGOMERY AVENUE ROAD EXTENSION PROJECT	813,729	813,729	-
SEARS HILL BRIDGE COMMUNITY FOUNDATION ACCOUNT	170,875	170,875	-
SAFE ROUTES TO SCHOOL - SHELBURNE/ WARE SCHOOL	100,362	100,361	1
SAFE ROUTES TO SCHOOL- MCSWAIN SCHOOL	353,440	353,440	-
STATLER /RICHMOND RD -VDOT PROJECT GRANT-CITY MATCH	50,000	-	50,000
RICHMOND RD /GREENVILLE-VDOT PROJECT GRANT-CITY MATCH	35,000	-	35,000
CENTRAL AVENUE STREETSCAPE-FEDERAL PROJECT	1,633,349	120,402	1,512,947
CENTRAL AVENUE STREETSCAPE-CHESAPEAKE BAY GRANT	75,000	75,000	-
NEW SIDEWALKS	600,000	-	600,000
STATE ROUTE 1426 VDOT REVENUE SHARING PROJECT	2,110,000	1,789,303	320,697
BESSIE WELLER SAFE ROUTE TO SCHOOL GRANT	459,838	1,192	458,646
RICHMOND RD/COCHRAN PARKWAY	2,883,747	2,860,887	22,860
BRICK SIDEWALK PROJECTS	400,000	85,162	314,838
VDOT PRIMARY EXTENSION PAVING	455,673	455,664	9

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2018
FY 2004 - FY2019

	BUDGET	EXPENDITURES	BALANCE
MARTIN LUTHER KING JR MEMORIAL SIGN	41,450	40,940	510
PUBLIC WORKS EQUIPMENT RESERVE	300,000	-	300,000
RT 11 / COMMERCE ROAD INTERSECTION	50,000	-	50,000
TOTAL STREET PROJECTS	$ 13,756,241	$ 9,450,399	$ 4,305,842
EDUCATION			
BLUE RIDGE COMMUNITY COLLEGE	$ 468,648	$ 427,592	$ 41,056
LEE HIGH SCHOOL PROJECT	1,300,000	-	1,300,000
TOTAL EDUCATION	$ 1,768,648	$ 427,592	$ 1,341,056
BUILDING MAINTENANCE PROJECTS			
CITY HALL ROOF REPLACEMENT	$ 85,306	$ 85,306	$ -
ART CENTER WALL REPAIR	196,481	196,481	-
CITY HALL FLOOR REPAIR	36,140	36,140	-
ENERGY SAVINGS PROJECT	1,480,181	1,480,181	-
MHP MOLD REMEDIATION	69,200	69,200	-
BUILDING MECHANICAL SYSTEMS	241,981	242,361	(380)
HEALTH DEPARTMENT BUILDING RENOVATIONS	169,841	169,840	1
BOOKER T BUILDING	266,818	262,603	4,215
LIBRARY FACILITY STUDY	40,000	40,000	-
FIRE STATION ROOF REPLACEMENT	845,000	185,035	659,965
PUBLIC SAFETY BUILDING/SCHOOL STORAGE BUILDING	40,000	39,339	661
COCHRAN JUDICIAL CENTER	256,682	256,682	-
PUBLIC WORKS BUILDING MAINTENANCE RESERVE	300,000	50,500	249,500
TOTAL PUBLIC WORKS BUILDING PROJECTS	$ 4,027,630	$ 3,113,668	$ 913,962
PARKS, RECREATION, CULTURAL			
FOOTBALL STADIUM IMPROVEMENTS	$ 60,578	$ 60,578	$ -
MHP SOCCER FIELDS	166,272	165,878	394
SKATEBOARD PARK	84,275	84,275	-
BOOKER T PLAYGROUND EQUIPMENT	20,209	20,209	-
GHP PLAYGROUND EQUIPMENT	93,402	93,402	-
MHP POOL BATHHOUSE REPAIRS	37,763	37,763	-
GHP QUARTERBACK CLUB RESTROOMS	70,000	70,000	-
MHP PLAYGROUND EQUIPMENT	90,000	90,000	-
GOLF COURSE IRRIGATION PROJECT	635,491	635,491	-
MONTGOMERY HALL PARK FIELD IMPROVEMENT	15,000	15,000	-
LANDSCAPE PLAN	153,069	153,069	-
GYPSY HILL PARK BANDSTAND REPAIRS	30,000	30,000	-
FIELDHOUSE PROJECT-FOOTBALL STADIUM	32,606	32,606	-
GHP POOL RENOVATIONS	500,000	492,565	7,435
LAKE TAMS PROJECT	382,637	382,637	-
LAKE TAMS PROJECT - SLAF	210,978	210,978	-

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2018
FY 2004 - FY2019

	BUDGET	EXPENDITURES	BALANCE
GHP DUCK POND	76,106	76,106	-
MHP BATHROOM/ POOL	275,000	274,317	683
MOXIE STADIUM LIGHTING	52,055	52,055	-
STATLER BROTHERS TRIBUTE	29,030	29,030	-
GHP FENCE	71,115	71,115	-
BETSY BELL PICNIC SHELTER	75,000	-	75,000
GREENWAYS PROJECT	200,000	-	200,000
FOOTBALL STADIUM ADA IMPROVEMENTS	100,000	-	100,000
TOTAL PARKS, RECREATION, CULTURAL	$ 3,460,586	$ 3,077,074	$ 383,512
LIBRARY			
LIBRARY AUTOMATION SYSTEM	$ 204,201	$ 204,201	$ -
COMMUNITY DEVELOPMENT PROJECTS			
RR SMITH CENTER PROJECT	$ 609,167	609,167	$ -
PERFORMING ARTS CENTER	100,000	100,000	-
WOODROW WILSON PRESIDENTIAL LIBRARY	100,000	100,000	-
SHENANARTS	8,333	8,333	-
COUNTY COURTS PROJECT	127,453	99,060	28,393
CORRIDOR OVERLAY INCENTIVES	25,000	1,350	23,650
ECONOMIC DEVELOPMENT RESERVE	1,243,811	1,219,609	24,202
WESTERN STATE HOSPITAL DEVELOPMENT	595,434	595,434	-
STAUNTON CROSSING DEVELOPMENT	1,025,000	800,689	224,311
ENTERPRISE ZONE PROGRAM	55,000	21,823	33,177
ENTERPRISE ZONE PROGRAM- CADENCE	175,000	141,011	33,989
ENTERPRISE ZONE PROGRAM- CARDED GRAPHICS	130,521	100,000	30,521
FRONTIER CULTURE GRANT PROJECT	100,000	88,051	11,949
TOTAL COMMUNITY DEVELOPMENT	$ 4,294,719	$ 3,884,527	$ 410,192
TRANSFERS TO OTHER FUNDS			
TRANSFER TO THE GENERAL FUND -HOTEL DEBT	$ 600,000	$ 600,000	$ -
TRANSFER TO THE TROLLEY FUND -TROLLEY PURCHASE	25,000	25,000	-
TRANSFER TO DEBT SERVICE SINKING FUND	6,756,943	6,756,943	-
TRANSFER TO THE PARKING FUND	900,000	900,000	-
TRANSFER TO SCHOOL CIP FUND	275,000	275,000	-
TOTAL TRANSERS TO OTHER FUNDS	$ 8,556,943	$ 8,556,943	$ -
CIP PROJECTS RESERVE -UNDESIGNATED PROJECTS	$ 229,657	-	$ 229,657
TOTAL GENERAL FUND CIP EXPENDITURES	**$ 47,910,703**	**$ 39,216,158**	**$ 8,694,544**

A. OPEN SPACE/ENVIRONMENT

1. Conserve open space and protect the remaining environmentally sensitive areas in the Staunton-Augusta-Waynesboro region before they are faced with development pressures.

a. Encourage developers to designate open space and environmentally sensitive areas first and then design developments around those elements.

b. Encourage and/or provide incentives for useable open space to be included in all existing and new developments.

c. Encourage appropriate use of agricultural-forestal districts.

d. Support efforts to preserve Betsy Bell and Mary Grey mountains. Enhance use of the public area at Betsy Bell and look into the feasibility of conservation easements for both Betsy Bell and Mary Grey.

e. Limit water and sewer access in areas slated for preservation and open space.

f. Support development of greenways in the City (especially along streams and creeks).

g. Work with organizations, agencies, and neighboring localities within the Staunton- Augusta-Waynesboro Region to:

i. Develop a regional inventory of environmentally sensitive areas which includes recovery or mitigation of environmentally sensitive areas already affected by development.

ii. Promote strong land conservation and direct development towards existing developed or designated growth areas through creation of compatible ordinances within the region.

iii. Continue efforts to address stormwater management.

iv. Begin planning for conservation of viewsheds and open space along both sides of Rt. 262.

v. Promote practices that preserve Lewis Creek as a natural asset to the region.

h. Discourage further development in the floodplains.

i. Follow the suggestions and implement the recommendations of the Central Shenandoah Valley's Regional All Hazards Mitigation Plan, paying particular attention to those elements directly related to Staunton.

j. Protect and enhance streams and creeks in and around the City, including Lewis Creek, Asylum Creek, Gum Springs Branch, and Poague Run. Activities may include:

   i. Monitor and improve the water quality. Utilize both public sector and volunteer resources.

   ii. Organize volunteer litter clean-ups and encourage participation in the "Adopt- a-Stream" program.

   iii. Educate public officials and the citizenry as to the roles that streams and creeks have played in the historical and economic development of the City and surrounding area. Examine ways to embrace them as economic and physical assets.

   iv. Pursue potential development of nature observation stations along the stream and creek corridors.

   v. Undertake riparian restoration where needed. Also encourage landowners to take advantage of cost-share programs for native tree and shrubs plantings along stream and creek corridors running through private lands.

   vi. Work with Lewis Creek Watershed Advisory Committee to develop a citywide watershed recognizability program. Such as a standard "guard rail" at all stream crossings to draw residents attention to the presence of the streams passing below the road.

k. Identify environmentally sensitive areas and assets for Staunton and develop plans for protecting these areas.

l. Encourage identification and remediation of environmentally compromised areas of the City.

2. Encourage sustainability and conservation practices.

a. Promote and support energy conservation.

b. Seek alternative energy sources for buildings such as geothermal, green roofs, and water turbines.

B. COMMUNITY CHARACTER

1. Enhance the physical attractiveness of the City through a broad program addressing lighting, signage, and litter control; tree plantings and landscaping; and architecturally appropriate design standards for buildings or structures fronting corridors and thoroughfares.

a. Support enhancement and priority implementation of the City's Master Landscaping Plan - especially along entrance corridors and the pedestrian network.

b. Support increased landscaping of school grounds.

c. Develop a homeowner landscaping and stormwater management education program to demonstrate the potential for beautification of neighborhoods, as well as environmental and financial advantages of landscaping. Along with education, provide planning assistance, design advice, and incentives for property owners' landscaping improvements.

d. Work aggressively to prevent and control litter, through an extensive public education campaign demonstrating the environmental, health, and financial costs to taxpayers caused by littering.

e. Seek ways to control light pollution. Examples may include, but are not limited to:

   i. Developing education and incentive programs that highlight the environmental, health, and financial benefits of controlling light pollution and encourage appropriate light design and fixtures.

   ii. Conducting an assessment of all City-owned facilities, schools, parks, and sports facilities to develop a plan for shielding and/or retro-fitting inappropriate lighting fixtures in order to reduce light trespass, up-lighting, and glare. Promote more energy efficient light sources. Begin shielding city street drop lighting fixtures until they can be retro-fitted with appropriate fixtures.

   iii. Restricting light trespass from commercial and non-residential establishments onto residential properties. Encourage the shielding of commercial drop lighting until lighting can be retro-fitted with appropriate fixtures.

   iv. Working with Dominion Virginia Power to supply more efficient, shielded dusk-to-dawn security lights for their customers.

   v. Requiring appropriate lighting fixtures for all newly developed, redeveloped, or renovated commercial and public facilities. Working with lighting suppliers, contractors, and architects to use more energy efficient and appropriately designed lighting fixtures for their customers.

f. Seek ways to control excessive pigeon, vulture, vermin, and deer populations.

g. Continue to support, implement, and maintain an entryways and corridors overlay zone.

2. Preserve and capitalize on the City's rich historic and architectural character.

a. Continue support for and cooperative efforts with the Historic Staunton Foundation.

b. Continue City's emphasis on historic preservation and compliance with the historic preservation ordinance.

c. Educate the public on the long-term importance (quality of life, financial, etc.) of maintaining historic standards, despite the added levels of review and requirements.

d. Assess performance, strengths, and weaknesses of the current historic districts ordinance. Identify opportunities for improvements in achieving desired goals in the most effective manner with the least burden for property owners and developers.

e. Look to areas beyond the boundaries of the current historic districts for opportunities to add to the districts or to create new districts.

f. The City, working with neighborhoods and the Historic Staunton Foundation, should identify properties throughout the City of historic or architectural significance - especially those along entrance corridors, thoroughfares, and in transitional neighborhoods.

g. Support historic preservation and tourism efforts in the City's historic districts. The five historic districts are the Beverley Historic District, the Wharf Historic District, the Stuart Addition Historic District, the Gospel Hill Historic District, and the Newtown Historic District.

h. Support research into the historic structures in the traditional black community of the Johnson Street Area and possible eligibility as a historic district.

i. Study potential for a Valley Museum of African-American History to be located at the Booker T. Washington Community Center.

j. Develop a revolving loan fund (publicly funded, privately funded by the community, or a public-private partnership) to purchase, rehabilitate, and/or resell historic properties whose owners are unwilling or unable to properly maintain the properties.

k. Take steps to preserve the architectural character of older neighborhoods that may not be included under the "historical" category, but are equally important to the look and feel of the city, especially pre- and post-WWII neighborhoods.

l. When developed, redeveloped, or renovated, require commercial and retail structures that adjoin residential areas to utilize architectural facades and site features that are consistent with and/or complementary to the surrounding neighborhood(s).

C. PLANNING

1. Encourage appropriate new development that is well-planned, compatible, and contributes to the resource base of the City.

a. Promote the development of Planned Unit Developments and Planned Business Developments with mixed uses, higher densities, more compact designs, usable open space, and protection of viewsheds and environmental features.

b. Provide incentives for infill development.

c. Require utilities in all new developments to be underground rather than overhead, where appropriate.

d. Promote return of front porches and useable front yards. Examples may include, but are not limited to:

   i. Encourage new residential parking structures and garages to be located to the side or rear of the home.

   ii. Limit the number of houses in subdivisions with garages that protrude beyond the front building line.

   iii. Encourage driveways and parking areas for single-family residential dwellings to terminate on the side or at the rear of houses, not in front (except on-street parking, where applicable).

e. Educate the public, development community, local officials and staff on the principles and advantages of smart/good development (environmental, health, and financial) and of density and compact building options when properly planned in concert with public and private entities.

f. Re-evaluate land use and zoning at Richmond Road and Frontier Drive extended to incorporate a mix of commercial, retail and light industrial uses.

g. Work with the Frontier Culture Museum to encourage that the DeJarnette Property is developed in a manner compatible with Staunton's overall goals and objectives (i.e., architecturally appropriate designs and uses that complement the downtown efforts).

h. Work with Augusta County to jointly plan the land uses along the Rt. 262 Loop, so that they are consistent with the goals and objectives of both localities; to minimize sprawl; to maintain limited access; and to ensure that residential areas adjoining the Loop do not become over-commercialized.

i. Develop appropriate neighborhood-commercial service zones at the planned Springhill fly-over and at the Morris Mill Road interchange.

j. Examine potential planned business uses for properties to the south and north of Rt. 250 West, where they meet Rt. 262.

k. Work with the Virginia Department of Transportation to determine the appropriate location of additional access off Rt. 262.

l. Develop a master plan for properties adjoining Rt. 262 both between I-81 and Rt.11 and between Rt. 11 and Springhill Road, including street access, utilities extensions, and appropriate land uses.

m. Coordinate planning on corridors with efforts to promote quality of life and architectural character.

2. Develop compatible mixed uses as the norm, rather than the exception.

a. Use zoning tools, design guidelines, and neighborhood and stakeholder input to encourage a balanced mix of uses within neighborhoods, especially transition areas.

b. Encourage appropriate at-home businesses in residential areas and small business owners "living where you work" in commercial and transitional mixed-use zones.

c. Encourage residential use of upper floors in downtown and in commercial areas that adjoin neighborhoods.

D. NEIGHBORHOODS AND HOUSING

1. Create walkable neighborhoods with emphasis on pedestrian safety and reducing the need for short vehicle trips by residents of high density neighborhoods adjoining major destinations such as the parks, schools, downtown, library, and neighborhood commercial areas.

a. Make restoration and development of a quality pedestrian network a key priority for capital project funding and implementation. Also, initiate an extensive maintenance and enhancement program for existing sidewalks (including repair, landscaping, weed control, street trees, planting strips, and appropriate lighting) and encourage the City to include sidewalk improvements as part of the annual Public Works budget.

b. Require appropriately landscaped and sized sidewalks within all new developments or major redevelopments with established design, performance, and maintenance standards for sidewalks based on area density and proximity to primary pedestrian destinations.

c. Create a Pedestrian Access Plan and expand the City's Sidewalk Plan;

i. Map the current location of all existing sidewalks and identify widths, conditions, maintenance needs, and access to destinations.

ii. Create an implementation schedule for the development of an interconnected pedestrian network.

iii. Encourage other types of access beyond pedestrian access.

iv. Improve the continuity of sidewalks, pedestrian, and other forms of access throughout the City to improve the transition through neighborhoods and other parts of the City.

d. Include "walkability" as a primary design criteria for all new public and private development and redevelopment projects.

e. Begin a program to make existing, high-density neighborhoods that surround primary destinations more "pedestrian friendly" and make the destinations more accessible to residents of those neighborhoods.

f. Maximize the safety of students utilizing the school "walk-zone" and encourage and enable walking to school through such programs as “Safe Routes To School”.

g. Complete the pedestrian corridor on Churchville Avenue to connect Downtown to Gypsy Hill Park.

h. Pursue public safety efforts that ensure neighborhood streets along the pedestrian network are as safe as possible from high speed traffic and crime.

i. New developments should be integrated into the surrounding neighborhood by requiring the connection of new roads to existing roads of the adjoining neighborhood if at all possible. Avoid cul-de-sacs & isolated neighborhoods if at all possible.

j. Promote a mix of apartment houses, townhouses, duplexes with shops, small parks, offices, etc.

2. Ensure that Staunton's housing stock is an adequate mix to support the citizenry and the City's tax base.

a. Work with agencies and the development community to identify ways to best maintain ample housing choices and affordability without concentrating lowest and highest income levels in one area.

b. Limit the further breaking up of existing single family homes into multi-unit structures, while also promoting the development and use of accessory dwelling units (such as separate entrance basements, attics, over garages) where the owner lives on premises in the primary dwelling unit.

c. Encourage and facilitate development of apartments, condominiums, and townhouses for upper floors of downtown commercial buildings.

d. Develop a city-wide housing plan that addresses housing issues at all levels, including affordable housing, blighted areas, historic restoration, and housing for the elderly.

e. Encourage the City and the Redevelopment and Housing Authority to take a more active role in addressing housing needs throughout the city.

f. Seek ways to encourage potential homebuilders to choose established neighborhoods for appropriate infill projects where infrastructure and services already exist.

g. Work with real estate agents and other groups to promote the attraction and distinctiveness of living in older neighborhoods.

E. REHABILITATION AND RE-USE

1. Promote the conservation and reuse of existing infrastructure and buildings.

a. Provide tools and incentives for private rehabilitation of all older structures, not just those in historical or blighted neighborhoods (e.g., grants, low interest loans, planning and design, environmental hazard abatement advice and assistance, rehab strategy, tax abatement).

b. Review the Rehab Abatement Program to see how it could be revised to allow for less extensive rehabilitation (than is currently required) for the homeowner to benefit.

c. Educate the public on how to economically and safely address potential environmental hazards (lead paint, asbestos, and mold).

d. Develop a revolving loan fund (publicly funded, privately funded by the community, or a public-private partnership) to rehabilitate and/or redevelop properties that do not fit the criteria for the Block-By-Block or Habitat For Humanity programs.

e. Work with faith-based and community organizations to provide for general upkeep of homes where residents are physically or financially unable to maintain the property.

f. Maintain a prioritized inventory of potential projects that organizations or volunteers could perform for the benefit of a neighborhood or the City in general.

g. Continue to apply for funding from state, federal, private, and non-profit programs for neighborhood improvements throughout the City.

h. Emphasize proactive maintenance of existing structures and properties.

2. Revitalize blighted and vacant properties.

a. Continue support for and expansion of rehabilitation programs.
For example:

1. Block By Block
2. Habitat For Humanity

b. Inventory vacant properties and buildings throughout the City and identify potential uses that could or would be viable with appropriate zoning changes.

c. Encourage the City Treasurer to aggressively pursue the auction of tax delinquent or abandoned properties.
d. Seek ways to address the issue of absentee landlords in blighted areas and aggressively encourage or require maintenance and upgrades of deteriorating properties.

e. Develop a community partnership between public safety officials and residents to address issues of crime (particularly, drug dealing) in blighted neighborhood areas.

3. **Redevelop older, high density areas where utilities and infrastructure already exist.**

a. Make neighborhood revitalization a high priority of the City.

b. Develop plans and programs for retro-fitting existing single-use developments into walkable, mixed-use viable neighborhoods.

c. Examine lot size, setback, and parking requirements for opportunities to improve flexibility in older neighborhoods and redevelopment areas.

d. Encourage compatible, in-fill development on vacant lots.

e. Encourage continued redevelopment of commercial brownfields areas.

f. Develop a prioritized list of potential redevelopment opportunities. Provide planning and design assistance for potential investors and developers, as well as opportunities for public-private partnerships.

g. Encourage compatible local businesses to locate within residential neighborhoods.

h. Support efforts to improve and revitalize the business strip along West Beverley Street from Lewis Street to the intersection of West Beverley Street and Frederick Street at Thornrose Cemetery (Including mixed uses, where appropriate, on West Beverley from Jefferson to Thornrose).

i. Support continued revitalization and redevelopment of the Johnson Street area.

j. Support efforts to improve and revitalize the Central Avenue business corridor bounded by Lewis Street, Churchville Avenue, Augusta Street, and Frederick Street.

k. Support efforts to improve and revitalize the business strip along West Beverley Street from Thornrose Cemetery to the city limits.

l. Encourage appropriate reuse of the large vacant structures throughout the City such as the Staunton Manor property on Rt. 250 west.

F. TRANSPORTATION AND PARKING

1. Reduce the emphasis of parking quantity and increase the importance of parking design and use.

a. Scale commercial parking requirements to typical use, rather than capacity use, by lowering the minimum level of parking required and limiting the total amount of hard surface parking permitted.

b. Reduce parking requirements by allowing and promoting shared parking and dual use - especially for redevelopment, transitional areas, and planned mixed-use development.

c. Require landscaping and a safe, user-friendly pedestrian network with designated walkways and crossings within commercial and public parking areas.

d. Maintain incentives for retro-fitting excess hard surface commercial parking areas to landscaped areas.

e. Where appropriate, move parking to side and rear of commercial and public buildings rather than the front.

f. Examine ways to ensure maximum utilization of downtown parking garages and public lots.

g. Consider extending local parking zones for neighborhoods adjoining Downtown. Minimize the cost and inconvenience of obtaining and using residential passes.

h. Consider additional parking garages in the City.

2. Provide for a variety of transportation options and designs that balance pedestrian, bicycle, auto, and public transportation within the City and among key destinations.

a. Develop alternative approaches to street designs in order to ensure that the roads and intersections are scaled to the neighborhoods.

b. Evaluate each new VDOT project from the standpoint of sidewalks, pedestrian safety, bicycle access, and the impact on existing neighborhoods before final design.

c. Install traffic calming devices for heavily traveled thoroughfare streets that go through neighborhoods (example: Donaghe Street, Springhill Road, Grubert Avenue, Stuart Street, North Augusta) and streets going through school "walk-zones."

d. Develop safe, designated street crossings and ingress/egress points so that pedestrians from adjoining high-density neighborhoods can walk to and from primary destinations (parks, schools, library, downtown, neighborhood commercial areas, etc.) without the need for short vehicle trips.

e. Re-examine traffic routing patterns for opportunities in which through traffic might be dispersed or re-routed, rather than being concentrated through older, established neighborhoods.

f. Maintain ways to provide tourists with easier access from Interstates 81 and 64 to downtown and traffic routing in and around the downtown area to ensure the best possible viewsheds for those entering the City's core.

g. Collaborate with employers and neighboring localities to promote ride-sharing and at- home work options.

h. Develop the Montgomery Avenue Connector Road.

i. Maintain strong opposition to the Virginia Department of Transportation's proposed plan for a Service/Access Road Exit off I-81for Staunton.

j. Extend trolley routes and provide better information on schedules.

k. Continue to make Staunton more bike-friendly by adding more bike racks, especially at trolley stops, creating more bike lanes especially as streets are built or widened, linking greenways with bike trails and paths, and reorienting sewer grates to make it easier for bikes to ride across.

l. Pursue safe pedestrian networks in and between all neighborhoods.

G. PUBLIC SERVICE AND GOVERNMENT

1. Ensure quality and effective public services that meet the needs of residents and businesses while being proportionate to the City's economic base and resources.

a. **Recreation:**

i. Provide appropriate facilities and programs to adequately meet the recreational needs of the general community.

ii. Continue to support and provide facilities for active and passive recreation activities that provide opportunities for social interaction, including soccer, baseball, softball, football, basketball, swimming, skateboarding, rollerblading, crafts, knitting, and birdwatching.

iii. Work with the local YMCA and similar organizations to provide joint programs and to supplement each other's offerings.

iv. Maintain a wide variety of recreation programs for seniors.

v. Continue to support the network of parks; small and large.

b. **Public Safety:**

i. Closely monitor personnel and equipment needs of the public safety departments (police, fire, rescue) to ensure that an optimum level of public safety and protection is maintained for Staunton's citizens, homes, and businesses.

ii. Continue and promote public safety education and prevention programs for police, fire, and rescue services in schools, neighborhoods, and other settings.

iii. Develop a volunteer "Crime Watch" program for parks, public areas, and along the pedestrian network leading to and from destinations.

iv. Develop a "Fire Watch" program for any areas of the city that border forested lands and have high potential for wildfires.

v. Continue support for "closest to call" joint response agreement with Augusta County Fire Department.

vi. Ensure that the City is prepared in the event of a natural disaster or terrorism here or in neighboring regions where it could significantly affect the City or its residents.

c. **Schools:**

i. Support efforts to maintain a quality school system, but recognize the constraints of the City's entire budget.

ii. Encourage the continued renovation and upgrade of existing, neighborhood-based schools.

iii. Encourage more utilization of schools as neighborhood focal points and gathering centers for after hours and community activities when schools are not in session.

iv. Study potential for utilizing school grounds and playgrounds as neighborhood "miniparks" on weekends and during summers when schools are out of session.

v. Continue to capitalize on the excellent schools, colleges, and universities in the region to assist with the implementation of planning objectives. Utilize student interns and classes to conduct research; and seek input from professors and students in developing innovative options and in evaluating alternative approaches.

d. **Library:**

i. Support continued maintenance/enhancement of the Library facilities and encourage family-friendly programs and services.

e. **Social Services:**

i. Ensure that Staunton only has responsibility for a proportionate number of social service clients for its size and capabilities.

f. **Utilities and Infrastructure:**

i. Discourage extension of water and sewer utilities into areas where they might promote the development of identified environmentally critical areas.

ii. Continue to fund and seek funding for critical stormwater control facilities and flood mitigation activities.

iii. Continue to require sidewalks and curb and guttering for all new developments and major renovations, but allow for flexibility in design, so long as the edge of the street is maintained and stormwater is controlled.

iv. Make the City of Staunton a model of energy efficiency and renewable energy utilization. Encourage green initiatives and integrate emerging technologies.

2. Ensure that the regulatory and approval processes make it easier and more profitable to attract and maintain the type of development the community desires.

a. Work with stakeholders (including developers, contractors, investors, real estate agents, architects, land surveyors, and bankers) to evaluate the regulatory and approval processes.

b. Develop zoning regulations and design goals in a graphical / pictorial format.

H. ECONOMIC DEVELOPMENT/TOURISM

1. Continue development of a vibrant and active downtown area with enhanced business and residential opportunities.

a. Continue to support the Staunton Downtown Development Association and the downtown revitalization efforts.

b. Support efforts of Staunton Cultural Development Alliance, American Shakespeare Center, Woodrow Wilson Presidential Library, R.R. Smith Center for History and Art, Staunton Performing Arts Center, Frontier Culture Museum, and others to expand arts and cultural opportunities for Staunton's residents and visitors.

c. Encourage development and redevelopment that stimulates increased pedestrian activity in the downtown and adjoining transitional areas.

d. Promote outdoor dining, outdoor sales by downtown businesses, festivals, community gatherings, and other activities that encourage pedestrian activity and increase social interaction in the downtown area.

e. Pursue the establishment of more "basic services" businesses such as a grocery store, laundry, and pharmacy for residents of downtown and adjoining neighborhoods.

f. Pursue the establishment of more downtown businesses that cater to children and families.

g. Continue to educate commercial owners and potential business operators on the benefits available within enterprise zones.

h. Continue to work with the County of Augusta to pursue alternatives to maintain the Augusta County Court facilities in Downtown Staunton.

2. Aggressively pursue an economic development program that strengthens and broadens the City's economic base, with an emphasis on living wage opportunities desirable to the local citizenry.

a. Support the goals of the City's Economic Development Plan, including:

i. Short Term Priorities:
   - Destination retail
   - Tourism
   - White collar service businesses
   - Manufacturing (for industrial parks)

ii. Long Term Priorities:
   - Workforce skill development
   - Development of higher paying jobs
   - Small business development

b. Promote and fill the Green Hills Industrial Park and the Staunton Gateway.

c. Work cooperatively with Augusta County and Waynesboro to achieve joint economic development goals.

d. Continue to endorse the Central Shenandoah Valley's Regional Strategic Initiatives.

e. Actively participate in the Shenandoah Valley Partnership, the Shenandoah Valley Technology Council, the Shenandoah Valley Workforce Investment Board, the Central Shenandoah Planning District Commission, and similar organizations that promote the economic health and well-being of Central Shenandoah Valley residents and businesses.

f. Support the efforts of the Staunton Convention and Visitors Bureau, American Shakespeare Center, Woodrow Wilson Presidential Library, R. R. Smith Center for History and Art, Staunton Performing Arts Center, Frontier Culture Museum, and others to make Staunton and the surrounding area a tourism destination.

g. Pursue development of key special projects including the Globe Theater, and the Staunton Performing Arts Center.

h. Work cooperatively with Augusta County and Waynesboro, as well as the Shenandoah Valley Travel Association to achieve joint tourism goals.

i. Support an agricultural processing plant in the area to give farmers a way to market and process farm products locally.

j. Encourage medical and educational uses in the downtown area.

k. Maintain support for a "green business" incubator located in Staunton.

3. Encourage a demographically diverse and growing population.

a. Recruit a mix of young professionals, families, and recent retirees to Staunton.

b. Develop incentives for young adults to return to the city after completing college or after starting a family.

c. Capitalize on the financial resources and life experiences that new retirees bring to the City.

d. Ensure adequate facilities and programs are available to support the City's older citizens.

e. Empower Staunton's older citizens to remain active in the community. Encourage volunteerism, promote the hiring of seniors, and foster an Advisors Guild or Mentor Program in which retired persons share their knowledge and talents with young people.

4. Actively encourage public and stakeholder participation and input for land use and development decisions.

a. Promote and help groups like Community Involvement and Awareness, Rebuilding Augusta, Habitat for Humanity, as well as faith-based, civic, and service organizations to play key roles in neighborhood improvement and revitalization efforts - especially in older, established neighborhoods. Strongly encourage development of neighborhood and commercial associations, such as the Newtown Neighborhood Association and the Newtown Center Business Guild.

b. Assist neighborhood groups in conducting "neighborhood visioning" exercises to design specific goals for neighborhoods and to identify area needs and desires.

c. Bring the development community (including developers, investors, contractors, architects, real estate agents, bankers, and business owners), as well as other key stakeholders, into the neighborhood visioning processes for a private sector perspective on how neighborhoods might be developed, redeveloped, or rehabilitated.

d. Hold joint meetings at least annually, or more often as needed, between Staunton, Augusta County, and Waynesboro Planning Commissions to identify regional solutions to common issues and objectives.

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2017- 2018

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COSTS
PUBLIC SAFETY						
FIRE DEPARTMENT	* *	GF 2018 & CIP FUNDS	Fire Truck Replacement Reserve - $150,000 GF Budget, and $50,000 CIP Funds (Radio Project Balance 39044210-58479)	$ 200,000	Public Service and Government (Sec. G.1.b.i)	Annual Preventive Maintenance
FIRE DEPARTMENT	*	CIP FUNDS	Phase I. Architectural study services for the renovation / expansion of Station 1- use Fire Station Roof Project funds already appropriated -CIP account (39044210-58479)	$ 20,000	Public Service and Government (Sec. G.1.b.i)	Annual Preventive Maintenance
PUBLIC WORKS						
PUBLIC WORKS - STREET PROJECTS						
URBAN STREET PROGRAM	*	GF 2018	VDOT Street Construction Projects -City Match Funds	$ 50,000	Transportation and Parking (Sec. F.2.a and F.2.b)	N/A
BRICK SIDEWALKS	*	GF 2018	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
NEW SIDEWALKS	*	GF 2018	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	BA 2017	Annual funding source for acquisition of major equipment for General Fund Streets Division > $100,000	$ 100,000	NA	Annual Preventive Maintenance
CENTRAL AVENUE PROJECT	*	VDOT- TAP GRANT	Central Avenue Streetscape - Install brick sidewalks, ornamental lighting, crosswalks, and underground utilities in this area as the next phase of streetscape improvements. A Federal Grant of $1,022,826 has been awarded to the City for this project. Additional City funds of $190,004, plus an additional $100,000 added FY2016-2017. TOTAL = $1,312,830. **PROJECT UPDATE: OCTOBER 27, 2016 -COST ESTIMATE = $1,712,830- VDOT TAP Grant was awarded for the balance of funding-$480,295.**	$ 480,295	Rehabilitation and Reuse (Sec. E.3.h)	Annual Maintenance
STAUNTON CROSSING ROAD EXTENSION	*	VDOT- SYIP AND SMARTSCALE GRANT PROJECT	Extend Crossing Way through the Staunton Crossing development site and connect to Valley Center Drive. Project elements include 3,960 LF of street with a roundabout, a 100 space Park and Ride Facility and Transit Stop, electric car charging station, bus shelter, and a shared use path. Funding from $1.9 million excess Staunton Six Year Improvement Plan (SYIP) funds and a Proposed $6,865,000 VDOT Smartscale Grant-	$ 8,765,000	Economic Development/ Tourism (Sec. H.2.b)	Annual Maintenance
RT 262/ COMMERCE ROAD INTERSECTION IMPROVEMENTS	*	CIP FUNDS	Improve left turn lane by removing median barrier to eliminate truck traffic stacking at intersection -CIP account (39044130-58456)	$ 50,000	Transportation and Parking (Sec. F.2.b)	Annual Maintenance
PUBLIC WORKS- BUILDINGS						
PUBLIC WORKS BUILDING FUND	*	BA 2017	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual Preventive Maintenance
RECREATION						
GREENWAYS PROJECT	*	BA 2017	Paved bike and pedestrian paths, landscaping, purchase of properties and easements to implement first phase of the Staunton Greenways Plan	$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.i)	Annual Maintenance

CITY OF STAUNTON
CAPITAL INVESTMENT PROGRAM
GENERAL FUND
FY2017- 2018

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	COST	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COSTS
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2018	Annual Share of BRCC Capital Building Fund	$ 41,050	NA	N/A to City
TRANSFER TO DEBT SERVICE FUND						
LEE HIGH SCHOOL	*	BA 2017	Transfer to the Debt Service Fund for the Lee High School project	$ 750,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2018 CIP PLAN				**$ 10,856,345**		

FUNDING SOURCES:		
GF 2018	**General Fund Budget Transfer - FY2018 Budget**	**$ 441,050**
VDOT GRANT	**VDOT TAP Grant**	**$ 480,295**
VDOT GRANT	**VDOT Excess Project Funds and a Smartscale Grant**	**$ 8,765,000**
CIP FUND	**Balance of Appropriated CIP Funds (39044210-58479 / 39033210-58473 / 39044130-58456)**	**$ 120,000**
BA 2017	**FY2017 Budget Amendment from FY2016 End of Year Balance- Transfer to CIP Fund**	**$ 1,050,000**
	TOTAL FUNDING SOURCES	**$ 10,856,345**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2018 - 2019

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COSTS
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2019	Fire Truck Replacement Reserve	$ 200,000	Public Service and Government (Sec. G.1.b.i)	Annual Preventive Mainteance
PUBLIC WORKS						
PUBLIC WORKS - STREET PROJECTS						
URBAN STREET PROGRAM	*	GF 2019	VDOT Street Construction Projects -City Match Funds	$ 50,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2019	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	$ 150,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
BRICK SIDEWALKS	*	GF 2019	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
NEW SIDEWALKS	*	GF 2019	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2019	Annual funding source for acquisition of major equipment for General Fund Streets Department > $100,000	$ 100,000	NA	Annual Preventive Maintenance
PUBLIC WORKS- BUILDINGS						
PUBLIC WORKS BUILDING FUND	*	GF 2019	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual Preventive Maintenance
RECREATION						
GREENWAYS PROJECT	*	BA 2018	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual Maintenance
FOOTBALL STADIUM	*	BA 2018	Improvements to the football stadium to provide ADA handicap access	$ 100,000	Public Service and Government (Sec. G.1.a.i)	Annual Maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2019	Annual Share of BRCC Capital Building Fund	$ 41,050	NA	N/A to City
TOTAL FY2019 CIP PLAN				**$ 1,041,050**		

FUNDING SOURCES:		
GF 2019	**General Fund Budget Transfer - FY2019 Budget**	**$ 691,050**
BA 2018	**FY2018 Budget Amendment from FY2017 Prior Year Fund Balance-Transfer to CIP Fund**	**$ 350,000**
	TOTAL FUNDING SOURCES	**$ 1,041,050**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2019 - 2020

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COST
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2020 / BA 2019	Fire Truck Replacement Reserve	$ 250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2020	VDOT Urban Street Construction Projects -City Match Funds	$ 50,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual maintenance
STREETS	*	GF 2020	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
RICHMOND AVENUE- STATLER BOULEVARD INTERSECTION		VDOT SMARTSCALE PROJECT	Improvements for traffic congestion and pedestrian safety. Improvements include the addition of a second southbound left turn lane from Statler Boulevard onto Richmond Avenue by converting the southbound through lane to a through-left combination. Also includes median modifications on Richmond Avenue to include reconstruction of median on Richmond Avenue to accommodate the dual left turn movement from Statler Boulevard.	$ 579,000	Public Service and Government (Sec. F.2.a, F.2.b)	Annual maintenance
BRICK SIDEWALKS	*	GF 2020	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2020	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2020	Annual funding source for acquisition of major equipment for General Fund Streets Department > $100,000	$ 100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2020	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual preventive maintenance
ECONOMIC DEVELOPMENT						
STAUNTON CROSSING- DEMOLITION OF BUILDINGS	*	BA 2019 / PROPOSED GRANT	Staunton Crossing development- demolition of old WSH buildings. Move to FY2019/2020 from FY2018. Funding proposed in FY2019 Budget Amendment and a proposed $500,000 grant from the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant. City Council approved the grant application October 25, 2018.	$ 2,500,000	Economic Development/Tourism (Sec. H.2.b)	Annual maintenance of fields and lawn
RECREATION						
GREENWAYS PROJECT	*	BA 2019	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual maintenance
GYPSY HILL PARK	*	BA 2019	Replace two bathrooms at west end of park	$ 350,000	Public Service and Government (Sec G.1.a.i)	Annual preventive maintenance

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2019 - 2020

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	COST	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COST
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2020	Annual Share of BRCC Capital Building Fund	$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	BA 2019	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, Technology	$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2020 CIP PLAN				**$ 4,620,050**		

FUNDING SOURCES:		
GF 2020	**General Fund Budget Transfer - FY2020 Budget**	**$ 841,050**
VDOT GRANT	**VDOT SmartScale Grant Project - Richmond Road/Statler Boulevard**	**$ 579,000**
BROWNFIELDS GRANT	**Proposed Virginia Economic Development Partnership Brownfields Grant**	**$ 500,000**
BA 2019	**Proposed FY2019 Budget Amendment from FY2018 Year Fund Balance-Transfer to CIP Fund**	**$ 2,700,000**
TOTAL FUNDING SOURCES		**$ 4,620,050**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2020- 2021

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE COSTS
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2021	Fire Truck Replacement Reserve	$ 250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
POLICE DEPARTMENT RADIOS	*	BA2020	Replace police department radio equipment	$ 500,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2021	VDOT Urban Street Construction Projects -City Match Funds	$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2021	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
STREETS	*	GF 2021	Adaptive traffic control system for Downtown Corridors	$ 115,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
STREETS- STATLER/COALTER ADA COMPLIANT SIGNALS/ CROSSWALK	*	GF 2021 STREET MNTCE FUNDS	Upgrade existing traffic signal at Statler / Coalter Streets to add handicap crosswalks and pedestrian signals- MOVED FROM FY2018 UPDATED COST TO $80,000 from $60,000	$ 80,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
BRICK SIDEWALKS	*	GF 2021	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2021	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2021	Annual funding source for acquisition of major equipment for General Fund Streets Department > $100,000	$ 100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2021	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual preventive maintenance
BESSIE WELLER ELEM SCHOOL	*	VDOT GRANT / LOCAL MATCH	Phase 2. Bessie Weller Elementary School - Safe Routes to Schools Infrastructure Grant Match. Project to include road and entrance improvements for safety to reduce traffic congestion, traffic separation of school buses and parent transportation vehicles, and expansion of the parking lot for staff, visitors, parent/school events. Proposed VDOT Grant = $800,000 and City match funds = $200,000. MOVE PROJECT TO FY2021 FROM FY2020	$ 1,000,000	Transportation and Parking (Sec. F.2.a, F.2.b and F.2.d)	Annual maintenance
POLICE DEPARTMENT BUILDING	*	**BONDS**	Purchase a building and re-locate the Police Department to another site- MOVE PROJECT TO FY2021 FROM FY2020	$ 7,000,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance/ Debt payments
FIRE STATION #1	*	**BONDS**	Renovate Station #1 on Central Avenue, interior renovations and install a new roof structure- MOVE PROJECT TO FY2021 FROM FY2020	$ 4,500,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance/ Debt payments
BUILDING MAINTENANCE- GHP PUMPHOUSE	*	BA 2020	Restore old pumphouse in GHP. Renovate bathroom and upgrade building to modern building codes, building is not ADA compliant. MOVE PROJECT TO FY2021 FROM FY2020.	$ 225,000	Public Service and Government (Sec G.1.a.i)	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2020	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance

CITY OF STAUNTON

CAPITAL IMPROVEMENT PLAN

GENERAL FUND

FY2020- 2021

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE COSTS
RECREATION						
GREENWAYS PROJECT	*	BA 2020	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual maintenance
MONTGOMERY HALL PARK	*	BA 2020	Construct a new picnic shelter at the 1st tee on the disc golf course. MOVE PROJECT TO FY2021 FROM FY2020	$ 85,000	Public Service and Government (Sec G.1.a.i and G.1.a.ii))	Annual maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2021	Annual Share of BRCC Capital Building Fund	$ 41,050	N/A	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2021	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 200,000	Public Service and Government (Sec. G.2.c.i and G.1.c.ii)	N/A to City
TOTAL FY2021 CIP PLAN				**$ 14,846,050**		

FUNDING SOURCES:		
GF 2021	**General Fund Budget Transfer - FY2021 Budget**	**$ 1,256,050**
VDOT GRANT	**Proposed VDOT Safe Route to Schools Grant- Bessie Weller Project**	**$ 800,000**
BONDS	**General Obligation Bonds- Police and Fire Buildings**	**$ 11,500,000**
BA 2020	**Proposed FY2020 Budget Amendment from FY2019 Year Fund Balance- Transfer to CIP Fund**	**$ 1,210,000**
STREET MNTC FUNDS	**FY2021 General Fund Budget- Street Maintenance Funds**	**$ 80,000**
	TOTAL FUNDING SOURCES	**$ 14,846,050**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2021- 2022

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
GENERAL GOVERNMENT						
INFORMATION TECHNOLOGY	*	BA 2021	Replace the City and School telephone system	$ 1,000,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2022	Fire Truck Replacement Reserve	$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive
PLANNING & INSPECTION	*	BA 2021	Building Inspection and Plan Review software package. Replace the current software program to provide more capabilities for inspection services and plan review.	$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual license fees
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2022	VDOT Urban Street Construction Projects -City Match Funds	$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual maintenance
STREETS	*	GF 2022	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	GF 2022	Adaptive traffic control system for Churchville Corridor - Augusta to Springhill Road	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2022	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2022	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2022	Annual funding source for acquisition of major road equipment for General Fund Streets Department > $100,000	$ 100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2022	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2021	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
RECREATION						
GREENWAYS PROJECT	*	BA 2021	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2022	Annual Share of BRCC Capital Building Fund	$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2022	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2022 CIP PLAN				**$ 2,641,050**		

FUNDING SOURCES:		
GF 2022	**General Fund Budget Transfer - FY2022 Budget**	**$ 1,341,050**
BA 2021	**Proposed FY2021 Budget Amendment from FY2020 Year Fund Balance- Transfer to CIP Fund**	**$ 1,300,000**
	TOTAL FUNDING SOURCES	**$ 2,641,050**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2022- 2023

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2023	Fire Truck Replacement Reserve	$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2023	VDOT Urban Street Construction Projects -City Match Funds	$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual maintenance
STREETS	*	GF 2023	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	GF 2023	Adaptive traffic control systems for Greenville & Statler and Greenville and Barterbrook Road	$ 140,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2023	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2023	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2023	Annual funding source for acquisition of major equipment for General Fund Streets Department > $100,000	$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2023	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS BUILDING MAINTENANCE	*	BA 2022	Re-locate the Building Maintenance department/shop from the Nelson Street Center to the Public Works building site after the re-location of the Police Department and School storage space is vacated/re-located. MOVED FROM THE UNFUNDED PROJECTS TO FY2023 AND UPDATED COSTS TO $250,000.	$ 250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
RICHMOND AVENUE ROAD DIET AND ROUNDABOUT		VDOT SMARTSCALE PROJECT	Creation of an urban boulevard with a new roundabout to reinforce the transition calm traffic near the Villages into Downtown. Improvements include a reduction of existing travel lanes along portions of Richmond Road and Greenville Avenue. Construction includes several 12' shared use path with 5' grass buffer, sidewalks, and pedestrian signal heads and crosswalks. Project funded by VDOT Smartscale Funding- $2,246,000. Construction to begin FY2026.	$ 2,246,000	Transportation and Parking (Sec F.2.a, F.2.b, F.2.c)	Annual maintenance
ENGLEWOOD DRIVE STREET AND DRAINAGE IMPROVEMENTS	*	VDOT PROJECT- REVENUE SHARING	Install storm drain improvements, addition of curb, gutter and sidewalk, and reconstruction of the pavement system. Project includes area from intersection of Churchville Avenue and Englewood Drive to the intersection of Englewood Drive and Shutterlee Mill Road. City Council adopted a Resolution to support the application to VDOT for a 50% Revenue Sharing grant in September 2015. VDOT Revenue Sharing Grant approved June 15, 2016 - $725,003 -to be used for the storm drain project. Additional VDOT Revenue Sharing Grant Application Proposed to complete this project.	$ 500,000	Public Service and Government (Sec. G.1.f.ii)	Annual maintenance
CITY HALL	*	BA 2022	Re-locate the Information Technology Department and Building Inspection/ Planning Department to the basement level of City Hall after Police Department re-locates to a new Police Department building. MOVED FROM THE UNFUNDED PROJECTS TO FY2023	$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2022	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND
FY2022- 2023

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
RECREATION						
GREENWAYS PROJECT	*	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2023	Annual Share of BRCC Capital Building Fund	$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2023	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2023 CIP PLAN				**$ 4,927,050**		

FUNDING SOURCES:

GF 2023	**General Fund Budget Transfer - FY2023 Budget**	**$ 1,381,050**
VDOT GRANT	**VDOT SmartScale Grant Project- Richmond Road Diet and Roundabout**	**$ 2,246,000**
VDOT GRANT	**Proposed VDOT Revenue Sharing Grant- Englewood Drive Project**	**$ 500,000**
BA 2022	**Proposed FY2022 Budget Amendment from FY2021 Year Fund Balance- Transfer to CIP Fund**	**$ 800,000**
	TOTAL FUNDING SOURCES	**$ 4,927,050**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
GENERAL FUND

Projects Not Scheduled In The Five-Year Plan (NS/NF)

	PROJECT DESCRIPTION	PROJECT ESTIMATE
STREETS - RICHMOND ROAD /STATLER BOULEVARD INTERSECTION/ TURNING LANE IMPROVEMENTS	Richmond Road/Statler Boulevard - Traffic signal modifications/ upgrades to improve traffic congestion and flow. Intersection approaches capacity at peak hours. VDOT Six Year Improvement Program, 50% funding from VDOT, 50% from the City.	$ 623,000
ENGLEWOOD DRIVE STORM DRAIN PHASE IV-B	Installation and improvements for streets Revenue Sharing project -	$ 650,000
SIDEWALK- AUGUSTA STREET- LAMBERT STREET AND BALDWIN DRIVE	New sidewalk construction/ Revenue Sharing Project	$ 1,026,000
SIDEWALK- MONTGOMERY AVENUE- W. BEVERLEY STREET AND STUART STREET	New sidewalk construction/ Revenue Sharing Project	$ 290,000
SIDEWALK- DONAGHE STREET- CHURCHVILLE AVENUE AND BAYLOR STREET	New sidewalk construction/ Revenue Sharing Project	$ 580,000
SIDEWALK- SPRINGHILL ROAD- CHURCHVILLE AVENUE AND DONAGHE STREET	New sidewalk construction/ Revenue Sharing Project	$ 750,000
SIDEWALK- EDGEWOOD ROAD- NORTH COALTER TO NORTH AUGUSTA	New sidewalk construction/ Revenue Sharing Project	$ 500,000
SIDEWALK- WEST BEVERLEY STREET/GRUBERT INTERSECTION TO MORRIS MILL ROAD	New sidewalk construction/ Revenue Sharing Project	$ 50,000
CENTRAL BUSINESS DISTRICT- ADAPTIVE TRAFFIC CONTROL SYSTEM	Traffic control system for the Central Business District for 14 intersections	$ 1,100,000
LIBRARY	Library renovations to include interior renovations for program space reallocation, modernization of furniture & fixtures, addition of a technology room, and addition of private study room space based on programming and design study completed in December 2014	$ 8,000,000
MIDDLE RIVER REGIONAL JAIL	Expand the Middle River Regional Jail (MRRJ) due to increase in inmate population. Jail facility built in 2006 for 402 beds. Average Daily Population for FY2019 = 1,000 inmates. Expansion expected by FY2021 to hold 400-450 beds. Preliminary expansion plans include building a work release center building and/or expand the original jail facility. Estimated cost = $6,000,000, City share approximately 25% = $1,500,000. Architect/ Engineering study to be completed by October 2019. City share of debt payments and additional operating costs to be paid annually to MRRJ in annual budget. $6.0 million in General Obligation Bonds to be issued by MRRJ.	$ 1,500,000
TOTAL		**$ 15,069,000**

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY2019 - FY2023
SCHOOL CIP FUND 966

FY2019		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS/ MAINTENANCE
1. COMMUNICATION SYSTEM FOR OUTSIDE SECURITY	FY2019	FY2019 BA1	Installation of communication/intercom system/equipment to provide communication to students and staff for safety and security of the building for Bessie Weller, McSwain, Ware, Shelburne, and Dixon school buildings. Funding includes $26,667 from Education Fund, and a School Security Equipment Grant = $98,333. Move project from FY2018 to FY2019.	$ 125,000	Annual maintenance
2. SCHOOL TRANSPORTATION RESERVE	FY2019	FY2019 BUDGET	Annual contribution to the school transportation reserve	$ 50,000	Annual maintenance
3. STAUNTON HIGH SCHOOL	FY2019	FY2018 BA2	Furniture and equipment for the high school	$ 200,000	Annual maintenance
4. STAUNTON HIGH SCHOOL	FY2019	VPSA BONDS	Renovate/re-build the high school to modern standards for instruction space, technology, class size, renovate the existing gym, and add an additional gym	$ 40,000,000	Annual maintenance Annual debt payment
5. SCHOOL FURNITURE/EQUIPMENT	FY2019	FY2018 BA2	Annual funding to purchase/replace school furniture/equipment	$ 50,000	Annual maintenance
6. SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2019	FY2018 BA2	Annual funding to replace school building mechanical systems/ roofs / generators	$ 100,000	Annual preventive maintenance
7. TECHNOLOGY RESERVE	FY2019	FY2018 BA2	Annual funding to replace technology infrastructure/network equipment	$ 50,000	Annual maintenance
8. VEHICLE RESERVE	FY2019	FY2018 BA2	Annual funding to replace maintenance vehicles/grounds equipment	$ 50,000	Annual preventive maintenance
9. CIP SCHOOL CONTINGENCY ACCOUNT	FY2019	FY2019 BA1	Appropriation of prior year Unassigned Fund Balance from the Education Fund for capital projects	$ 1,000,000	N/A
			TOTAL FY2019	**$ 41,625,000**	
FY2020					
10. SCHOOL TRANSPORTATION RESERVE	FY2020	FY2020 BUDGET	Annual contribution to school transportation reserve	$ 50,000	Annual maintenance
11. SCHOOL FURNITURE/EQUIPMENT	FY2020	FY2020 BUDGET	Annual funding to purchase/replace school furniture/equipment	$ 25,000	Annual maintenance
12. SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2020	FY2020 BA2	Annual funding to replace school building mechanical systems/ roofs / generators	$ 100,000	Annual preventive maintenance
13. TECHNOLOGY RESERVE	FY2020	FY2020 BA2	Annual funding to replace technology infrastructure/network equipment	$ 50,000	Annual maintenance
14. VEHICLE RESERVE	FY2020	FY2020 BA2	Annual funding to replace maintenance vehicles/ grounds equipment	$ 50,000	Annual preventive maintenance
15. BESSIE WELLER SCHOOL	FY2020	FY2020 BA2	Additional parking is needed due to increased enrollment- Move Project to FY2020 from FY2019- Project needs to wait on the VDOT SRTS Grant project to be completed.	$ 75,000	Annual maintenance
16. PARKING LOTS /ROADWAYS	FY2020	FY2020 BA2	Repave all school parking lots and roadways. Annual funding $100,000	$ 100,000	Annual maintenance
			TOTAL FY2020	**$ 450,000**	
FY2021					
17. SCHOOL TRANSPORTATION RESERVE	FY2021	FY2021 BUDGET	Annual contribution to school transportation reserve	$ 50,000	Annual maintenance
18. SCHOOL FURNITURE/EQUIPMENT	FY2021	FY2021 BUDGET	Annual funding to purchase/replace school furniture/equipment	$ 50,000	Annual maintenance
19. TECHNOLOGY RESERVE	FY2021	FY2021 BUDGET	Annual funding to replace technology infrastructure/network equipment	$ 50,000	Annual maintenance
20. VEHICLE RESERVE	FY2021	FY2021 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	$ 50,000	Annual preventive maintenance
21. SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2021	FY2021 BA2	Annual funding to replace school building mechanical systems/ roofs / generators	$ 100,000	Annual preventive maintenance
22. A R WARE SCHOOL	FY2021	FY2021 BA2	Additional parking is needed for school events	$ 75,000	Annual maintenance
23. PARKING LOTS /ROADWAYS	FY2021	FY2021 BA2	Repave all school parking lots and roadways. Annual funding $100,000	$ 100,000	Annual maintenance
24. CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2021	FY2021 BA2	Annual funding to provide funds to renovate Dixon Education Center to provide classrooms for specialized career and technical education classrooms for middle school and high school students	$ 250,000	Annual maintenance
			TOTAL FY2021	**$ 725,000**	

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY2019 - FY2023
SCHOOL CIP FUND 966

FY2022		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS / MAINTENANCE
25. SCHOOL TRANSPORTATION RESERVE	FY2022	FY2022 BUDGET	Annual contribution to school transportation reserve	$ 50,000	Annual maintenance
26. SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2022	FY2022 BUDGET	Annual funding to purchase/ replace school furniture/equipment	$ 25,000	Annual maintenance
27. VEHICLE RESERVE	FY2022	FY2022 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	$ 50,000	Annual preventive maintenance
28. SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2022	FY2022 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	$ 100,000	Annual preventive maintenance
29. TECHNOLOGY RESERVE	FY2022	FY2022 BUDGET	Annual funding to replace technology infrastructure / network equipment	$ 50,000	Annual maintenance
30. PARKING LOTS /ROADWAYS	FY2022	FY2022 BA2	Repave all school parking lots and roadways. Annual funding $100,000	$ 100,000	Annual maintenance
31. CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2022	FY2022 BA2	Annual funding to provide funds to renovate Dixon Education Center to provide classrooms for specialized career and technical education classrooms for middle school and high school students	$ 250,000	Annual maintenance
32. STORAGE BUILDING	FY2022	GO BONDS	Purchase land and build a multi-purpose building for surplus equipment/furniture storage, cafeteria food storage for frozen foods and dry food storage, technology workspace and storage, and maintenance shop- MOVE PROJECT FROM FY2019 TO FY2022	$ 2,500,000	Annual preventive maintenance
			TOTAL FY2022	**$ 3,125,000**	
FY2023					
33. SCHOOL TRANSPORTATION RESERVE	FY2023	FY2023 BUDGET	Annual contribution to school transportation reserve	$ 50,000	Annual maintenance
34. SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2023	FY2023 BUDGET	Annual funding to purchase/ replace school furniture/equipment	$ 50,000	Annual maintenance
35. VEHICLE RESERVE	FY2023	FY2023 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	$ 50,000	Annual preventive maintenance
36. SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2023	FY2023 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	$ 100,000	Annual preventive maintenance
37. TECHNOLOGY RESERVE	FY2023	FY2023 BUDGET	Annual funding to replace technology infrastructure / network equipment	$ 50,000	Annual maintenance
38. PARKING LOTS /ROADWAYS	FY2023	FY2023 BA2	Repave all school parking lots and roadways. Annual funding $100,000	$ 100,000	Annual maintenance
39. CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2023	FY2023 BA2	Annual funding to provide funds to renovate Dixon Education Center to provide classrooms for specialized career and technical education classrooms for middle school and high school students	$ 250,000	Annual maintenance
			TOTAL FY2023	**$ 650,000**	

NOT SCHEDULED / NOT FUNDED PROJECTS

40. DIXON EDUCATIONAL CENTER	NS/NF		Renovate and upgrade Dixon Educational Center to modern standards for technology, class size, gym, etc.	$ 15,000,000
41. STAUNTON HIGH SCHOOL	NS/NF		Construct six tennis courts off-site for high school athletics	$ 450,000
42. STAUNTON HIGH SCHOOL	NS/NF		Resurface the high school track	$ 350,000
			TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 15,800,000**
			TOTAL CIP	**$ 62,375,000**

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN
FY2019 - FY2023
SCHOOL CIP FUND 966

FY2018 BA2 = FY2018 BUDGET AMENDMENT # 2-APPROVED MAY 2018
FY2019 BA1 = FY2019 BUDGET AMENDMENT #1- SCHEDULED FOR JANUARY 2019

		FY2019 -FY2023 CIP PLAN	
		FY2019	$ 41,625,000
		FY2020	$ 450,000
		FY2021	$ 725,000
		FY2022	$ 3,125,000
		FY2023	$ 650,000
		Unscheduled Projects	$ 15,800,000
		TOTAL FY2019 - FY2023 + UNSCHEDULED PROJECTS CIP PLAN	**$ 62,375,000**
		SOURCE OF FUNDS- FY2019 CIP PROJECTS	
FY2019	**FY2019 BUDGET**	Transfer from Education Fund for Student Transportation Reserve	$ 50,000
FY2019	**DOE SSE GRANT**	School Security Equipment Grant -Communication Project	$ 98,333
FY2019	**FY2018 BA2**	FY2018 Budget Amendment No. 2 (Appropriation of FY2017 Unassigned Fund Balance)	$ 450,000
FY2019	**VPSA BONDS**	Virginia Public School Authority- $40 million General Obligation Bonds	$ 40,000,000
FY2019	**FY2019 BA1**	FY2019 Budget Amendment No. 1 (Appropriation of FY2018 Unassigned Fund Balance)	$ 1,026,667
		TOTAL FY2019	**$ 41,625,000**
		SOURCE OF FUNDS- FY2020 CIP PROJECTS	
FY2020	**FY2020 BUDGET**	Transfer from Education Fund for Student Transportation Reserve	$ 50,000
FY2020	**FY2020 BA2**	FY2020 Budget Amendment No. 2 (Appropriation of FY2019 Unassigned Fund Balance)	$ 400,000
		TOTAL FY2020	**$ 450,000**
		SOURCE OF FUNDS- FY2021 CIP PROJECTS	
FY2021	**FY2021 BUDGET**	Transfer from Education Fund	$ 200,000
FY2021	**FY2021 BA2**	FY2021 Budget Amendment No. 2 (Appropriation of FY2020 Unassigned Fund Balance)	$ 525,000
		TOTAL FY2021	**$ 725,000**
		SOURCE OF FUNDS- FY2022 CIP PROJECTS	
FY2022	**FY2022 BUDGET**	Transfer from Education Fund	$ 275,000
FY2022	**FY2022 BA2**	FY2022 Budget Amendment No. 2 (Appropriation of FY2021 Unassigned Fund Balance)	$ 350,000
FY2022	**GO BONDS**	General Obligation Bonds	$ 2,500,000
		TOTAL FY2022	**$ 3,125,000**
		SOURCE OF FUNDS- FY2023 CIP PROJECTS	
FY2023	**FY2023 BUDGET**	Transfer from Education Fund	$ 300,000
FY2023	**FY2023 BA2**	FY2022 Budget Amendment No. 2 (Appropriation of FY2021 Unassigned Fund Balance)	$ 350,000
		TOTAL FY2023	**$ 650,000**

CITY OF STAUNTON

CAPITAL IMPROVEMENT PLAN

STORM WATER FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2019				
MISCELLANEOUS STORM DRAIN IMPROVEMENTS	FY2019	SW FUND BUDGET	Storm drain improvements.	$ 50,000
TAMS-CAROLINE-AUGUSTA	FY2019	SW FUND BUDGET	Improvements to the area include removing water from yards and some minor improvement to street drainage. Includes cost of easements and engineering fees.	$ 600,000
			TOTAL STORM WATER PROJECTS FY2019	**$ 650,000**
FY2020				
TMDL PERMIT MANDATE IMPROVEMENT PROJECT- PEYTON CREEK (GYPSY HILL) STREAM RESTORATION	FY2020	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- total maximum daily load. Project includes restoring approximately 1,200 LF of Peyton Creek in Gypsy Hill Park including daylighting 300 LF of stream by removing existing culvert	$ 1,200,000
			TOTAL STORM WATER PROJECTS FY2020	**$ 1,200,000**
FY2021				
MISCELLANEOUS STORM DRAIN IMPROVEMENTS	FY2021	SW FUND BUDGET	526 Robin Street, Albermarle Avenue/Churchville Avenue	$ 50,000
			TOTAL STORM WATER PROJECTS FY2021	**$ 50,000**
FY2022				
POCAHONTAS-CAMPBELL	FY2022	SW FUND BUDGET	Higgs Drainage Study identified this project to mitigate runoff into buildings and yards of 10-15 properties/yards	$ 995,375
			TOTAL STORM WATER PROJECTS FY2022	**$ 995,375**
FY2023				
GREEN HILLS INDUSTRIAL PARK-BASIN RETROFITS- TMDL MANDATE PERMIT IMPROVEMENT PROJECT	FY2023	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- total maximum daily load. Project includes converting two existing dry detention basins into wet ponds with sediment forebays	$ 1,300,000
			TOTAL STORM WATER PROJECTS FY2023	**$ 1,300,000**
STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED				
ARMSTRONG AVE- JIFFY MART- GRUBERT	NS/NF		Project is necessary to eliminate street drainage from discharging into rear yards and washing out gravel parking lot behind Jiffy Mart; project includes installation of new inlets on Armstrong Avenue and new storm piping from Armstrong Avenue down to Grubert Avenue	$ 150,000
ENGLEWOOD DRIVE	NS/NF		Project includes large diameter piping from Churchville- Englewood out Englewood and Shutterlee Mill past Crestwood. Plans are complete. Revenue Sharing Grant awarded = $725,000 to pay for stormwater, $308,762 from StormWater Fund to pay for balance of project or apply for an additional Revenue Sharing Grant to complete this project	$ 1,033,762

STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED cont'd

HILLCREST STORM SEWER	NS/NF	Improve the storm drainage system in the area of Craig Drive, Audubon and Thomas Street as well as overland drainage in yard areas.	$ 1,663,425
BAYLOR / GLEN / HENDREN	NS/NF	Construction of a storm drainage system from the Woodlee Terrace Apartments, down Baylor Street to tie into the existing Springhill Road System	$ 2,264,960
202 YARDLEY SQUARE	NS/NF	Build up one side of the ditch along Augusta Street and extend it towards Baldwin Place Road to prevent runoff into yards at Yardley and Smithleigh	$ 67,624
906 GREENVILLE AVENUE / KLINE'S ICE CREAM	NS/NF	Install drainage system to collect runoff at Grandon and Commodore and pipe to Greenville Avenue to prevent runoff and flooding	$ 114,000
TAMS /WESTMORELAND	NS/NF	Install drainage system to collect runoff to prevent runoff flowing into residential yards	$ 173,000
STOCKER / BELMORE /CHURCHVILLE	NS/NF	Replace existing undersized drains and put above ground drainage below ground	$ 551,700
UPPER COLLEGE PARK	NS/NF	Project will incorporate a number of smaller drainage problems and remove water from properties that are routinely wet	$ 1,975,665
EDGEWOOD / PARKWOOD	NS/NF	Storm drain to mitigate runoff into 10 properties' yards. Project is necessary before Tams/ Westmoreland project can be built	$ 461,175
CHESAPEAKE /ARMENTROUT / WEST BEVERLEY	NS/NF	Improve overland drainage in the area and eliminate a very bad ditch system along Birch Street	$ 754,535
LIVIA PROPERTIES #2	NS/NF	Replace and reroute storm drain from its present location under the Livia Properties building to the northern side of the building	$ 360,000
NEW STREET at the BEVERLEY	NS/NF	Flooding in the Beverley Building basement: Owner to install backflow preventer in floor drains and City to re-line storm drain and inlets	$ 40,000
LEWIS STREET - BEARS AND BLANKETS	NS/NF	Install concrete retaining wall as a levee to prevent flood water from Peyton Creek from entering building	$ 88,455
RED OAKS /FRONTIER	NS/NF	Install drainage system to prevent runoff into Frontier Museum and parking lot of Dice's Inn	$ 98,170
MARKET / NEW / AUGUSTA	NS/NF	Install drainage system to collect runoff on Market Street	$ 136,500
ORCHARD LANE 1808	NS/NF	Install inlet at LP of North Drive, 2 inlets in Orchard Lane and install connecting storm drains to existing MH to the east	$ 99,000
SHEETS /BLAIR	NS/NF	Re-direct runoff into wooded area to prevent pooling of water in street	$ 36,755
DRISCOLL	NS/NF	Collect and pipe runoff down Driscoll to Greenville Avenue	$ 228,650
LIVIA PROPERTIES #1	NS/NF	Install drainage system to collect runoff from Pierce Street to prevent washout of aggregate drive/parking area	$ 66,000
OAK RIDGE / COMMERCE	NS/NF	Install drainage system to collect runoff on Oak Ridge Circle and pipe runoff through 4 lots across Meadowbrook through 2 more lots and on to Commerce Road	$ 130,000
VALLEY VIEW /COLLEGE CIRCLE	NS/NF	Install drainage system to release water runoff into College Park Storm Sewer	$ 156,880
NORTH AUGUSTA ST 1603	NS/NF	Extend the storm sewer to an adequately sized storm drain near the intersection of Woodrow and Dogwood	$ 100,000

CITY OF STAUNTON
CAPITAL INVESTMENT PLAN
STORM WATER FUND

STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED cont'd			
403 MARSHALL ROAD	NS/NF	Construct earth berm to prevent runoff from Crosscrest Section 2	$ 27,000
GUY STREET	NS/NF	Install inlet and storm drain and connect to existing system at Guy & Plunkett	$ 191,565
MULBERRY ST APARTMENTS	NS/NF	Install multiple drop inlets along Mulberry St at apartment entrance to eliminate ponding, construct storm pipe down along side apartment complex and connect to existing storm inlet on Miller St Apartments	$ 78,500
1011 E BEVERLEY ST	NS/NF	Replace/relocate existing storm drain in front yard and construct storm pipe down to existing storm system at 1005 E Beverley St	$ 50,000
307 ELM STREET	NS/NF	Install inlet at corner of parking lot and connect to existing storm system in Elm St	$ 46,440
108 BAYLOR STREET	NS/NF	Install inlet at low point in street to eliminate ponding, construct storm pipe between 106 & 108 Baylor St and outfall in rear yard	$ 30,345
77 WOODLEE ROAD	NS/NF	Convert existing storm manhole into drop inlet to eliminate ponding along street shoulder, regrade shoulder to provide positive drainage to inlet	$ 13,400
10 WESTON DRIVE	NS/NF	Construct asphalt berm along Weston Dr to Lambert St, install drop inlet at Lynnhaven/Lambert and connect to existing storm system just west of Lynnhaven/Lambert	$ 50,885
ALPINE ROAD/NORTH DRIVE	NS/NF	Construct storm culvert across Alpine Rd from northeast corner of intersection to southwest corner of the intersection	$ 20,145
MEADOWBROOK ROAD/N AUGUSTA STREET	NS/NF	Replace existing storm pipe crossing N Coalter St at 200 Meadowbrook Rd	$ 12,000
315 COLLEGE CIRCLE	NS/NF	Install inlet at low point in street to eliminate ponding, construct storm pipe between 313 & 315 College Cr and outfall in rear yard	$ 42,000
2704 KNOLLWOOD DRIVE	NS/NF	Reconstruct existing ditch through rear yard and remove existing concrete slab obstructing ditch flow	$ 19,000
1617 BUICK STREET	NS/NF	Construct storm pipe from existing storm outfall in rear of house through rear yards and alleys to Packard St, install reverse drop inlet in Hays Ave	$ 87,075
1023 RIDGEMONT DRIVE	NS/NF	Install curb and gutter along Ridgemont Dr, install drop inlets to capture street drainage, construct storm pipe down thru rear yards to existing storm system at 1007 E Beverley St	$ 198,015
563 HILLTOP DRIVE	NS/NF	Install inlets upstream 563 Hilltop Dr, construct storm beyond curve in road and install reverse inlet	$ 39,270
415 G STREET	NS/NF	Install drop inlet at 415 G St and storm pipe down G St to Fourth St	$ 50,820
BURBANK STREET	NS/NF	Reconstruct entrance at Burbank St/Richmond Rd to provide positive drainage to existing inlets	$ 30,000
MASON ST - RANDOLPH STREET	NS/NF	Install multiple drop inlets in yard areas to eliminate wet areas; install underdrains to capture springs	$ 92,000
		TOTAL STORMWATER PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 11,828,716**

TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED OR FUNDED			
GYPSY HILL PARK GOLF COURSE	NS/NF	Install gravel filter & filter strip	$ 1,600
STAUNTON CROSSING STREAM RESTORATIONS	NS/NF	Restore approximately 4,000 LF of stream segments throughout the Staunton Crossing development	$ 4,000,000
VILLAGES - ASYLUM CREEK STREAM RESTORATION	NS/NF	Restore approximately 1,400 LF of Asylum Creek through the Villages at Staunton development	$ 1,400,000
GREENVILLE AVE & E HAMPTON ST (ADJACENT TO ASYLUM CREEK)	NS/NF	Construct a riparian buffer along Asylum Creek at Greenville/Hampton	$ 3,000
ROBERT E LEE HIGH SCHOOL STREAM RESTORATION	NS/NF	Restore approximately 1,000 LF of stream adjacent to Lee High School on N Coalter St	$ 1,000,000
CITY LIBRARY	NS/NF	Install filter strip and permeable pavers at City Library on Churchville Ave	$ 71,400
FIRE STATION 2	NS/NF	Convert existing extended detention basin at Fire Station 2 on Grubert St into a bio retention basin	$ 33,500
FIREHOUSE PARKING LOT	NS/NF	Construct bio retention basins and permeable pavers	$ 65,500
GYPSY HILL PARK	NS/NF	Construct vegetated swale, two bio retention basins and grass swale	$ 147,700
NEW STREET PARKING LOT	NS/NF	Installing three filterra units and permeable pavers	$ 110,600
WHARF PARKING LOT	NS/NF	Install permeable pavers	$ 83,800
WATER FOUNTAIN PARK	NS/NF	Construct bio retention basin	$ 39,400
FIRE STATION 1	NS/NF	Installing a filterra unit, tree box, bio retention area and permeable pavers at Fire Station 1 on N Augusta St	$ 50,700
SALT STORAGE	NS/NF	Construct bio retention basin	$ 33,800
MONTGOMERY HALL PARK	NS/NF	Construct vegetated swale and bio retention basin	$ 143,700
THOMAS DIXON ELEMENTARY SCHOOL	NS/NF	Construct rainwater harvesting system on school building and two bio retention basins	$ 153,200
BESSIE WELLER ELEMENTARY SCHOOL	NS/NF	Construct two bio retention basins and upgrade existing bio retention basin	$ 155,800
HARDY PARKING LOT	NS/NF	Install permeable pavers	$ 68,000
GYPSY HILL GOLF COURSE (ADJACENT TO CANAAN STREET)	NS/NF	Construct infiltration basin	$ 13,000
SHELBURNE MIDDLE SCHOOL	NS/NF	Convert existing dry detention basin into a bio retention basin	$ 87,200
ROBERT E LEE HIGH SCHOOL	NS/NF	Construct two bio retention basins and install a rainwater harvesting system	$ 330,000
AUGUSTA STREET PARKING LOT	NS/NF	Install permeable pavers	$ 13,800
MCSWAIN ELEMENTARY SCHOOL	NS/NF	Install a rainwater harvesting system	$ 125,500
		TOTAL TMDL PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 8,131,200**
		FY2019-FY2023	**$ 4,195,375**
		STORM WATER PROJECTS NOT SCHEDULED OR FUNDED	**$ 11,828,716**
		TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 8,131,200**
TOTAL STORM WATER FUND PROJECTS		**FY2019-FY2023 + NS/NF PROJECTS**	**$ 24,155,291**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
WATER FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2019				
WATER TREATMENT PLANT CHEMICAL STORAGE TANK	FY2019	WF BUDGET	Repair 3 large plastic chemical storage tanks and piping inside WTP Chemical Building-MOVED FROM FY2018 TO FY2019	$ 50,000
WATER LINES	FY2019	WF BUDGET	Construction of 3,200 LF of waterline for Sterling Street extension and loop with Red Oak Drive to improve service to Staunton Crossing and Frontier Center development on east side of City, and replacement of C Street waterline. Recommended in Draper Aden 2016 Richmond Avenue Study- UNDER CONSTRUCTION.	$ 600,000
			TOTAL WATER PROJECTS FY2019	**$ 650,000**
FY2020				
GARDNER SPRINGS PUMP STATION	FY2020	WF BUDGET	Preliminary Engineering Report (PER) for upgrade to Gardner Spring Pump Station, based on 2018 Wiley|Wilson Engineering Report.	$ 150,000
			TOTAL WATER PROJECTS FY2020	**$ 150,000**
FY2021				
GARDNER SPRING PUMP STATION DESIGN	FY2021	WF BUDGET	Engineering design of upgrade to Gardner Spring Pump Station, based on 2018 Wiley|Wilson Report.	$ 250,000
			TOTAL WATER PROJECTS FY2021	**$ 250,000**
FY2022				
GARDNER SPRINGS - UPGRADE PUMPS AND PARALLEL 16" LINE FROM GARDNER SPRINGS - MOVE TO FY2022	FY2022	BOND FUNDS	Construction of upgrade to Gardner Spring Pump Station and section of 20" parallel waterline from Gardner Spring to the Middle River. Bond financed project. Debt Payment = $578,000, $6.0 million @ 5%, 15 years.	$ 6,000,000
GROUNDWATER WATER SOURCE EVALUATION STUDY	FY2020	WF BUDGET	Includes the study of select areas from the 2018 Wiley|Wilson Report and 1994 EGGI Report for possible new groundwater water supply source. MOVED FROM FY2020.	$ 245,000
			TOTAL WATER PROJECTS FY2022	**$ 6,245,000**
FY2023				
WATER LINES	FY2022	WF BUDGET	Annual replacement of old/undersized water lines throughout the City -- 1990 DRAPER ADEN STUDY RECOMMENDATION	$ 300,000
GROUNDWATER SUPPLY SOURCE (WELL)	FY2022	WF BUDGET	Exploratory groundwater water source well to include drilling and testing from the studied area based on the 2018 Wiley|Wilson Report.	$ 225,000
			TOTAL WATER PROJECTS FY2023	**$ 525,000**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
WATER FUND

PROJECTS NOT SCHEDULED OR NOT FUNDED (NS/NF)		PROJECT DESCRIPTION	PROJECT ESTIMATE
COMMERCE ROAD WATER LINE EXTENSION (ROUTE 11)	NS/NF	Extend approximately 2300 ft of 12" water line from Rt 262 along the west side of Commerce Road in front of Ingleside to Technology Drive to increase water pressure for the remainder of the Olde South subdivision. Funding expected from private developer. UNDER CONSTRUCTION BY DEVELOPER.	$ 225,000
RICHMOND AVENUE WATERLINE UPGRADE	NS/NF	Replace 8,400 LF of existing aged 6" waterline with new 8" waterline in Richmond Avenue from Greenville Avenue to Frontier Drive. COST UPDATED from 2016 Draper Aden Study	$ 2,200,000
GARDNER SPRING WATERLINE DESIGN AND CONSTRUCTION	NS/NF	Design and construction of the 20" parallel waterline from the Middle River (including crossing the river) to the Water Treatment Plant, based on the 2018 Wiley|Wilson Report.	$ 6,900,000
RAW WATER SYSTEM EVALUATION: TASK 2- NORTH RIVER RESERVOIR TUNNEL EVALUATION-	NS/NF	Engineering study for nearly 100 year old partially collapsed tunnel that carries water source transmission main from dam to WTP to evaluate condition and identify alternatives for repair/upgrade.	$ 100,000
RAW WATER SYSTEM EVALUATION: TASK 3- NORTH RIVER RESERVOIR RAW WATER PIPELINE EVALUATION	NS/NF	Engineering study for North River raw water line from Staunton Dam to WTP for alternatives to upgrade 16 miles of nearly 100 year old water source transmission main.	$ 100,000
NORTH RIVER RAW WATER LINE	NS/NF	Construction for repair, reline, replacement or new parallel raw water line from the Staunton Dam to the Water Treatment Plant. COST UPDATED FROM 2018 Wiley|Wilson Report (previous $20 million).	$ 24,000,000
GROUNDWATER WATER SUPPLY SOURCE (WELL) IMPLEMENTATION	NS/NF	Full development of new groundwater water supply source (well) for redundancy with water supply to Water Treatment Plant, based on 2018 Wiley|Wilson Report.	$ 4,000,000
ENGLEWOOD DRIVE-PHASE IVB -MOVED TO NS/NF	NS/NF	Replace water line on Englewood Drive from Churchville Avenue to Shutterlee Mill Road during construction of storm drain project-UPDATED COST TO $260,000.	$ 260,000
WATER TREATMENT PLANT- SEDIMENTATION BASIN 1 RELINING	NS/NF	Reline, reseal/repair sedimentation basins #1 at Water Treatment Plant. Moved from FY2022.	$ 200,000
WATER TREATMENT PLANT- CLEARWELL RELINING	NS/NF	Reline, reseal, and /or repair 4.3 MG concrete clearwell at the Water Treatment Plant.	$ 500,000
GROUNDWATER MONITORING PROGRAM	NS/NF	Installation of a groundwater monitoring well at GS to monitor water quality and conditions. 2018 Wiley|Wilson Report. (Project will require an annual cost for well sampling, testing, and reporting estimated at $44,000 /year.	$ 110,000
MIDDLE RIVER INTAKE	NS/NF	Design and construction of improvements to the Middle River intake to improve the water supply source.	$ 1,500,000
FRANKLIN HILL ZONE BOOSTER PUMP STATION	NS/NF	Installation of a booster pump in the Franklin Hill Zone to serve West Beverley Street (and adjacent street) west of Van Fossen Lane. Project is necessary should ACSA demand increase in Blackburn	$ 900,000
STATLER BLVD WATERLINE LOOP	NS/NF	Construct approximately 3,220 LF of waterline in Statler Blvd to create loop between Greenville Avenue and Richmond Road to improve service to development on east side of City for Staunton Crossing and Frontier Center. Recommended in Draper Aden 2016 Richmond Road Study	$ 900,000
NORTH RIVER RAW WATER LINE PIGGING	NS/NF	Cleaning (pigging) of North River raw waterline to restore capacity. Will be required by 2028.	$ 150,000
		TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 42,045,000**
TOTAL WATER FUND CIP		**FY2019-FY2023 + NS/NF PROJECTS**	**$ 49,865,000**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
SEWER FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2019				
FILMORE STREET	FY2019	SF BUDGET	Replace sewer line-UNDER CONSTRUCTION.	$ 258,100
			TOTAL SEWER PROJECTS FY2019	**$ 258,100**
FY2020				
OLD WWTP-NEW HOPE ROAD	FY 2020	SF BUDGET	Replace open channel with 30" and 36" pipe and close channel. Engineering and design to be completed with City staff.	$ 700,000
			TOTAL SEWER PROJECTS FY2020	**$ 700,000**
FY2021				
SEWER INTERCEPTOR CAPACITY STUDY	FY2021	SF BUDGET	Engineering Study to determine full-flow capacities of major sewer interceptors (12" and larger) to identify future sewer upgrade projects.	$ 150,000
COMMERCE ROAD SEWER LINE - PHASE 2	FY2021	SF BUDGET	Survey and Design of Commerce Road Sewer Line - Phase 2	$ 100,000
SEWER LINES	FY2021	SF BUDGET	Manhole Rehabilitation - 75 each	$ 75,000
			TOTAL SEWER PROJECTS FY2021	**$ 325,000**
FY2022				
COMMERCE ROAD SEWER LINE - PHASE 2	FY2022	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study. UPDATED COST. FIRST YEAR FUNDING.	$ 375,000
			TOTAL SEWER PROJECTS FY2022	**$ 375,000**
FY2023				
COMMERCE ROAD SEWER LINE - PHASE 2	FY2023	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study. UPDATED COST. SECOND YEAR FUNDING.	$ 375,000
			TOTAL SEWER PROJECTS FY2023	**$ 375,000**
NOT SCHEDULED/ NOT FUNDED PROJECTS (NS/NF)				
LEWIS CREEK SEWER LINE PER (FORMERLY COMMERCE ROAD SEWER PHASES 3 AND 4)	NS/NF		Preliminary Engineering Report (PER) to re-evaluate Lewis Creek sewer - Greenville Avenue and Johnson Street Sections (formerly Commerce Road Sewer Line Phases 3 and 4) for possible alternatives to 2008 Draper Aden Study.	$100,000
LEWIS CREEK SEWER UPGRADE - GREENVILLE AVENUE SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 3)	NS/NF		Upgrade of the Lewis Creek sewer - Greenville Avenue Section (formerly Commerce Road sewer - Phase 3) from Dominion Substation to South New Street (old MH Nos. L197-L243). 2008 Draper Aden Study. UPDATED COST.	$2,000,000
LEWIS CREEK SEWER UPGRADE - JOHNSON STREET SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 4)	NS/NF		Upgrade of the Lewis Creek sewer - Johnson Street Section (formerly Commerce Road sewer - Phase 4) from South New Street to Wharf Parking Lot at Central Avenue sewer discharge point (old MH Nos. L243-L265). 2008 Draper Aden Study. UPDATED COST.	$800,000
ENGLEWOOD DRIVE SEWER PHASE IV-B	NS/NF		Replace sewer line during construction of storm drain project - UPDATED COST.	$500,000
ROSE HILL CIRCLE SEWER LINE	NS/NF		Install sanitary sewer in the 100 and 200 blocks to provide City sewer service to multiple homes currently being served by septic systems. 2014 COS Engineering Dept Study.	$350,000
GUY STREET SEWER EXTENSION	NS/NF		Sewer line extension to remove six homes from septic tanks. MOVED FROM FY2020 TO NS/NF	$135,000
			TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED	**$ 3,885,000**
TOTAL SEWER FUND CIP			**FY2019-FY2023 + NS/NF PROJECTS**	**$ 5,918,100**

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN
PARKING FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2019				
JOHNSON STREET GARAGE and NEW STREET GARAGE	FY2018	CIP TRANSFER/ VRA BOND	Concrete and structural repairs to the decking and support system for the Johnson Street Garage and New Street Parking Garages. Engineering study completed January 2018. FY2017 -Transfer $900,000 from the CIP Undesignated Account. Bond Issue 2018A VRA $2,191,025 issued May 2018. Engineering Fees = $227,000. Replace/ paint railings on Johnson Street Garage - FY2019- $200,000. Project completion estimate June 2019.	$ 2,618,025
			FY2019 TOTAL PARKING FUND PROJECTS	**$ 2,618,025**
FY2020				
NEW STREET GARAGE	FY2020	PF BUDGET	Replace and upgrade New Street Parking Garage access and control equipment.	$ 250,000
			FY2020 TOTAL PARKING FUND PROJECTS	**$ 250,000**
FY2021				
JOHNSON STREET GARAGE	FY2021	PF BUDGET	Replace and upgrade Johnson Street Parking Garage access and control equipment.	$ 250,000
WHARF PARKING LOT	FY2021	PF BUDGET	Replace and upgrade Wharf Parking Lot access and control equipment.	$ 250,000
			FY2021 TOTAL PARKING FUND PROJECTS	**$ 500,000**
FY2023				
JOHNSON STREET GARAGE	FY2023	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	$ 300,000
NEW STREET GARAGE	FY2023	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	$ 300,000
			FY2023 TOTAL PARKING FUND PROJECTS	**$ 600,000**
TOTAL PARKING FUND CIP			**FY2019-FY2023 + NS/NF PROJECTS**	**$ 3,968,025**

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Members:** **Steve Owen** **Jeanne Colvin**
Item #	**6**	
Ordinance #		
Department:	**City Manager** **Budget Office**	
Council Vision:	**Responsible, Efficient Government**	
Subject:	**Review and Approval of FY2020 Budget Calendar**	

Background: The FY2020 draft budget calendar is attached for your review. Council is asked to review the calendar and suggest changes that may better accommodate the schedules of Council members. Please consult your personal calendars for possible schedule conflicts.

Attachment: FY2020 Budget Calendar

City Manager's Recommendation: Recommend City Council review the draft budget calendar and direct staff to finalize a calendar that accommodates the needs of the Council.

Suggested Motion: Not applicable. For discussion only.

City Manager: Stephen F. Owen

CITY OF STAUNTON, VIRGINIA

FY 2020 BUDGET SCHEDULE

STAUNTON CITY SCHOOLS		CITY OF STAUNTON		
	School Budget Schedule		**City Budget Schedule**	
Budget Call/Notice	**October 2, 2018**	***Budget Call/ Notice***	**October 8, 2018**	
Budget Submission from Schools	**November 6, 2018**	***Budget Submission from Departments***	**December 5, 2018**	
Budget Discussions with Schools/Leadership Team Staff/ Principals	**November- December, 2018**	***Budget Notice to Outside Agencies***	**December 14, 2018**	
School Budget Online Survey	**December 2018 - February 2019**			
Governor's Budget Presentation	**December 13, 2018**	***Governor's Budget Presentation***	**December 13, 2018**	
Letters of Intent for Employment	**January 4, 2019**	***Budget Submission Requests from Outside Agencies***	**January 7, 2019**	
School Budget Public Forum #1- High School Gym Foyer	**January 8, 2019**	***Budget Discussions with Departments***	**December 2018- February 2019**	
		City Manager Review	**February 8-15, 2019**	
School Budget Public Forum #2- Lee High School Gym Foyer	**January 10, 2019**			
School Budget Public Forum #3-Lee High School Gym Foyer	**January 11, 2019**	***City Manager / School Superintendent /Finance Review***	**February 7, 2019**	
Preliminary Budget Discussion with School Board	**January 15, 2019**	***City Council and School Board Joint Meeting***	**February 14, 2019**	**5:30 PM**
School Leadership Team Budget Discussion	**January 30, 2019**	***Advertisement - Public Hearing- Reassessment Proposed Tax Rate Increase***	**February 22, 2019**	
School Superintendent/City Manager/ Finance Review	**February 7, 2019**	***City Budget Complete***	**March 15, 2019**	**5:30 PM**
School Board Meeting - Budget Update	**February 11, 2019**	***Budget Presentation to City Council- Worksession***	**March 28, 2019**	**5:30 PM**
School Board and City Council Joint Meeting	**February 14, 2019**			
		Introduction of Total Budget Ordinance for City and Schools	**March 28, 2019**	**7:30 PM**
School Public Hearing Legal Notice	**February 21, 2019**	***Public Hearing- Reassessment Proposed Tax Rate Increase***	**March 28, 2019**	**7:30 PM**
		Advertisement for Proposed Budget Ordinance - Public Hearing	**April 2, 2019**	
School Budget Presentation to School Board and Public Hearing	**March 4, 2019**	***City Council Budget Worksession***	**April 4, 2019**	**5:30 PM**
School Board Budget Adoption	**March 11, 2019**	***Budget Worksession- School Board/ City Council- School Budget***	**April 11, 2019**	**5:30 PM**
School Budget Submitted to Council	**March 28, 2019**	***Budget Public Hearing (all budget ordinances)***	**April 11, 2019**	**7:30 PM**
School Board Meeting - Budget Update	**April 8, 2019**	***City Council Budget Worksession***	**April 18, 2019**	**5:30 PM**
Budget Worksession - School Board/City Council- School Budget	**April 11, 2019**	***City Council Budget Worksession***	**April 25, 2019**	**5:30 PM**
Adoption of School Budget	**April 25, 2019**	***Adoption of City Budget***	**April 25, 2019**	**7:30 PM**

City Council
WORK SESSION
January 10, 2019
5:30 p.m.

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

Council Members Absent: Mayor Dull and Council Member Holmes.

The Vice Mayor called the meeting to order at 5:30 p.m. and the invocation/moment of silence was given by Ms. Oakes.

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 revised Work Session agenda and the revised Regular Meeting agenda as presented.

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Ms. Oakes	aye	Dr. Curren	aye
Vice Mayor Kier	aye	Dr. Harrington	aye
Ms. Mead	aye		

2. Presentation Concerning Commercial Property Assessed Clean Energy (C-PACE) Program

Steve Owen, City Manager, that Councilman Erik Curren had invited Scott Dicke of Sustainable Real Estate Solutions to make a presentation to Council about C-PACE programs. Such programs are authorized by Virginia Code § 15.2-958.3 and facilitate loans made by qualified lenders to certain property owners to finance renewable energy production and distribution facilities, energy efficiency improvements, or water usage efficiency improvements. Among other localities in Virginia, Arlington County and the City of Fredericksburg have implemented C-PACE programs.

Mr. Dicke stated the C-PACE program can help property owners lower their energy and water bills, reduce carbon emissions as well as rehabilitate historic buildings. He explained properties that are eligible and the types of improvements that would qualify for the program.

Discussion ensued regarding examples of businesses that participated in the C-PACE program as well as delinquent scenarios and/or foreclosure issues.

3. Discussion of SunTrust Bank Resolution Authorizing Signatures

Cindy Fitzgerald, Interim Director of Finance, stated due to a re-organization of the City Finance Department effective January 2, 2019, the City will need to authorize the appropriate finance and

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treasurer's office staff members to conduct banking business on behalf of the City with SunTrust Bank.

Ms. Fitzgerald stated Council will need to adopt a Deposit Account Resolution and Authorization for Business Entities form authorizing Cynthia B. Fitzgerald, Interim Director of Finance, as the contract administrator for the SunTrust Bank contract. The Treasurer, Richard R. Johnson, and the Interim Director of Finance, will be the authorized signers on all City accounts. The Treasurer will continue to deposit all funds with SunTrust Bank. No signature changes are needed for any accounts.

This will be Item D on the Regular meeting agenda.

4. FY2018 General Fund Year End Financial Analysis

Jeanne Colvin, Budget Manager, presented an overview of FY2018 General Fund revenues and expenditures, reserves and recommendations for the use of fund balance, as detailed in Attachment 1.

Ms. Colvin replied to Dr. Curren's question regarding the safety net. She stated the City's goal is to achieve an 18% safety net. She noted as reserves increase this will improve the City's bond rating.

Discussion ensued among Council members.

5. Review and Discussion of the Capital Improvement Plan

Ms. Colvin provided a review of the annual update to the Capital Improvement Plan for all City funds and the Education Fund. City and School Board staff updated the plan to review existing projects and revise projects, and to include new projects.

Ms. Colvin stated additional review and discussion is planned for work sessions on January 24, and February 14, 2019.

The School Board reviewed the school capital projects on December 10, 2018, and is scheduled to consider the School CIP on January 14, 2019.

An overview of the plan was presented to the Planning Commission on December 20, 2018. A public hearing and consideration of the plan is scheduled for the Planning Commission's meeting on January 17, 2019.

Ms. Colvin stated the total of the Capital Improvement Plan is $189,425,666. She noted in FY2020, $2,000,000 is budgeted for demolition of buildings at Staunton Crossing and includes a $500,000 grant.

Vice Mayor Kier asked if the building demolition would increase property values. Billy Vaughn, Director of Economic Development, stated it would make the property more attractive to buyers.

Ms. Mead asked Ms. Colvin if there would be replacement of garbage trucks. Ms. Colvin stated this would be appropriated in the Environmental Fund.

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6. Discussion of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One

Ms. Colvin stated this first budget amendment for fiscal year 2019, has been prepared for Council's review and discussion. The total budget amendment equals $10,459,114, with the City's portion in the amount of $7,308,826 and the School Board's portion in the amount of $3,150,288.

City Budget Amendment—$ 7,308,826

The General Fund amendment includes $184,571 for appropriations from prior year funds for mandated carry-forward expenditure/revenue balances for various grants and programs, and carry-forward funds for projects not completed at June 30, 2018. The amendment also includes appropriations of $3,025,000 from prior year unassigned fund balance for a $2,700,000 transfer to the City Capital Improvement Fund and a $325,000 transfer to the Debt Service Sinking Fund. The $2,700,000 transfer to the CIP Fund will be held in an undesignated CIP account until City Council approves the FY2019-2023 CIP in February 2019. The $325,000 transfer to the Debt Service Sinking Fund will be used to increase the required 1% debt reserve and for the balance of the FY2019 debt payments for Staunton Crossing cut from the FY2019 budget. The amendment also includes $244,565 in revenues and expenditures for recovered costs, new charges for services, donations and various grants, and additional appropriations from the Commonwealth of Virginia. The total General Fund amendment is $3,454,136.

The City Capital Improvements Fund appropriates $2,700,000 as a transfer from the General Fund for the FY2019-2020 CIP, currently under review and pending approval by City Council.

The Debt Service Sinking Fund appropriates $325,000 as a transfer from the General Fund for $277,750 to be added to the required 1% debt reserve, and the balance of $47,250 for debt payments for the Staunton Crossing land purchase. The current 1% debt reserve balance is $500,000. The additional $277,750 is required to increase the total reserve to $777,750, in anticipation of issuance of debt for the high school project, in the amount of $40 million, by June 30, 2019.

The Community Development Fund appropriates grant funds from Virginia Resources Authority Dam Safety, Flood Prevention and Protection Assistance Fund of $75,000 and $76,000 from unassigned fund balance for a $151,000 engineering flood study of the West Beverley Street area of Staunton.

The Blue Ridge Court Services Grant Fund includes $37,500 in additional grant funds received in FY2019 for Blue Ridge Court Services for behavioral health programs.

The Grants Fund appropriates $34,280 for a $7,500 grant awarded to the Fire and Rescue Department to purchase fire camera equipment, and $26,780 awarded to the Police Department for software and technology equipment.

The Water Fund appropriates $12,086 from insurance proceeds recovered due to lightning damage to the Gardner Spring pump motors.

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The Sewer Fund appropriates $110,000 from the prior year fund balance to complete the Filmore Street sewer line project.

The Parking Fund appropriates $384,465 from prior year funds, including $300,000 to complete the parking garage repair and construction projects, and $84,465 for the FY2019 debt payments for the 2018 debt issued in May 2018.

The Environmental Fund appropriates $359 for additional grant funds received for the Litter Control grant program.

The Stormwater Fund appropriates $100,000 from prior year funds to complete various preliminary engineering studies to determine which stormwater project will meet the City's mandates for the largest removal of nutrients.

School Budget Amendment—$3,150,288

The Education Fund amendment, totaling $2,020,955, appropriates $755,123 for federal and state instructional programs for grant balances remaining at June 30, 2018, and additional grants awarded for FY2019. Local general revenue appropriations total $1,265,832, and include funds for recovered costs for transportation, the Thacker Fund at Bessie Weller Elementary School, the purchase of athletic uniforms and materials, and a transfer to the School CIP Fund.

The School Capital Improvements Fund 966 amendment, totaling $1,098,333, includes $1.0 million to be transferred from the Education Fund unassigned fund balance for the FY2019-FY2023 CIP, currently under review. The funds will be appropriated to the School CIP Fund Undesignated Account until the CIP is approved. The amendment also includes additional Commonwealth of Virginia funds, in the amount of $98,333, for the School Security Equipment Grant awarded in FY2019. The grant will be used to purchase radios, cameras, ballistic window film, upgrades to the visitor badge system and upgrades to the intercom system for school buildings.

The Textbook Fund appropriates $31,000 from unassigned fund balance to purchase additional technology and textbooks for FY2019.

The introduction of this ordinance and the public hearing are scheduled for the regular meeting, and consideration of the ordinance is scheduled for the City Council meeting of January 24, 2019.

This will be Item B on the Regular meeting agenda.

7. Discussion of Four Ordinances to Amend Various Provisions of the Staunton City Code To Align with Changes to the Code of Virginia and to Formalize in Law Certain Policy Exemptions from Fees

Doug Guynn, City Attorney, stated he was presenting four proposed ordinances for Council's consideration.

The Virginia General Assembly has enacted changes at various times to the Code of Virginia which merit amendments to update aspects of the Staunton City Code.

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Each such draft ordinance is identified for ease of reference by using Roman numerals I through IV. The proposed ordinances address changes that would affect Title 3, Revenue and Finance; Title 10, Abandoned Vehicles and Traffic; Title 15, Buildings and Building Regulations; and Title 18, Zoning, of the Staunton City Code.

Proposed ordinances I through III concern various aspects of the City Code. These proposed ordinances are largely what might be called housekeeping ordinances, reflecting changed provisions of the Virginia Code.

Proposed ordinance IV would explicitly have the City Code recognize exemptions for the City of Staunton and the School Board of the City of Staunton from zoning-related fees. The City Attorney suggests that it promotes transparency to have these exemptions clearly stated in the City Code.

This will be Item C on the Regular meeting agenda.

8. Presentation of Staunton City Council Retreat Report

Steve Owen, City Manager, stated on November 1 and 2, 2018, City Council conducted a retreat, facilitated by A. Tyler St. Clair. Ms. St. Clair had delivered a report to Council, including a revised statement of priorities. Mr. Owen noted some projects had been completed on the three-year plan. He noted all items had been updated with additional language added. Mr. Owen stated some members of Council have indicated a desire to have another session to review the priorities. He noted Mayor Dull had indicated she would be interested in an additional meeting.

Ms. Mead noted the previous meeting had ended abruptly with some documents being lost, and that she desired to meet again; however, she did not feel a facilitator was needed.

Dr. Harrington stated he felt an additional 2-3 hours would be adequate, and there would be some benefit in having Ms. St. Clair return and help finish up the meeting.

Dr. Curren, who was absent from the retreat, stated at a prior retreat he felt Ms. St. Clair offered some value in facilitation.

Ms. Mead stated perhaps Council members could closely review the document and provide input.

Ms. Oakes stated from what she had reviewed the document looked like it was point on.

Mr. Owen stated Ms. Mead, Mr. Rosenberg, and Ms. Jones Turner helped Ms. St. Clair restore the document based on notes.

Vice Mayor Kier stated it sounded like the consensus was to have another meeting, and he was willing to have Ms. St. Clair return.

Ms. Mead questioned if there was money in the budget to have Ms. St. Clair return.

Ms. Oakes noted if Dr. Harrington found value in having Ms. St. Clair return and the budget allowed, then she was agreeable to have her return.

Dr. Curren concurred.

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Mr. Owen stated Ms. Jones Turner would help to publicize the final report.

The work session adjourned at 6:53 p.m.

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Suzanne F. Simmons
Clerk of Council

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FY 2018

JUNE 30, 2018

GENERAL FUND YEAR END ANALYSIS

January 10, 2019

FY 2018 GENERAL FUND

- REVENUES / EXPENDITURES
- RESERVES
- YEAR END FUND BALANCE
- SAFETY NET RESERVE
- CIP RECOMMENDATION
- AUDIT COMMENTS

FY2018 GENERAL FUND REVENUES

LOCAL TAX REVENUES	FINAL BUDGET	ACTUAL YTD REVENUES	+/- OVER BUDGET	% OF BUDGET
REAL ESTATE TAXES	$17,998,475	$18,530,044	$531,569	103.0%
PERSONAL PROPERTY TAXES	4,906,500	5,440,963	534,463	110.9%
RE –PUBLIC SERVICE TAX	742,000	811,111	69,111	109.3%
RE- DOWNTOWN SERVICE DISTRICT TAX	115,000	116,778	1,778	101.5%
MACHINERY & TOOLS	457,680	540,744	83,064	118.1%
LOCAL SALES TAX	4,102,225	4,123,862	21,637	100.5%
BUSINESS LICENSE TAX	2,151,000	2,216,754	65,754	103.1%
MEALS TAX	3,850,000	4,118,267	268,267	107.0%
LODGING TAX	587,900	677,917	90,017	115.3%
CIGARETTE TAX	400,000	397,536	(2,464)	99.4%
COMMUNICATIONS TAX	1,330,000	1,278,401	(51,599)	96.1%
UTILITY TAXES	1,130,000	1,164,276	34,276	103.0%
OTHER LOCAL TAXES	577,517	738,294	160,777	127.8%
TOTAL LOCAL TAXES	$ 38,348,297	$ 40,154,947	$ 1,806,650	104.7%

FY 2018 GENERAL FUND REVENUES

OTHER LOCAL REVENUES	REVENUE BUDGET	ACTUAL REVENUES	+ / - OVER BUDGET	% OF BUDGET
OTHER LOCAL REVENUES- (FINES, INTEREST INCOME, MISCELLANEOUS)	$327,800	$410,787	$82,987	125.3%
PERMITS & LICENSES	311,100	287,878	(23,222)	92.5%
RECOVERED COSTS	916,300	923,212	6,912	100.8%
CHARGES FOR SERVICES	1,672,247	1,799,686	127,439	107.6%
TOTAL OTHER LOCAL	$3,227,447	$3,421,563	$194,116	106.0%
TOTAL LOCAL REVENUES	$41,575,744	$43,576,510	$2,000,766	104.8%

FY 2018 GENERAL FUND REVENUES

STATE /FEDERAL REVENUES	REVENUE BUDGET	ACTUAL REVENUES	+ / - OVER BUDGET	% OF BUDGET
SHARED EXPENSES	$1,247,276	$1,268,172	$20,896	101.7%
LAW ENFORCEMENT-HB599	886,250	886,252	2	100.0%
PPTRA	1,652,200	1,652,200	0	100.0%
STREET MAINTENANCE	4,073,907	4,073,907	0	100.0%
SOCIAL SERVICES	2,386,564	2,416,469	29,905	101.3%
COMPREHENSIVE SERVICES ACT	1,916,786	2,164,486	247,700	112.9%
OTHER STATE & FEDERAL REVENUES	935,601	918,250	(17,351)	98.1%
TOTAL STATE/FEDERAL	$13,098,584	$13,379,736	$281,152	102.1%

ACTUALS -REVENUE RECONCILEMENT

	BUDGET	ACTUALS	OVER / (UNDER) BUDGET
TOTAL LOCAL REVENUES	$41,575,744	$43,576,510	$2,000,766
TOTAL STATE/FEDERAL REVENUES	13,098,584	13,379,736	281,152
APPROPRIATION-FUND BALANCE	1,590,476	0	(1,590,476)
NET REVENUES	$56,264,804	$56,956,246	$691,442
% OF TOTAL BUDGET		101.2%	

FY 2018 GENERAL FUND EXPENDITURES

EXPENDITURE FUNCTION	FINAL BUDGET	EXPENDITURES	OUTSTANDING ENCUMBRANCES	SAVINGS
GENERAL GOV'T ADMIN	$5,808,812	$5,491,832	$251,991	$64,989
JUDICIAL ADMIN	2,009,486	1,986,549	2,363	20,574
PUBLIC SAFETY	11,175,402	10,946,015	62,437	166,950
PUBLIC WORKS	6,976,330	6,768,337	188,362	19,631
HEALTH & WELFARE	6,974,012	6,973,721	0	291
EDUCATION	12,758,000	12,758,000	0	0
PARKS / RECREATION	3,638,284	3,459,705	140,951	37,628
COMMUNITY DEVELOPMENT	1,694,928	1,600,106	21,735	73,087
TRANSFER TO DEBT FUND	4,274,200	4,274,200	0	0
TRANSFER TO CIP FUND	791,050	791,050	0	0
TRANSFER TO PARKING & GOLF FUNDS	164,300	164,300	0	0
TOTAL EXPENDITURES	$56,264,804	$55,213,815	$667,839	$383,150
% OF TOTAL BUDGET				99.3%

NET EXPENDITURE SAVINGS

BUDGET vs ACTUAL EXPENDITURES	**$1,050,989**
LESS ENCUMBRANCES	**(667,839)**
LESS BUDGET AMENDMENT NO. 1 FY2019-MANDATED CARRY FORWARD BALANCES	**(184,571)**
NET EXPENDITURE SAVINGS	**$198,579**
% of TOTAL BUDGET	**.35%**

JUNE 30, 2018 RESERVES

- $ 8,489,250 SAFETY NET = 15%
- $ 1,553,178 EMPLOYEE LEAVE
- $ 667,839 ENCUMBRANCES
- $ 250,000 OPERATING RESERVE
- $ 10,421 RESTRICTED-DONATIONS
- $ 198,490 PREPAID/ ADVANCES
- $11,169,178 TOTAL RESERVES

JUNE 30, 2018 GENERAL FUND FUND BALANCE

$ 13,787,510	JUNE 30, 2017 ENDING BALANCE
+ 56,956,246	FY2018 TOTAL REVENUES
- 55,213,815	FY2018 TOTAL EXPENDITURES
$ 15,529,941	JUNE 30, 2018 ENDING BALANCE
- 11,169,178	LESS RESERVES
- 184,571	LESS BUDGET AMENDMENT #1
$ 4,176,192	TOTAL UNASSIGNED BALANCE

SAFETY NET RESERVE-
15% GOAL ACCOMPLISHED

- 1989 = 5.0%
- 1992 = 8.3%
- 2011 = 10% = $4,500,000
- 2012 = 10% = $4,540,000
- 2013 = 11% = $5,178,250
- 2014 = 12% = $5,777,532
- 2015 = 13% = $6,607,250
- 2016 = 14% = $7,295,960
- 2017 = 15% = $8,137,500
- 2018 = 15% = $8,489,250

SAFETY NET RESERVE-
NEW GOAL -18%

15% RESERVE = $8,489,250 = 1.8 MONTHS OF THE BUDGET

FY2019 BUDGET =$56,595,000 / 12 = $4,716,250 MONTHLY

15% RESERVE = 1.8 MONTHS

GFOA STANDARD = AT LEAST 2 MONTHS RESERVE =16.67%

- **ASSUME A 4% GROWTH IN ANNUAL BUDGET,**
- **SAFETY NET RESERVE WOULD EQUAL=**

FISCAL YEAR	% RESERVE	$AMOUNT OF RESERVE	= 2 MONTHS ?	
FY2019	15.5%	$9,123,114	< 2 MONTHS	-$309,386
FY2020	16.0%	$9,794,104	< 2 MONTHS	-$ 15,696
FY2021	17.0%	$10,822,485	YES	+620,293
FY2022	18.0%	$11,917,466	YES	+$1,307,186
FY2023	18.0%	$12,394,165	YES	+$1,359,474

UNASSIGNED AVAILABLE BALANCE- $4,176,192

RECOMMENDATIONS

$2,700,000 TRANSFER TO CIP FUND- FY2019-2020 CIP

$1,150,000 CASH FLOW FOR HIGH SCHOOL ARCHITECT FEES

$ 325,000 TRANSFER TO DEBT SERVICE SINKING FUND

$4,175,000 TOTAL

FY 2018 CAFR COMMENTS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

- **FINDINGS – FINANCIAL STATEMENT AUDIT – None.**
- **FINDINGS AND QUESTIONED COSTS –MAJOR FEDERAL AWARD PROGRAMS AUDIT– None.**
- **FINDINGS AND QUESTIONED COSTS -COMMONWEALTH OF VIRGINIA – None.**

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 10, 2019
7:30 p.m.
Council Chambers

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

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

MAYOR'S REPORT

Vice Mayor Kier stated he would like to invite all citizens to the "Opportunity is Knocking" event to be held on January 19, 2019, at Shelburne Middle School. He noted this brings business industry, education and students together.

He then recognized Dr. van Assendelft and several students from Mary Baldwin University attending tonight's meeting.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Dr. Harrington, on behalf of the Nominations Committee, moved to make the following appointment:

Recreational Advisory Commission – To reappoint Michael Guertler to another three-year term beginning January 1, 2019, and ending December 31, 2021.

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

Vice Mayor Kier	aye	Ms. Mead	aye
Ms. Oakes	aye	Dr. Curren	aye
Dr. Harrington	aye		

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of December 13, 2018.

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The motion was seconded by Dr. Curren and carried as follows:

Ms. Mead	aye	Vice Mayor Kier	aye
Dr. Harrington	aye	Ms. Oakes	aye
Dr. Curren	aye		

REGULAR MEETING

A. Appeal of Historic Preservation Commission Denial of a Certificate of Appropriateness for 325 Institute Street (Newtown Historic District)/Replacement of Windows

Rodney Rhodes, Senior Planner, stated he would present an overview of the request before Council before asking Frank Strassler, Executive Director of Historic Staunton Foundation, to provide further details.

Mr. Rhodes stated Mr. Rammelkamp owns a single-family structure, located at 325 Institute Street, in the Newtown Historic District and built in the 1920s. This item is an appeal from a decision of the Historic Preservation Commission (HPC) to deny an after-the-fact Certificate of Appropriateness for replacement windows.

Mr. Rhodes stated staff received a complaint last spring about activity at that location. He stated staff noted in their investigation that among other violations, all of the historic wood windows had been removed and replaced with vinyl replacement windows without first obtaining a Certificate of Appropriateness. Upon receiving a notice of violation dated June 1, 2018, Mr. Rammelkamp applied for a Certificate of Appropriateness for multiple items, including the replacement windows. On June 26, 2018, the Commission issued a Certificate of Appropriateness for certain items, excluding, among other items, the windows.

Mr. Rhodes stated several issues brought to their attention have been resolved or are in the process of being resolved by Mr. Rammelkamp, except for the issue of the replacement windows.

Mr. Rhodes stated there have been several meetings regarding the windows and other aspects of the property. He noted Mr. Rammelkamp has provided alternative solutions for the Commission's consideration; however, none of those has been deemed acceptable nor did they meet HSF's guidelines.

Frank Strassler, Executive Director of Historic Staunton Foundation, referred Council members to a review conducted by the HPC and a summary of the case before the appeal which was for the removal of windows and a proposal for retaining the vinyl replacement windows.

Mr. Strassler stated the Commission carefully reviewed the guidelines, and made a decision clearly based upon the adopted guidelines and the zoning ordinance. He then gave a detailed history of the house and its historic features. Mr. Strassler stated the review from the HPC provided an architectural description and outlined the loss of the historic windows. He noted important to the review was the outline of the guidelines which are adopted by the City and specifically describe the need to retain and repair historic windows.

Mr. Rammelkamp stated that when he purchased the property it was soon after the death of his wife, and that he wasn't aware of the implications of owning a house in a historic district. He noted he replaced the windows to make the dwelling energy efficient in a cost-effective manner. He noted he also replaced the HVAC system and had planted shrubs in front of it to make it less visible after a recommendation from the HPC. Mr. Rammelkamp stated he has also painted the railing and decking on the front porch in order to be in compliance. He has also made arrangements to relocate a storage building in order to be in compliance.

Mr. Rammelkamp stated he has made several proposals to the Commission regarding the windows, which have all been denied. This included replacing the front windows only and landscaping on the sides of the house to make those replacement windows not visible from the street. He stated if this is denied, he would have to plead economic hardship.

Ms. Oakes asked Mr. Rammelkamp when he purchased the windows. He noted it was probably in May 2018 and he'd received a letter from the City in June 2018. Ms. Oakes asked him when the storage building was purchased. He noted everything was purchased at approximately the same time—April through June 2018. Ms. Oakes asked Mr. Rammelkamp if at that point he realized he was in a historic district. Mr. Rammelkamp stated after receipt of the letter from the City, he did realize it then. He noted the letter listed several items which were not in compliance.

Mr. Rammelkamp stated he would find it financially difficult to remove the eight vinyl replacement windows, but would be willing to hear any suggestions.

Vice Mayor Kier stated there were several choices that Council could make, including reversing the decision of the HPC and approving the Certificate of Appropriateness as requested by the applicant, permitting the replacement windows and including landscaping; affirming the decision of the Commission, denying the COA; modifying, in part, the decision of the Commission; or remanding the matter back to the Commission to consider any new information presented at tonight's Council meeting.

Dr. Harrington moved that Council wholly affirm the decision of the Staunton Historic Preservation Commission denying the requested after-the-fact Certificate of Appropriateness concerning the installation of vinyl replacement windows at 325 Institute Street, for the reasons on which the Commission based its decision.

The motion was seconded by Dr. Curren.

Ms. Oakes asked Mr. Strassler to speak about the milled wood windows to replace the vinyl windows. Mr. Strassler stated in his review for the HPC, he had created a guide on how to replicate the historic windows. He noted he had listed various vendors and suppliers in his review. Mr. Strassler stated he'd received quotes from a local business of approximately $500 per window, and from a firm in Winchester specializing in historic preservation work of approximately $370 for a six-light window sash with glass. He noted there are other mills in the United States and also stated the owner could invest in a membership in Staunton Makerspace that supplies all professional equipment and guidance. Mr. Strassler stated he had provided a complete guide on how to replicate windows.

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Dr. Harrington asked Mr. Strassler if in the event that the motion on the floor passes, would he still be willing to provide his guidance and expertise to the owner. Mr. Strassler stated he would help as long as things were copacetic.

Ms. Oakes told Mr. Rammelkamp that Council is sorry to hear about the loss of his wife and were sympathetic towards his situation; however, there are rules put into place that need to be followed.

The motion carried as follows:

Dr. Harrington	aye	Ms. Mead	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Ms. Oakes	aye		

B. Introduction and Public Hearing of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One

Jeanne Colvin, Budget Director, stated the first budget amendment for fiscal year 2019 has been prepared for City Council's review. It involves amendments for both the City and School funds. The total budget amendment equals $10,459,114, with the City's portion in the amount of $7,308,826 and the School Board's portion in the amount of $3,150,288.

Ms. Colvin stated the total General Fund amendment is $3.4 million, and explained further details of the General Fund amendment as well as amendments to other funds, as shown in the attached proposed ordinance.

Introduction of the proposed ordinance is scheduled for Council's meeting tonight, as is a public hearing. Consideration of the ordinance is scheduled for the January 24, 2019 meeting.

Ms. Oakes moved to introduce an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number One, totaling $10,459,114, and that Council conduct a public hearing of the ordinance.

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

Vice Mayor Kier	aye	Dr. Curren	aye
Dr. Harrington	aye	Ms. Mead	aye
Ms. Oakes	aye		

The Public Hearing was opened.

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

(SEE ATTACHMENT 1)

C. Introduction, Public Hearing and Consideration of Four Ordinances to Amend Various Provisions of the Staunton City Code to Align with Changes to the Code of Virginia and to Formalize in Law Certain Policy Exemptions from Fees

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Doug Guynn, City Attorney, stated there are four proposed ordinances. Each such draft ordinance is identified for ease of reference by using Roman numerals I through IV. The proposed ordinances address changes that would affect Title 3, Revenue and Finance; Title 10, Vehicles and Traffic; Title 15, Buildings and Building Regulations; and Title 18, Zoning, of the Staunton City Code.

Proposed ordinances I through III concern various aspects of the City Code. These proposed ordinances are largely what might be called housekeeping ordinances, reflecting changed provisions of the Virginia Code. The first ordinance reflects Virginia Code provisions that recognize real estate tax exemptions for military veterans and spouses. The second ordinance allows localities to have more flexibility in the disposal of abandoned vehicles. The third ordinance deals with the repeal of some existing City Code provisions as those topics are covered in the statewide building code.

Proposed ordinance IV would explicitly have the City Code recognize exemptions for the City of Staunton and the School Board of the City of Staunton from zoning-related fees. The City Attorney suggests that it promotes transparency to have these exemptions clearly stated in the City Code.

Mr. Guynn stated he recommended that Council conduct a public hearing on all four ordinances at one time and then consider afterwards whether to proceed to adopt them.

The Public Hearing was opened.

Baldwin Jennings, 332 Sharon Lane, asked for further explanation of proposed ordinance 2019-02 regarding military veterans and real estate tax exemption. At the request of members of Council, Mr. Guynn addressed the question.

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

Dr. Harington moved that Council adopt ordinances identified as Roman numerals I through IV to amend various provisions of the Staunton City Code to align with changes to the Code of Virginia and to formalize in law certain policy exemptions from fees.

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

Dr. Harrington	aye	Dr. Curren	aye
Ms. Oakes	aye	Vice Mayor Kier	aye
Ms. Mead	aye		

Ordinance No. 2019 - 02

AN ORDINANCE ADDING NEW CHAPTER 3.17, REAL ESTATE TAX EXEMPTION FOR U.S. MILITARY VETERANS, OF TITLE 3, REVENUE AND FINANCE, OF THE STAUNTON CITY CODE TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY

WHEREAS, the City of Staunton, consistent with provisions of the Virginia Code, provides real estate tax relief through provisions of Title 3 of the Staunton City Code;

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WHEREAS, the General Assembly has enacted changes at various times regarding exemptions from taxes on real property for U.S. military veterans, pursuant to subdivision (a) of section 6-A of Article X of the Constitution of Virginia and Virginia Code §§ 58.1-3219.5 and 58.1-3219.9;

WHEREAS, the City Council finds that it is in the interest of the City and its citizens to amend Staunton City Code provisions relating to exemptions from taxes on real property to align with changes enacted to the Code of Virginia;

WHEREAS, the Commissioner of Revenue concurs that the amendments contemplated by this ordinance will enhance the clarity of the eligibility requirements for the City of Staunton's real estate tax relief program; and

WHEREAS, this matter has been properly advertised, heard and considered.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 3.17, Real Estate Tax Exemption for U.S. Military Veterans, of Title 3, Revenue and Finance, of the Staunton City Code be, and hereby is, amended as follows:

3.17 Real Estate Tax Exemption for U.S. Military Veterans and Spouses or Surviving Spouses

3.17.010 General eligibility requirements.

Exemption pursuant to this chapter shall be granted to persons and for property complying with the following provisions:

(1) For tax years beginning on or after January 1, 2011, any veteran who has been rated by the by the U.S. Department of Veterans Affairs or its successor agency pursuant to federal law to have a 100 percent service-connected, permanent, and total disability, and who occupies the real property as the principal place of residence, shall be exempt from taxation of real property, including the joint real property of husband and wife. If the veteran's disability rating occurs after January 1, 2011, and has a qualified primary residence on the date of the rating, then the exemption under this section begins on the date of such rating. However, the City shall not be liable for any interest on any refund due to the veteran for taxes paid prior to the veteran's filing of the affidavit or written statement required by Virginia Code § 58.1-3219.6 or successor provisions. If the qualified veteran acquires the property after January 1, 2011, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to Virginia Code § 58.1-3360 or successor provisions. The surviving spouse of a veteran eligible for the exemption set forth in this section shall also qualify for the exemption, so long as the death of the veteran occurred on or after January 1, 2011, the

surviving spouse does not remarry, and the surviving spouse continues to occupy the real property as the principal place of residence.

(a) For purposes of this exemption, real property of any veteran includes real property (i) held by a veteran alone or in conjunction with the veteran's spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the veteran or the veteran and their spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a veteran alone or in conjunction with their spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

(b)The exemption for a surviving spouse under this section includes real property (i) held by the veteran's spouse as tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The exemption does not apply to any interest held under a leasehold or term of years.

(c) In the event that a person is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection (a) and one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the number of people who are qualified for the exemption pursuant to this section and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

(d) In the event that the primary residence is jointly owned by two or more individuals, not all of whom qualify for the exemption pursuant disability or marital status as noted previously in this section, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection A, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by all such joint owners who qualify for the exemption pursuant to disability or marital status noted previously in this section, and as a denominator, 100 percent.

(2) For tax years beginning on or after January 1, 2015, the surviving spouse (i) of any member of the armed forces of the United States who was killed in action as determined by the U.S. Department of Defense and (ii) who occupies the real property as the principal place of residence shall be exempt from taxation of real property. For purposes of this section, such

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determination of "killed in action" includes a determination by the U.S. Department of Defense of "died of wounds received in action." If such member of the armed forces of the United States is killed in action after January 1, 2015, and the surviving spouse has a qualified principal residence on the date that such member of the armed forces is killed in action, then the exemption for the surviving spouse shall begin on the date that such member of the armed forces is killed in action.

(a) Those dwellings in the locality with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year of a dwelling situated on property that is zoned as single family residential shall qualify for a total exemption from real property taxes under this article. If the value of a dwelling is in excess of the average assessed value as described in this subsection, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single family homes, condominiums, town homes, manufactured homes as defined in § 46.2-100 or successor provisions whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single family home, condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet this requirement and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption. If the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt.

(b) The surviving spouse of a member of the armed forces killed in action shall qualify for the exemption so long as the surviving spouse does not remarry and continues to occupy the real property as the principal place of residence. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

(c) The City shall provide for the exemption from real property taxes the qualifying dwelling pursuant to this section and shall provide for the exemption from real property taxes the land, not exceeding one acre, upon which it is situated. If the veteran owns a house that is his/her residence, including a manufactured home as defined in Virginia Code § 46.2-100 or successor provisions whether or not the wheels and other equipment previously used for mobility have been removed, such house or manufactured home shall be exempt even if the veteran does not own the land on which the house or manufactured home is located. If such land is not owned by the veteran, then the land is not exempt. A real property improvement other than a dwelling, including the land

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upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of Virginia Code § 58.1-3503 and as listed in Virginia Code § 58.1-3504 or successor provisions and (ii) for other than a business purpose.

(d) For purposes of this exemption, real property of any surviving spouse of a member of the armed forces killed in action includes real property (i) held by a surviving spouse as a tenant for life, (ii) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

(e) In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection C and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has 1 as a numerator and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

(f) In the event that the principal residence is jointly owned by two or more individuals including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection C, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by the surviving spouse, and as a denominator, 100 percent.

3.17.020 Claimant's application, affidavit and certification of disability.

The veteran or surviving spouse claiming the exemption under SCC 3.17.010 shall file with the Commissioner of the Revenue in which the real property is located, on forms to be supplied by the city, an affidavit or written statement (i) setting forth the name of the disabled veteran and the name of the spouse, if any, also occupying the real property, (ii) indicating whether the real property is jointly owned by a husband and wife, and (iii) certifying that the real property is occupied as the veteran's principal place of residence. The veteran shall also provide

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documentation from the U.S. Department of Veterans Affairs or its successor agency indicating that the veteran has a 100 percent service-connected, permanent, and total disability. The veteran shall be required to refile the information required by this section if the veteran's principal place of residence changes or if there is a change in the veteran's disability rating. In the event of a surviving spouse of a veteran claiming the exemption, the surviving spouse shall also provide documentation that the veteran's death occurred on or after January 1, 2011.

Introduced: January 10, 2019
Adopted: January 10, 2019
Effective Date: January 10, 2019

/s/ Ophie Kier
Ophie Kier, Vice Mayor

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

Ordinance No. 2019 - 03

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 10.35.040, SALE, OF CHAPTER 10.35, ABANDONED VEHICLES, OF TITLE 10, VEHICLES AND TRAFFIC, OF THE STAUNTON CITY CODE TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY

WHEREAS, the General Assembly of Virginia has enacted changes at various times to the Code of Virginia which merit amendments to the Staunton City Code relating to the sale of abandoned vehicles to align the Staunton City Code with the Code of Virginia;

WHEREAS, pursuant to Section 46.2-1201 of the Code of Virginia and Staunton City Charter Section 11, Third, the City Council has the authority to enact provisions and changes of the Staunton City Code regarding abandoned vehicles;

WHEREAS, the City Council finds that it is in the interest of the City and its citizens to amend Staunton City Code provisions relating to the sale of abandoned vehicles to align with the changes enacted to Section 46.2-1203 of the Code of Virginia;

WHEREAS, this matter has been properly advertised, heard, and considered; and

WHEREAS, these recitals are deemed an integral part of this ordinance.

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NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 10.35.040, Sale, of the Staunton City Code be and hereby is amended as follows:

10.35.040 Sale.

(1) If an abandoned motor vehicle has not been reclaimed as provided for in SCC 10.35.030, the city or its authorized agent shall, notwithstanding the provisions of Section 46.2-617 of the Code of Virginia, sell the vehicle at public auction. For the purposes of this section, the term "public auction," when conducted by the city, shall include an Internet sale by auction. The purchaser of the vehicle shall take title to the vehicle free and clear of all liens and claims of ownership of others, shall receive a sales receipt ~~at the auction~~ from the sale and shall be entitled to, upon application therefor, pursuant to Section 46.2-603 of the Code of Virginia, a certificate of title and registration card therefor. The sales receipt at such a sale shall be sufficient title only for purposes of transferring the vehicle to a demolisher for demolition, wrecking or dismantling and, in such case, no further titling of the vehicle shall be necessary, however, such demolisher shall provide the Department of Motor Vehicles of the Commonwealth of Virginia acceptable documentation indicating that the vehicle has been demolished.

(2) From the proceeds of the sale of a vehicle under this section, the city or its authorized agent shall reimburse itself for the expenses of the auction, the cost of towing, preserving and storing the vehicle, which resulted from placing the vehicle in custody, and all notice and publication costs incurred pursuant to SCC 10.35.030. Any remainder from the proceeds of sale shall be held for the owner of the vehicle or any persons having security interests therein, as their interests may appear, for ~~90~~60 days, and then shall be deposited into the treasury of the city.

In all other respects, the provisions of Chapter 10.35, Abandoned Vehicles, of Title 10, Vehicles and Traffic, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: January 10, 2019
Adopted: January 10, 2019
Effective Date: January 10, 2019

/s/ Ophie Kier
Ophie Kier, Vice Mayor

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

Ordinance No. 2019 - 04

**AN ORDINANCE REPEALING
CHAPTER 15.15 CERTIFICATION OF ELECTRICIANS, PLUMBERS, AND BUILDING-RELATED MECHANICAL WORKERS,
OF TITLE 15 BUILDINGS AND BUILDING REGULATIONS,**

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OF THE STAUNTON CITY CODE REGARDING THE CERTIFICATION OF ELECTRICIANS, PLUMBERS, AND BUILDING-RELATED MECHANICAL WORKERS, TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY

WHEREAS, the provisions of Chapter 15.15 of the Staunton City Code purport to regulate the certification of electricians, plumbers, and building-related mechanical workers by the building official pursuant to the provisions of former Code of Virginia Section 15.1-11.4;

WHEREAS, former Code of Virginia Section 15.1-11.4, which previously mandated the standards and provisions for the certification of electricians, plumbers, and building-related mechanical workers, has been repealed by the General Assembly of Virginia;

WHEREAS, the City Council finds that it is in the interest of the City and its citizens to repeal Chapter 15.15 of the City Code provision relating to the certification of electricians, plumbers, and building-related mechanical workers to reflect current law by which such occupations are regulated under the provisions of Code of Virginia Sections 54.1-100 *et seq.*;

WHEREAS, this matter has been properly advertised, heard, and considered; and

WHEREAS, these recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 15.15 of the Staunton City Code is hereby repealed.

In all other respects, the provisions of Title 15, Buildings and Building Regulations, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: January 10, 2019
Adopted: January 10, 2019
Effective Date: January 10, 2019

/s/ Ophie Kier
Ophie Kier, Vice Mayor

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

Ordinance No. 2019 - 05

AN ORDINANCE AMENDING, RESTATING, AND REORDAINING SECTION 18.220.020, FEES ESTABLISHED, OF CHAPTER 18.200, FEES, OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE

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TO EXEMPT PROJECTS OF THE CITY OF STAUNTON, VIRGINIA AND THE SCHOOL BOARD OF THE CITY OF STAUNTON, VIRGINIA FROM ZONING-RELATED FEES

WHEREAS, it has been ascertained that Section 18.220.020 of the Staunton City Code merits updating to reflect explicitly an exemption from zoning-related fees imposed by the City of Staunton for building and construction projects of the City of Staunton, Virginia, and the School Board of the City of Staunton, Virginia;

WHEREAS, pursuant to Virginia Code Section 15.2-2286, localities may collect fees to cover the cost of making inspections, issuing permits, advertising of notices and other expenses incident to the administration of a zoning ordinance;

WHEREAS, the Planning and Zoning Division of the Community Development Department of the City generally has a policy by practice of exempting zoning-related fees for any projects of the City of Staunton, Virginia, and of the School Board of the City of Staunton;

WHEREAS, it would serve the best interests of the City and its citizens to recognize explicitly the zoning-related fee exemptions;

WHEREAS, this matter has been properly advertised, heard, and considered; and

WHEREAS, these recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 18.220.020 be and is hereby amended as follows:

18.220.020 Fees established.

(1) The fees for the following applications or permits are as follows:

Special use permit or rezoning application fee	$250.00
Site plan submittal or resubmittal	$200.00
Zoning official determination letter	$75.00
Variance application or appeal to BZA	$200.00
Zoning permit fee	$50.00

(2) Projects by and on property owned and operated by the City of Staunton, Virginia, or the School Board of the City of Staunton, Virginia, shall be exempt from such zoning-related fees.

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In all other respects, the provisions of Section 18.220.020, Fees established, of Chapter 18.220, Fees, of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: January 10, 2019
Adopted: January 10, 2019
Effective Date: January 10, 2019

/s/ Ophie Kier
Ophie Kier, Vice Mayor

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

D. Consideration of SunTrust Bank Resolution Authorizing Signatures

Steve Owen, City Manager, stated due to changes in personnel of the City Finance Department effective January 2, 2019, the City will need to authorize the appropriate finance and treasurer's office staff members to conduct banking business on behalf of the City with SunTrust Bank.

Mr. Owen stated Council will need to adopt a Deposit Account Resolution and Authorization for Business Entities form authorizing Cynthia B. Fitzgerald, Interim Director of Finance, as the contract administrator for the SunTrust Bank contract. The Treasurer, Richard R. Johnson, and the Interim Director of Finance, will be the authorized signers on all City accounts. The Treasurer will continue to deposit all funds with SunTrust Bank. He noted this is a housekeeping matter.

Ms. Mead moved that Council adopt the SunTrust Deposit Account Resolution and Authorization for Business Entities effective retroactively as of January 2, 2019.

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

Ms. Mead	aye	Ms. Oakes	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Dr. Harrington	aye		

(SEE ATACHMENT 2)

Matters from the City Manager

Mr. Owen stated he'd received a letter from a wife whose husband had passed away recently. She praised the work of the Fire, Police, and Rescue Squad staff who responded.

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Mr. Owen noted a letter had been received from an individual, praising Adrienne Hammel, who had waited on him at the Utilities payment desk. He stated she was the friendliest and most kind person he had ever met.

Matters from the Public

There was no one wishing to speak.

Adjournment

There being no further business to come before Council, the meeting adjourned at 8:11 p.m.

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Suzanne F. Simmons
Clerk of Council

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Ordinance No. 2019-01

AN ORDINANCE TO AMEND

THE FY 2019 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER ONE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2019 Budget is amended as follows:

GENERAL FUND		
Anticipated Revenue		
General Revenue	$	3,209,571
Charges for Services		30,570
Recovered Costs		78,730
Miscellaneous Revenue		20,000
Capital Grants and Contributions		115,265
Total Revenue	$	3,454,136
Appropriations		
Judicial Administration	$	45,476
Public Safety		260,694
Public Works		91,942
Parks, Recreation, Cultural		25,098
Community Development		5,926
Transfers to Other Funds		3,025,000
Total Appropriations	$	3,454,136
GRANTS FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	34,280
Total Revenue	$	34,280
Appropriations		
Public Safety	$	34,280
Total Appropriations	$	34,280
BLUE RIDGE COURT SERVICES		
Anticipated Revenue		
Capital Grants and Contributions	$	37,500
Total Revenue	$	37,500
Appropriations		
Public Safety	$	37,500
Total Appropriations	$	37,500
CITY CAPITAL IMPROVEMENTS FUND		
Anticipated Revenue		
Transfer from the General Fund	$	2,700,000
Total Revenue	$	2,700,000
Appropriations		
Capital Projects	$	2,700,000
Total Appropriations	$	2,700,000

DEBT SERVICE SINKING FUND		
Anticipated Revenue		
Transfer from the General Fund	$	325,000
Total Revenue	$	325,000
Appropriations		
Debt Service	$	325,000
Total Appropriations	$	325,000

COMMUNITY DEVELOPMENT FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	75,000
Appropriation of Prior Year Unassigned Fund Balance		76,000
Total Revenue	$	151,000
Appropriations		
Operations	$	151,000
Total Appropriations	$	151,000

WATER FUND		
Anticipated Revenue		
General Revenues	$	12,086
Total Revenue	$	12,086
Appropriations		
Capital	$	12,086
Total Appropriations	$	12,086

SEWER FUND		
Anticipated Revenue		
Appropriation of Prior Year Fund Balance	$	110,000
Total Revenue	$	110,000
Appropriations		
Capital	$	110,000
Total Appropriations	$	110,000

PARKING FUND		
Anticipated Revenue		
Appropriation of Prior Year Fund Balance	$	384,465
Total Revenue	$	384,465
Appropriations		
Debt	$	84,465
Capital		300,000
Total Appropriations	$	384,465

ENVIRONMENTAL FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	359
Total Revenue	$	359
Appropriations		
Operations	$	359
Total Appropriations	$	359

STORMWATER FUND		
Anticipated Revenue		
General Revenue	$	100,000
Total Revenue	$	100,000
Appropriations		
Operations	$	100,000
Total Appropriations	$	100,000

EDUCATION FUND		
Anticipated Revenue		
General Revenue	$	1,265,832
Capital Grants and Contributions		755,123
Total Revenue	$	2,020,955
Appropriations		
Operations	$	2,020,955
Total Appropriations	$	2,020,955

TEXTBOOK FUND		
Anticipated Revenue		
Appropriation of Prior Year Unassigned Balance	$	31,000
Total Revenue	$	31,000
Appropriations		
Operations	$	31,000
Total Appropriations	$	31,000

SCHOOL CIP FUND- 966		
Anticipated Revenue		
Transfer from the Education Fund	$	1,000,000
Capital Grants and Contributions		98,333
Total Revenue	$	1,098,333
Appropriations		
Capital Projects	$	1,098,333
Total Appropriations	$	1,098,333

GRAND TOTAL BUDGET AMENDMENT NO 1	**$**	**10,459,114**

INTRODUCED: January 10, 2019

PUBLIC HEARING: January 10, 2019

Public Hearing Advertisement Date: January 1, 2019

Approved this 10th day of JAN 2019

Effective Date: 01/10/2019

ATTEST: Suzanne F. Simmons

Suzanne F. Simmons

Clerk of Council

CERTIFIED: Ophie A. Kier

Ophie Kier

Vice Mayor of Council

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
JUDICIAL ADMINISTRATION			
COMMONWEALTH ATTORNEY			
Prior Year Fund Balance	11001-41930	$ 13,756	
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements	11022210-55472		$ 13,756
CLERK OF THE CIRCUIT COURT			
To appropriate additional Comm of VA funds from the Supreme Court of Virginia	11023-45318-40310	$ 7,150	
Technology Trust Funds for records management/indexing	11022160-55429-40310		$ 7,150
To reduce appropriations for recovered costs from grant sources for a part-time position funded from Blue Ridge Court Services Grant for the Clerk of the Circuit Court's office.	11023-41901	$ (6,000)	
Part-time wages	11022160-51510		$ (6,000)
To appropriate Court Reporting Fees to fund a full-time position for the Clerk of the Circuit Court. The existing part-time position will be eliminated and converted to a full-time position.	11022-	$ 30,570	
Wages	11022160-51007		$ 18,000
FICA	11022160-52010		$ 1,377
VRS Life Insurance	11022160-52001		$ 236
Health Insurance	11022160-52005		$ 8,266
VRS Retirement	11022160-52020		$ 2,448
VEC Unemployment	11022160-52030		$ 25
Short-term Disability Insurance	11022160-52035		$ 218
PUBLIC SAFETY			
POLICE DEPARTMENT			
Prior Year Fund Balance	11001-41930	$ 108,986	
To carry forward the balance of the state forfeited asset funds. Carry forward is mandated by state regulations.	11033110-55472		$ 95,350
To carry forward the balance of the federal forfeited asset funds. Carry forward is mandated by federal regulations.	11033110-55473		$ 13,636
To appropriate additional federal and state funds from forfeited assets received in FY2018.			
State Forfeited Assets Revenue	11033-45427	$ 17,313	
State Forfeited Assets Expenditures	11033110-55472		$ 17,313
To appropriate recovered cost revenue for the Line of Duty Act payments for the Police Department reimbursed by VML Insurance.			
Recovered Costs- Public Safety	11033-41901	$ 28,200	
Line of Duty Act- Police Department claims	11033110-52032		$ 28,200

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
FIRE DEPARTMENT			
Prior Year Fund Balance	11001-41930	$ 57,031	
FOUR for LIFE Funds -To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55602		$ 17,530
FIRE PROGRAMS FUND - To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55639		$ 39,501
To appropriate recovered costs insurance proceeds for damages to a fire truck from a citizen vehicle accident.	11033-41901	$ 49,164	
Repair and maintenance for vehicles.	11033210-53105		$ 49,164
PUBLIC WORKS			
STREET MAINTENANCE			
To appropriate additional state revenue for street maintenance.	11043-45530	$ 90,502	
To appropriate additional paving expenditures for street maintenance.	11044130-53225-18300		$ 90,502
To appropriate insurance proceeds to repair the wall at the Library.	11041-41928	$ 1,440	
Street repairs to wall and sidewalk due to vehicle damage.	11044130-53250		$ 1,440
PARKS, RECREATION, CULTURAL			
RECREATION			
To carry forward the balance of donated funds to build a nature park.	11001-41930	$ 4,798	
Materials and Supplies	11077110-53011-31200		$ 4,798
To appropriate donated funds for the Booker T. Washington facility kitchen.	11073-41730-34400	$ 20,000	
Building improvements/ capital outlay.	11077110-58385-34400		$ 20,000
LIBRARY			
To appropriate Commonwealth of Virginia grant funds from the Commission for the Arts for the Library.	11072-45547	$ 300	
Special Program expenses.	11077510-55270		$ 300
COMMUNITY DEVELOPMENT			
TOURISM			
Appropriation of recovered costs received from SDDA for the Queen City Mischief and Magic Festival for transportation costs.	11083-41901	$ 5,926	
Contracted Services- Payment to Staunton City Schools	11088210-53011		$ 5,926

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
TRANSFERS TO OTHER FUNDS			
CAPITAL IMPROVEMENTS			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 2,700,000	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 2,700,000
DEBT SERVICE SINKING FUND			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 325,000	
Transfer to the Debt Service Sinking Fund- Debt Reserve			$ 277,750
Transfer to the Debt Service Sinking Fund-Staunton Crossing Land	11099600-59312		$ 47,250
TOTAL GENERAL FUND		**$ 3,454,136**	**$ 3,454,136**

BUDGET AMENDMENT NO. 1 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY		
General Revenues		
Appropriation of Prior Year Fund Balance		$ 3,209,571
Forfeited Assets for Police - State	95,350	
Forfeited Assets for Comm Attorney	13,756	
Forfeited Assets for Police - Federal	13,636	
EMS Four for Life Funds for Fire Department	17,530	
Fire Programs Fund	39,501	
Recreation- Nature Park Donations	4,798	
Transfer to the Capital Improvements Fund	2,700,000	
Transfer to the Debt Service Sinking Fund	325,000	
Recovered Costs		78,730
Clerk of the Circuit Court	(6,000)	
Public Works	1,440	
Public Safety- Line of Duty Act	28,200	
Public Safety- Insurance Proceeds	49,164	
Community Development- Tourism	5,926	
Charges for Services		30,570
Clerk of the Circuit Court	30,570	
Miscellaneous Revenue		20,000
Recreation-Donations- Booker T. Community Center	20,000	
Capital Grants and Contributions		115,265
Clerk of the Circuit Court-Supreme Court of Virginia	7,150	
Police Department	17,313	
Street Maintenance	90,502	
Library	300	
Total General Fund Revenues		**$ 3,454,136**

GENERAL FUND EXPENDITURE SUMMARY	
Judicial Administration	$ 45,476
Public Safety	260,694
Public Works	91,942
Parks, Recreation, Cultural	25,098
Community Development	5,926
Transfer to Other Funds	$ 3,025,000
Total General Fund Expenditures	**$ 3,454,136**

FY 2019 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
CITY CAPITAL IMPROVEMENTS FUND			
Appropriation for funds transferred from the General Fund	39001-49211	$ 2,700,000	
CIP Contingency Account	3909800-58400		$ 2,700,000
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 2,700,000**	**$ 2,700,000**
DEBT SERVICE SINKING FUND			
Appropriation for funds transferred from the General Fund	11101-49211	$ 325,000	
Debt Service Sinking Fund Reserve	11199500-59500		$ 277,750
Staunton Crossing Debt Payments	11199500-59613		$ 47,250
TOTAL DEBT SERVICE SINKING FUND		**$ 325,000**	**$ 325,000**
COMMUNITY DEVELOPMENT FUND			
To appropriate grant funds to complete the Flood Prevention and Protection Plan, Grant Number DSFP-43-18.			
Grant funds from Virginia Resources Authority Dam Safety, Flood Prevention and Protection Assistance Fund	22083-45560	$ 75,000	
Appropriation of Prior Year Unassigned Fund Balance	22001-41930	$ 76,000	
Professional Services- Flood Prevention Study	22088565-53010		$ 151,000
TOTAL COMMUNITY DEVELOPMENT FUND		**$ 151,000**	**$ 151,000**
GRANTS FUND			
FIRE DEPARTMENT			
To appropriate federal grant funds awarded from the Virginia Department of Emergency Management for the 2018 Local Emergency Management Performance Grant (LEMPG) to purchase two thermal imaging cameras.	21534-46250-40104	$ 7,500	
To appropriate federal funds for fire camera equipment.	21533210-58341-40104		$ 7,500
POLICE DEPARTMENT			
To appropriate federal grant funds awarded from the Byrne Justice Assistance Grant Formula Funds to purchase public safety software and computer equipment.	21533-46252-40246	$ 26,780	
Equipment and Technology.	21533110-55486-40246		$ 26,780
TOTAL GRANTS FUND		**$ 34,280**	**$ 34,280**
BLUE RIDGE COURT SERVICES FUND			
To appropriate additional Comm of Va Supreme Court of Virginia grant funds for behavioral health programs.	21033-45553	$ 37,500	
Wages	21033342-51302		$ 18,000
FICA	21033342-52010		$ 1,377
VRS Retirement	21033342-52020		$ 2,446
VRS Life Insurance	21033342-52001		$ 236
Health Insurance	21033342-52005		$ 8,266
VEC Unemployment Insurance	21033342-52030		$ 25
Short-term Disability Insurance	21033342-52035		$ 130
Supplies	21033342-55415		$ 7,020
TOTAL BLUE RIDGE COURT SERVICES FUND		**$ 37,500**	**$ 37,500**

FY 2019 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
WATER FUND			
Appropriation of insurance proceeds for lightning damage to Gardner Springs pump motors.	53001-41928	$ 12,086	
Capital equipment.	53004322-58331		$ 12,086
TOTAL WATER FUND		**$ 12,086**	**$ 12,086**
SEWER FUND			
To carry forward funds from FY2018 to complete the Filmore Street Sewer Line Project.	54001-41930	$ 110,000	
Capital sewer line replacement.	54004420-58366		$ 110,000
TOTAL SEWER FUND		**$ 110,000**	**$ 110,000**
PARKING FUND			
Appropriation of Prior Year Funds.	56001-41930	$ 384,465	
To appropriate prior year funds for the 2018A VRA Bond Debt Payment- Principal Payment.	56009500-59620		$ 39,484
To appropriate prior year funds for the 2018A VRA Bond Debt Payment- Interest Payment.	56009500-59621		$ 44,981
To appropriate prior year funds to complete the garage projects to replace/ repair/ paint railings at the Johnson Street Garage.	56004621-58385		$ 300,000
TOTAL PARKING FUND		**$ 384,465**	**$ 384,465**
ENVIRONMENTAL FUND			
Litter Prevention and Recycling Program			
To appropriate additional Comm of VA grant funds from the Department of Environmental Quality			
Comm of VA grant funds	58003-45540	$ 359	
Litter Control Grant materials & supplies	58004822-55415		$ 359
TOTAL ENVIRONMENTAL FUND		**$ 359**	**$ 359**
STORMWATER FUND			
STORMWATER PROJECTS			
Appropriation of Prior Year Funds	57001-41930	$ 100,000	
To appropriate prior year funds to complete preliminary engineering studies for quality and quantity stormwater projects.	57004799-58364-14300		$ 100,000
TOTAL STORMWATER FUND		**$ 100,000**	**$ 100,000**

FY 2019 BUDGET AMENDMENT NUMBER ONE SUMMARY

CITY GOVERNMENT FUNDS	
GENERAL FUND	$ 3,454,136
CAPITAL IMPROVEMENTS FUND	$ 2,700,000
DEBT SERVICE SINKING FUND	$ 325,000
COMMUNITY DEVELOPMENT FUND	$ 151,000
GRANTS FUND	$ 34,280
BLUE RIDGE COURT SERVICES FUND	$ 37,500
PARKING FUND	$ 384,465
WATER FUND	$ 12,086
SEWER FUND	$ 110,000
ENVIRONMENTAL FUND	$ 359
STORMWATER FUND	$ 100,000
TOTAL CITY GOVERNMENT FUNDS	**$ 7,308,826**
EDUCATION FUNDS	
EDUCATION FUND	$ 2,020,955
SCHOOL CIP FUND 966	$ 1,098,333
TEXTBOOK FUND	$ 31,000
TOTAL EDUCATION FUNDS	**$ 3,150,288**
TOTAL FY2019 BUDGET AMENDMENT NO. 1	**$10,459,114**

STAUNTON CITY SCHOOLS
FY 2019 BUDGET
AMENDMENT NO. 1

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS			
TITLE III Part A- Limited English Proficient			
To appropriate additional federal grants for the Limited English Proficient Program	900300-43375-T3-00	$ 4,565	
Educational supplies	91103195-56013-T3-00		$ 3,297
Educational supplies	91102195-56013-T3-00		$ 1,268
TITLE I Part D Neglected and Delinquent			
To appropriate additional federal grant funds for neglected and delinquent students	900300-43010-T1D00	$ 139,333	
Contingency account for grant program	900300-59100-T1D00		$ 139,333
Special Education Preschool Program			
To appropriate the balance of grant funds from the 2017 federal award for the preschool program			
Special Education Preschool 619 Funds - 2017 award	900300-43173-PRE00	$ 27,963	
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00		$ 27,963
TITLE VIB Federal Grant			
To appropriate remaining grant funds from prior year grant funds awarded for T6B00			
Federal Revenue	900300-43027-T6B00	$ 200,000	
T6B00 Contingency	91101100-59100-T6B00		$ 200,000
TITLE 1 Federal Funds			
To appropriate remaining grant funds from prior years for TITLE 1	900300-43010-T1-00	$ 202,439	
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00		$ 202,439
TITLE II Federal Funds			
To appropriate remaining grant funds from prior year for TITLE II		$ 67,801	
TITLE II Contingency- Grant Balance			$ 67,801
TITLE IV Federal Funds- Student Support and Enrichment			
To appropriate remaining grant funds from prior year and new grant funds for FY2019 for TITLE IV	900300-43378-T4-00	$ 63,022	
Instructional Assistant Salary	91102195-51151-T4-00		$ 15,540
FICA	91102195-52010-T4-00		$ 1,185
Group Life Insurance	91102195-52001-T4-00		$ 203
Health Insurance Credit	91102195-52023-T4-00		$ 224
VRS	91102195-52020-T4-00		$ 2,925
Workers Compensation	91102195-52025-T4-00		$ 60
Unemployment	91102195-52030-T4-00		$ 8
Instructional Assistant Salary	91103195-51151-T4-00		$ 15,540
FICA	91103195-52010-T4-00		$ 1,185
Group Life Insurance	91103195-52001-T4-00		$ 203

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 1

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT PROGRAMS			
TITLE IV Federal Funds- Student Support and Enrichment (con't)			
Health Insurance Credit	91103195-52023-T4-00		$ 224
VRS	91103195-52020-T4-00		$ 2,925
Workers Compensation	91103195-52025-T4-00		$ 60
Unemployment	91103195-52030-T4-00		$ 8
TITLE IV Contingency- Grant Balance	91101100-59100-T4-00		$ 22,732
High School Innovation Grant			
To appropriate new grant funds for FY2019	900300-42431-HSPI	$ 50,000	
Technology Instruction Teacher Salary	97109095-51120-HSPI		$ 26,000
FICA	97109095-52010-HSPI		$ 14,000
Technology Instruction Other Purchased Services	97109095-53569-HSPI		$ 6,000
Technology Instruction Travel	97109095-55210-HSPI		$ 4,000
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$ 755,123**	**$ 755,123**
LOCAL GENERAL REVENUE/PROGRAMS			
Recovered Costs- Transportation			
Recovered Costs for transportation expenses for the Queen City Mischief & Magic Event	900100-40410	$ 5,926	
Transportation services provided to the City	93209096-51182		$ 5,926
Appropriation of Prior Year Fund Balance			
Appropriation of Prior Year Fund Balance	900100-49302	$ 250,000	
Athletic supplies- purchase of new uniforms	91103588-56105		$ 250,000
Appropriation of Prior Year Fund Balance	900100-49302	$ 1,000,000	
Transfer to the School CIP Fund-Undesignated Account			$ 1,000,000
LOCAL GENERAL REVENUE/PROGRAMS			
Bessie Weller Elementary Thacker Fund			
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School			
Prior Year Donated Funds	900100-49302	$ 9,906	
Bessie Weller Elementary Thacker Fund	91101181-56109		$ 9,906
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		$ 1,265,832	$ 1,265,832
TOTAL EDUCATION FUND		**$ 2,020,955**	**$ 2,020,955**

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 1

		REVENUES	EXPENDITURES
SCHOOL CIP FUND 966			
Capital Improvement Projects			
Transfer from Education Fund	966100-49290	$ 1,000,000	
CIP Projects- Undesignated- Pending Approval of CIP Plan FY2019-2023	K9009000-58100		$ 1,000,000
School Security Grant FY2019			
To appropriate grant funds from the Comm of VA Department of Education for the School Security Equipment Grant	966400-42999-SSE18	$ 98,333	
To transfer the 25% match for the SSE Grant from the CIP Undesignated Account	K9009000-58100-SSE		$ (26,667)
School Security Grant -McSwain Elementary School	K6609082-58215-SSE19		$ 12,670
School Security Grant- Bessie Weller Elementary School	K6609081-58215-SSE19		$ 13,104
School Security Grant -Ware Elementary School	K6609083-58215-SSE19		$ 18,129
School Security Grant -Dixon Education Center	K6609084-58215-SSE19		$ 68,488
School Security Grant -Shelburne Middle School	K6609087-58215-SSE19		$ 12,609
TOTAL SCHOOL CIP FUND 966		**$ 1,098,333**	**$ 1,098,333**
TEXTBOOK FUND			
To appropriate prior year funds for textbook purchases	9100100-49302	$ 31,000	
Shelburne Middle School Chromebooks	B1103187-56020		$ 31,000
TOTAL TEXTBOOK FUND		**$ 31,000**	**$ 31,000**
GRAND TOTAL BUDGET AMENDMENT NO. 1		**$ 3,150,288**	**$ 3,150,288**

SUNTRUST

Business Account Signature Card

Region Number	Account Number
074	[redacted]

Account Title
City of Staunton
Health Insurance

Organization Type	Tax ID Number
PF SL	[redacted]

Signer(s) on the above Account Number

	Name / Title		Signature
1.	Cynthia B. Fitzgerald	Interim Director of Finance	[redacted]
2.	Richard R. Johnson	Treasurer	
3.			
4.			
5.			
6.			

Date Opened	Date Revised	Reason
12/02/2014		changing signers
Cost Center Number	**Officer Number**	**ID**
4432200	15897	
Work Phone Number	**Prepared By**	**Maintenance Type**
434-847-2305	Laura Grosvenor	☐ New ☒ Replacement ☐ Change

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. ***(DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the Account.)***

Check appropriate box for federal tax classification; check only one of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/Estate

☐ Limited liability Company
Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) PF SL

Exemptions: See instructions Exempt payee code (if any) ____ Exemption from FATCA reporting code (if any) ☐ N/A *(Applies to accounts maintained outside the U.S.)*

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

1. 54-6001631 is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
2. The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
3. The Depositor is a U.S. citizen or other U.S. person (defined in the instructions); and
4. The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Signature of U.S. Person X [redacted] Date 1/11/19

- **Locations with DCOR scanning software submit with cover sheet via local scanner**
- **Locations without DCOR scanning software send to Output Review, FL-Orlando-7021**
- *FATCA= Foreign Account Tax Compliance Act

SUNTRUST

Business Account Signature Card

Region Number	Account Number
074	[redacted]

Account Title

City of Staunton

Master Account

Organization Type	Tax ID Number
PF SL	[redacted]

Signer(s) on the above Account Number

Name / Title		Signature
1. Cynthia B. Fitzgerald	Interim Director of Finance	[redacted]
2. Richard R. Johnson	Treasurer	
3.		
4.		
5.		
6.		

Date Opened	Date Revised	Reason
01/30/1995		changing signers
Cost Center Number	**Officer Number**	**ID**
4432200	15897	
Work Phone Number	**Prepared By**	**Maintenance Type**
434-847-2305	Laura Grosvenor	☐ New ☒ Replacement ☐ Change

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. ***(DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the Account.)***

Check appropriate box for federal tax classification; check only one of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/Estate

☐ Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) _____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) PF SL

Exemptions: See instructions Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) ☐ N/A *(Applies to accounts maintained outside the U.S.)*

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3. The Depositor is a U.S. citizen or other U.S. person (defined in the instructions); and
4. The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does n[redacted] than the certifications required to avoid backup withholding.

Signature of U.S. Person X [redacted] Date 4/11/19

- **Locations with DCOR scanning software submit with cover sheet via local scanner**
- **Locations without DCOR scanning software send to Output Review, FL-Orlando-7021**
- *FATCA= Foreign Account Tax Compliance Act

SUNTRUST

Business Account Signature Card

Region Number	Account Number
074	[redacted]

Account Title

City of Staunton

ZBA

Organization Type	Tax ID Number
PF SL	[redacted]

Signer(s) on the above Account Number

	Name / Title	Signature
1.	Cynthia B. Fitzgerald — Interim Director of Finance	[redacted]
2.	Richard R. Johnson — Treasurer	
3.		
4.		
5.		
6.		

Date Opened	Date Revised	Reason
01/30/1995		changing signers
Cost Center Number	**Officer Number**	**ID**
4432200	15897	
Work Phone Number	**Prepared By**	**Maintenance Type**
434-847-2305	Laura Grosvenor	☐ New ☒ Replacement ☐ Change

SunTrust Bank ("Bank")

It is agreed that all transactions between the Bank and the entity listed in the above Account Title ("Depositor") shall be governed by the rules and regulations for this account and the Authorized Signer signing at the bottom of this signature card appoints the above individual(s) as Additional Signatory(ies) of the Depositor for the above Account and hereby acknowledges receipt of such rules and regulations and the funds availability policy. The Depositor also acknowledges the funds availability policy has been explained. ***(DOCUMENT EXECUTION INSTRUCTIONS: A signature of an Authorized Signer is required to appoint an Additional Signatory and must appear below regardless of whether or not a signature is required to satisfy IRS requirements, and regardless of whether or not the name and signature of such Authorized Signer also appears above as a signer on the Account.)***

Check appropriate box for federal tax classification; check only one of the following seven boxes:

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/Estate

☐ Limited liability Company

Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ____

Note: Check the appropriate box in line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) PF SL

Exemptions: See instructions Exempt payee code (if any) ____ Exemption from FATCA reporting code (if any) ☐ N/A *(Applies to accounts maintained outside the U.S.)*

Certification—Under penalties of perjury, I, as authorized agent of the Depositor certify that:

1. 54-6001631 is the correct taxpayer identification number for the Depositor (or the Depositor is waiting for a number to be issued); and
2. The Depositor is not subject to backup withholding because: (a) the Depositor is exempt from backup withholding, or (b) the Depositor has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the Depositor that it is no longer subject to backup withholding; and
3. The Depositor is a U.S. citizen or other U.S. person (defined in the instructions); and
4. The FATCA code(s) entered on this form (if any) indicating that the Depositor is exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if the depositor has been notified by the IRS that the depositor is currently subject to backup withholding because the depositor has failed to report all interest and dividends on the depositor's tax return.

The Internal Revenue Service does not require your consent to any provision of [illegible] other than the certifications required to avoid backup withholding.

Signature of U.S. Person [redacted] Date 1/11/19

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- *FATCA= Foreign Account Tax Compliance Act

SUNTRUST

Deposit Account Resolution and Authorization for Business Entities ("DARA")

I. Business Entity Information

Name: City of Staunton

Business Type: PF SL

Governed By: Virginia

Taxpayer ID Number: 54-6001631

Date Resolution and Authorization Adopted:

This DARA shall apply to ***ALL*** deposit account(s) (hereinafter "Account") currently open with the Bank or opened in the future in the name of the Business Entity. **This DARA supersedes and replaces any DARA, banking resolution, or other document for the Business Entity whose name appears in the name box above in this Section I and which addresses or deals with any of the types of banking authorities specified in Section II herein, for ALL of Business Entity's Accounts. The Authorized Signers listed in Section III will have full authority on ALL of the Business Entity's Accounts, even if they did not have such authority under previous documentation on file with the Bank.**

The person acting in the capacity of the Corporate Secretary or custodian of records of the Business Entity signing in Section VIII below certifies to SunTrust Bank ("Bank") that the above named Business Entity is organized under the laws of the State of Virginia and is registered in the manner prescribed by applicable law and is currently in compliance with all requirements relating to its organization and continued existence.

This DARA shall remain in full force and effect until it is rescinded, modified or replaced in writing in a form acceptable to the Bank and the Bank has had a reasonable time to act on said change. Receipt of such notice shall not affect any action taken by Bank prior thereto. The Bank shall be held harmless for honoring the instructions of any individual authorized in this DARA, or refusing to honor instructions, if the Bank questions the authority of the person giving those instructions.

II. Authority to sign, act, give instructions, access information, use Bank's services, perform transactions, enter into agreements and delegate authority on behalf of Business Entity. Resolved, **First,** that Bank is designated a depository for the Business Entity; **Second**, that each individual named in Section III below is authorized individually on behalf of Business Entity to: a) give instructions to the Bank, b) access information, c) request use of and use any of the Bank's services upon execution of Bank documentation related to such services, d) perform transactions on behalf of Business Entity with respect to any Accounts of Business Entity upon execution of Bank documentation related to such transactions, e) enter into any of Bank's agreements related to any Account or service, and f) delegate to any other individual the authorities conferred in this section in documentation acceptable to the Bank; **Third,** that each Authorized Signer named in Section III is individually authorized to endorse for deposit any check, draft, certificates of deposit, savings certificate, item or other instrument or written order for the payment of money that is payable to the order of Business Entity, and to deposit any such items; **provided, however, an Authorized Signer shall not have any of the authorities of an Additional Signatory described in Section V unless such Authorized Signer is also listed with the additional signatories on the Business Account Signature Card for the relevant Account(s)**; **Fourth**, that by execution and delivery of this DARA by the Corporate Secretary or other custodian of records (or by any Authorized Signer named in Section III below), the Business Entity is bound by the terms and conditions of the Bank's Rules and Regulations for Deposit Accounts, as now existing or as amended from time to time; and **Fifth**, all previous acts of or on behalf of the Business Entity that are authorized and contemplated by the above resolutions that may have been undertaken prior to the date of this DARA are hereby approved and ratified.

III. Authorized Signers Contemplated by Section II.

The full name, title, and signature of each person authorized by Section II are listed immediately below. If an Authorized Signer listed in Section III is an entity (e.g., a corporation, LLC, or partnership), the name of that entity must be entered in the column headed "Name", the applicable title of the entity showing the relationship to the entity named in Section I (e.g. Owner, General Partner, Member or Manager) must be entered in the column headed "Title", the name of the individual signing on behalf of that entity and individual's title or position must be entered in the column headed "Signature", and the individual must sign directly underneath his/her name and title. Where an entity is listed in Section III, the individual signing on behalf of that entity must provide a document (such as an incumbency certificate or current organizational document from that entity) reflecting the individual's current authority to sign on behalf of the entity. ALL INDIVIDUALS from the entity listed in Section III who are expected to be Authorized Signers for the entity named in Section I of this DARA must be listed in and sign Section III of this DARA.

Name	Title	Signature
Cynthia B. Fitzgerald	Interim Director of Finance	[redacted]
Richard R. Johnson	Treasurer	

Employee Name: Laura Grosvenor

Account Number: [redacted]

Name	Title	Signature

IV. Facsimile Signatures. ***Complete this section only if machine or facsimile stamped signatures are to be used on items.*** Resolved, that Bank is authorized to honor any check, draft, item or other written order on any Account of the Business Entity when bearing or purporting to bear the authorized machine or facsimile signature of any one of the above named Section III Authorized Signers whose signature is reproduced below, **if such Authorized Signer's name is also listed with the additional signatories on the Business Account Signature Card for such Account.** The Business Entity shall hold the Bank harmless for honoring the facsimile signature of any of such Authorized Signer whose name and facsimile signature is shown below, or for Bank's refusal to honor any facsimile signature not shown below.

Name of Authorized Signer Listed in Section III	Machine/Facsimile Stamped Signature of Authorized Signer

V. Additional Signatories on Business Entity's Accounts. Resolved, that certain individual(s) may be authorized to have limited authority to do **only the following things**: access information, sign any check, draft, or other written order for the payment of funds from an Account, or initiate a funds transfer payable by Business Entity from an Account by executing Bank's Funds Transfer Authorization form. Such authorities shall be Account specific and such individual's name and signature must appear on the Business Account Signature Card for each Account on which the individual is intended to be so authorized. **The tax classification and certification section at the bottom of each Business Account Signature Card must be executed by one of the Authorized Signers named in Section III above. Refer to the Business Account Signature Card(s) of the Account(s) for signatures of the Additional Signatories.**

VI. Qualification Certification for Public Fund Organization, Political Organization, Homeowners and Condominium Owners Association or Corporation Not Operated for Profit to maintain a NOW account.

Mark this section with an "X" only if Business Entity is eligible to maintain a NOW account.

☐ The individual acting in the capacity of Corporate Secretary or custodian of records of the Business Entity further certifies that the above named Business Entity is eligible to earn interest on a checking account (referred to as a Negotiable Order of Withdrawal or NOW Account) in compliance with Regulation D of the Federal Reserve Act (12CFR 204) as a Public Fund or a Non-Profit Organization that is operated primarily for Religious, Philanthropic, Charitable, Educational, Political or other similar purposes under one of the following sections: Organization – Section 501 (C) (3) through (13), and (19) of the Internal Revenue Code (26 USC (IRC 1954) 501 (C) (3) through (13) and (19). Political Organization – Section 527 of the Internal Revenue Code (26 USC (IRC 1954) 527). Homeowners and Condominium Owners Associations – Section 528 of the Internal Revenue Code (26 USC (IRC 1954) 528).

VII. Power to Act. The individual acting in the capacity of Corporate Secretary or custodian of records of the Business Entity who executes Section VIII below certifies that this DARA is not in conflict with the provisions of the Business Entity's organizational documents, which include its charter, bylaws, resolutions, operating agreements, partnership agreements, shareholders' agreements or similar agreements by which the Business Entity or the undersigned party may be bound, and that this DARA does not violate the provisions of any of such organizational documents.

VIII. Certification. I, the individual signing in this Section VIII, acting in the capacity of the Corporate Secretary or custodian of records of the Business Entity for purposes of such signature in this Section VIII, hereby certify to the Bank that the authorization of each individual whose name appears in Section III above is in full force and effect and has not been amended or rescinded and that the above resolutions are not inconsistent with any other resolutions or governance documents of such Business Entity.

In witness whereof, acting in my capacity as the Corporate Secretary or custodian of records of Business Entity, I have hereunto subscribed my name and affixed the seal of the Business Entity this 11th of January '2019

(Affix Seal here, if available)

Suzanne F. Simmons

Authorized Signature

Suzanne F. Simmons

Name of person acting in capacity of Secretary, Assistant Secretary or other custodian of records, as designated in the Business Entity's organizational documents

Employee Name: Laura Grosvenor Account Number: [redacted]

IX. Inclusion and Certification Requirements and Instructions.

Corporations, Limited Liability Companies, Public Entities, Partnerships, Sole Proprietors, Unincorporated Organizations, Associations and other business entity types:

Each individual from the Business Entity who is expected to have the powers specified in Section II must be named in Section III if the Board of Directors or other governance body of the Business Entity intends such individual to be authorized to perform the functions specified in Section II.

Such individuals can include the President and other corporate officers such as the Treasurer, the Chief Financial Officer, and the Controller of the Business Entity, or any other individual that the entity wishes to designate.

Any of the individuals listed in Section III can execute the DARA under Section VIII if necessary, but only if the entity named in Section I has no employee who has been designated as its Corporate Secretary or custodian of records.

Note: ***This document will be returned to the Branch or other sending location if the signature block in Section VIII is not properly completed.***

Bank Use Only

Bank Number	Cost Center Number	Cost Center Name	
0175	4432200	WVA NOT FOR PROFIT TUREK	
Prepared By		Phone Number	Date
Laura Grosvenor		434-847-2305	
Verification Method			

Employee Name: Laura Grosvenor Account Number: [redacted]

☐ **Locations with DCOR scanning software submit with cover sheet via local scanner**
☐ **Locations without DCOR scanning software send to Output Review, FL-Orlando-7021**

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**B**	
Ordinance #		
Department:	**Community Development—Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by John P. McMahon to Rezone 531 Thornrose Avenue (PID #3800) from B-1, Local Business District Conditional, to R-2, Low Density Residential District**	

Background: John P. McMahon is requesting a rezoning of 531 Thornrose Avenue from B-1, Local Business District Conditional, to R-2, Low Density Residential District. The property is located on Thornrose Avenue across from Gypsy Hill Park; a current zoning map, proposed rezoning map and recommended land use map of the requested area are attached. The current B-1 Conditional Zoning was approved in 1992, to facilitate the change in use of the property from residential to a hotel. The conditional zoning limited the hotel use to no more than 12 guests. The current owner has ceased using the property as a hotel and is requesting a down-zoning to R-2 so that the single-family residential use may be reestablished.

Review: City staff conducted a review of the proposal, during which it did not identify any issues.

An attached map illustrates the zoning of the area surrounding this site. Gypsy Hill Park is zoned R-3, Medium Density Residential. Grace Christian Elementary School and Grace Christian Middle School are located to the south and are zoned B-1, Local Business Conditional, and all other surrounding properties are zoned R-2, Low Density Residential.

The “Generalized Land Use and Development Guide,” *Staunton, Virginia Comprehensive Plan 2010 – 2030*, designates this area as Low Density Residential. The proposed rezoning is consistent with the Low Density Residential designation of the property.

Planning Commission Recommendation: At its meeting on December 20, 2018, the Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. On a 5-0 vote, the Commission voted unanimously to recommend approval of the rezoning, concurring with staff’s recommendation.

Attachments:
Attachment 1—Application and Supporting Documents Submitted by Applicant
Attachment 2—Map of Current Zoning of 531 Thornrose Ave
Attachment 3—Map of Proposed Rezoning of 531 Thornrose Ave
Attachment 4—Recommended Land Use Map of 531 Thornrose Ave
Attachment 5—Ordinance

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the rezoning of 531 Thornrose Avenue, as recommended by the Planning Commission.

City Manager: Stephen F. Owen

Attachment 1

APPLICATION FOR ZONING CLASSIFICATION CHANGE-REZONING

Applicant: John P. McMahon Date: November 2, 2018

Address: 531 Thornrose Ave.

Telephone #s: Primary: 540-419-4588 Secondary: 540-395-6365

Email address: jpam69@yahoo.com

If the applicant is NOT the owner of the property in question, explain. A copy of a pending contract or option agreement shall be attached hereto and made a part of this application.

Name of person to be notified in addition to the applicant and/or property owner:
Name: NA
Address: _____

Phone #: _____
Email address: _____

Location of property: (see map) 38°09'28.45"N 79°04'49.68" W

Legal description of property: 531 and 531A Thornrose Ave. PIN 3800 and 3801

Purpose of request: _____

Map Provided: YES √ NO ____

Ordinance provided: YES ____ NO ____
~~An electronic copy, in word document format is required to be emailed to Planning Office.~~

Present zoning classification of property: B-1 Conditional

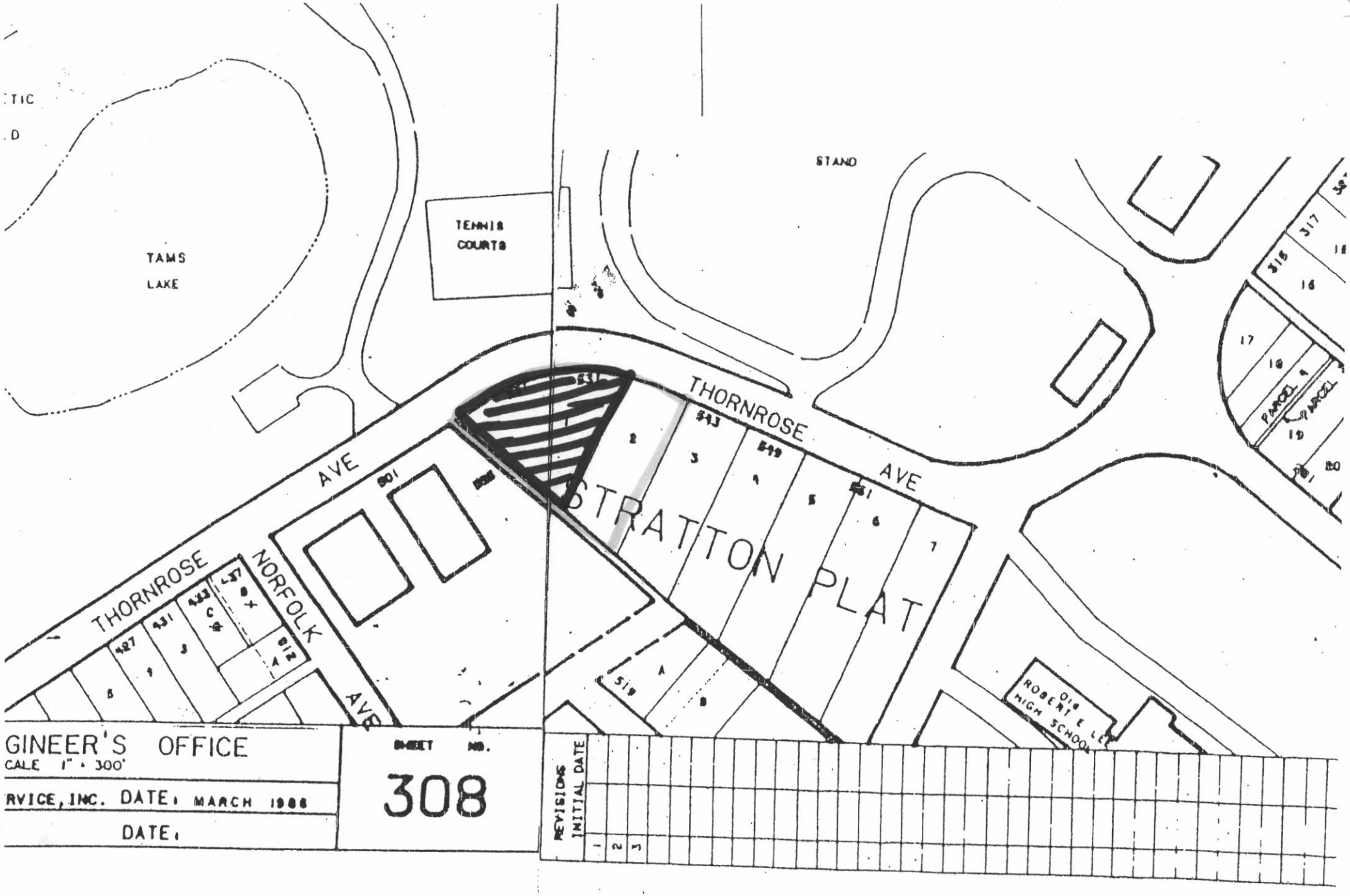
Requested zoning classification: R-2 Low Density Res.

List permits pending approval of this rezoning: None

Fee Paid ($250) YES √ NO ____ *check or cash only* Ck #342 Pmt

Signature of applicant: John McMahon
(Owner / Agent)

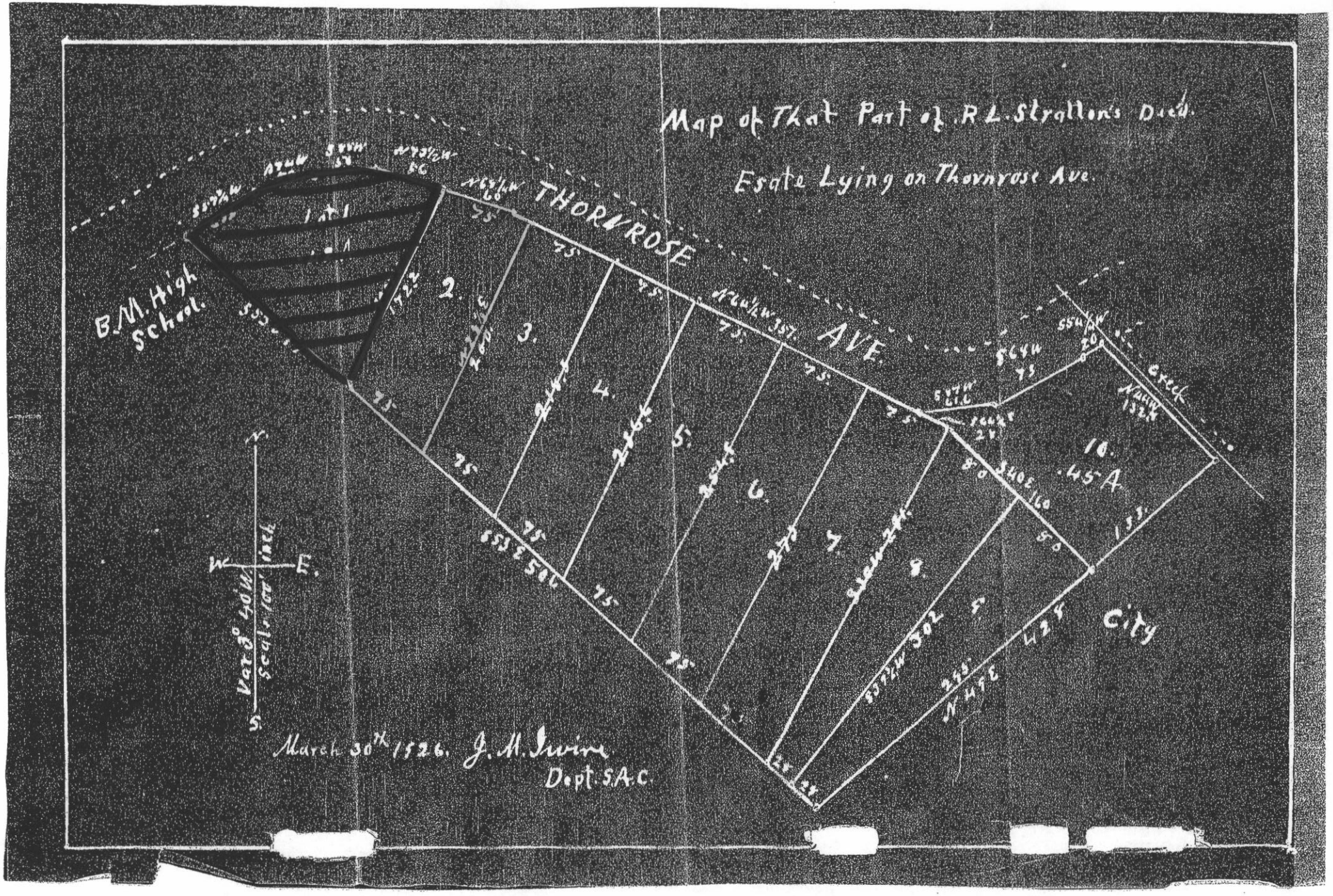
DEPARTMENT OF PLANNING & INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 | STAUNTON, VA 24402
540.332.3862 (OFFICE) 540.332.3807 (FAX)



GINEER'S OFFICE
CALE 1" = 300'
RVICE, INC. DATE: MARCH 1988
DATE:

SHEET NO.
308

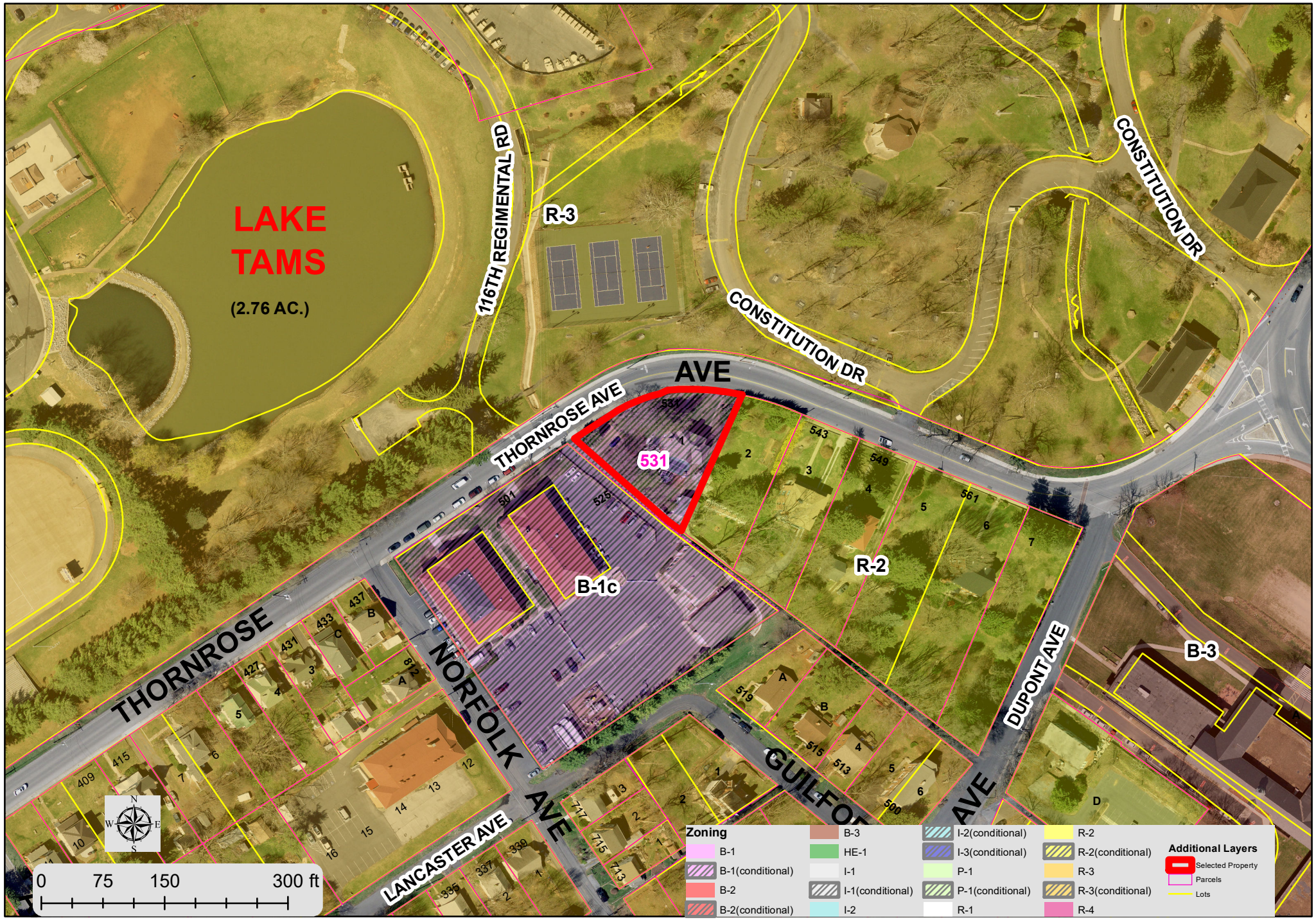
REVISIONS	INITIAL	DATE
1		
2		
3		


Map of That Part of R.L. Strallon's Died.
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THORNROSE
AVE.
B.M. High School.
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Creek
City
N 42 E
153'
Var 3° 40' W
Scale 100' / inch
March 30th 1926. J. M. Irwin
Dept. S.A.C.

34-293

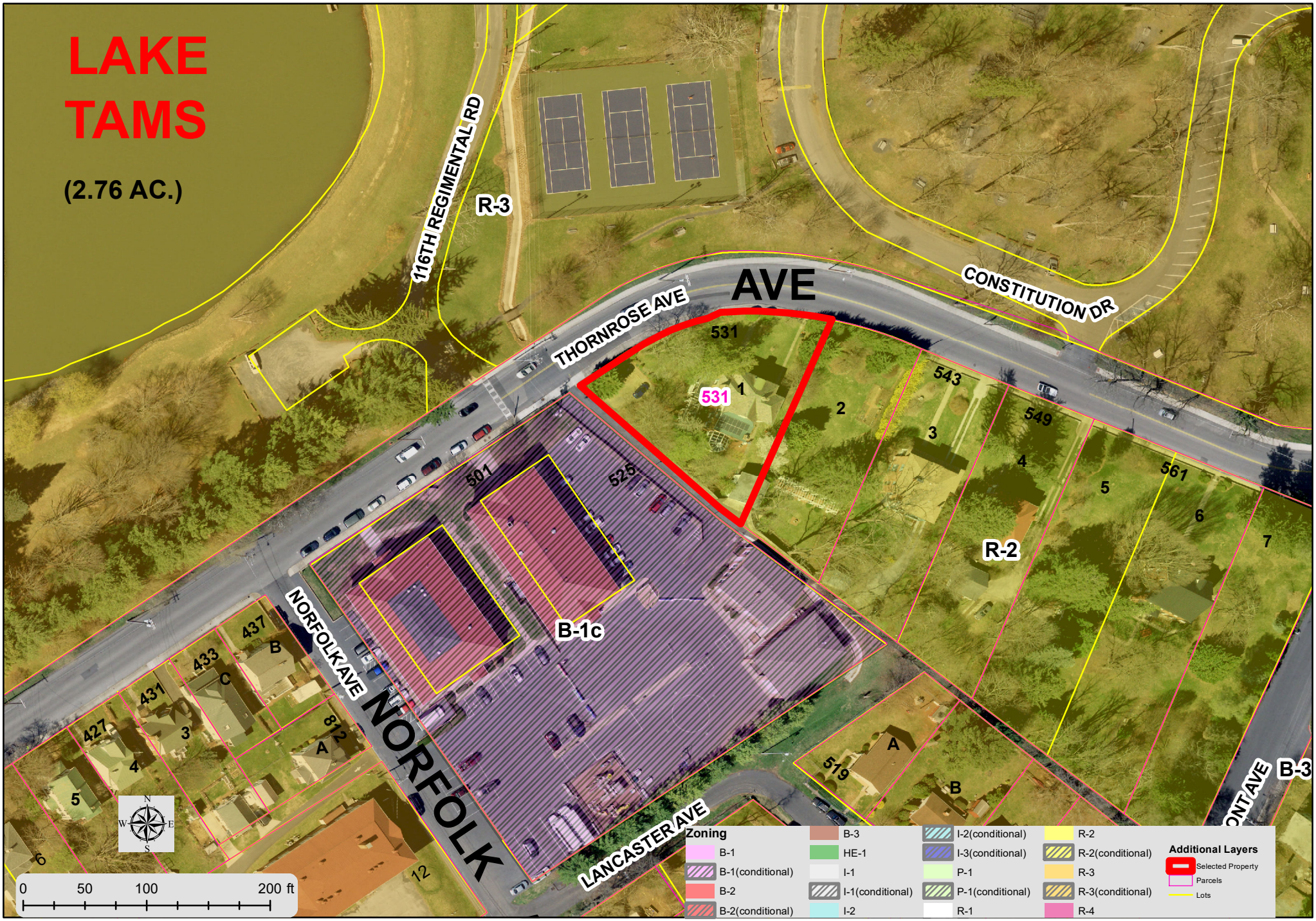
Current Zoning of 531 Thornrose Ave

Attachment 2



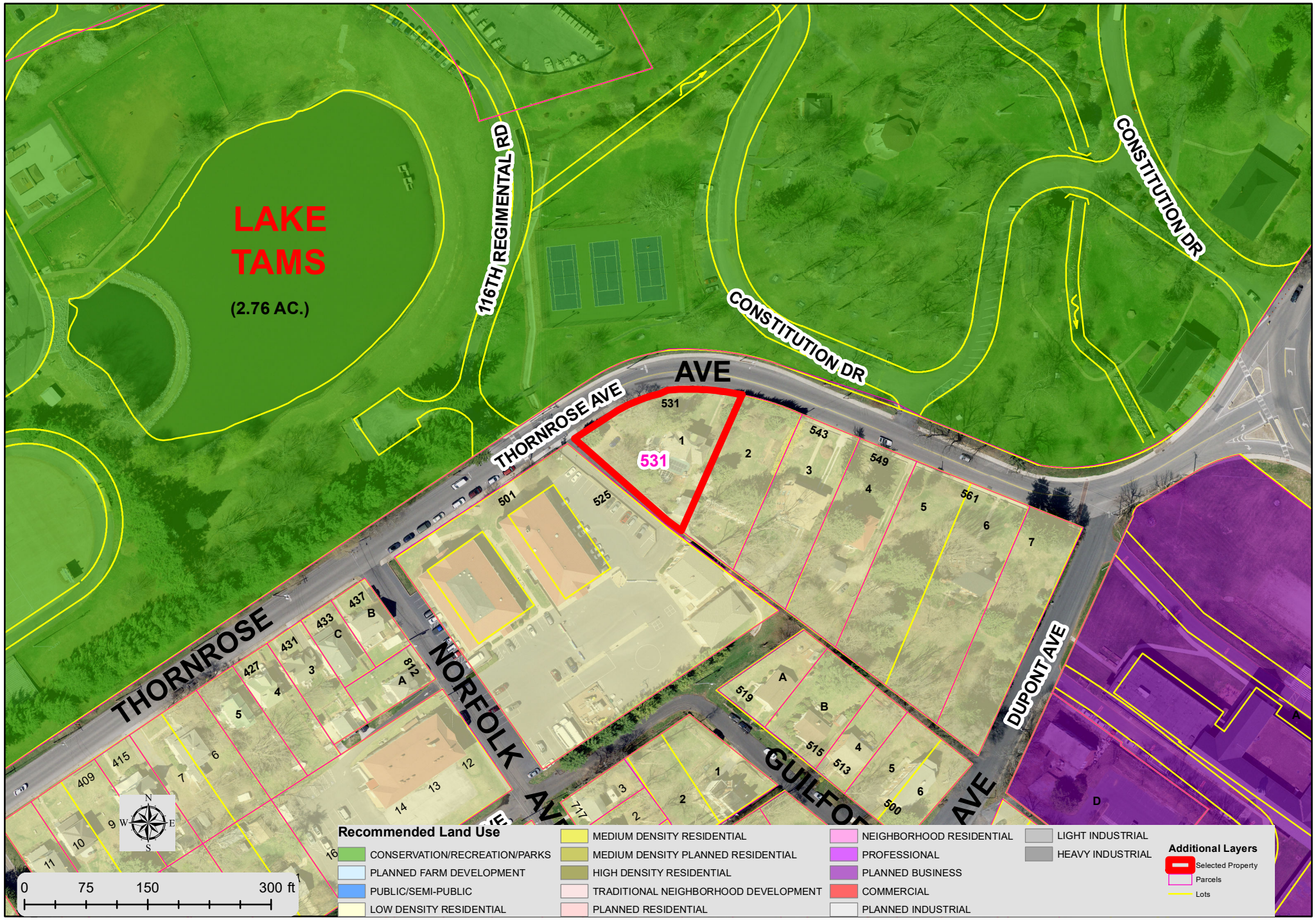
Proposed Rezoning of 531 Thornrose Ave

Attachment 3



Recommended Land Use of 531 Thornrose Ave

Attachment 4



Attachment 5

DISCUSSION DRAFT 1.15.2019

Ordinance No. 2019-____

**AN ORDINANCE REZONING
FROM B-1, LOCAL BUSINESS CONDITIONAL, TO R-2, LOW DENSITY RESIDENTIAL,
THAT CERTAIN TRACT OR PARCEL OF LAND
LOCATED AT 531 THORNROSE AVENUE, STAUNTON, VIRGINIA
(PID 3800)**

Recitals

A. It appears by deed dated August 20, 2012, recorded in the Clerk's Office of the Circuit Court for the City of Staunton, Virginia, as instrument number 120002146, that John McMahon and Janice E. McMahon acquired from Otis W. Huston and Suzanne S. Huston what is referenced in such deed as "531 Thornrose Avenue" and as "Lots 1 and 2", with further description provided in the deed, a copy of which is annexed and incorporated by reference;

B. John P. McMahon has applied to the City of Staunton for a zoning classification change for such lot or parcel from B-1, Local Business Conditional, to R-2, Low Density Residential;

C. John P. McMahon wishes to reestablish a single-family use of the property although the current B-1, Local Business Conditional zoning limits the use of the property to a hotel with no more than 12 guests;

D. The Planning Commission of the City of Staunton has properly heard the matter and recommended the proposed rezoning;

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

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

Ordaining Action

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia that the above-described lot or parcel referenced and known with street address as 531 Thornrose Avenue (PID 3800), in the City of Staunton, Virginia, is **HEREBY REZONED** from B-1 Local Business Conditional to R-2 Low Density Residential, as provided in the Staunton City Code.

Introduced:
Adopted:
Effective Date:

_____
Carolyn W. Dull, Mayor

ATTEST: _____
Suzanne F. Simmons

DRAFT

51 Clerk of Council

DRAFT

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**C**	
Ordinance #		
Department:	**Community Development—Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by Helmuth Builders Supply Inc. to Rezone 805 Richmond Avenue (PID 7611), 807 Richmond Avenue (PID 7607), and 809 Richmond Avenue (PID 7609) from I-1, Light Industrial District, to B-2, General Business District**	

Background: Helmuth Builders Supply Inc. is requesting a rezoning of 805, 807, and 809 Richmond Avenue from I-1, Light industrial District, to B-2, General Business District; a current zoning map, proposed rezoning map and recommended land use map of the requested area are attached. The property is located on the north side of Richmond Avenue between the current location of Helmuth Builders and Kenyton Street. The three combined properties contain approximately 0.64 acres.

In March 2017, Staunton Machine Works Inc. requested a rezoning of 811 Richmond Avenue from I-1, Light industrial District, to B-2, General Business District. The rezoning was approved and permitted Helmuth Builders to locate at its current location. Helmuth Builders now desires to expand its sales yard, which has prompted this rezoning request.

Review: The purpose of the rezoning is to allow for the expansion of Helmuth Builders, the principal business of which is the sale of prefabricated utility buildings. The sale of such structures is only be permitted in a business district. The "Generalized Land Use and Development Guide," *Staunton, Virginia Comprehensive Plan 2010 – 2030*, designates this area

as General Commercial. The rezoning is consistent with the General Commercial designation of the property.

The rezoning is the first step in the process for the proposed expansion of the business. Staff review and approval of a site plan will be required. The site plan will be reviewed to ensure compliance with requirements, including landscaping and screening, adequate customer parking, stormwater management and erosion and sediment control.

An attached map illustrates the zoning of the area surrounding this site. Adjacent zoning to the east and west along Richmond Avenue is B-2, General Business District. Across Richmond Avenue, the zoning is I-1, Light Industrial District. To the north, toward the railroad, the zoning is I-1, Light Industrial, and I-2, Heavy Industrial.

Planning Commission Recommendation: At its meeting on December 20, 2018, Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. On a 5-0 vote, the Commission unanimously recommended approval of the rezoning, concurring with staff's recommendation.

Attachments:
Attachment 1—Application and Supporting Documents Submitted by Applicant
Attachment 2—Map of Current Zoning of 805-809 Richmond Ave
Attachment 3—Map of Proposed Rezoning of 805-809 Richmond Ave
Attachment 4—Recommended Land Use Map of 805-809 Richmond Ave
Attachment 5—Ordinance

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the rezoning of 805, 807, and 809 Richmond Avenue, as recommended by the Planning Commission

City Manager: Stephen F. Owen

Attachment 1

APPLICATION FOR ZONING CLASSIFICATION CHANGE-REZONING

Applicant: Helmuth Builders Supply Inc. Date: 10/25/2018

Address: 121 d. Carpenter ln. Harrisonburg VA 22801

Telephone #s: Primary: 540-833-2276 Secondary: 540-476-3398

Email address: Mike@helmuthbuilders.com

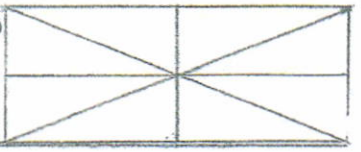
If the applicant is NOT the owner of the property in question, explain. A copy of a pending contract or option agreement shall be attached hereto and made a part of this application.

Name of person to be notified in addition to the applicant and/or property owner:
Name: Josh Helmuth
Address: 2035 Irish Path, Harrisonburg VA 22801

Phone #: 540-578-2278
Email address: Josh@helmuthbuilders.com

Location of property: #805 Richmond Ave. PID: 7611 Lot 13 BLK-D
#807 Richmond Ave. PID: 7607 Lot 14 BLK-D

Legal description of property: #809 Richmond Ave. PID: 7609 Lot 15 BLK-D



Purpose of request: Rezone to General Business for the purpose of retail

Map Provided: YES X NO ____

Ordinance provided: YES X NO ____
An electronic copy, in word document format is required to be emailed to Planning Office.

Present zoning classification of property: I-1

Requested zoning classification: General Business

List permits pending approval of this rezoning: ____

Fee Paid ($250) YES ✓ NO ____ *check or cash only*

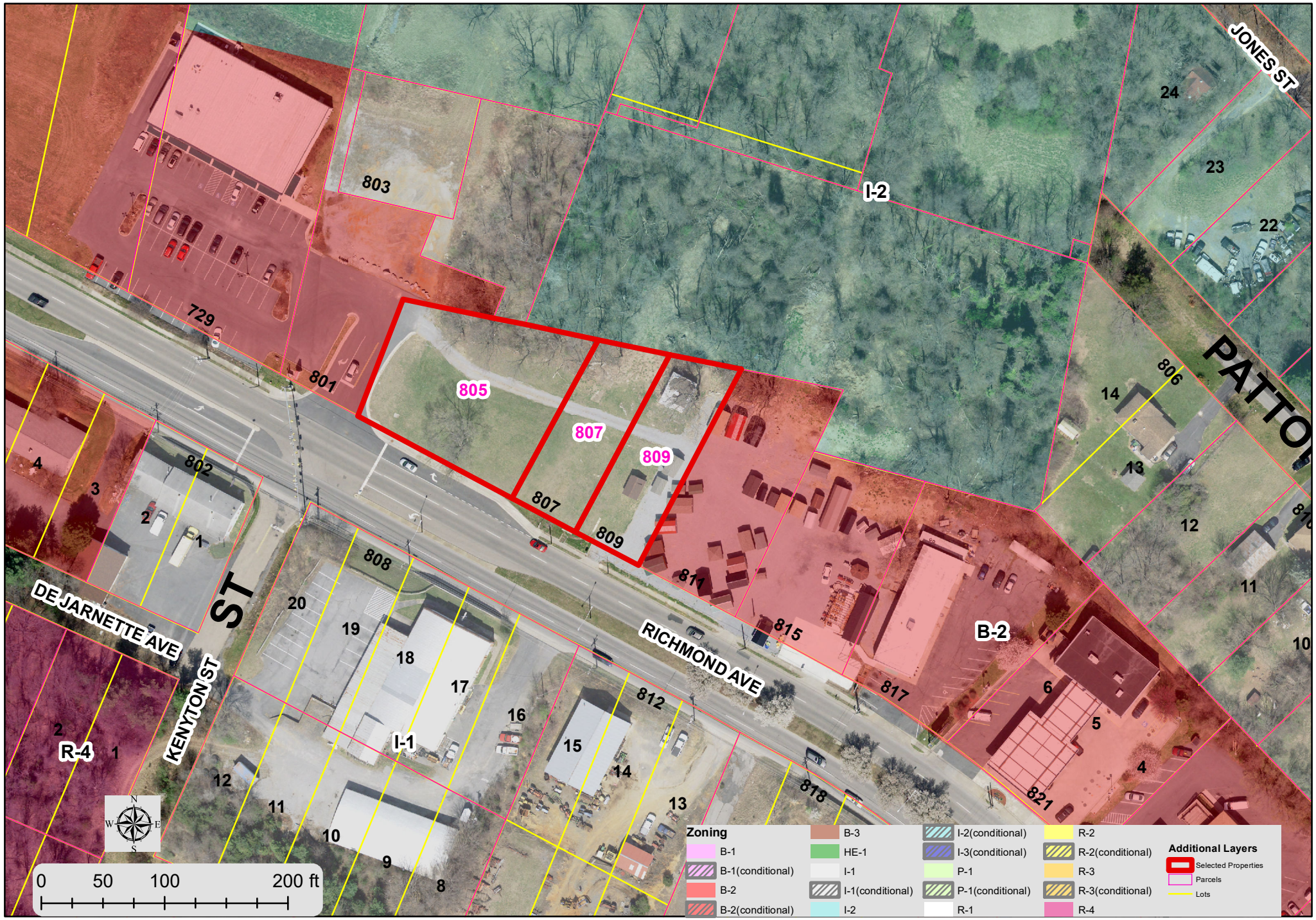
Signature of applicant: James A Burkhart Stanton Machine Works Inc.
(Owner Agent)
10/10/2018

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


RICHMOND AVE
KENYON ST
HUNTER AVE
801
802
803
805
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808
809
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Commonwealth of Virginia, Microsoft
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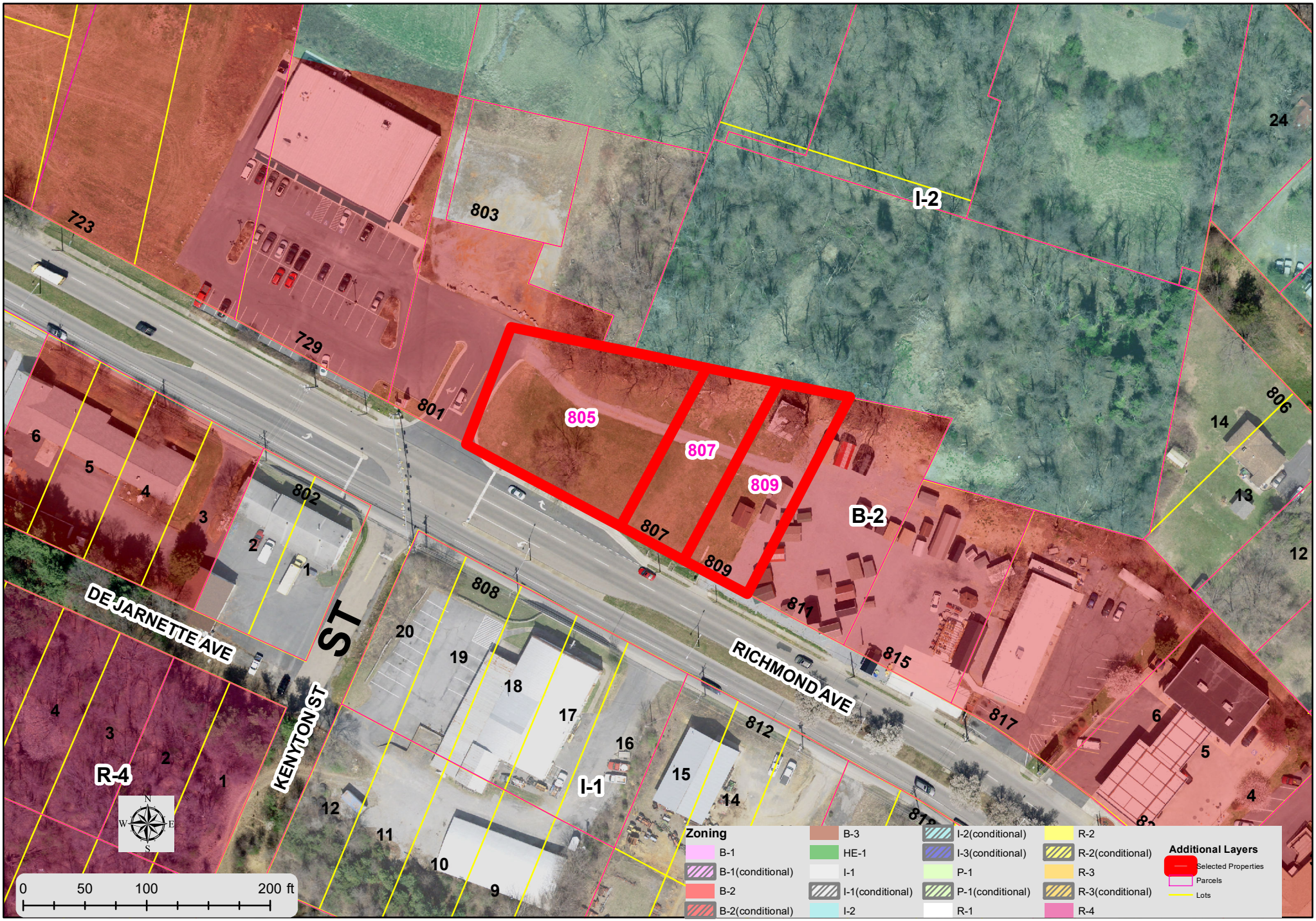
Attachment 2

Current Zoning of 805-809 Richmond Ave



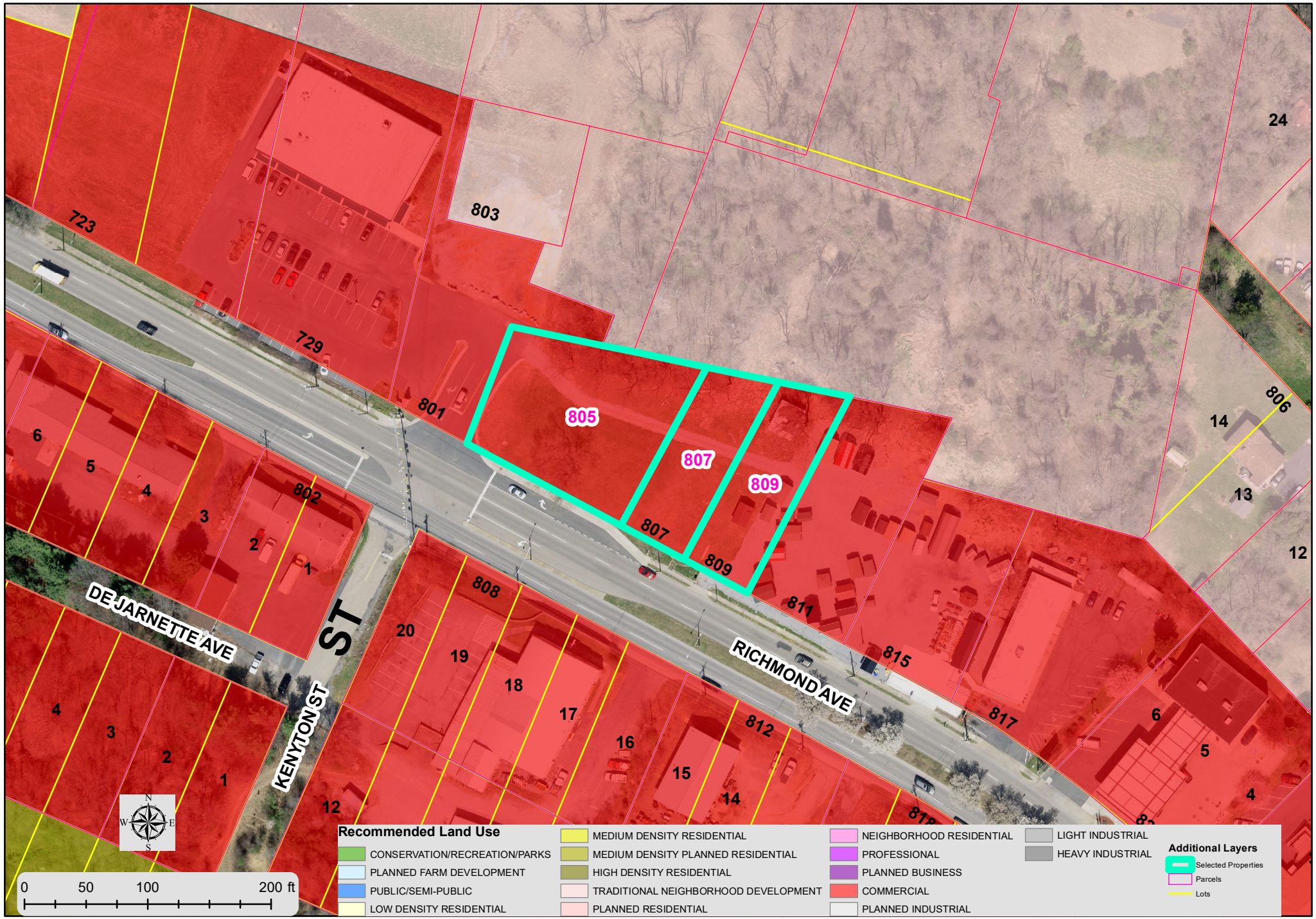
Proposed Rezoning of 805-809 Richmond Ave

Attachment 3



Recommended Land Use of 805-809 Richmond Ave

Attachment 4



Attachment 5

Ordinance No. 2019-____

**AN ORDINANCE REZONING
FROM I-1, LIGHT INDUSTRIAL TO B-2, GENERAL BUSINESS,
THOSE CERTAIN TRACTS OR PARCELS OF LAND
LOCATED AT 805 (PID 7611), 807 (PID 7607) AND 809 (PID 7609) RICHMOND AVENUE,
STAUNTON, VIRGINIA**

Recitals

A. Staunton Machine Works, Inc. (Owner) is the Owner of the real property located at 805 Richmond Avenue (PID 7611), 807 Richmond Avenue (PID 7607), and 809 Richmond Avenue (PID 7609), in the City of Staunton, Virginia, apparently having acquired all of such parcels by deed dated February 2, 1976, recorded in Deed Book 204 Page 547, in the Clerk's Office of the Circuit Court for the City of Staunton, Virginia, and by deed dated January 9, 1979, recorded in Deed Book 224 Page 525, in the Clerk's Office of the Circuit Court for the City of Staunton, Virginia, copies of which are annexed and incorporated by reference;

B. Helmuth Builders Supply Inc, on behalf and with the written authorization of the Owner, has applied to the City of Staunton for a zoning classification change for such lots or parcels from I-1 Light Industrial to B-2 General Business;

C. The Planning Commission of the City of Staunton has properly heard the matter and recommended the proposed rezoning;

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

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

Ordaining Action

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia that the above-described lots or parcels referenced and known with street addresses as 805 (PID 7611), 807 (PID 7607) and 809 (PID 7609) Richmond Avenue, in the City of Staunton, Virginia, are **HEREBY REZONED** from I-1 Light Industrial to B-2 General Business, as provided in the Staunton City Code.

Introduced:
Adopted:
Effective Date:

_____
Carolyn W. Dull, Mayor

ATTEST: _____
Suzanne F. Simmons
Clerk of Council

DRAFT

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**D**	
Ordinance #		
Department:	**Community Development—Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of Amendments to Section 18.120.010(4) of Chapter 18.120, Yard, Building Setback, and Open Space Exceptions, of Title 18, Zoning, of the Staunton City Code**	

Background: Balzer and Associates has applied for an amendment to Chapter 18.120 "Yard, Building Setback, and Open Space Exceptions," of the Zoning Code of the City of Staunton. Chapter 18.120 of the Zoning Code provides exceptions and additions to setback requirements that are established in other chapters specific to each zoning district.

Howard Vance of Balzer and Associates approached the City about a setback issue that a client was experiencing with a proposed single-family dwelling in the Bell Creek Subdivision. The proposed location for the dwelling met the setback requirements of the underlying zoning district; however, the proposed placement did not comply with Section 18.120.010 (4)(a) which states:

> a) If 25 percent or more of the lots on one side of the street between two intersecting streets are improved with buildings all of which have effectively established an average front setback line which is different from that which is specified for that district, then no building shall be erected unless the front of such building is within five feet of such established setback line.

The existing dwellings have effectively established an average front setback line of 28 feet. Due to the steepness of the proposed building lot the preferred location for the dwelling is 35+ feet from the right-of-way. Although the client could apply for a variance from the Zoning Code, it is unlikely that the application would meet the standards for granting a variance. Furthermore, as this situation is not an isolated case and other properties (including at least two others in Bell Creek Subdivision) are characterized by similar setback issues, the proper way to address the matter is through a text amendment.

Review: Staff worked with Mr. Vance to develop the following text change:

> a) If 25 percent or more of the lots on one side of the street, between two intersecting streets, are improved with buildings all of which have effectively established an average ~~front~~ setback line which is ~~different from that which is~~ less than the specified setback for that district, then no building on that side of the street shall be required ~~erected unless the front of such building is within five feet of such established setback line.~~to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. Only front yards that are front facing based on the orientation of the principal structure, and the address assigned by the City, shall be a factor in these calculations.

The draft amendment provides setback flexibility in residential areas where the existing dwellings have effectively established an average front yard setback line which is **less** than the setback specified for that district. New dwellings **may** be placed at the average setback of the existing dwellings; however, they are **not required** to be so placed. This is a practical approach for addressing setbacks, especially in a city with varying lot configurations and topography. This also alleviates confusion over the required setbacks. The setback requirements will be noted in the provisions concerning the underlying zoning districts, without extensive exceptions found elsewhere in the ordinance. Setback requirements will not change based on the placement of other dwellings along the street. Attachments 2 and 3 illustrate the implications of the current ordinance and the proposed amendment.

During the drafting of the text amendment, staff discussed with Mr. Vance the desire to address other issues in Section 18.120.010(4). It was noted that subsection (b) of the section is more restrictive for lots having frontage on more than one street. A significant portion of corner lots are undevelopable due to setback requirements; therefore, staff drafted the following text amendment:

> b) Lots having frontage on more than one street shall provide the required front yards along those streets. On a corner lot in a residential district (R-1, R-2, R-3, R-4 and P-1), the front yard shall be designated by the orientation of the front or main door of the principal structure, as determined by the address assigned by the City unless the front yard is designated on the recorded subdivision plat. The rear yard shall be opposite the front yard. The other yard abutting the street shall be a side yard and shall not be less than

> one-half of the front yard setback of the underlying district for single-family dwellings and accessory buildings, unless the lot meets the small lot exception granted under 18.120.010 (4) (d) of this chapter. Terraces and porches shall not encroach this side yard setback notwithstanding the exceptions on subsection (1) of this section.

This amendment provides reasonable accommodations for lots fronting on more than one street by reducing the setback requirements for corner lots. Attachments 4 and 5 illustrate the implications of the current ordinance and the proposed amendment.

Planning Commission Recommendation: At its meeting on December 20, 2018, the Planning Commission held a public hearing on the matter. No one spoke in opposition to the request. On a 4-1 vote, the Commission voted to recommend approval of the amendment to Section 18.120.010(4)(a). On a 5-0 vote, the Commission voted to recommend approval of the amendment to Section 18.120.010(4)(b). With its actions, the Planning Commission concurred with staff's recommendation for both amendments.

Attachments:
Attachment 1—Application for Zoning Text Amendment
Attachment 2—Average Setback Greater Than Minimum Required
Attachment 3—Average Setback Less Than Minimum Required
Attachment 4—Current Regulations for Corner Lots
Attachment 5—Proposed Regulations for Corner Lots
Attachment 6—Ordinance

Suggested Motion (to be made after the public hearing is conducted): I move that City Council adopt the proposed amendments to Section 18.120.010(4) of the Zoning Code, as recommended by the Planning Commission.

City Manager: Stephen F. Owen

Attachment 1

STAUNTON™ VIRGINIA

Applicant: Balzer & Associates **Date:** 10-31-2018

Present Zoning Regulation:

18.120.010 4a, "If 25 percent or more of the lots on one side of the street between two intersecting streets are improved with buildings all of which have effectively established an average front setback line which is ~~different from that which is specified for that district, then no building shall be erected unless the front of such~~ building is within five feet of such established setback line".

Proposed Zoning Amendment:

~~"Where 25 percent or more of the frontage on one side of the street within the same block is improved with~~ buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a ~~factor in these calculations~~".

Purpose of Request:

Revise ordinance to allow flexibility to place home more than five feet from established average setback. With the topography of certain lots this requirement creates a difficult building situation.

Ordinance Provided ☐ Yes ☐ No **(Please Provide An Electronic Copy of Proposed Ordinance)**

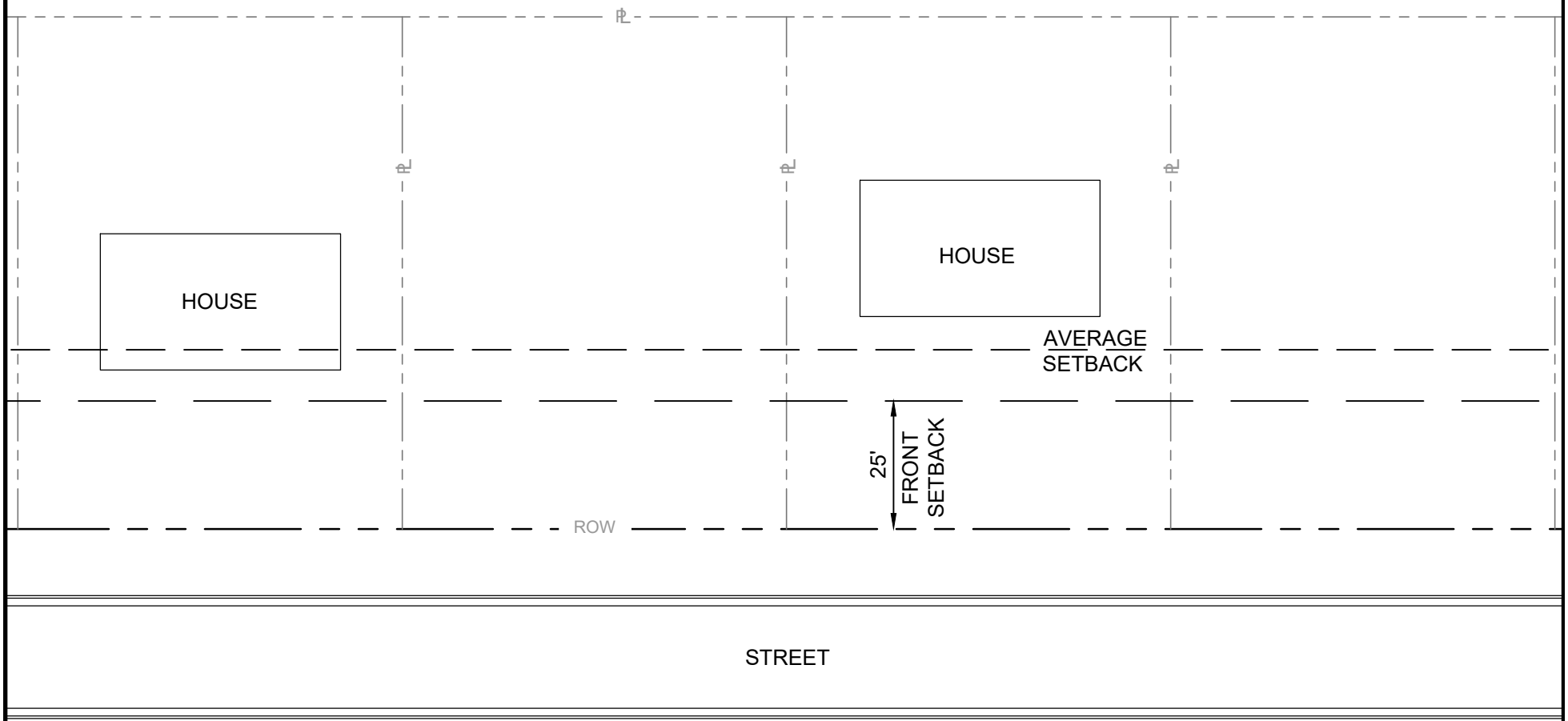
Fee Paid ($250.00) ☒ Yes ☐ No

Signature of Applicant: Owner/agent

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

Attachment 2

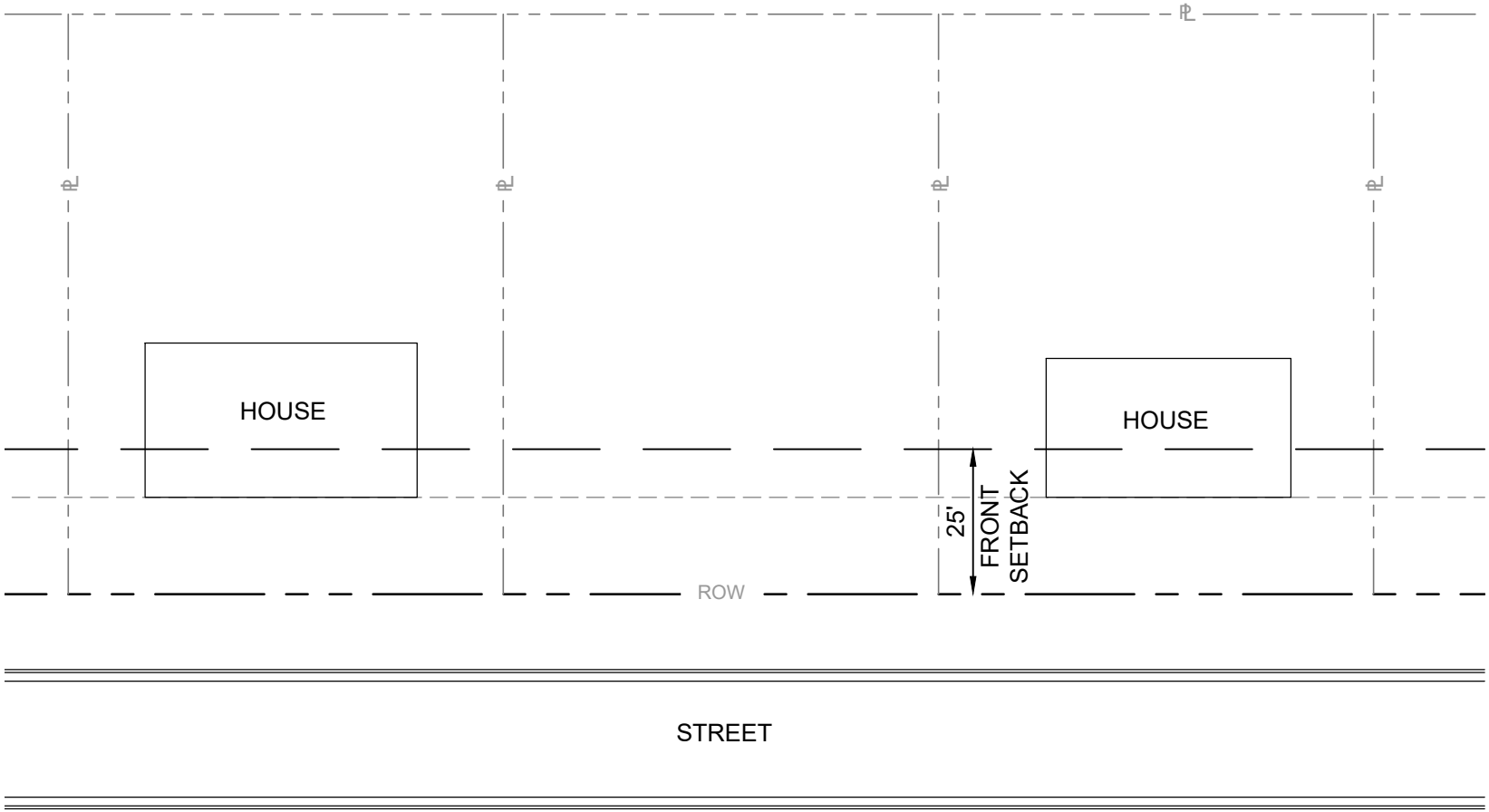
Average Setback Greater Than Minimum Required



Existing dwellings dictate the location of future dwellings.
New regulation would allow a new dwelling to be built at 25' setback line.

Attachment 3

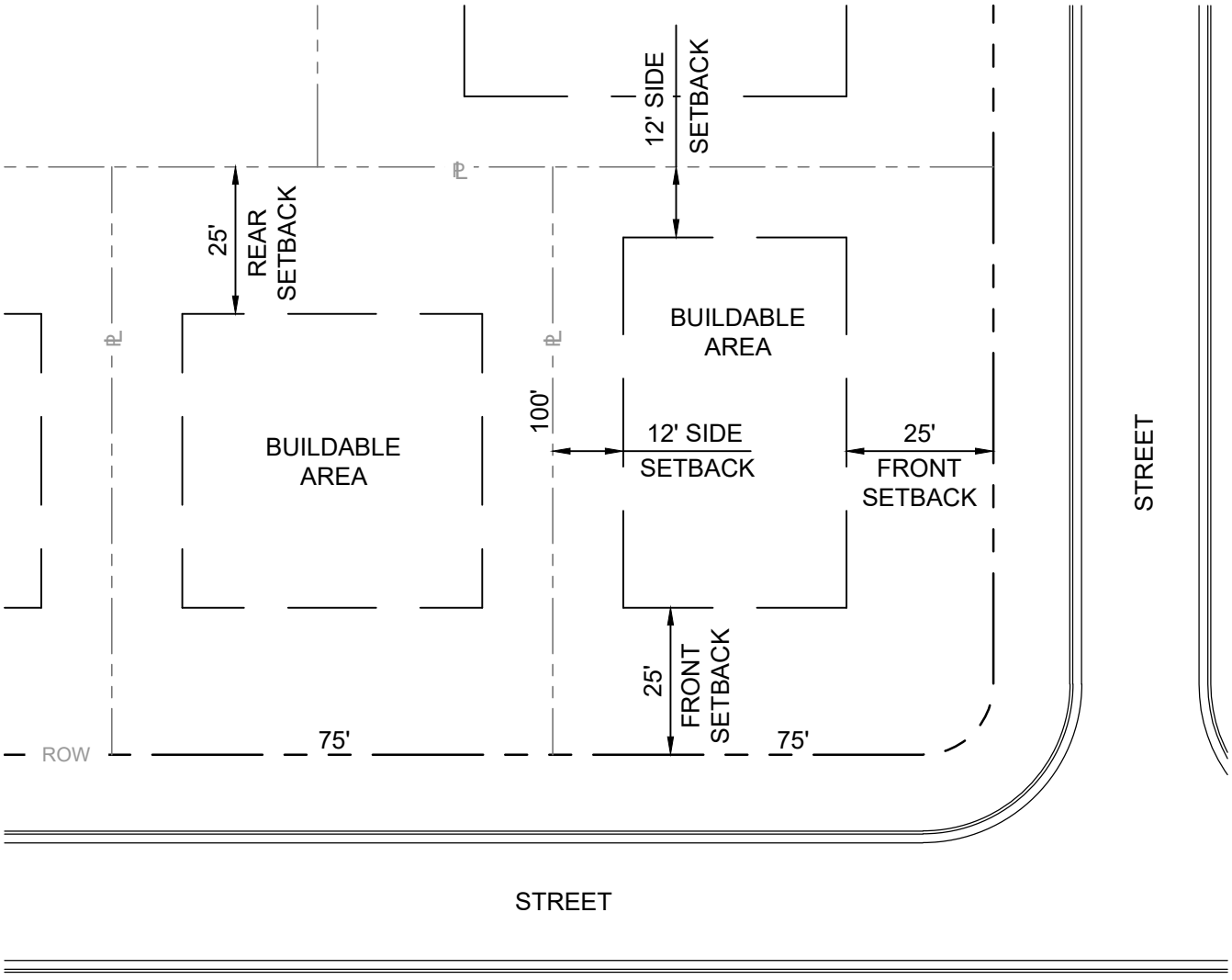
Average Setback Less Than Minimum Required



In many older neighborhoods, particularly pre 1950, houses are built closer than the 25' minimum setback.
New regulations would offer the option of building at the average setback established by existing dwellings.

Attachment 4

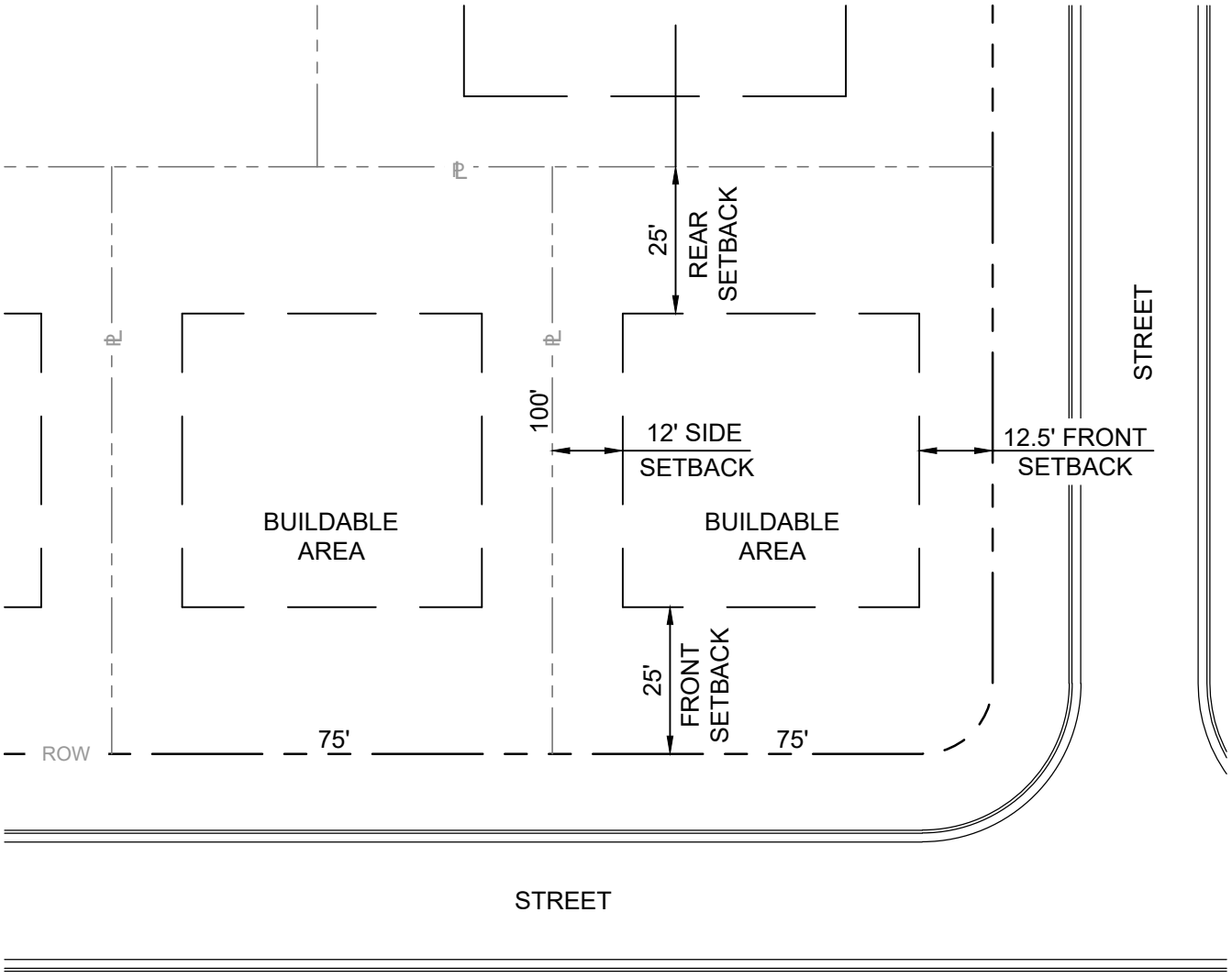
Current Regulations for Corner Lots



Corner lots must provide the 25' setback from both streets. Setbacks indicated are for a house greater than one story.

Attachment 5

Proposed Regulations for Corner Lots



Setbacks indicated are for a house greater than one story. Setback from the side street is half of the 25'.

Attachment 6

Ordinance No. 2019 - ___

AN ORDINANCE AMENDING, RESTATING, AND REORDAINING SECTION 18.120.010, SETBACK EXCEPTIONS, OF CHAPTER 18.120, YARD, BUILDING SETBACK, AND OPEN SPACE EXCEPTIONS, OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE FOR FLEXIBILITY WHEN DETERMINING MINIMUM SETBACK REQUIREMENTS

Recitals

A. It has been ascertained that Staunton City Code (SCC) Section 18.120.010 merits amendment to allow for greater flexibility in some respects when determining minimum setbacks in order to alleviate conditions that may be overly burdensome to citizens and developers;

B. The current provisions of SCC 18.120.010 require that any new dwelling be constructed within five feet of the average setback which has been established by the existing dwellings located on the street, limiting the ability to respond to special conditions such as topography;

C. The current provisions of SCC 18.120.010 require the full front setback to be provided from any street and for any yard facing a street to be treated as a front yard, restricting or prohibiting the development of corner lots;

D. It would serve the best interests of the City and its citizens to allow for greater flexibility when choosing a building site and for smaller setback requirements in secondary front yards on corner lots;

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

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

Ordaining Action

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Staunton City Code Section 18.120.010 be and is hereby amended as follows:

18.120.010 Setback exceptions.

The following requirements ~~are intended to~~ provide exceptions or qualify and supplement, as the case may be, the specific district regulations set forth except in Division II of this title.

(1) ….

(2) ….

DRAFT

(3) ….

(4) The following ~~regulations~~ provisions also apply to certain conditions with respect to the use of lots and access points:

(a) If 25 percent or more of the lots on one side of the street, between two intersecting streets, are improved with buildings all of which have effectively established an average ~~front~~ setback line which is ~~different from that which is~~ less than the specified setback for that district, then no building on that side of the street shall be required ~~erected unless the front of such building is within five feet of such established setback line.~~to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. Only front yards that are front facing based on the orientation of the principal structure, and the address assigned by the City, shall be a factor in these calculations.

(b) Lots having frontage on more than one street shall provide the required front yards along those streets. On a corner lot in a residential district (R-1, R-2, R-3, R-4 and P-1), the front yard shall be designated by the orientation of the front or main door of the principal structure, as determined by the address assigned by the City unless the front yard is designated on the recorded subdivision plat. The rear yard shall be opposite the front yard. The other yard abutting street shall be a side yard and shall not be less than one-half of the front yard setback of the underlying district for single-family dwellings and accessory buildings, unless the lot meets the small lot exception granted under SCC 18.120.010 (4) (d) of this chapter. Terraces and porches shall not encroach into this side yard setback notwithstanding the exceptions on subsection (1) of this section.

In all other respects, the provisions of Staunton City Code Section 18.120.010, Setback exceptions, of Chapter 18.120, Yard, Building Setback, and Open Space Exceptions, of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

_____
Carolyn W. Dull, Mayor

ATTEST:_____
Suzanne F. Simmons
Clerk of Council

DRAFT

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**January 24, 2019**	**Staff Member:** **Jeanne Colvin**
Item #	**F**	
Ordinance #		
Department:	**Budget Office**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Consideration of an Ordinance to Amend the FY2019 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number One** **Attachment: PDF Budget Amendment**	

Background: The first budget amendment for fiscal year 2019 has been prepared for your review and discussion. The total budget amendment equals $10,459,114. At Council's regular meeting on January 10, 2019, Council introduced the ordinance and conducted a public hearing. Consideration of the ordinance is scheduled for Council's meeting on January 24, 2019.

City Budget Amendment—$ 7,308,826

The General Fund amendment includes $184,571 for appropriations from prior year funds for mandated carry-forward expenditure/revenue balances for various grants and programs, and carry-forward funds for projects not completed at June 30, 2018. The amendment also includes appropriations of $3,025,000 from prior year unassigned fund balance for a $2,700,000 transfer to the City Capital Improvement Fund and a $325,000 transfer to the Debt Service Sinking Fund. The $2,700,000 transfer to the CIP Fund will be held in an undesignated CIP account until City Council approves the FY2019-2023 CIP in February 2019. The $325,000 transfer to the Debt Service Sinking Fund will be used to increase the required 1% debt reserve and for the balance of the FY2019 debt payments for Staunton Crossing cut from the FY2019 budget. The amendment also includes $244,565 in revenues and expenditures for recovered costs, new charges for services, donations and various grants, and additional appropriations from the Commonwealth of Virginia. The total General Fund amendment is $3,454,136.

The City Capital Improvements Fund appropriates $2,700,000 as a transfer from the General Fund for the FY2019-2020 CIP, currently under review and pending approval by City Council.

The Debt Service Sinking Fund appropriates $325,000 as a transfer from the General Fund for $277,750 to be added to the required 1% debt reserve, and the balance of $47,250 for debt payments for the Staunton Crossing land purchase. The current 1% debt reserve balance is $500,000. The additional $277,750 is required to increase the total reserve to $777,750, in anticipation of issuance of debt for the high school project, in the amount of $40 million, by June 30, 2019.

The Community Development Fund appropriates grant funds from Virginia Resources Authority Dam Safety, Flood Prevention and Protection Assistance Fund of $75,000 and $76,000 from unassigned fund balance for a $151,000 engineering flood study of the West Beverley Street area of Staunton.

The Blue Ridge Court Services Grant Fund includes $37,500 in additional grant funds received in FY2019 for Blue Ridge Court Services for behavioral health programs.

The Grants Fund appropriates $34,280 for a $7,500 grant awarded to the Fire and Rescue Department to purchase fire camera equipment, and $26,780 awarded to the Police Department for software and technology equipment.

The Water Fund appropriates $12,086 from insurance proceeds recovered due to lightning damage to the Gardner Spring pump motors.

The Sewer Fund appropriates $110,000 from the prior year fund balance to complete the Filmore Street sewer line project.

The Parking Fund appropriates $384,465 from prior year funds, including $300,000 to complete the parking garage repair and construction projects, and $84,465 for the FY2019 debt payments for the 2018 debt issued in May 2018.

The Environmental Fund appropriates $359 for additional grant funds received for the Litter Control grant program.

The Stormwater Fund appropriates $100,000 from prior year funds to complete various preliminary engineering studies to determine which stormwater project will meet the City's mandates for the largest removal of nutrients.

School Budget Amendment—$3,150,288

The Education Fund amendment, totaling $2,020,955, appropriates $755,123 for federal and state instructional programs for grant balances remaining at June 30, 2018, and additional grants awarded for FY2019. Local general revenue appropriations total $1,265,832, and include funds for recovered costs for transportation, the Thacker Fund at Bessie Weller Elementary School, the purchase of athletic uniforms and materials, and a transfer to the School CIP Fund.

The School Capital Improvements Fund 966 amendment, totaling $1,098,333, includes $1.0 million to be transferred from the Education Fund unassigned fund balance for the FY2019-FY2023 CIP, currently under review. The funds will be appropriated to the School CIP Fund Undesignated Account until the CIP is approved. The amendment also includes additional

Commonwealth of Virginia funds, in the amount of $98,333, for the School Security Equipment Grant awarded in FY2019. The grant will be used to purchase radios, cameras, ballistic window film, upgrades to the visitor badge system and upgrades to the intercom system for school buildings.

The Textbook Fund appropriates $31,000 from unassigned fund balance to purchase additional technology and textbooks for FY2019.

City Manager's Recommendation: Recommend that City Council adopted the ordinance as presented.

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2019 budget by adding Budget Amendment Number One, totaling $10,459,114.

City Manager: Stephen F. Owen

Ordinance No. 2019-

AN ORDINANCE TO AMEND

THE FY 2019 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER ONE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2019 Budget is amended as follows:

GENERAL FUND		
Anticipated Revenue		
General Revenue	$	3,209,571
Charges for Services		30,570
Recovered Costs		78,730
Miscellaneous Revenue		20,000
Capital Grants and Contributions		115,265
Total Revenue	$	3,454,136
Appropriations		
Judicial Administration	$	45,476
Public Safety		260,694
Public Works		91,942
Parks, Recreation, Cultural		25,098
Community Development		5,926
Transfers to Other Funds		3,025,000
Total Appropriations	$	3,454,136
GRANTS FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	34,280
Total Revenue	$	34,280
Appropriations		
Public Safety	$	34,280
Total Appropriations	$	34,280
BLUE RIDGE COURT SERVICES		
Anticipated Revenue		
Capital Grants and Contributions	$	37,500
Total Revenue	$	37,500
Appropriations		
Public Safety	$	37,500
Total Appropriations	$	37,500
CITY CAPITAL IMPROVEMENTS FUND		
Anticipated Revenue		
Transfer from the General Fund	$	2,700,000
Total Revenue	$	2,700,000
Appropriations		
Capital Projects	$	2,700,000
Total Appropriations	$	2,700,000

DEBT SERVICE SINKING FUND

Anticipated Revenue		
Transfer from the General Fund	$	325,000
Total Revenue	$	325,000
Appropriations		
Debt Service	$	325,000
Total Appropriations	$	325,000

COMMUNITY DEVELOPMENT FUND

Anticipated Revenue		
Capital Grants and Contributions	$	75,000
Appropriation of Prior Year Unassigned Fund Balance		76,000
Total Revenue	$	151,000
Appropriations		
Operations	$	151,000
Total Appropriations	$	151,000

WATER FUND

Anticipated Revenue		
General Revenues	$	12,086
Total Revenue	$	12,086
Appropriations		
Capital	$	12,086
Total Appropriations	$	12,086

SEWER FUND

Anticipated Revenue		
Appropriation of Prior Year Fund Balance	$	110,000
Total Revenue	$	110,000
Appropriations		
Capital	$	110,000
Total Appropriations	$	110,000

PARKING FUND

Anticipated Revenue		
Appropriation of Prior Year Fund Balance	$	384,465
Total Revenue	$	384,465
Appropriations		
Debt	$	84,465
Capital		300,000
Total Appropriations	$	384,465

ENVIRONMENTAL FUND

Anticipated Revenue		
Capital Grants and Contributions	$	359
Total Revenue	$	359
Appropriations		
Operations	$	359
Total Appropriations	$	359

STORMWATER FUND		
Anticipated Revenue		
General Revenue	$	100,000
Total Revenue	$	100,000
Appropriations		
Operations	$	100,000
Total Appropriations	$	100,000

EDUCATION FUND		
Anticipated Revenue		
General Revenue	$	1,265,832
Capital Grants and Contributions		755,123
Total Revenue	$	2,020,955
Appropriations		
Operations	$	2,020,955
Total Appropriations	$	2,020,955

TEXTBOOK FUND		
Anticipated Revenue		
Appropriation of Prior Year Unassigned Balance	$	31,000
Total Revenue	$	31,000
Appropriations		
Operations	$	31,000
Total Appropriations	$	31,000

SCHOOL CIP FUND- 966		
Anticipated Revenue		
Transfer from the Education Fund	$	1,000,000
Capital Grants and Contributions		98,333
Total Revenue	$	1,098,333
Appropriations		
Capital Projects	$	1,098,333
Total Appropriations	$	1,098,333

GRAND TOTAL BUDGET AMENDMENT NO 1	**$**	**10,459,114**

INTRODUCED: January 10, 2019

PUBLIC HEARING: January 10, 2019

Public Hearing Advertisement Date: January 1, 2019

Approved this _____day of _____2019

Effective Date: _____

CERTIFIED: _____

ATTEST:_____ Carolyn W. Dull

Suzanne F. Simmons Mayor of Council

Clerk of Council

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
JUDICIAL ADMINISTRATION			
COMMONWEALTH ATTORNEY			
Prior Year Fund Balance	11001-41930	$ 13,756	
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements	11022210-55472		$ 13,756
CLERK OF THE CIRCUIT COURT			
To appropriate additional Comm of VA funds from the Supreme Court of Virginia	11023-45318-40310	$ 7,150	
Technology Trust Funds for records management/indexing	11022160-55429-40310		$ 7,150
To reduce appropriations for recovered costs from grant sources for a part-time position funded from Blue Ridge Court Services Grant for the Clerk of the Circuit Court's office.	11023-41901	$ (6,000)	
Part-time wages	11022160-51510		$ (6,000)
To appropriate Court Reporting Fees to fund a full-time position for the Clerk of the Circuit Court. The existing part-time position will be eliminated and converted to a full-time position.	11022-	$ 30,570	
Wages	11022160-51007		$ 18,000
FICA	11022160-52010		$ 1,377
VRS Life Insurance	11022160-52001		$ 236
Health Insurance	11022160-52005		$ 8,266
VRS Retirement	11022160-52020		$ 2,448
VEC Unemployment	11022160-52030		$ 25
Short-term Disability Insurance	11022160-52035		$ 218
PUBLIC SAFETY			
POLICE DEPARTMENT			
Prior Year Fund Balance	11001-41930	$ 108,986	
To carry forward the balance of the state forfeited asset funds. Carry forward is mandated by state regulations.	11033110-55472		$ 95,350
To carry forward the balance of the federal forfeited asset funds. Carry forward is mandated by federal regulations.	11033110-55473		$ 13,636
To appropriate additional federal and state funds from forfeited assets received in FY2018.			
State Forfeited Assets Revenue	11033-45427	$ 17,313	
State Forfeited Assets Expenditures	11033110-55472		$ 17,313
To appropriate recovered cost revenue for the Line of Duty Act payments for the Police Department reimbursed by VML Insurance.			
Recovered Costs- Public Safety	11033-41901	$ 28,200	
Line of Duty Act- Police Department claims	11033110-52032		$ 28,200

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
FIRE DEPARTMENT			
Prior Year Fund Balance	11001-41930	$ 57,031	
FOUR for LIFE Funds -To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55602		$ 17,530
FIRE PROGRAMS FUND - To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55639		$ 39,501
To appropriate recovered costs insurance proceeds for damages to a fire truck from a citizen vehicle accident.	11033-41901	$ 49,164	
Repair and maintenance for vehicles.	11033210-53105		$ 49,164
PUBLIC WORKS			
STREET MAINTENANCE			
To appropriate additional state revenue for street maintenance.	11043-45530	$ 90,502	
To appropriate additional paving expenditures for street maintenance.	11044130-53225-18300		$ 90,502
To appropriate insurance proceeds to repair the wall at the Library.	11041-41928	$ 1,440	
Street repairs to wall and sidewalk due to vehicle damage.	11044130-53250		$ 1,440
PARKS, RECREATION, CULTURAL			
RECREATION			
To carry forward the balance of donated funds to build a nature park.	11001-41930	$ 4,798	
Materials and Supplies	11077110-53011-31200		$ 4,798
To appropriate donated funds for the Booker T. Washington facility kitchen.	11073-41730-34400	$ 20,000	
Building improvements/ capital outlay.	11077110-58385-34400		$ 20,000
LIBRARY			
To appropriate Commonwealth of Virginia grant funds from the Commission for the Arts for the Library.	11072-45547	$ 300	
Special Program expenses.	11077510-55270		$ 300
COMMUNITY DEVELOPMENT			
TOURISM			
Appropriation of recovered costs received from SDDA for the Queen City Mischief and Magic Festival for transportation costs.	11083-41901	$ 5,926	
Contracted Services- Payment to Staunton City Schools	11088210-53011		$ 5,926

FY 2019 BUDGET AMENDMENT NO. 1

GENERAL FUND	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
TRANSFERS TO OTHER FUNDS			
CAPITAL IMPROVEMENTS			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 2,700,000	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 2,700,000
DEBT SERVICE SINKING FUND			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 325,000	
Transfer to the Debt Service Sinking Fund- Debt Reserve			$ 277,750
Transfer to the Debt Service Sinking Fund-Staunton Crossing Land	11099600-59312		$ 47,250
TOTAL GENERAL FUND		**$ 3,454,136**	**$ 3,454,136**

BUDGET AMENDMENT NO. 1 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY		
General Revenues		
Appropriation of Prior Year Fund Balance		$ 3,209,571
Forfeited Assets for Police - State	95,350	
Forfeited Assets for Comm Attorney	13,756	
Forfeited Assets for Police - Federal	13,636	
EMS Four for Life Funds for Fire Department	17,530	
Fire Programs Fund	39,501	
Recreation- Nature Park Donations	4,798	
Transfer to the Capital Improvements Fund	2,700,000	
Transfer to the Debt Service Sinking Fund	325,000	
Recovered Costs		78,730
Clerk of the Circuit Court	(6,000)	
Public Works	1,440	
Public Safety- Line of Duty Act	28,200	
Public Safety- Insurance Proceeds	49,164	
Community Development- Tourism	5,926	
Charges for Services		30,570
Clerk of the Circuit Court	30,570	
Miscellaneous Revenue		20,000
Recreation-Donations- Booker T. Community Center	20,000	
Capital Grants and Contributions		115,265
Clerk of the Circuit Court-Supreme Court of Virginia	7,150	
Police Department	17,313	
Street Maintenance	90,502	
Library	300	
Total General Fund Revenues		**$ 3,454,136**

GENERAL FUND EXPENDITURE SUMMARY	
Judicial Administration	$ 45,476
Public Safety	260,694
Public Works	91,942
Parks, Recreation, Cultural	25,098
Community Development	5,926
Transfer to Other Funds	$ 3,025,000
Total General Fund Expenditures	**$ 3,454,136**

FY 2019 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
CITY CAPITAL IMPROVEMENTS FUND			
Appropriation for funds transferred from the General Fund	39001-49211	$ 2,700,000	
CIP Contingency Account	3909800-58400		$ 2,700,000
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 2,700,000**	**$ 2,700,000**
DEBT SERVICE SINKING FUND			
Appropriation for funds transferred from the General Fund	11101-49211	$ 325,000	
Debt Service Sinking Fund Reserve	11199500-59500		$ 277,750
Staunton Crossing Debt Payments	11199500-59613		$ 47,250
TOTAL DEBT SERVICE SINKING FUND		**$ 325,000**	**$ 325,000**
COMMUNITY DEVELOPMENT FUND			
To appropriate grant funds to complete the Flood Prevention and Protection Plan, Grant Number DSFP-43-18.			
Grant funds from Virginia Resources Authority Dam Safety, Flood Prevention and Protection Assistance Fund	22083-45560	$ 75,000	
Appropriation of Prior Year Unassigned Fund Balance	22001-41930	$ 76,000	
Professional Services- Flood Prevention Study	22088565-53010		$ 151,000
TOTAL COMMUNITY DEVELOPMENT FUND		**$ 151,000**	**$ 151,000**
GRANTS FUND			
FIRE DEPARTMENT			
To appropriate federal grant funds awarded from the Virginia Department of Emergency Management for the 2018 Local Emergency Management Performance Grant (LEMPG) to purchase two thermal imaging cameras.	21534-46250-40104	$ 7,500	
To appropriate federal funds for fire camera equipment.	21533210-58341-40104		$ 7,500
POLICE DEPARTMENT			
To appropriate federal grant funds awarded from the Byrne Justice Assistance Grant Formula Funds to purchase public safety software and computer equipment.	21533-46252-40246	$ 26,780	
Equipment and Technology.	21533110-55486-40246		$ 26,780
TOTAL GRANTS FUND		**$ 34,280**	**$ 34,280**
BLUE RIDGE COURT SERVICES FUND			
To appropriate additional Comm of Va Supreme Court of Virginia grant funds for behavioral health programs.	21033-45553	$ 37,500	
Wages	21033342-51302		$ 18,000
FICA	21033342-52010		$ 1,377
VRS Retirement	21033342-52020		$ 2,446
VRS Life Insurance	21033342-52001		$ 236
Health Insurance	21033342-52005		$ 8,266
VEC Unemployment Insurance	21033342-52030		$ 25
Short-term Disability Insurance	21033342-52035		$ 130
Supplies	21033342-55415		$ 7,020
TOTAL BLUE RIDGE COURT SERVICES FUND		**$ 37,500**	**$ 37,500**

FY 2019 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
WATER FUND			
Appropriation of insurance proceeds for lightning damage to Gardner Springs pump motors.	53001-41928	$ 12,086	
Capital equipment.	53004322-58331		$ 12,086
TOTAL WATER FUND		**$ 12,086**	**$ 12,086**
SEWER FUND			
To carry forward funds from FY2018 to complete the Filmore Street Sewer Line Project.	54001-41930	$ 110,000	
Capital sewer line replacement.	54004420-58366		$ 110,000
TOTAL SEWER FUND		**$ 110,000**	**$ 110,000**
PARKING FUND			
Appropriation of Prior Year Funds.	56001-41930	$ 384,465	
To appropriate prior year funds for the 2018A VRA Bond Debt Payment- Principal Payment.	56009500-59620		$ 39,484
To appropriate prior year funds for the 2018A VRA Bond Debt Payment- Interest Payment.	56009500-59621		$ 44,981
To appropriate prior year funds to complete the garage projects to replace/ repair/ paint railings at the Johnson Street Garage.	56004621-58385		$ 300,000
TOTAL PARKING FUND		**$ 384,465**	**$ 384,465**
ENVIRONMENTAL FUND			
Litter Prevention and Recycling Program			
To appropriate additional Comm of VA grant funds from the Department of Environmental Quality			
Comm of VA grant funds	58003-45540	$ 359	
Litter Control Grant materials & supplies	58004822-55415		$ 359
TOTAL ENVIRONMENTAL FUND		**$ 359**	**$ 359**
STORMWATER FUND			
STORMWATER PROJECTS			
Appropriation of Prior Year Funds	57001-41930	$ 100,000	
To appropriate prior year funds to complete preliminary engineering studies for quality and quantity stormwater projects.	57004799-58364-14300		$ 100,000
TOTAL STORMWATER FUND		**$ 100,000**	**$ 100,000**

FY 2019 BUDGET AMENDMENT NUMBER ONE SUMMARY

CITY GOVERNMENT FUNDS		
GENERAL FUND	$	3,454,136
CAPITAL IMPROVEMENTS FUND	$	2,700,000
DEBT SERVICE SINKING FUND	$	325,000
COMMUNITY DEVELOPMENT FUND	$	151,000
GRANTS FUND	$	34,280
BLUE RIDGE COURT SERVICES FUND	$	37,500
PARKING FUND	$	384,465
WATER FUND	$	12,086
SEWER FUND	$	110,000
ENVIRONMENTAL FUND	$	359
STORMWATER FUND	$	100,000
TOTAL CITY GOVERNMENT FUNDS	**$**	**7,308,826**
EDUCATION FUNDS		
EDUCATION FUND	$	2,020,955
SCHOOL CIP FUND 966	$	1,098,333
TEXTBOOK FUND	$	31,000
TOTAL EDUCATION FUNDS	**$**	**3,150,288**
TOTAL FY2019 BUDGET AMENDMENT NO. 1		**$10,459,114**

STAUNTON CITY SCHOOLS
FY 2019 BUDGET
AMENDMENT NO. 1

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS			
TITLE III Part A- Limited English Proficient			
To appropriate additional federal grants for the Limited English Proficient Program	900300-43375-T3-00	$ 4,565	
Educational supplies	91103195-56013-T3-00		$ 3,297
Educational supplies	91102195-56013-T3-00		$ 1,268
TITLE I Part D Neglected and Delinquent			
To appropriate additional federal grant funds for neglected and delinquent students	900300-43010-T1D00	$ 139,333	
Contingency account for grant program	900300-59100-T1D00		$ 139,333
Special Education Preschool Program			
To appropriate the balance of grant funds from the 2017 federal award for the preschool program			
Special Education Preschool 619 Funds - 2017 award	900300-43173-PRE00	$ 27,963	
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00		$ 27,963
TITLE VIB Federal Grant			
To appropriate remaining grant funds from prior year grant funds awarded for T6B00			
Federal Revenue	900300-43027-T6B00	$ 200,000	
T6B00 Contingency	91101100-59100-T6B00		$ 200,000
TITLE 1 Federal Funds			
To appropriate remaining grant funds from prior years for TITLE 1	900300-43010-T1-00	$ 202,439	
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00		$ 202,439
TITLE II Federal Funds			
To appropriate remaining grant funds from prior year for TITLE II		$ 67,801	
TITLE II Contingency- Grant Balance			$ 67,801
TITLE IV Federal Funds- Student Support and Enrichment			
To appropriate remaining grant funds from prior year and new grant funds for FY2019 for TITLE IV	900300-43378-T4-00	$ 63,022	
Instructional Assistant Salary	91102195-51151-T4-00		$ 15,540
FICA	91102195-52010-T4-00		$ 1,185
Group Life Insurance	91102195-52001-T4-00		$ 203
Health Insurance Credit	91102195-52023-T4-00		$ 224
VRS	91102195-52020-T4-00		$ 2,925
Workers Compensation	91102195-52025-T4-00		$ 60
Unemployment	91102195-52030-T4-00		$ 8
Instructional Assistant Salary	91103195-51151-T4-00		$ 15,540
FICA	91103195-52010-T4-00		$ 1,185
Group Life Insurance	91103195-52001-T4-00		$ 203

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 1

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT PROGRAMS			
TITLE IV Federal Funds- Student Support and Enrichment (con't)			
Health Insurance Credit	91103195-52023-T4-00		$ 224
VRS	91103195-52020-T4-00		$ 2,925
Workers Compensation	91103195-52025-T4-00		$ 60
Unemployment	91103195-52030-T4-00		$ 8
TITLE IV Contingency- Grant Balance	91101100-59100-T4-00		$ 22,732
High School Innovation Grant			
To appropriate new grant funds for FY2019	900300-42431-HSPI	$ 50,000	
Technology Instruction Teacher Salary	97109095-51120-HSPI		$ 26,000
FICA	97109095-52010-HSPI		$ 14,000
Technology Instruction Other Purchased Services	97109095-53569-HSPI		$ 6,000
Technology Instruction Travel	97109095-55210-HSPI		$ 4,000
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$ 755,123**	**$ 755,123**
LOCAL GENERAL REVENUE/PROGRAMS			
Recovered Costs- Transportation			
Recovered Costs for transportation expenses for the Queen City Mischief & Magic Event	900100-40410	$ 5,926	
Transportation services provided to the City	93209096-51182		$ 5,926
Appropriation of Prior Year Fund Balance			
Appropriation of Prior Year Fund Balance	900100-49302	$ 250,000	
Athletic supplies- purchase of new uniforms	91103588-56105		$ 250,000
Appropriation of Prior Year Fund Balance	900100-49302	$ 1,000,000	
Transfer to the School CIP Fund-Undesignated Account			$ 1,000,000
LOCAL GENERAL REVENUE/PROGRAMS			
Bessie Weller Elementary Thacker Fund			
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School			
Prior Year Donated Funds	900100-49302	$ 9,906	
Bessie Weller Elementary Thacker Fund	91101181-56109		$ 9,906
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		$ 1,265,832	$ 1,265,832
TOTAL EDUCATION FUND		**$ 2,020,955**	**$ 2,020,955**

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 1

		REVENUES	EXPENDITURES
SCHOOL CIP FUND 966			
Capital Improvement Projects			
Transfer from Education Fund	966100-49290	$ 1,000,000	
CIP Projects- Undesignated- Pending Approval of CIP Plan FY2019-2023	K9009000-58100		$ 1,000,000
School Security Grant FY2019			
To appropriate grant funds from the Comm of VA Department of Education for the School Security Equipment Grant	966400-42999-SSE18	$ 98,333	
To transfer the 25% match for the SSE Grant from the CIP Undesignated Account	K9009000-58100-SSE		$ (26,667)
School Security Grant -McSwain Elementary School	K6609082-58215-SSE19		$ 12,670
School Security Grant- Bessie Weller Elementary School	K6609081-58215-SSE19		$ 13,104
School Security Grant -Ware Elementary School	K6609083-58215-SSE19		$ 18,129
School Security Grant -Dixon Education Center	K6609084-58215-SSE19		$ 68,488
School Security Grant -Shelburne Middle School	K6609087-58215-SSE19		$ 12,609
TOTAL SCHOOL CIP FUND 966		**$ 1,098,333**	**$ 1,098,333**
TEXTBOOK FUND			
To appropriate prior year funds for textbook purchases	9100100-49302	$ 31,000	
Shelburne Middle School Chromebooks	B1103187-56020		$ 31,000
TOTAL TEXTBOOK FUND		**$ 31,000**	**$ 31,000**
GRAND TOTAL BUDGET AMENDMENT NO. 1		**$ 3,150,288**	**$ 3,150,288**