

**Work Session Agenda
Staunton City Council
Council Chambers
January 23, 2020
5:00 p.m.**

Invocation/Moment of Silence—Holmes

- | | | |
|------------------|-------------------|--|
| 5:00 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 5:05 p.m. | 2. | Annual Update on Utility Connection Fees and Facility Fees |
| 5:15 p.m. | 3. & D | Discussion of Resolution in Support of the Designation of Shenandoah Mountain National Scenic Area |
| 5:25 p.m. | 4. | Update on the Staunton Crossing Economic Development Business Plan |
| 5:35 p.m. | 5. | Update on the West End Opportunity Zone |
| 5:45 p.m. | 6. & E | Discussion of a Resolution Authorizing an Amendment to the April 23, 2019 Housing and Urban Development Consulting Services Contract between the City of Staunton and Mullin & Loneragan Associates, Inc. |
| 5:50 p.m. | 7. & F | Discussion of Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant |
| 5:55 p.m. | 8. | Review and Approval of FY2021 Budget Calendar |
| 6:00 p.m. | | Break |
| 6:20 p.m. | 9. | Discussion of FY2020 – 2024 Capital Improvement Plan |

- | | | |
|------------------|------------|--|
| 6:35 p.m. | 10. | Presentation of Quarterly Financial Report |
| 6:50 p.m. | 11. | Discussion of Possible Consideration of a Resolution Concerning Second Amendment to the United States Constitution and Related Procedures |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Council Chambers
January 23, 2020
7:30 p.m.**

Call to Order

Pledge of Allegiance

Mayor's Report

Additional Items by Members of Council

REGULAR MEETING

- A. Recognition of Vanessa May and Jason Jenkins for Years of Service to the City of Staunton**
- B. Fire and Rescue Department Promotion**
- C. Public Hearing and Consideration of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two**
- D. Consideration of a Resolution in Support of the Designation of Shenandoah Mountain National Scenic Area**
- E. Consideration of a Resolution Authorizing an Amendment to the April 23, 2019 Housing and Urban Development Consulting Services Contract between the City of Staunton and Mullin & Lonergan Associates, Inc.**
- F. Consideration of Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	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: Steven L. Rosenberg

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- F. Consideration of Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Member: Tom Sliwoski
Item #	2	
Ordinance #		
Department:	Public Works	
Council Vision:	Resilience Responsive, Efficient Government	
Subject:	Annual Update on Utility Connection Fees and Facility 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 \$2,600. Water connection fees were last adjusted in 2008, and sewer connection fees were adjusted last year.

As shown in the attached water service connection log, sixteen (16) water connections were made in 2019. The average water connection cost was \$1,645. The running average for the last three years has been \$1,832.

As shown in the attached sewer service connection log, eleven (11) sewer connections were made in 2019. The average sewer connection cost was \$3,240. The running average for the last three years has been \$3,254.

At its meeting on April 25, 2019, Council adopted the attached ordinance, increasing sewer connection fees to \$3,100 over a two-year period, as recommended by staff. As provided in the ordinance, the first increase, to \$2,600, was effective as of July 1, 2019. The second increase to \$3,100 will be effective, without further action by Council, as of July 1, 2020.

No other adjustments to connections fees are recommended at this time.

(b) Facility Fees. Facility fees were last reviewed by the City's engineering consultant in April 2016, and were increased in May 2016, based on the consultant's recommendations. Currently, 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 at this time; however, staff plans a review by the consultant of the fees next fiscal year.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

WATER SERVICE CONNECTION LOG

**CITY OF STAUNTON
DEPARTMENT OF PUBLIC WORKS**

CY	Service		Location	Fee	Connection Cost		Running Averages		
	No.	Sum			Total	Avg	All Since Year 2008	Last 25 Connects	Last 3 Years
2019	1	117	131 Bellview St.	\$2,100	\$2,168		\$1,849	\$1,968	
2019	2	118	59 Woodlee Rd	\$2,100	\$1,501		\$1,846	\$1,975	
2019	3	119	61 Woodlee Rd	\$2,100	\$1,197		\$1,841	\$1,858	
2019	4	120	61A Woodlee Rd	\$2,100	\$1,197		\$1,835	\$1,849	
2019	5	121	63 Woodlee Rd	\$2,100	\$1,501		\$1,832	\$1,852	
2019	6	122	63A Woodlee Rd	\$2,100	\$1,349		\$1,828	\$1,861	
2019	7	123	114 Hillside Pl	\$2,100	\$2,072		\$1,830	\$1,847	
2019	8	124	1410 Commerce Rd	\$2,100	\$1,165		\$1,825	\$1,852	
2019	9	125	638 Charles St	\$2,100	\$2,890		\$1,834	\$1,887	
2019	10	126	822 Lammermoor Dr	\$2,100	\$1,289		\$1,829	\$1,881	
2019	11	127	1551 Commerce Rd - 1-1/2" Domestic	\$2,100	\$2,262		\$1,833	\$1,874	
2019	12	128	1551 Commerce Rd - 6" Fire	\$2,100	\$576		\$1,823	\$1,751	
2019	13	129	1824G Springhill Rd	\$2,100	\$1,826		\$1,823	\$1,726	
2019	14	130	11 Collinswood Way	\$2,100	\$1,206		\$1,818	\$1,676	
2019	15	131	634 Charles St	\$2,100	\$2,049		\$1,820	\$1,670	
2019	16	132	912 Waterton St	\$2,100	\$2,067	\$1,645	\$1,822	\$1,679	\$1,832

Totals:

\$33,600	\$26,314
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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
2019	1	116	131 Bellview St.	\$2,100	\$2,315		\$2,174	\$3,040	
2019	2	117	59 Woodlee Rd	\$2,100	\$2,750		\$2,179	\$3,052	
2019	3	118	61 Woodlee Rd	\$2,100	\$2,750		\$2,183	\$3,042	
2019	4	119	61A Woodlee Rd	\$2,100	\$2,750		\$2,188	\$3,049	
2019	5	120	63 Woodlee Rd	\$2,100	\$2,484		\$2,191	\$3,014	
2019	6	121	63A Woodlee Rd	\$2,100	\$2,484		\$2,193	\$2,912	
2019	7	122	114 Hillside Pl	\$2,100	\$1,997		\$2,192	\$2,941	
2019	8	123	822 Lammermoor Dr	\$2,100	\$4,684		\$2,212	\$3,052	
2019	9	124	1 Lawyers Row	\$2,100	\$2,378		\$2,213	\$3,078	
2019	10	125	606 Fraser Ln	\$2,100	\$4,033		\$2,228	\$3,104	
2019	11	126	223 Fillmore St	\$2,600	\$7,018	\$3,240	\$2,266	\$3,309	\$3,254

Totals: \$23,600 \$35,642

Ordinance No. 2019-18

**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.

...

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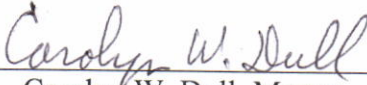
...

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: March 28, 2019

Adopted: April 25, 2019

Effective Date: July 1, 2019


Carolyn W. Dull, Mayor

ATTEST: 
Suzanne F. Simmons
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Councilman Jim Harrington
Item #	3 & D	
Ordinance #		
Department:	City Council	
Council Vision:	Economic Development Resilience	
Subject:	Resolution in Support of the Designation of Shenandoah Mountain National Scenic Area	

Background: Councilman Jim Harrington requested the addition of this item to the City Council agenda for Council's work session on January 23, 2020. Dr. Harrington has received a request from the Friends of Shenandoah Mountain that Council adopt a resolution advocating the establishment of the Shenandoah Mountain National Scenic Area in the George Washington National Forest.

Council last considered this subject during its work session on December 13, 2017. At that time, a consensus emerged among Council members to update and refine the City's position concerning establishment of the scenic area. Council expressed support for the inclusion in the area of the City's reservoirs and the North River watershed, subject to recognition of the City's right to access, operate, maintain, replace and improve its existing water facilities in the proposed scenic area and, if necessary, to construct and maintain new water infrastructure. What resulted from those Council discussions was the attached letter, dated January 3, 2018, from then City Manager Stephen F. Owen to Joby Timm, Forest Supervisor for the George Washington and Jefferson National Forests.

The current request is to adopt a resolution further supporting such a designation, subject to the same conditions. A draft resolution is attached for Council's discussion and consideration.

Augusta County passed a similar resolution of support in June 2019. The City of Harrisonburg and Rockingham County are also considering similar requests.

Information about the Friends' proposal can be found at <http://www.friendsofshenandoahmountain.org/shenandoah-mountain-national-scenic-area.html>.

City Manager's Recommendation: Recommend Council discuss and consider the proposed resolution.

Suggested Motion: I move that City Council adopt the proposed resolution designating a 90,000-acre tract of land within George Washington National Forest, between U.S. Route 33 and U.S. Route 250, as proposed by Friends of Shenandoah Mountain.

City Manager: Steven L. Rosenberg



CITY OF STAUNTON, VIRGINIA

Resolution

- WHEREAS,** Friends of Shenandoah Mountain, a local broad-based coalition of organizations, businesses, faith groups, and individuals, has proposed Congressional designation of a 90,000-acre tract of George Washington National Forest (GWNF) land between U.S. Route 33 and U.S. Route 250 as a Shenandoah Mountain National Scenic Area (SMNSA) with four embedded Wilderness areas that include Staunton Dam, Elkhorn Lake, and headwaters of the North River, which supply pure drinking water for residents in the City of Staunton; and
- WHEREAS,** the City of Staunton has a strong commitment to and has taken various actions in support of National Scenic Area Legislation, such as a resolution in support of clean drinking water in George Washington National Forest, opposition to hydraulic fracking, and language in its Comprehensive Plan that calls to protect and manage scenic and natural resources; and
- WHEREAS,** the designation of the SMNSA would protect the headwaters of various waterways, and the life in those, and would serve to maintain mature forests that would enhance flood protection of nearby communities; and
- WHEREAS,** a 2018 letter from the City of Staunton to the Forest Supervisor for the George Washington and Jefferson National Forests fully supported inclusion of Staunton Dam and Elkhorn Lake and the surrounding North River watershed on Hankey Mountain and Elkhorn Mountain (almost 3,000 acres) in the Shenandoah Mountain National Scenic Area, provided any legislation establishing the proposed scenic area sufficiently provides for the City's right to access, operate, maintain, replace and improve its existing water facilities in the proposed scenic area and, if necessary, to construct and maintain new water infrastructure; and
- WHEREAS,** there are numerous trails and recreational amenities within the designated area that would continue to be accessed, maintained and improved; and
- WHEREAS,** the SMNSA proposal has been endorsed by over 400 businesses and organizations, including many Staunton businesses and numerous neighboring landowners, and would support and enhance the local economy and quality of life for Staunton residents.

NOW, THEREFORE, BE IT RESOLVED, the the City Council of the City of Staunton, Virginia supports Congressional designation of the Shenandoah Mountain National Scenic Area and embedded Wilderness areas, as proposed by Friends of Shenandoah Mountain, provided any legislation establishing the proposed scenic area sufficiently provides for the City's right to access, operate, maintain, replace and improve its existing water facilities in the proposed scenic area and, if necessary, to construct and maintain new water infrastructure.

Adopted:

Carolyn W. Dull, Mayor

ATTEST: _____
Suzanne F. Simmons
Clerk of Council

CAROLYN W. DULL
MAYOR

DIRECT DIAL 540.332.3810
FACSIMILE 540.851.4001



116 W. BEVERLEY STREET
P.O. Box 58
STAUNTON, VA 24402

January 3, 2018

VIA EMAIL IN PDF AND FIRST CLASS MAIL

Mr. Joby Timm
Forest Supervisor
George Washington and Jefferson National Forests
5162 Valleypointe Parkway
Roanoke, Virginia 24091

Re: Shenandoah Mountain National Scenic Area

Dear Supervisor Timm:

During the forest planning process, in 2012, the City of Staunton submitted the attached letter to the U.S. Forest Service, conceptually supporting the establishment of Shenandoah Mountain National Scenic Area, but expressing concern about the inclusion in the scenic area of Elkhorn Lake, Staunton Dam and the areas immediately around them. The City's primary concern at the time was that that designation might preclude or inhibit maintenance or repair of the City's public water facilities.

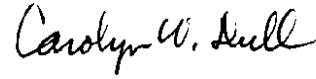
The City has reconsidered, and we now wish to voice support for the inclusion of both reservoirs and all of the North River watershed on Hankey Mountain and Elkhorn Mountain (roughly 3,000 acres) in the Shenandoah Mountain National Scenic Area, as proposed previously by Friends of Shenandoah Mountain, supported by the George Washington National Forest Stakeholder Collaborative shown on the attached map. Although the Revised Land and Resource Management Plan for the George Washington National Forest prohibits leasing of most of the forest for natural gas development, the City believes permanent congressional designation of such a scenic area will provide stronger, most lasting protection of the City's water supply.

Our support is conditioned on the preparation of legislation that sufficiently provides for the City's right to access, operate, maintain, replace and improve its existing water facilities in the proposed scenic area and, if necessary, to construct and maintain new water infrastructure. We look forward to working with members of Virginia's

Mr. Joby Timm
January 3, 2018
Page 2

congressional delegation and other stakeholders to ensure such protection of the City's interests.

Sincerely,

A handwritten signature in black ink, reading "Carolyn W. Dull". The signature is written in a cursive, flowing style.

Carolyn W. Dull
Mayor

Enclosures

cc: The Honorable Tim Kaine (via email in PDF)
The Honorable Mark Warner (via email in PDF)
The Honorable Bob Goodlatte (via email in PDF)
Lynn Cameron, Friends of Shenandoah Mountain (via email in PDF)
Mark Miller, Virginia Wilderness Committee (via email in PDF)
Members of the Staunton City Council (via email in PDF)

Stephen F. Owen
City Manager

**Birthplace of the
Council-Manager
Form of Government**



**116 W. BEVERLEY STREET
P.O. Box 58
STAUNTON, VA 24402**

**540.332.3812 (O)
540.851.4000 (F)**

February 8, 2012

Mr. Ken Landgraf
Planning and Forest Ecology Group Staff Officer
US Forest Service
5162 Valleypointe Parkway
Roanoke, VA 24019

Dear Mr. Landgraf:

While the City of Staunton generally supports the concept of the National Scenic Area for portions of the George Washington National Forest, we believe that the areas immediately surrounding Elkhorn Reservoir and Staunton Reservoir, as well as the reservoirs themselves, should be excluded. Both reservoirs are critical to supplying water for the City of Staunton, as well as some parts of Augusta County. We do not want to end up in a situation, for example, if any of these impoundments required some sort of major maintenance, that this designation would preclude or inhibit any associated maintenance or repair activities.

The City does support bans on the drilling of Marcellus Shale for natural gas, as was previously sent to your office. See attached copy of Resolution.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen F. Owen".

Stephen F. Owen
City Manager

Attachment (1)

**Resolution to the U.S. Forest Service on the George Washington
Natural Forest Plan, Drinking Water Resource Management
and Hydraulic Fracturing Natural Gas Mining**

WHEREAS, the U.S. Forest Service is preparing a draft forest plan and environmental impact statement for release in January 2011 that will govern management of resources within the George Washington National Forest for the next 15 years, and

WHEREAS, drinking water sources within the George Washington National Forest serve an estimated 25,000 residents in the City of Staunton, and

WHEREAS, the Staunton City Council passed a resolution on April 23, 2009 calling on the Forest Service to provide comprehensive management and protection of drinking water resources in the Forest, and

WHEREAS, over half (55.6%) of the George Washington National Forest on the western border of Augusta County is underlain by the Marcellus shale geological formation, a potential source of natural gas that is mined by a drilling process known as hydraulic fracturing, and

WHEREAS, horizontal hydraulic fracturing requires from two to 10 million gallons of water per well, combined with sand and numerous chemicals, to break up shale and access natural gas, a drilling and mining process that has been linked to surface water and drinking water contamination, air pollution and soil contamination in a dozen states, and

WHEREAS, horizontal hydraulic fracturing gas mining has been linked to other significant adverse environmental impacts, including massive water withdrawals, gas migration from new and abandoned wells, the inability of public treatment plants to adequately treat millions of gallons of gas mining waste water, underground injection of brine waste water, improper erosion and sediment control, improper cementing and casing of wells, over-pressurized wells, significant increases in industrial truck traffic with subsequent increases in accidents on rural roads, and other accidents and spills, and

WHEREAS, Congress' 2005 Energy Policy Act exempts the hydraulic fracturing drilling process from long-held environmental regulations such as the Clean Air and Clean Water Acts, the Safe Drinking Water Act, the Superfund law and other environmental regulations and,

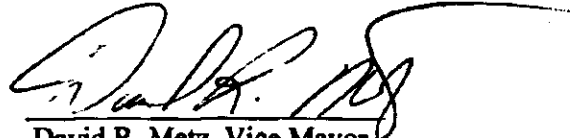
WHEREAS, the exact chemicals used in the horizontal hydraulic fracturing process are currently considered 'proprietary' and therefore are not disclosed to federal, state or local health officials or the public, and

WHEREAS, the U.S. Environmental Protection Agency is in the midst of a two-year study of effects of hydraulic fracturing gas mining on water quality and other resources, to inform the development of regulations and recommendations to reduce environmental impacts,

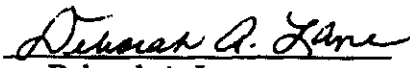
NOW, THEREFORE, BE IT RESOLVED that the Staunton City Council requests that the U.S. Forest Service, in the revised management plan for the George Washington National Forest, act to aggressively protect drinking water resources by prohibiting

horizontal hydraulic fracturing natural gas wells in the George Washington National Forest.

Adopted: October 14, 2010



David R. Metz, Vice Mayor

ATTEST: 
Deborah A. Lane
Clerk of Council

SHENANDOAH MOUNTAIN NATIONAL SCENIC AREA PROPOSAL



Proposed Shenandoah Mtn. NSA

Proposed Wilderness*

Existing Wilderness

Eligible Scenic River Segment

Other National Forest Land

Trail

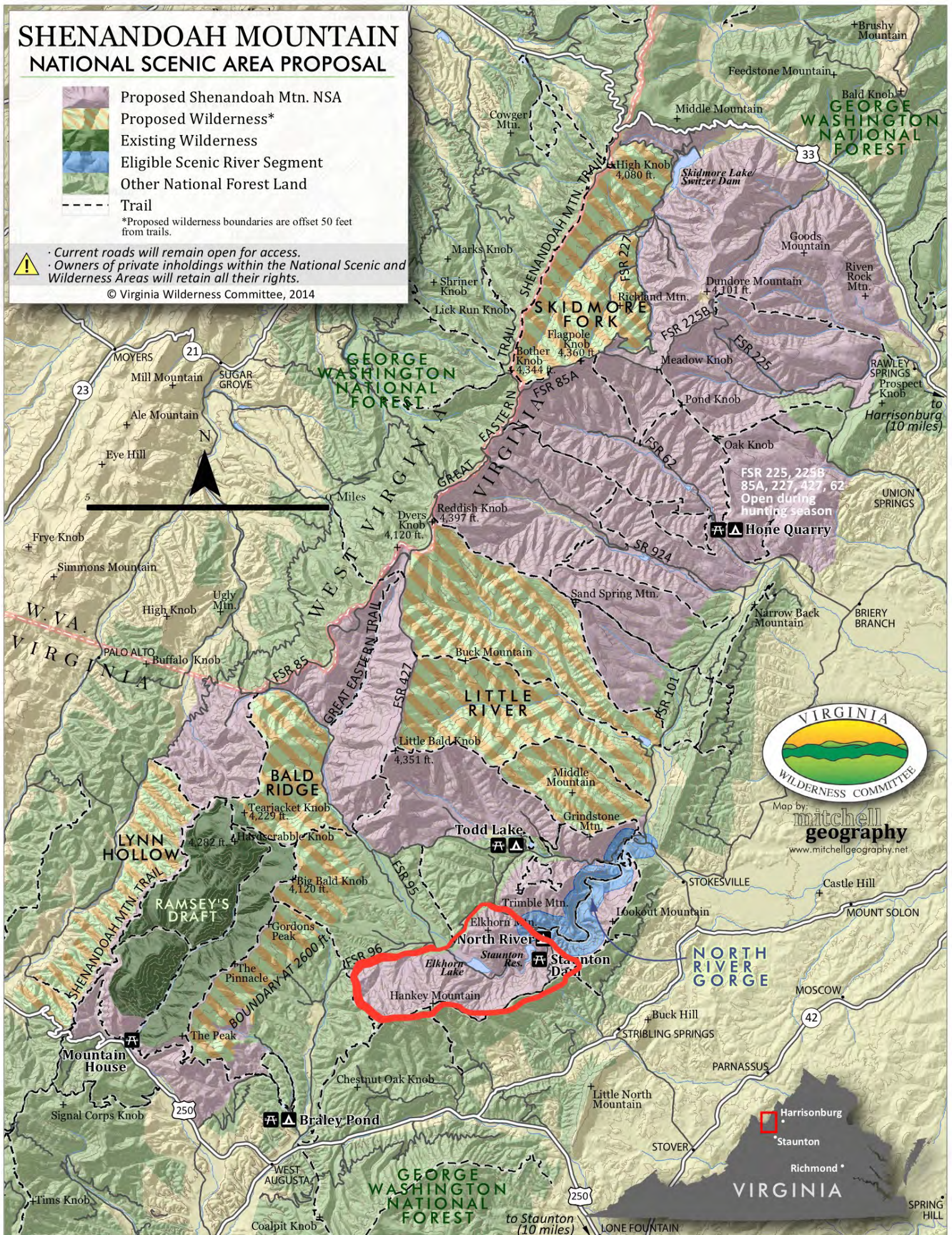
*Proposed wilderness boundaries are offset 50 feet from trails.



- Current roads will remain open for access.

• Owners of private inholdings within the National Scenic and Wilderness Areas will retain all their rights.

© Virginia Wilderness Committee, 2014



CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Billy Vaughn Amanda DiMeo
Item #	4	
Ordinance #		
Department:	Economic Development	
Council Vision:	Economic Development	
Subject:	Update on the Staunton Crossing Economic Development Business Plan	

Background: During Council's work session on January 23, 2020, staff will provide an update on the City's recent efforts to implement the recommendations in the Staunton Crossing Economic Development Business Plan. Topics to be addressed include the following:

- Site Demolition – The City, on behalf of the Economic Development Authority, solicited competitive bids for services involving and associated with the demolition of selected buildings, the abatement of hazardous materials, the removal and disposal of above and underground tanks, and the salvage of equipment and building materials at Staunton Crossing.
- Crossing Way Road Extension – The Virginia Department of Transportation SMART SCALE-funded project involves the design and construction of a new 4,000 linear-foot spine road connecting Richmond Avenue to Valley Center Drive. When completed, the \$8.78 million road project will make the property fully accessible and provide another step towards being ready for development.
- Site Characterization Program – The Virginia Economic Development Partnership has completed a statewide Enhanced Site Characterization and Assessment Study. This project, which was funded by the Virginia General Assembly and included an assessment of Staunton Crossing, will be instrumental in facilitating more informed investments in site development by local, regional, and state participants. Staff will provide an overview of the assessment results.

- Marketing Plan - The Staunton Crossing Business Development Plan provides a roadmap for the park that ensures expansive and sustainable growth in the short-term, with an eye to long-term opportunities. The proposed Marketing Plan will identify value propositions and drive the message for the park's development.

Attachment:

Staunton Crossing Economic Development Business Plan – Report Summary

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

STAUNTON CROSSING

An Economic Development Business Plan

REPORT SUMMARY



MARCH 2019

PREPARED FOR:

City of Staunton
116 W Beverley St.
Staunton, VA 24401

PREPARED BY:

Timmons Group
1001 Boulders Parkway, Suite 300
Richmond, Virginia 23225

SUMMARY

Timmons Group has completed its report and findings for the Staunton Crossing Economic Development Business Plan. The full report describes a conceptual Master Plan for the City owned real estate and a Business Plan approach to ensuring that Staunton Crossing achieves its highest potential value to the City of Staunton.



Master Plan

Three important stakeholder sessions were conducted to solicit input for Staunton Crossing through a kickoff work session, an interim status/progress work session, and an on-line survey. The full Report shows the results of the input sessions and how Timmons Group combined that valuable input with land planning best practices to recommend a conceptual Master Plan. The full report describes the planning priorities important in crafting the final land use options to build the business plan around. The planning priorities included:

1. *Existing Projects already underway*
2. *Topography and Environmental Constraints*
3. *Land Use Alternatives to achieve highest potential value*
4. *Transportation/Traffic Constraints*
5. *Sewer, Water, Power, Natural Gas Infrastructure Efficiency*
6. *Extensive Stakeholder Feedback/Input*

The results of the Master Plan establish a vision that can potentially produce 1.9 million square feet of economic development and over 3,000 quality jobs in Staunton Crossing. More importantly, the Business Plan establishes targets of how much annual tax revenue and potential for jobs might result for the City.

Business Plan Recommendations

The report includes ten recommendations to make Staunton Crossing attractive to Economic Development prospects and improve the chances for landing target businesses within the development. The ten recommendations include important initiatives the City has already set in motion over the past few years. The full report builds on that momentum and recommends others that will capitalize on the City's investment and best position Staunton Crossing for success over the next 24 months. The ten recommendations are:

1. Demolish Existing Buildings

The City's plan to demolish the old Western State buildings is critically important. The City should employ consultants and contractors that can complete the work quickly and cost-effectively and capitalize on a public relations opportunity that provides better visibility for Staunton Crossing.

2. Build new VDOT Road

The City's efforts to secure grant funding for this road is exemplary, and staff should coordinate construction of central parkway through property in a way that opens every land bay to

development. The City should be proactive in ensuring completion of project in reasonable timeframes as delays in this stage could delay marketing and dealmaking for Staunton Crossing.

3. Brownfields Grant Funding

The City has recently secured grant funding from the Virginia Brownfields Restoration and Economic Redevelopment Fund. Timmons Group recommends completing this process and providing the matching funds necessary to assist with demolition proposed in #1 above.

4. Return On Investment Analysis

\$50,000-\$70,000

Timmons Group recommends completing an analysis that can be used to track the Return on Investment (ROI) through the life of this project. The report will help ensure that all investments proposed in securing economic development prospects provide an acceptable return to the City. The analysis can also take into consideration previous investments and timing expectations before any construction is commenced using City dollars.

5. Tier 4 Site Readiness Certification

(see below)

Tier 4 Site Readiness will ensure that the City's property is fully embraced by the Virginia Economic Development Partnership (VEDP) and other economic development marketing arms to reach worldwide prospects. Improvements for Tier 4 readiness generally need to be completed within 12 months of commitment, so at a minimum, construction plan approvals need to be in place and ready to implement when the opportunities dictate. Tier 4 site readiness is further detailed below.

6. Develop Marketing Plan

\$30,000-\$40,000

This Business Plan provides a roadmap for Staunton Crossing that ensures expansive and sustainable growth in the short term, with an eye to long-term opportunities. The City should develop a Marketing plan that identifies these value propositions and drives the message for the park to a wide and diverse audience.

7. Draft Design Guidelines and Agreements

\$15,000-\$20,000

Developer agreements and design guidelines need to be in place to control and protect the interests of both the City and the businesses that locate in Staunton Crossing.

8. Draft Covenants and Restrictions

\$25,000-\$30,000

The covenants and restrictions establish from an operational perspective what is and is not allowed in the development, and how future operational and maintenance responsibilities for open space, landscaping, stormwater ponds, etc. should be allocated.

9. Real Estate Strategies (Control)

The City should ensure they control the future use of any property needed to achieve the highest level of business plan success. This should be done in the early stages of the business plan.

10. Data Center Strategies

\$20,000-\$25,000

The City should consider investments unique to attracting data centers to Staunton Crossing. The plan should consider working closely with Dominion Energy to discuss electrical infrastructure and revenue strategies, including special data center tax rates, that will maximize the value to the city of designating some of Staunton Crossing as a Data Center site. Consideration should be given to achieving certification as a preferred data center site.

Getting to Tier 4 Certification

Several active steps should be taken to help Staunton Crossing achieve the Tier 4 designation by Virginia Business Ready Sites Program Standards. The significant steps that Staunton Crossing should take include the following:

Diligence - \$300,000 - \$330,000

- Rezone the Property for Industrial Use
- Conduct a Preliminary Geotechnical Report
- Complete necessary Land survey (ALTA/boundary/topo)
- Complete a Phase 1 ESA
- Traffic Impact Study (if necessary)
- Floodplain and Stormwater Study
- Cultural Resources Study
- Threatened and Endangered Species Study
- Wetland Delineation and COE Confirmation
- Natural Gas PER
- Electrical PER

Ready to Construct - \$600,000 - \$700,000

Several steps should be taken to assure that Construction plans are complete and/or permits for Infrastructure Improvements are secured

- Construction Plans Approved - Water system improvements
- Construction Plans Approved - Wastewater system improvements
- Construction Plans Approved - Transportation Improvements
- Construction Plans Approved - NG system design (if applicable)
- Construction Plans Approved - Stormwater design (if applicable)
- ALL off-site Easements Acquired for Infrastructure Improvements
- Wetlands & environmental permitting complete w/ mitigation

Timeline

The City of Staunton is in a position with current projects and additional recommendations outlined in this report to have a fully marketable site for the world stage by the end of calendar year 2020.



CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Billy Vaughn Amanda DiMeo
Item #	5	
Ordinance #		
Department:	Economic Development	
Council Vision:	Economic Development	
Subject:	Update on the West End Opportunity Zone	

Background: In the planning and preparation for the Opportunity Zone program, staff has worked closely with GIS WebTech, Inc., along with City GIS staff, to develop a new interactive mapping application to connect property owners, brokers and investors. The application allows easy review of available properties within the City's Opportunity Zone and the ability to search relevant data for the sites.

The attached brochure provides an overview of the West End Opportunity Zone and other resources. Staff will provide a brief demonstration of the application's capabilities which can be previewed at this [link](#).

Attachment:

WestEnd Opportunity Zone brochure

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg



Zone Basics

Opportunity Zones are a new revitalization tool resulting from the Federal Tax Cuts and Jobs Act of 2017. The Zones will allow investors to receive tax benefits on currently unrealized capital gains by investing those gains in census tracts designated as Opportunity Zones. The U.S. Department of the Treasury is finalizing regulations for this new program.

What are the tax benefits to investing in an Opportunity Zone?

For an investor to realize the tax benefits of investing in an Opportunity Zone, an investor's capital gains must be invested in a Qualified Opportunity Fund within 180 days of the sale or exchange that generated the gains. Investors are then eligible to defer the tax on their capital gains until the earlier of the date the Opportunity Fund investment is sold or December 31, 2026.

The capital gains invested in a Qualified Opportunity Fund are eligible for partial tax forgiveness if the investment is held in a Qualified Opportunity Fund for at least 5 years. After 5 years, only 90 percent of the original gain is taxed. If the investment is held for 7 years, only 85 percent of the original gain is taxed.

If an investment in a Qualified Opportunity Fund is held for 10 years, any tax on the appreciation of that investment is forgiven.

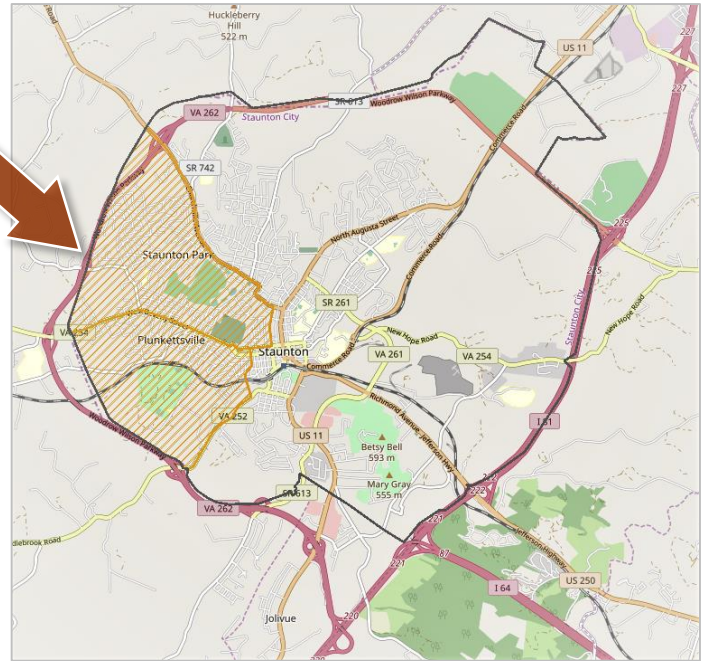
What are Opportunity Funds?

Opportunity Funds are Treasury-certified investment vehicles that deploy capital into Opportunity Zone property.

What are Opportunity Zone properties?

Assets such as:

- Stock in a qualified Opportunity Zone business
- Partnership in a qualified Opportunity Zone business
- Property in a qualified Opportunity Zone business; tangible property used in a trade or business



Additional Resources

[Opportunity Virginia](https://www.opportunityva.org/)

<https://www.opportunityva.org/>

[IRS Frequently Asked Questions](https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions#general)

<https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions#general>

[Virginia Department of Housing and Community Development](https://www.dhcd.virginia.gov/opportunity-zones-oz)

<https://www.dhcd.virginia.gov/opportunity-zones-oz>

[Information from the Council of Development Finance Agencies \(CDFA\)](https://www.cdfa.net/cdfa/cdfaweb.nsf/resourcecenters/OZ.html)

<https://www.cdfa.net/cdfa/cdfaweb.nsf/resourcecenters/OZ.html>

[National Council of State Housing Agencies \(NCSHA\) Opportunity Zone Fund Directory](https://www.ncsha.org/resource/opportunity-zone-fund-directory/)

<https://www.ncsha.org/resource/opportunity-zone-fund-directory/>

[West End Opportunity Zone Map](https://www.stauntonbusiness.com/)

<https://www.stauntonbusiness.com/>



DEPARTMENT OF ECONOMIC DEVELOPMENT

Opportunity Zone questions?
Find out more at [StauntonBusiness.com](https://www.stauntonbusiness.com/)

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Phil Trayer Billy Vaughn
Item #	6 & E	
Ordinance #		
Department:	Economic Development	
Council Vision:	Inclusiveness Built Environment Responsive, Efficient Government	
Subject:	Consideration of a Resolution Authorizing an Amendment to the April 23, 2019 Housing and Urban Development Consulting Services Contract between the City of Staunton and Mullin & Lonergan Associates, Inc.	

Background: The City of Staunton currently has a contract with Mullin & Lonergan Associates, Inc. for \$49,890.00 for services for preparation of the 5-Year Consolidated Plan, FY19 Annual Action Plan, Impediments to Affordable Housing Plan and other services to satisfy the Community Development Block Grant (CDBG) requirements. Approximately \$304,543 has been budgeted in FY2020 for annual administration and technical support for the Housing and Urban Development (HUD) Program.

To implement the above-referenced plans, the existing FY2019 contract is proposed to be modified to include annual administration and technical support services under a contract amendment based on a lump sum and hourly rate schedule as shown in the Scope of Services annexed and incorporated into the proposed amendment, not to exceed \$80,000 total in fees and expenses. Given the amount of the proposed amendment, City Council would need to authorize it by resolution. Staff is requesting that City Council authorize this amendment to modify the existing contract. No additional funding is being requested, as the funding has already been approved for the FY2020 budget year.

Attachments:

Attachment 1—Draft Resolution with Exhibits (Exhibit A: Agreement for Services for Preparation of Consolidated Plan and Analysis of Impediments; Exhibit B: Draft Amendment with Contractor's Scope of Services)

Attachment 2—Virginia Code § 2.2-4309

City Manager's Recommendation: City Council authorize the amendment to increase the current contract to incorporate those services budgeted in FY2020 by adopting the proposed resolution.

Suggested Motion: I move that City Council adopt the proposed resolution authorizing the modification of the FY2019 contract for obtaining additional HUD CDBG-related services for FY2020, as presented.

City Manager: Steven L. Rosenberg

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE APRIL 23, 2019
AGREEMENT BETWEEN THE CITY OF STAUNTON AND MULLIN &
LONERGAN ASSOCIATES, INC.**

RECITALS

A. The City received a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). Conditions of the CDBG require extensive reporting to include a consolidated plan, annual action plan and analysis of impediments.

B. The City entered into an April 23, 2019 Agreement (Agreement), annexed and incorporated by reference as Exhibit A, with Mullin & Loneragan Associates, Inc. (the Contractor) for the preparation of a consolidated plan, annual action plan, analysis of impediments, contemplating possible “other services” under Section 3.3 of the Agreement.

C. The City desires to amend the Agreement to modify the scope of services for the Contractor to provide additional technical services to assist the City in the implementation of its HUD CDBG program as “other services.” A copy of the proposed amendment is annexed and incorporated by reference as Exhibit B.

D. The Agreement amount was forty-nine thousand eight hundred ninety dollars (\$49,890).

E. The Contractor’s “other services” included in the proposed amendment would be based on lump sum fees and on hourly rates as reflected in the Amendment, with total fees and expenses not to exceed eighty thousand dollars (\$80,000).

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

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that the proposed amendment to the Agreement for Services dated April 23, 2019, between the City of Staunton and Mullin & Loneragan Associates, Inc. is hereby authorized.

Adopted this ____ day of January, 2020.

Carolyn W. Dull, Mayor

ATTEST: _____
Suzanne F. Simmons
Clerk of Council

**AGREEMENT
FOR SERVICES FOR
PREPARATION OF CONSOLIDATED PLAN, ANNUAL ACTION PLAN AND
ANALYSIS OF IMPEDIMENTS**

THIS AGREEMENT (Agreement), dated this 23rd day of April, 2019 for identification, is made by and between the CITY OF STAUNTON, VIRGINIA (City), a municipal corporation of the Commonwealth of Virginia, and MULLIN & LONERGAN ASSOCIATES INC. (Contractor), a Virginia corporation authorized to do business and validly existing in the Commonwealth of Virginia (SCC #F152463-8).

1. Recitals.

- 1.1. The City received a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). Conditions of the CDBG requires reporting to include a consolidated plan, annual action plan and analysis of impediments.
- 1.2. The City issued its March 22, 2019 Request for Proposal (RFP) to obtain services for preparation of a consolidated plan, annual action plan, analysis of impediments and other services to satisfy the CDBG requirements.
- 1.3. Following receipt of the proposal in which the Contractor was the only Offeror, the City considered the Contractor's April 5, 2019 Proposal (Proposal) to be satisfactory and negotiated for an engagement for services. This Agreement reflects the results of the successful negotiations.
- 1.4. Exhibit A is annexed and incorporated herein and shall be considered a part of this Agreement, except that in the event of any conflict between any of the provisions of the Exhibit and the provisions of this Agreement, the provisions of this Agreement shall prevail.
- 1.5. To the extent that there is any conflict between or among the provisions of the RFP, including any addendum, and the Proposal and this Agreement, the order of control shall be: this Agreement, the RFP, and the Proposal, which are incorporated by reference.
- 1.6. These recitals are an integral part of this Agreement.

2. Basic Services of the Contractor.

- 2.1. The Contractor will provide a consolidated plan, annual action plan and analysis of impediments.
- 2.2. In execution of or addition to the deliverables described in the Proposal, the Contractor will:

- 2.2.1. Conduct a community outreach plan for the consolidated plan and analysis of impediments to include public hearings.
- 2.2.2. Prepare and submit all necessary documentation to HUD.
- 2.2.3. Conduct analysis of impediments to fair housing choice.
- 2.3. The Contractor will professionally and satisfactorily complete all work in strict accordance with the RFP and the Proposal with time of the essence for all work completed and study submitted to HUD in accordance with the CDBG.

3. **Total Price; Payment to the Contractor.**

- 3.1. For timely completion of its services in strict accordance with this Agreement, the Contractor shall be paid by the City the lump sum fee of \$49,890.00 and the Contractor shall invoice the City in accordance with this Agreement.
- 3.2. The Contractor will invoice the City monthly based on work completed to date in strict accordance with this Agreement per the fee schedule in the Proposal.
- 3.3. Should other consultant services be necessary outside of this project, work will be charged at the rates included in the Proposal.
- 3.4. The City shall pay the Contractor, after it has received invoices for work completed; payment is due thirty (30) days from the date of the City's receipt of the Contractor's invoice.

4. **General Indemnity and Hold Harmless.** The Contractor shall indemnify, defend and hold harmless the City, its members of Council, officers, directors, agent and employees, against any and all claims, liabilities, losses, damages, costs and expenses (including reasonable attorney and other professional and non-professional fees) arising out of, or resulting from any and all injuries to persons or damage to property by reason of services performed hereunder or acts or omissions arising out of, or resulting from the Contractor, its officers, representatives, employees, agents or subcontractors. The provisions of this section, of this Agreement shall survive completion by the Contractor and expiration or termination of this Agreement.

5. **Insurance.**

- 5.1. Not less than ten (10) calendar days prior to beginning any work, the Contractor shall furnish to the City certificates of General Liability, Vehicle Liability, and Workman's Compensation Insurance in amounts not less than \$1,000,000, \$500,000, and \$500,000 respectively, or such other insurance as is satisfactory and may be approved by the City in its sole discretion. In addition, Contractor shall carry professional liability insurance of not less \$1,000,000 per claim and \$2,000,000 aggregate and excess liability insurance umbrella form of not less than \$2,000,000.

- 5.2. The Contractor shall require that its subcontractors have and maintain in force policies of insurance for General Liability, Vehicle Liability, and Worker's Compensation insurance for the employees of the subcontractor in amounts not less than that required of the Contractor.
- 5.3. No work shall be performed until the Contractor has furnished to the City a certificate showing the required insurance to be in effect, with the City shown thereon as an additional insured. The certificate shall state in confirmation that the policy shall not be canceled or materially changed contrary to the requirements of sections 5.1 and 5.2 prior to giving the City not less than 30 days' written notice thereof or such other time standard in the insurance industry, but in no event less than 10 days' prior notice.
6. **Cooperative Procurement.** This procurement is being conducted on behalf of other public bodies, in accordance with 2.2-4304 (A) of the Code of VA. The successful bidder has the option to provide these same items (services), except architectural and engineering services, at the same prices, awarded as a result of this solicitation to any public body within the Commonwealth of Virginia. If any other Public body decides to use the final contract, the contractor(s) must deal directly with that public body concerning the placement of orders, issuance of the purchase orders, contractual disputes, invoicing and payment. Failure to extend a contract to any public body will have no effect on consideration of your bid.
7. **Drug-Free Workplace/Discrimination Statement.**
- 7.1. During the performance of this Agreement, the Contractor shall provide a drug-free workplace for the Contractor's employees; post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations and such prohibition; state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000.00, so that such provisions will be binding upon each subcontractor or vendor.
- 7.2. During the performance of this Agreement, the Contractor agrees as follows:
- 7.2.1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, national origin, sex, age, disability or veteran status and as otherwise required by applicable law, except where the law authorizes such as a basis for a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

7.2.2. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.

7.2.3. Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

7.2.4. The Contractor will include the foregoing provisions of 6.2.1, 6.2.2 and 6.2.3 in every subcontract or purchase order of over \$10,000.00, so that the provisions will be binding upon each subcontractor or vendor.

8. **Immigration Reform.** During the performance of this Agreement, the Contractor will not, and shall not knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
9. **Outside Services.** The City reserves the right to use other contractors for services if it is in the best interest of the City as determined in its sole discretion. These services will be acquired through the standard Invitation to Bid format or as otherwise permitted by law. The Contractor will be permitted to submit its own bid for such services.
10. **Termination.** This Agreement may be terminated by either party upon not less than thirty (30) day's prior written notice in the event of failure by the other party to perform in strict accordance with this Agreement.
11. **Forum Selection.** Any action, proceeding, or claim in any way related to this Agreement of the relationship between the parties shall be filed and maintained solely in the General District Court or the Circuit Court of the City of Staunton, Virginia.
12. **Waiver of Trial by Jury; Mediation; Claim Process.** The City and Contractor each hereby waive all right to trial by jury in any matter arising out of or in any way connected with this Agreement or their relationship, whether contractual or extra-contractual. They agree that prior to the assertion of any claim against the other, they will endeavor to resolve the claim through discussion, including the optional use of non-binding mediation. Absent agreed resolution, the process to assert a claim against the City is to present it in writing to the Director of Public Works; and absent the Contractor's acceptance of the decision of the Director of Public Works, then appeal in turn to the City Manager or designee and ultimately to Council, with each such appeal to be submitted by the Contractor in writing within 10 calendar days of the prior decision, identifying in writing on what specific basis, with citation to controlling and supporting documentation and legal authority, the appeal is sought and challenge made to the prior decision and the resolution or remedy which would be acceptable. With any claim that reaches City Council, the City Council shall decide the claim within 60 days of when it was submitted to the City Manager or designee.
13. **Contract Extensions.** The term of this Agreement shall commence April 23, 2019 and end April 22, 2021. The City reserves the right to extend the Agreement for two (2) additional two (2) year periods, to the extent permitted by law, providing both parties

agree to compensation changes. The City reserves the right to re-solicit bids from other contractors after each two (2) year period.

14. **Controlling Law.** This Agreement, and all obligations and rights of the City and the Contractor, shall be governed by the laws of the Commonwealth of Virginia.
15. **Ownership Of Intellectual Property.** All copyright and patent rights to all papers, reports, forms, materials, creations, or inventions created or developed in the performance of this Agreement shall become the sole property of the City. On request, the Contractor shall promptly provide an acknowledgment or assignment in a tangible form satisfactory to the City to evidence the City's sole ownership of specifically identified intellectual property created or developed in the performance of the Agreement. The provisions of this section, of this Agreement shall survive completion by the Contractor and expiration or termination of this Agreement.
16. **Entire Agreement; Amendments.** The City and the Contractor acknowledge that no representation, promise, inducement or agreement not herein expressed has been made in connection with this Agreement. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist. They acknowledge that this Agreement and any documents which are to be executed in connection herewith pursuant to the terms of the Agreement contain the entire agreement between them regarding the subject matter hereof and supersede and replace any and all prior oral and written agreements, arrangements or understandings between them hereto relating to the subject matter hereof. This Agreement may be amended only by a written instrument signed on behalf of the City, as duly authorized, and by the Contractor.
17. **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of successors in interest and permitted assigns of the City and the Contractor. This Agreement may not be assigned, nor may performance of any duty hereunder be delegated by either the City or the Contractor without the prior written consent of the other.
18. **Severability.** If any provision, clause or part of this Agreement or the application thereof under certain circumstances is held invalid or unenforceable for any reason, the remainder of this Agreement, or the application of such provision, clause or part under other circumstances, shall not be affected thereby.
19. **Notices.** All notices, requests, claims, demands and other communications hereunder shall be in writing and shall be given by delivery in person, mailed by courier or sent by facsimile and confirmed by telephone, or by registered or certified mail (postage prepaid, return receipt requested) or as subsequently designated otherwise as follows:

To the City:

The City of Staunton
Attention: City Manager
116 W. Beverley St. (24401)
P. O. Box 58

Staunton, VA 24402-0058

With a copy to:

Chad Horvat
Business Finance Manager
116 W. Beverley St. (24401)
P. O. Box 58
Staunton, VA 24402-0058

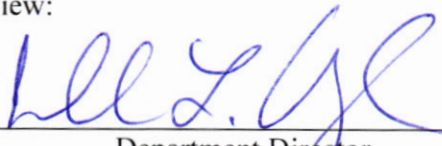
To Contractor:

Bill Wasielewski
Mullin & Lonergan Associates Inc
800 Vinial Street, Suite B-414
Pittsburgh, PA 17055

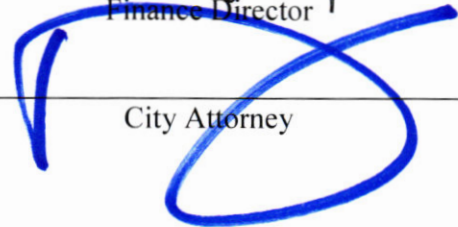
20. **Liability and Immunity.** Nothing in this Agreement shall be construed or interpreted to be a waiver of any sovereign or other immunity of the City, its Council members, officials, employees, agents or of the Contractor.
21. **Appropriations.** The obligations of the City are subject to and contingent upon sufficient annual appropriation of funds by City Council for the purpose of this Agreement.
22. **Application, Construction and Interpretation; Captions.** This Agreement will be applied, construed and interpreted without any regard to any rule or principle of construction concerning the drafting or authorship of the Agreement. The headings or captions in this Agreement are for convenience of reference only and also shall not affect the construction or interpretation of the provisions.
23. **No Third Party Beneficiary.** This Agreement is not intended to and shall not be construed to create any third-party beneficiary.


City Manager

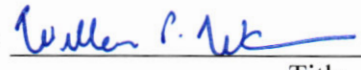
Review:


Department Director


Finance Director


City Attorney

Mullin & Lonergan Associates Inc.

BY:  Secretary
Title

800 Vinial Street, Ste. B414

Address

Pittsburgh
City

PA
State

15212
Zip

Exhibit A

2 CFR Part 200 Contract Requirements for CDBG Contract

- (A) Contracts for more than the simplified acquisition threshold currently set at 250,000.00, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, **must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.**
- (B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

1. The City may, by written notice to the Consultant effective, upon written notice to and receipt by the Consultant, terminate this Agreement in whole or in part at any time (1) for the City's convenience, (2) upon the failure of Consultant to comply with any of the terms or conditions of this Agreement, or (3) upon the Consultant becoming insolvent or bankrupt.

In the event the City terminates this Agreement, in whole or in part, the City may procure upon such terms and in such manner as deemed appropriate, services similar to those so terminated, and the Consultant shall continue the performance of this Agreement to the extent not terminated hereby.

- (C) **Equal Employment Opportunity.** (applicable to all construction contracts over \$10,000)
During the performance of this Contract, the Contractor agrees to comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60) as follows:
- a. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, sex, color, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, religion, sex, color, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Body setting forth the provisions of this nondiscrimination clause.
 - b. The Contractor will, in all solicitation or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, or national origin.

- c. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contract or subcontracts for standard commercial supplies or raw materials.

Title VI of the Civil Rights Act of 1964. No person shall, on the grounds of race, color or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with Federal funds.

Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the grounds of race, color, national origin or sex be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

- (D) **Davis-Bacon Act**, as amended (40 U.S.C. 3141- 3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). Attach HUD form 4010 Federal Labor Standards Provisions
- (E) **Contract Work Hours and Safety Standards Act** applicable to contracts in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- (F) **Rights to Inventions Made Under a Contract or Agreement.** If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

- (G) **Clean Air Act** (42 U.S.C. 7401- 7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251- 1387), as amended -

Compliance with the applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15) is required for all contracts, subcontracts and subgrants of amounts in excess of \$150,000. For all such Contracts, all Contractors and subcontractors agree to the following requirements:

- a. A stipulation by the Contractor or subcontractors that any facility to be utilized in the performance of any non-exempt contract or subcontract is not listed on the List of Violating Facilities issued by the Environmental Protection Agency (EPA) pursuant to 40 CFR 15.20.
- b. Agreement by the Contractor to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 U.S.C. 1857c-8) and Section 308 of the Federal Water Pollution Control Act, as amended, (33 U.S.C. 1318) relating to inspection, monitoring, entry, reports and information, as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder.
- c. A stipulation that as a condition for the award of the Contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, EPA indicating that a facility utilized or to be utilized for the Contract is under consideration to be listed on the EPA List of Violating Facilities.
- d. Agreement by the Contractor that he will include or cause to be included the criteria and requirements in paragraph (a) through (d) of this section in every nonexempt subcontract and requiring that the Contractor will take such action as the Government may direct as a means of enforcing such provision.

In no event shall any amount of the assistance provided under this Agreement be utilized with respect to a facility which has given rise to a conviction under Section 113(c)(1) of the Clean Air Act or Section 309(c) of the Federal Water Pollution Control Act.

- (H) **Debarment and Suspension** (Executive Orders 12549 and 12689)

A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Use www.SAM.gov

- (I) **Byrd Anti-Lobbying Amendment** (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal

funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. Attachment 10B – Certification

J) Procurement of recovered materials.

Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

(K) Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1801 u).

This agreement is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1801 u) as amended. The Section 3 clause provides:

Every applicant, recipient, contracting party, contractor and subcontractor shall incorporate, or cause to be incorporated, in all contracts for work in connection with a Section 3 covered project, the following clause (referred to as a Section 3 clause):

- a. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- b. The parties to the contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.
- c. The Contractor agrees send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the said labor organization or workers' representative of contractor's commitments under this Section 3 clause and will post copies of the notice in conspicuous places available to at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the sections 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each, and the name and location of the person(s) taking applications for each of the positions and the anticipated date the work shall begin.

- d. The Contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- e. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.
- f. Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

Reference: Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

AMENDMENT

THIS AMENDMENT (Amendment), dated _____, 2020 for identification, is made by and between the CITY OF STAUNTON, VIRGINIA (City), a municipal corporation of the Commonwealth of Virginia, and MULLIN & LONERGAN ASSOCIATES, INC. (Contractor), a Virginia corporation authorized to do business and validly existing under the laws of the Commonwealth of Virginia (SCC #F 152463-8).

1. Recitals.

- 1.1 The City received a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). Conditions of the CDBG require extensive reporting to include a consolidated plan, annual action plan and analysis of impediments.
- 1.2 The City entered into an April 23, 2019 agreement (Agreement) with the Contractor for the preparation of a consolidated plan, annual action plan, analysis of impediments, contemplating possible "other services" under Section 3.3 of the Agreement.
- 1.3 The City desires to amend the Agreement to modify the scope of services for the Contractor to provide additional services to assist the City in the implementation of its HUD CDBG program as "other services."
- 1.4 These recitals are an integral part of this Agreement.

2. Other Services of the Contractor.

- 2.1 The Contractor will prepare a HUD Annual Action Plan for FY 2020, HUD Environmental Review Record for FY 2019 (ERRs), HUD FY 2019 CAPER, and a HUD CDBG Policy and Procedures Manual (one-time required HUD document).
- 2.2 The Contractor will also provide hourly technical CDBG consulting services to the City for the period of January 1, 2020 to December 31, 2020, to include, but not be limited to: the preparation of CDBG sub-recipient agreements; the determination of project eligibility; assistance with wage compliance; assistance with project monitoring; IDIS project set-up; assistance with other HUD required programmatic elements; and preparation and submission of necessary documentation to HUD.
- 2.3 The Contractor will professionally and satisfactorily complete all work in strict accordance with this Amendment and law, with time being of the essence, with all work to be timely completed and to be submitted, in final correct form to HUD in accordance with the CDBG.

3. Total Price: Payment to the Contractor.

- 3.1 For timely completion of its services in strict accordance with this Amendment, the Contractor

shall be paid according to the annexed and incorporated Scope of Services, with total fees and expenses not to exceed \$80,000.00.

- 3.2 The Contractor will invoice the City monthly based on work completed to date in strict accordance with this Amendment and applicable law.
- 3.3 Should other consultant services be necessary and authorized, work will be charged at the rates included in the Scope of Services.
- 3.4 The City shall pay the Contractor, after it has received detailed invoices for work satisfactorily and timely completed; payment is due thirty (30) days from the date of the City's receipt of the Contractor's invoice.

All other terms and conditions of the Agreement remain unchanged.

BY: _____
Steven L. Rosenberg
City Manager

Review:

Department Director

Finance Director

City Attorney

MULLIN & LONERGAN ASSOCIATES, INC.

BY: _____
Name Title

800 Vinial Street
Suite B414
Pittsburgh, PA 15212

SCOPE OF SERVICES

Mullin & Lonergan Associates, Inc. will assist the City of Staunton, VA with the administration of the City's HUD CDBG Program. The cost for this work is broken down into both lump sum assignments and hourly rate technical assistance related work. The total amount of this amendment would be a not to exceed amount of \$80,000 as shown below.

M&L will bill the City lump sum amounts for the items shown on the chart below for these HUD required documents. M&L will bill the City monthly for the percentage completed of each of these work items.

Lump Sum Work Project	Fee Range	Dates for Completion
HUD Environmental Review Record for FY 2019 (ERRs)	\$7,500	January-May 2020
HUD FY 2019 CAPER	\$7,500	October- December 2020
Total Lump Sum Fees for FY 2020	\$15,000	

Additionally, M&L will provide hourly technical CDBG consulting services to the City for the period of January 1, 2020 to December 31, 2020. M&L's hourly rates for this work are shown on the chart below. This work will be billed for actual hours worked, by employee, each month. M&L will not perform any hourly rate work unless specifically requested by the City.

Hourly rates will be charged portal to portal should any travel be requested. M&L will also request reimbursement for any project related travel costs including mileage, hotel and a daily per diem based on the most current federal rates for all technical assistance/hourly related work. **M&L would suggest a not to exceed, budget amount for this type of work of \$65,000 for January 1, 2020 to December 31, 2020.**

M&L Staff	Title	Hourly Rate
Bill Wasielewski, AICP	Principal	\$195
Kate Molinaro, MPA	Senior Project Manager	\$160
Jessica Lurz	Professional Staff	\$135
Holly Dugan, M.A.	Administrative Assistant	\$ 55

Examples of hourly rate technical assistance work would include, but not limited to:

- Preparation of the HUD Annual Action Plan for FY 2020 (May-August 2020)
- Preparation of HUD CDBG Policy and Procedures Manual (June-September 2020)
- Preparation of CDBG sub-recipient agreements
- Determination of project eligibility
- Assistance with wage compliance
- Assistance with project monitoring
- IDIS project set-up
- Assistance with other HUD required programmatic elements

§ 2.2-4309. Modification of the contract

A. A public contract may include provisions for modification of the contract during performance, but no fixed-price contract may be increased by more than twenty-five percent of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the Governor or his designee, in the case of state agencies, or the governing body, in the case of political subdivisions. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.

B. Any public body may extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.

C. Nothing in this section shall prevent any public body from placing greater restrictions on contract modifications.

D. The provisions of this section shall not limit the amount a party to a public contract may claim or recover against a public body pursuant to § 2.2-4363 or any other applicable statute or regulation. Modifications made by a political subdivision that fail to comply with this section are voidable at the discretion of the governing body, and the unauthorized approval of a modification cannot be the basis of a contractual claim as set forth in § 2.2-4363.

1982, c. 647, §§ 11-45, 11-55; 1984, c. 764; 1985, c. 286; 1987, cc. 194, 248; 1989, c. 235; 1990, c. 395; 1991, c. 175; 1993, cc. 110, 505, 638, 971; 1996, cc. 145, 897, 902, 950, 1038; 1998, cc. 222, 619, 666, 697, 791; 1999, cc. 160, 194, 1021, 1024; 2000, cc. 242, 637, 664, 696, 927; 2001, c. 844; 2015, c. 569.

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

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Billy Vaughn Amanda DiMeo
Item #	7 & F	
Ordinance #		
Department:	Economic Development	
Council Vision:	Economic Development	
Subject:	Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant	

Background: Recent federal and state legislation related to industrial hemp, coupled with Virginia's agricultural history, presents potential commercial opportunities for growth and diversification of agricultural and industrial enterprises across the Commonwealth of Virginia. With its understanding of the industrial hemp opportunities in the Shenandoah Valley, James Madison University (JMU) submitted a GO Virginia grant application for the Shenandoah Valley Industrial Hemp Project.

JMU proposes to study the impacts and opportunities of the industrial hemp industry for the Shenandoah Valley, including the assets and industry resources within the region. Additionally, information about state, national and worldwide markets will be considered. Specifically, there are three primary goals of the project:

- 1) **Economic Landscape Analysis**—this effort will examine the current economic state of the industrial hemp market; determine profitability and return on investment; and present a scenario analysis for unpredictable emerging markets.
- 2) **Agriculture Data Collection**—this effort will identify and solicit experience from regional growers and processors; compile and analyze agriculture data and determine successes, challenges and opportunities for future research; and develop a network of practitioners to inform cultivation and processing practices.

- 3) Web-based Portal—this effort involves developing and hosting an information sharing portal to connect researchers to practitioners; hosting “town hall” and focus group meetings to refine and align findings with practitioner experiences; and publishing an economic scenario analysis report.

While the total project cost is \$107,260, the request to GO Virginia is \$53,630, with a minimum match of 1:1. Of the \$53,630 match, JMU has committed \$27,522 of in-kind contributions, as detailed in the attached application. The remaining \$26,108 will need to be provided by local governments or the private sector. Currently, six counties have committed to financial participation in the project: Bath (\$2,100), Highland (\$508), Page (\$4,500), Rockbridge (\$4,000), Rockingham (\$5,000), and Shenandoah (\$5,000). Staff recommends the City of Staunton commit to no more than \$5,000 in support of this project. Augusta County has expressed interest in participating in the project, and staff understands the Augusta County Board of Supervisors will consider county funding at the board’s meeting on January 22, 2020.

At its meeting on January 9, 2020, Council discussed the grant and deferred action until its subsequent meeting. Staff will update Council concerning the funding commitment of Augusta County, if any, during the work session on January 23, 2020.

Attachment: GO Virginia Shenandoah Valley Industrial Hemp Project Grant Application.

City Manager’s Recommendation: Recommend that City Council authorize transmittal to GO Virginia of a commitment letter for the Shenandoah Valley Industrial Hemp Project, providing for financial support of the project in an amount not to exceed \$5,000.

Suggested Motion: I move that City Council authorize transmittal to GO Virginia of a commitment letter for the Shenandoah Valley Industrial Hemp Project, providing for financial support of the project in an amount not to exceed \$5,000, as proposed.

City Manager: Steven L. Rosenberg



APPLICANT INFORMATION

1. Applicant: Keith Holland, Interim Vice Provost of Research and Scholarship
Name of Organization: James Madison University
Street Address: 800 S. Main St
City: Harrisonburg
Zip Code (5 digit AND +4): 22807
2. Project Primary Contact
Name: Keith Holland
Title: Interim Vice Provost of Research and Scholarship
E-mail: hollansk@jmu.edu
Phone: 540.568.2700

PROJECT INFORMATION

1. Project Name:
Industrial Hemp Initiative | Phase 1
2. List partnering localities (*must be 2 or more*):
NSVRC | Page County, Shenandoah County
CSPDC | Augusta County, Bath County, Highland County, Rockbridge County, Rockingham County, City of Staunton

3. List other partnering organizations:
JMU currently participates in an organized group of industrial hemp researchers whose comprehensive knowledge will be leveraged to execute this proposal. This group includes research faculty from VT, UVA, UVA-Wise, VSU, and partners from the Virginia Cooperative Extension. Additionally, private sector growers, processors, and dealers registered in GO Virginia Region 8 are critical partners in this project. JMU faculty will also partner with the economic development organizations and local planning departments in Region 8.

While this Phase 1 project is focused on Region 8, collaborations outside of the Region are actively being explored and discussed for current and subsequent phases. Thus, intended partners for the development, execution, and future implementation of Industrial Hemp related projects include: James Madison University (GO Virginia Region 8), Virginia Tech (GO Virginia Region 2), Virginia State University (GO Virginia Region 4), University of Virginia (GO Virginia Region 9), UVA- Wise (GO Virginia Region 1), Virginia Department of Agriculture and Consumer Services, Virginia Hemp Association (Kimley Blanks), Institute of Advanced Learning and Research (GO Virginia Region 3), Virginia Cooperative Extension, Northern Shenandoah Valley Regional Commission, Central Shenandoah Planning District Commission, Shenandoah Valley Partnership private sector growers, processors, and dealers registered in GO Virginia Region 8.

4. Which Targeted Industry does the project address? *(Refer to Region 8 Economic Growth and Diversification Plan for descriptions)*

- | | |
|--|--|
| ☒ Biomedical/Biotechnical | ☒ Light Manufacturing |
| ☐ Financial and Business Services | ☒ Transportation and Logistics |
| ☐ Health Care | ☒ Value-Added Food Manufacturing |
| ☐ Information Technology/Communications | |

5. Which Framework Initiative and Strategy does the project address? More than one may be selected. *(Refer to Region 8 Economic Growth and Diversification Plan for descriptions)*

☐ **Talent Development**

- ☐ Encourage Earn and Learn Programs
- ☐ Expand Employability Skills Training
- ☐ Engage Businesses with Sector Partnerships
- ☐ Increase K-12 Educator Engagement with Industry
- ☐ Increase Talent Attraction

☐ **Growing Existing Business Opportunities**

- ☐ Create Public-Private Training Loan Pool
- ☐ Develop Business Retention and Expansion Program
- ☐ Create Additional Regional Tourism Destination Sites
- ☐ Deploy Broadband Partnerships
- × Expand Marketing and Promotion

☐ **Startups/Innovation/Commercialization Opportunities**

- × Increase Regional Research and Development Expenditures
- ☐ Increase the Breadth and Depth of Entrepreneurial Ecosystem
- × Attract and Retain Entrepreneurial Companies as they Scale-Up

☐ **Site Opportunities**

- ☐ Site Readiness Investigation
- ☐ Enhance Visibility of Existing Sites
- ☐ Complete General Site Improvements
- ☐ Create Industrial Mega Site

☐ **Other Opportunities**

- ☐ Identify Leadership for Plan Implementation
- ☐ Develop Organizational Funding & Capacity Building for Plan Implementation

6. Budget

a.	GO Virginia Request for Enhanced Capacity Building Project	\$50,142
b.	8% GO Virginia Administrative Fee (8% of above GO Virginia Request for Project)	\$3,488
c.	Total GO Virginia Request (<i>a + b</i>)	\$53,630
d.	Match Funds (<i>must be at least 1:1</i>)	\$53,630
e.	Total Project Budget (<i>c + d</i>)	\$107,260

List sources of match and indicate the status of each commitment:

- James Madison University - \$4,796 in-kind, unrecovered indirect costs. JMU applied an 11% discount to their standard off-campus IDC rate of 26%. This reduction is documented in the JMU Office of Sponsored Programs budget submitted with the application.
- James Madison University Faculty - \$18,476 in-kind effort, summer months. JMU has provided the standard cost-share contribution forms for each of the two co-principal investigators on this project, and has submitted them with this application.
- Ryan Doherty, Consultant - \$2,000 in-kind effort, 87 hours at \$22.99/hour. A GO Virginia in-kind commitment form has been completed and submitted with this application.
- Jin Young Kang, Consultant - \$2,250 in-kind effort, 55 hours at \$40.91/hour. A GO Virginia in-kind commitment form has been completed and submitted with this application.
- Bath County - \$2,100.00 cash. A letter of commitment has been submitted with this application.
- Highland County \$508.00 cash. A letter of commitment has been submitted with this application.
- Page County - \$4,500.00. A letter of commitment has been submitted with this application.
- Rockbridge County - \$4,000 cash. A letter of commitment has been submitted with this application.
- Rockingham County - \$5,000 cash committed as of December 12, 2020. Accompanying documentation will be submitted prior to Region 8 Council review.
- Shenandoah County - \$5,000 cash. A letter of commitment has been submitted with this application.
- The City of Staunton has expressed interest in participating in this project. A funding request for \$5,000 will be presented to City Council at their meeting on January 9, 2020 for action at that time. Accompanying documentation will be submitted prior to Region 8 Council review.
- The County of Augusta has expressed interest in participating in this project. This proposal will be presented to the Economic Development Committee and Board of Supervisors in late January for consideration at that time.

7. Executive Summary

The proposal intends to study the impacts and opportunities of the industrial hemp industry for all of the Shenandoah Valley (all of Region 8), including the assets and industry resources within the region. Additionally, information about state, national, and worldwide markets will be considered.

Specifically, there are three primary goals of this project: complete an economic landscape analysis, agricultural data collection, and information dissemination and network formation. The economic landscape analysis will examine the current economic state of the industrial hemp market, determine profitability and ROI, and present a scenario analysis for unpredictable emerging markets. The agriculture data collection will identify and solicit experience from regional growers and processors; compile and analyze agriculture data and determine successes, challenges, and opportunities for future research; and develop a network of practitioners to inform cultivation and processing practices. Lastly, goal three includes developing and hosting a web-based information sharing portal to connect researchers to practitioners, hosting “town hall” and focus group meetings to refine and align findings with practitioner experiences, and publishing an economic scenario analysis report.

While the geographic scope of this project will cover the entire region, seven localities have partnered to provide \$26,108 of cash commitments to this project. Their financial commitments will be used for personnel, professional services, and supplies. James Madison University and its faculty will contribute \$23,272 of in-kind and like-cash commitments in the form of summertime (non-contract) efforts by faculty and an 11% reduction in the federally negotiated off-campus indirect cost rate of 26%. Of the \$53,630 GO Virginia request, 8% (\$3,488) will be used for administrative fees paid to the NSVRC for the reporting and financial management of this project. GO Virginia funds will be used to cover \$32,549 associated with personnel, the cost of two private consultants to assist with the economic analysis in the amount of \$5,496, and recovered facilities and administration costs of \$6,540. GO Virginia funds will also be used for travel in the amount of \$5,557 to complete primary research in other US and Canadian industrial hemp markets. Assuming that the project can begin if awarded in March 2020, project completion is expected in October 2020. The project will be separated into agricultural and economic research components to be completed concurrently by faculty, student staff, and consultants within the project period.

With industrial hemp offering extensive applications in food, consumer products, biomedical/biotechnical, as well as other sectors, the Region 8 Council prioritized an industrial hemp related initiative in its amended Growth and Diversification Plan completed in August 2019. Thus, the findings of the research being conducted in this phase 1 project will inform the structure and nature of a subsequent “line of sight” project. More importantly, a summary of this proposal has been shared with six additional GO Virginia regions and their associated higher education and research institutions. There has been overwhelming support and desire to collaborate on a broader and bigger project across regions, pending the outcome of this research. Specifically, regions 1,2,3,4, 6 and 9 have expressed interest in this project and intend to execute similar studies specific to their geography. As such, findings will be shared between regions and communications ongoing, in order to define an impactful, competitive implementation project that can benefit multiple business sectors and regions

of the Commonwealth. Additionally, as this re-emerging industry makes a comeback, more entrepreneurs are making way into this sector. Therefore, the entrepreneurial ecosystem can be greatly impacted by the consolidated market information and outcomes of this project. Lastly, there are companies operating in this region (e.g. IAC in Shenandoah County) that utilize industrial hemp materials in their products being produced in other countries; however, their capacity to do this at their U.S. facilities – specifically Virginia – is currently limited so alignment of resources and markets could provide a scale-up foundation for both the agriculture and manufacturing sectors.

APPLICATION QUESTIONS for ENHANCED CAPACITY BUILDING ACTIVITIES

Please provide the following information about your proposed project:

1. Describe the service area of the project.

James Madison University will study the impacts and opportunities of the Industrial Hemp market on all of Region 8 including each of the localities within both the Central Shenandoah Planning District Commission and the Northern Shenandoah Valley Regional Commission. The outcomes of this project will serve the entire Shenandoah Valley and the collaborative efforts being explored will be beneficial to the entire State. Specifically, within the sixteen GO Virginia Region 8 localities, 11 counties and cities currently have registered growers as noted in the table below.

Hemp Growth Operations Comparison Table		
Locality	Number of Fields	Total Acreage
GO VA Region 8	91	420.14
Virginia	1440	7862.53

Hemp Growers by Locality: GO Virginia Region 8		
Locality	Number of Fields	Total Acreage
Augusta	21	24.25
Bath	8	70
Buena Vista	0	0
Clark County	0	0
Frederick	1	30
Harrisonburg (City)	8	0
Highland	7	8
Lexington	0	0
Page	8	48.84
Rockbridge	11	136.25
Rockingham	18	92.3
Shenandoah	3	9.5
Staunton (City)	2	0
Warren	4	1
Waynesboro	0	0

Winchester	0	0
Total	91	420.14

According to VDACS, as of 2019 there are five (5) registered hemp dealers in Region 8. Two are located in Warren County, two in Rockingham County, and one in Frederick County. Of these five registered dealers, the two Warren County operations are also registered hemp processors. There are a total of eight (8) registered processors in Region 8. Four processors are located in Rockingham County. Dr. Morton, with James Madison University, and Dr. Shelly Thomas, formerly with James Madison University, have been registered processors and conducting Industrial Hemp research since 2016. Three processors are located in the Warren County area and one is located in the City of Staunton.

2. How does the project relate to the Region 8 Economic Growth and Diversification Plan and the goals of GO Virginia?

In April 2019, the Region 8 Council prioritized a variety of project concepts around the four GO Virginia frameworks. Given the agricultural history of the Shenandoah Valley and the wide range of applicability of hemp production, the Council placed a high priority on an industrial hemp initiative, with an anticipated follow-on, phase two implementation project. Subsequently, this project is intended to identify and verify business and cluster scale-up opportunities across Region 8 in agriculture, manufacturing, and biomedical/biotechnical sectors. In addition, the outcomes and findings of this initial project will be shared with six other GO Virginia regions also considering opportunities around industrial hemp; thus, the potential for significant and extensive applicability and growth around many of Virginia's rural communities may be possible through this effort.

3. Identify the project's goals, approach, and outcomes. Why is this project a priority for the region?

Goals:

- I. Economic landscape analysis for industrial hemp in Region 8
- II. Agriculture and processing data collection and analysis
- III. Information repository, dissemination, and network development
- IV. Coordinate efforts between JMU, VT, VSU, VCU, UVA, and other hemp related entities

Approach:

- I. Economic Landscape Analysis
 - Examine the current economic state of the industrial hemp market
 - Determine profitability (ROI)
 - Scenario analysis for unpredictable emerging markets
- II. Agriculture Data Collection
 - Identify and solicit experience from regional growers and processors
 - Compile, analyze, and share successes, challenges, and opportunities for future research
 - Develop network of practitioners to inform cultivation and processing practices
- III. Information Dissemination and Network

- Develop and host a web-based information sharing portal to connect researchers with the practitioner community
- Host regular “town hall” and focus group meetings to refine, review, and align findings with practitioner experiences
- Publish economic scenario analysis report

Outcomes:

- Agricultural Report and recommendations
- Economic Report and recommendations
- Public access to a clearinghouse of data through a JMU provided web portal
- Continued and enhanced partnership between Industrial Hemp stakeholders including collaborations in research and marketing

4. Describe the project timeline and the specific project milestones that will be used to track project progress.

The project period begins immediately following the GO Virginia award, and will run from March 6, 2020 until October 16, 2020. A detailed timeline of milestones is broken down into Economic Research and Agricultural Research below:

Economic Research Timeline:

Timeline	Tasks
April 6 – 24, 2020	• Coordinate and arrange travel, round tables, and interviews to be conducted in May 2020. • Collaborate with Commonwealth partners, locality representatives, and regional producers and processors to coordinate research approach and questions. • Obtain access to and review prior industrial hemp literature and economic studies from the U.S. and globally.
May 4-29, 2020	• Conduct primary research interviews and data gathering, to include: ○ Locality round tables with producers, processors, and purchasers about needs and opportunities; ○ Economic Development Authorities and Planning Commissions to identify challenges, concerns, and experiences; ○ Localities outside of the Commonwealth with developing industrial hemp economies, to include KY, NC, CO, and Canada. • Conduct surveys of regional producers, processors, and buyers (to align with VDACS/VT activity surveys) to inform as-is state of hemp market in the region and production capacity.

	Identify predominant market forces, potential buyers, and sources of potential volatility in the extract, seed, grain, and fiber markets.
June 1 – July 3, 2020	- Compile and analyze results of interviews and surveys to develop an as-is inventory and assessment of the current regional industrial hemp market. - Conduct follow-up interviews and data gathering as needed - Publish a draft of the as-is analysis and request review and feedback (available through a dedicated website).
July 6 – July 31, 2020	- Conduct a variety of scenario analysis for industrial hemp market potential based on as-is market results and opportunities considering “worst-case,” “as-is,” “moderate growth,” and “strong growth” conditions. - Identify the needs and triggers associated with the various scenarios (gaps, opportunities, risks, potential strategies that enhance favorability for positive growth) – all while recognizing that forecasting an emerging market is not predictable.
August 3-31, 2020	- Publish draft scenario analysis on the dedicated website. - Present economic (as-is and scenario) analysis to regional constituents (via round-tables, presentations to locality partners, producers). - Solicit feedback on the report and analysis through interviews, roundtables and surveys. - Solicit and identify potential actions to address/overcome market barriers.
September 1-30, 2020	- Incorporate feedback into reports, including opportunities/actions to address/enhance outlook for industrial hemp in the region. - Conduct final/follow-up feedback sessions and refine final report.
October 1 – 16, 2020	Finalize and publish report to all stakeholders involved with the process – release and make publicly available through website.

Agricultural Research Timeline:

Timeline	Tasks
March 16 – April 24, 2020	- Conduct initial interviews with regional stakeholders (growers, processors, buyers, regional councils, VDACS, agricultural extension) regarding prior experiences, successes, challenges, and concerns. - Organize round-table event with economic development and regional commissions to ascertain policy, regulatory, concerns to be investigated, etc. - Conduct and compile research and trade literature survey of cultivation practices, pest control, harvesting approaches, and/or processing (as it pertains to stated concerns and needs). Identify

	how published studies and results are relevant to cultivation and processing in the region. • Coordinate research questions and identify opportunities for regionally appropriate studies with the statewide Industrial Hemp Research Collaboration group. • Survey regional growers to inventory prior cultivation strategies, experiences, results, and planned experiments for upcoming growth season.
May 4 - 29, 2020	• Continue preliminary literature survey. • Develop and distribute surveys (or conduct follow-up interviews) to collect prior experiences, successes, and challenges with cultivation and processing. Identify and encourage sharing of plans, including seed/seedling purchase, price, anticipated yield, identified buyers or use, etc. • Host grower and producer round-table event to: ○ Discuss research plans and experiences; ○ Continue building network of practitioners; ○ Introduce information sharing website/resource and encourage sharing of results and enhanced connectivity with the grower/producer community in the region; ○ Share JMU/state/national research plans and prior results with the practitioner community. • Conduct regular farm site visits to document planting approaches and early growth results. Share early season experiences with the community.
June 1 – July 3, 2020	• Continue collection and analysis of regional practitioner community surveys, making preliminary study results available to the community for discussion and input. • Continue literature surveys, tailoring search and review to address needs expressed by regional partners/community. • Conduct regular farm site visits to document growth results, weed load, growing conditions, observed pests, quality, etc. Share results with broader practitioner community to identify emerging challenges and observations. Assess consistency of observations and intervening factors.
July 6 – July 31, 2020	• Share draft literature review and results of ongoing regional partner studies (to-date). • Conduct regular farm site visits to document growth results, weed load, growing conditions, observed pests, quality, etc. Share results with broader practitioner community to identify emerging challenges and observations. Assess consistency of observations and intervening factors.
August 3-31, 2020	• Publish update of literature review survey and preliminary results/observations from regional practitioners for input and review.

	• Continue regular site visits to observe growth, assess harvest/process quality, yield, etc. Share results with broader practitioner community to identify emerging challenges and observations. Assess consistency of observations and intervening factors.
September 1-30, 2020	• Conduct survey of cultivation and production experiences, yield, quality, sales, successes, and challenges for inclusion in 2020 regional season report. • Host regional industrial hemp field day to showcase the practitioner community, share lessons learned, identify emerging opportunities, and identify directions for future work, collaboration, etc.
October 1 – 16, 2020	• Finalize and publish finding for all stakeholders, to include: ○ Summary of published research findings with relevancy to regional interests (cultivars, cultivation strategies, harvest strategies, pest management, factors influencing fiber/seed/grain/forage quality); ○ Relation of literature survey to observations throughout 2020 and prior growing seasons in the Shenandoah Valley; ○ Results/observations of studies conducted by others in the Commonwealth Industrial Hemp Research group; ○ Successes and challenges to address for hemp cultivation in the region, with suggestion for additional/follow-on research studies. • Identify opportunities for follow-on research partnerships and potential funding sources.

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Steven L. Rosenberg Phil Trayer
Item #	8	
Ordinance #		
Department:	City Manager Finance Department	
Council Vision:	Responsible, Efficient Government	
Subject:	Review and Approval of FY2021 Budget Calendar	

Background: The FY2021 draft budget calendar is attached for your review. Council is asked to review the calendar and suggest changes that may better accommodate the schedules of Council members. Please consult your personal calendars for possible schedule conflicts.

Attachment: FY2021 Budget Calendar

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

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY OF STAUNTON, VIRGINIA

FY 2021 BUDGET SCHEDULE

STAUNTON CITY SCHOOLS		CITY OF STAUNTON		
	School Budget Schedule		City Budget Schedule	
Budget Call/Notice	October 1, 2019	Budget Call/ Notice	October 7, 2019	
Budget Submission from Schools	November 5, 2019	Budget Submission from Departments	December 4, 2019	
Budget Discussions with Schools/Leadership Team Staff/ Principals	November- December, 2019	Budget Notice to Outside Agencies	December 13, 2019	
School Budget Online Survey	December 2018 - February 2019			
Governor's Budget Presentation	December 17, 2019	Governor's Budget Presentation	December 17, 2019	
Letters of Intent for Employment	January 8, 2020	Budget Submission Requests from Outside Agencies	January 7, 2020	
Preliminary Budget Discussion with School Board	January 13, 2020	Budget Discussions with Departments	December 2019- February 2020	
School Budget Public Forum #1 - City Council Chambers	January 13, 2020	City Manager / School Superintendent /Finance Review	February 5, 2020	
School Budget Public Forum #2- High School Gym Foyer	January 14, 2020	City Manager Review	February 7-14, 2020	
School Budget Public Forum #3- High School Gym Foyer	January 17, 2020			
School Leadership Team Budget Discussion	January 29, 2020	City Council and School Board Joint Meeting	February 13, 2020	5:30 PM
		Advertisement - Public Hearing- Reassessment Proposed Tax Rate Increase	February 27, 2020	
School Superintendent/City Manager/ Finance Review	February 6, 2020	City Budget Complete	March 13, 2020	5:30 PM
School Board Meeting - Budget Update	February 10, 2020	Budget Presentation to City Council- Worksession	March 26, 2020	5:30 PM
School Board and City Council Joint Meeting	February 13, 2020			
		Introduction of Total Budget Ordinance for City and Schools	March 26, 2020	7:30 PM
School Public Hearing Legal Notice	February 20, 2020	Public Hearing- Proposed Tax Rate	March 26, 2020	7:30 PM
School Budget Presentation to School Board and Public Hearing	March 2, 2020	Advertisement for Proposed Budget Ordinance - Public Hearing	April 2, 2020	
School Board Budget Adoption	March 9, 2020	City Council Budget Worksession	April 2, 2020	5:30 PM
School Budget Submitted to Council	March 26, 2020	Budget Worksession- School Board/ City Council- School Budget	April 9, 2020	5:30 PM
Budget Worksession - School Board/City Council- School Budget	April 9, 2020	Budget Public Hearing (all budget ordinances)	April 9, 2020	7:30 PM
School Board Meeting - Budget Update	April 13, 2020	City Council Budget Worksession	April 16, 2020	5:30 PM
		City Council Budget Worksession	April 23, 2020	5:30 PM
Adoption of School Budget	April 23, 2020	Adoption of City Budget	April 23, 2020	7:30 PM

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Member: Phil Trayer
Item #	9	
Ordinance #		
Department:	Finance	
Council Vision:	Responsive, Efficient Government Built Environment	
Subject:	Capital Improvement Plan FY2020—FY2024	

Background: Chief Finance Officer Phil Trayer will provide a review of the annual update to the Capital Improvement Plan (CIP) for all City funds and the Education Fund. City and School Board staff updated the plan to review existing projects and revise projects, and to include new projects.

The plan was presented initially to City Council at its work session on January 9, 2020, with additional review and discussion planned for work sessions on January 23, and February 13, 2020.

The School Board reviewed the school capital projects on December 9, 2019, and adopted the School CIP on January 13, 2020.

An overview of the plan was presented to the Planning Commission on December 19, 2019, and a public hearing was conducted at the Planning Commission's meeting on January 16, 2020. Subsequent to the public hearing, the Planning Commission approved the CIP on a unanimous vote.

Final consideration of the CIP is scheduled for City Council on February 13, 2020.

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

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY OF STAUNTON, VA CAPITAL IMPROVEMENT PLAN FY2020 - FY2024

DRAFT PLAN December 19, 2019



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

**CAPITAL IMPROVEMENT PLAN
FY 2020 - FY 2024**

STAUNTON PLANNING COMMISSION

CHAIRMAN

APPROVAL DATE

Attest:

CITY COUNCIL

MAYOR

APPROVAL DATE

Attest:

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

TOTAL CIP PLAN		FY2020	FY2021	FY2022	FY2023	FY2024	PROJECTS NOT SCHEDULED/NOT FUNDED
GENERAL FUND	\$ 150,229,370	\$ 4,801,680	\$ 5,766,050	\$ 12,789,050	\$ 11,721,020	\$ 4,877,050	\$ 110,274,520
STAUNTON CITY SCHOOLS	\$ 20,900,000	\$ 425,000	\$ 1,050,000	\$ 3,125,000	\$ 650,000	\$ 650,000	\$ 15,000,000
WATER FUND	\$ 45,095,000	\$ 150,000	\$ 355,000	\$ 7,145,000	\$ 1,125,000	\$ 6,900,000	\$ 29,420,000
SEWER FUND	\$ 6,777,000	\$ 787,000	\$ 330,000	\$ 325,000	\$ 450,000	\$ 450,000	\$ 4,435,000
STORMWATER FUND	\$ 24,155,291	\$ 50,000	\$ 1,200,000	\$ 650,000	\$ 1,300,000	\$ 995,375	\$ 19,959,916
PARKING FUND	\$ 1,688,000	\$ 250,000	\$ 38,000	\$ 250,000	\$ 550,000	\$ 600,000	\$ -
TOTAL CIP PLAN \$ 248,844,661		\$ 6,463,680	\$ 8,739,050	\$ 24,284,050	\$ 15,796,020	\$ 14,472,425	\$ 179,089,436

5 YEAR PLAN= \$ 69,755,225

OVERVIEW

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

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

CAPITAL IMPROVEMENT PLAN REVENUE SOURCES:

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

General Fund Unassigned Balance

General Obligation Bonds

State and Federal Grants/Cost Share Agreements

Fund Balance/Reserve Policy, Adopted May 26, 2011

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

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

City Council Policy #5, Adopted October 12, 1989

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

CAPITAL IMPROVEMENT PLAN BUDGET POLICY

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

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

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

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

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

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

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

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

FINANCIAL MANAGEMENT POLICY

City of Staunton, Virginia

Capital Improvement Plan Policy

Adopted: January 25, 2018



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

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

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

THE LEGAL BASIS FOR THE CIP

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

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

ANNUAL CAPITAL BUDGET

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

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

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

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

THE CIP REVIEW TEAM

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

THE CIP PROCESS

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

1. preserve the City's past by investing in the upgrade of assets and infrastructure;
2. protect the present with improvements to City facilities, based on an analysis of costs of repair versus costs of replacement;
3. plan for future facilities and infrastructure that considers the annual cost for new service demands as a result of community growth or facilities and services that provide new or improved quality of life for all citizens; and
4. allow for flexibility to take advantage of economic opportunities that provide for public or private capital investment.

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

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

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

CRITERIA FOR EVALUATING CAPITAL PROJECTS

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

1. The CIP shall execute the goals and objectives of the Comprehensive Plan adopted by City Council.
2. The development of the CIP shall be guided by the principles of lifecycle planning to ensure that long-term maintenance, renewal and replacement requirements are adequately addressed to protect the City's investment and maximize the useful life of facilities.
3. The CIP shall include major equipment and facilities, defined as, all fixed installations constructed and/or maintained with public funds, including buildings and structures, utilities and related improvements that have a useful life greater than 10 years.
4. The CIP shall include the fiscal impact of each project to include the total cost of the project and the annual maintenance and operating costs.
5. The CIP shall support the City's efforts to promote economic vitality and a high quality of life.
6. The CIP shall support the City's efforts to encourage the development of affordable and effective multi-use public facilities, as feasible.
7. The CIP shall be developed to provide facilities that are cost-effective, consistent with appropriate best practice standards, community standards, feasibility, and expectations of useful life.
8. The City shall endeavor to execute the projects as approved and scheduled in the CIP. Value engineering principles shall continue to be applied to appropriate capital projects. Changes in project scope, cost and scheduling shall be subject to close scrutiny.

CRITERIA FOR SCHEDULING CAPITAL PROJECTS

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

1. Project Urgency

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

2. Project Readiness

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

3. Project Phasing

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

4. Planning Questions

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

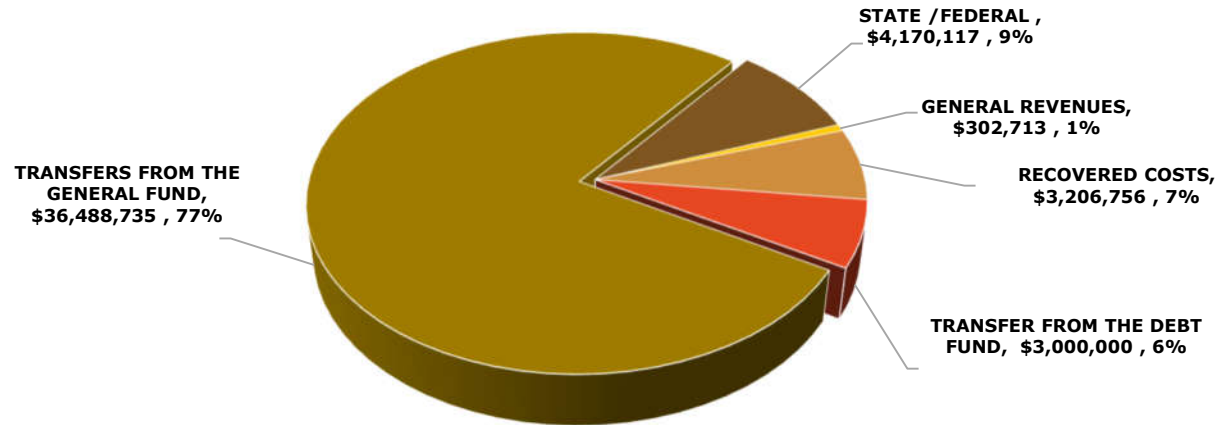
CAPITAL IMPROVEMENT PLAN SCHEDULE

October 16, 2019 @ 1:30 pm	CIP Committee meeting, Planning Conference Room
October - December 2019	Staff review and development of the proposed Capital Improvement Plan. All existing projects to be analyzed, estimated costs updated, and new proposed projects prioritized based on City needs or anticipated changes in the City's needs based on population changes, economic changes, infrastructure projects, etc.
December 9, 2019	Presentation and discussion of the DRAFT School Capital Improvement Plan -School Board work session.
December 19, 2019	Presentation and introduction of the DRAFT Capital Improvement Plan to the City Planning Commission.
January 9, 2020	Presentation and discussion of the DRAFT Capital Improvement Plan with City Council of any project, funding proposal, priority of any project, changes to the plan.
January 13, 2020	Adoption of the School Capital Improvement Plan by the School Board.
January 16, 2020	Public hearing and consideration and adoption of the CIP by the Planning Commission.
January 23, 2020	Discussion and continued review with City Council of any project, funding proposal, priority of any project, changes to the plan.
February 13, 2020	Adoption of the Capital Improvement Plan by City Council.

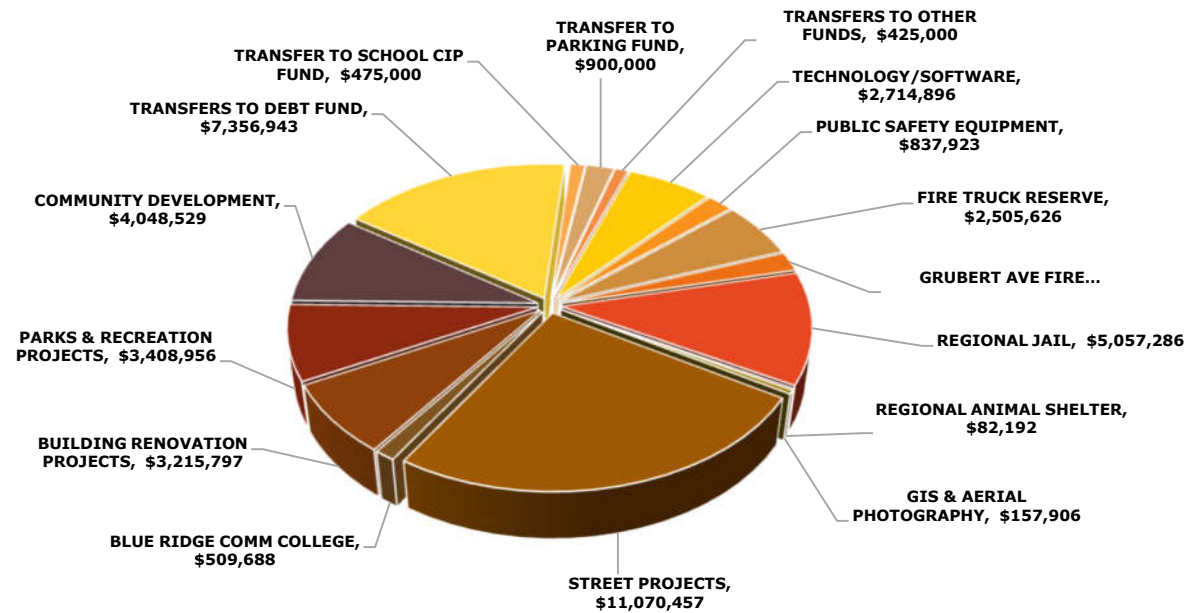
CIP COMMITTEE

Phil Trayer	Chief Financial Officer
Brad Wegner	School Budget Manager
Nickie Mills	City Engineer
Tom Sliwoski	Director of Public Works
Chris Tuttle	Director of Parks & Recreation
Rodney Rhodes	Senior Planner
Jim Williams	Police Chief
Scott Garber	Fire & Rescue Chief
Kurt Plowman	Chief Technology Officer
William Vaughn	Director of Economic Development
Leslie Beauregard	Assistant City Manager
Earl McCray	Staunton City Schools-Director of Operations
Tom Lundquist	Staunton City Schools-Director of Technology

**CITY OF STAUNTON GENERAL FUND CIP ACTUAL REVENUES
FY2004 - FY2020
\$47,423,621**



**CITY OF STAUNTON GENERAL FUND CIP ACTUAL EXPENDITURES
FY2004 - FY2020
\$42,584,034**



CITY OF STAUNTON
GENERAL FUND CIP REVENUES - FINANCIAL UPDATE (OCTOBER 31,2019)

FY 2004 - FY2020

	BUDGET	REVENUES TO DATE	BALANCE
<u>CIP GENERAL REVENUE</u>			
INTEREST INCOME	\$ 5,314	\$ 297,080	\$ (291,766)
MISCELLANEOUS REVENUE	4,950	5,633	(683)
RECOVERED COSTS-OPERATIONS	397,148	506,160	(109,012)
APPROPRIATION OF PRIOR YEAR FUND BALANCE	2,268,470	-	2,268,470
TRANSFER FROM DEBT SERVICE FUND	3,000,000	3,000,000	-
TRANSFER FROM THE GENERAL FUND	37,329,785	36,488,735	841,050
TOTAL GENERAL GOVERNMENT REVENUES	\$ 43,005,667	\$ 40,297,608	\$ 2,708,059
<u>CIP CAPITAL GRANTS AND CONTRIBUTIONS</u>			
RECOVERED COSTS- HEALTH DEPARTMENT BUILDING	\$ 24,530	\$ 17,840	\$ 6,690
TOTAL CIP CAPITAL GRANTS	\$ 24,530	\$ 17,840	\$ 6,690
<u>PUBLIC WORKS- CAPITAL/NON-CAPITAL GRANTS</u>			
COMMONWEALTH OF VIRGINIA-TRANSPORTATION	\$ 2,741,946	\$ 2,682,756	\$ 59,190
VABF GRANT	\$ 431,200	\$ -	\$ 431,200
RECOVERED COSTS-MONTGOMERY AVENUE	11,333	11,333	-
RECOVERED COSTS- SEARS HILL BRIDGE	150,168	150,168	0
COMM OF VA- PRIMARY EXTENSION PAVING	1,430,173	455,673	974,500
COMMONWEALTH OF VIRGINIA- MISCELLANEOUS AID	102,273	97,299	4,974
RECOVERED COSTS- COCHRAN PARKWAY	1,883,747	1,860,887	22,860
FEDERAL GOV'T- MISCELLANEOUS	105,931	105,931	(0)
FEDERAL - SAFE ROUTES TO SCHOOL GRANTS	2,270,339	681,732	1,588,607
STATE/ FEDERAL GOV'T -CENTRAL AVENUE	289,237	12,729	276,508
TOTAL PUBLIC WORKS CAPITAL/NON-CAPITAL GRANTS	\$ 9,416,347	\$ 6,058,509	\$ 3,357,838
<u>PARKS & RECREATION NON-CAPITAL GRANTS</u>			
STATE AID-VDOT FUNDS	\$ 25,000	\$ 24,219	\$ 781
STATE AID-MISCELLANEOUS SLAF LAKE TAMS	210,978	210,978	-
TOTAL PARKS & RECREATION GRANTS	\$ 235,978	\$ 235,197	\$ 781
<u>COMMUNITY DEVELOPMENT CAPITAL GRANTS</u>			
COMM OF VA FRONTIER CENTER	\$ 100,000	\$ 100,000	\$ -
COMM OF VA- RR SMITH CENTER FUNDS	459,167	459,167	-
TOTAL COMMUNITY DEVELOPMENT GRANTS	\$ 559,167	\$ 559,167	\$ -
TOTAL CIP FUND REVENUES	\$ 53,241,689	\$ 47,168,321	\$ 6,073,368
	\$ -		
<u>TRANSFERS FROM THE GENERAL FUND</u>			
FISCAL YEAR 2003	\$ 479,317		
FISCAL YEAR 2004	\$ 545,747		
FISCAL YEAR 2005	\$ 1,387,431		
FISCAL YEAR 2006	\$ 2,935,405		
FISCAL YEAR 2007	\$ 3,047,527		
FISCAL YEAR 2008	\$ 841,518		
FISCAL YEAR 2009	\$ 3,033,591		
FISCAL YEAR 2010	\$ 2,736,358		
FISCAL YEAR 2011	\$ 3,513,820		
FISCAL YEAR 2012	\$ 2,210,000		
FISCAL YEAR 2013	\$ 2,452,004		
FISCAL YEAR 2014	\$ 3,052,170		
FISCAL YEAR 2015	\$ 2,557,305		
FISCAL YEAR 2016	\$ 1,873,392		
FISCAL YEAR 2017	\$ 1,641,050		
FISCAL YEAR 2018	\$ 791,050		
FISCAL YEAR 2019	\$ 691,050		
FISCAL YEAR 2020	\$ 841,050		
TOTAL TRANSFERS FROM THE GENERAL FUND	\$ 34,629,785		

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2019
FY 2004 - FY2020

	BUDGET	EXPENDITURES	BALANCE
GENERAL GOVERNMENT ADMINISTRATION			
FINANCIAL SOFTWARE	\$ 1,482,374	\$ 1,273,429	\$ 208,946
INFORMATION TECHNOLOGY EQUIPMENT	265,210	252,877	12,333
FIBER LOOP PROJECT	1,188,591	1,188,591	0
TOTAL GENERAL GOVERNMENT ADMINISTRATION	\$ 2,936,175	\$ 2,714,896	\$ 221,279
PUBLIC SAFETY EQUIPMENT/PROJECTS			
E911 TELEPHONE EQUIPMENT	\$ 102,166	\$ 102,166	\$ (0)
E911 CALL HANDLING EQUIPMENT	102,273	97,299	4,974
E911 RECORDING EQUIPMENT	150,000	150,011	(11)
FIRE STATION -GRUBERT AVENUE	857,779	857,778	1
FIRE TRUCK RESERVE	1,704,383	2,505,626	(801,243)
RADIO NARROWBAND PROJECT	500,000	488,447	11,553
REGIONAL JAIL RESERVE	5,376,286	5,057,286	319,000
REGIONAL ANIMAL SHELTER	125,000	82,192	42,808
TOTAL PUBLIC SAFETY PROJECTS	\$ 8,917,887	\$ 9,340,805	\$ (422,918)
ENGINEERING PROJECTS			
ENGINEERING AERIAL PHOTOGRAPHY	\$ 141,440	\$ 141,440	\$ -
GIS SYSTEM	16,468	16,466	2
TOTAL ENGINEERING PROJECTS	\$ 157,908	\$ 157,906	\$ 2
STREET PROJECTS			
STREET IMPROVEMENT PROJECTS	\$ 1,722,641	\$ 1,610,550	\$ 112,091
URBAN STREET CONSTRUCTION 2% MATCH RESERVE ACCOUNT	307,185	1,057	306,128
URBAN STREET CONSTR 2% MATCH-CHURCHVILLE AVE	479,293	464,338	14,955
KALORAMA ST PROJECT	109,194	109,193	1
BOWLING STREET BRIDGE	335,592	335,592	(0)
HAILE STREET BRIDGE	322,955	322,955	(0)
MONTGOMERY AVENUE ROAD EXTENSION PROJECT	813,729	813,729	0
SEARS HILL BRIDGE COMMUNITY FOUNDATION ACCOUNT	170,875	170,875	0
SAFE ROUTES TO SCHOOL - SHELburne/ WARE SCHOOL	100,362	100,361	1
SAFE ROUTES TO SCHOOL- MCSWAIN SCHOOL	353,440	353,440	0
STATLER /RICHMOND RD -VDOT PROJECT GRANT-CITY MATCH	50,000	-	50,000
RICHMOND RD /GREENVILLE-VDOT PROJECT GRANT-CITY MATCH	35,000	-	35,000
CENTRAL AVENUE STREETScape-FEDERAL PROJECT	2,167,585	256,668	1,910,917
CENTRAL AVENUE STREETScape-CHESAPEAKE BAY GRANT	75,000	75,000	-
NEW SIDEWALKS	700,000	-	700,000
STATE ROUTE 1426 VDOT REVENUE SHARING PROJECT	2,110,000	1,789,303	320,697
BESSIE WELLER SAFE ROUTE TO SCHOOL GRANT	459,838	19,652	440,186
RICHMOND RD/COCHRAN PARKWAY	2,883,747	2,860,887	22,860
BRICK SIDEWALK PROJECTS	500,000	85,162	414,838
VDOT PRIMARY EXTENSION PAVING	1,430,173	1,396,920	33,253

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2019
FY 2004 - FY2020

	BUDGET	EXPENDITURES	BALANCE
MARTIN LUTHER KING JR MEMORIAL SIGN	41,450	40,940	510
PUBLIC WORKS EQUIPMENT RESERVE	400,000	263,834	136,166
RT 11 / COMMERCE ROAD INTERSECTION	50,000	-	50,000
TOTAL STREET PROJECTS	\$ 15,618,059	\$ 11,070,457	\$ 4,547,602
EDUCATION			
BLUE RIDGE COMMUNITY COLLEGE	\$ 509,698	\$ 509,688	\$ 10
LEE HIGH SCHOOL PROJECT	900,000	-	900,000
TOTAL EDUCATION	\$ 1,409,698	\$ 509,688	\$ 900,010
BUILDING MAINTENANCE PROJECTS			
CITY HALL ROOF REPLACEMENT	\$ 165,306	\$ 85,306	\$ 80,000
ART CENTER WALL REPAIR	310,481	196,481	114,001
CITY HALL FLOOR REPAIR	66,140	36,140	30,000
ENERGY SAVINGS PROJECT	1,480,181	1,480,181	-
MHP MOLD REMEDIATION	69,200	69,199	1
BUILDING MECHANICAL SYSTEMS	241,981	242,361	(380)
HEALTH DEPARTMENT BUILDING RENOVATIONS	186,203	169,840	16,363
BOOKER T BUILDING	325,784	262,603	63,181
LIBRARY FACILITY STUDY	40,000	40,000	-
FIRE STATION ROOF REPLACEMENT	845,000	206,815	638,185
PUBLIC SAFETY BUILDING/SCHOOL STORAGE BUILDING	40,000	39,339	661
COCHRAN JUDICIAL CENTER	256,682	256,682	-
PUBLIC WORKS BUILDING MAINTENANCE RESERVE	400,000	130,850	269,150
TOTAL PUBLIC WORKS BUILDING PROJECTS	\$ 4,426,958	\$ 3,215,797	\$ 1,211,161
PARKS, RECREATION, CULTURAL			
FOOTBALL STADIUM IMPROVEMENTS	\$ 77,762	\$ 60,578	\$ 17,184
MHP SOCCER FIELDS	166,272	165,878	394
SKATEBOARD PARK	84,275	84,275	-
BOOKER T PLAYGROUND EQUIPMENT	40,418	20,209	20,209
GHP PLAYGROUND EQUIPMENT	93,402	93,402	-
MHP POOL BATHHOUSE REPAIRS	37,763	37,763	-
GHP QUARTERBACK CLUB RESTROOMS	70,000	70,000	-
MHP PLAYGROUND EQUIPMENT	90,000	90,000	-
GOLF COURSE IRRIGATION PROJECT	635,491	635,490	1
MONTGOMERY HALL PARK FIELD IMPROVEMENT	15,000	15,000	-
LANDSCAPE PLAN	156,354	153,069	3,285
GYPSY HILL PARK BANDSTAND REPAIRS	30,000	30,000	-
FIELDHOUSE PROJECT-FOOTBALL STADIUM	32,606	32,606	-
GHP POOL RENOVATIONS	500,000	492,565	7,435
LAKE TAMS PROJECT	382,637	382,637	-
LAKE TAMS PROJECT - SLAF	210,978	210,978	-

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2019
FY 2004 - FY2020

	BUDGET	EXPENDITURES	BALANCE
GHP DUCK POND	76,106	76,106	-
MHP BATHROOM/ POOL	275,000	274,317	683
MOXIE STADIUM LIGHTING	52,055	52,055	-
STATLER BROTHERS TRIBUTE	29,030	29,030	-
GHP FENCE	71,115	71,115	-
GREENWAYS PROJECT	300,000	-	300,000
FOOTBALL STADIUM ADA IMPROVEMENTS	100,000	87,682	12,318
GHP RESTROOM REPLACEMENT	350,000	-	350,000
GHP TOT PLAYGROUND	75,000	40,000	35,000
TOTAL PARKS, RECREATION, CULTURAL	\$ 3,951,264	\$ 3,204,755	\$ 711,509
LIBRARY			
LIBRARY AUTOMATION SYSTEM	\$ 204,201	\$ 204,201	\$ -
COMMUNITY DEVELOPMENT PROJECTS			
RR SMITH CENTER PROJECT	\$ 609,167	609,167	\$ -
PERFORMING ARTS CENTER	100,000	100,000	-
WOODROW WILSON PRESIDENTIAL LIBRARY	100,000	100,000	-
SHENANARTS	8,333	8,333	-
COUNTY COURTS PROJECT	177,453	99,060	78,393
CORRIDOR OVERLAY INCENTIVES	25,000	1,350	23,650
ECONOMIC DEVELOPMENT RESERVE	1,273,819	1,243,811	30,008
WESTERN STATE HOSPITAL DEVELOPMENT	595,434	595,434	-
STAUNTON CROSSING DEVELOPMENT	3,456,200	940,489	2,515,711
ENTERPRISE ZONE PROGRAM	55,000	21,823	33,177
ENTERPRISE ZONE PROGRAM- CADENCE	175,000	141,011	33,989
ENTERPRISE ZONE PROGRAM- CARDED GRAPHICS	130,521	100,000	30,521
FRONTIER CULTURE GRANT PROJECT	100,000	88,051	11,949
TOTAL COMMUNITY DEVELOPMENT	\$ 6,805,927	\$ 4,048,529	\$ 2,757,398
TRANSFERS TO OTHER FUNDS			
TRANSFER TO THE GENERAL FUND -HOTEL DEBT	\$ 600,000	\$ 600,000	\$ -
TRANSFER TO THE TROLLEY FUND -TROLLEY PURCHASE	25,000	25,000	-
TRANSFER TO DEBT SERVICE SINKING FUND	6,756,943	6,756,943	-
TRANSFER TO THE PARKING FUND	900,000	900,000	-
TRANSFER TO BOND CONSTRUCTION	400,000	400,000	-
TRANSFER TO SCHOOL CIP FUND	475,000	475,000	-
TOTAL TRANSERS TO OTHER FUNDS	\$ 9,156,943	\$ 9,156,943	\$ -
CIP PROJECTS RESERVE -UNDESIGNATED PROJECTS	\$ 229,657	-	\$ 229,657
TOTAL GENERAL FUND CIP EXPENDITURES	\$ 53,814,678	\$ 43,623,978	\$ 10,155,699

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

A. OPEN SPACE/ENVIRONMENT

- 1. Conserve open space and protect the remaining environmentally sensitive areas in the Staunton-Augusta-Waynesboro region before they are faced with development pressures.**
 - a. Encourage developers to designate open space and environmentally sensitive areas first and then design developments around those elements.
 - b. Encourage and/or provide incentives for useable open space to be included in all existing and new developments.
 - c. Encourage appropriate use of agricultural-forestal districts.
 - d. Support efforts to preserve Betsy Bell and Mary Grey mountains. Enhance use of the public area at Betsy Bell and look into the feasibility of conservation easements for both Betsy Bell and Mary Grey.
 - e. Limit water and sewer access in areas slated for preservation and open space.
 - f. Support development of greenways in the City (especially along streams and creeks).
 - g. Work with organizations, agencies, and neighboring localities within the Staunton- Augusta-Waynesboro Region to:
 - i. Develop a regional inventory of environmentally sensitive areas which includes recovery or mitigation of environmentally sensitive areas already affected by development.
 - ii. Promote strong land conservation and direct development towards existing developed or designated growth areas through creation of compatible ordinances within the region.
 - iii. Continue efforts to address stormwater management.
 - iv. Begin planning for conservation of viewsheds and open space along both sides of Rt. 262.
 - v. Promote practices that preserve Lewis Creek as a natural asset to the region.
 - h. Discourage further development in the floodplains.
 - i. Follow the suggestions and implement the recommendations of the Central Shenandoah Valley's Regional All Hazards Mitigation Plan, paying particular attention to those elements directly related to Staunton.

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(In No Particular Order)

Adopted 02-23-2012

- j. Protect and enhance streams and creeks in and around the City, including Lewis Creek, Asylum Creek, Gum Springs Branch, and Poague Run. Activities may include:
 - i. Monitor and improve the water quality. Utilize both public sector and volunteer resources.
 - ii. Organize volunteer litter clean-ups and encourage participation in the "Adopt- a-Stream" program.
 - iii. Educate public officials and the citizenry as to the roles that streams and creeks have played in the historical and economic development of the City and surrounding area. Examine ways to embrace them as economic and physical assets.
 - iv. Pursue potential development of nature observation stations along the stream and creek corridors.
 - v. Undertake riparian restoration where needed. Also encourage landowners to take advantage of cost-share programs for native tree and shrubs plantings along stream and creek corridors running through private lands.
 - vi. Work with Lewis Creek Watershed Advisory Committee to develop a citywide watershed recognizability program. Such as a standard "guard rail" at all stream crossings to draw residents attention to the presence of the streams passing below the road.
- k. Identify environmentally sensitive areas and assets for Staunton and develop plans for protecting these areas.
- l. Encourage identification and remediation of environmentally compromised areas of the City.

2. Encourage sustainability and conservation practices.

- a. Promote and support energy conservation.
- b. Seek alternative energy sources for buildings such as geothermal, green roofs, and water turbines.

B. COMMUNITY CHARACTER

- 1. Enhance the physical attractiveness of the City through a broad program addressing lighting, signage, and litter control; tree plantings and landscaping; and architecturally appropriate design standards for buildings or structures fronting corridors and thoroughfares.**
 - a. Support enhancement and priority implementation of the City's Master Landscaping Plan - especially along entrance corridors and the pedestrian network.

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(In No Particular Order)

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- b. Support increased landscaping of school grounds.
- c. Develop a homeowner landscaping and stormwater management education program to demonstrate the potential for beautification of neighborhoods, as well as environmental and financial advantages of landscaping. Along with education, provide planning assistance, design advice, and incentives for property owners' landscaping improvements.
- d. Work aggressively to prevent and control litter, through an extensive public education campaign demonstrating the environmental, health, and financial costs to taxpayers caused by littering.
- e. Seek ways to control light pollution. Examples may include, but are not limited to:
 - i. Developing education and incentive programs that highlight the environmental, health, and financial benefits of controlling light pollution and encourage appropriate light design and fixtures.
 - ii. Conducting an assessment of all City-owned facilities, schools, parks, and sports facilities to develop a plan for shielding and/or retro-fitting inappropriate lighting fixtures in order to reduce light trespass, up-lighting, and glare. Promote more energy efficient light sources. Begin shielding city street drop lighting fixtures until they can be retro-fitted with appropriate fixtures.
 - iii. Restricting light trespass from commercial and non-residential establishments onto residential properties. Encourage the shielding of commercial drop lighting until lighting can be retro-fitted with appropriate fixtures.
 - iv. Working with Dominion Virginia Power to supply more efficient, shielded dusk-to-dawn security lights for their customers.
 - v. Requiring appropriate lighting fixtures for all newly developed, redeveloped, or renovated commercial and public facilities. Working with lighting suppliers, contractors, and architects to use more energy efficient and appropriately designed lighting fixtures for their customers.
- f. Seek ways to control excessive pigeon, vulture, vermin, and deer populations.
- g. Continue to support, implement, and maintain an entryways and corridors overlay zone.

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

- a. Continue support for and cooperative efforts with the Historic Staunton Foundation.
- b. Continue City's emphasis on historic preservation and compliance with the historic preservation ordinance.

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

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- c. Educate the public on the long-term importance (quality of life, financial, etc.) of maintaining historic standards, despite the added levels of review and requirements.
- d. Assess performance, strengths, and weaknesses of the current historic districts ordinance. Identify opportunities for improvements in achieving desired goals in the most effective manner with the least burden for property owners and developers.
- e. Look to areas beyond the boundaries of the current historic districts for opportunities to add to the districts or to create new districts.
- f. The City, working with neighborhoods and the Historic Staunton Foundation, should identify properties throughout the City of historic or architectural significance - especially those along entrance corridors, thoroughfares, and in transitional neighborhoods.
- g. Support historic preservation and tourism efforts in the City's historic districts. The five historic districts are the Beverley Historic District, the Wharf Historic District, the Stuart Addition Historic District, the Gospel Hill Historic District, and the Newtown Historic District.
- h. Support research into the historic structures in the traditional black community of the Johnson Street Area and possible eligibility as a historic district.
- i. Study potential for a Valley Museum of African-American History to be located at the Booker T. Washington Community Center.
- j. Develop a revolving loan fund (publicly funded, privately funded by the community, or a public-private partnership) to purchase, rehabilitate, and/or resell historic properties whose owners are unwilling or unable to properly maintain the properties.
- k. Take steps to preserve the architectural character of older neighborhoods that may not be included under the "historical" category, but are equally important to the look and feel of the city, especially pre- and post-WWII neighborhoods.
- l. When developed, redeveloped, or renovated, require commercial and retail structures that adjoin residential areas to utilize architectural facades and site features that are consistent with and/or complementary to the surrounding neighborhood(s).

C. PLANNING

- 1. Encourage appropriate new development that is well-planned, compatible, and contributes to the resource base of the City.**
 - a. Promote the development of Planned Unit Developments and Planned Business Developments with mixed uses, higher densities, more compact designs, usable open space, and protection of viewsheds and environmental features.
 - b. Provide incentives for infill development.

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(In No Particular Order)

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- c. Require utilities in all new developments to be underground rather than overhead, where appropriate.
- d. Promote return of front porches and useable front yards. Examples may include, but are not limited to:
 - i. Encourage new residential parking structures and garages to be located to the side or rear of the home.
 - ii. Limit the number of houses in subdivisions with garages that protrude beyond the front building line.
 - iii. Encourage driveways and parking areas for single-family residential dwellings to terminate on the side or at the rear of houses, not in front (except on-street parking, where applicable).
- e. Educate the public, development community, local officials and staff on the principles and advantages of smart/good development (environmental, health, and financial) and of density and compact building options when properly planned in concert with public and private entities.
- f. Re-evaluate land use and zoning at Richmond Road and Frontier Drive extended to incorporate a mix of commercial, retail and light industrial uses.
- g. Work with the Frontier Culture Museum to encourage that the DeJarnette Property is developed in a manner compatible with Staunton's overall goals and objectives (i.e., architecturally appropriate designs and uses that complement the downtown efforts).
- h. Work with Augusta County to jointly plan the land uses along the Rt. 262 Loop, so that they are consistent with the goals and objectives of both localities; to minimize sprawl; to maintain limited access; and to ensure that residential areas adjoining the Loop do not become over-commercialized.
- i. Develop appropriate neighborhood-commercial service zones at the planned Springhill fly-over and at the Morris Mill Road interchange.
- j. Examine potential planned business uses for properties to the south and north of Rt. 250 West, where they meet Rt. 262.
- k. Work with the Virginia Department of Transportation to determine the appropriate location of additional access off Rt. 262.
- l. Develop a master plan for properties adjoining Rt. 262 both between I-81 and Rt.11 and between Rt. 11 and Springhill Road, including street access, utilities extensions, and appropriate land uses.
- m. Coordinate planning on corridors with efforts to promote quality of life and architectural character.

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(In No Particular Order)

Adopted 02-23-2012

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

- a. Use zoning tools, design guidelines, and neighborhood and stakeholder input to encourage a balanced mix of uses within neighborhoods, especially transition areas.
- b. Encourage appropriate at-home businesses in residential areas and small business owners "living where you work" in commercial and transitional mixed-use zones.
- c. Encourage residential use of upper floors in downtown and in commercial areas that adjoin neighborhoods.

D. NEIGHBORHOODS AND HOUSING

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

- a. Make restoration and development of a quality pedestrian network a key priority for capital project funding and implementation. Also, initiate an extensive maintenance and enhancement program for existing sidewalks (including repair, landscaping, weed control, street trees, planting strips, and appropriate lighting) and encourage the City to include sidewalk improvements as part of the annual Public Works budget.
- b. Require appropriately landscaped and sized sidewalks within all new developments or major redevelopments with established design, performance, and maintenance standards for sidewalks based on area density and proximity to primary pedestrian destinations.
- c. Create a Pedestrian Access Plan and expand the City's Sidewalk Plan;
 - i. Map the current location of all existing sidewalks and identify widths, conditions, maintenance needs, and access to destinations.
 - ii. Create an implementation schedule for the development of an interconnected pedestrian network.
 - iii. Encourage other types of access beyond pedestrian access.
 - iv. Improve the continuity of sidewalks, pedestrian, and other forms of access throughout the City to improve the transition through neighborhoods and other parts of the City.

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(In No Particular Order)

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- d. Include "walkability" as a primary design criteria for all new public and private development and redevelopment projects.
- e. Begin a program to make existing, high-density neighborhoods that surround primary destinations more "pedestrian friendly" and make the destinations more accessible to residents of those neighborhoods.
- f. Maximize the safety of students utilizing the school "walk-zone" and encourage and enable walking to school through such programs as "Safe Routes To School".
- g. Complete the pedestrian corridor on Churchville Avenue to connect Downtown to Gypsy Hill Park.
- h. Pursue public safety efforts that ensure neighborhood streets along the pedestrian network are as safe as possible from high speed traffic and crime.
- i. New developments should be integrated into the surrounding neighborhood by requiring the connection of new roads to existing roads of the adjoining neighborhood if at all possible. Avoid cul-de-sacs & isolated neighborhoods if at all possible.
- j. Promote a mix of apartment houses, townhouses, duplexes with shops, small parks, offices, etc.

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

- a. Work with agencies and the development community to identify ways to best maintain ample housing choices and affordability without concentrating lowest and highest income levels in one area.
- b. Limit the further breaking up of existing single family homes into multi-unit structures, while also promoting the development and use of accessory dwelling units (such as separate entrance basements, attics, over garages) where the owner lives on premises in the primary dwelling unit.
- c. Encourage and facilitate development of apartments, condominiums, and townhouses for upper floors of downtown commercial buildings.
- d. Develop a city-wide housing plan that addresses housing issues at all levels, including affordable housing, blighted areas, historic restoration, and housing for the elderly.
- e. Encourage the City and the Redevelopment and Housing Authority to take a more active role in addressing housing needs throughout the city.
- f. Seek ways to encourage potential homebuilders to choose established neighborhoods for appropriate infill projects where infrastructure and services already exist.

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

E. REHABILITATION AND RE-USE

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

- a. Provide tools and incentives for private rehabilitation of all older structures, not just those in historical or blighted neighborhoods (e.g., grants, low interest loans, planning and design, environmental hazard abatement advice and assistance, rehab strategy, tax abatement).
- b. Review the Rehab Abatement Program to see how it could be revised to allow for less extensive rehabilitation (than is currently required) for the homeowner to benefit.
- c. Educate the public on how to economically and safely address potential environmental hazards (lead paint, asbestos, and mold).
- d. Develop a revolving loan fund (publicly funded, privately funded by the community, or a public-private partnership) to rehabilitate and/or redevelop properties that do not fit the criteria for the Block-By-Block or Habitat For Humanity programs.
- e. Work with faith-based and community organizations to provide for general upkeep of homes where residents are physically or financially unable to maintain the property.
- f. Maintain a prioritized inventory of potential projects that organizations or volunteers could perform for the benefit of a neighborhood or the City in general.
- g. Continue to apply for funding from state, federal, private, and non-profit programs for neighborhood improvements throughout the City.
- h. Emphasize proactive maintenance of existing structures and properties.

2. Revitalize blighted and vacant properties.

- a. Continue support for and expansion of rehabilitation programs.
For example:
 - 1. Block By Block
 - 2. Habitat For Humanity

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- b. Inventory vacant properties and buildings throughout the City and identify potential uses that could or would be viable with appropriate zoning changes.
- c. Encourage the City Treasurer to aggressively pursue the auction of tax delinquent or abandoned properties.
- d. Seek ways to address the issue of absentee landlords in blighted areas and aggressively encourage or require maintenance and upgrades of deteriorating properties.
- e. Develop a community partnership between public safety officials and residents to address issues of crime (particularly, drug dealing) in blighted neighborhood areas.

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

- a. Make neighborhood revitalization a high priority of the City.
- b. Develop plans and programs for retro-fitting existing single-use developments into walkable, mixed-use viable neighborhoods.
- c. Examine lot size, setback, and parking requirements for opportunities to improve flexibility in older neighborhoods and redevelopment areas.
- d. Encourage compatible, in-fill development on vacant lots.
- e. Encourage continued redevelopment of commercial brownfields areas.
- f. Develop a prioritized list of potential redevelopment opportunities. Provide planning and design assistance for potential investors and developers, as well as opportunities for public-private partnerships.
- g. Encourage compatible local businesses to locate within residential neighborhoods.
- h. Support efforts to improve and revitalize the business strip along West Beverley Street from Lewis Street to the intersection of West Beverley Street and Frederick Street at Thornrose Cemetery (Including mixed uses, where appropriate, on West Beverley from Jefferson to Thornrose).
- i. Support continued revitalization and redevelopment of the Johnson Street area.
- j. Support efforts to improve and revitalize the Central Avenue business corridor bounded by Lewis Street, Churchville Avenue, Augusta Street, and Frederick Street.

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- k. Support efforts to improve and revitalize the business strip along West Beverley Street from Thornrose Cemetery to the city limits.
- l. Encourage appropriate reuse of the large vacant structures throughout the City such as the Staunton Manor property on Rt. 250 west.

F. TRANSPORTATION AND PARKING

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

- a. Scale commercial parking requirements to typical use, rather than capacity use, by lowering the minimum level of parking required and limiting the total amount of hard surface parking permitted.
- b. Reduce parking requirements by allowing and promoting shared parking and dual use - especially for redevelopment, transitional areas, and planned mixed-use development.
- c. Require landscaping and a safe, user-friendly pedestrian network with designated walkways and crossings within commercial and public parking areas.
- d. Maintain incentives for retro-fitting excess hard surface commercial parking areas to landscaped areas.
- e. Where appropriate, move parking to side and rear of commercial and public buildings rather than the front.
- f. Examine ways to ensure maximum utilization of downtown parking garages and public lots.
- g. Consider extending local parking zones for neighborhoods adjoining Downtown. Minimize the cost and inconvenience of obtaining and using residential passes.
- h. Consider additional parking garages in the City.

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

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

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Adopted 02-23-2012

- b. Evaluate each new VDOT project from the standpoint of sidewalks, pedestrian safety, bicycle access, and the impact on existing neighborhoods before final design.
- c. Install traffic calming devices for heavily traveled thoroughfare streets that go through neighborhoods (example: Donaghe Street, Springhill Road, Grubert Avenue, Stuart Street, North Augusta) and streets going through school "walk-zones."
- d. Develop safe, designated street crossings and ingress/egress points so that pedestrians from adjoining high-density neighborhoods can walk to and from primary destinations (parks, schools, library, downtown, neighborhood commercial areas, etc.) without the need for short vehicle trips.
- e. Re-examine traffic routing patterns for opportunities in which through traffic might be dispersed or re-routed, rather than being concentrated through older, established neighborhoods.
- f. Maintain ways to provide tourists with easier access from Interstates 81 and 64 to downtown and traffic routing in and around the downtown area to ensure the best possible viewsheds for those entering the City's core.
- g. Collaborate with employers and neighboring localities to promote ride-sharing and at-home work options.
- h. Develop the Montgomery Avenue Connector Road.
- i. Maintain strong opposition to the Virginia Department of Transportation's proposed plan for a Service/Access Road Exit off I-81 for Staunton.
- j. Extend trolley routes and provide better information on schedules.
- k. Continue to make Staunton more bike-friendly by adding more bike racks, especially at trolley stops, creating more bike lanes especially as streets are built or widened, linking greenways with bike trails and paths, and reorienting sewer grates to make it easier for bikes to ride across.
- l. Pursue safe pedestrian networks in and between all neighborhoods.

G. PUBLIC SERVICE AND GOVERNMENT

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

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

a. Recreation:

- i. Provide appropriate facilities and programs to adequately meet the recreational needs of the general community.
- ii. Continue to support and provide facilities for active and passive recreation activities that provide opportunities for social interaction, including soccer, baseball, softball, football, basketball, swimming, skateboarding, rollerblading, crafts, knitting, and birdwatching.
- iii. Work with the local YMCA and similar organizations to provide joint programs and to supplement each other's offerings.
- iv. Maintain a wide variety of recreation programs for seniors.
- v. Continue to support the network of parks; small and large.

b. Public Safety:

- i. Closely monitor personnel and equipment needs of the public safety departments (police, fire, rescue) to ensure that an optimum level of public safety and protection is maintained for Staunton's citizens, homes, and businesses.
- ii. Continue and promote public safety education and prevention programs for police, fire, and rescue services in schools, neighborhoods, and other settings.
- iii. Develop a volunteer "Crime Watch" program for parks, public areas, and along the pedestrian network leading to and from destinations.
- iv. Develop a "Fire Watch" program for any areas of the city that border forested lands and have high potential for wildfires.
- v. Continue support for "closest to call" joint response agreement with Augusta County Fire Department.
- vi. Ensure that the City is prepared in the event of a natural disaster or terrorism here or in neighboring regions where it could significantly affect the City or its residents.

c. Schools:

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

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

- ii. Encourage the continued renovation and upgrade of existing, neighborhood-based schools.
- iii. Encourage more utilization of schools as neighborhood focal points and gathering centers for after hours and community activities when schools are not in session.
- iv. Study potential for utilizing school grounds and playgrounds as neighborhood "miniparks" on weekends and during summers when schools are out of session.
- v. Continue to capitalize on the excellent schools, colleges, and universities in the region to assist with the implementation of planning objectives. Utilize student interns and classes to conduct research; and seek input from professors and students in developing innovative options and in evaluating alternative approaches.

d. Library:

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

e. Social Services:

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

f. Utilities and Infrastructure:

- i. Discourage extension of water and sewer utilities into areas where they might promote the development of identified environmentally critical areas.
- ii. Continue to fund and seek funding for critical stormwater control facilities and flood mitigation activities.
- iii. Continue to require sidewalks and curb and guttering for all new developments and major renovations, but allow for flexibility in design, so long as the edge of the street is maintained and stormwater is controlled.
- iv. Make the City of Staunton a model of energy efficiency and renewable energy utilization. Encourage green initiatives and integrate emerging technologies.

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

- 2. Ensure that the regulatory and approval processes make it easier and more profitable to attract and maintain the type of development the community desires.**
 - a. Work with stakeholders (including developers, contractors, investors, real estate agents, architects, land surveyors, and bankers) to evaluate the regulatory and approval processes.
 - b. Develop zoning regulations and design goals in a graphical / pictorial format.

H. ECONOMIC DEVELOPMENT/TOURISM

- 1. Continue development of a vibrant and active downtown area with enhanced business and residential opportunities.**
 - a. Continue to support the Staunton Downtown Development Association and the downtown revitalization efforts.
 - b. Support efforts of Staunton Cultural Development Alliance, American Shakespeare Center, Woodrow Wilson Presidential Library, R.R. Smith Center for History and Art, Staunton Performing Arts Center, Frontier Culture Museum, and others to expand arts and cultural opportunities for Staunton's residents and visitors.
 - c. Encourage development and redevelopment that stimulates increased pedestrian activity in the downtown and adjoining transitional areas.
 - d. Promote outdoor dining, outdoor sales by downtown businesses, festivals, community gatherings, and other activities that encourage pedestrian activity and increase social interaction in the downtown area.
 - e. Pursue the establishment of more "basic services" businesses such as a grocery store, laundry, and pharmacy for residents of downtown and adjoining neighborhoods.
 - f. Pursue the establishment of more downtown businesses that cater to children and families.
 - g. Continue to educate commercial owners and potential business operators on the benefits available within enterprise zones.
 - h. Continue to work with the County of Augusta to pursue alternatives to maintain the Augusta County Court facilities in Downtown Staunton.
- 2. Aggressively pursue an economic development program that strengthens and broadens the City's economic base, with an emphasis on living wage opportunities desirable to the local citizenry.**
 - a. Support the goals of the City's Economic Development Plan, including:

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

- i. Short Term Priorities:
 - Destination retail
 - Tourism
 - White collar service businesses
 - Manufacturing (for industrial parks)
- ii. Long Term Priorities:
 - Workforce skill development
 - Development of higher paying jobs
 - Small business development
- b. Promote and fill the Green Hills Industrial Park and the Staunton Gateway.
- c. Work cooperatively with Augusta County and Waynesboro to achieve joint economic development goals.
- d. Continue to endorse the Central Shenandoah Valley's Regional Strategic Initiatives.
- e. Actively participate in the Shenandoah Valley Partnership, the Shenandoah Valley Technology Council, the Shenandoah Valley Workforce Investment Board, the Central Shenandoah Planning District Commission, and similar organizations that promote the economic health and well-being of Central Shenandoah Valley residents and businesses.
- f. Support the efforts of the Staunton Convention and Visitors Bureau, American Shakespeare Center, Woodrow Wilson Presidential Library, R. R. Smith Center for History and Art, Staunton Performing Arts Center, Frontier Culture Museum, and others to make Staunton and the surrounding area a tourism destination.
- g. Pursue development of key special projects including the Globe Theater, and the Staunton Performing Arts Center.
- h. Work cooperatively with Augusta County and Waynesboro, as well as the Shenandoah Valley Travel Association to achieve joint tourism goals.
- i. Support an agricultural processing plant in the area to give farmers a way to market and process farm products locally.
- j. Encourage medical and educational uses in the downtown area.
- k. Maintain support for a "green business" incubator located in Staunton.

City of Staunton
Comprehensive Plan - Priority Initiatives
(In No Particular Order)

Adopted 02-23-2012

3. Encourage a demographically diverse and growing population.

- a. Recruit a mix of young professionals, families, and recent retirees to Staunton.
- b. Develop incentives for young adults to return to the city after completing college or after starting a family.
- c. Capitalize on the financial resources and life experiences that new retirees bring to the City.
- d. Ensure adequate facilities and programs are available to support the City's older citizens.
- e. Empower Staunton's older citizens to remain active in the community. Encourage volunteerism, promote the hiring of seniors, and foster an Advisors Guild or Mentor Program in which retired persons share their knowledge and talents with young people.

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

- a. Promote and help groups like Community Involvement and Awareness, Rebuilding Augusta, Habitat for Humanity, as well as faith-based, civic, and service organizations to play key roles in neighborhood improvement and revitalization efforts - especially in older, established neighborhoods. Strongly encourage development of neighborhood and commercial associations, such as the Newtown Neighborhood Association and the Newtown Center Business Guild.
- b. Assist neighborhood groups in conducting "neighborhood visioning" exercises to design specific goals for neighborhoods and to identify area needs and desires.
- c. Bring the development community (including developers, investors, contractors, architects, real estate agents, bankers, and business owners), as well as other key stakeholders, into the neighborhood visioning processes for a private sector perspective on how neighborhoods might be developed, redeveloped, or rehabilitated.
- d. Hold joint meetings at least annually, or more often as needed, between Staunton, Augusta County, and Waynesboro Planning Commissions to identify regional solutions to common issues and objectives.

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2018 - 2019**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COSTS
PUBLIC SAFETY					
FIRE DEPARTMENT	* GF 2019	Fire Truck Replacement Reserve	\$ 200,000	Public Service and Government (Sec. G.1.b.i)	Annual Preventive Maintenance
PUBLIC WORKS					
<u>PUBLIC WORKS - STREET PROJECTS</u>					
URBAN STREET PROGRAM	* GF 2019	Virginia Department of Transportation (VDOT) Street Construction Projects -City Match Funds	\$ 50,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	* GF 2019	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
BRICK SIDEWALKS	* GF 2019	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
NEW SIDEWALKS	* GF 2019	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	* GF 2019	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	NA	Annual Preventive Maintenance
<u>PUBLIC WORKS- BUILDINGS</u>					
PUBLIC WORKS BUILDING FUND	* GF 2019	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	NA	Annual Preventive Maintenance
<u>RECREATION</u>					
GREENWAYS PROJECT	* BA 2018	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual Maintenance
FOOTBALL STADIUM	* BA 2018	Improvements to the football stadium to provide ADA handicap access	\$ 100,000	Public Service and Government (Sec. G.1.a.i)	Annual Maintenance
<u>EDUCATION</u>					
BLUE RIDGE COMMUNITY COLLEGE	* GF 2019	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
TOTAL FY2019 CIP PLAN			\$ 1,041,050		
FUNDING SOURCES:					
 GF 2019 General Fund Budget Transfer - FY2019 Budget			\$ 691,050		
 BA 2018 FY2018 Budget Amendment from FY2017 Prior Year Fund Balance-Transfer to CIP Fund			\$ 350,000		
TOTAL FUNDING SOURCES			\$ 1,041,050		

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2019 - 2020**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COST
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2020 / BA 2019	Fire Truck Replacement Reserve	\$ 250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2020	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 50,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual maintenance
STREETS	*	GF 2020	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	CIP Account (58494) / BA2020	Central Avenue Streetscape - Install brick sidewalks, ornamental lighting, crosswalks, and underground utilities in this area as the next phase of streetscape improvements. PROJECT UPDATE: DECEMBER 9, 2016 - COST ESTIMATE = \$2,722,015 - VDOT TAP Grant \$1,458,912; VDOT Revenue Share Funds \$57,216; balance funded by local funds including matching requirements. (UPC 80485 Comp. Plan)	\$ 479,430	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2020	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2020	VDOT grant program for new sidewalk projects - City Match Funds	\$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2020	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2020	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	NA	Annual preventive maintenance
ECONOMIC DEVELOPMENT						
STAUNTON CROSSING-DEMOLITION OF BUILDINGS	*	BA 2019 / PROPOSED GRANT	Staunton Crossing development- demolition of old Western State Hospital buildings. Move to FY2019/2020 from FY2018. Funding proposed in FY2019 Budget Amendment and a proposed \$500,000 grant from the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant. City Council approved the grant application October 25, 2018.	\$ 2,431,200	Economic Development/Tourism (Sec. H.2.b)	Annual maintenance of fields and lawn
STAUNTON CROSSING-DEMOLITION OF BUILDINGS	*	BA 2020	Staunton Crossing development- demolition of old Western State Hospital buildings. Move to FY2019/2020 from FY2018. Funding proposed in FY2019 Budget Amendment and a proposed \$500,000 grant from the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant. City Council approved the grant application October 25, 2018.	\$ 350,000	Economic Development/Tourism (Sec. H.2.b)	Annual maintenance of fields and lawn
RECREATION						
GREENWAYS PROJECT	*	BA 2019	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual maintenance
GYPSY HILL PARK	*	BA 2019	Replace two bathrooms at west end of Gypsy Hill Park	\$ 350,000	Public Service and Government (Sec G.1.a.i)	Annual preventive maintenance

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2019 - 2020**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	COST	COMPREHENSIVE PLAN PRIORITY INITIATIVE	OPERATIONS/ MAINTENANCE COST
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2020	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS *	BA 2019	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, Technology	\$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2020 CIP PLAN			\$ 4,801,680		
FUNDING SOURCES:					
	GF 2020	General Fund Budget Transfer - FY2020 Budget	\$ 841,050		
	CIP Fund Balance	Transfer \$414,837 from CIP Brick Sidewalks to Central Avenue Streetscape Project / \$64,593 from FY19 General Fund Balance	\$ 479,430		
	BROWNFIELDS GRANT	Proposed Virginia Economic Development Partnership Brownfields Grant	\$ 431,200		
	BA 2020	Proposed FY2020 Budget Amendment from the FY2019 Fund Balance - Staunton Crossing Demolition	\$ 350,000		
	BA 2019	Proposed FY2019 Budget Amendment from FY2018 Year Fund Balance-Transfer to CIP Fund	\$ 2,700,000		
TOTAL FUNDING SOURCES			\$ 4,801,680		
			\$ -		

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2020- 2021**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION		PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE COSTS
PUBLIC SAFETY							
FIRE DEPARTMENT	*	GF 2021	Fire Truck Replacement Reserve	\$	250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
POLICE DEPARTMENT RADIOS	*	BA2020	Replace Police Department Radio Equipment	\$	400,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
MIDDLE RIVER REGIONAL JAIL	*	BA2020	Expansion of the Middle River Regional Jail	\$	500,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
PUBLIC WORKS							
STREETS - CITY MATCHING FUNDS	*	GF 2021	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$	100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2021	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$	150,000	Transportation and Parking (Sec. F.2.a)	Annual Maintenance
STREETS	*	BA2020	Adaptive traffic control system for Downtown Corridor (Comp. Plan Item 1)	\$	150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2021	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$	100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2021	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$	100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2021	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$	100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2021	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$	100,000	NA	Annual preventive maintenance
COURTHOUSE ROOF REPLACEMENT	*	BA 2020	Replace the roof at the City of Staunton Circuit Court Building. Funded from \$200,000 reserves and \$150,000 from Fund Balance.	\$	350,000	Public Service and Government (Sec. G.2.c.i and G.1.c.ii)	Annual preventive maintenance
POLICE DEPARTMENT BUILDING	*	BONDS	Purchase a building and re-locate the Police Department to another site- MOVE PROJECT TO FY2021 FROM FY2020	\$	3,000,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance/ Debt payments
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2020	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety. Augusta - Johnson Streets; Edgewood-Statler-Coalter; Augusta - Taylor; Greenville - Barterbrook: Middlebrook - Hampton	\$	125,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2020- 2021**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE COSTS
RECREATION					
GREENWAYS PROJECT *	BA 2020	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual maintenance
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2021	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	N/A	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS *	BA 2020	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 200,000	Public Service and Government (Sec. G.2.c.i and G.1.c.ii)	N/A to City
TOTAL FY2021 CIP PLAN			\$ 5,766,050		
FUNDING SOURCES:					
	GF 2021	General Fund Budget Transfer - FY2021 Budget	\$ 941,050		
	BONDS	General Obligation Bonds- Police	\$ 3,000,000		
	CIP FUND BALANCE	Public Works Maintenance Reserves - To replace the Staunton Circuit Court Building Roof	\$ 200,000		
	BA 2020	Proposed FY2020 Budget Amendment from FY2019 Year Fund Balance-Transfer to CIP Fund	\$ 1,625,000		
TOTAL FUNDING SOURCES			\$ 5,766,050		

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2021- 2022**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2022	Fire Truck Replacement Reserve	\$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
MIDDLE RIVER REGIONAL JAIL	*	BA2020	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
PLANNING & INSPECTION	*	BA 2021	Building Inspection and Plan Review software package. Replace the current software program to provide more capabilities for inspection services and plan review.	\$ 150,000	Public Service and Government (Sec. G.1.b.i)	Annual license fees
POLICE DEPARTMENT RADIOS	*	BA 2021	Replace police department radio equipment	\$ 400,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
POLICE DEPARTMENT BUILDING	*	BONDS	Renovation of building to re-locate the Police Department to another site- SPLIT BETWEEN FY2021 AND FY2022.	\$ 4,000,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance/ Debt payments
FIRE STATION #1	*	BONDS	Renovate Station #1 on Central Avenue, interior renovations and installation of a new roof structure- MOVE PROJECT TO FY2022 FROM FY2021	\$ 4,500,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance/ Debt payments
BESSIE WELLER ELEM SCHOOL	*	VDOT GRANT / LOCAL MATCH	Phase 2 Bessie Weller Elementary School - Safe Routes to Schools Infrastructure Grant Match. Project to include road and entrance improvements for safety to reduce traffic congestion, traffic separation of school buses and parent transportation vehicles, and expansion of the parking lot for staff, visitors, parent/school events. Proposed VDOT Grant = \$800,000 and City match funds = \$200,000. (UPC 109024 Comp. Plan) MOVE PROJECT TO FY2022 FROM FY2021	\$ 1,000,000	Transportation and Parking (Sec. F.2.a, F.2.b and F.2.d)	Annual maintenance
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2021	VDOT Construction Projects -City Match Funds	\$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2022	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	GF 2022	Adaptive traffic control system for Churchville Corridor - Augusta to Springhill Road	\$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS - RICHMOND ROAD /STATLER BOULEVARD INTERSECTION/ TURNING LANE IMPROVEMENTS	*	VDOT GRANT / LOCAL MATCH	Richmond Road/Statler Boulevard - Traffic signal modifications/ upgrades to improve traffic congestion and flow. Intersection approaches capacity at peak hours. VDOT Six Year Improvement Program, 50% funding from VDOT, 50% from the City. Match funded from Urban Street Reserve (Obj. # 58456) (UPC 111047 Comp. Plan)	\$ 623,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2022	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2022	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2022	Annual funding source for acquisition of major road equipment for General Fund Streets Department > \$100,000	\$ 100,000	NA	Annual preventive maintenance

PUBLIC WORKS BUILDING FUND	*	GF 2022	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$	100,000	NA	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2021	Stanton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$	125,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
RECREATION							
GREENWAYS PROJECT	*	BA 2021	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$	100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
EDUCATION							
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2022	Annual Share of Blue Ridge Community College Capital Building Fund	\$	41,050	NA	N/A to City
EDUCATION-STANTON CITY SCHOOLS							
BUILDING MAINTENANCE REPAIRS	*	GF 2022	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$	200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2022 CIP PLAN				\$ 12,789,050			
FUNDING SOURCES:							
		GF 2022	General Fund Budget Transfer - FY2022 Budget	\$	1,391,050		
		VDOT GRANT	Proposed VDOT Safe Route to Schools Grant- Bessie Weller Project/Richmond Road Statler Blvd	\$	1,111,500		
		BONDS	General Obligation Bonds- Police / Fire	\$	8,500,000		
		CIP FUND BALANCE	2% Urban Street Construction Reserve - 50% Match of Richmond Road / Statler Blvd Intersection	\$	311,500		
		BA 2021	Proposed FY2021 Budget Amendment from FY2020 Year Fund Balance- Transfer to CIP Fund Improvements	\$	1,475,000		
TOTAL FUNDING SOURCES				\$ 12,789,050			

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2022- 2023**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
GENERAL GOVERNMENT						
INFORMATION TECHNOLOGY	*	BA 2022	Replace the City and School telephone system	\$ 500,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance
MIDDLE RIVER REGIONAL JAIL	*	BA 2022	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2023	Fire Truck Replacement Reserve	\$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2023	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2023	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	GF 2023	Adaptive traffic control systems for Greenville & Statler and Greenville and Barterbrook Road	\$ 140,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2023	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2023	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2023	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2023	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
STREETS - STAUNTON CROSSING ROAD EXTENSION	*	VDOT GRANT / LOCAL MATCH	Extension of the Staunton Crossing Road infrastructure. Fully funded by VDOT (UPC 111048 Comp. Plan)	\$ 8,764,970	Transportation and Parking (Sec. F.2.a)	Annual maintenance
CITY HALL	*	BA 2022	Re-locate the Information Technology Department and Building Inspection/ Planning Department to the basement level of City Hall after Police Department re-locates to a new Police Department building. MOVED FROM THE UNFUNDED PROJECTS TO FY2023	\$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2022	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2022- 2023**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
<u>RECREATION</u>					
GREENWAYS PROJECT *	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
<u>EDUCATION</u>					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2023	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
<u>EDUCATION-STAUNTON CITY SCHOOLS</u>					
BUILDING MAINTENANCE REPAIRS *	GF 2023	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2023 CIP PLAN			\$ 11,721,020		
FUNDING SOURCES:					
	GF 2023	General Fund Budget Transfer - FY2023 Budget	\$ 1,381,050		
	VDOT GRANT	Proposed VDOT Staunton Crossing Extension	\$ 8,764,970		
	BA 2022	Proposed FY2022 Budget Amendment from FY2021 Year Fund Balance-Transfer to CIP Fund	\$ 1,575,000		
TOTAL FUNDING SOURCES			\$ 11,721,020		

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2023- 2024**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2024	Fire Truck Replacement Reserve	\$ 350,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
MIDDLE RIVER REGIONAL JAIL	*	BA 2023	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government (Sec G.1.b.i)	Annual maintenance contract fees
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2021	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 100,000	Transportation and Parking (Sec. F.2.a and F.2.b)	Annual Maintenance
STREETS	*	GF 2024	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
STREETS	*	GF 2024	Adaptive traffic control systems for Greenville & Statler and Greenville and Barterbrook Road	\$ 140,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
BRICK SIDEWALKS	*	GF 2024	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance
NEW SIDEWALKS	*	GF 2024	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking (Sec.F.2.a)	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2024	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2024	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
PUBLIC WORKS BUILDING MAINTENANCE	*	BA 2022	Re-locate the Building Maintenance department/shop from the Nelson Street Center to the Public Works building site after the re-location of the Police Department and School storage space is vacated/re-located. MOVED FROM FY2023 TO FY2024 AND UPDATED COSTS TO \$250,000.	\$ 250,000	Public Service and Government (Sec. G.1.b.i)	Annual preventive maintenance
RICHMOND AVENUE ROAD DIET AND ROUNDABOUT	*	VDOT SMARTSCALE PROJECT	Creation of an urban boulevard with a new roundabout to reinforce the transition calm traffic near the Villages into Downtown. Improvements include a reduction of existing travel lanes along portions of Richmond Road and Greenville Avenue. Construction includes several 12' shared use path with 5' grass buffer, sidewalks, and pedestrian signal heads and crosswalks. Project funded by VDOT Smart scale Funding- \$2,246,000. Construction to begin FY2026. (UPC 111051 Comp. Plan)	\$ 2,246,000	Transportation and Parking (Sec F.2.a, F.2.b, F.2.c)	Annual maintenance
BUILDING MAINTENANCE- GHP PUMPHOUSE	*	BA 2020	Restore old pumphouse in GHP. Renovate bathroom and upgrade building to modern building codes, building is not ADA compliant. MOVE PROJECT TO FY2024 FROM FY2021.	\$ 225,000	Public Service and Government (Sec G.1.a.i)	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2022	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking (Sec. F.2.a)	Annual maintenance

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2023- 2024**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN PRIORITY INITIATIVES	OPERATIONS/ MAINTENANCE
<u>RECREATION</u>					
GREENWAYS PROJECT *	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
<u>EDUCATION</u>					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2023	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
<u>EDUCATION-STAUNTON CITY SCHOOLS</u>					
BUILDING MAINTENANCE REPAIRS *	GF 2023	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 250,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2023 CIP PLAN			\$ 4,877,050		
FUNDING SOURCES:					
	GF 2024	General Fund Budget Transfer - FY2024 Budget	\$ 1,431,050		
	VDOT GRANT	VDOT Smart Scale Grant Project- Richmond Road Diet and Roundabout	\$ 2,246,000		
	BA 2022	Proposed FY2023 Budget Amendment from FY2022 Year Fund Balance-Transfer to CIP Fund	\$ 1,200,000		
TOTAL FUNDING SOURCES			\$ 4,877,050		

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND**

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

	PROJECT DESCRIPTION	PROJECT ESTIMATE
SIDEWALK- MEADOWBROOK - TERRY COURT	New sidewalk construction/ Revenue Sharing Project	\$ 1,000,000
SIDEWALK- AUGUSTA STRRET - LAMBERT STREET - BALDWIN STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12a)	\$ 1,500,000
SIDEWALK- MONTGOMERY AVENUE- W. BEVERLEY STREET AND STUART STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12b)	\$ 290,000
SIDEWALK- DONAGHE STREET- CHURCHVILLE AVENUE AND BAYLOR STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12c)	\$ 580,000
SIDEWALK- SPRINGHILL ROAD- CHURCHVILLE AVENUE AND DONAGHE STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12d)	\$ 750,000
SIDEWALK- EDGEWOOD ROAD- NORTH COALTER TO NORTH AUGUSTA	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 8 & Comp. Plan Items 12e/12f)	\$ 1,000,000
ADA COMPLIANT PEDESTRIAN SIGNALS - COALTER STREET/BEVERLEY STREET	Add ADA compliant pedestrian signals (Comp. Plan Item 12g)	\$ 200,000
SIDEWALK- WEST BEVERLEY STREET/GRUBERT INTERSECTION TO MORRIS MILL ROAD	New sidewalk construction/ Revenue Sharing Project	\$ 50,000
CENTRAL BUSINESS DISTRICT- ADAPTIVE TRAFFIC CONTROL SYSTEM	Traffic control system for the Central Business District for 14 intersections	\$ 1,100,000
LIBRARY	Library renovations to include interior renovations for program space reallocation, modernization of furniture & fixtures, addition of a technology room, and addition of private study room space based on programming and design study completed in December 2014	\$ 8,000,000
FRONTIER DRIVE IMPROVEMENTS	Upgrade the current cross section from Frontier Road to the Southern City Limit. Includes curb, gutter, sidewalk and sharrows. SAWMPO Long Range Transportation Plan	\$ 7,560,000
FRONTIER DRIVE CONNECTOR	Construct a 3-lane roadway on new alignment with sidewalk on one side of the road, providing the 4th leg to the new roundabout in the Frontier Center that extends through the existing deJarnette property up to Frontier Drive, approximately 0.4 mile. Demolition of the DeJarnette buildings to be done by others (Comp. Plan Item 4)	\$ 4,500,000
VA 613 (OLD GREENVILLE RD) FROM SOUTHERN CORPORATE LIMITS OF STAUNTON TO US 11 (GREENVILLE AVE)	Reconstruction to current urban standards (Comp. Plan Item 9)	\$ 5,505,720
SPRING HILL RD FROM DONAGHE ST TO NORTHERN CORPORATE LIMITS OF STAUNTON	Reconstruction to current urban 2-lane standards (Comp. Plan Item 10)	\$ 16,296,000
VA 703 (BUTTERMILK SPRING RD) FROM WEST CORPORATE LIMITS OF STAUNTON TO PIERCE ST	Reconstruction to current urban 2-lane standards (Comp. Plan Item 11)	\$ 11,872,800
WEST BEVERLEY STREET STREETScape	Conduct a corridor study to reconstruct West Beverley Street between Western City Limits and Thornrose Avenue (1.5 miles). Reconstruction to include adding sidewalks and shared use path or bike lane, and stormwater management and drainage improvements using best management practices (Comp. Plan Item 2)	\$ 17,000,000
US 250 (RICHMOND RD)	Implement recommendations from '09 Corridor Plan. Improve access management, add pedestrian facilities, improve existing pedestrian street crossings, add bike lanes/sharrows/shared use path, and address stormwater management and drainage improvements using best management practices (Comp. Plan Item 3)	\$ 8,000,000

NEIGHBORHOOD STREET IMPROVEMENTS - RITCHIE STREET; HILLCREST STREET; BALDWIN DRIVE.	Reduce impervious area where appropriate, install traffic calming devices, and sidewalks on both sides of street, and curb and gutter for stormwater management and drainage to address current periodic flooding issues. Streets to include Ritchie St. \$1,300,000; Hillcrest St. \$2,600,000; Baldwin Dr. \$2,700,000 (Comp. Plan Item 5)	\$ 6,600,000
VA 262 AT US 11 (GREEN HILLS INDUSTRY AND TECHNOLOGY CENTER)	Coordinate with VDOT to extend the right turn lane onto northbound US 11. Install additional southbound US 11 left turn lane (Comp. Plan Item 6)	\$ 1,350,000
ENGLEWOOD / SHUTTERLEE MILL ROAD	Reconstruct intersection to improve non-motorized access, improve sight distances and intersection alignment, and improve stormwater management and drainage using best management practices. To include pavement repair, construction of sidewalks, curb and gutter from Churchville Ave to Royal Street (Comp. Plan Item 7)	\$ 2,000,000
MIDDLE RIVER REGIONAL JAIL	Expand the Middle River Regional Jail (MRRJ) due to increase in inmate population. Jail facility built in 2006 for 402 beds. Average Daily Population for FY2019 = 1,000 inmates. Expansion expected by FY2021 to hold additional 400-450 beds. Preliminary expansion plans include building a work release center building and/or expanding the original jail facility. Estimated cost = \$40,000,000 to \$96,000,000, City share approximately 21% after State funding = \$15,120,000. Architect/ Engineering study to be completed by October 2019. City share of debt payments and additional operating costs to be paid annually to the Middle River Regional Jail (MRRJ) in it's annual budget. General Obligation Bonds to be issued by MRRJ.	\$ 15,120,000
TOTAL		\$ 110,274,520

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2020 - FY2024
SCHOOL CIP FUND 966

FY2020			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS / MAINTENANCE
1	SCHOOL TRANSPORTATION RESERVE	FY2020	FY2020 BUDGET	Annual contribution to school transportation reserve	\$ 50,000	Annual maintenance
2	SCHOOL FURNITURE/EQUIPMENT	FY2020	FY2020 BA1	Annual funding to purchase/replace school furniture/equipment	\$ 25,000	Annual maintenance
3	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2020	FY2020 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 50,000	Annual preventive maintenance
4	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2020	FY2020 BA1	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000	Annual preventive maintenance
5	TECHNOLOGY RESERVE	FY2020	FY2020 BA1	Annual funding to replace technology infrastructure/network equipment	\$ 50,000	Annual maintenance
6	VEHICLE RESERVE	FY2020	FY2020 BA1	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000	Annual preventive maintenance
7	PARKING LOTS /ROADWAYS	FY2020	FY2020 BA1	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000	Annual maintenance
				TOTAL FY2020	\$ 425,000	
FY2021						
8	SCHOOL TRANSPORTATION RESERVE	FY2021	FY2021 BUDGET	Annual contribution to school transportation reserve	\$ 50,000	Annual maintenance
9	SCHOOL FURNITURE/EQUIPMENT	FY2021	FY2021 BUDGET	Annual funding to purchase/replace school furniture/equipment	\$ 50,000	Annual maintenance
10	TECHNOLOGY RESERVE	FY2021	FY2021 BUDGET	Annual funding to replace technology infrastructure/network equipment	\$ 50,000	Annual maintenance
11	VEHICLE RESERVE	FY2021	FY2021 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000	Annual preventive maintenance
12	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2021	FY2021 BA2	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000	Annual preventive maintenance
13	Mc SWAIN SCHOOL	FY2021	FY2021 BA2	Additional parking is needed for school events	\$ 75,000	Annual maintenance
14	PARKING LOTS /ROADWAYS	FY2021	FY2021 BA2	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000	Annual maintenance
15	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2021	FY2021 BA2	Annual funding to provide funds to renovate Dixon Education Center to provide classrooms for specialized career and technical education classrooms for middle school and high school students	\$ 250,000	Annual maintenance
16	STAUNTON HIGH SCHOOL	FY2021	FY2021 BA2	Construct six tennis courts off-site for high school athletics	\$ 250,000	Annual maintenance
17	BESSIE WELLER SCHOOL	FY2021	FY2021 BA2	Additional parking is needed due to increased enrollment- Move Project to FY2021 from FY2019- Project needs to wait on the VDOT SRTS Grant project to be completed.	\$ 75,000	Annual maintenance
				TOTAL FY2021	\$ 1,050,000	

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2020 - FY2024
SCHOOL CIP FUND 966

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

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2020 - FY2024
SCHOOL CIP FUND 966

			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS / MAINTENANCE
FY2024						
32	SCHOOL TRANSPORTATION RESERVE	FY2024	FY2024 BUDGET	Annual contribution to school transportation reserve	\$ 50,000	Annual maintenance
33	SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2024	FY2024 BUDGET	Annual funding to purchase/ replace school furniture/equipment	\$ 50,000	Annual maintenance
34	VEHICLE RESERVE	FY2024	FY2024 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000	Annual preventive maintenance
35	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2024	FY2024 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000	Annual preventive maintenance
36	TECHNOLOGY RESERVE	FY2024	FY2024 BUDGET	Annual funding to replace technology infrastructure / network equipment	\$ 50,000	Annual maintenance
37	PARKING LOTS /ROADWAYS	FY2024	FY2024 BA2	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000	Annual maintenance
38	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2024	FY2024 BA2	Annual funding to provide funds to renovate Dixon Education Center to provide classrooms for specialized career and technical education classrooms for middle school and high school students	\$ 250,000	Annual maintenance
				TOTAL FY2021	\$ 650,000	

NOT SCHEDULED / NOT FUNDED PROJECTS

39	DIXON EDUCATIONAL CENTER	NS/NF		Renovate and upgrade Dixon Educational Center to modern standards for technology, class size, gym, etc.	\$ 15,000,000	
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED					\$ 15,000,000	
TOTAL CIP					\$ 20,900,000	

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2020 - FY2024
SCHOOL CIP FUND 966

			<u>FY2020 -FY2024 CIP PLAN</u>	
FY2020 BA1 = FY2020BUDGET AMENDMENT - SCHEDULED FOR JANUARY 2020			FY2020	\$ 425,000
			FY2021	\$ 1,050,000
			FY2022	\$ 3,125,000
			FY2023	\$ 650,000
			FY2024	\$ 650,000
			Unscheduled Projects	\$ 15,000,000
			TOTAL FY2020 - FY2024 + UNSCHEDULED PROJECTS CIP PLAN	\$ 20,900,000
			SOURCE OF FUNDS- FY2020 CIP PROJECTS	
FY2020	FY2020 BUDGET	Transfer from Education Fund for Student Transportation Reserve		\$ 100,000
FY2020	FY2020 BA2	FY2020 Budget Amendment No. 2 (Appropriation of FY2019 Unassigned Fund Balance)		\$ 325,000
			TOTAL FY2020	\$ 425,000
			SOURCE OF FUNDS- FY2021 CIP PROJECTS	
FY2021	FY2021 BUDGET	Transfer from Education Fund		\$ 200,000
FY2021	FY2021 BA2	FY2021 Budget Amendment No. 2 (Appropriation of FY2020 Unassigned Fund Balance)		\$ 850,000
			TOTAL FY2021	\$ 1,050,000
			SOURCE OF FUNDS- FY2022 CIP PROJECTS	
FY2022	FY2022 BUDGET	Transfer from Education Fund		\$ 275,000
FY2022	FY2022 BA2	FY2022 Budget Amendment No. 2 (Appropriation of FY2021 Unassigned Fund Balance)		\$ 350,000
FY2022	GO BONDS	General Obligation Bonds		\$ 2,500,000
			TOTAL FY2022	\$ 3,125,000
			SOURCE OF FUNDS- FY2023 CIP PROJECTS	
FY2023	FY2023 BUDGET	Transfer from Education Fund		\$ 300,000
FY2023	FY2023 BA2	FY2023 Budget Amendment No. 2 (Appropriation of FY2022 Unassigned Fund Balance)		\$ 350,000
			TOTAL FY2023	\$ 650,000
			SOURCE OF FUNDS- FY2024 CIP PROJECTS	
FY2024	FY2024 BUDGET	Transfer from Education Fund		\$ 300,000
FY2024	FY2024 BA2	FY2024 Budget Amendment No. 2 (Appropriation of FY2023 Unassigned Fund Balance)		\$ 350,000
			TOTAL FY2024	\$ 650,000

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
STORM WATER FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2020				
MISCELLANEOUS STORM DRAIN IMPROVEMENTS	FY2019	SW FUND BUDGET	Storm drain improvements	\$ 50,000
			TOTAL STORM WATER PROJECTS FY2019	\$ 50,000
FY2021				
TMDL PERMIT MANDATE IMPROVEMENT PROJECT- PEYTON CREEK (GYPSY HILL) STREAM RESTORATION	FY2020	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- total maximum daily load. Project includes restoring approximately 1,200 LF of Peyton Creek in Gypsy Hill Park including daylighting 300 LF of stream by removing existing culvert	\$ 1,200,000
			TOTAL STORM WATER PROJECTS FY2021	\$ 1,200,000
FY2022				
MISCELLANEOUS STORM DRAIN IMPROVEMENTS	FY2021	SW FUND BUDGET	526 Robin Street, Albemarle Avenue/Churchville Avenue	\$ 50,000
TAMS-CAROLINE-AUGUSTA	FY2019	SW FUND BUDGET	Improvements to the area include removing water from yards and some minor improvement to street drainage. Includes cost of easements and engineering fees	\$ 600,000
			TOTAL STORM WATER PROJECTS FY2022	\$ 650,000
FY2023				
GREEN HILLS INDUSTRIAL PARK-BASIN RETROFITS- TMDL MANDATE PERMIT IMPROVEMENT PROJECT	FY2023	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- total maximum daily load. Project includes converting two existing dry detention basins into wet ponds with sediment forebays	\$ 1,300,000
			TOTAL STORM WATER PROJECTS FY2023	\$ 1,300,000
FY2024				
POCAHONTAS-CAMPBELL	FY2024	SW FUND BUDGET	Higgs Drainage Study identified this project to mitigate runoff into buildings and yards of 10-15 properties/yards	\$ 995,375
			TOTAL STORM WATER PROJECTS FY2024	\$ 995,375

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
STORM WATER FUND

STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED			
ARMSTRONG AVE- JIFFY MART- GRUBERT	NS/NF	Project is necessary to eliminate street drainage from discharging into rear yards and washing out gravel parking lot behind Jiffy Mart; project includes installation of new inlets on Armstrong Avenue and new storm piping from Armstrong Avenue down to Grubert Avenue	\$ 150,000
ENGLEWOOD DRIVE	NS/NF	Project includes large diameter piping from Churchville- Englewood out Englewood and Shutterlee Mill past Crestwood. Plans are complete. Revenue Sharing Grant awarded = \$725,000 to pay for stormwater, with the balance of \$308,762 from Stormwater Fund to pay for balance of project or apply for an additional Revenue Sharing Grant to complete this project	\$ 1,033,762
HILLCREST STORM SEWER	NS/NF	Improve the storm drainage system in the area of Craig Drive, Audubon and Thomas Street as well as overland drainage in yard areas.	\$ 1,663,425
BAYLOR / GLEN / HENDREN	NS/NF	Construction of a storm drainage system from the Woodlee Terrace Apartments, down Baylor Street to tie into the existing Springhill Road System	\$ 2,264,960
202 YARDLEY SQUARE	NS/NF	Build up one side of the ditch along Augusta Street and extend it towards Baldwin Place Road to prevent runoff into yards at Yardley and Smithleigh	\$ 67,624
906 GREENVILLE AVENUE / KLINE'S ICE CREAM	NS/NF	Install drainage system to collect runoff at Grandon and Commodore and pipe to Greenville Avenue to prevent runoff and flooding	\$ 114,000
TAMS /WESTMORELAND	NS/NF	Install drainage system to collect runoff to prevent runoff flowing into residential yards	\$ 173,000
STOCKER / BELMORE /CHURCHVILLE	NS/NF	Replace existing undersized drains and put above ground drainage below ground	\$ 551,700
UPPER COLLEGE PARK	NS/NF	Project will incorporate a number of smaller drainage problems and remove water from properties that are routinely wet	\$ 1,975,665
EDGEWOOD / PARKWOOD	NS/NF	Storm drain to mitigate runoff into 10 properties' yards. Project is necessary before Tams/Westmoreland project can be built	\$ 461,175
CHESAPEAKE /ARMENTROUT / WEST BEVERLEY	NS/NF	Improve overland drainage in the area and eliminate a very bad ditch system along Birch Street	\$ 754,535
LIVIA PROPERTIES #2	NS/NF	Replace and reroute storm drain from its present location under the Livia Properties building to the northern side of the building	\$ 360,000
NEW STREET at the BEVERLEY	NS/NF	Flooding in the Beverley Building basement: Owner to install backflow preventer in floor drains and City to re-line storm drain and inlets	\$ 40,000
LEWIS STREET - BEARS AND BLANKETS	NS/NF	Install concrete retaining wall as a levee to prevent flood water from Peyton Creek from entering building	\$ 88,455
RED OAKS /FRONTIER	NS/NF	Install drainage system to prevent runoff into Frontier Museum and parking lot of Dice's Inn	\$ 98,170
MARKET / NEW / AUGUSTA	NS/NF	Install drainage system to collect runoff on Market Street	\$ 136,500
ORCHARD LANE 1808	NS/NF	Install inlet at LP of North Drive, 2 inlets in Orchard Lane and install connecting storm drains to existing MH to the east	\$ 99,000
SHEETS /BLAIR	NS/NF	Re-direct runoff into wooded area to prevent pooling of water in street	\$ 36,755

**CITY OF STAUNTON
CAPITAL INVESTMENT PLAN (CIP)
STORM WATER FUND**

STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED - Cont'd				
DRISCOLL	NS/NF	Collect and pipe runoff down Driscoll to Greenville Avenue	\$	228,650
LIVIA PROPERTIES #1	NS/NF	Install drainage system to collect runoff from Pierce Street to prevent washout of aggregate drive/parking area	\$	66,000
OAK RIDGE / COMMERCE	NS/NF	Install drainage system to collect runoff on Oak Ridge Circle and pipe runoff through 4 lots across Meadowbrook through 2 more lots and on to Commerce Road	\$	130,000
VALLEY VIEW /COLLEGE CIRCLE	NS/NF	Install drainage system to release water runoff into College Park Storm Sewer	\$	156,880
NORTH AUGUSTA ST 1603	NS/NF	Extend the storm sewer to an adequately sized storm drain near the intersection of Woodrow and Dogwood	\$	100,000
403 MARSHALL ROAD	NS/NF	Construct earth berm to prevent runoff from Crosscrest Section 2	\$	27,000
GUY STREET	NS/NF	Install inlet and storm drain and connect to existing system at Guy & Plunkett	\$	191,565
MULBERRY ST APARTMENTS	NS/NF	Install multiple drop inlets along Mulberry St at apartment entrance to eliminate ponding, construct storm pipe down along side apartment complex and connect to existing storm inlet on Miller St Apartments	\$	78,500
1011 E BEVERLEY ST	NS/NF	Replace/relocate existing storm drain in front yard and construct storm pipe down to existing storm system at 1005 E Beverley St	\$	50,000
307 ELM STREET	NS/NF	Install inlet at corner of parking lot and connect to existing storm system in Elm St	\$	46,440
108 BAYLOR STREET	NS/NF	Install inlet at low point in street to eliminate ponding, construct storm pipe between 106 & 108 Baylor St and outfall in rear yard	\$	30,345
77 WOODLEE ROAD	NS/NF	Convert existing storm manhole into drop inlet to eliminate ponding along street shoulder, regrade shoulder to provide positive drainage to inlet	\$	13,400
10 WESTON DRIVE	NS/NF	Construct asphalt berm along Weston Dr to Lambert St, install drop inlet at Lynnhaven/Lambert and connect to existing storm system just west of Lynnhaven/Lambert	\$	50,885
ALPINE ROAD/NORTH DRIVE	NS/NF	Construct storm culvert across Alpine Rd from northeast corner of intersection to southwest corner of the intersection	\$	20,145
MEADOWBROOK ROAD/N AUGUSTA STREET	NS/NF	Replace existing storm pipe crossing N Coalter St at 200 Meadowbrook Rd	\$	12,000
315 COLLEGE CIRCLE	NS/NF	Install inlet at low point in street to eliminate ponding, construct storm pipe between 313 & 315 College Cr and outfall in rear yard	\$	42,000
2704 KNOLLWOOD DRIVE	NS/NF	Reconstruct existing ditch through rear yard and remove existing concrete slab obstructing ditch flow	\$	19,000
1617 BUICK STREET	NS/NF	Construct storm pipe from existing storm outfall in rear of house through rear yards and alleys to Packard St, install reverse drop inlet in Hays Ave	\$	87,075

**CITY OF STAUNTON
CAPITAL INVESTMENT PLAN (CIP)
STORM WATER FUND**

<u>STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED - Cont'd</u>				
1023 RIDGEMONT DRIVE	NS/NF	Install curb and gutter along Ridgemont Dr, install drop inlets to capture street drainage, construct storm pipe down thru rear yards to existing storm system at 1007 E Beverley St	\$	198,015
563 HILLTOP DRIVE	NS/NF	Install inlets upstream 563 Hilltop Dr, construct storm beyond curve in road and install reverse inlet	\$	39,270
415 G STREET	NS/NF	Install drop inlet at 415 G St and storm pipe down G St to Fourth St	\$	50,820
BURBANK STREET	NS/NF	Reconstruct entrance at Burbank St/Richmond Rd to provide positive drainage to existing inlets	\$	30,000
MASON ST - RANDOLPH STREET	NS/NF	Install multiple drop inlets in yard areas to eliminate wet areas; install underdrains to capture springs	\$	92,000
TOTAL STORM WATER PROJECTS NOT SCHEDULED / NOT FUNDED			\$	11,828,716

**CITY OF STAUNTON
CAPITAL INVESTMENT PLAN
STORM WATER FUND**

TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED OR FUNDED			
GYPSY HILL PARK GOLF COURSE	NS/NF	Install gravel filter & filter strip	\$ 1,600
STAUNTON CROSSING STREAM RESTORATIONS	NS/NF	Restore approximately 4,000 LF of stream segments throughout the Staunton Crossing development	\$ 4,000,000
VILLAGES - ASYLUM CREEK STREAM RESTORATION	NS/NF	Restore approximately 1,400 LF of Asylum Creek through the Villages at Staunton development	\$ 1,400,000
GREENVILLE AVE & E HAMPTON ST (ADJACENT TO ASYLUM CREEK)	NS/NF	Construct a riparian buffer along Asylum Creek at Greenville/Hampton	\$ 3,000
ROBERT E LEE HIGH SCHOOL STREAM RESTORATION	NS/NF	Restore approximately 1,000 LF of stream adjacent to Lee High School on N Coalter St	\$ 1,000,000
CITY LIBRARY	NS/NF	Install filter strip and permeable pavers at City Library on Churchville Ave	\$ 71,400
FIRE STATION 2	NS/NF	Convert existing extended detention basin at Fire Station 2 on Grubert St into a bio retention basin	\$ 33,500
FIREHOUSE PARKING LOT	NS/NF	Construct bio retention basins and permeable pavers	\$ 65,500
GYPSY HILL PARK	NS/NF	Construct vegetated swale, two bio retention basins and grass swale	\$ 147,700
NEW STREET PARKING LOT	NS/NF	Installing three filterra units and permeable pavers	\$ 110,600
WHARF PARKING LOT	NS/NF	Install permeable pavers	\$ 83,800
WATER FOUNTAIN PARK	NS/NF	Construct bio retention basin	\$ 39,400
FIRE STATION 1	NS/NF	Installing a filterra unit, tree box, bio retention area and permeable pavers at Fire Station 1 on N Augusta St	\$ 50,700
SALT STORAGE	NS/NF	Construct bio retention basin	\$ 33,800
MONTGOMERY HALL PARK	NS/NF	Construct vegetated swale and bio retention basin	\$ 143,700
THOMAS DIXON ELEMENTARY SCHOOL	NS/NF	Construct rainwater harvesting system on school building and two bio retention basins	\$ 153,200
BESSIE WELLER ELEMENTARY SCHOOL	NS/NF	Construct two bio retention basins and upgrade existing bio retention basin	\$ 155,800
HARDY PARKING LOT	NS/NF	Install permeable pavers	\$ 68,000
GYPSY HILL GOLF COURSE (ADJACENT TO CANAAN STREET)	NS/NF	Construct infiltration basin	\$ 13,000
SHELBURNE MIDDLE SCHOOL	NS/NF	Convert existing dry detention basin into a bio retention basin	\$ 87,200
ROBERT E LEE HIGH SCHOOL	NS/NF	Construct two bio retention basins and install a rainwater harvesting system	\$ 330,000
AUGUSTA STREET PARKING LOT	NS/NF	Install permeable pavers	\$ 13,800
MCSWAIN ELEMENTARY SCHOOL	NS/NF	Install a rainwater harvesting system	\$ 125,500
TOTAL TMDL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 8,131,200
FY2020-FY2024			\$ 4,195,375
STORM WATER PROJECTS NOT SCHEDULED OR FUNDED			\$ 11,828,716
TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 8,131,200
TOTAL STORM WATER FUND PROJECTS	FY2020-FY2024 + NS/NF PROJECTS		\$ 24,155,291

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
WATER FUND**

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2020				
GARDNER SPRING PUMP STATION	FY2020	WF BUDGET	Preliminary Engineering Report (PER) for upgrade to Gardner Spring Pump Station, based on 2018 Wiley Wilson Engineering Report	\$ 150,000
TOTAL WATER PROJECTS FY2020				\$ 150,000
FY2021				
GARDNER SPRING PUMP STATION DESIGN	FY2021	WF BUDGET	Engineering design of upgrade to Gardner Spring Pump Station, based on 2018 Wiley Wilson Report	\$ 250,000
UNION TOWN - WATERS / SEWER STUDY	FY2021	WF BUDGET	Commission a study for the installation of Water & Sewer lines in the Union Town Community in East Staunton	\$ 25,000
FRANKLIN HILL WATER TANK	FY2021	WF BUDGET	FRANKLIN HILL WATER TANK PAINTING / SURFACE TREATMENT - INTERIOR/EXTERIOR	\$ 80,000
TOTAL WATER PROJECTS FY2021				\$ 355,000
FY2022				
GARDNER SPRING - UPGRADE PUMPS AND PARALLEL 16" LINE FROM GARDNER SPRING.	FY2022	BOND FUNDS	Construction of upgrade to Gardner Spring Pump Station and section of 20" parallel waterline from Gardner Spring to the Middle River. Bond financed project. Debt Payment = \$578,000, \$6.0 million @ 5%, 15 years	\$ 6,900,000
GROUNDWATER WATER SOURCE EVALUATION STUDY	FY2022	WF BUDGET	Includes the study of select areas from the 2018 Wiley Wilson Report and 1994 EGGI Report for possible new groundwater water supply source	\$ 245,000
TOTAL WATER PROJECTS FY2022				\$ 7,145,000
FY2023				
WATER LINES	FY2023	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
GROUNDWATER SUPPLY SOURCE (WELL)	FY2023	WF BUDGET	Exploratory groundwater water source well to include drilling and testing from the studied area based on the 2018 Wiley Wilson Report.	\$ 225,000
STUDY REPLACEMENT OF NORTH RIVER PIPELINE	FY2023	WF BUDGET	North River Pipeline Study / Preliminary Engineering Report 30% Design	\$ 500,000
TOTAL WATER PROJECTS FY2023				\$ 1,125,000
FY2024				
WATER LINES	FY2024	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
NORTH RIVER PIPELINE REPLACEMENT - PHASE 1	FY2024	WF BUDGET	Phase 1 replacement of the North River Pipeline - Replace 7,000 LF of the Pipe Line.	\$ 6,500,000
TOTAL WATER PROJECTS FY2024				\$ 6,900,000

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
WATER FUND

PROJECTS NOT SCHEDULED OR NOT FUNDED (NS/NF)		PROJECT DESCRIPTION	PROJECT ESTIMATE
RICHMOND AVENUE WATERLINE UPGRADE	NS/NF	Replace 8,400 LF of existing aged 6" waterline with new 8" waterline in Richmond Avenue from Greenville Avenue to Frontier Drive COST UPDATED from 2016 Draper Aden Study	\$ 2,200,000
RAW WATER SYSTEM EVALUATION: TASK 2- NORTH RIVER RESERVOIR TUNNEL EVALUATION-	NS/NF	Engineering study for nearly 100 year old partially collapsed tunnel that carries water source transmission main from dam to Water Treatment Plant (WTP) to evaluate condition and identify alternatives for repair/upgrade	\$ 100,000
RAW WATER SYSTEM EVALUATION: TASK 3- NORTH RIVER RESERVOIR RAW WATER PIPELINE EVALUATION	NS/NF	Engineering study for North River raw water line from Staunton Dam to WTP for alternatives to upgrade 16 miles of nearly 100 year old water source transmission main	\$ 100,000
NORTH RIVER RAW WATER LINE	NS/NF	Construction for repair, reline, replacement or new parallel raw water line from the Staunton Dam to the Water Treatment Plant COST UPDATED FROM 2018 Wiley Wilson Report.	\$ 18,500,000
GROUNDWATER WATER SUPPLY SOURCE (WELL) IMPLEMENTATION	NS/NF	Full development of new groundwater water supply source (well) for redundancy with water supply to Water Treatment Plant, based on 2018 Wiley Wilson Report	\$ 4,000,000
ENGLEWOOD DRIVE-PHASE IVB -MOVED TO NS/NF	NS/NF	Replace water line on Englewood Drive from Churchville Avenue to Shutterlee Mill Road during construction of storm drain project - UPDATED COST TO \$260,000	\$ 260,000
WATER TREATMENT PLANT- SEDIMENTATION BASIN 1 RELINING	NS/NF	Reline, reseal/repair sedimentation basins #1 at Water Treatment Plant. Moved from FY2022	\$ 200,000
WATER TREATMENT PLANT- CLEARWELL RELINING	NS/NF	Reline, reseal, and /or repair 4.3 MG concrete clearwell at the Water Treatment Plant	\$ 500,000
GROUNDWATER MONITORING PROGRAM	NS/NF	Installation of a groundwater monitoring well at Gardner Spring to monitor water quality and conditions. 2018 Wiley Wilson Report. (Project will require an annual cost for well sampling, testing, and reporting estimated at \$44,000 /year)	\$ 110,000
MIDDLE RIVER INTAKE	NS/NF	Design and construction of improvements to the Middle River intake to improve the water supply source.	\$ 1,500,000
FRANKLIN HILL ZONE BOOSTER PUMP STATION	NS/NF	Installation of a booster pump in the Franklin Hill Zone to serve West Beverley Street (and adjacent street) west of Van Fossen Lane. Project is necessary should ACSA demand increase in Blackburn	\$ 900,000
STATLER BLVD WATERLINE LOOP	NS/NF	Construct approximately 3,220 LF of waterline in Statler Blvd to create loop between Greenville Avenue and Richmond Road to improve service to development on east side of City for Staunton Crossing and Frontier Center. Recommended in Draper Aden 2016 Richmond Road Study	\$ 900,000
NORTH RIVER RAW WATER LINE PIGGING	NS/NF	Cleaning (pigging) of North River raw waterline to restore capacity. Will be required by 2028	\$ 150,000
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 29,420,000
TOTAL WATER FUND CIP			\$ 45,095,000

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
SEWER FUND**

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2020				
OLD WWTP-NEW HOPE ROAD	FY 2020	SF BUDGET	Replace open channel with 30" and 36" pipe and close channel. Engineering and design to be completed with City staff	\$ 697,000
SEWER INTERCEPTOR CAPACITY STUDY	FY 2020	SF BUDGET	Engineering Study to determine full-flow capacities of major sewer interceptors (12" and larger) to identify future sewer upgrade projects	\$ 90,000
			TOTAL SEWER PROJECTS FY2020	\$ 787,000
FY2021				
E. BEVERLEY STREET SEWER LINE	FY2021	SF BUDGET	Replace 410 LF of deteriorated sewer line	\$ 150,000
UNION TOWN - WATERS / SEWER STUDY	FY2021	SF BUDGET	Commission a study for the installation of Water & Sewer lines in the Union Town Community in East Staunton	\$ 25,000
LYLE - BLANDFORD STREETS SEWER LINE	FY2021	SF BUDGET	Replace 270 LF of deteriorated sewer line	\$ 80,000
SEWER LINES	FY2021	SF BUDGET	Manhole Rehabilitation - 75 each	\$ 75,000
			TOTAL SEWER PROJECTS FY2021	\$ 330,000
FY2022				
STUART STREET SEWER LINE	FY2022	SF BUDGET	Replace 440 LF Sewer Line from Reservoir Street to Summerson Street	\$ 150,000
SEWER LINES	FY2022	SF BUDGET	Manhole Rehabilitation - 75 each	\$ 75,000
COMMERCE ROAD SEWER LINE - PHASE 2	FY2022	SF BUDGET	Survey and Design of Commerce Road Sewer Line - Phase 2	\$ 100,000
			TOTAL SEWER PROJECTS FY2022	\$ 325,000
FY2023				
COMMERCE ROAD SEWER LINE - PHASE 2	FY2023	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study UPDATED COST. FIRST YEAR FUNDING.	\$ 450,000
			TOTAL SEWER PROJECTS FY2023	\$ 450,000
FY2024				
COMMERCE ROAD SEWER LINE - PHASE 2	FY2024	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study UPDATED COST. SECOND YEAR FUNDING.	\$ 450,000
TOTAL SEWER PROJECTS FY2024				\$ 450,000

NOT SCHEDULED/ NOT FUNDED PROJECTS (NS/NF)	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
LEWIS CREEK SEWER LINE PER (FORMERLY COMMERCE ROAD SEWER PHASES 3 AND 4) NS/NF		Preliminary Engineering Report (PER) to re-evaluate Lewis Creek sewer - Greenville Avenue and Johnson Street Sections (formerly Commerce Road Sewer Line Phases 3 and 4) for possible alternatives to 2008 Draper Aden Study	\$ 100,000
DESIGN - LEWIS CREEK SEWER UPGRADE - GREENVILLE AVENUE SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 3) NS/NF		Upgrade of the Lewis Creek sewer - Greenville Avenue Section (formerly Commerce Road sewer - Phase 3) from Dominion Substation to South New Street (old MH Nos. L197-L243). 2008 Draper Aden Study	\$ 300,000
LEWIS CREEK SEWER UPGRADE - GREENVILLE AVENUE SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 3) NS/NF		Upgrade of the Lewis Creek sewer - Greenville Avenue Section (formerly Commerce Road sewer - Phase 3) from Dominion Substation to South New Street (old MH Nos. L197-L243). 2008 Draper Aden Study	\$2,000,000
DESIGN - LEWIS CREEK SEWER UPGRADE - JOHNSON STREET SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 4) NS/NF		Upgrade of the Lewis Creek sewer - Johnson Street Section (formerly Commerce Road sewer - Phase 4) from South New Street to Wharf Parking Lot at Central Avenue sewer discharge point (old MH Nos. L243-L265). 2008 Draper Aden Study	\$250,000
LEWIS CREEK SEWER UPGRADE - JOHNSON STREET SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 4) NS/NF		Upgrade of the Lewis Creek sewer - Johnson Street Section (formerly Commerce Road sewer - Phase 4) from South New Street to Wharf Parking Lot at Central Avenue sewer discharge point (old MH Nos. L243-L265). 2008 Draper Aden Study	\$800,000
ENGLEWOOD DRIVE SEWER PHASE IV-B NS/NF		Replace sewer line during construction of storm drain project	\$500,000
ROSE HILL CIRCLE SEWER LINE NS/NF		Install sanitary sewer in the 100 and 200 blocks to provide City sewer service to multiple homes currently being served by septic systems. 2014 COS Engineering Dept Study	\$350,000
GUY STREET SEWER EXTENSION NS/NF		Sewer line extension to remove six homes from septic tanks MOVED FROM FY2020 TO NS/NF	\$135,000
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 4,435,000
TOTAL SEWER FUND CIP			\$ 6,777,000

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
PARKING FUND**

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
<u>FY2020</u>				
NEW STREET GARAGE	FY2020	PF BUDGET	Replace and upgrade New Street Parking Garage access and control equipment.	\$ 250,000
			FY2020 TOTAL PARKING FUND PROJECTS	\$ 250,000
<u>FY2021</u>				
POLICE DEPARTMENT LICENSE SCANNER PARKING ENFORCEMENT	FY2021	PF BUDGET	Hand Held License Scanners for Parking Enforcement	\$ 38,000
			FY2021 TOTAL PARKING FUND PROJECTS	\$ 38,000
<u>FY2022</u>				
WHARF PARKING LOT	FY2022	PF BUDGET	Replace and upgrade Wharf Parking Lot access and control equipment.	\$ 250,000
			FY2022 TOTAL PARKING FUND PROJECTS	\$ 250,000
<u>FY2023</u>				
JOHNSON STREET GARAGE	FY2023	PF BUDGET	Replace and upgrade Johnson Street Parking Garage access and control equipment.	\$ 250,000
NEW STREET GARAGE	FY2023	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
			FY2023 TOTAL PARKING FUND PROJECTS	\$ 550,000
<u>FY2024</u>				
WHARF PARKING LOT	FY2024	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
JOHNSON STREET GARAGE	FY2024	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
			FY2024 TOTAL PARKING FUND PROJECTS	\$ 600,000
TOTAL PARKING FUND CIP				\$ 1,650,000
FY2020-FY2024 + NS/NF PROJECTS				

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Member: Phil Trayer
Item #	10	
Ordinance #		
Department:	Finance	
Council Vision:	Responsive, Efficient Government	
Subject:	Presentation of Quarterly Financial Report	

Background: Phil Trayer, Chief Finance Officer, will present a financial report for the second quarter of fiscal year 2020. The quarterly financial report and the sales, meals and lodging tax history reports are attached.

Attachments: Financial Report; Sales, Meals and Lodging Tax Reports

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

FY 2020 FINANCIAL REPORT

DECEMBER 31, 2019

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	Comment
PROPERTY TAXES					
Real Estate Taxes 2019 (75%) & 2020 (25%)	\$ 18,350,000	\$ 4,839,737	\$ 13,510,263	26%	75% of 2020 Taxes due June 20, 2020 25% of 2019 Taxes due Dec 5, 2019
Real Estate Taxes 2018-...	800,000	256,127	543,873	32%	Delinquent Taxes
Real Estate - Public Service	900,000	952,761	(52,761)	106%	100% of 2019 Taxes due Dec 5, 2019
Real Estate - Interest	175,000	92,538	82,462	53%	
Real Estate- Penalty	130,000	78,771	51,229	61%	
Real Estate Tax -Downtown Serv District	125,000	47,200	77,800	38%	25% due Dec 5; 75% due June 20
Personal Property Taxes 2019-...	5,050,000	4,990,499	59,501	99%	100% of 2019 PP Tax due December 5, 2019
Personal Property Taxes 2018-...	225,000	190,102	34,898	84%	Delinquent Taxes due prior to December 5, 2019
Personal Property Taxes- Public Service	4,000	3,563	437	89%	
Personal Property -Interest	55,000	39,356	15,644	72%	
Personal Property - Penalty	85,000	40,331	44,669	47%	
Machinery & Tools Tax	491,500	504,506	(13,006)	103%	100% Tax Due December 5, 2019
TOTAL PROPERTY TAXES	\$ 26,390,500	\$ 12,035,489	\$ 14,355,011	46%	
OTHER LOCAL TAXES					
Business & Occupational Licenses	\$ 2,200,000	\$ 117,281	\$ 2,082,719	5%	BPOL License due March 1, 2020
Water Utility Tax	280,000	112,034	167,966	40%	Paid Monthly w/ 1-2 months delay in collection
Gas Utility	300,000	104,510	195,490	35%	Paid Monthly w/ 1-2 months delay in collection
Electric Utility	585,000	243,073	341,927	42%	Paid Monthly w/ 1-2 months delay in collection
Local Sales Tax	4,300,000	1,604,528	2,695,472	37%	Paid Monthly w/ 2 months delay in payment from State
Bank Stock	475,000	-	475,000	0%	Paid in June
Recordation	200,000	97,773	102,227	49%	Paid Monthly w/ 1 month delay in collection
Cigarette Tax	395,000	205,062	189,938	52%	Paid at sale date, no delay in collection
Lodging Tax	890,000	483,187	406,813	54%	Paid Monthly w/ 1 month delay in collection
Meals Tax	4,600,000	2,031,271	2,568,729	44%	Paid Monthly w/ 1 month delay in collection
Probate Tax on Wills	7,000	2,077	4,923	30%	
Short Term Rental Tax	25,000	7,831	17,169	31%	
Local Communications Tax	1,250,000	390,240	859,760	31%	Paid Monthly w/ 1-2 months delay in collection
TOTAL OTHER LOCAL TAXES	\$ 15,507,000	\$ 5,398,868	\$ 10,108,132	35%	
PERMITS					
Short Term Rental Registration/Precious Metal	\$ -	\$ 1,150	\$ (1,150)	#DIV/0!	Airbnb Fees
Judicial Charges for Services	900	359	541	40%	
Public Safety Charges for Services	265,500	100,590	164,910	38%	
Planning and Development Charges for Services	14,500	6,350	8,150	44%	
TOTAL PERMITS	\$ 280,900	\$ 108,449	\$ -	\$ 172,451	39%

DECEMBER 31, 2019

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
FINES & FORFEITURES					
Circuit Court Fines	\$ 167,054	\$ 65,228	\$ 101,826	39%	
Court Recorder Fees	\$ 45,000	\$ 23,025	\$ 21,975		
Courthouse Maintenance Fee	10,000	5,142	4,858	51%	
Animal Control Fines	5,500	3,845	1,655	70%	
TOTAL FINES & FORFEITURES	\$ 227,554	\$ 97,239	\$ 130,315	43%	
REVENUE FROM USE OF PROPERTY					
Interest Revenue	\$ 200,000	\$ 53,493	\$ 146,507	27%	
Rental of Real Property	41,100	1,350	39,750	3%	
Rental of Real Property-Recreation	5,000	2,365	2,635	47%	
TOTAL REVENUE FROM USE OF PROPERTY	\$ 246,100	\$ 57,208	\$ 188,892	23%	
CHARGES FOR SERVICES					
Property Clean Up Fees	\$ 2,000	\$ 1,115	\$ 885	56%	
Payment in Lieu of Tax from Proprietary Funds	1,233,959	-	1,233,959	0%	
DMV Stop Fees	5,000	3,254	1,746	65%	
Administrative Fees	23,000	13,534	9,466	59%	
Judicial Operations Charges for Services	58,617	31,430	27,187	54%	
Public Safety Tax Exempt Service Charge	4,790	3,855	935	80%	
Recreation Charges for Services	\$ 495,000	232,006	262,994	47%	
TOTAL CHARGES FOR SERVICES	\$ 1,822,366	\$ 285,194	\$ 1,537,172	15.65%	
MISCELLANEOUS					
Sale of Salvage & Surplus	\$ 15,000	\$ 423	\$ 14,577	3%	
Payment in Lieu of Taxes SRHA	13,500	-	13,500	0%	
Donations	-	69,631	(69,631)	#DIV/0!	
Miscellaneous	-	5,714	(5,714)	#DIV/0!	
TOTAL MISCELLANEOUS	\$ 28,500	\$ 75,767	\$ (47,267)	266%	
RECOVERED COSTS					
Wellness Program Reimbursement	\$ 10,000	\$ -	\$ 10,000	0%	
Recovered Costs - General Govt	278,390	-	\$ 278,390	0%	
Recovered Costs - Courts	58,000	-	58,000	0%	
Recovered Costs- Public Safety	589,874	28,867	561,007	5%	Buy-In from Harrisonburg/Rockingham for Regional Jail
Recovered Costs- Police Security	45,000	15,803	29,197	35%	
Recovered Costs- Insurance Recovery	-	33,977	(33,977)	#DIV/0!	
Recovered Costs- Public Works	25,000	28,415	(3,415)	114%	
Recovered Costs- Education	89,600	-	89,600	0%	Software Annual Costs and Bus Mechanic Services
Recovered Costs- Recreation/ Library	50,400	30,203	20,197	60%	Talking Book Center Reimbursement
TOTAL RECOVERED COSTS	\$ 1,146,264	\$ 137,265	\$ 1,008,999	12%	

DECEMBER 31, 2019

GENERAL FUND REVENUES	REVISED BUDGET	ACTUAL YTD	AVAILABLE BUDGET	% RECEIVED	
COMMONWEALTH OF VIRGINIA REVENUE					
Public Facilities Tax	\$ 120,000	\$ 26,680	\$ 93,320	22%	State sales tax revenue from Stonewall Jackson Hotel
Recordation	70,000	13,929	56,071	20%	
Rolling Stock Taxes	14,000	9,793	4,207	70%	
Motor Vehicle Rental Tax	80,000	51,227	28,773	64%	
HB599 Law Enforcement	919,044	477,444	441,600	52%	Quarterly Payments from State
Personal Property Tax Relief Act (PPTRA)	1,652,200	1,321,760	330,440	80%	
Recordation - Grantor's Tax	50,000	28,233	21,767	56%	
Juror/Witness Fees	10,000	3,411	6,590	34%	
State Crime Forfeited Assets-Commonwealth Attorney	0	-	0	0%	
DCJS- Victim Witness Grant	25,000	4,500	20,500	18%	
DMV Four for Life Funds	25,250	-	25,250	0%	
DMV Animal License Plates	750	181	570	24%	
State Crime Forfeited Assets- Police	-	23,139	(23,139)	#DIV/0!	Revenue based on criminal drug activity
Fire Programs Fund	75,000	-	75,000	0%	
E911 Wireless Funds	76,000	55,498	20,502	73%	Grants from the Wireless Board of Virginia
Street & Highway Maintenance	4,290,026	2,107,342	2,182,684	49%	Quarterly Payments from State
Public Assistance	1,354,510	559,860	794,650	41%	
CSA Administrative Fees	11,793	10,787	1,006	91%	
Comprehensive Services Act (CSA)	2,174,000	651,175	1,522,825	30%	
VA Comm for the Arts	4,500	-	4,500	0%	
Library	155,160	77,580	77,580	50%	Quarterly Payments from State
Commissioner of Revenue	126,165	49,487	76,678	39%	
Treasurer	124,858	49,681	75,177	40%	
Electoral Board & Registrar	38,525	-	38,525	0%	
Commonwealth Attorney	544,152	207,674	336,478	38%	
Sheriff	302,800	125,043	177,757	41%	
Circuit Court Clerk	323,076	144,655	178,421	45%	
TOTAL COMMONWEALTH OF VIRGINIA	\$ 12,566,809	\$ 5,999,078	\$ 6,567,731	47.74%	
FEDERAL REVENUES					
Victim Witness Federal Grant	\$ 75,000	\$ 13,000	\$ 62,000	17%	
FEMA Disaster Payment	\$ -	\$ 1,092			
FEMA Fire SAFER Grant	177,786	58,949	118,837	33%	
Welfare Public Assistance	1,030,721	457,690	573,031	44%	
TOTAL FEDERAL REVENUE	\$ 1,283,507	\$ 530,731	\$ 753,868	41.35%	
PRIOR YEAR APPROPRIATIONS					
Appropriation for Prior Year Encumbrances	\$ 691,890	\$ -	\$ 691,890	0%	Outstanding Encumbrances at June 30, 2019
TOTAL PRIOR YEAR APPROPRIATIONS	\$ 691,890	\$ -	\$ 691,890	0%	
TOTAL GENERAL FUND REVENUES	\$ 60,191,390	\$ 24,725,288	\$ 35,467,194	41%	\$ 17,452,972.98

FY 2020 FINANCIAL REPORT
DECEMBER 31, 2019

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
<u>GENERAL GOVERNMENT ADMINISTRATION</u>						
CITY COUNCIL	\$ 157,328	\$ 79,924	\$ 9,937	\$ 67,468	57%	
CLERK OF COUNCIL	53,842	17,143	5,110	31,589	41%	
CITY MANAGER	578,678	207,337	-	371,341	36%	
HUMAN RESOURCES	648,584	289,963	31,974	326,646	50%	
CITY ATTORNEY	387,265	134,388	45,790	207,087	47%	
COMMUNICATIONS MANAGER	108,187	45,366	-	62,821	42%	(17,240,553)
PROFESSIONAL CONSULTANTS	70,000	57,200	-	12,800	82%	
CITY MEMBERSHIPS	28,197	27,884	-	313	99%	
FINANCE	1,413,835	616,155	141,876	655,804	54%	
ASSESSOR	277,217	133,302	-	143,915	48%	
COMMISSIONER OF REVENUE	335,807	136,890	311	198,607	41%	
TREASURER	452,504	182,304	1,075	269,125	41%	
REGISTRAR	142,182	57,043	141	84,998	40%	
INFORMATION TECHNOLOGY	1,287,080	584,001	48,722	654,357	49%	
RISK MANAGEMENT	795,000	347,551	220,170	227,279	71%	
TOTAL GENERAL GOV'T ADMINISTRATION	\$ 6,735,706	\$ 2,916,449	\$ 505,107	\$ 3,314,150	51%	
<u>JUDICIAL ADMINISTRATION</u>						
CIRCUIT COURT	\$ 161,021	\$ 68,835	\$ -	\$ 92,186	43%	
GENERAL DISTRICT COURT	10,900	2,512	-	8,388	23%	
MAGISTRATES	2,000	116	-	1,884	6%	
JUVENILE DOMESTIC RELATIONS COURT	75,092	-	-	75,092	0%	
CLERK OF THE CIRCUIT COURT	587,946	280,269	1,485	306,192	48%	
SHERIFF	577,283	275,029	4,962	297,292	49%	
VICTIM/WITNESS GRANT	86,887	38,406	-	48,481	44%	
COMMONWEALTH ATTORNEY	781,332	328,704	2,842	449,786	42%	
TOTAL JUDICIAL ADMINISTRATION	\$ 2,282,462	\$ 993,872	\$ 9,289	\$ 1,279,301	44%	
<u>PUBLIC SAFETY</u>						
POLICE	\$ 5,239,937	\$ 2,421,828	\$ 90,708	\$ 2,727,400	48%	
E911 CENTER	923,448	376,021	10,264	537,163	42%	
FIRE	3,153,237	1,565,336	60,991	1,526,910	52%	
COMMUNITY PUBLIC SAFETY	117,713	51,725	18,585	47,403	60%	
JUVENILE DETENTION HOME	100,053	50,026	-	50,027	50%	
JAIL	1,967,160	1,054,841	-	912,319	54%	
OFFICE ON YOUTH	151,534	29,649	2,361	119,524	21%	
INSPECTIONS	386,494	174,051	-	212,443	45%	
ANIMAL CONTROL	75,000	2,010	-	72,990	3%	
MEDICAL EXAMINER	250	100	-	150	40%	
TOTAL PUBLIC SAFETY	\$ 12,114,826	\$ 5,725,587	\$ 182,908	\$ 6,206,330	49%	

DECEMBER 31, 2019

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	INCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
PUBLIC WORKS						
ENGINEERING	\$ 339,704	\$ 148,137	\$ 536	\$ 191,031	44%	
PUBLIC WORKS ADMINISTRATION	278,810	124,801	1,647	152,362	45%	
STREETS	3,245,594	781,102	54,049	2,410,443	26%	
TRAFFIC ENGINEERING	307,393	67,105	10,470	229,818	25%	
TRAFFIC SIGNALS	446,533	188,992	73,277	184,265	59%	
BUILDING MAINTENANCE	1,332,835	592,749	121,444	618,642	54%	
EQUIPMENT MAINTENANCE	468,141	230,351	357	237,434	49%	
TOTAL PUBLIC WORKS	\$ 6,419,010	\$ 2,133,236	\$ 261,779	\$ 4,023,995	37%	
HEALTH AND WELFARE						
PUBLIC HEALTH	\$ 305,390	\$ 305,391	\$ -	\$ (1)	100%	
VALLEY COMM SERVICES BOARD	184,139	92,070	-	92,070	50%	Quarterly Payments
COMMUNITY POLICY MGMNT TEAM (CSA)	3,100,000	1,091,049	-	2,008,951	35%	
DEPT OF SOCIAL SERVICES	3,193,805	1,432,576	-	1,761,229	45%	
TAX RELIEF FOR THE ELDERLY	205,000	-	-	205,000	0%	Real Estate Tax Relief- processed May each year
COMMUNITY WELFARE ASSISTANCE	99,692	60,042	-	39,650	60%	Outside Agency Contributions
TOTAL HEALTH AND WELFARE	\$ 7,088,026	\$ 2,981,127	\$ -	\$ 4,106,899	42%	
EDUCATION -OTHER						
EDUCATIONAL CONTRIBUTIONS-BRCC	\$ 8,000	\$ 13,000	\$ -	\$ (5,000)	163%	Contribution to Blue Ridge Community College
TOTAL EDUCATION-OTHER	\$ 8,000	\$ 13,000	\$ -	\$ (5,000)	163%	
PARKS, RECREATION, LIBRARY, CULTURAL						
PARKS AND RECREATION ADMIN	\$ 1,204,657	\$ 590,149	\$ 59,626	\$ 554,882	54%	
HORTICULTURE	171,487	75,809	-	95,678	44%	
GOLF COURSE	113,137	52,804	-	60,333	47%	
COMMUNITY RECREATION ASSISTANCE	20,000	20,000	-	-	100%	Boys and Girls Club
PARK MAINTENANCE	1,316,797	539,565	34,787	742,446	44%	
COMMUNITY CULTURAL CONTRIBUTIONS	14,000	14,000	-	-	100%	Outside Agency Contributions
LIBRARY	1,211,403	557,874	44,685	608,843	50%	
TOTAL PARKS, RECREATION, LIBRARY, CULTURAL	\$ 4,051,481	\$ 1,850,200	\$ 139,098	\$ 2,062,184	49%	
PLANNING AND COMMUNITY DEVELOPMENT						
PLANNING	\$ 368,617	\$ 146,832	\$ -	\$ 221,785	40%	
COMMUNITY DEVELOPMENT ASSISTANCE	337,505	201,236	-	136,269	60%	Outside Agency Contributions
ECONOMIC DEVELOPMENT	642,061	192,311	-	449,749	30%	
TOURISM	488,936	241,027	16,181	231,728	53%	
STAUNTON WELCOME CENTER	56,296	26,245	-	30,051	47%	
TRANSPORTATION-CSPDC	63,000	63,000	-	-	100%	
TOTAL PLANNING AND COMMUNITY DEVELOPMENT	\$ 1,956,415	\$ 870,653	\$ 16,181	\$ 1,069,582	45%	

MARCH 31, 2018

GENERAL FUND EXPENDITURES	REVISED BUDGET	ACTUAL YTD	ENCUMBRANCES	AVAILABLE BUDGET	% EXPENDED	
<u>TRANSFERS TO OTHER FUNDS/NON-DEPARTMENTAL</u>						
TRANSFER TO DEBT SERVICE FUND	\$ 4,844,415	\$ -	\$ -	\$ 4,844,415	0%	Annual Debt Payments
TRANSFER TO CIP FUND	841,050	-	-	841,050	0%	
TRANSFER TO EDUCATION FUND	13,850,000	-	-	13,850,000	0%	Education Transfer
NON-DEPARTMENTAL EXPENDITURES	-	4,858		(4,858)	#DIV/0!	Distribution account-equal to zero at year end
TOTAL TRANSFERS AND NON-DEPARTMENTAL	\$ 19,535,465	\$ 4,858	\$ -	\$ 19,530,607	0%	

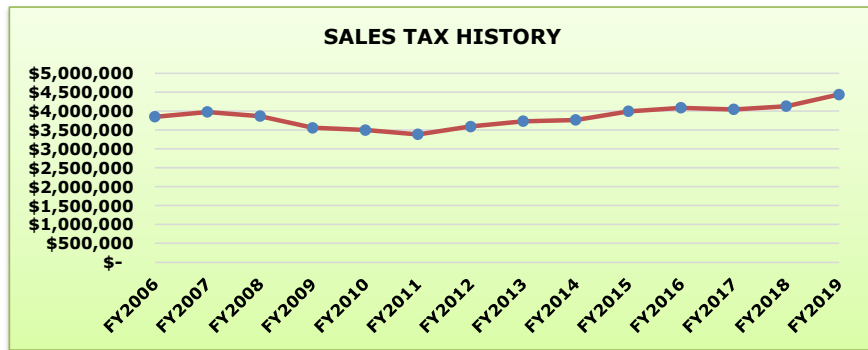
TOTAL GENERAL FUND EXPENDITURES	\$ 60,191,390	\$ 17,488,981	\$ 1,114,362	\$ 41,588,047	31%
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FY2020 GENERAL FUND BUDGET

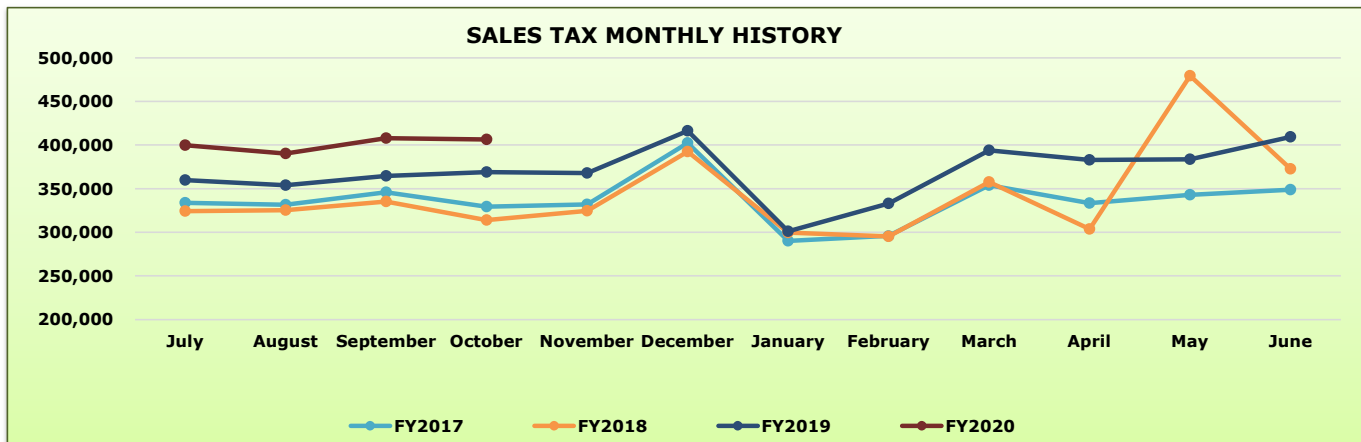
ADOPTED BUDGET	\$ 59,275,000	JULY 1, 2019
ENCUMBRANCE CARRY FORWARDS	691,890	JULY 1, 2019
FY2020 BUDGET AMENDMENT NO. 1	224,500	July 11, 2019
FY2020 REVISED BUDGET	<u>\$ 60,191,390</u>	
FY2020 REVENUES	\$ 24,725,288	
FY2020 EXPENDITURES	<u>\$ (17,488,981)</u>	
FY2020 NET YTD	\$ 7,236,307	

LOCAL SALES TAX - FY2020 - 1% Tax Rate

	FY2016	FY2017	FY2018	FY2019	FY2020	% Change	YTD Change
July	336,983.33	333,714.89	324,282.53	359,853.28	399,841.46	12.3%	\$ 39,988.18
August	342,818.18	331,429.16	325,420.04	353,757.54	390,364.99	11.2%	\$ 36,607.45
September	334,364.25	345,905.68	335,270.60	364,511.12	408,012.82	13.0%	\$ 43,501.70
October	355,170.69	329,371.48	314,014.94	368,778.54	406,308.21	12.0%	\$ 37,529.67
November	353,379.01	331,907.37	324,549.36	367,724.17	-	0.0%	\$ -
December	405,213.36	402,206.55	392,310.26	416,329.42	-	0.0%	\$ -
January	287,573.87	290,166.67	299,703.49	301,088.06	-	0.0%	\$ -
February	294,123.26	295,776.24	295,141.63	333,109.54	-	0.0%	\$ -
March	349,737.11	353,757.64	357,635.60	393,767.00	-	0.0%	\$ -
April	336,522.60	333,521.23	303,519.77	382,962.51	-	0.0%	\$ -
May	333,614.68	343,047.36	479,377.67	383,654.21	-	0.0%	\$ -
June	350,418.62	348,854.14	372,636.24	409,438.98	-	0.0%	\$ -
Totals	\$ 4,079,918.96	\$ 4,039,658.41	\$ 4,123,862.13	\$ 4,434,974.37	\$ 1,604,527.48		\$ 157,627.00
Budget	\$ 3,900,000.00	\$ 4,050,000.00	\$ 4,100,400.00	\$ 4,015,000.00	\$ 4,300,000.00		
Budget Variance	\$ 179,918.96	\$ (10,341.59)	\$ 23,462.13	\$ 419,974.37	\$ (2,695,472.52)		
% OF BUDGET	105%	99.7%	100.6%	110.5%	37.3%		
% CHANGE- YEAR	2.3%	-1.0%	2.1%	7.5%	-63.8%		

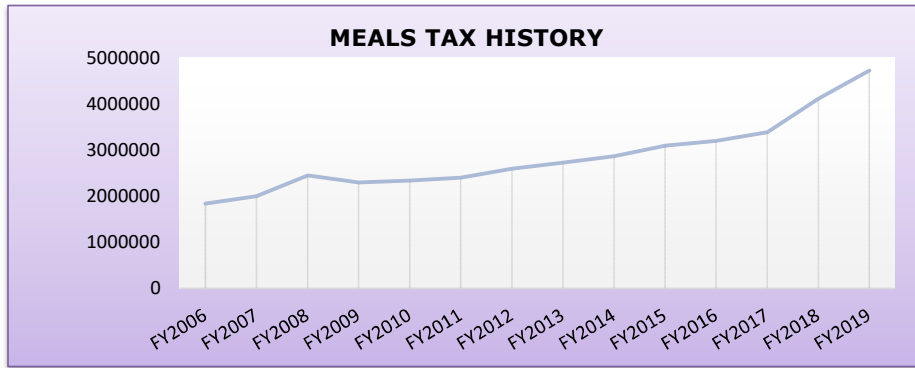


FY2006	\$ 3,847,115	
FY2007	\$ 3,975,958	3.3%
FY2008	\$ 3,862,575	-2.9%
FY2009	\$ 3,554,096	-8.0%
FY2010	\$ 3,495,905	-1.6%
FY2011	\$ 3,381,018	-3.3%
FY2012	\$ 3,588,737	6.1%
FY2013	\$ 3,729,201	3.9%
FY2014	\$ 3,760,505	0.8%
FY2015	\$ 3,988,839	6.1%
FY2016	\$ 4,079,919	2.3%
FY2017	\$ 4,039,658	-1.0%
FY2018	\$ 4,123,862	2.1%
FY2019	\$ 4,434,974	7.5%

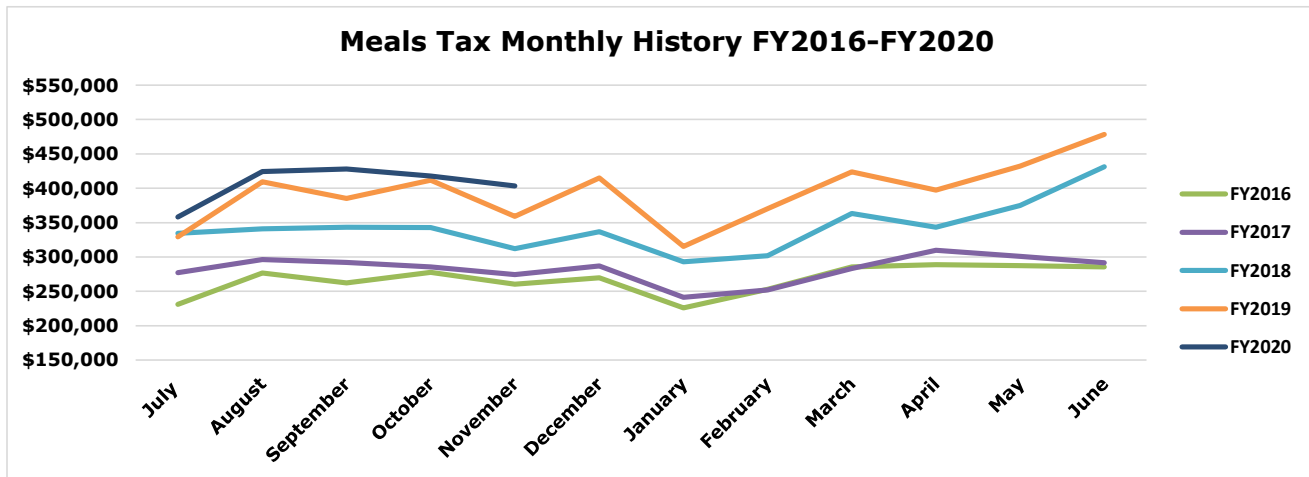


FY 2020 MEALS TAX - 7% Tax Rate

	6% TAX RATE	6% TAX RATE	7% TAX RATE	7% TAX RATE	7% TAX RATE		
	FY2016	FY2017	FY2018	FY2019	FY2020	% Change	\$ Change
July	231,275.49	277,144.75	334,578.70	329,572.70	358,211.89	8.6%	28,639.19
August	276,759.09	296,419.00	341,094.46	409,425.39	424,089.70	4.3%	14,664.31
September	262,272.64	292,135.16	343,277.21	385,385.11	427,994.74	12.4%	42,609.63
October	277,731.42	285,660.12	342,809.63	411,876.40	417,689.65	1.7%	5,813.25
November	260,344.43	274,337.57	312,114.40	359,315.82	403,285.45	14.1%	43,969.63
December	269,727.57	286,909.42	336,803.99	415,029.83	-	0.0%	-
January	225,700.89	240,970.03	293,064.10	315,163.07	-	0.0%	-
February	253,068.03	251,855.24	301,835.99	370,264.93	-	0.0%	-
March	285,566.17	283,281.51	363,206.78	423,831.12	-	0.0%	-
April	288,491.69	309,789.07	343,386.30	397,109.84	-	0.0%	-
May	287,234.01	300,966.20	374,830.10	432,042.64	-	0.0%	-
June	285,467.00	291,868.85	431,265.13	478,306.06	-	0.0%	-
Actuals	\$ 3,203,638.43	\$ 3,391,336.92	\$ 4,118,266.79	\$ 4,727,322.91	\$ 2,031,271.43		\$ 135,696.01
Budget	2,990,000.00	3,200,000.00	3,850,000.00	4,112,500.00	4,600,000.00		
Budget Variance	213,638	191,337	268,267	614,823	(2,568,729)		
% of BUDGET	107.1%	106.0%	107.0%	115.0%	44.2%		



FY2006	\$	1,841,936	
FY2007	\$	2,004,839	8.8%
FY2008	\$	2,456,629	22.5%
FY2009	\$	2,304,448	-6.2%
FY2010	\$	2,344,698	1.7%
FY2011	\$	2,406,577	2.6%
FY2012	\$	2,599,776	8.0%
FY2013	\$	2,732,598	5.1%
FY2014	\$	2,868,910	5.0%
FY2015	\$	3,099,130	8.0%
FY2016	\$	3,203,638	3.4%
FY2017	\$	3,391,337	5.9%
FY2018	\$	4,118,267	21.4%
FY2019	\$	4,727,323	14.8%

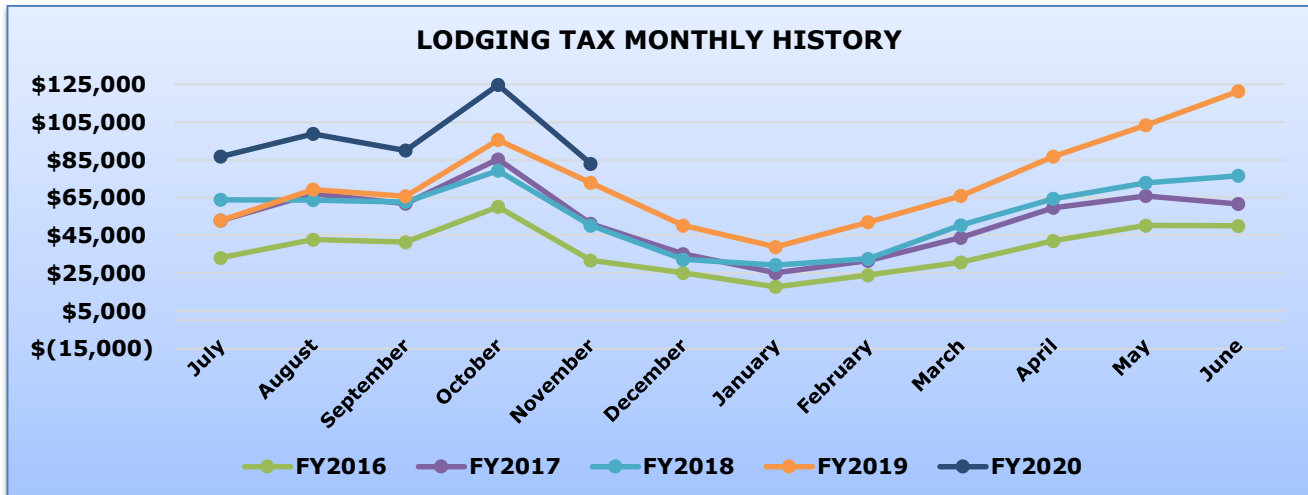
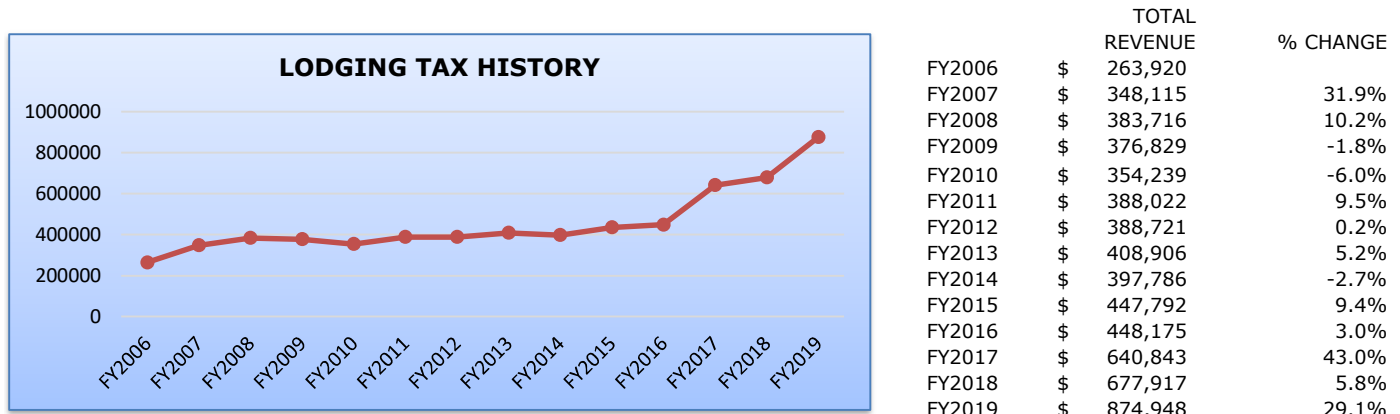


MEALS TAX HISTORY- RATE INCREASES

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

FY 2020 LODGING TAX - 6.7% Tax Rate

TAX RATE	5.00%		6.70%		6.70%		6.70%		6.70%			
	FY2016		FY2017		FY2018		FY2019		FY2020		% CHANGE	\$ Change
July	\$	33,008	\$	52,799	\$	63,907	\$	52,798	\$	86,792	53.2%	33,993.50
August	\$	42,662	\$	67,072	\$	63,738	\$	69,287	\$	98,765	46.2%	29,477.38
September	\$	41,273	\$	61,866	\$	62,756	\$	65,785	\$	89,978	38.6%	24,192.55
October	\$	60,092	\$	85,289	\$	79,262	\$	95,600	\$	124,738	36.8%	29,137.73
November	\$	31,690	\$	51,208	\$	50,187	\$	72,869	\$	82,915	20.0%	10,045.64
December	\$	25,056	\$	35,136	\$	32,225	\$	50,208	\$	-	0.0%	-
January	\$	17,704	\$	25,091	\$	29,239	\$	38,856	\$	-	0.0%	-
February	\$	23,844	\$	31,475	\$	32,490	\$	52,085	\$	-	0.0%	-
March	\$	30,648	\$	43,728	\$	50,304	\$	65,973	\$	-	0.0%	-
April	\$	42,095	\$	59,636	\$	64,326	\$	86,719	\$	-	0.0%	-
May	\$	50,184	\$	65,931	\$	72,905	\$	103,399	\$	-	0.0%	-
June	\$	49,921	\$	61,612	\$	76,577	\$	121,369	\$	-	0.0%	-
Actuals	\$	448,175	\$	640,843	\$	677,917	\$	874,948	\$	483,187		\$ 126,846.80
Budget Totals	\$	405,000	\$	540,000	\$	575,000	\$	890,000	\$	890,000		
Budget Variance	\$	43,175	\$	100,843	\$	102,917	\$	(15,052)	\$	(406,813)		
% of BUDGET		111%		119%		118%		98%		54%		
% CHANGE-YEAR		3.0%		43.0%		5.8%		29.1%				



CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Councilwoman Andrea Oakes
Item #	11	
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Discussion of Possible Consideration of a Resolution Concerning Second Amendment to the United States Constitution and Related Procedures	

Background: At the request of Councilwoman Andrea Oakes, this item has been added to Council's draft work session agenda for January 23, 2020, for discussion.

Also, at Ms. Oakes' request, the attached resolutions adopted by the Board of Supervisors of Rockingham County, Virginia and the City Council of the City of Virginia Beach, Virginia, are attached.

Attachments:

Attachment 1—*Resolution of the Rockingham County Board of Supervisors*

Attachment 2—*Resolution of the Virginia Beach City Council*

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg



STEPHEN G. KING
County Administrator



ROCKINGHAM COUNTY

BOARD OF SUPERVISORS
PABLO CUEVAS
Election District No. 1
SALLIE WOLFE-GARRISON
Election District No. 2
RICK L. CHANDLER
Election District No. 3
WILLIAM B. KYGER, JR.
Election District No. 4
MICHAEL A. BREEDEN
Election District No. 5

RESOLUTION OF ROCKINGHAM COUNTY BOARD OF SUPERVISORS

WHEREAS, each member of the Board of Supervisors of Rockingham County, Virginia, made oath at the time of taking office to support the Constitutions of the Commonwealth of Virginia and the United States of America, an oath which they understand obligates them to stand for and defend all individual rights protected therein; and,

WHEREAS, Article 1, Section 1, of the Constitution of Virginia provides "That all men are by nature equally free and independent and have certain inherent rights, of which, when they enter into a state of society, they cannot, by any compact, deprive or divest their posterity; namely, the enjoyment of life and liberty, with the means of acquiring and possessing property, and pursuing and obtaining happiness and safety"; and,

WHEREAS, Article 1, Section 13, of the Constitution of Virginia provides "That a well-regulated militia, composed of the body of the people, trained in arms, is the proper, natural, and safe defense of a free state, therefore, the right of the people to keep and bear arms shall not be infringed"; and,

WHEREAS, the Second Amendment of the United States Constitution provides "A well-regulated militia, being necessary to the security of a free state, the right of the people to keep and bear Arms, shall not be infringed"; and,

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S. 570 (2008), restated that the phrase "shall not be infringed" indicates that the right to bear arms is acknowledged in and protected by the Constitution, but is not created by the Constitution. The right to bear arms was pre-existing and emanates from higher authority; and,

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, 554 U.S. 570 (2008), affirmed that the term "bearable arms" includes any weapon of offense or thing that a man wears for his defense, or takes into his hands, that is carried for the purpose of offensive or defensive action; and,

WHEREAS, the United States Supreme Court in *United States v. Miller*, 307 U.S. 174 (1939), held that firearms that are part of ordinary military equipment, or with a use that could contribute to the common defense are protected by the Second Amendment; and,

WHEREAS, the United States Supreme Court in *District of Columbia v. Heller*, also affirmed an individual's right to possess firearms, unconnected with service in a militia, for traditionally lawful purposes, such as self-defense within the home; and,

WHEREAS, the United States Supreme Court in *Caetano v. Massachusetts* 577 U.S. 136 S. Ct. 1027 (2016) affirmed that the Second Amendment extends, *prima facie*, to all instruments that constitute bearable arms, even those that were not in existence at the time of the founding, and that this Second Amendment right is fully applicable to the States; and,

WHEREAS, the United States Supreme Court in *McDonald v. Chicago*, 561 U.S. 742 (2010) held that the right of an individual to "keep and bear arms," as protected under the Second Amendment, is incorporated by the Due Process Clause of the Fourteenth Amendment against the states; and,

WHEREAS, Article 1, Section 9, of the Constitution of Virginia provides "that the General Assembly shall not pass any bill of attainder, or any ex post facto law"; and,

WHEREAS, Article 1, Section 11, of the Constitution of Virginia provides "that no person shall be deprived of his life, liberty, or property without due process of law"; and,

WHEREAS, the Constitutions of both the Commonwealth and the United States forbid the taking of private property without just compensation; and,

WHEREAS, certain legislation which has been and may be introduced into the Virginia General Assembly would, if adopted, infringe on the rights of law abiding citizens to keep and bear arms as guaranteed by Article 1, Section 13, of the Constitution of Virginia and the Second Amendment of the United States Constitution; and,

WHEREAS, the members of the Rockingham County Board of Supervisors, in carrying out the duties of their office, are concerned about the passage of any bill or execution of any executive order which would infringe on the Constitutional rights of the citizens of Rockingham County; and,

WHEREAS, the Rockingham County Board of Supervisors expresses its opposition to any law that would restrict any constitutional rights, including those protected by Article 1, Section 13, and the Second Amendment; and,

WHEREAS, the Rockingham County Board of Supervisors expresses its intent to stand with others in defense of Virginia Constitution Article 1, Section 13 and U.S. Constitution Second Amendment rights and to oppose, within the limits of the Constitutions of the United States and the Commonwealth, any efforts to unconstitutionally restrict such rights, and to use such legal means at its disposal to protect the right of the citizens to keep and bear arms, including through legal action, and the right to petition for redress of grievances.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ROCKINGHAM COUNTY, VIRGINIA:

That the Board of Supervisors hereby expresses its continuing intent to uphold, support and defend all rights protected and guaranteed by the Constitution of the Commonwealth of Virginia and the Constitution of the United States; and in particular:

That the Board of Supervisors hereby expresses its intent to uphold and declares Rockingham County a Sanctuary County, in solidarity with others, for the protection of citizens' rights recognized and protected by Article 1, Sections 1-17 of the Constitution of Virginia; and,

That the Board of Supervisors hereby expresses its intent to uphold and declares Rockingham County a Sanctuary County, in solidarity with others, for the protection of citizens' rights recognized and protected by the First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eighth, Ninth, Tenth, Thirteenth, Fourteenth, Fifteenth, Nineteenth, Twenty-Fourth, and Twenty-Sixth Amendments of the United States Constitution; and,

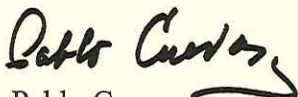
BE IT FURTHER RESOLVED:

That the Board of Supervisors along with the Rockingham County Sheriff and Commonwealth's Attorney and in solidarity with many other Virginia counties and municipalities does hereby declare Rockingham County, Virginia, a Second Amendment Sanctuary.

Given under our hand this eleventh day of December
in the year two thousand nineteen, A.D.



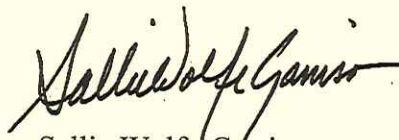
Michael A. Breeden, Chairman
Supervisor, District 5



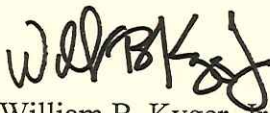
Pablo Cuevas
Supervisor, District 1



Rick L. Chandler
Supervisor, District 3

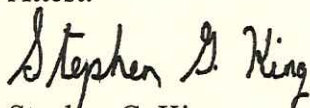


Sallie Wolfe-Garrison
Supervisor, District 2



William B. Kyger, Jr.
Supervisor, District 4

Attest:



Stephen G. King
County Administrator

**REQUESTED BY THE MAYOR, VICE MAYOR, AND COUNCILMEMBERS ABBOTT,
MOSS, AND WILSON**

**A RESOLUTION IN SUPPORT OF SECOND AMENDMENT
RIGHTS**

WHEREAS, the Second Amendment of the United States Constitution guarantees that the "right of the people to keep and bear arms shall not be infringed;"

WHEREAS, the Virginia Bill of Rights, which is part of the Constitution of Virginia, also protects the "right of the people to keep and bear arms;"

WHEREAS, the United States Supreme Court, in *District of Columbia v. Heller*, affirmed an individual's right to own and possess firearms for self-defense within the home or for other lawful purposes;

WHEREAS, the United States Supreme Court, in *McDonald v. Chicago*, affirmed that the Second Amendment of the United States Constitution applies to the states through the Due Process Clause of the Fourteenth Amendment of the United States Constitution;

WHEREAS, the City Council strongly believes that the right of citizens to keep and bear arms is a fundamental right that should be protected to the greatest degree possible;

WHEREAS, the members of the City Council have taken an oath to defend and uphold the Constitution of the United States and the Constitution of the Commonwealth of Virginia;

WHEREAS, the City Council is concerned that certain pre-filed legislation for the 2020 session of the General Assembly may threaten the rights of law-abiding citizens to keep and bear arms guaranteed by the constitutions of the Commonwealth of Virginia and of the United States;

WHEREAS, the City Council expresses opposition to any law that would unconstitutionally restrict the rights of law-abiding citizens of the City to keep and bear arms; and

WHEREAS, the City Council desires to act in the best interests of the residents of the City, and accordingly, the Council hereby express its sentiments with regard to this important and fundamental right;

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

1. The City Council hereby expresses its continued commitment to support all provisions of the Constitution of the United States and the Constitution of the Commonwealth of Virginia, including the right of the people to keep and bear arms;

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2. The City Council hereby expresses its strong support for the rights of law-abiding citizens to keep and bear arms and urges the members of the General Assembly and the Governor to take no action which would violate the freedoms guaranteed by either the Virginia Bill of Rights or the federal Bills or Rights;
 3. The City Council hereby declares the City of Virginia Beach a "Second Amendment Constitutional City;"
 4. The City Council hereby supports the actions of other elected bodies making similar declarations on behalf of Virginia counties, cities, and towns; and
 5. The City Council hereby directs the City Manager to forward a copy of this resolution to the City's General Assembly delegation and to the Governor of Virginia.

Adopted by the City Council of the City of Virginia Beach, Virginia, on this 6th day of January, 2020.

APPROVED AS TO LEGAL SUFFICIENCY:



City Attorney's Office

CA14966
R-2
December 30, 2019

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Steven L. Rosenberg City Manager
Item #	A	
Ordinance #		
Department:	City Manager	
Council Vision:	Responsive, Efficient Government	
Subject:	Recognition of Vanessa May and Jason Jenkins for Years of Service to the City of Staunton	

Background: Recent retirees, Vanessa May of the Public Works Department and Lieutenant Jason Jenkins of the Fire and Rescue Department, will attend Council's regular meeting to receive recognition on the occasion of their retirement from City service.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Members: Steven L. Rosenberg Chief Scott Garber
Item #	B	
Ordinance #		
Council Vision	Responsive, Efficient Government	
Department:	Fire and Rescue Department	
Subject:	Fire and Rescue Department Promotion	

Background: Lieutenant Adam Nulty has been promoted and will be sworn to his new promoted position. To increase public awareness and recognize the continuing highly professional service provided by the Fire and Rescue Department, his oath of office will be administered publicly at the Council meeting.

OATH OF OFFICE: "I, Adam Nulty, do solemnly swear that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia; and that I will faithfully and impartially discharge and perform all the duties incumbent upon me as Lieutenant for the City of Staunton Fire and Rescue Department, according to the best of my ability, so help me God."

City Manager's Recommendation: Oath of office to be administered by Mayor and City Manager and badge to be pinned by family members.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 23, 2020	Staff Member: Phil Trayer
Item #	C	
Ordinance #		
Department:	Finance	
Council Vision:	Responsive, Efficient Government	
Subject:	Public Hearing and Consideration of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two	

Background: The second budget amendment for fiscal year 2020 has been prepared for your review and discussion. The total budget amendment equals \$10,329,459. At Council's regular meeting on January 9, 2020, Council introduced the ordinance. A public hearing and consideration of the ordinance are scheduled for Council's meeting on January 23, 2020.

City Budget Amendment—\$ 6,566,905

The General Fund amendment includes \$240,167 for appropriations from prior year funds for mandated carry-forward expenditure/revenue balances for various grants and programs, and carry-forward funds for projects not completed at June 30, 2019. The amendment also includes appropriations of \$3,040,968 from prior year unassigned fund balance for a \$2,344,593 transfer to the City Capital Improvements Fund, \$296,375 to increase the City's Safety Net reserve from 15% to 15.5%, and a \$400,000 transfer to the Debt Service Sinking Fund. The \$2,344,593 transfer to the CIP Fund will be held in an undesignated CIP account until City Council approves the FY2020-2024 CIP in February 2020. The \$400,000 transfer to the Debt Service Sinking Fund will be used to help balance future debt payments for Capital Improvement projects being considered in the FY2020-2024 CIP budget. The amendment also includes a true up adjustment and reduction of \$75,343 in estimated street revenue, and \$60,858 in recovered costs, donations and other funding. The total General Fund amendment is \$3,266,650.

The City Capital Improvements Fund appropriates \$2,344,593 as a transfer from the General Fund for the FY2020-2024 Capital Improvement Plan (CIP), currently under review and pending approval by City Council.

The Debt Service Sinking Fund appropriates a \$400,000 transfer to the Debt Service Sinking Fund to be used to help balance future debt payments for capital improvement projects being considered in the FY2020-2024 CIP budget.

The Community Development Fund appropriates an additional \$504,543 of grant funds including \$304,543 from the U.S. Department of Housing and Urban Development for a new entitlement community program and \$200,000 from the Virginia Department of Housing and Community Development for a Community Development Block Grant.

The Blue Ridge Court Services Grant Fund includes \$49,845 in additional grant funds received in FY2019 for Blue Ridge Court Services for behavioral health programs.

The Grants Fund appropriates \$2,234 for a Byrne Justice Assistance grant award to fund the purchase of law enforcement equipment.

The Environmental Fund appropriation is reduced by \$960 to account for additional grant funds received for the Litter Control grant program.

School Budget Amendment—\$3,762,554

The Education Fund 900 amendment totaling \$2,643,137, appropriates \$1,611,240 for federal and state instructional programs for grant balances remaining at June 30, 2019, and additional grants awarded for FY2020. Local general revenue appropriations total \$1,031,897, and include funds for recovered costs for facility services, donations for the new Equity Fund, the Thacker Fund at Bessie Weller Elementary School, re-appropriations of donations to promote diversity and to purchase band instruments at Shelburne Middle School, and a transfer to the School CIP Fund.

The School Capital Improvements Fund 966 amendment totaling \$883,320 includes \$825,000 to be transferred from the Education Fund unassigned fund balance for the FY2020-FY2024 CIP, currently under review. The funds will be appropriated to the School CIP Fund Undesignated Account until the CIP is approved. The amendment also includes additional Commonwealth of Virginia funds, in the amount of \$33,320, for the School Security Equipment Grant awarded in FY2020, as well as a \$25,000 provision for local match. The grant will be used to purchase cameras and ballistic window film for school buildings.

The State Operated Program Fund 920 appropriates \$175,754 to include \$25,077.28 for remaining grant funds from Title VI-B for Special Education and \$150,676.37 for Title I, Part D (The Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent or At Risk) within Regional Programs.

The Cafeteria Fund 930 appropriates a total \$60,344, of which \$8,067 is for grants awarded in FY2020 and \$52,277 is a re-appropriation from fund balance for the Chef Anne grant and the balance of the Miles for Meals grant.

Attachment:

Budget Amendment Number Two

City Manager's Recommendation: Recommend that City Council adopt the ordinance, as presented.

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2020 budget by adding Budget Amendment Number Two, totaling \$10,329,459.

City Manager: Steven L. Rosenberg

FY 2020 BUDGET AMENDMENT NO. 2

GENERAL FUND		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
JUDICIAL ADMINISTRATION			
<u>COMMONWEALTH ATTORNEY</u>			
Prior Year Fund Balance	11001-41930	\$ 14,885	
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements	11022210-55472		\$ 14,885
<u>VICTIM WITNESS PROGRAM</u>			
To appropriate additional funds for Victim Witness			
Victim/Witness Grant - Federal	11023-46204	\$ 9,411	
Victim/Witness Grant - State	11023-45567	\$ 3,137	
Non-Capital Witness	11022190-55486		\$ 12,548
PUBLIC SAFETY			
<u>POLICE DEPARTMENT</u>			
Prior Year Fund Balance	11001-41930	\$ 91,642	
To carry forward the balance of the state forfeited asset funds. Carry forward is mandated by state regulations.	11033110-55472		\$ 78,006
To carry forward the balance of the federal forfeited asset funds. Carry forward is mandated by federal regulations.	11033110-55473		\$ 13,636
To appropriate recovered costs from insurance proceeds for damages to Police Interceptor	11031-41928	\$ 3,213	
Police Maintenance and Repairs	11033110-55305		\$ 3,213
To appropriate Selective Enforcement Grant from the National Highway Traffic Safety Administration			
Federal Grant	11033-46205-52900	\$ 14,455	
Overtime	11033110-51530-52900		\$ 12,000
Non Capital Equipment	11033110-55486-52900		\$ 2,455

FY 2020 BUDGET AMENDMENT NO. 2

GENERAL FUND		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
<u>FIRE DEPARTMENT</u>			
Prior Year Fund Balance	11001-41930	\$ 110,413	
FOUR for LIFE Funds -To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55602		\$ 23,289
FIRE PROGRAMS FUND - To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55639		\$ 87,124
PUBLIC WORKS			
<u>STREET MAINTENANCE</u>			
To appropriate additional state revenue for street maintenance.	11043-45530	\$ (75,343)	
To appropriate additional paving expenditures for street maintenance.	11044130-53225-18300		\$ (75,343)
To appropriate recovered costs from insurance proceeds for damages to Traffic Control Box	11041-41928	\$ 25,000	
Maintenance / Repair Traffic Signal	11044150-55348		\$ 25,000
<u>RECREATION</u>			
To carry forward the balance of donated funds to build a nature park.	11001-41930	\$ 4,798	
Materials and Supplies	11077110-53011-31200		\$ 4,798
To appropriate donated funds for the Booker T. Washington facility kitchen.	11073-41730-34400	\$ 9,855	
Building improvements/ capital outlay.	11077110-58385-34400		\$ 9,855
To appropriate recovered costs from insurance proceeds for damages to Parks & Recreation Dump Truck	11071-41928	\$ 5,642	
Repairs & Maintenance Vehicle & Equipment	11077210-53105		\$ 5,642
COMMUNITY DEVELOPMENT			
<u>TOURISM</u>			
To carry forward the balance of donated funds for 50 Years of Love - Mural Painting	11001-41930	\$ 8,575	
Professional Services	11088210-53010-47001		\$ 8,575

FY 2020 BUDGET AMENDMENT NO. 2

GENERAL FUND		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
RESERVES			
<u>Safety Net Reserve</u>			
Unreserved Fund Balance	110-35110	\$ 296,375	
Safety Net Reserve	110-31250		\$ 296,375
TRANSFERS TO OTHER FUNDS			
<u>CAPITAL IMPROVEMENTS</u>			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	\$ 2,344,593	
Transfer to the City Capital Improvements Fund	11099600-59339		\$ 2,344,593
<u>DEBT SERVICE SINKING FUND</u>			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	\$ 400,000	
Transfer to the Debt Service Sinking Fund- Debt Reserve			\$ 400,000
TOTAL GENERAL FUND		\$ 3,266,650	\$ 3,266,650

FY 2020 BUDGET AMENDMENT NO. 2

		AMOUNT	
GENERAL FUND			
	LEDGER CODE	REVENUE	EXPENDITURE

BUDGET AMENDMENT NO. 2 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY

General Revenues

Appropriation of Prior Year Fund Balance \$ 3,281,135

Forfeited Assets for Police - State 78,006

Forfeited Assets for Comm Attorney 14,885

Forfeited Assets for Police - Federal 13,636

EMS Four for Life Funds for Fire Department 23,289

Fire Programs Fund 87,124

50 Years of Love 8,575

Recreation- Nature Park Donations 4,798

Recreation-Donations- Booker T. Community Center 9,855

Transfer to the Capital Improvements Fund 2,344,593

Safety Net Reserve 296,375

Transfer to the Debt Service Sinking Fund 400,000

Recovered Costs 33,855

Clerk of the Circuit Court -

Public Works 25,000

Public Safety- Insurance Proceeds 3,213

Parks & Recreation - Insurance Proceeds 5,642

Charges for Services -

Clerk of the Circuit Court -

Capital Grants and Contributions (48,340)

Sheriff Department -

Victim Witness 12,548

Police Department 14,455

Street Maintenance (75,343)

Total General Fund Revenues \$ 3,266,650

GENERAL FUND EXPENDITURE SUMMARY

Judicial Administration \$ 27,433

Public Safety 219,723

Public Works (50,343)

Parks, Recreation, Cultural 20,295

Community Development 8,575

Safety Net Reserve 296,375

Transfer to Other Funds \$ 2,744,593

Total General Fund Expenditures \$ 3,266,650

FY 2020 BUDGET AMENDMENT NO. 2

	LEDGER CODE	REVENUE	EXPENDITURE
CITY CAPITAL IMPROVEMENTS FUND			
Appropriation for funds transferred from the General Fund	39001-49211	\$ 2,344,593	
CIP Funds - Undesignated	3909980-58400		\$ 305,000
CIP Contingency Account	3909800-58400		\$ 2,039,593
TOTAL CAPITAL IMPROVEMENTS FUND		\$ 2,344,593	\$ 2,344,593
DEBT SERVICE SINKING FUND			
Appropriation for funds transferred from the General Fund	11101-49211	\$ 400,000	
Debt Service Sinking Fund Reserve	11199500-59500		\$ 400,000
TOTAL DEBT SERVICE SINKING FUND		\$ 400,000	\$ 400,000
COMMUNITY DEVELOPMENT FUND			
To appropriate grant funds from the U.S. Department of Housing and Urban Development for a new entitlement community program to prepare a citizen participation plan. Total program funds equal \$354,433, the balance of program funds, \$304,433, will be appropriated in FY2020.			
HUD Grant	22083-46242	\$ 304,543	
Professional Services	22088535-53010		\$ 304,543
VIDA Grant			
To appropriate Department of Housing and Community Development Block Grant # #18-LI-22	22083-46250-46011	\$ 200,000	
Contractual Agreements	22088566-53011-46011		\$ 30,000
Other Expenses	22088566-55670-46011		\$ 170,000
TOTAL COMMUNITY DEVELOPMENT FUND		\$ 504,543	\$ 504,543
GRANTS FUND			
P1210LO17			
BYNRE/JAG Federal Grant	21533-46253-40248	\$ 2,234	
State Forfeited Funds Program	21533110-55486-40248		\$ 2,234
TOTAL GRANTS FUND		\$ 2,234	\$ 2,234

FY 2020 BUDGET AMENDMENT NO. 2

	LEDGER CODE	REVENUE	EXPENDITURE
BLUE RIDGE COURT SERVICES FUND			
To correct local funding; record new grant (rockbridge Jail) and increases (DCJS and Supreme Court - Behavioral and Drug Court) /(Aug Health DBT)			
Interest Revenue	21001-41510	\$ (15,600)	
Supervision Fees	21032-41656	\$ 30,000	
HEM Monitoring Fees	21032-41658	\$ (17,400)	
Group Therapy Fees	21032-41659	\$ 17,000	
Grant Program Share	21033-44122	\$ (3,750)	
Behavior Health Grant	21033-45553	\$ 13,538	
Community Corrections	21033-45556	\$ 14,250	
Drug Court Grant	21033-45570	\$ 11,807	
Screening Expense	21033340-55404		\$ (2,068)
FICA	21033341-52010		\$ (950)
Workers Compensation	21033341-52025		\$ 25
Unemployment Insurance	21033341-52030		\$ (375)
Disability Insurance	21033341-52035		\$ 25,000
Contractual Agreements	21033341-53011-40237		\$ (19,000)
Special Programing	21033341-55270-40236		\$ (454)
Part Time Help	21033343-51510		\$ (300)
FICA	21033343-52010		\$ (291)
Disability Insurance	21033343-52035		\$ 15,000
Professional Services	21033343-53010		\$ 12,162
Screening Expense	21033343-55404		\$ 2,096
FICA	21033345-52010		\$ 1,000
Training and Travel	21033345-55005		\$ 15,000
Special Expense Housing	21033345-55205		\$ 500
Special Expense Grants	21033345-55207		\$ 2,500
TOTAL BLUE RIDGE COURT SERVICES FUND		\$ 49,845	\$ 49,845
ENVIRONMENTAL FUND			
Litter Prevention and Recycling Program			
To adjust Comm of VA grant funds from the Department of Environmental Quality			
Comm of VA grant funds	58003-45540	\$ (960)	\$ -
Litter Control Grant materials & supplies	58004822-55415		\$ (960)
TOTAL ENVIRONMENTAL FUND		\$ (960)	\$ (960)

FY 2020 BUDGET AMENDMENT NUMBER TWO SUMMARY

CITY GOVERNMENT FUNDS

GENERAL FUND	\$ 3,266,650
CAPITAL IMPROVEMENTS FUND	\$ 2,344,593
DEBT SERVICE SINKING FUND	\$ 400,000
COMMUNITY DEVELOPMENT FUND	\$ 504,543
GRANTS FUND	\$ 2,234
BLUE RIDGE COURT SERVICES FUND	\$ 49,845
ENVIRONMENTAL FUND	\$ (960)

TOTAL CITY GOVERNMENT FUNDS	\$ 6,566,905
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EDUCATION FUNDS

EDUCATION FUND	\$ 2,643,137
SCHOOL CIP FUND 966	\$ 883,320
CAFETERIA FUND	\$ 60,344
SCHOOL SOP FUND 920	\$ 175,754

TOTAL EDUCATION FUNDS	\$ 3,762,554
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TOTAL FY2020 BUDGET AMENDMENT NO. 2	\$10,329,459
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