Work Session Agenda
Staunton City Council
Caucus Room
March 28, 2019
6:15 p.m.

Invocation/Moment of Silence—Oakes

6:15 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
6:20 p.m.	**2. & B**	**Presentation of FY2020 Budget by the City Manager**
6:35 p.m.	**3. & A**	**Discussion of Effective Tax Rate Increase**
6:45 p.m.	**4. & C**	**Discussion of an Ordinance to Increase Water User Fee**
6:50 p.m.	**5. & D**	**Discussion of an Ordinance to Increase Refuse and Recycling Rates**
6:55 p.m.	**6.**	**Discussion of Proposed Changes to Parking Rates**
7:00 p.m.	**7. & E**	**Annual Update on Utility Connection Fees and Facility Fees**
7:10 p.m.	**8. & F**	**Discussion of Authorized Individuals for U.S. Bank and Local Government Investment Pool Program Accounts**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Council Chambers
March 28, 2019
7:30 p.m.

Call to Order

Pledge of Allegiance

Mayor's Report

Proclamation—Local Government Education Week

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of February 28, 2019

Work Session and Regular Meeting of March 14, 2019

<u>REGULAR MEETING</u>

A. Public Hearing of Effective Real Property Tax Rate Increase

B. Introduction of the FY2020 Budget Ordinance

C. Introduction of an Ordinance to Increase Water User Fee

D. Introduction of an Ordinance to Increase Refuse and Recycling Rates

E. Introduction of an Ordinance to Increase Sewer Connection Fees

F. Consideration of Authorized Individuals for U.S. Bank and Local Government Investment Pool Program Accounts

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	March 28, 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

Work Session Agenda
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C. Introduction of an Ordinance to Increase Water User Fee

D. Introduction of an Ordinance to Increase Refuse and Recycling Rates

E. Introduction of an Ordinance to Increase Sewer Connection Fees

F. Consideration of Authorized Individuals for U.S. Bank and Local Government Investment Pool Program Accounts

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Members:** **Steve Owen** **Jeanne Colvin**
Item #	**2 & B**	
Ordinance #		
Department:	**City Manager** **Budget Office**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Introduction of an Ordinance Proposing a Budget for Fiscal Year 2020** **Attachment—FY 2020 Budget Ordinance** **Attachment—FY 2020 Budget Schedule**	

Background: The City Manager will present the proposed FY 2020 Budget to City Council during the work session. At the regular meeting, the Budget Manager will present the proposed Budget Ordinance and ask that it be formally introduced. The proposed Budget Ordinance and budget meeting schedule are attached.

City Manager's Recommendation: Recommend introduction of the Fiscal Year 2020 Budget Ordinance, as presented.

Suggested Motion: I move to introduce the Fiscal Year 2020 Budget Ordinance for the City of Staunton and to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 11, 2019.

City Manager: Stephen F. Owen

Ordinance No. 2019-

AN ORDINANCE ESTABLISHING A BUDGET FOR THE CITY OF STAUNTON, VIRGINIA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020, APPROPRIATING FUNDS FOR PUBLIC PURPOSES FOR SUCH FISCAL YEAR; ESTABLISHING A TAX RATE ON TAXABLE PERSONAL PROPERTY, REAL ESTATE AND PROPERTY OF PUBLIC SERVICE CORPORATIONS; ESTABLISHING AND IMPOSING A SERVICE CHARGE ON CERTAIN REAL PROPERTY EXEMPT FROM TAXATION; AND CONTINUING IN EFFECT ALL ORDINANCES OF THE CITY OF STAUNTON, VIRGINIA, RELATING TO TAXES, LICENSES, FEES, SERVICE CHARGES, COSTS AND OTHER CHARGES AND ALL ORDINANCES RELATING TO THE TIME OF PAYMENT THEREOF AND COLLECTION THEREOF, EXCEPT AS HEREIN SPECIFICALLY MODIFIED

BE IT ORDAINED by the Council of the City of Staunton, Virginia, as follows:

SECTION 1. The following budget, annexed and incorporated by reference, totaling **$120,466,740** for the City of Staunton, Virginia for the fiscal year beginning July 1, 2019 and ending June 30, 2020 is hereby proposed, approved and adopted:

(SEE ATTACHED BUDGET, incorporated by reference)

SECTION 2. Public revenues of the City of Staunton, Virginia are hereby appropriated for public purposes for the fiscal year beginning July 1, 2019, and ending June 30, 2020, as set forth in the appropriate Section of such budget.

SECTION 3.

3.1. The tax rate for all real estate, including real estate owned by public service corporations, subject to tax for the calendar year beginning January 1, 2019, shall be and is fixed at $0.97 per $100.00 of assessed value of such property per year, with assessed values being established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January of every odd numbered year.

3.2. The tax rate for all real property and improvements located in the Downtown Service District is subject to an additional tax for the calendar year beginning January 1, 2019, which shall be and is fixed at $0.15 (fifteen cents) per $100.00 of assessed value of such property for calendar year 2019. Assessed values for the Downtown Service District shall be established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January 1 of every odd numbered year. These rates shall continue until modified by action of the Council of the City of Staunton, Virginia.

SECTION 4.

4.1. The tax rate for all personal property, including vehicles owned by public service corporations (but excluding machinery and tools, referenced and defined in Section 58.1-3507 of the Code of Virginia, as amended), subject to tax for the calendar year beginning January 1, 2019, shall be fixed at $2.90 per $100.00 of assessed value per year.

4.2. The tax rate for machinery and tools as defined in Section 58.1-3507 of the Code of Virginia, as amended, subject to tax for the calendar year beginning January 1, 2019 shall be and is fixed at $1.24 per $100.00 of assessed value per year.

SECTION 5. For the period of July 1, 2019, through June 30, 2020, certain categories of property exempted from taxation under Section 58.1-3600 et seq. of the Code of Virginia, as amended, shall be assessed and have imposed a fee or service charge based on the assessed value of the real estate and the amount which the City of Staunton expended in the year preceding for police and fire protection and, in the case of faculty and staff housing of an educational institution, the cost of public school education. The categories of property eligible for such assessment, and the method for calculating the assessment, are prescribed in Section 58.1-3400 et seq. of the Code of Virginia, as amended.

SECTION 6. The rate of service charge or fee imposed for property subject to such charge or fee under Section 5 of this ordinance shall be and is fixed and imposed at $0.19 per annum per $100.00 of assessed value and $0.49 per annum per $100.00 of assessed value for faculty and staff housing of an educational institution for the 2019 calendar year. The service charge shall be and is payable in one installment on December 15, 2019. Any service charge not paid when due shall bear interest computed at the rate of 10% per annum from the due date until paid.

SECTION 7. The real estate lawfully owned by the County of Augusta lying wholly or partly in the corporate limits of the City of Staunton, Virginia, shall be exempt from the service charge imposed by Section 5 of this ordinance.

SECTION 8. It is the intention of Section 5, 6 and 7 of this ordinance to conform to and meet all the requirements of Section 58.1-3400 et seq. of the Code of Virginia, as amended, and shall be read and construed accordingly.

SECTION 9. The annual salary for each member of the Council of the City of Staunton, Virginia, is hereby established as follows and shall remain in effect until formal action is taken to amend this ordinance:

Mayor	$11,000
Vice-Mayor	$10,000
Council Member	$10,000

SECTION 10.

10.1. The City Manager is hereby authorized to transfer funds from one line item to another line item within each Fund of such budget, with the exception of the general contingency account.

10.2. Authorization is hereby given to the City Manager to withhold or postpone the expenditure of any funds appropriated by and in this ordinance when it appears to the City Manager that it would be in the best interests of the City for such expenditure to be withheld; but, this provision shall not in any way limit or restrict the right of the Council of the City of Staunton, Virginia, in its sole discretion to the fullest extent permitted by law, to direct immediate disbursement of any appropriated funds when the Council of the City of Staunton, Virginia, is of the opinion that the funds should be expended regardless of the position or action or inaction of the City Manager.

SECTION 11. Any ordinance in conflict with this ordinance is hereby repealed to the extent and only to the extent that such conflict exists. However, all ordinances not in conflict with this ordinance shall continue in effect, including specifically all ordinances of the City of Staunton, Virginia relating to taxes, licenses, fees, service charges, costs and payment and collection thereof continuing in effect except as herein specifically modified.

SECTION 12. If any part of this ordinance is found to be invalid by competent authority, the remaining portions of this ordinance shall continue in effect to the fullest extent permitted by law.

INTRODUCED:	March 28, 2019
PUBLIC HEARING ADVERTISE DATE:	April 2, 2019
PUBLIC HEARING DATE:	April 11, 2019
ADOPTED:	
EFFECTIVE DATE:	July 1, 2019

____
Carolyn W. Dull, Mayor

ATTEST: __________________________
Suzanne F. Simmons
Clerk of Council

Ordinance No. 2019-

CITY OF STAUNTON, VIRGINIA
FY 2020 PROPOSED BUDGET

GENERAL FUND

ANTICIPATED REVENUE		
General Property Taxes	$	26,790,500
Other Local Taxes		15,507,000
Commonwealth of Virginia		12,404,363
Current Service Charges		1,822,366
Federal Revenue		1,283,507
Recovered Costs		1,146,264
Licenses and Permits		280,900
Use of Money and Property		246,100
Fines and Forfeitures		165,500
Miscellaneous		28,500
Total Revenue	$	59,675,000

APPROPRIATIONS		
Transfer to Education Fund	$	13,950,000
Public Safety		12,087,308
Health and Welfare		7,088,026
Public Works		6,376,654
General Government Administration		6,493,791
Transfer to Debt Service Sinking Fund		4,894,415
Parks, Recreation, Library, and Cultural		3,947,262
Judicial Administration		2,050,032
Community Development		1,938,462
Transfer to the City CIP Fund		841,050
Educational Agency Contributions		8,000
Total Appropriations	$	59,675,000

DEBT SERVICE SINKING FUND

ANTICIPATED REVENUE		
Transfer from the General Fund	$	4,894,415
Total Revenue	$	4,894,415

APPROPRIATIONS		
Debt	$	4,894,415
Total Appropriations	$	4,894,415

CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE		
Transfer from the General Fund	$	841,050
Total Revenue	$	841,050

APPROPRIATIONS		
Capital Improvements	$	841,050
Total Appropriations	$	841,050

BLUE RIDGE COURT SERVICES FUND

ANTICIPATED REVENUE		
Non Capital Grants/ Contributions	$	772,391
Miscellaneous		100,869
Charges for Services		183,400
Total Revenue	$	1,056,660

APPROPRIATIONS		
Operations	$	1,056,660
Total Appropriations	$	1,056,660

WATER FUND

ANTICIPATED REVENUE		
Charges for Service	$	4,424,000
General Revenues		555,000
Total Revenue	$	4,979,000
APPROPRIATIONS		
Operations	$	3,361,893
Debt		855,107
Capital		762,000
Total Appropriations	$	4,979,000

SEWER FUND

ANTICIPATED REVENUE		
Charges for Services	$	3,870,000
General Revenues		942,390
Total Revenue	$	4,812,390
APPROPRIATIONS		
Operations	$	2,402,004
Debt		1,412,397
Capital		997,989
Total Appropriations	$	4,812,390

PARKING FUND

ANTICIPATED REVENUE		
Charges for Services	$	442,875
Interfund Loan	$	289,500
General Revenues		248,100
Total Revenue	$	980,475
APPROPRIATIONS		
Operations	$	262,675
Debt		467,400
Capital		250,400
Total Appropriations	$	980,475

STORMWATER FUND

ANTICIPATED REVENUE		
Charges for Services	$	755,000
General Revenues		831,250
Total Revenue	$	1,586,250
APPROPRIATIONS		
Operations	$	386,250
Capital		1,200,000
Total Appropriations	$	1,586,250

ENVIRONMENTAL FUND

ANTICIPATED REVENUE		
Charges for Services	$	2,857,950
General Revenues		370,000
Non Capital Grants/ Contributions		6,000
Total Revenue	$	3,233,950
APPROPRIATIONS		
Operations	$	2,841,978
Capital		391,972
Total Appropriations	$	3,233,950

EDUCATION FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	16,736,477
Transfer from the General Fund		13,950,000
Federal Government		1,761,834
Charges for Services		1,014,781
General Revenues		274,558
Total Revenue	$	33,737,650
APPROPRIATIONS		
Administration and Operation of Schools	$	33,737,650
Total Appropriations	$	33,737,650

CAFETERIA FUND

ANTICIPATED REVENUE		
Operating Grants	$	1,007,100
Charges for Service		318,400
General Revenues		114,500
Total Revenue	$	1,440,000
APPROPRIATIONS		
Operations	$	1,440,000
Total Appropriations	$	1,440,000

SCHOOL TEXTBOOK FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	159,000
General Revenues		141,000
Total Revenue	$	300,000
APPROPRIATIONS		
Operations	$	300,000
Total Appropriations	$	300,000

SCHOOL CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE		
General Revenues	$	100,000
Total Revenue	$	100,000
APPROPRIATIONS		
Capital Improvements	$	100,000
Total Appropriations	$	100,000

STATE OPERATED PROGRAMS

ANTICIPATED REVENUE		
Operating Grants	$	2,370,148
General Revenues		459,752
Total Revenue	$	2,829,900
APPROPRIATIONS		
Operations	$	2,829,900
Total Appropriations	$	2,829,900

Grand Total Revenues	**$**	**120,466,740**
Grand Total Expenditures	**$**	**120,466,740**
Balance	**$**	**-**

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 **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Members:** **Steve Owen** **Jeanne Colvin** **Charles Haney**
Item #	**3 & A**	
Ordinance #		
Department:	**City Manager** **Budget Office** **City Assessor**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Public Hearing of Effective Real Property Tax Rate Increase**	

Background: The City Assessor's Office has completed the 2019 general reassessment for the City. The Code of Virginia requires that all properties within a locality be assessed at 100% of their fair market value.

The total assessed value of all real property in the City equals $2,461,090,017, an increase of 7.43% over 2018. The taxable assessed value, $2,036,621,148, increased 8.31% over 2018. Total property values, excluding assessments due to new construction or improvements, increased 7.1% over 2018. As required by § 58.1-3321 of the Code of Virginia, because the reassessment would result in an increase of 1% or more in the total real property tax levied, City Council must conduct a public hearing at which it receives public comment concerning the "effective tax rate increase." This public hearing is in addition to the public hearing on the proposed budget.

The same state code provision specifically dictates the contents of the notice of public hearing to be published and requires that, among other details, the notice state the lowered tax rate necessary to offset the effect of the increased assessment (i.e., $0.91 per $100 assessed value) (whether or not the governing body intends to consider the adoption of such a lowered tax rate). The current real property tax rate is $0.97 per $100 assessed value. The attached notice, prepared to fulfill all of the statutory requirements, was published in *The News Leader* on February 26, 2019.

No action is required of Council after the public hearing. Council will finally determine the real property tax rate on April 25, when the FY2020 budget ordinance is scheduled for consideration.

Attachment: Notice of Proposed Real Property Tax Increase and Public Hearing

City Manager's Recommendation: Recommend Council conduct the public hearing.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY OF STAUNTON

NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE AND PUBLIC HEARING

Consistent with Virginia Code Section 58.1-3321, the City of Staunton proposes to increase property tax levies.

1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by seven and one tenth (7.1) percent.

2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be $0.91 per $100.00 assessed value. This rate will be known as the "lowered tax rate."

3. **Effective Rate Increase:** The City of Staunton proposes to adopt a tax rate of $0.97 per $100 of assessed value (which would be a maximum). The difference between the lowered tax rate and the proposed rate would be $0.06 per $100 assessed value, or six and six tenths (6.6) percent. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of the City of Staunton will exceed last year's budget by four and nine tenths (4.9) percent.

A public hearing on the proposed increase will be held on March 28, 2019, 7:30 p.m., local time, in City Council Chambers, 1st Floor, City Hall, 116 West Beverley Street, Staunton, Virginia.

All hearings shall be open to the public. The City Council shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the Mayor. Persons with hearing loss or speech impairment desiring to attend the public hearing may contact the Clerk of Council directly by phone at 540-332-3999 or by email at simmonssf@ci.staunton.va.us to request an interpreter.

The foregoing provisions of Virginia Code Section 58.1-3321 shall not be applicable to the assessment of public service corporation property by the State Corporation Commission.

Notwithstanding other provisions of general or special law, the tax rate for taxes due on or before June 30 of each year may be fixed on or before May 15 of that tax year.

Suzanne F. Simmons
Clerk of Council

NV-0000198419

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Member:** **Jeanne Colvin**
Item #	**4 & C**	
Ordinance #		
Department:	**Budget Office**	
Council Vision:	**Responsive, Efficient Government** **Resilience**	
Subject:	**Ordinance to Increase Water User Fee** **PDF Attachment: Ordinance**	

Background: The FY2020 budget proposal includes a 5% water rate increase, effective July 1, 2019, for water consumption. Residential bi-monthly customers will be billed at the new rate beginning with utility bills issued on September 10. Monthly customers will be impacted with the new rate beginning with the July utility bills. The increase will generate $148,985 in additional water user fee revenue over the current revenue level of $2,985,515. The rate is proposed to increase to $3.68/100 cubic feet from $3.50/100 cubic feet. The minimum charge per two months by each regular user of City water is proposed to increase from $17.50 to $18.40. The bulk water rate is also proposed to increase from $8.75 to $9.20 per 750 gallons of water purchased in bulk quantities from the treatment plant. The minimum charge for bulk water purchases of less than 1,500 gallons during a month is proposed to increase from $17.50 to $18.40. Rates were last increased effective July 1, 2017, for fiscal year 2018.

The proposed increase would cost a family of four an additional $2.52 per bi-monthly billing cycle, based on an average bi-monthly consumption of 14/100 cubic feet, or $15.12 annually.

The increase is necessary to cover the increasing operating costs and capital costs to replace/ repair major water system infrastructure assets. Even the 5% rate increase does not generate sufficient revenue to cover the total expense of depreciation of $995,000 for the Water Fund. The

FY2020 Water Fund budget only funds $427,272 of depreciation expenses. Funding depreciation, a non-cash expenditure, allows cash reserves to build in a fund for capital projects and annual debt expenditures.

The Water Fund does have cash reserves of $2.7 million for the Facility Fee Reserves as required by the City Code. This reserve will be used to partially fund the major capital expenditure of $6.4 million for improvements to Gardner Spring water supply system over the next several years.

The total FY2020 Water Fund budget is $4,979,000, an increase of $574,000 over the FY2019 adopted budget. The budget includes capital expenditures of $762,000 for water line replacements, $250,000 to paint the Shutterlee Mill water storage tank and funding for one dump truck.

Additionally, the water deposit required under the City Code of rental customers is proposed to increase $50, to $150, to cover the balance on the final bill for customers. The current deposit is $100 for rental customers. The new deposit amount will also be effective July 1, 2019. Based on an average family's water consumption of 14/100 cubic feet, a final bi-monthly bill would equal $161.80.

Introduction of the proposed ordinance is scheduled for Council's regular meeting on March 28, 2019. The ordinance will be scheduled for public hearing during Council's regular meeting on April 11, 2019, with consideration of the ordinance scheduled for the meeting on April 25, 2019.

City Manager's Recommendation: Recommend introduction of the ordinance.

Suggested Motion: I move to introduce an ordinance to increase water user fees by 5% and to increase the water deposit by $50, effective July 1, 2019, and to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 11, 2019.

City Manager: Stephen F. Owen

Ordinance No. 2019 - ______

AN ORDINANCE
AMENDING, RESTATING AND REORDAINING
SECTION 13.20.010, DEPOSIT TO ENSURE PAYMENT,
AND
SECTION 13.20.020, RATES GENERALLY,
OF CHAPTER 13.20, USE CHARGES, OF TITLE 13, ENVIRONMENT
OF THE STAUNTON CITY CODE

BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Sections 13.20.010 and 13.20.020 of the Staunton City Code are hereby amended to read as follows:

13.20.010 Deposit to ensure payment.

(1) Any occupant not owning the premises to be served by the city water system shall, at the time of applying for service, pay to the chief finance officer the sum of $~~100.00~~ 150.00, to be held as a deposit to ensure the final settlement of his account for water furnished. Such deposit will be refunded, without interest, when the account is closed and the final bill paid.

(2) Notwithstanding the provisions of subsection (1) of this section, the director of finance for the city may waive the requirement of a deposit if the applicant has been a city water customer within the 12 months preceding the application and has established a record of timely payments for such service.

13.20.020 Rates generally.

(1) Except as hereinafter set forth, for the use of water through a connection with meter attachment, the rate and method of assessment shall be according to meter measurement, as follows:

The user fee shall be $~~3.50~~ 3.68 per 100 cubic feet of metered water entering the premises.

(2) There shall be paid each two months, as prescribed, by each regular user of city water a minimum charge per two months of $~~17.50~~ 18.40.

(3) For a fractional part of a two-month period, a bill will be rendered for the actual consumption of water, as indicated by the meter. Where deemed necessary by the chief finance officer, rates may be computed on a monthly basis equal to one-half of the above rates.

(4) The rate at which water will be sold outside the corporate limits of the city shall be one and one-half times the rate at which water is sold inside the corporate limits, with the exception of any contracts in effect specifying a different rate.

(5) The bulk water rate to miscellaneous water customers will be $~~8.75~~ 9.20 per 750 gallons of water purchased.

(6) There shall be paid a minimum charge of $~~17.50~~ 18.40 for bulk water purchases during the month of less than 1,500 gallons for the month.

In all other respects, the provisions of Chapter 13.20 of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

This ordinance shall be effective __________, 2019.

Introduced:

Adopted:

Effective:

____
Carolyn W. Dull, Mayor

ATTEST:______________________
Suzanne F. Simmons
Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Member:** **Jeanne Colvin**
Item #	**5 & D**	
Ordinance #		
Department:	**Budget Office**	
Council Vision:	**Responsive, Efficient Government** **Resilience**	
Subject:	**Ordinance to Increase Refuse and Recycling Rates** **Attachment PDF: Refuse Ordinance**	

Background: The FY2020 budget proposal includes a 15% increase in refuse and recycling rates, effective July 1, 2019, to provide sufficient revenue for operating and capital expenses for the Environmental Fund. With the increase, the refuse rate will generate $2,337,950 in revenues for FY2020. The budget proposes to use $350,000 from fund balance to cover the remaining deficit in revenues and to reduce the amount of the rate increase from the actual 20% needed to fund the operation. The total expenditure budget for FY2020 equals $3,233,950. The 15% rate increase will generate an additional $317,950 for FY2020. Rates were last increased effective July 1, 2017, for fiscal year 2018.

Bi-monthly customers will be billed at the new rates beginning with utility bills issued on September 10. The proposed increase for residential customers is $2.48 per month, or $4.96 per bi-monthly billing cycle.

Introduction of the proposed ordinance is scheduled for Council's regular meeting on March 28, 2019. The ordinance will be scheduled for public hearing during Council's regular meeting on April 11, 2019, with consideration of the ordinance scheduled for the meeting on April 25, 2019.

The FY2020 Environmental Fund budget includes the following expenditures:

Environmental Office	$97,380	Handling citizen complaints due to sanitary conditions and health hazards; enforcement of City Code requirements
Street Cleaning	$214,822	Cleaning of all City streets
Refuse Collection	$820,175	Residential and commercial trash collection
Recycling Collection	$476,410	Collection of recyclables and capital equipment
Landfill	$820,215	20.03% City share of landfill operations and capital
Billing and Collections	$13,600	Bad debt expense and annual software fees for billing
Risk Management	$75,500	Property and liability insurance; workers' compensation insurance
Transfers to Other Funds	$709,848	Payment to General Fund and Water Fund for administrative support functions
Litter Control Grant	$6,000	Commonwealth of Virginia grant for litter control programs
Total FY2020 Budget	$3,233,950	Increase of $555,950 over FY2019

Refuse and Recycling Proposed Rate Increases:

	Current Rate	**Proposed Rate**	**Schedule**
Residential Refuse Fee	$16.50	$18.98	Once/week
Recycling Fee	$16.50	$18.98	Once/week
Light Commercial Fee	$37.47	$43.09	Once/week
Heavy Commercial—Outside CBD	$79.27	$91.16	Once/week
Heavy Commercial—Inside CBD	$100.72	$115.83	5 days/Week
Special Unscheduled Pickup	$82.50	$95.00	As requested

City Manager's Recommendation: Recommend introduction of the ordinance.

Suggested Motion: I move to introduce an ordinance to increase refuse and recycling fees by 15%, effective July 1, 2019, and to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 11, 2019.

City Manager: Stephen F. Owen

Ordinance No. 2019-______

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 8.30.110, FEES – PRESCRIBED, OF ARTICLE II, COLLECTION OF REFUSE BY CITY, OF CHAPTER 8.30, SOLID WASTE, OF TITLE 8, HEALTH AND SAFETY, OF THE STAUNTON CITY CODE

BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 8.30.110 of the Staunton City Code is hereby amended to read as follows:

8.30.110 Fees – Prescribed.

(1) Residential. For a mandatory fee of $~~16.50~~ 18.98 per month for each single-family unit (to include each unit in a multifamily structure), the city shall provide one weekly pickup of refuse from each residential unit in the city, whether inside or outside the central business district, the basis of computation of the fee being a single-family unit. The fee for refuse collection service for all other than single-family units shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with the approval of the city manager, but such fee shall not be less than $~~16.50~~ 18.98 per month per unit.

(2) Light Commercial. The mandatory fee for refuse collection service to light commercial customers, whether inside or outside the central business district, shall be $~~37.47~~ 43.09 per month. The light commercial designation shall apply to those customers which place the equivalent of four or fewer bags/containers of refuse at the curb for collection.

(3) Heavy Commercial. The mandatory fee for refuse collection service to heavy commercial customers within the central business district shall be $~~100.72~~ 115.83 and $~~79.27~~ 91.16 for those outside the central business district. The heavy commercial designation shall apply to those customers which place the equivalent of five or more bags/containers at the curb for collection. All full-time restaurants shall be deemed heavy commercial customers.

(4) Special Unscheduled Pickup. When refuse is stored or placed curbside in a manner not otherwise in accordance with the city's solid waste policy, it shall be deemed a request for a

special unscheduled pickup and a crew may be dispatched to collect the refuse. The fee for pickup shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with approval of the city manager, but such fee shall not be less than $~~82.50~~ 95.00 and shall be charged to the property owner or tenant.

(5) Recyclables and Recycling Bins.

(a) The mandatory fee for the collection of recyclable materials from customers not otherwise charged a refuse collection service fee shall be $~~16.50~~ 18.98 per month.

(b) Each customer shall pay a service fee of $25.00 for the use of three recycling bins issued by the city. Upon return to the city of the three bins in reasonable condition, ordinary wear and tear excepted, the fee of $25.00 shall be credited or refunded to the customer.

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

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

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

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

In all other respects, the provisions of Chapter 8.30 of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

This ordinance shall be effective _________, 2019

Introduced:

Adopted:

Effective Date:

____
Carolyn W. Dull, Mayor

ATTEST:____________________________
Suzanne F. Simmons
Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Members:** **Steve Rosenberg** **Jeanne Colvin**
Item #	**6**	
Ordinance #		
Departments:	**City Manager** **Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Proposed Changes to Parking Rates**	

Background: The FY2020 budget proposal includes a 25% increase in parking rates to fund operational and capital expenses for the Parking Fund. The increased rates will result in an additional $110,175 in revenue for the Parking Fund. Increased hourly, daily and monthly rates for the garages, lots and metered spaces are proposed to be effective July 1, 2019.

The total Parking Fund FY2020 budget is $980,475; only $513,075 in revenues is generated from parking fees. The proposed rate increase in necessary to fund operations, debt service for the 2018 bonds, and the purchase of capital equipment for the New Street parking garage and pay stations for the RMA, Hardy and Augusta Street parking lots. The rate increase will also allow for a depreciation reserve of $202,000 annually, required for future capital maintenance of the parking garages structures. The FY2020 budget also appropriates $177,900 from fund balance and requires an interfund loan from the General Fund of $289,500 to balance the budget. Annual loan payments can be established in the FY2021 Budget to repay the loan to the General Fund over the next three to five years.

With the adoption of the budget, the City Manager will establish formally the increased rates, which requires the approval of Council. Below are the current rates and the proposed rates, to be effective as of July 1, 2019:

CURRENT RATES

Parking Type	Hourly	Daily	Monthly
Garages	$1.00	$6.00	$30.00
Wharf Lot	$1.00	$6.00	$24.00
RMA/Hardy Metered Lot	$.50	N/A	N/A
10 Hour Meter Pass	N/A	N/A	$20.00
10 Hour Meter	$.50	$5.00	N/A
Augusta Street Lot	$1.00	$6.00	$60.00

PROPOSED RATES

Parking Type	Hourly	Daily	Monthly
Garages	$1.25	$7.50	$37.50
Wharf Lot	$1.25	$7.50	$30.00
RMA/Hardy Metered Lot	$ .75	N/A	N/A
10 Hour Meter Pass	N/A	N/A	$25.00
10 Hour Meter	$ .75	$6.25	N/A
Augusta Street Lot	$1.25	$7.50	$75.00

City Manager's Recommendation: Recommend City Council approve the proposed rates with the final adoption of the FY2020 Budget.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Member:**
Item #	**7 & E**	**Tom Sliwoski**
Ordinance #		
Department:	**Public Works**	
Council Vision:	**Resilience** **Responsive, Efficient Government**	
Subject:	**Annual Update on Utility Connection Fees and Facility Fees and Ordinance to Increase Sewer Connection Fees**	

Background: The Director of Public Works is required by City Code to brief Council annually on utility connection fees and facility fees, and recommend any rate changes.

(a) Connection Fees. The City has a flat fee system for all water and sewer connections. The current water connection fee is $2,100, and the current sewer connection fee is $2,100, as referenced in Staunton City Code § 13.40.030. Water connection fees were last adjusted in 2008, and sewer connection fees were last adjusted in 2007.

As shown in the attached water service connection log, seven (7) water connections were made in 2018. The average water connection cost was $1,702. The running average for the last three years has been $1,937.

As shown in the attached sewer service connection log, eleven (11) sewer connections were made in 2018. The average sewer connection cost was $3,855. The running average for the last three years has been $3,115.

Staff recommends that connection fees for sewer be increased ultimately to $3,100 but that the fee be increased incrementally over a two-year period. For FY2020, sewer connection fees would increase by $500 to $2,600; in FY2021, sewer connection fees would increase by another $500 and ultimately reach $3,100. No increase in water connection fees is recommended.

(b) Facility Fees. Facility fees were last reviewed by the City's engineering consultant in April 2016, and increased in May 2016. Current facility fees for water (based on a standard 5/8" residential connection) are $3,500. Facility fees for sewer (based on a standard 5/8" residential connection) are $6,850. Facility fees increase based on the size of the meter. Staff is not recommending any adjustments to water and sewer facility fees.

Introduction of the proposed ordinance is scheduled for Council's regular meeting on March 28, 2019. The ordinance will be scheduled for public hearing during Council's regular meeting on April 11, 2019, with consideration of the ordinance scheduled for the meeting on April 25, 2019.

City Manager's Recommendation: Recommend introduction of the ordinance.

Suggested Motion: I move to introduce an ordinance (1) to increase sewer connection fees, from $2,100 to $2,600 for Fiscal Year 2020, effective July 1, 2019, with an additional incremental increase from $2,600 to $3,100 to be implemented for Fiscal Year 2021, effective July 1, 2020, and (2) to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 11, 2019.

City Manager: Stephen F. Owen

WATER SERVICE CONNECTION LOG

CITY OF STAUNTON
DEPARTMENT OF PUBLIC WORKS

CY	Service		Location		Connection Cost		Running Averages		
	No.	Sum		Fee	Total	Avg	All Since Year 2008	Last 25 Connects	Last 3 Years
2018	1	110	126 Stafford St (Habitat for Humanity)	n/a	$2,357		$1,860	$2,126	
2018	2	111	310 Collinswood Dr	$2,100	$1,397		$1,856	$1,966	
2018	3	112	312 Collinswood Dr	$2,100	$1,322		$1,851	$1,961	
2018	4	113	314 Collinswood Dr	$2,100	$1,103		$1,844	$1,941	
2018	5	114	1773 Englewood Dr	$2,100	$1,557		$1,842	$1,966	
2018	6	115	128 Tams St (MBU Irrigation for athletic field)	$2,100	$2,829		$1,850	$1,990	
2018	7	116	102 W Liberty St	$2,100	$1,352	$1,702	$1,846	$1,935	$1,937

Totals:	$12,600	$11,915

SEWER SERVICE CONNECTION LOG

CITY OF STAUNTON
DEPARTMENT OF PUBLIC WORKS

CY	Service		Location		Connection Cost		Running Averages		
	No.	Sum		Fee	Total	Avg	All Since Year 2007	Last 25 Connects	Last 3 Years
2018	1	105	308 Gray Ave	$2,100	$2,403		$1,998	$2,358	
2018	2	106	511 B St	$2,100	$4,756		$2,024	$2,445	
2018	3	107	1773 Englewood Dr	$2,100	$1,320		$2,018	$2,398	
2018	4	108	102 W Liberty St	$2,100	$1,456		$2,013	$2,342	
2018	5	109	813 Adams St	$2,100	$2,973		$2,022	$2,404	
2018	6	110	317 Berkley Pl	$2,100	$3,693		$2,037	$2,457	
2018	7	111	314 Vine St	$2,100	$3,726		$2,052	$2,530	
2018	8	112	1100 Greenville Ave	$2,100	$2,086		$2,052	$2,585	
2018	9	113	116 Baldwin St	$2,100	$5,669		$2,084	$2,724	
2018	10	114	211 W Frederick St	$2,100	$5,912		$2,118	$2,817	
2018	11	115	220 W Frederick St	$2,100	$8,407	$3,855	$2,173	$3,013	$3,115
			Totals:	$23,100	$42,400				

Ordinance No. 2019-______

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 13.40.030, SEWER CONNECTION AND FACILITY FEES, OF CHAPTER 13.40, CONNECTIONS TO CITY SEWER SYSTEMS, OF TITLE 13, ENVIRONMENT, OF THE STAUNTON CITY CODE

Recitals

A. In accordance with Staunton City Code Section 13.40.090, the Director of Public Works reviews the water and sewer facility and connection fees during the first quarter of each calendar year and presents to Council for updating;

B. The Director of Public Works has completed the review and recommends that sewer connection fees be increased ultimately to $3100, incrementally over a two-year period, from $2,100 to $2,600 for the Fiscal Year 2020, effective July 1, 2019, with a subsequent increase recommended from $2,600 to $3,100 for the Fiscal Year 2021, effective July 1, 2020;

C. With no changes recommended for sewer facility fees, water connection fees, and water facility fees, those fees would not change at this time;

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

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 13.40.030 of the Staunton City Code is hereby amended to read as follows:

13.40.030 (Effective July 1, 2019) Sewer connection and facilities fees.

(1) Connection Fees.

(a) The charge for all connections shall be $~~2,100~~2,600. This cost includes the service connection from the main to the right-of-way line, to be paid in advance of such connection. The foregoing notwithstanding, the director of public works may require that a higher deposit be made, prior to connection, if, in his opinion, the cost of such particular connection is likely to exceed $~~2,100~~2,600. Such deposit may be made in cash, by bond with corporate surety, or by a letter of credit payable to the city approved by the director of public works. If such higher deposit is made and the actual cost exceeds the deposit, the individual requesting the deposit shall owe the difference to the city which shall be due and payable within 30 days of billing; or, if the actual cost is less than the deposit, the city shall refund the difference to such individual within 30 days of completion of work.

…

13.40.030 (Effective July 1, 2020) Sewer connection and facilities fees.

(1) Connection Fees.

(a) The charge for all connections shall be $~~2,600~~3,100. This cost includes the service connection from the main to the right-of-way line, to be paid in advance of such connection. The foregoing notwithstanding, the director of public works may require that a higher deposit be made, prior to connection, if, in his opinion, the cost of such particular connection is likely to exceed $~~2,600~~3,100. Such deposit may be made in cash, by bond with corporate surety, or by a letter of credit payable to the city approved by the director of public works. If such higher deposit is made and the actual cost exceeds the deposit, the individual requesting the deposit shall owe the difference to the city which shall be due and payable within 30 days of billing; or, if the actual cost is less than the deposit, the city shall refund the difference to such individual within 30 days of completion of work.

…

In all other respects, the provisions of Chapter 13.40.030 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

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**March 28, 2019**	**Staff Members:** **Cynthia B. Fitzgerald** **Richard R. Johnson**
Item #	**8 & F**	
Ordinance #		
Department:	**Finance** **Treasurer**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Authorized Individuals for U.S. Bank and Local Government Investment Pool Program Accounts**	

Background: The City currently has a custodial banking arrangement with U.S. Bank National Association (U.S. Bank) for the City's investment accounts. Caprin Asset Management serves as the City's registered investment advisor, using U.S. Bank as the custodial bank. The City also has investment accounts with the Local Government Investment Pool (LGIP), administered by the Commonwealth of Virginia Department of the Treasury. Due to recent changes in personnel in the City's Finance Department, the City will need to change the authorized individuals on these accounts, so the appropriate City employees may conduct business on behalf of the City with U.S. Bank and LGIP.

Presently, Interim Director of Finance Cindy Fitzgerald is an authorized individual on the U.S. Bank accounts in her former name, Cindy Snead. Accordingly, the attached Form of Direction – Authorized Signers reflects her name change from Cindy Snead to Cindy Fitzgerald. Additionally, the authorization reflects the removal of Jeanne Colvin as an authorized individual. Finally, it continues City Treasurer Rick Johnson as an authorized individual. Caprin Asset Management will continue to serve as the registered investment advisor, as shown on the form.

The attached Application Form for the LGIP reflects the addition of Cindy Fitzgerald as an authorized individual and the removal of Jeanne Colvin and Cameron McCormick as authorized individuals. Rick Johnson continues as an authorized individual.

The referenced documents are attached, with account numbers and signatures removed for security purposes.

City Manager's Recommendation: Approve the proposed documents and authorize their execution by the Interim Director of Finance.

Suggested Motion: I move that the Form of Direction – Authorized Signers for U.S. Bank National Association and the Application Form for the Local Government Investment Pool Program be approved, and the Interim Director of Finance be authorized to execute and deliver such documents and such other documents as may be required in connection with the designation of authorized individuals for such accounts.

City Manager: Stephen F. Owen

Form of Direction - Authorized Signers (Institutional Customer) (Not for use with a benefit plan)

Regarding the Customer

This form applies to the U.S. Bank National Association ("USBNA") Institutional Trust & Custody division ("IT&C") account identified below (the "Account"), which USBNA maintains under a fully-executed trust agreement or custody agreement, as the case may be, with ______________________________ (the "Customer"), as may be amended from time to time (the "Agreement"). This form also applies to any sub-accounts in the Account (each, a "Sub-account"), except to the extent indicated in this form to the contrary. All fields in this form are mandatory.

Account Name: See attached listing

Account Number: See attached listing

The Customer hereby:

1. **Customer's Employees or Trustees.** Identifies each employee (or, if the Agreement is a custody agreement and the Customer is a trust, then each trustee) of the Customer who is authorized to act on the Customer's behalf under the Agreement and any limits on that authority:

Full legal name: CYNTHIA B FITZGERALD
(First Name) *(Middle Name)* *(Last Name)*

Title: INTERIM DIRECTOR OF FINANCE

Street address: 116 WEST BEVERLEY STREET THIRD FLOOR
(Residential)
STAUNTON VA 24401

Phone number: 540-332-3803

Email address: fitzgeraldcb@ci.staunton.va.us

Signature: ______________________

Authority to select investments? xx☐ Yes ☐ No

Authority to appoint investment managers? xx☐ Yes ☐ No

Authority to direct withdrawals? xx☐ Yes; no daily limit ☐ Yes, up to $ ________ per day ☐ No

Full legal name: RICHARD R JOHNSON
(First Name) *(Middle Name)* *(Last Name)*

Title: TREASURER

Street address: 116 WEST BEVERLEY STREET FIRST FLOOR
(Residential)
STAUNTON VA 24401

Phone number: 540-332-3837

Email address: johnsonrr@ci.staunton.va.us

Signature: ______________________

Authority to select investments? xx☐ Yes ☐ No

Authority to appoint investment managers? xx☐ Yes ☐ No

Authority to direct withdrawals? xx☐ Yes; no daily limit ☐ Yes, up to $ ________ per day ☐ No

And authorizes (***check only one***):

☐ Each individual identified above acting alone

XX☐ Any two (2) individuals identified above acting together
To exercise such authority.

2. ***This section applies if and only if the Customer wishes to authorize a third-party agent to act on the Customer's behalf.*** **Customer's Third-party Agents**. Identifies each third-party agent that is authorized to act on the Customer's behalf under the Agreement and any limits on that authority; and identifies each employee of such agent who is authorized to exercise such authority:

Agent's full legal name: Caprin Asset Management
(Firm's Name)

Doing Business as (if applicable): ______

Street address: 1802 Bayberry Court, Suite 202
(Business)
Richmond, VA 23226

Authority over: xx☐ Account and all Sub-accounts ☐ Only Sub-account no. ______

Authority to select investments? xx☐ Yes ☐ No

Authority to appoint investment managers? ☐ Yes xx☐ No

Authority to direct withdrawals? ☐ Yes xx☐ No

Employee's full legal name: MICHAEL L HOOVER
(First Name) *(Middle Name)* *(Last Name)*

Title: PRESIDENT

Street address: 1802 Bayberry Court, Suite 202
(Residential)
Richmond, VA 23226

Phone number: 804-648-333 X308

Email address: mhoover@caprinbonds.com

Signature: ______

Employee's full legal name: ______
(First Name) *(Middle Name)* *(Last Name)*

Title: ______

Street address: ______
(Residential)
______

Phone number: ______

Email address: ______

Signature: ______

---

3. Certifies that the information provided above is complete and correct; acknowledges that USBNA will rely on this form until USBNA receives notice to the contrary pursuant to the Agreement; represents and warrants that the Customer provides this form according to the terms of the Agreement and applicable law; and, with respect to the person who signs this form's signature-block below, attaches a secretary's certificate (or, if the Customer is not a corporation, then a similar document from an officer exercising similar authority) as an **exhibit** hereto.

4. FOR AN EXISTING ACCOUNT (***check only one***):

XX☐ A. Amends and restates the existing authorized-signers form for the Account (the "Existing Authorized-signers Form") in its entirety.

☐ B. (i) Amends the Existing Authorized-signers Form in part, by (***check one or both***):

☐ removing ____ (full legal name) therefrom

☐ adding authorization thereto as set forth above and (ii) represents and warrants that the Existing Authorized-signers Form is attached as an **exhibit** hereto.

Execute Form

An authorized officer of the Customer (and not an attorney-in-fact or third-party agent on behalf of the Customer) hereby executes this form.

THE CUSTOMER (AS DEFINED IN THIS FORM)

By: ______________________________
(Signature of the Customer's authorized officer)

____
(Printed name of the Customer's authorized officer)

Its: ______________________________
(Title of the Customer's authorized officer)

Dated: ______________________________

U.S. Mailing Address:

____

____

____

ACCOUNT LISTING

CITY OF STAUNTON VA GENERAL FUND [redacted]
CITY OF STAUNTON VA REFUSE FUND [redacted]
CITY OF STAUNTON VA SEWER FUND [redacted]
CITY OF STAUNTON VA WATER FUND [redacted]

Application Form

LOCAL GOVERNMENT INVESTMENT POOL PROGRAM
LGIP and LGIP EM PORTFOLIOS

Commonwealth of Virginia
Department of the Treasury
P. O. Box 1879
Richmond, VA 23218-1879
Local (804) 786-1156 or (800) 643-7800 toll free in Virginia
Fax (804) 225-3478

For Internal Use Only
Dealer ID:

[ ] New Account [ ] Account Change Date_______________

[ ] LGIP [ ] LGIP EM

Public Entity Name ____

Account Name ____

Mailing Address ____

____

____

Telephone Number ______________________________ Tax Identification Number ________________________

Fax Number ______________________________ E-mail Address _______________________________

Do you wish to consolidate your account statements? Yes _____ No _____

I, ____ of ____________________________
Name & Title of Primary Authorized Public Official

am the duly authorized public official charged with the duty of handling public funds for the aforementioned public entity. Pursuant to such authority, I am authorized to delegate and have delegated to the following person(s) the authority to communicate with the State Treasurer's office. Each individual listed below, including myself, will be authorized to; (i) act on behalf of the public entity in connection with pool transactions, (ii) obtain account information, and (iii) establish secure online access to the public entity's account(s).

1. ________________________ ________________________ ________________________ ______________
Name of Authorized Caller Title Email Address Phone #

2. ________________________ ________________________ ________________________ ______________
Name of Authorized Caller Title Email Address Phone #

3. ________________________ ________________________ ________________________ ______________
Name of Authorized Caller Title Email Address Phone #

4. ________________________ ________________________ ________________________ ______________
Name of Authorized Caller Title Email Address Phone #

The State Treasurer's office is hereby authorized to act upon purchase or redemption requests for the public entity's account(s) upon receipt of instructions by phone, fax or FMS from any of the above named individual(s), who will identify themselves by name, public entity, and assigned account identification number. Such individual(s) is authorized to act for this public entity until their authority is revoked by written notice to the State Treasurer's office, which notice will be effective upon receipt.

Additional individuals only authorized to obtain the public entity's balances and interest information.

1. ____ 2. ____

____ ____
Print Name, Title and Email Address Print Name, Title and Email Address

WITHDRAWAL WIRE TRANSFER INSTRUCTIONS:

I hereby authorize the Virginia Treasury staff to act upon instructions received by an authorized caller to pay amounts representing redemptions from my LGIP and/or LGIP EM account(s) and wire funds to the bank account(s) designated below. All bank accounts must be registered in the name of the public entity. Third party transactions are not permitted.

<u>You must include a voided check or preprinted deposit slip.</u>

1. Name of Bank______________________________________ Bank Telephone Number______________

   ABA # ________________________________ Account Number ________________________________

   Account Name ____

   Bank Address ____

<u>Tape your voided check or preprinted deposit slip here.</u>

Any Locality
123 Any Street
Anywhere, VA 45678

654

PAY TO THE ORDER OF

____ $___________

____DOLLARS

MEMO___________________________ ______________________________

123456789 123456789876543 654

2. Name of Bank______________________________________ Bank Telephone Number______________

   ABA # ________________________________ Account Number ________________________________

   Account Name ____

   Bank Address ____

<u>Tape your voided check or preprinted deposit slip here.</u>

Any Locality
123 Any Street
Anywhere, VA 45678

654

PAY TO THE ORDER OF

____ $___________

____DOLLARS

MEMO___________________________ ______________________________

123456789 123456789876543 654

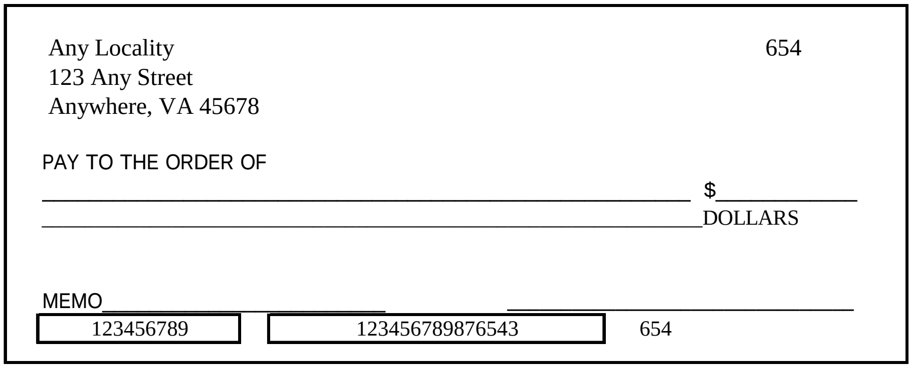
3. Name of Bank______________________________________ Bank Telephone Number______________

ABA # ________________________________ Account Number _________________________________

Account Name ____

Bank Address ____

<u>Tape your voided check or preprinted deposit slip here.</u>



<u>Signature of Primary Authorized Public Official</u>

- The undersigned represents and warrants that he/she has the full power and authority to invest in the LGIP and/or the LGIP EM and to make investments on behalf of the above named public entity.
- I hereby request that the LGIP and/or the LGIP EM establish an account or accounts for the investment and reinvestment of the public entity’s funds in accordance with the Investment Circular and agree to be bound by the terms therein as may be supplemented and amended.
- I hereby authorize the LGIP and/or the LGIP EM to act on instructions received from those authorized in this application.
- The undersigned agrees that the certifications, instructions and authorizations contained in this application will remain in effect until the LGIP and/or the LGIP EM receives written notification of change.

____ ________________________________

Signature of Primary Authorized Public Official Date

____

Print Name and Title

CITY OF STAUNTON, VIRGINIA

Proclamation

Local Government Education Week
April 1–7, 2019

WHEREAS, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

WHEREAS, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

WHEREAS, citizen services, such as law enforcement, public health and safety, recreational opportunities, and educating local children, are most often delivered at the local level; and

WHEREAS, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week in April as Local Government Education Week in Virginia; and

WHEREAS, April 2, 1908 was the date of establishment of the Council-Manager form of government in the City of Staunton, thereby making the first week in April appropriate for this designation; and

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that April 1–7, 2019, is hereby designated as

Local Government Education Week

in the City of Staunton, and that Staunton City Council and the Staunton City School Board will partner to promote civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next general of local government managers.

Adopted this 28th day of March, 2019.

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CAROLYN W. DULL, MAYOR

ATTEST: ____________________________

CLERK OF COUNCIL

City Council
WORK SESSION
February 28, 2019
5:00 p.m.

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

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

1. Consideration of Work Session and Regular Meeting Agendas

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

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

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

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

2. Update on Gypsy Hill Stream Restoration Project

Patrick Wilkins, Environmental Programs Administrator, stated the Timmons Group has been contracted by the City to perform preliminary engineering for the first project for the Chesapeake Bay TMDL, which is a stream restoration project through Gypsy Hill Park.

Mike Claud and Alex Lucado, representatives from the Timmons Group, stated the primary objectives of the project are to meet TMDL credit goals with secondary benefits providing flood attenuation, public education and outreach as well as improvements to the aquatic habitats currently existing in the stream.

They gave a PowerPoint presentation highlighting the preliminary project design that includes “daylighting” a portion of stream adjacent to the baseball fields, flattening streambank slopes, installing erosion control measures and adding stream meander and riffle pool features. The project is expected to significantly contribute to the nutrient removal that is required for the City’s MS4 Stormwater Permit. The project is also expected to beautify the stream, making it more aesthetically pleasing, and enhance nutrient removal. Where feasible, the final design may provide some stream “benching” to slow runoff through the park, provide some flooding reduction benefit for areas downstream from the park, and allow for aquatic or wetland plants that provide nutrient removal benefits.

Ms. Mead asked how the poundage phosphorus removal costs compare. Mr. Claud stated it costs approximately $16,500 per pound of phosphorus removed. He noted this is a good range for this and this is a highly desirable project from a grant perspective.

Ms. Mead asked if older trees will be preserved or replaced. Mr. Claud stated trees will be preserved as much as possible, and they will be replanting and vegetating all of the areas around the stream.

Ms. Mead asked how this project compares to the total maximum daily load (TMDL) requirements. Mr. Wilkins stated this project is approximately 67 pounds, and the total TMDL is 542. He stated there are multiple projects planned to meet this requirement. Mr. Wilkins stated the City will need to reach 40% by 2023, and by 2028, all phosphorus pounds will need to be removed.

Dr. Harrington asked if there was currently any fish life in the streams. Mr. Lucado stated they observed rainbow trout recently. Mr. Claud stated their design is to provide better habitats to increase the fish population.

Mr. Holmes asked if the design concept would increase mosquito populations. Mr. Lucado stated a small storm would flush out the waters in the channels.

Mayor Dull asked if this plan would assist in reducing flooding at the Gypsy Express train. Mr. Claud stated their goal is to create areas adjacent to the stream which are lower and graded down to provide flood benching so that water will spill out faster.

Mayor Dull asked if the stream would be wider than it currently is now. Mr. Claud stated the stream will remain approximately the same size but will be benched and have a better opportunity to spread out quicker.

Mayor Dull asked how deep the oxbow ponds would be. Mr. Lucado explained the differences between the rearing areas and the oxbow ponds.

Mayor Dull asked if the duck pond area would still have the current steep banks. Mr. Claud stated the stream channel will be pulled away from the duck pond, softening the slopes and providing protection from erosion and flooding.

Mr. Holmes asked if walkways or boardwalks would be built. Mr. Lucado stated they are proposing to add connectivity in the baseball field areas with a boardwalk. It was noted all of the areas would be vegetated and educational signs would be placed.

Ms. Mead asked if this would increase the annual maintenance cost. Mr. Claud stated these areas are intended to be maintenance-free and remain natural.

Ms. Oakes asked for clarification about the rearing areas and concerns of mosquito populations increasing. Mr. Lucado explained there is water constantly circulating through the area, and fish would feed on insects and larva. Mr. Claud stated placement of bird and bat houses could also help.

3. Staunton Crossing Business Plan Strategy Update

Billy Vaughn, Director of Economic Development, stated several months ago the City engaged the Timmons Group to develop a business plan strategy for Staunton Crossing. He noted City leaders and staff participated in a stakeholders' meeting on November 8, 2018, to discuss business goals, alternative land use plans, infrastructure priorities and next steps. Timmons Group presented the consolidated results at a second stakeholders' meeting on December 13, 2018. At this second meeting, Timmons Group presented the consolidated results of the first meeting and invited comments from the participants. During January, a survey was distributed to get additional input for ideas and recommendations.

Tim Davey, representative from the Timmons Group, gave a PowerPoint presentation on the master plan process identifying specific target businesses. He presented recommendations and strategies which included demolition of the existing Western State Hospital buildings, building a new VDOT road, and preparing for a possible Tier 4 Site Readiness Certification which would involve $1 million of design costs.

Dr. Harrington asked for further explanation of a road that moves vehicles versus a road that sells properties.

Ms. Mead asked for examples of an advanced manufacturing company.

Steve Owen, City Manager, asked why data centers required so much water and sewer. Mr. Davey stated water was for cooling purposes, and sewer is for evaporation. He stated developers would be looking for water, telecom and power.

Vice Mayor Kier stated this property is a prime location in the state and country and asked Mr. Davey to elaborate.

Mr. Holmes asked, if water and sewer were added before businesses were constructed, whether it need to be oversized beforehand. Mr. Davey stated that would be addressed during the initial design phase once submitted.

Ms. Oakes asked for clarification on the cost of the Tier 4 Site Readiness Certification. Mr. Davey stated the design soft costs associated with that is approximately $1 million or $3,000 per acre to get sites ready.

Ms. Mead asked about components that would be included in an ROI analysis.

Vice Mayor Kier stated the return on the Tier 4 investment would be money well spent.

Mayor Dull asked if the recent grant received for demolition would be part of the $1 million for the Tier 4 certification. Mr. Davey stated that grant money was not part of that. She asked for clarification on the definition of "quality jobs." Mr. Davey stated, in his personal opinion, that would involve jobs which would still be here 30 years from now.

Dr. Harrington asked if there were tools that could predict economic cycles and how it might affect progress on this project. Mr. Davey stated there weren't any such tools, but he noted publicly owned economic development projects actually do well during a recession.

4. Discussion of Request of Legacy at North Augusta, Inc. for the Issuance of Revenue Bonds by the Staunton Economic Development Authority

Mr. Vaughn stated there is a request for revenue bonds in the amount not to exceed $11 million. He noted a majority of the funds will be used by The Legacy for renovations and add an addition at their site at 1410A North Augusta Street.

Sherry Powers, Executive Director of The Legacy group, provided an overview of the renovation and expansion project. She stated the facility is a 104-bed assisted living community. She noted there is a need to expand their services, and they are proposing to construct a three-story addition, containing approximately 11,826 square feet and 10 new one-bedroom assisted living units; the construction of a secure, assisted living memory care unit comprising approximately 18 total units on the third floor; capital improvements, including renovations to existing kitchen facilities and the conversion of six two-bedroom assisted living units into 12 one-bedroom and modified studio assisted living units.

T.W. Bruno talked about the process which is required for the City and the EDA to issue the bonds. He stated National Lutheran Home and Legacy at North Augusta are 501(c)(3) entities and are allowed under the federal tax code to borrow at a tax-exempt rate.

The bonds will be payable solely from the revenues of the project and will not be an obligation of the Commonwealth of Virginia, nor of any of its political subdivisions, including the City of Staunton or the EDA. The bonds are expected to be sold to Cross Point Capital, LLC as the underwriter.

The next step in the process requires the EDA to conduct a public hearing to consider Legacy's bond financing request. The public hearing has been scheduled for March 14, 2019, at 8:30 a.m. Upon the conclusion of the public hearing, the EDA is expected to adopt a resolution recommending that City Council authorize the issuance of the bonds. The EDA will forward to Council a certificate of compliance with the public hearing requirement and the EDA's adopted resolution, a fiscal impact statement required by the Code of Virginia and a proposed form of resolution for consideration by City Council at Council's regular meeting later on the same date. It is expected that these documents will be available before Council's regular meeting. If Council adopts the proposed resolution approving the issuance of the bonds, then the EDA will be in a position to issue the bonds once it is satisfied with the bond documents.

Ms. Mead asked who attended these public hearings. Mr. Bruno stated it is usually the residents of the assisted living facility. She asked for clarification on Cross Point Capital, LLC being the underwriter.

Dr. Curren asked for clarification whether the City would incur any costs or risks.

5. Update on Reassessment

Charley Haney, City Assessor, stated as prescribed by Title 58.1, Chapter 32 of the Code of Virginia, the City Assessor's Office has completed the 2019 general reassessment of real estate in the City, with an effective date of January 1, 2019. He stated Notices of Real Estate Assessment Value Change were mailed on January 28, 2019. Mr. Haney stated administrative appeals were accepted until February 28, 2019, and will be accepted by the Board of Equalization until April 1, 2019. A brief summary of reassessment facts follows:

- Total assessments in the City of Staunton have increased to approximately $2.61 billion. Reflected in this figure is an 8.3% increase in taxable real estate.
- In 2018, the City added new construction with a value of $24.9 million.
- There are currently 82 parcels in the City's abatement program, which reduced assessments by $9.66 million.
- $18 million of assessed value was deferred for properties located in agricultural/forestal districts.
- As of February 14, the assessor's office fielded about 80 requests for information or appeals.

Mayor Dull asked whether the 8.3% increase was for an average increase on taxable real estate. Mr. Haney stated that was the increase in the tax base.

Dr. Curren asked whether this was for a one year or two-year increase. Mr. Haney stated this was for a one-year increase, but the City is on a two-year cycle.

Mr. Haney stated the Assessor's office received a report from the Department of Taxation which revealed the City to be at 96% of all assessments compared to sales in 2017.

Mr. Owen asked for examples of properties that the State Corporation Commission assesses, which the City Assessor's office does not. Mr. Haney stated substations, railroad property, gas works, cell towers were examples of such properties.

Dr. Curren asked how the 8.3% increase compared to the rate of increase across the state. Mr. Haney stated he wasn't exactly sure, but it was relatively similar to Waynesboro and possibly Augusta County.

6. Closed Meeting for Discussion and Consideration of (a) Specific Personnel Staffing Matters, as to Particular Aspects of the Governance and Management of the City; and (b) the Expansion of an Existing Business Where No Previous Announcement Has Been Made, as to Plans and Timetable That Would Involve the City's Public Rights of Way and Public Places

Ms. Oakes moved that Council enter a closed meeting for two purposes:

1. To have discussion and consideration of specific personnel staffing matters, pursuant to Virginia Code Section 2.2-3711(A)(1), as to particular aspects of the governance and management of the City; and
2. To have discussion and consideration of the expansion of an existing business where no previous announcement has been made, pursuant to Virginia Code Section 2.2-3711(A)(5), as to plans and timetable that would involve the City's public rights of way and public places.

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

Ms. Mead	aye	Ms. Oakes	aye

Mr. Holmes	aye	Mayor Dull	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Dr. Harrington	aye		

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

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

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

The work session adjourned at 7:28 p.m.

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Suzanne F. Simmons
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, February 28, 2019
7:30 p.m.
Council Chambers

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

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

MAYOR'S REPORT

Mayor Dull stated she and Ms. Oakes read Dr. Seuss books at Ware Elementary. She noted she'd participated in a meeting at U.Va. discussing engagement with foreign countries which were represented by many foreign diplomats.

Mayor Dull read the following Proclamation and presented it to Pat O'Neal of Central and Shenandoah Chapter of the American Red Cross.

PROCLAMATION

WHEREAS, more than 137 years ago, the American Red Cross was established as a humanitarian organization, guided by seven fundamental principles—including humanity, impartiality and independence—to provide services to those in need regardless of race, religion, gender, sexual orientation or citizenship status. Today, the American Red Cross is one of the largest humanitarian organizations in the world and delivers its mission every day to prevent and alleviate human suffering in the face of emergencies; and

WHEREAS, every year, the American Red Cross responds to an average of more than 62,000 disasters across the country, from small home fires to devastating massive disasters. Last year's large crises included mudslides in California, a volcano eruption in Hawaii, wildfires in Colorado and California, destructive hurricanes in Florida and the Carolinas, and a devastating typhoon in U.S. Territories. Thousands of American Red Cross volunteers provided around-the-clock shelter for disaster victims, served millions of meals and snacks with partners and distributed millions of relief items; and

WHEREAS, in Central Virginia and the Shenandoah Valley, the American Red Cross has a long history of helping our neighbors in need. The Central and Shenandoah Chapter assisted with 189 local disasters in the past year alone and helped save lives through our Home Fire Campaign. Since the campaign launched in October 2014, the Central and Shenandoah Chapter has worked with community partners to install more than 2,500 smoke alarms and made thousands of households safer. Meanwhile, in our area, the Red Cross handles an average of 600 emergency military calls every year and collects an average of 13,000 units of blood from our generous blood donors; and

WHEREAS, March is American Red Cross Month, a special time to recognize and thank the Red Cross volunteers and donors who give of their time and resources to help members of the community. The Red Cross depends on these local heroes to deliver help and hope during a disaster. We applaud our heroes here in Staunton who give of themselves to assist their neighbors when they need a helping hand; and

WHEREAS, the American Red Cross shelters, feeds and provides emotional support to victims of disasters, supplies 40 percent of the nation's blood supply, teaches skills that save lives, provides international humanitarian aid and supports military members and their families; and

WHEREAS, we dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the Red Cross, which relies on volunteers and the generosity of the public to perform its mission.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that March, 2019, is hereby designated as

American Red Cross Month

in the City of Staunton, and Staunton City Council urges the residents of our Staunton community, our regional community, and communities across the country, to support this organization and its noble humanitarian mission.

Adopted this 28th day of February, 2019.

/s/ Carolyn W. Dull
CAROLYN W. DULL, MAYOR

ATTEST: /s/ Suzanne F. Simmons
CLERK OF COUNCIL

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Dr. Harrington welcomed students from Riverheads High School and Lee High School as well as Mary Baldwin University.

REGULAR MEETING

A. Presentation by Blue Ridge Community College

Dr. John Downey, President of Blue Ridge Community College, thanked Council for their continued support. He recognized Ron Ramsey as the newest appointee to the BRCC board.

Dr. Downey highlighted the following:

- 381 students from Staunton were enrolled in the credit programs.
- The college's focus is working on dual enrollment programs with local high schools.
- A new bioscience building will open in the fall as well as a parking deck.
- There will be a new paramedic EMT program as well as biomanufacturing labs.

Dr. Downey thanked Billy Vaughn and staff for promoting economic development in the area. He noted BRCC continually works hard to address the workforce needs of local employers.

Dr. Curren asked how enrollment compared to previous years. Dr. Downey stated enrollment is down approximately 5% compared to last year. He explained enrollment is counter cyclical with the economy.

Mayor Dull stated she was a proud alumna of BRCC.

B. Report of Central Shenandoah Health District

Dr. Laura Kornegay, Director of Central Shenandoah Health District, gave a presentation to Council regarding the Health Department.

Dr. Kornegay highlighted, among others, the following topics:

- Public health accomplishments including preventing communicable disease, providing immunizations, regulation of environmental health issues, and emergency planning.
- Opioid epidemic – REVIVE training and Narcan dispensing.
- Family planning.
- Community projects regarding nutrition and teen outreach programs.
- Healthcare for Homeless Project"

C. Annual Report of Shenandoah Valley Social Services

Anita Harris, Director of Shenandoah Valley Social Services, and Lisa Dunn, Assistant Director, presented the department's Annual Report for FY2017-2018.

Ms. Harris and Ms. Dunn shared a PowerPoint presentation with Council and noted their agency has provided assistance to the community since 1914. They shared statistical information on various programs of the department as well as the agency's mission and goals. It was noted over 40,000 citizens apply for services each year with 3,400 visiting the agency monthly.

Mr. Holmes asked if employed citizens needed the agency's services. Ms. Harris stated there were citizens that qualified for assistance.

D. Consideration of a Resolution Commending the Central Shenandoah Planning District Commission on Its 50th Anniversary

Steve Owen, City Manager, stated Mayor Dull requested this recognition to be placed on the agenda.

Mayor Dull presented the proposed resolution.

Dr. Harrington moved to adopt the resolution commending the Central Shenandoah Planning District Commission on its 50th anniversary, as presented.

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

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

RESOLUTION
COMMENDING THE
CENTRAL SHENANDOAH PLANNING DISTRICT COMMISSION
ON ITS 50TH ANNIVERSARY

WHEREAS, in 1966, the Virginia General Assembly created the Metropolitan Areas Study Commission (the Hahn Commission), which found that a holistic approach to solving local and regional problems needed to be taken, and recommended a new concept, the creation of Planning District Commissions (PDCs); and

WHEREAS, the Virginia Area Development Act, passed in 1968, created the PDC framework "to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance;" and

WHEREAS, following passage of this Act, the Commonwealth of Virginia undertook an aggressive effort to establish PDC boundaries, and by 1969, the final district boundaries were announced; and

WHEREAS, on October 1, 1969, the Central Shenandoah Planning District Commission (CSPDC) was established and includes the counties of Augusta, Bath, Highland, Rockbridge, and Rockingham, the cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro, and 11 incorporated towns; and

WHEREAS, in 2019, the CSPDC is celebrating 50 years of promoting and supporting regional collaboration; and

WHEREAS, the CSPDC serves to foster intergovernmental cooperation by bringing together elected and appointed officials and citizens to discuss common needs and develop solutions to regional issues; and

WHEREAS, over the years, the CSPDC has conducted studies and identified solutions in the areas of transportation, economic development, infrastructure, housing, the environment, disaster education and mitigation, and community development, among many others; and

WHEREAS, the CSPDC also implements services and provides technical assistance to its member local governments; and

WHEREAS, the CSPDC often serves as a liaison between local and state governments, partnering with the state to carry out state initiatives at the local and regional level; and

WHEREAS, most recently, the CSPDC has been instrumental in bringing in over $66 million in new investments to the region. For every dollar the CSPDC receives in local dues, it has leveraged $36 on average in state and federal funds; and

WHEREAS, the CSPDC is committed to promoting opportunities for regional collaboration and expanding the types of services it provides to its member governments; and

WHEREAS, the CSPDC takes great pride in its history and accomplishments, while recognizing the importance of looking ahead to the challenges of the future; and

NOW, THEREFORE, BE IT RESOLVED, the Staunton City Council hereby commends the CSPDC on the occasion of its 50th Anniversary and, on behalf of the City of Staunton, expresses its appreciation for the vital support provided by the CSPDC to each of its member local governments and the region.

Signed this 28th day of February, 2019.

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

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

Matters from the City Manager

Mr. Owen stated he, Steve Rosenberg, Deputy City Manager, and Ruth Jones Turner, Communications Manager, recently attended the Virginia Local Government Management Association conference at the Stonewall Jackson Hotel and Conference Center. He thanked Mayor Dull and Mr. Holmes for their participation as well.

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 8:35 p.m.

Suzanne F. Simmons
Clerk of Council

City Council
WORK SESSION
March 14, 2019
5:45 p.m.

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

The Mayor called the meeting to order at 5:45 p.m. and the invocation/moment of silence was given by Ms. Mead.

1. Consideration of Work Session and Regular Meeting Agendas

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

Mr. Holmes moved to approve the Work Session agenda and the Regular Meeting agenda as presented.

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

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

2. Presentation of Staunton Crossing Business Plan

Billy Vaughn, Director of Economic Development, stated four months ago the City engaged the Timmons Group to develop a business plan for Staunton Crossing. He noted Tim Davey, representative for the Timmons Group, would highlight the final document.

Mr. Vaughn stated the Timmons Group presented the final plan to the board of directors of the Staunton Economic Development Authority (EDA) this morning. He noted the plan will be scheduled for consideration by both bodies at a later date. Mr. Vaughn Council will be asked to include funding to implement recommendations in the City's Capital Improvement Plan for FY2020-2021.

Tim Davey, representative for the Timmons Group, presented to Council the final copy of the Staunton Crossing Business Plan. He highlighted areas covering plan strategy and infrastructure elements, as well as recommendations which included demolition of buildings, the new VDOT road, Tier 4 phases, and a marketing plan.

Vice Mayor Kier stated several years ago Staunton Crossing was at the Tier 4 level but is currently no longer at that level. He stated he felt the City should be pursuing this project more aggressively.

Mr. Davey stated the Return on Investment (ROI) analysis investment is necessary.

Ms. Mead asked if the City would need to hire a specific group in order to start marketing the property. Mr. Davey stated it should.

Mayor Dull asked if grant funds would be available working towards the Tier 4 level. Mr. Davey noted the state is working with the General Assembly to move sites to Tier 4, and their final decisions will be made in the spring. He stated the City should start working on grant fund applications in the fall.

Mr. Holmes questioned, if land was donated, whether there would there be a guaranty for corporations to stay. Mr. Davey stated a performance agreement would be needed in order to guaranty their delivery on what they are doing. Mr. Davey explained there are multiple tools that can be used for this project.

Mayor Dull stated she agreed with Vice Mayor Kier that this should be as much of a priority as the City can make it.

3. <u>Discussion of 2019-20 Creative Communities Partnership Grant</u>

Rodney Rhodes, Senior Planner, stated the Virginia Commission for the Arts (VCA) has operated the Creative Communities Partnership Grant (previously known as Local Government Challenge Grant) program for a number of years. He noted in the past, the City has applied for and obtained grant funds to assist three local arts organizations: ShenanArts, the Stonewall Brigade Band and the Staunton Augusta Art Center. Mr. Rhodes stated the total maximum grant available is $4,500 per locality, with a required equal local match. He noted in the past the grant had been distributed equally among those three organizations.

Mr. Rhodes stated this year a fourth arts organization, Beverley Street Studio School, has requested to participate in the grant funding. He noted prior to 2017, grant funds were $5,000, but have since decreased to $4,500. Mr. Rhodes stated if a fourth organization is added, total funding would be decreased from $3,000 to $2,250 per organization.

Mr. Rhodes indicated that grant applications are due on April 1, 2019, and staff intends to submit an application that provides for funding for the four organizations: ShenanArts, Stonewall Brigade Band, Staunton Augusta Art Center and Beverley Street Studio School. Based on the maximum possible grant amount, staff recommended the following breakdown:

	City Share	**VCA Share**	**Total**
ShenanArts	$1,125.00	$1,125.00	$2,250.00
Stonewall Brigade Band	$1,125.00	$1,125.00	$2,250.00
Staunton Augusta Art Center	$1,125.00	$1,125.00	$2,250.00
Beverley Street Studio School	$1,125.00	$1,125.00	$2,250.00
Total	$4,500.00	$4,500.00	$9,000.00

Mike Conner from ShenanArts and Beth Young from Staunton Augusta Art Center spoke about their concerns regarding further reduction in grant funding if the fourth organization is added this year. They stated their budgets for the upcoming year had already been prepared to include the full amount. Mr. Conner and Ms. Young each asked that Council consider waiting until next year to add the fourth organization in hopes that more funds would become available.

Dr. Harrington clarified with Ms. Young whether she was recommending that the additional organization not be added until next year. She stated that was correct.

Mayor Dull asked Ms. Young whether Staunton Augusta Art Center and Beverley Street Studio School were considering combining their organizations' funds. Ms. Young stated she was recommending that they not be included in the budgetary process for this year, as the other three organizations have already set their budgets. She noted there is a possibility there will only be one arts organization next year.

Ms. Mead stated with an increasingly small amount of funds, she questioned taking away further amounts and whether that amount of money would be impactful on an organization. She noted this was possibly not the trend that Council would want to take.

Ms. Oakes asked Mr. Conner if Council allowed the diluting of the money, how would it affect ShenanArts. Mr. Conner stated it would significantly impact their budget and explained how it would.

Mayor Dull asked Council members how they felt about delaying the additional organization until next year.

Dr. Harrington stated he felt there were two issues here. One was the decision about having to divide a very limited amount of money. He noted if Council wanted this gesture to be impactful it needs to be at a certain level, and he didn't think the level should be reduced beyond what had already been done. Dr. Harrington stated if that meant having an organization wait until possibly finding a way to obtain more funds, then unfortunately that should be done. He also stated he felt it was worthwhile to consider adding some City funds, whether this year or later on, to the matching grant to make it even more impactful for the organizations and to the citizens.

Mayor Dull stated Council could propose an alternate motion to fund the three entities at the Regular meeting.

This will be Item C on the Regular meeting agenda.

4. <u>Discussion of Resolution to Surrender and Disclaim Any Interest in or Right to Receive from the Estate of Michael Hayes Organ any Bequest Intended for the Benefit of the "Staunton Trolley Committee" Pursuant to the Organ Will in Favor of any Such Bequest Being Paid to the Central Shenandoah Planning District Commission</u>

Doug Guynn, City Attorney, stated this was a very generous gesture made by Mr. Organ, who passed away on January 12, 2016. Mr. Organ previously served on the Trolley Advisory Board and bequeathed a monetary sum of $5,000 to the "Staunton Trolley Committee." Mr. Guynn stated City Council had adopted a resolution on February 14, 2019 to formally abolish the Trolley Advisory Board. Since January 1, 2014, public transit services in the City, including the routes known as the Downtown Trolley and the Saturday Night Trolley, have been administered by the Central Shenandoah Planning District Commission (CSPDC).

Mr. Guynn stated he was proposing that Council adopt a resolution waiving any claims to the estate and if there is money that it be paid to the Central Shenandoah Planning District Commission.

This will be Item D on the Regular meeting agenda.

5. <u>Closed Meeting for (a) Necessary Advice from Legal Counsel and Related Consideration and Discussion Regarding Aspects of an Initiative by the City Attorney in the Use of Outside Special Service Providers; and (b) Discussion and Consideration of the Retirement Resignation of a Public Official Within the Larger Context of the Implications of the Governance and Management of the City and Related Processes, Including Legal Advice</u>

Ms. Oakes moved that Council enter a closed meeting for two purposes:

1. For necessary advice from legal counsel and related consideration and discussion regarding aspects of an initiative by the City Attorney in the use of outside special service providers, pursuant to Virginia Code Section 2.2-3711(A)(8); and
2. For discussion and consideration of the retirement resignation of a public official, within the larger context of implications for the governance and management of the City and related processes, pursuant to Virginia Code Section 2.2-3711(A)(1) including any necessary legal advice regarding the same, pursuant to Virginia Code Section 2.2-3711(A)(8).

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

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

Ms. Oakes moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

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

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

The work session adjourned at 7:25 p.m.

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Suzanne F. Simmons
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, March 14, 2019
7:30 p.m.
Council Chambers

PRESENT: **Mayor Carolyn W. Dull**
Ophie A. Kier, Vice Mayor
James L. Harrington
R. Terry Holmes
Erik D. Curren
Andrea Oakes
Brenda O. Mead

ALSO PRESENT: **Stephen F. Owen, City Manager**
Steven Rosenberg, Deputy City Manager
Douglas L. Guynn, City Attorney
Suzanne F. Simmons, Clerk of Council

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

MAYOR'S REPORT

Mayor Dull shared her participation in the Community Foundation tour of the new lab at Valley Career and Technical Center and the welcome she extended to the Virginia Association of Chamber of Commerce Executives at the association's statewide conference at the Stonewall Jackson Hotel and Conference Center. Mayor Dull stated the 25th anniversary of the Governors School was celebrated. She noted several members of Council attended the Go Virginia Region 8 summit meeting.

Mayor Dull read a letter from Governor Northam stating the City was receiving a Community Development Block grant in the amount of $200,000 in support of Staunton VIDA program. She noted this was a savings plan for citizens to put towards education or starting a business.

Mayor Dull read a letter from the Arbor Day Foundation stating Staunton earned recognition as a 2018 Tree City USA.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Vice Mayor Kier stated the 5th annual "Opportunity is Knocking" event was recently held and was very successful and continues to grow.

Vice Mayor Kier stated he'd attended a dinner at the YMCA kicking off their annual campaign. He commented on different programs offered there by Augusta Health. The YMCA also offered $87,000 in scholarships to residents who could not afford membership.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of February 14, 2019.

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

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

Ms. Mead moved to approve the Special Called Meeting minutes of February 21, 2019.

The motion was seconded by Mr. Holmes.

Dr. Curren noted he would abstain as he was not present at Council's meeting on February 21, 2019.

Ms. Oakes noted she would abstain as she was not present at Council's meeting on February 21, 2019.

The motion carried as follows:

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

REGULAR MEETING

A. Public Hearing and Consideration of a Request by Maximiliano Nunez to Rezone 319 Kalorama Street from I-1, Light Industrial District, to R-3, Medium Density Residential District

Rodney Rhodes, Senior Planner, stated this item is for a downzoning of 319 Kalorama Street from I-1, Light Industrial District, to R-3, Medium Density Residential District so that the new owner can renovate the existing structure and reestablish it as a single-family dwelling.

Mr. Rhodes stated the property is zoned I-1, Light Industrial District; however, it appears to have been originally developed as a single-family dwelling. He noted single-family dwelling is not a permitted use in an Industrial District, making this a nonconforming structure. He stated the structure was condemned by the City in 2008, and since then has been vacant. Mr. Rhodes stated once a nonconforming structure becomes vacant and remains unoccupied for a period of two years, its lawful status is lost, and the nonconforming structure cannot be reoccupied except in conformity with the regulations of the district in which it is located.

Mr. Rhodes stated after the owner was informed of this, Mr. Nunez applied for the rezoning so that it can be reestablished as a single-family dwelling in order to comply with the current Zoning Code.

Mr. Rhodes stated the "Generalized Land Use and Development Guide," *Staunton, Virginia, Comprehensive Plan 2010 – 2030*, designates this area as Neighborhood Residential. He noted the Comprehensive Plan supports the renovation and reuse of existing buildings.

Mr. Rhodes stated at its meeting on February 21, 2019, 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.

The Public Hearing was opened.

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

Ms. Mead moved that Council approve the rezoning and adopt the ordinance, as presented, rezoning 319 Kalorama Street from I-1, Light Industrial District, to R-3, Medium Density Residential District, as recommended by the Planning Commission.

The motion was seconded by Mr. Holmes.

Ms. Mead stated she was familiar with the property, and that Mr. Nunez was the right candidate to renovate this property.

The motion carried as follows:

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

Ordinance No. 2019-14

AN ORDINANCE REZONING
FROM I-1, LIGHT INDUSTRIAL, TO R-3, MEDIUM DENSITY RESIDENTIAL,
THAT CERTAIN TRACT OR PARCEL OF LAND
LOCATED AT 319 KALORAMA STREET, STAUNTON, VIRGINIA
(PID 8488)

Recitals

A. It appears by deed dated July 24, 2018, recorded in the Clerk's Office of the Circuit Court of the City of Staunton, Virginia, as instrument number 180001733, that Maximiliano Nunez acquired from John D. Adams IV what is referenced in the deed as 319 Kalorama Street, with further description provided in the deed, a copy of which is annexed and incorporated by reference;

B. Maximiliano Nunez has applied to the City of Staunton for a zoning classification change for such lot or parcel from I-1, Light Industrial, to R-3, Medium Density Residential;

C. At the time of the original construction of improvements, the intended use of 319 Kalorama Street was as a single-family dwelling. However, the current I-1 Light Industrial zoning does not allow for residential use making the use legally nonconforming, but the property has become vacant and remained unoccupied for a continuous period of two years, and under the provisions of Staunton City Code § 18.190.040, the property shall thereafter only be occupied by the uses which conform to the use regulations of the I-1 Light Industrial District;

D. Maximiliano Nunez desires to reestablish the use of 319 Kalorama Street as a single-family dwelling, prompting the request to rezone to R-3 Medium Density Residential;

E. The *City of Staunton, Virginia, Comprehensive Plan 2010-2030*, "Generalized Land Use and Development Guide," designates this area as Neighborhood Residential and the proposed rezoning is consistent with this designation;

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

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

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

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 319 Kalorama Street (PID 8488), in the City of Staunton, Virginia, is **HEREBY REZONED** from I-1, Light Industrial to R-3, Medium Density Residential, as provided in the Staunton City Code.

Introduced: March 14, 2019
Adopted: March 14, 2019
Effective Date: March 14, 2019

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

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

B. Consideration of Resolution Approving the Issuance of Revenue Bonds by the Staunton Economic Development Authority for the Renovation of an Addition to The Legacy at North Augusta, Inc.

Billy Vaughn, Director of Economic Development, stated this request is by The Legacy at North Augusta, Inc. ("Legacy"), located at 1410A North Augusta Street, requesting the issuance of revenue bonds in an amount not to exceed $11,000,000. Mr. Vaughn stated the proceeds from the bonds will be used to renovate the current facility and construct an approximately 11,826 square foot addition.

Mr. Vaughn stated the EDA conducted a required public hearing this morning and by resolution recommended that Council authorize the issuance of the bonds. Following the public hearing, there were a number of required documents signed which were forwarded to City Council. Mr. Vaughn stated there is also a proposed resolution for Council to consider.

Mr. Vaughn stated Council was briefed in detail about this project at the February 28, 2019 work session. He noted Cherie Powers, Executive Director of Legacy, and Anne Curtis Saunders of McGuireWoods LLP, EDA's bond counsel, were present to answer any questions. Also, Doug Noland, attorney for the EDA, was present as well.

Mayor Dull stated there is no legal responsibility for repayment of this money by the City, and the City would only be endorsing the project.

Mr. Vaughn stated neither the City nor the EDA is obligated for any of the funds.

Dr. Curren asked Mr. Vaughn if there would be any expense on part of the City. Mr. Vaughn stated there would be no expense on the part of the City or the EDA.

Dr. Harrington moved to adopt the resolution approving the bond issue by the Staunton Economic Development Authority, in an amount not to exceed $11,000,000, in connection with the renovation of and addition to The Legacy at North Augusta, Inc.

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

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

CITY COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
March 14, 2019

A. The Economic Development Authority of the City of Staunton, Virginia (the "Authority") has considered the application of The Legacy at North Augusta, Inc., a Virginia nonstock corporation (the "Borrower"), requesting the issuance of the Authority's revenue bonds in an amount not to exceed $11,000,000 (the “Bonds”) to be issued at one time or from time to time to assist the Borrower in financing (i) the construction of an approximate 11,826 square foot, 3-story addition housing approximately ten (10) new, one bedroom assisted living units; and financing the construction of a secure, assisted living memory care unit comprised of approximately 18 total units on the third floor to the Borrower’s senior living community known as The Legacy at North Augusta and located at 1410A North Augusta Street, Staunton, Virginia (the “Facility”), (ii) certain capital improvements, including certain renovations of the existing Facility, including renovations of existing kitchen facilities and the conversion of approximately six (6) two-bedroom assisted living units into twelve (12) one bedroom and modified studio assisted living units, (iii) a debt service reserve fund and a funded interest fund and (iv) the costs of issuing the Bonds and other eligible expenditures (collectively, the “Project”).

B. The Authority held a public hearing on the Borrower’s application on March 14, 2019, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the “Virginia Code”). Section 147(f) of the Code also provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the Bonds.

C. The Authority issues its bonds on behalf of the City of Staunton, Virginia (the “City”); the Project is located in the City; and the City Council of the City of Staunton, Virginia (the “City Council”) constitutes the highest elected governmental unit of the City.

D. The Authority has recommended that the City Council approve the issuance of the Bonds.

E. A copy of the Authority’s resolution approving the issuance of the Bonds, subject to the terms to be agreed upon, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the City Council.

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

1. The City Council approves the issuance of the Bonds by the Authority for the benefit of the Borrower, as required by Section 147(f) of the Code and Section 15.2-4906 of the Virginia Code to permit the Authority to assist the Borrower in financing the Project.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Project or the Borrower. In accordance with the Industrial Development and Revenue Bond Act (Section 15.2-4900, et. seq. of the Virginia Code), the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Authority and the City.

3. All costs and expenses in connection with the financing of the Project and the construction and equipping of the Project, including the fees of the Authority, the fees and expenses of Bond Counsel and Authority Counsel, shall be paid by the Borrower or, to the extent

permitted by applicable law, from the proceeds of the Bonds. If for any reason such Bonds are not issued, it is understood that all such fees and expenses shall be paid by the Borrower and that neither the Authority nor the City shall have any responsibility therefor.

4. This resolution shall take effect immediately upon its adoption.

Adopted by the City Council of the City of Staunton, Virginia as of the date first set forth above.

(SEAL)

/s/ Suzanne F. Simmons
Clerk, City Council
City of Staunton, Virginia

C. Consideration of 2019-20 Creative Communities Partnership Grant

Mr. Rhodes stated, as discussed earlier in the Work Session, staff is seeking authorization to apply to the Virginia Commission for the Arts (VCA) for a Creative Communities Partnership Grant (previously known as Local Government Challenge Grant). He noted in the past the City has applied for and obtained matching grant funds to assist three local arts organizations: ShenanArts, the Stonewall Brigade Band and the Staunton Augusta Art Center.

Mr. Rhodes stated currently the maximum amount that the City can apply for is $4,500 and would require an equal match. He noted this year a fourth arts organization, Beverley Street Studio School, has requested to participate in the grant funding. He stated if this application goes forward with all four organizations, then the amount would be reduced to $2,250 with half being the City's share. Grant applications are due on April 1, 2019, and staff intends to submit an application that provides for funding for the four organizations: ShenanArts, Stonewall Brigade Band, Staunton Augusta Art Center and Beverley Street Studio School.

Dr. Harrington stated in discussions during the Work Session, he felt there was a consensus to limit funding to the original three organizations and level the funding level at $3,000 as it has been in the past years and hope that future years will bring enough resources to include all. He stated he didn't know if this would necessitate changing the wording of the motion as the motion doesn't mention the allocation of these awards.

Mayor Dull asked Doug Guynn, City Attorney, if he had any thoughts on how the motion should be worded.

Mr. Guynn stated his suggestion is that the motion reference those three organizations specifically so that it will be clear in the Council's meeting minutes of what Council was contemplating.

Dr. Curren moved that the City Manager be authorized to execute and submit the 2019-2020 Creative Communities Partnership Grant application to benefit three organizations as listed: ShenanArts, Stonewall Brigade Band, and the Staunton Augusta Art Center, with the understanding that acceptance will be determined by the availability of local funds to match the grant.

The motion was seconded by Ms. Mead.

Ms. Oakes stated Council appreciated Beverley Street Studio School had applied for the grant; however, Council would like to be able to continue the level of funding that Council has provided to ShenanArts, the Stonewall Brigade Band, and Staunton Augusta Art Center since budgets have already been created at this point. She noted Council would welcome any applications early on next year but at this point did not want to dilute any funding that the other agencies have become accustomed to receiving on behalf of the City.

The motion carried as follows:

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

D. Resolution to Surrender and Disclaim Any Interest in or Right to Receive from the Estate of Michael Hayes Organ any Bequest Intended for the Benefit of the "Staunton Trolley Committee" Pursuant to the Organ Will in Favor of any Such Bequest Being Paid to the Central Shenandoah Planning District Commission

Doug Guynn, City Attorney, stated this item is for a proposed resolution that amounts to a waiver by the City of a claim of any interest in Mr. Organ's estate. He noted Mr. Organ was very active in the City and was a member of the Trolley Committee. Mr. Guynn stated in Mr. Organ's will he left a group of $5,000 bequests to each and one was to the Staunton Trolley Committee. He noted the Staunton Trolley Committee no longer exists because the Central Shenandoah Planning District Commission actually discharges that function now in operating the trolleys.

Mr. Guynn stated given the representation that the City has that his estate would likely be insufficient to cover all of the $5,000 bequests, the resolution before Council would be a waiver of the City's claim, and if there is any money coming from the estate then that money would be paid to the Central Shenandoah Planning District Commission rather than to the City itself.

Ms. Oakes moved that Council adopt the proposed resolution to surrender and disclaim any interest in or right to receive from the Estate of Michael Hayes Organ any bequest intended for the benefit of the "Staunton Trolley Committee" pursuant to the Organ Will in favor of any such bequest or portion thereof being paid to the Central Shenandoah Planning District Commission.

The motion was seconded by Mr. Holmes.

Ms. Oakes stated Mr. Organ was a great man.

The motion carried as follows:

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

A RESOLUTION OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA TO SURRENDER AND DISCLAIM ANY INTEREST IN OR RIGHT TO RECEIVE FROM THE ESTATE OF MICHAEL HAYES ORGAN ANY BEQUEST INTENDED FOR THE BENEFIT OF THE "STAUNTON TROLLEY COMMITTEE" PURSUANT TO THE ORGAN WILL IN FAVOR OF ANY SUCH BEQUEST BEING PAID TO THE CENTRAL SHENANDOAH PLANNING DISTRICT COMMISSION

Recitals

A. The Council of the City of Staunton established a Trolley Advisory Board by Resolution dated September 14, 2000, to assist and advise on matters related to the City's trolley transit operations;

B. The trolley system operating in the City is currently controlled and maintained under the auspices of the Central Shenandoah Planning District Commission;

C. Michael Hayes Organ previously served on the Trolley Advisory Board and subsequently died, testate, January 12, 2016, bequeathing a monetary sum of $5,000 to the "Staunton Trolley Committee" pursuant to Article Three(a) of his Will dated November 1, 2012, and recorded in the Clerk's Office of the Circuit Court of the City of Staunton, Virginia, as instrument number 160000051;

D. The Trolley Advisory Board for the City of Staunton suspended its activities several years ago;

E. The Council of the City of Staunton formally dissolved the Trolley Advisory Board by Resolution dated February 14, 2019;

F. A Petition for Aid and Guidance has been drafted and proposed to address several issues regarding the Organ Estate including, *inter alia,* which entity – the City of Staunton or the Central Shenandoah Planning District Commission – should receive the intended monetary bequest from the Organ Estate;

G. The anticipated monetary bequest will not exceed One Thousand Dollars ($1,000.00) and the City of Staunton does not desire to incur unnecessary expenses or litigation regarding Mr. Organ's thoughtful, kind bequest; and further,

H. To the extent there are funds available from the Organ Estate, the Council of the City of Staunton believes the monetary bequest from the Organ Estate would best serve the trolley system and the citizens it serves if directed to the Central Shenandoah Planning District Commission which now controls and administers the system;

I. This matter has been properly heard and considered; and

J. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia, that it does hereby waive, surrender and disclaim any interest in or right to receive from the Estate of Michael Hayes Organ any bequest intended for the benefit of the "Staunton Trolley Committee" pursuant to the Organ Will in favor of any such bequest or portion thereof being paid to the Central Shenandoah Planning District Commission in connection with its use and maintenance of the trolley system in the City of Staunton.

Adopted:

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

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

Matters from the City Manager

Mr. Owen stated the budget is now balanced, and he would be presenting it in two weeks to Council.

Mr. Owen stated he had a recycling update to present. He noted Steve Rosenberg, Deputy City Manager, would be meeting tomorrow with representatives of Augusta County and Waynesboro concerning recycling. Mr. Owen stated effective April 1, 2019, the City will no longer be able to recycle plastic or glass due to the economic markets. He noted recycling pickup would probably only involve mixed paper, which has a very limited value, and aluminum, which does have a little bit of value, in the future with the possibility of reviewing the curbside program.

Mr. Owen stated Council had asked for a return visit to finish the vision statement Council worked on at their retreat meeting. He noted two possible dates in April, 2019, were being looked at for Council's approval.

Mayor Dull stated she hated hearing about the recycling and feels citizens of the City need to explore other possible ideas.

Matters from the Public

Baldwin Jennings, 332 Sharon Lane, offered his views concerning Mr. Owen's replacement as City Manager.

There was no one else wishing to speak.

Adjournment

There being no further business to come before Council, the meeting adjourned at 7:59 p.m.

Suzanne F. Simmons
Clerk of Council