Work Session Agenda
Staunton City Council
Caucus Room
February 13, 2020
5:30 p.m.

Invocation/Moment of Silence—Kier

5:30 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:35 p.m.	**2.**	**Joint Budget Work Session with Staunton School Board**
6:05 p.m.	**3. & C**	**Discussion of the Proposed Capital Improvement Plan FY2020—FY2024**
6:15 p.m.	**4. & D**	**Discussion of Proposed FY2021 Holiday Schedule**
6:20 p.m.		**Break**
6:40 p.m.	**5.**	**Update on Staunton City Council Vision for 2030 and 3-Year Priorities**
6:55 p.m.	**6.**	**Closed Meeting for Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to: (i) a Claim Involving a Former Employee of One of the City's Departments or Agencies; and (ii) Specific Land Use and Zoning Matters**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Council Chambers
February 13, 2020
7:30 p.m.

Call to Order

Pledge of Allegiance

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of January 9, 2020

Work Session and Regular Meeting of January 23, 2020

REGULAR MEETING

A. Public Hearing and Consideration of an Ordinance Amending, Restating and Reordaining Title 18, Zoning, of the Staunton City Code to Establish a New Chapter 18.169, Site Plans, to Regulate the Submittal of Site Plans for Development

B. Consideration of an Amendment to the City Manager's Appointment-Employment Agreement to Align More Closely with Virginia Retirement System Guidelines and to Allow Combination of Leave Conversion

C. Consideration of the Proposed Capital Improvement Plan FY2020—FY2024

D. Consideration of Proposed FY2021 Holiday Schedule

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 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

Work Session Agenda
Staunton City Council
Caucus Room
February 13, 2020
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5:35 p.m.	**2.**	**Joint Budget Work Session with Staunton School Board**
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6:15 p.m.	**4. & D**	**Discussion of Proposed FY2021 Holiday Schedule**
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6:55 p.m.	**6.**	**Closed Meeting for Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to: (i) a Claim Involving a Former Employee of One of the City's Departments or Agencies; and (ii) Specific Land Use and Zoning Matters**
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B. Consideration of an Amendment to the City Manager's Appointment-Employment Agreement to Align More Closely with Virginia Retirement System Guidelines and to Allow Combination of Leave Conversion

C. Consideration of the Proposed Capital Improvement Plan FY2020—FY2024

D. Consideration of Proposed FY2021 Holiday Schedule

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Dr. Garett Smith** **Superintendent** **Steven L. Rosenberg** **City Manager**
Item #	**2**	
Ordinance #		
Department:	**City Council and School Board**	
Council Vision:	**Education** **Responsive, Efficient Government**	
Subject:	**Joint Work Session—City Council and School Board**	

Background: City Council and Staunton City School Board will meet in an informal joint work session, as in prior years, to discuss general items of mutual interest, such as capital improvement projects and current legislative issues. As budget deliberations commence, this will present a good opportunity to maintain open lines of communication for the betterment of Staunton's citizens, students and employees.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Staff Member:** **Phil Trayer**
Item #	**3 & C**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government** **Built Environment**	
Subject:	**Capital Improvement Plan FY2020—FY2024**	

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

The plan was presented initially to City Council at its work session on January 9, 2020. It was presented again for additional review and discussion at Council's worksession on January 23, 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. At its meeting on January 16, 2020, the Planning Commission conducted a public hearing on the plan. 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's meeting on February 13, 2020. The scheduled FY2020—FY2024 CIP totals $69,755,225. The total CIP, including unscheduled projects, is $248,844,661.

Attachment: Capital Improvement Plan

City Manager's Recommendation: Recommend that City Council adopt the Capital Improvement Plan, as presented.

Suggested Motion: I move that City Council adopt the FY 2020-2024 Capital Improvement Plan, totaling $248,844,661.

City Manager: Steven L. Rosenberg

CITY OF STAUNTON, VA
CAPITAL IMPROVEMENT PLAN
FY2020 - FY2024

DRAFT PLAN FEBRUARY 13, 2020

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?

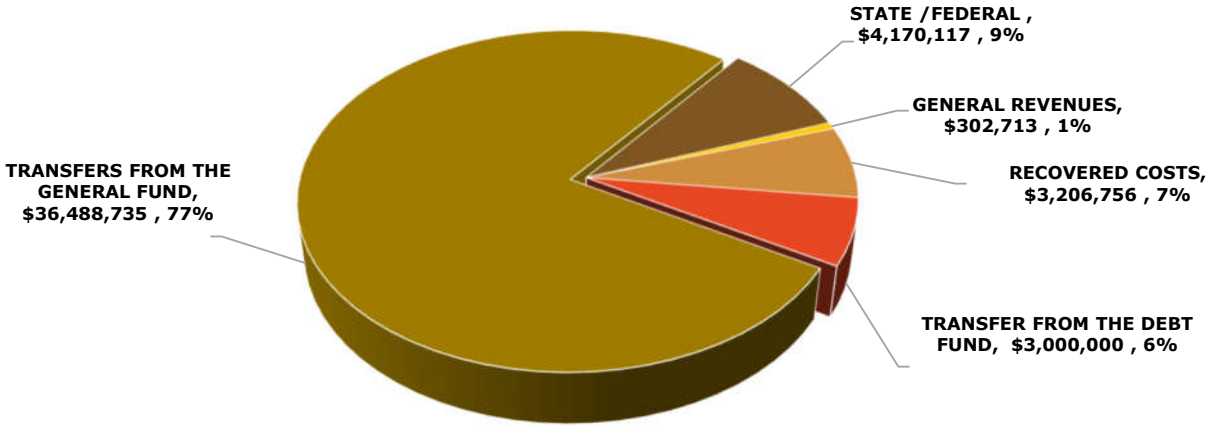
CAPITAL IMPROVEMENT PLAN SCHEDULE

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.

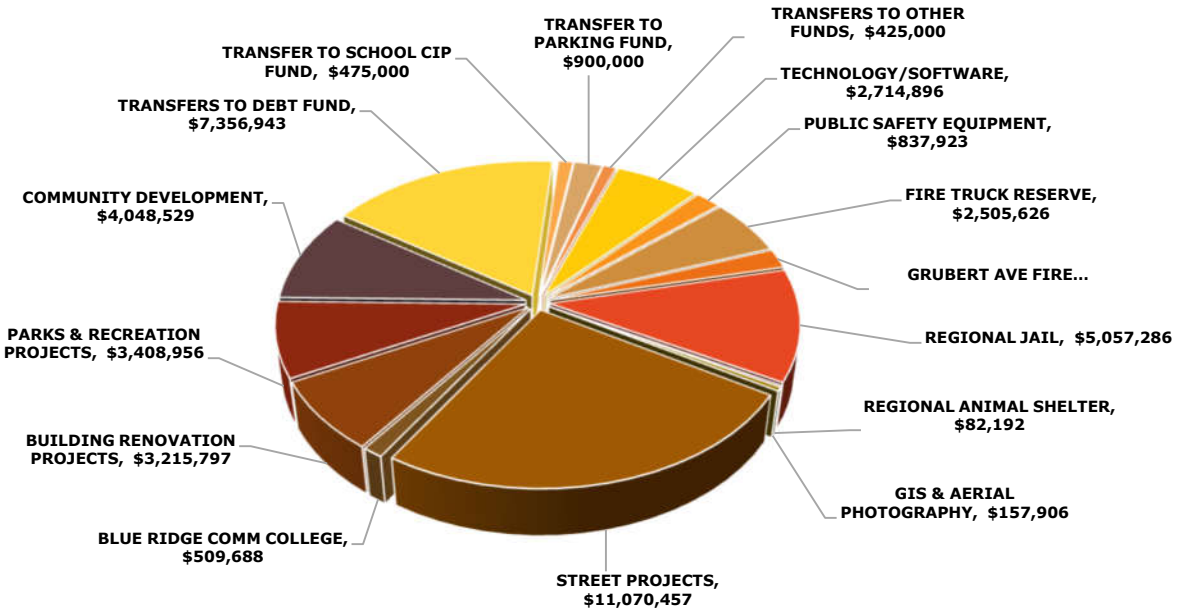
CIP COMMITTEE

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
CIP GENERAL REVENUE			
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
CIP CAPITAL GRANTS AND CONTRIBUTIONS			
RECOVERED COSTS- HEALTH DEPARTMENT BUILDING	$ 24,530	$ 17,840	$ 6,690
TOTAL CIP CAPITAL GRANTS	$ 24,530	$ 17,840	$ 6,690
PUBLIC WORKS- CAPITAL/NON-CAPITAL GRANTS			
COMMONWEALTH OF VIRGINIA-TRANSPORTATION	$ 2,741,946	$ 2,682,756	$ 59,190
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
PARKS & RECREATION NON-CAPITAL GRANTS			
STATE AID-VDOT FUNDS	$ 25,000	$ 24,219	$ 781
STATE AID-MISCELLANEOUS SLAF LAKE TAMS	210,978	210,978	-
TOTAL PARKS & RECREATION GRANTS	$ 235,978	$ 235,197	$ 781
COMMUNITY DEVELOPMENT CAPITAL GRANTS			
COMM OF VA FRONTIER CENTER	$ 100,000	$ 100,000	$ -
COMM OF VA- RR SMITH CENTER FUNDS	459,167	459,167	-
TOTAL COMMUNITY DEVELOPMENT GRANTS	$ 559,167	$ 559,167	$ -
TOTAL CIP FUND REVENUES	**$ 53,241,689**	**$ 47,168,321**	**$ 6,073,368**
	$ -		
TRANSFERS FROM THE GENERAL FUND			
FISCAL YEAR 2003	$ 479,317		
FISCAL YEAR 2004	$ 545,747		
FISCAL YEAR 2005	$ 1,387,431		
FISCAL YEAR 2006	$ 2,935,405		
FISCAL YEAR 2007	$ 3,047,527		
FISCAL YEAR 2008	$ 841,518		
FISCAL YEAR 2009	$ 3,033,591		
FISCAL YEAR 2010	$ 2,736,358		
FISCAL YEAR 2011	$ 3,513,820		
FISCAL YEAR 2012	$ 2,210,000		
FISCAL YEAR 2013	$ 2,452,004		
FISCAL YEAR 2014	$ 3,052,170		
FISCAL YEAR 2015	$ 2,557,305		
FISCAL YEAR 2016	$ 1,873,392		
FISCAL YEAR 2017	$ 1,641,050		
FISCAL YEAR 2018	$ 791,050		
FISCAL YEAR 2019	$ 691,050		
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**

A. OPEN SPACE/ENVIRONMENT

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

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

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

   c. Encourage appropriate use of agricultural-forestal districts.

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

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

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

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

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

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

      iii. Continue efforts to address stormwater management.

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

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

   h. Discourage further development in the floodplains.

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

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

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

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

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

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

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

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

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

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

2. Encourage sustainability and conservation practices.

a. Promote and support energy conservation.

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

B. COMMUNITY CHARACTER

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

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

b. Support increased landscaping of school grounds.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

C. PLANNING

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

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

b. Provide incentives for infill development.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

D. NEIGHBORHOODS AND HOUSING

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

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

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

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

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

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

      iii. Encourage other types of access beyond pedestrian access.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

E. REHABILITATION AND RE-USE

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

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

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

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

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

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

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

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

h. Emphasize proactive maintenance of existing structures and properties.

2. Revitalize blighted and vacant properties.

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

1. Block By Block
2. Habitat For Humanity

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

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

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

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

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

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

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

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

e. Encourage continued redevelopment of commercial brownfields areas.

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

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

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

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

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

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

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

F. TRANSPORTATION AND PARKING

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

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

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

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

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

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

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

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

h. Consider additional parking garages in the City.

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

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

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

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

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

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

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

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

h. Develop the Montgomery Avenue Connector Road.

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

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

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

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

G. PUBLIC SERVICE AND GOVERNMENT

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

a. **Recreation:**

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

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

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

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

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

b. **Public Safety:**

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

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

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

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

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

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

c. **Schools:**

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

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

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

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

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

d. **Library:**

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

e. **Social Services:**

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

f. **Utilities and Infrastructure:**

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

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

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

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

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

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

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

H. ECONOMIC DEVELOPMENT/TOURISM

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

3. Encourage a demographically diverse and growing population.

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

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

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

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

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

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

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

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

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

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

CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (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						
PUBLIC WORKS - STREET PROJECTS						
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
PUBLIC WORKS- BUILDINGS						
PUBLIC WORKS BUILDING FUND	*	GF 2019	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	$ 100,000	NA	Annual Preventive Maintenance
RECREATION						
GREENWAYS PROJECT	*	BA 2018	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec. F.2.k and F.2.l)	Annual Maintenance
FOOTBALL STADIUM	*	BA 2018	Improvements to the football stadium to provide ADA handicap access	$ 100,000	Public Service and Government (Sec. G.1.a.i)	Annual Maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2019	Annual Share of 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	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
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-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2022	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2022 CIP PLAN				**$ 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
RECREATION						
GREENWAYS PROJECT	*	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2023	Annual Share of Blue Ridge Community College Capital Building Fund	$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2023	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 200,000	Public Service and Government (Sec. G.1.c.i and G.1.c.ii)	N/A to City
TOTAL FY2023 CIP PLAN				**$ 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
RECREATION						
GREENWAYS PROJECT	*	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	$ 100,000	Transportation and Parking (Sec F.2.k and F.2.l)	Annual maintenance
EDUCATION						
BLUE RIDGE COMMUNITY COLLEGE	*	GF 2023	Annual Share of Blue Ridge Community College Capital Building Fund	$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS						
BUILDING MAINTENANCE REPAIRS	*	GF 2023	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	$ 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 aligment 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	WARE SCHOOL	FY2021	**FY2021 BA2**	Additional parking is needed for school events	$ 75,000	Annual maintenance
				TOTAL FY2021	**$ 1,050,000**	

STAUNTON CITY SCHOOLS

CAPITAL IMPROVEMENT PLAN (CIP)

FY2020 - FY2024

SCHOOL CIP FUND 966

			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS / MAINTENANCE
FY2022						
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

			FY2020 -FY2024 CIP PLAN	
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

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

STORM DRAIN PROJECTS NOT SCHEDULED OR FUNDED - Cont'd				
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**

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	**$**	**29,420,000**
TOTAL WATER FUND CIP		**FY2020-FY2024 + NS/NF PROJECTS**	**$**	**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 deteriated 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 deteriated 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			**FY2020-FY2024 + NS/NF PROJECTS**	**$**	**6,777,000**

CITY OF STAUNTON

CAPITAL IMPROVEMENT PLAN (CIP)

PARKING FUND

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2020				
NEW STREET GARAGE	FY2020	PF BUDGET	Replace and upgrade New Street Parking Garage access and control equipment.	$ 250,000
			FY2020 TOTAL PARKING FUND PROJECTS	**$ 250,000**
FY2021				
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**
FY2022				
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**
FY2023				
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**
FY2024				
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			**FY2020-FY2024 + NS/NF PROJECTS**	**$ 1,650,000**

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Staff Member:** **Jonathan Venn**
Item #	**4 & D**	
Ordinance #		
Department:	**Human Resources**	
Council Vision	**Responsive, Efficient Government**	
Subject:	**Proposed Fiscal Year 2021 Holiday Schedule**	

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

City Manager's Recommendation: Recommend the following FY 2021 (July 1, 2020-June 30, 2021) Holiday Schedule:

1. Observe the following 10 holidays:

Holiday	Date Observed
Independence Day	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020
Thanksgiving Day	Thursday, November 26, 2020
Day After Thanksgiving	Friday, November 27, 2020
Christmas Day	Friday, December 25, 2020
New Year's Day	Friday, January 1, 2021
Martin Luther King, Jr. Day	Monday, January 18, 2021
Presidents Day	Monday, February 15, 2021

Memorial Day	Monday, May 31, 2021
Personal Holiday*	Discretionary

*Must be on payroll July 1, 2020 to receive the personal holiday.

2. Consider designating Thursday, December 24, 2020, and Thursday, December 31, 2020 as additional holidays to allow employees additional time to travel and participate in holiday-related activities.

Suggested Motion: I move to adopt the fiscal year 2021 holiday schedule as presented.

City Manager: Steven L. Rosenberg

STAUNTON VIRGINIA

DEPARTMENT OF HUMAN RESOURCES
CITY & SCHOOLS

City of Staunton Holiday Schedule

Fiscal Year 2021 (July 1, 2020-June 30, 2021)

Holiday	Date Observed
Independence Day	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020
Thanksgiving Day	Thursday, November 26, 2020
Day After Thanksgiving	Friday, November 27, 2020
Additional holiday granted by City Council	Thursday, December 24, 2020
Christmas Day	Friday, December 25, 2020
Additional holiday granted by City Council	Thursday, December 31, 2020
New Year's Day	Friday, January 1, 2021
Martin Luther King, Jr. Day	Monday, January 18, 2021
Presidents Day	Monday, February 15, 2021
Memorial Day	Monday, May 31, 2021
Personal Holiday*	Discretionary

*Must be on payroll July 1, 2020 to receive the personal holiday.

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

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**City Council**
Item #	**5**	
Ordinance #		
Department:	**City Council**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Update on Staunton City Council Vision for 2030 and 3-Year Priorities**	

Background: On November 1 and 2, 2018, and April 22, 2019, at two separate retreats, City Council updated its Vision and developed new three-year priorities to achieve its Vision for 2030. Both were finally adopted by Council on June 13, 2019.

During the retreats, a consensus emerged among Council members to review from time to time the priorities and the state of their completion. The first such review has been included on Council's work session agenda for February 13, 2020. Updates will be provided on a biannual basis.

The priorities document, annotated (with blue text) to reflect the current status of the priorities, is attached. Staff will be available to answer questions, and Council members will have an opportunity to discuss the priorities.

For further context, Council's Vision for 2030, can be viewed at https://www.ci.staunton.va.us/government/city-council/vision.

City Manager's Recommendation: Receive the update of Council's 3-Year Priorities.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

STAUNTON CITY COUNCIL 3-YEAR PRIORITIES TO ACCOMPLISH VISION FOR 2030
Adopted April 22, 2019
Revised at Council Work Session on June 13, 2019

On November 1 and 2, 2018, and April 22, 2019, at two separate retreats, City Council updated its Vision and developed new 3-Year Priorities to achieve its Vision for 2030. Both were finally adopted by Council on June 13, 2019.

Economic Development	
1	With a preference for employers with high-paying jobs, aggressively recruit and secure favorable development for the Staunton Crossing site to include advanced manufacturing, logistics, data centers, office park, retail, restaurants, and open space The Staunton Crossing Economic Development Business Plan includes 10 recommendations to make Staunton Crossing attractive to economic development prospects and improve the chances for landing target businesses within the development. The 10 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 other initiatives that will capitalize on the city's investment and best position Staunton Crossing for success.
2	Prepare the Staunton Crossing site for development and work with developers in a way that secures the best competitive position for the city which will include: • Completing Crossing Way access road 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. Construction is scheduled to begin in 2021. • Demolishing outmoded structures In October 2019, the city, on behalf of the Economic Development Authority, solicited competitive bids for services at Staunton Crossing involving and associated with the demolition of selected buildings, the abatement of hazardous materials, the removal and disposal of above and underground storage tanks, and the salvage of equipment and building materials. In January 2020, a contractor was selected, and the project is scheduled to begin in late February.

	• Achieving Tier 4 certification from the Virginia Economic Development Partnership In December 2019, the Virginia Economic Development Partnership completed a statewide Enhanced Site Characterization and Assessment Study. The project, funded by the Commonwealth of Virginia, will be instrumental in allowing government at all levels—local, regional, and state—to make more informed investments in site development. The next step is for the city to fund the recommendations that would move Staunton Crossing from a Tier 2 to Tier 4 site.
3	Working in partnership with the Staunton Downtown Development Association, Staunton Creative Community Fund, and Staunton Innovation Hub, maintain strategies to support local businesses, including start ups and expansions The city continues to offer innovative Enterprise Zone incentives that complement state benefits and attract and encourage the expansion of businesses in Staunton's target sectors. Such target sectors have been selected to create higher wage jobs and diversify the local employment base. Staunton's targeted industries include high-tech manufacturing; professional office and corporate branch locations; "creative class" entrepreneurs, including architects, engineers, and research and design, information technology, public relations, marketing, and high-tech firms; green industries; and niche retailers that serve as destinations for revitalizing mixed-use communities. The city continues to partner with Staunton Creative Community Fund for services to implement a small business and entrepreneurial development program, as well as Staunton Innovation Hub with its offerings of flexible, shared co-working space for telecommuters, startups, small businesses, and freelancers. Through the Library, the city acts as a registration site for the Staunton Downtown Development Association Downtown Discount Card and, to support entrepreneurs and business owners, provides physical collections and access to the following online databases: • *Reference USA:* business and marketing tools. • *Universal Class*: self-directed online learning with topics such as career training, entrepreneurship, and finance. • *Gale Legal Forms:* thousands of free legal forms that include small business-related *concerns*.
4	Continue to support tourism activities and enhance Staunton's reputation as a tourist destination *Library* provides computer and wi-fi access, and printing, in a comfortable setting to all visitors.

	Tourism continues to pursue earned media for the City of Staunton. Highlights include: • *50 Best Cities to Live in the U.S. – USA Today* • *Why This Region of Virginia Could Be the South's New Foodie Hotspot – Vogue* • *Best Places to Propose in the U.S. – Expedia* • *American Shakespeare Center – Virginia's Not-To-Be-Missed Vacation Destination – O Magazine* • *Best Small Town Cultural Scene – USA Today* • *The South's Best Restaurants in Every State: The Shack Staunton, VA – Southern Living* *Tourism* also administered six digital marketing campaigns to promote the City of Staunton in 2019, targeting Northern Virginia/DC, Richmond, and Hampton Roads: • Staunton User-Generated Content Campaign • Staunton Adventure Campaign • Staunton 48-Hour Getaway Campaigns (Northern Virginia/DC, Richmond and Hampton Roads) • Staunton Unique Experiences Video Campaign • 50 Years of LOVE Mural Video Campaign • Staunton 48-Hour Getaway Video Campaign

5	Review and revise ordinances that are related to economic development to ensure that the city is business friendly and aligned with Council's vision including:
	• Review of the Zoning Ordinance
	• Review of the Corridor Overlay Ordinance
	  ○ Enforcing and defending the ordinance as necessary
	  ○ Bringing additional properties on each route into compliance, noting that the opportunity to model city's commitment only arises as properties improve or turn over
	  ○ Bringing existing properties into voluntary compliance
	
	A new Site Plan chapter of the Zoning Code was drafted, reviewed and amended and, after a public hearing, recommended for approval by the Planning Commission. The proposed chapter will be presented to City Council for consideration in February. Once adopted, the chapter should provide clarity to property owners and developers. Staff initiated several additional Zoning Code changes (setbacks, parking, etc.) that provide more flexibility in the development of real estate. Staff drafted a rewrite of the chapter of the Zoning Code concerning nonconforming lots and structures that should also provide greater flexibility.
	
	As all new businesses and developments along the corridors are proposed, including Staunton Crossing and Frontier Center developments, they are reviewed and evaluated under the adopted regulations of the specific corridor.
	
	Staff has begun the process of reviewing the corridor overlay regulations and guidelines with an eye towards clarifying and simplifying them.

6	Build and implement a strategy to attract private and non-profit investment, specifically in Staunton's Opportunity Zones, to include: • Identifying properties (land/buildings) available for development • Identifying potential projects • Developing a list of potential Opportunity Fund investors • Educating members of the community on the potential of Opportunity Funds In November 2019, in the planning and preparation for the Opportunity Zone program, staff worked closely with GISWebTech, Inc., along with city GIS staff, to a develop new interactive mapping application to connect property owners, brokers, and investors. The application allows easy review of available properties within the city's West End Opportunity Zone and searches of relevant data for sites. Access is also provided to a list of potential fund investors.

Education	
1	Provide resources to support the School Board's efforts to attract and retain high quality employees In FY2020, all school staff and teachers received a 3% cost of living salary increase. The city and Schools, as they review FY2021 budget requirements, will consider additional salary increases.
2	Continue and strengthen the commitment to supportive relationships with the School Board and school division administrators to achieve the excellence and growth of our school system *Library's* outreach efforts include public school teachers and students in the form of classroom visits and an annual welcome letter to teachers following summer break. *Police* assigns full-time school resource officers to the middle school and high school. Administrative staff from the department sit on the school safety committee and routinely collaborate in conduct of risk assessments to keep the school population safe. *Parks and Recreation* provides support for all Staunton High School athletic programs and works closely with the athletic director on all sport facility issues. *Information Technology* delivers fiber-optic data connectivity to all school facilities, manages telephones, and provides support for human resources, financial, physical and cyber security systems. *Office on Youth* • Provides Family Life education to students in 4th - 10th grade. • Collaborates with truancy officer at Shelburne Middle School and Staunton High School concerning various services, resources and truancy prevention program.

	• Administers Check and Connect, a dropout prevention program, for referred students and families. • Collaborates with guidance counselors and principals regarding resources and parenting support programs. • Has conversations with school administration to explore options around concerns of vaping/tobacco use.

Culture	
1	Continue to support festivals with the provision of in-kind services and logistical assistance by city departments such as public works, police, fire and rescue, tourism, and parks and recreation *Library* offers improved space for community and cultural groups to meet and plan activities with new audiovisual equipment in the meeting room and refurbished chairs to enhance the comfort and appearance of the space. *Police* works closely with the organizers of all special events that are scheduled in the city. In addition to the logistics of crowd control, traffic direction/control, and other public safety measures, also try to incorporate community outreach into the events. *Information Technology* provides mapping for event planning as well as additional wi-fi capabilities, portable cell sites and security cameras to support attendees and event support staff. *Parks and Recreation* provides maintenance support for all festivals and events scheduled in the park system. *Staunton Fire & Rescue* provides the following at special events: • Emergency Management planning personnel to include multiple meetings and planning prior to the event to develop the Incident Action Plan (IAP). • Emergency Management personnel on scene for command and control of event and any incidents that may occur. • Emergency Medical standby personnel. Usually 2-4 personnel depending on event size with special ATV vehicle. • Vendor inspections performed by fire marshal personnel prior to the event and during the event. • Special apparatus and personnel needed at launch area for July 4 fireworks display. *Public Works* provides varying degrees of support depending on needs for both private and city-sponsored festivals/events. This includes temporary electrical services, litter collection, trash removal, traffic control, and street closures.

	Tourism provides marketing and promotional services for all tourism-related events and festivals in the city through earned media, e-newsletters, blog posts, and social media.
2	Implement improvements consistent with the adopted Bicycle and Pedestrian Plan as funding becomes available The Capital Improvement Plan includes $125,000 a year starting in FY2021, to implement the Bicycle and Pedestrian Plan.
3	Review and adopt the Greenways Plan The Bicycle and Pedestrian Advisory Committee drafted a Greenways Plan that will be reviewed by the Planning Commission and considered for adoption by City Council early in 2020. *Information Technology* developed and modified maps for the Greenways Plan.
4	Continue to support the efforts of organizations that are enhancing arts and culture in Staunton Through the Library, the city provides ongoing art and cultural programming opportunities to engage the community, such as partnering with or hosting: • Heifetz - summer reading program to introduce children to classical music and to promote young musicians. • The Library of Virginia – traveling displays including *Strong Men & Women of Virginia* and *Teetotalers and Moonshiners*. • American Shakespeare Center – outreach event at Shakespeare's birthday celebration and in-library programs for teens and children. • Frontier Culture Museum – outreach event at *Nonfiction Nights* and in-library programs for children. The city continues to successfully apply for and receive grant funding to support various arts organizations through the Virginia Commission for the Arts Creative Communities Partnership Grant.

Inclusiveness	
1	Conduct a citizen survey and use results to develop and implement a proactive strategy to achieve more citizen engagement In 2019, the city conducted a citizen survey which evaluated citizen perspectives on a variety of topics including quality of life, housing, transportation, safety, tax, government, community engagement, education, and services. A report has been drafted on the survey results and will be presented to City Council in February.

	Police, additionally and separately, conducts an annual survey of residents who received services from the department. These results are routinely very positive. The department also conducts monthly citizen satisfaction surveys from a random sampling of calls to its E-911 Center, and these results are also generally very positive.
2	Review and modify as necessary all city policies to ensure that they are aligned to achieve inclusiveness, including attention to the diversity of staff and management and salary equity • During Fall 2018, all staff completed Diversity/Inclusion Training. • In January 2019, implemented the use of TalentEd Recruit and Hire which posts all city job advertisements to external job boards and a more diverse pool of candidates. This will also allow Human Resources to better track demographic metrics as they relate to applicants and new hires. • Conducted a Gender Pay Equity Study in Spring 2019.
3	Enhance and support efforts to promote the complete and diverse history of the city so that we enhance civic pride, instill ownership among all citizens, and create momentum for the vision *Tourism* received grant funding from the Virginia Tourism Corporation to commission muralist Christy Baker for the *You Belong Here* mural located in downtown Staunton at 102 West Beverley Street. The message of the mural is one of hope, renewal, inclusiveness, and community – you belong in Staunton, Virginia. *Library* • Purchases and promotes diverse voices in the Library's collections via staff picks and displays. • Collects and provides guided access to materials of value to local history: books, microfilm, family histories, and more. • Applied for and received an American Library Association grant to host *Great Stories Club* for underserved teens to discuss racial justice. • Hosts annual exhibit created by the Staunton African American Research Society. • Committed to outreach at a variety of community events including Staunton Pride Festival.

Resilience	
1	Continue to nurture the growing local food economy through strategies such as the Farmers' Market, community kitchen, food hub, etc. The Wednesday summer Farmers Market will move to Gypsy Hill Park in 2020. The Market will begin the first Wednesday in May and end on the last Wednesday in September and will run from 7:00 a.m. to noon. It is hoped the move will attract more vendors and clientele to this midweek market.

2	Explore ways in which we can cut the city's dependence on fossil fuels and provide information to Council on cost benefit/ resources needed for strategies such as: • Installation of solar panels on a public building (i.e. demonstration of commitment) Departmental requests for solar installations have been submitted and are under consideration as part of the FY2021 budget process. • Electric cars and natural gas vehicles, including public transit vehicles During budget meetings with departments, in those instances where vehicle replacement is requested, departments are encouraged to explore the feasibility of purchasing hybrid/electric vehicles.
3	Continue Council's engagement efforts to protect our water supply from the potential impact of the Atlantic Coast Pipeline or other threats *City Council*, in 2014, adopted a resolution opposing the pipeline. Subsequently, in 2019 and 2020, the city joined in "friend of court" briefs filed in the United States Court of Appeals for the Fourth Circuit and the United States Supreme Court, respectively, in support of challenges to the pipeline. *City Council* adopted a resolution, earlier this year, that expresses support for the designation of a 90,000-acre tract of land within George Washington National Forest, between U.S. Route 33 and U.S. Route 250, as the Shenandoah Mountain National Scenic Area. *Information Technology* developed and modified maps to identify waterways and groundwater that would be impacted by the Atlantic Coast Pipeline.

Responsive, Efficient Government	
1	Implement interactive online opportunities to engage citizens *Library* • Conducted full review of the Library's website to ensure accessibility. • Continues to utilize social media for not just informational posts, but for conversations with the community about reading. • Curates digital displays on both the Valley Libraries Consortium catalog and Overdrive Advantage landing page, and via the online newsletter. *Police* • The department has purchased a "police to citizen" software package meant to engage citizens online and is in the process of training personnel to determine what services can be offered. This software should allow citizens to print copies

	of police reports, request extra patrol, register bicycles, submit concerns regarding animal control, and submit out-of-town house check requests. • There is positive outreach through the department's Facebook page, where personnel routinely communicate with citizens. *Parks and Recreation* • Implemented newsletter to subscribers, which keeps the public informed of upcoming events and programs. • Offered an online community survey using "Survey Monkey" to gauge the public's interest in various facilities and programs. *Information Technology* • Established online audio livestreaming of City Council meetings. • Upgraded online citizen transparency applications to improve usability. *Finance* provides public access to the city's financial data on the city's website, including accounts payable details, payroll summaries, and budget data.
2	Move more transactions to the online environment and simplify and improve the efficiency of City processes (i.e. development review process, business licenses, bill payment) • Consider tutorials • Enhance education *Library* • Increased digital circulation 35% in FY2019 through heavy promotion and patron tutorial efforts. • Instituted Overdrive Advantage account to allow patrons more ready access to popular titles in eBook and digital audiobook format. • Created reader's advisory form on website to allow patrons to request reading recommendations from home. *Office on Youth* website features online registration and payment for classes. *Parks and Recreation* offers online registration for classes and activities. *Citywide* • Initiative underway that would give citizens and residents the ability to use credit cards at counters in order to pay taxes and other bills. • Through Munis, the city offers self-service for credit card payments of real estate and personal property tax bills and utility bills.
3	Engage the communications manager to enhance communication regarding city services and initiatives such as citizen engagement, budget, inclusiveness, etc.

4	Develop strategies to enhance Council's awareness of progress and engagement to include: • A strategy to enable Council to review/discuss progress on Council Priorities (i.e. possible mini-retreat On November 1 and 2, 2018, and April 22, 2019, at two separate retreats, City Council updated its Vision and developed new 3-Year Priorities to achieve its Vision for 2030. Both were finally adopted by Council on June 13, 2019. During the retreats, a consensus emerged among Council members to review from time to time the priorities and the state of their completion. The first such review has been included on Council's work session agenda for February 13, 2020. Updates will be provided by staff on a biannual basis. • A strategy for liaisons to report on the work that they are doing with commissions/boards
5	Continue to offer the Citizen University to build community capacity and support The 2019 class of Citizen University comprised business owners, real estate agents, new residents, and Staunton natives. The group started with the maximum 25 enrolled, with 23 graduating. Throughout the classes, participants remarked on the professionalism and thoroughness of the presenters. The session ended with a certificate ceremony and a talk by Councilman Jim Harrington encouraging the graduates to continue to stay involved with the city. Some of the participants have already applied to fill open seats on boards and commissions.

Built Environment	
1	Study changes to the city's land use policies and ordinances to enable more mixed use development and gradually implement those changes • Encourage developers to build developments that enable more self-sufficiency • Ensure that we do not overly restrict builders so that it is too expensive to build
2	Continue to develop a long term financing strategy to ensure that we can meet major needs for public buildings that are not currently in the CIP *Finance* refinanced and restructured city debt in 2019, saving the city over $1.4 million over the next 14.5 years, and continually works with departments to strategically schedule large capital projects in an attempt to balance the tax rate to city needs.
3	Complete and extend the streetscape plan as funds allow Elements of the downtown streetscape plan, adopted initially by City Council in 2005, and amended in 2006, have not yet been implemented. One such element is Central Avenue. The Central Avenue streetscape project was bid in 2019. Only one bid was

	received, and it was considerably over budget. The project has since been value engineered, and revised plans will be submitted soon to the Virginia Department of Transportation (VDOT). Upon VDOT's approval of the revised plans, later this spring, the project will be rebid. It is expected construction will commence this summer.
4	Support regional initiatives to provide more public transit opportunities In December 2019, City Council approved a resolution committing to participate in and fund the Afton Express, a commuter bus system serving communities between the Shenandoah Valley and Charlottesville. The cities of Staunton, Charlottesville and Waynesboro, the counties of Augusta and Albemarle, and the University of Virginia have all committed to the project. With those commitments in place, the next phase is a Demonstration Grant application, which has been submitted to the Virginia Department of Rail and Public Transportation. The grant, if received, will help fund the service for an initial four-year period.
5	Implement policies that encourage the improvement, development, or replacement of blighted properties, with consideration of: • Options that may become available through Opportunity Funds • More robust zoning enforcement • More aggressive schedule of delinquent tax sales • Appropriate notification/education regarding compliance with historic preservation ordinances
6	Work with Augusta County to ensure adequate court facilities in downtown Staunton and to create a framework for meeting future needs City is presently coordinating with Augusta County concerning the temporary relocation of the Augusta County General District Court, Augusta County Juvenile and Domestic Relations District Court and the Staunton Juvenile and Domestic Relations District Court to the former Beverley Manor Elementary School in the county. The two localities, together, are seeking the enactment of legislation by the Virginia General Assembly to authorize the temporary relocation. Preliminary details about the county's plans for new and/or renovated facilities in downtown Staunton are anticipated. Upon receipt, city staff will further engage with counterparts in the county.
7	Support efforts to enhance broadband access throughout the city using the latest available technologies City approved a Franchise Agreement with Shentel for a $13+ million-dollar investment to provide fiber-to-the-home high speed internet and video. Major construction is currently underway, and initial customers will be going live in early 2020.

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Doug Guynn City Attorney**
Item #	**6**	
Ordinance #		
Department:	**City Attorney**	
Subject:	**Closed Meeting for Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to: (i) a Claim Involving a Former Employee of One of the City's Departments or Agencies; and (ii) Specific Land Use and Zoning Matters**	

Suggested Motion(s):

Before the closed meeting: I move to enter a closed meeting for consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to: (i) a claim involving a former employee of one of the City's departments or agencies; and (ii) specific land use and zoning matters pursuant to Virginia Code § 2.2-3711(A)(8).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

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

Second. Discussion. Vote –Clerk of Council to poll members of Council.

City Council
WORK SESSION
January 09, 2020
5:00 p.m.

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

The Mayor called the meeting to order at 5:00 p.m. and the invocation/moment of silence was given by Dr. Harrington.

1. Consideration of Work Session and Regular Meeting Agendas

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

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

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

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

2. Presentation by Valley Community Services Board on Substance Use Disorder

During City Council's work session on November 14, 2019, there was discussion among Council members about drug addiction issues in the area. As a continuation of that discussion, David Deering, Executive Director of Valley Community Services Board (VCSB), gave a presentation on substance use disorder in the region and how it is being addressed.

Mr. Deering stated substance use disorder includes alcohol and opioid dependency and methamphetamine abuse. VCSB began office-based opioid treatment program in February, 2019 and has enrolled 67 clients in the program. There were 22 poison/drug related suicide deaths in the area in 2017, with 15 of those specifically being opioid overdoses. In calendar year 2019, VCSB served 918 individuals with a substance specific diagnosis: 121 opioid diagnosis, 703 methamphetamine diagnosis, and 94 methamphetamine/opioid diagnosis. While opioid abuse is a national crisis, that does not represent the local statistics. Mr. Deering noted locally there are approximately 8,000 people have true issues that need to be served.

Mr. Deering stated VCSB conducts 27 substance use treatment classes weekly and have applied for licensing to provide tele-counseling to Highland Medical Center. He noted there are very limited residential treatment programs available.

Dr. Curren asked Mr. Deering if the opioid abuse trend was declining in the area. Mr. Deering stated opioid abuse was probably still increasing somewhat, but methamphetamine has been the large issue all along. Dr. Curren asked is methamphetamine abuse was increasing or leveling off.

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Mr. Deering stated that nationwide it is increasing and is very significant locally. He also noted there is no known medical treatment for overdoses. Treatment includes counseling and discussions, but is very difficult to deal with.

Ms. Mead asked if there are meth labs in the area and if it's easier to obtain than opioids. Mr. Deering stated meth is "home brewed", but the quantity of opioids legally prescribed and issued locally is staggering.

Mr. Deering noted adding permanent supportive housing for people with disabilities to be a major function and goal to obtain funding for VCSB.

3. Presentation on City Efforts to Ensure Mental Health of First Responders

Police Chief Jim Williams and Fire and Rescue Chief Scott Garber gave a presentation to City Council regarding the City's ongoing efforts to ensure mental health of its first responders.

Chief Williams stated 228 law enforcement officers committed suicide in 2019 in the United States. He noted a personal early warning system has been in place for approximately 10 years. He stated the stigma placed on officers has been changed as well as resiliency training, and peer to peer support groups in collaboration with Human Resources.

Chief Garber stated the national numbers are very similar as well as the same type of stigma placed on fire and rescue responders. He noted that legislation passed in 2019 by the General Assembly and signed by the Governor, HB1412, requires mental health awareness training by all firefighters and all EMS personnel. He noted his department conducts mental health training on a quarterly basis as well as peer to peer support training.

Jon Venn, Director of Human Resources, stated the City has an EAP program in place for employees.

Mr. Holmes questioned if individuals received specialized training working with the peer to peer groups and if information would be kept confidential. Chief Williams stated everything is confidential and explained the process for training employees.

Dr. Harrington stated he spent time over the holidays at the Fire Department and noted the environment there felt like a family.

Vice Mayor Kier stated any help that the City could offer to help support first responders in the community would be looked into.

4. Presentation of the Draft FY2020 – 2024 Capital Improvement Plan

Chief Finance Officer Phil Trayer stated the five-year plan Capital Improvement Plan (CIP) totaled $69.7 million and is divided into six different funds:

- General Fund - $39.9 million
- School Fund - $5.9 million
- Water Fund - $15.7 million
- Sewer Fund - $2.3 million
- Stormwater Fund - $4.2 million

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- Parking Fund - $1.7 million

Mr. Trayer stated the basis format remains the same and are still funding annual reserves for street projects, sidewalk projects, fire equipment, greenway projects, utility projects, and beginning in 2021 bike and pedestrian paths. He noted there has been significant changes in scheduling as well as scope changes and additions. The Central Avenue streetscape has increased by $479,000 with $415,000 anticipated being used from the brick sidewalk reserves from the CIP and $64,000 from the General Fund carryover. In addition, Staunton Crossing demolition has increased by $350,000 with carryover funds anticipated being used. Mr. Trayer both projects were increased as a result of actual bid results.

In FY 2021, the Police Station is still $7 million, but is broken out between FY 2021 and FY 2022. Roof replacement at the Circuit Court building was added at $350,000. Police radios have increased from $500,000 to $800,000. Fire Department renovations due to budget constraints has been moved back to FY 2022. The Bessie Weller routes to school project has been moved to FY 2022 to match estimated grant awards from VDOT. The Gypsy Hill Park pump house bathroom renovation has been moved back to FY 2024. A $500,000 provision has been added throughout for the Middle River Regional Jail expansion project.

In FY 2022, there is another provision for the jail expansion project. $623,000 was added for the Statler Boulevard / Richmond Road intersection project. $150,000 was added for building inspection software.

In FY 2023, telephone replacement has been pushed back to 2023. Provision for the jail expansion project. Public Works maintenance building project of $250,000 has been moved to FY 2024 due to budgetary reasons. $8.8 million for Staunton Crossing road expansion to match VDOT expected awards. $500,000 was removed for Englewood Drive street drainage project due to deficiency reasons.

In FY 2024, addition for jail expansion project. Provisions for fire trucks, street and sidewalk maintenance, and bike paths.

Mr. Trayer stated all items in the Comprehensive Plan were incorporated into the CIP plan.

School Board CIP: FY 2021 - $1,000,050 - $400,000 of that for annual reserves for buses, furniture, vehicle equipment, IT equipment, network systems, school paving. $400,000 for singular, nonrecurring projects including parking extensions at two elementary schools.

Stormwater Fund – Gypsy Hill Park stream restoration has been moved back to FY 2021. Storm drain improvement of $50,000 moved from FY 2021 to FY 2022. The Pocahontas / Campbell storm drainage improvements moved to FY 2024 at roughly $1 million. Tams / Caroline / N. Augusta storm drainage project moved to FY 2022 at $600,000.

Water Fund - $80,000 added for Franklin water tank treatment of interior and exterior surfaces due to corrosion. $25,000 provision added for study to add water and sewer services to Uniontown. The Gardner Springs project has increased by $900,000 in FY 2022 to $6.9 million. In FY 2023, water line repair provisions up to $400,000. Study added for the North River pipeline replacement. In FY 2024, phase one of the North River pipeline will be scheduled at $6.5 million.

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Sewer Fund - $90,000 moved from FY 2021 up to FY 2020 for a sewer interceptor capacity study. $25,000 provision added for a study to add water and sewer services to Uniontown. $150,000 moved from FY 2022 to FY 2021 for E. Beverley Street sewer line replacement and $80,000 for Lyle and Blandford Streets. In FY 2022, a sewer line replacement study was added for Commerce Road at $100,000.

Parking Fund – a license plate scanner was added for parking enforcement. Equipment installation at the Wharf lot and Johnson Street parking garage was moved to FY 2022 and FY 2023 respectively. The New Street parking garage equipment still needs to be implemented. In FY 2024, provisions for resealing and maintenance repair to both parking garages.

Additional review and discussion is planned for work sessions on January 23, and February 13, 2020.

The School Board reviewed the school capital projects on December 9, 2019, and is scheduled to consider the School CIP on January 13, 2020.

An overview of the plan was presented to the Planning Commission on December 19, 2019. A public hearing and consideration of the plan is scheduled for the Planning Commission's meeting on January 16, 2020.

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

Dr. Curren questioned why the cost estimates increased from $6 million to almost $7 million for the Gardner Spring project. Mr. Trayer stated he was given that information by the Director of Public Works. He noted there would still be enough in the fund not to impact rates, but phase one of the North River project will cause rates to be impacted.

Ms. Mead asked about the variation in estimated total costs for the Middle River Regional Jail expansion project from $40 to $96 million. Mr. Trayer stated he felt that estimate would come somewhere in between that range. He noted the state would pick up approximately 25% of that cost with the City picking up 20% of that remaining share. Ms. Mead questioned if the need of the project with the Governor's proposed criminal justice reform. Mr. Rosenberg noted he would speak with the Jail superintendent. He stated some lower cost options include dormitory style housing for lower risk offenders who work during the day. He further explained the process on submitting materials to the Department of Corrections.

Mayor Dull stated she agreed with Ms. Mead's concerns, but noted she would like to see the real projections of exactly how many spaces would be needed for the jail expansion.

Mayor Dull stated in Council's priorities for the next three years there are electric vehicles and solar as a demonstration of their commitment to issues faced with climate change. Mr. Rosenberg stated he is meeting with departments and discussing their vehicle's needs, specifically the potential for electric vehicle usage. He noted solar power at Gardner Spring is also being researched.

Mr. Holmes asked if there were a lot of inmates outside of the area being housed at Middle River Regional Jail. Mr. Rosenberg stated there were not.

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Ms. Oakes clarified that the Gypsy Hill Park pump house bathroom project had been pushed back to FY 2024.

Vice Mayor Kier referred to the Uniontown project. He noted those residents had been underserved for decades, but felt something sooner than later should be considered.

Billy Vaughn, Director of Economic Development, stated with the City being a new HUD Entitlement Community, there has been discussion about possibly using those funds in the near future for the Uniontown area. He stated a complete study would need to conducted on the needs of that community.

Ms. Mead stated including all of the future projects in the CIP gave a better perspective to Council.

5. Discussion of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Mr. Trayer stated the second budget amendment for fiscal year 2020 has been prepared for Council's review and discussion. The total budget amendment equals $10,329,459. The introduction of this ordinance is scheduled for this meeting, and a public hearing and consideration of the ordinance are scheduled for 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.

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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.

Mr. Trayer stated this budget amendment will require a public hearing.

This will be Item C on the Regular meeting agenda.

6. Discussion of Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant

Billy Vaughn, Director of Economic Development, stated this was the City's first opportunity to partner in a GO Virginia application if Council elected to do so.

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.

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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.

Mr. Vaughn stated 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. 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). Mr. Vaughn stated on January 8, 2020, the Augusta County Board of Supervisors deferred any action until their next meeting on January 22, 2020. He noted Staunton is the only city entertaining some sort of financial participation in this project. Staff recommend the City of Staunton commit to no more than $5,000 in support of this project.

Mr. Vaughn stated the Region 8 Go Virginia grant review committee recommended this project to the Region 8 counsel.

Ms. Mead asked Mr. Vaughn how Augusta County Board of Supervisors might vote on this item. He stated he did not. Mr. Rosenberg stated that item was not on their agenda specifically in contemplation of Board action. Ms. Mead stated she does support this project and would like to see Augusta County also make a commitment.

Mayor Dull noted there was only $5,000 needed for the match and asked if a commitment of $2,5000 each for Augusta County and Staunton would be a possibility. Mr. Vaughn stated the amount should not exceed $5,000 and the City had an option to suggest $2,5000 or defer action until the next meeting on January 23, 2020.

Ms. Mead stated she was fine with deferring action until Augusta County has their next meeting, but noted she would like to see the City make some type of commitment.

Ms. Oakes stated the opportunity presented was extraordinary and was ready to make a commitment of $5,000.

DRAFT

Mayor Dull stated she was not ready to commit to the full $5,000 since the counties would benefit more than Staunton.

Ms. Oakes stated the long-term benefits would be huge and was ready to commit.

Dr. Harrington suggested Council agree to it as it was stated for an amount not to exceed $5,000. He noted that would give room in which to decide to calibrate Council's response and investment of up to $5,000. He stated he agreed with Ms. Oakes regarding deciding on their own and not waiting for others to participate.

Discussion ensued among Council members. Vice Mayor Kier stated he was in favor of the motion the way it was written.

Mr. Rosenberg stated during the Regular meeting a Council member could move to defer the item until the January 23, 2020 meeting. Staff could make a recommendation based on the information from Augusta County and Council could refine the motion to a fixed amount.

This will be Item D on the Regular meeting agenda.

7. Discussion of a Resolution to Designate Central Avenue Streetscape Project as a Revenue Sharing Project and Transfer Virginia Department of Transportation Revenue Sharing Funds from Crossing Way Project to Central Avenue Streetscape Project

Nickie Mills, City Engineer, stated this item was basically a housekeeping measure. He noted there was money left over from the Staunton Crossing roadway project and if that money is not moved to a current project, the money would be lost.

On June 29, 2016, the construction of the entrance boulevard at Crossing Way was completed. The Crossing Way Project was funded under the Virginia Department of Transportation (VDOT) Revenue Sharing Program. The project, which has since been closed out, resulted in unspent state funds totaling $57,216, and the City now has the option to redirect these funds and the City's matching funds to another City street project.

The Central Avenue Streetscape Project was the subject of an invitation to bid issued last fall. Bids received exceeded the project budget. VDOT has advised the City that it may redirect unspent revenue sharing funds for the Crossing Way Project to the Central Avenue Streetscape Project. While staff is currently working to value engineer and rebid the project, these additional funds will help close the funding shortfall. In order to utilize these revenue sharing funds for the Central Avenue Streetscape Project, the City will be required to match the state funds dollar for dollar and to designate the project as a Revenue Sharing Project. The City will utilize existing project budget allocations for the matching funds.

This will be Item E on the Regular meeting agenda.

8. Closed Meeting for Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to: (i) a Claim Involving a Former Employee of One of the City's Departments or Agencies; and (ii) a Particular Personnel Contractual-related Matter Involving a Council Appointee

Ms. Oakes moved to enter a closed meeting for consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to: (i) a claim involving a former employee of one of the City's departments or agencies, pursuant to Virginia Code § 2.2-3711(A)(8); and (ii) a particular personnel contractual-related matter involving a Council appointee, pursuant to provisions of Virginia Code Section 2.2-3711(A)(1).

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

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

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

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

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

The work session adjourned at 7:11 p.m.

_____

Suzanne F. Simmons
Clerk of Council

DRAFT

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 09, 2020
7:30 p.m.
Council Chambers

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

ALSO PRESENT: **Steven Rosenberg, City Manager**
Leslie Beauregard, Assistant City Manager
Douglas L. Guynn, City Attorney
Suzanne F. Simmons, Clerk of Council

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

MAYOR'S REPORT

Mayor Dull stated she hoped everyone had a nice holiday season. She noted she'd attended the Headwaters Soil and Water Conservation district awards banquet.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

There were no additional items.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of December 12, 2019.

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

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

REGULAR MEETING

A. Public Hearing and Consideration of a Request by the City of Staunton to Amend SCC 18.95.030, Required and Permitted Uses, of Chapter 18.95, A-1, Agricultural Forestal Districts, of Title 18, Zoning of the Staunton City Code

Rodney Rhodes, Senior Planner, stated this is a Zoning text amendment, initiated by the City Assesor, Charles Haney, and asked him to explain the amendment.

DRAFT

Pursuant to Staunton City Code Section 18.95.030, no later than July 1 of each year, owners of properties in A-1, Agricultural-Forestal Districts, are required to file an affidavit with the City Assessor verifying that their land is used "solely for agricultural products, agricultural productions, forestal products, and forestal production, except as otherwise specifically limited or permitted[,] and is continuously used "to manifest active, bona fide agricultural and forestal production of a significant nature and degree." The code section further provides that "[a]bsent timely filing of a properly completed affidavit, land included in a district shall be regarded as suspended from inclusion in the district for the following calendar year for purposes of qualification for an agricultural or forestal use-value assessment pursuant to Article 4 (Section 58.1-3229 et seq.) of Chapter 32 of Title 58.1 of the Code of Virginia."

Mr. Haney stated he was recommending the adoption of the ordinance which would permit two successive 30-day filing extensions for the filing of land use affidavits (for a total maximum filing extension of 60 days), upon satisfactory proof of payment of a late filing fee of $100 or 10% of the total tax savings, whichever is greater, for each 30-day extension. Presently, without such an express provision of the City Code, it is unclear whether the City Assessor has any authority to accept late filings, leaving property owners who miss the July 1 deadline subject to adverse tax consequences. Absent timely filing of the affidavit would result in the applicant being removed from the use value taxation program. Mr. Haney stated annual savings to property under use value for 2019 was from $142 to $39,700. The average savings was $4,913. He noted this ordinance change would bring the City's ordinance in line with neighboring jurisdictions as well as encourage timely filing without being overly punitive.

Mr. Rhodes stated this matter was considered by the Planning Commission on November 21, 2019. After conducting a public hearing, Planning Commission voted 5-0 to recommend approval of the ordinance change. Mr. Rhodes stated tonight's public hearing was advertised in accordance with state code requirements. Mr. Rhodes stated this would impact eighteen property owners in the city and all were notified of tonight's public hearing.

The public hearing was opened.

There being no one wishing to speak, the public hearing was closed.

Dr. Harrington moved that Council adopt the ordinance establishing a procedure for late filing of affidavits related to use of property located in A-1, Agricultural-Forestal Districts, as recommended by the Planning Commission.

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

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

Ordinance No. 2020 - 01

AN ORDINANCE AMENDING, RESTATING AND REORDAINING CHAPTER 18.95, A-1 AGRICULTURAL-FORESTAL DISTRICT, OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE TO ESTABLISH EXTENSION PERIODS

DRAFT

AND LATE FILING FEES FOR THE ANNUAL SUBMITTAL OF THE LAND USE AFFIDAVIT

Recitals

A. Pursuant to Section 58.1-3229 et seq. of the Code of Virginia and Staunton City Charter Section 11, Twenty-fourth, the City Council has the authority to enact and change provisions of the Staunton City Code (SCC) regarding special assessments for land preservation;

B. Pursuant to SCC Section 18.95.030, by July 1st of each year, property owners in A-1, Agricultural-Forestal Districts are required to file an affidavit with the City Assessor verifying that their "land shall be used solely for agricultural products, agricultural productions, forestal products, and forestal production, except as otherwise specifically limited or permitted, and shall continuously be so used to manifest active, bona fide agricultural and forestal production of a significant nature and degree;"

C. SCC Section 18.95.030 further states, "[a]bsent timely filing of a properly completed affidavit, land included in a district shall be regarded as suspended from inclusion in the district for the following calendar year for purposes of qualification for an agricultural or forestal use-value assessment pursuant to Article 4 of Chapter 32 of Title 58.1 of the Code of Virginia;

D. Virginia Code Section 58.1-3234(3) provides that the governing body, by ordinance, may permit applications to be filed within no more than 60 days after the filing deadline, upon the payment of a late filing fee to be established by the governing body.

E. The Staunton Planning Commission, after study and review, recommended approval of the proposed amendment to SCC § 18.95.030, to establish extensions and late filing fees for any affidavit filed after July 1;

F. The City Council finds that it is in the interest of the City and its citizens to amend the City Code provisions relating to A-1 Agricultural-Forestal Districts, to grant filing extensions for agricultural-forestal use affidavits upon the payment of a late filing fee;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 18.95, A-1 Agricultural-Forestal District, of Title 18, Zoning, of the Staunton City Code be and hereby is amended as follows:

Chapter 18.95
A-1 AGRICULTURAL-FORESTAL DISTRICT

Sections:

18.95.005 Definitions.
18.95.010 Districts continued.
18.95.020 Districts designated and described – Additions to districts.
18.95.030 Required and permitted uses.

18.95.040 Overlay.
18.95.050 Private roads.
18.95.060 Other conditions.
18.95.070 Term review.
18.95.080 Severability.

18.95.005 Definitions.

…

18.95.020 Districts designated and described – Additions to districts.

(1) Districts. The agricultural, or sometimes referred to as agricultural and forestal or agricultural-forestal, districts designated and the land included within the districts are the following:

(a) The Bell's Lane Agricultural District shall consist of the following land, to wit:

(i) 1,662.34 acres of land, more or less, situated in the city of Staunton, Virginia, bounded generally on the west by Commerce Road, on the north by State Route 262 (formerly State Route 275), on the east by Interstate 81, and on the south by Route 254, which includes the land identified by the city of Staunton assessor as parcel numbers 10140, 10143, 10146, 10149, 10152, 10169, 10176, 10182, 10187, 10369, 10375, 10410, 10413, 10418, 10420, 10423, 10430, 10438, 10442 and 11121, and as further shown on the map entitled "Ag-Forestal Districts" made by the engineering department of the city of Staunton, dated October 25, 2004, a copy of which map shall be on file with the department of planning and inspection and the city assessor's office.

(ii) 26.19 acres of land, more or less, situated in the city of Staunton, Virginia, bounded generally on the east by Interstate 81 and on the south, west and north by the land of Lewis W. Moore, lying along the southeastern margin of Lewis Creek and encompassing the land identified by the city of Staunton as parcel number 10484.

(b) The Merrifield Agricultural District shall consist of the following land, to wit:

(i) 218.441 acres of land, more or less, situated in the city of Staunton, Virginia, at the northwest quadrant of the intersection of U.S. Route 11 and State Route 262 (formerly State Route 275), and identified by the city of Staunton assessor as parcel number 10329 and shown on the aforementioned map as "Hereford," and more particularly shown and described as Parcel A-2 on the "Survey Plat of Property of E. Monroe Bonfoey and Sarah D. Witz Bonfoey," a copy of which plat is recorded in the clerk's office of the circuit court of the city of Staunton, Virginia, in Deed Book 305, Page 858.

(ii) 147.202 acres of land, more or less, situated in the city of Staunton, Virginia, adjoining the land described in subsection (1)(b)(i) of this section and shown on the map aforementioned as "Bonfoey," and more particularly shown and described on the plat, aforesaid, as Parcel A-1 (excluding 2.999 acres shown on said plat as Parcel B) and identified by the city of Staunton assessor as parcel number 10881.

(iii) 196.13 acres of land, more or less, situated in the city of Staunton, Virginia, known as "Cobble Hill," identified by the city of Staunton assessor as parcel numbers 10007, 10008 and 10010 and shown on the map aforementioned as "Craske."

(c) The M.O. Carr Agricultural District shall consist of the following land, to wit:

(i) 40.67 acres of land, more or less, and shown on the map aforementioned as "Hardy" and identified by the city of Staunton assessor as parcel number 10012.

(ii) 35.167 acres of land, more or less, and shown on the map aforementioned as "Johnson" and identified by the city of Staunton assessor as parcel number 10472.

(iii) 10.54 acres of land, more or less, known as the "Thompson" property and consisting of two parcels identified and shown by the city as parcel number 9996, containing approximately 0.950 acres, and parcel number 10824, containing approximately 9.404 acres.

(d) The Middlebrook Agricultural and Forestal District shall consist of the following land, to wit:

221.266 acres of land, more or less, situated in the city of Staunton, Virginia, fronting approximately 6,500 feet along the southwestern city limits at the northwest corner of the intersection of Middlebrook Avenue and State Route 262 (formerly State Route 275), adjoining Montgomery Hall Park on the northeast, Augusta County on the southwest, CSX Railroad on the northwest and Middlebrook Avenue on the southeast, which includes the lands identified by the city of Staunton assessor as parcel numbers 10098, 10126, 10311, 10099, 10103, 10510 and 10097, and as further shown on the map entitled "Exhibit D.1. – Boundary Map," a copy of which map shall be on file with the department of planning and inspection and the city assessor's office.

(2) Additions to Districts. No additional district shall be established and no land shall be added to a district unless the land as a parcel for which application is made totals at least 20 acres and the district already has a core of not less than 200 acres in one parcel or in contiguous parcels. The assessor for the city of Staunton shall specify an application form and, as necessary, other forms related to any proposed additional district and for proposed land to be added to a district consistent with the provisions of this chapter.

18.95.030 Required and permitted uses.

(1) Required Uses. Land included within the districts under this chapter shall be used solely for agricultural products, agricultural productions, forestal products, and forestal production, except as otherwise specifically limited or permitted, and shall continuously be so used to manifest active, bona fide agricultural and forestal production of a significant nature and degree. Not later than July 1st of each year, each owner of land in a district shall file with the assessor for the city of Staunton a fully complete affidavit as to each such parcel of land as identified separately within the district in SCC § 18.95.020, in a form specified by the assessor, that verifies the use of the land within the district satisfies these conditions. Owners shall be permitted a thirty (30)day period extension to file the affidavit as to each such parcel as identified separately within the district in SCC § 18.95.020 upon satisfactory proof of payment within such 30-day extension period to the Staunton City Treasurer of a late filing fee of one-hundred dollars ($100) or ten percent (10%) of the tax savings, whichever is greater, as to each separately identified parcel within the district. Owners shall be permitted an immediately successive thirty (30)-day period filing extension as to each such separately identified parcel within the district upon satisfactory proof of payment within such 30-day extension period to the Staunton City Treasurer of a late filing fee of an additional one-hundred dollars ($100) or ten percent (10%) of the tax savings, whichever is greater, as to each. In no event, however,

shall the total extension exceed two immediately successive 30-day periods, totaling 60 days. Absent timely filing of a properly completed affidavit and timely payment of late filing fee(s), if applicable, land included in a district shall be regarded as suspended from inclusion in the district for the following calendar year for purposes of qualification for an agricultural or forestal use-value assessment pursuant to Article 4 (Section 58.1-3229 et seq.) of Chapter 32 of Title 58.1 of the Virginia Code.

18.95.040 Overlay.

These districts are overlay districts and upon termination of any of the districts or withdrawal of any parcel from a district, when permitted, the underlying zoning with its rules and regulations shall continue to be in effect.

18.95.050 Private roads.

If, in the creation of a lot pursuant to SCC 18.95.030(2)(a), a private road is created, no city services such as, but not limited to, snow and ice removal and trash collection will be provided to such lot. In addition, emergency services such as fire and rescue may be limited.

18.95.060 Other conditions.

(1) Land included in a district shall be regarded as suspended from inclusion in the district for the following calendar year for purposes of qualification for agricultural or forestal use-value assessment pursuant to Article 4 (Section 58.1-3229 et seq.) of Chapter 32 of Title 58.1 of the Virginia Code if, as of June 30th or December 31st, any owner of land is delinquent as to any amounts, including but not limited to taxes, fees, and charges, or any other sum for which the person has been determined to be liable to the city of Staunton even though the matter may be in contest. The city director of finance, treasurer, and commissioner of revenue shall certify to the assessor the name of any such person and shall, together with the city assessor, regard the land as suspended from inclusion in the corresponding district for the following calendar year for this purpose, to the fullest extent permitted by law.

(2) No land within a district shall be removed from the district except with the approval of the council of the city of Staunton, upon a showing of good and reasonable cause.

(3) During the term of the districts, no parcel of land within the districts shall, without the prior approval of the council of the city of Staunton, be developed to any more intensive use than existed at the date of the creation of these districts, other than uses resulting in more intensive agricultural or forestal production, and no parcel of common or related ownership within the districts may have thereon, at any particular time, more than 10 turkeys, 10 hogs, and 20 chickens.

(4) By having land in an existing or in an added district, any owner of land in a district accordingly deems and stipulates that the value of such land shall, for all purposes related to the acquisition of any easement interest in the land for a public use for water and/or sewer utility facilities or ingress and egress right-of-way to such facilities by the city of Staunton or its authorities as authorized by law, be the same value used for assessment pursuant to Article 4 (Section 58.1-3229 et seq.) of Chapter 32 of Title 58.1 of the Virginia Code, to the fullest extent permitted by law.

(5) No intensive agriculture facility shall be closer than 500 feet from a nonagricultural district and 100 feet from any property line or street right-of-way line.

…

In all other respects, the provisions of Chapter 18.95, A-1 Agricultural-Forestal District, of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: January 9, 2020
Adopted: January 9, 2020
Effective Date: January 9, 2020

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

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

B. Introduction of an Ordinance Amending, Restating and Reordaining Title 18, Zoning, of the Staunton City Code to Establish a New Chapter 18.169, Site Plans, to Regulate the Submittal of Site Plans for Development

Mr. Rhodes stated the proposed Zoning chapter was initiated by the City's Community Development director, Billy Vaughn. He noted this establishes regulations concerning the submittal of site plans for development. Previously considered by the Planning Commission, the ordinance was noticed in *The News Leader* for a public hearing at Council's regular meeting on January 9, 2020. Subsequently, staff has determined that additional, final review of the proposed ordinance is appropriate prior to Council's conduct of the public hearing and consideration of the ordinance. Staff therefore request that Council introduce the ordinance but continue the public hearing to its regular meeting on February 13, 2020.

Ms. Oakes moved to introduce an ordinance to establish a new chapter 18.169, Site Plans, to regulate the submittal of site plans for development, and that the public hearing be continued to Council's regular meeting on February 13, 2020.

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

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

Mayor Dull noted the public hearing would be conducted on February 13, 2020.

C. Introduction of an Ordinance to Amend the FY2020 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Phil Trayer, Chief Finance Officer, stated budget amendment number two totals $10,459,00 and will require a public hearing.

City Budget Amendment—$ 6,566,905

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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.

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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.

Mr. Trayer stated the City Manager recommends the introduction of the ordinance and asked that City Council schedule a public hearing for January 23, 2020 for this budget amendment.

Dr. Curren moved to introduce an ordinance amending the fiscal year 2020 budget by adding Budget Amendment Number Two, totaling $10,329,459, and that the ordinance be scheduled for a public hearing, properly noticed, during Council's regular meeting on January 23, 2020.

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

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

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

Steve Rosenberg, City Manager, referred to Billy Vaughn, Director of Economic Development, describing to Council during the Work Session portion of the meeting, this matter involves a study proposed by James Madison University (JMU) of the industrial hemp industry in the Shenandoah Valley. He noted this study would be conducted with funding from a GO Virginia grant application.

Mr. Rosenberg stated JMU is providing funding in the form of an in-kind match in the amount of $27,500 and is looking to partner with localities in the Valley to fund the remaining portion of the local match. To date, 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). Augusta County is scheduled to consider its participation in the project on January 22, 20202 based on the County schedule for consideration. As Council discussed during the Work Session, staff now recommends that Council defer this matter until its meeting on January 23, 2020 at which time it can consider the City's potential participation in the project.

Ms. Mead moved that City Council defer our decision on this matter until the next City Council meeting on January 23, 2020.

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

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

DRAFT

Mr. Holmes aye

E. Consideration of a Resolution to Designate Central Avenue Streetscape Project as a Revenue Sharing Project and Transfer Virginia Department of Transportation Revenue Sharing Funds from Crossing Way Project to Central Avenue Streetscape Project

Mr. Rosenberg stated this matter involves the reallocation of the Virginia Department of Transportation (VDOT) funding from the Crossing Way Project at Staunton Crossing to the Central Avenue Streetscape Project. He noted the Crossing Way Project has been completed and remaining funds with the permission of VDOT may be transferred from one project to another. The Central Avenue Streetscape Project does require additional funding and staff is recommending that the remaining funds from the Crossing Way Project be reallocated to the Central Avenue Streetscape Project. Mr. Rosenberg stated the proposed resolution would give effect to that recommendation.

Mr. Holmes moved that City Council adopt the resolution (i) designating the City of Staunton, Virginia, Central Avenue Streetscape Project as a Virginia Department of Transportation Revenue Sharing Project, (ii) reallocating revenue sharing funds in the amount of $114,432, from the Crossing Way Project to the Central Avenue Streetscape Project, and (iii) authorizing the City Manager to execute any required applications or agreements between the City and VDOT to utilize the remaining Crossing Way revenue sharing funds for the Central Avenue Streetscape Project, as presented.

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

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

RESOLUTION TO DESIGNATE CENTRAL AVENUE STREETSCAPE PROJECT AS A REVENUE SHARING PROJECT AND TRANSFER VIRGINIA DEPARTMENT OF TRANSPORTATION REVENUE SHARING FUNDS FROM CROSSING WAY PROJECT TO CENTRAL AVENUE STREETSCAPE PROJECT

WHEREAS, the City of Staunton desires to transfer Virginia Department of Transportation (VDOT) Revenue Sharing Funds from Crossing Way Project (1426-132-R38, M501, UPC 104257) to the City's Central Avenue Streetscape Project (SLEN-132-101, C501, UPC 80485); and

WHEREAS, the Central Avenue Streetscape Project is currently in need of additional funds so that the project can be readvertised for construction; and

WHEREAS, City Council had dedicated funding to the Crossing Way Project, which is now complete and has surplus Revenue Sharing funds in the amount of $114,432 ($57,216 state/$57,216 City); and

DRAFT

WHEREAS, City Council wishes to utilize the $114,432 of surplus Revenue Sharing funds from the Crossing Way Project, as indicated above, to provide additional funds for the Central Avenue Streetscape Project.

NOW, THEREFORE BE IT RESOLVED, that Project SLEN-132-101, C501, UPC 80485, Central Avenue Streetscape Project, be considered and designated as a Revenue Sharing Project, and that surplus Revenue Sharing funds of $114,432 ($57,216 state/$57,216 City) be reallocated from Revenue Sharing Project 1426-132-R38, M501, UPC 104257, Crossing Way Project, to Project SLEN-132-101, C501, UPC 80485, Central Avenue Streetscape Project, in order to provide additional funds to the project so it may be readvertised for construction.

BE IT FURTHER RESOLVED, that the City Manager be authorized to execute any required applications or agreements between the City of Staunton and VDOT to transfer remaining Revenue Sharing funds from the Crossing Way Project to the Central Avenue Streetscape Project.

Adopted this 9th day of January, 2020.

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

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

MATTERS FROM THE CITY MANAGER

Mr. Rosenberg stated Julie Markowitz retired on December 31, 2019 as the Executive Director of the Staunton Downtown Development Association. He delivered her final semi-annual report as required by the contract between the SDDA and the City to Council members to review.

MATTERS FROM THE PUBLIC

Speaking against support of Staunton adopting a resolution designating itself as a "Second Amendment sanctuary city" were:

1) Richard Bolstein, Oak Terrace
2) Hugh Westfall, Forest Ridge Drive
3) Dave Copper, Skymont area
4) Dr. Mary Miller, 471 Albemarle Avenue
5) Darlene Schneck, 1410 N. Coalter Street
6) Dennis Nielson, Staunton resident
7) Suzanne Fisher, Staunton resident
8) Barbara Lee, 921 N. Augusta Street
9) Fred Blanton, 200 Federal Street

Speaking in support of Staunton adopting a resolution designating itself as a "Second Amendment sanctuary city" were:

1) Matt Fitzgerald, 261 Thornrose Avenue

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2) Nicholas Hall, George Street
3) Ron Gilbert, Lancelot Lane
4) Dwight Williams, Waynesboro resident
5) Richard Thornton, 700 Stonewall Circle
6) Zachary Long, 120 Mulberry Street

Speaking on the subject were:

1) Johnny Simonetti, Campbell Street
2) John Whitfield, 220 Meadowbrook Road
3) Sheila Smith, Spottswood Road
4) Shaun Stuhlsatz, Spottswood Road
5)Pat St. Clair Wertman, Terrace Street
6) Aaron Barmer, 312 Fayette Street
7) Staunton resident, no name given
8) Jeremy Nance, Greenwood Road
9) Ron, Institute Street

There was no one else wishing to speak.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 9:02 p.m.

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Suzanne F. Simmons
Clerk of Council

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City Council
WORK SESSION
January 23, 2020
5:00 p.m.

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

The Mayor called the meeting to order at 5:00 p.m. and the invocation/moment of silence was given by Mr. Holmes.

1. Consideration of Work Session and Regular Meeting Agendas

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

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

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

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

2. Annual Update on Utility Connection Fees and Facility Fees

Tom Sliwoski, Director of Public Works, stated he 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.

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.

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.

Mr. Sliwoski stated that 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 required by Council, as of July 1, 2020. Mr. Sliwoski stated this has already been adopted into code. No other adjustments to connections fees are recommended at this time.

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(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.

Ms. Mead asked Mr. Sliwoski if he'd received feedback from customers about the increase in fees. He stated he had not received any feedback.

Mr. Sliwoski stated the City's fees are comparable to other localities, but connection fees are based on what customer's actual expenses are since facility fees pay for future capital investments of that system. He noted the facility fee is a one-time fee for the homeowner.

3. <u>Discussion of Resolution in Support of the Designation of Shenandoah Mountain National Scenic Area</u>

Leslie Beauregard, Assistant City Manager, stated Councilman Harrington 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.

Ms. Beauregard stated Council last considered this subject during its work session on December 13, 2017. At that time, discussion among Council members was to update and refine the City's position concerning establishment of the scenic area. At that time, a letter was written on January 3, 2018 supporting the inclusion of the City's reservoirs in 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.

Ms. Beauregard stated the current request is to adopt a resolution further supporting such a designation, subject to the same conditions. She then introduced Lynn Cameron, representative from Friends of the Shenandoah Mountain.

Ms. Cameron thanked the City for being the first local government that went on record as being in favor of the Shenandoah Mountain National Scenic Area proposal. She stated the purpose of the resolution would be helpful to their campaign and would be presented to Senators and Congressmen.

This will be Item D on the Regular meeting agenda.

4. <u>Update on the Staunton Crossing Economic Development Business Plan</u>

Billy Vaughn, Director of Economic Development, provided an update on the City's recent efforts to implement the recommendations in the Staunton Crossing Economic Development Business Plan. Accomplishments that the City has achieved over the past six years included a Virginia Department of Transportation (VDOT) Road grant, a revenue sharing project, for the entrance boulevard and round-about, demolition of Virginia State Police building, sale of the property, and construction of two hotels.

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Mr. Vaughn stated City Council and the Economic Development Authority (EDA) adopted the business plan last year which gives framework and guidelines for developing the remaining 270 acres at Staunton Crossing. He noted it is anticipated that approximately 3,200 quality jobs will be created with $4,000,000 in annual tax revenue when developed.

Mr. Vaughn stated the plan identified ten recommendations with some items already in place. Topics he addressed included 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.

Dr. Curren asked what would be the remaining cost of demolition after receiving the $432,000 Brownfields grant. Mr. Vaughn stated it is approximately $2.2 million which is budgeted in the CIP.

Dr. Harrington questioned what would happen to all of the bricks after the buildings are demolished. Mr. Vaughn stated all contractors who bid on the project had a total price which included salvage value, thus reducing final costs for removal of the buildings. The contractor plans to crush and grind all of the concrete and bricks and will use that material to fill in the foundations and footers. Mr. Vaughn stated this project should be completed by March 2021.

Dr. Curren asked if the grant would cover all costs for the Crossing Way extension. Mr. Vaughn stated it was an $8.7 million project that is all state monies, but the City may have to pay $32,000 towards administrative fees.

Ms. Mead asked if VDOT has started designing or engineering the project. Mr. Vaughn stated VDOT has started work on this and will conduct a public hearing on January 29, 2020.

- 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.

- 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.

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Mr. Vaughn stated the Staunton Crossing project is currently ranked at a Tier 2 level. He noted a Tier 4 level is recommended. Mr. Vaughn stated some levels have already been completed, but demolition of the buildings and construction of the new road is pertinent.

Dr. Curren asked, after demolition and road construction, how much money would be needed to bring it up to a Tier 4 level. Mr. Vaughn stated approximately $300,000-$500,000 would be needed, but stated there are conflicting numbers there.

Ms. Mead clarified that the Phase 1 environmental work has been completed. Mr. Vaughn stated it has been done but may need to be reevaluated.

Mr. Vaughn stated the Marketing Plan would cost approximately $30,000-$40,000.

Ms. Mead asked if the State is providing any funding as a Tier 4 development opportunity. Mr. Vaughn stated there may be some bills going through the General Assembly this year that addresses GO Virginia funding.

Dr. Curren asked Mr. Vaughn what type of businesses would be targeted once a Tier 4 level is achieved. Mr. Vaughn stated the report identifies large and small scale, advanced manufacturing, light manufacturing, distribution, and logistics.

5. Update on the West End Opportunity Zone

Mr. Vaughn stated in the City's efforts to keep pace with the state and national level of the Opportunity Zones 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.

Mr. Vaughn provided a brief demonstration of the application's capabilities which can be previewed at the City's website.

Ms. Mead asked how the program would help to make connections with people and business owners. Mr. Vaughn stated he hoped it would help assist a broker/realtor who's representing clients looking to invest in property.

Mr. Holmes asked if financial advisors would be able review the site. Mr. Vaughn stated that has been done, but it may be possible to reach out to local investors.

Mayor Dull stated the Opportunity Zones and the tax advantages available are good for businesses, construction, and rehabilitation. Mr. Vaughn stated this program would be a good opportunity for realtors and several have been contacted.

6. 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 & Lonergan Associates, Inc.

Mr. Vaughn stated the City is attempting to follow Virginia procurement regulations and currently has a contract with Mullin & Lonergan Associates, Inc. for $49,890 for services for preparation of

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the 5-Year Consolidated Plan, FY2019 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.

Mr. Vaughn stated 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. Mr. Vaughn noted the fee would split two fiscal years.

Mr. Vaughn stated HUD allows 20% of the funding awarded to be used for administrative costs each year.

This will be Item E on the Regular meeting agenda.

7. <u>Discussion of Funding and Letter of Commitment for a GO Virginia Shenandoah Valley Industrial Hemp Project Grant</u>

Mr. Vaughn stated at its meeting on January 9, 2020, Council discussed the grant and deferred action until its subsequent meeting. Mr. Vaughn noted the Augusta County Board of Supervisors voted on January 22, 2020 not to provide funding for the GO Virginia project. He noted the project is now short of funding the project by $5,000.

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.

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.

Ms. Oakes stated it was her understanding that the Augusta County Board of Supervisors turned down the project as they felt Virginia Tech was better suited for the study and JMU and felt private businesses should be investing instead of governmental agencies. She noted she could not judge which college would be a better fit.

Ms. Mead noted JMU has been involved at the forefront of hemp studies for a number of years and is well qualified.

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This will be Item F on the Regular meeting agenda.

8. Review and Approval of FY2021 Budget Calendar

Phil Trayer, Chief Finance Officer, stated Council is asked to review the FY2021 draft budget calendar. He noted the process began in October, 2019 and scheduled for completion on April 23, 2020 with the adoption of the budget. He noted the process would begin with a joint Work Session with the School Board on February 13, 2020 followed by the advertisement of a proposed tax rate on February 27, 2020. Mr. Trayer stated staff is due to complete the budget on March 13, 2020 with a presentation to City Council on March 26, 2020. The month of April has three Work Sessions and a public hearing scheduled leading up to the April 23, 2020 approval date. Mr. Trayer stated staff is asking for Council's approval of that calendar.

All Council members were in agreement for the budget calendar.

9. Discussion of FY2020 – 2024 Capital Improvement Plan

Mr. Trayer provided 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.

Mr. Trayer stated the plan was presented initially to City Council at its work session on January 9, 2020 and equaled $69.8 million.

Breakdown includes:

General Fund - $39.9 million
School Fund - $ 5.9 million
Water Fund - $15.7 million
Sewer Fund - $2.3 million
Stormwater Fund - $4.2 million
Parking Fund - $1.7 million

Mr. Trayer followed up on several items. He stated the Gardner Springs project had moved from $6 million to $6.9 million due to revised cost estimates replacing the initial placeholder which was used to schedule the project. He noted there were green initiatives. The FY 2020 Gypsy Hill Park renovations are still scheduled. Solar panels will be installed on top of those structures. The FY 2024 Gypsy Hill Park pump house bathroom renovation could receive additional funding of $175,00. Mr. Trayer stated there will be an analysis first of electric hybrid options for any vehicle replacements.

Mayor Dull stated she was pleased to hear about efforts with both solar and energy efficient vehicles.

Steve Rosenberg, City Manager, stated final consideration of the CIP is scheduled for City Council on February 13, 2020.

10. Presentation of Quarterly Financial Report

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Mr. Trayer presented a financial report for the second quarter of fiscal year 2020. He stated revenues posted through December 31, 2019 equals $24.7 million or 41% of annual appropriation. He noted this is compared to FY 2019 and at the same time had $23.5 million or 41% of annual appropriation. Mr. Trayer stated the City is 50% through the fiscal year and 41% is normal given the timing of the second half of the Real Estate tax.

Sales taxes were up $158,000 over the same time last year. Meals tax revenue is up $136,000 over the same time last year. Lodging revenue has increased to $126,000 over the same time last year.

On the Expenditure side, $17.5 million has been posted or 29% of the annual appropriation. A subsequent posting of $6.9 million for the School Board represents the first half of their appropriation. This brings the Expenditures up to $24.4 million or 41% of the annual appropriation. Mr. Trayer stated this is consistent with prior years and in FY 2019 there was an expense of $23.3 million or 41% of annual appropriation. He noted there is one area of concern and is the Middle River Regional Jail project where costs seem to be increasing.

11. Discussion of Possible Consideration of a Resolution Concerning Second Amendment to the United States Constitution and Related Procedures

Mr. Rosenberg stated this item is on the agenda at the request of Councilwoman Oakes.

Ms. Oakes read a statement stating Council has never had a discussion on the matter of the Second Amendment. She referred to a statement issued by the City concerning the issue, but noted that was drafted by City Hall and discussed via phone with individual City Council members. She noted citizens have approached City Council, but an official public hearing has not been offered. Ms. Oakes stated she believed that Council was obligated to offer a public hearing that has been advertised and allows citizens to speak where only the Second Amendment would be discussed. She noted after that discussion a vote on a resolution could then be voted upon. Ms. Oakes stated she was in favor of allowing the citizens to speak on the issue.

Dr. Harrington questioned Ms. Oakes if she was making a motion. She stated she could put it in the form of a motion. He stated he was asking procedurally in order to decide one way or the other on that question.

Ms. Oakes stated it was her understanding with a resolution in order to have a public hearing, the majority of the Council would need to be in agreement to have a public hearing. She stated she could put it in the form of a motion.

Dr. Harrington stated he was not in favor of having a public hearing, but if Ms. Oakes put it in the form of a motion, he would second it so that Council could move on to a discussion and a vote. He noted at the appropriate time he would explain why he was not in favor of it.

Ms. Oakes stated her motion would state "I move that Council permit a publicized public hearing in which the citizens will have an opportunity to go on record which will then open the door for the City Council to have a discussion and a vote on a citizen-driven resolution."

The motion was seconded by Dr. Harrington.

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Vice Mayor Kier stated he heard Ms. Oakes and thanked Dr. Harrington for seconding the motion. He noted Council spent the two previous meetings and hours doing exactly what they were supposed to do as City officials and that was to listen to the public. Vice Mayor Kier stated he saw no reason to have another hearing on this. He stated the Second Amendment is exactly what is, another amendment to the Constitution and stands by itself. He stated several years ago there was a desire for Staunton to become a Sanctuary City to protect immigrants and at that point in time Council decided not to act on that as well. Vice Mayor Kier stated his oath of office is that he will protect the Constitution of the United States and would not waiver from it. He stated if Council moved forward with this motion, his vote would be no.

Dr. Harrington stated he would not support further special public hearings on this matter and for the same reasons that Vice Mayor Kier enumerated. He noted there had been two very full "Matters from the Public" sessions and innumerable letters and phone calls. Dr. Harrington stated the public is justifiably curious to know where Council stands on this matter. He noted he was grateful to all that have spoken on the matter. He stated on the question of declaring Staunton to be a Second Amendment Sanctuary City, he noted he was opposed to such an action and explained his reasons for such. Dr. Harrington stated he has taken the oath 8 times and would view it as a lapse of integrity to declare his unwillingness to follow the law. He urged anyone who has strong feelings about any legislation being considered to contact their Legislators and to speak at sub-committee hearings in Richmond. He noted that was the proper avenue and the Constitutional avenue. Dr. Harrington urged citizens not to pressure public officials or law enforcement officers in particular.

Dr. Curren stated he would second what his colleagues had said. He noted he was glad for the opportunity to hear from citizens at the past two meetings. Dr. Curren stated he was grateful for the Mayor and City staff who created an environment that was welcoming for all people to speak. He stated he felt Council had sufficiently dealt with the issue and he did not support holding a special meeting to hear yet again about the issue. Dr. Curren stated he agreed with Vice Mayor Kier and Dr. Harrington, that he'd taken an oath to the Constitution and took it very seriously. He also urged citizens to go to Richmond to make their views heard in a peaceful manner.

Ms. Oakes stated she was only asking for a public hearing for the citizens. She noted Council had never discussed the issue and felt it was important to offer a publicized public hearing where Council would vote on a citizen-driven resolution.

Ms. Mead stated she wanted to speak to the topic of citizens having a voice in the matter. She noted there are 16,000 registered voters in the city and the voices that have been heard so far represent less than 2% of those voters. When looking back at past elections in 2019 through 2016, she stated citizens voted for candidates that supported rational, reasonable gun restrictions in each election but one. Ms. Mead stated she felt Council has heard from the citizens and from the most legitimate possible way – the ballot box.

Mayor Dull stated at this time Council had clearly heard from many people over the last two meetings as well as many emails, letters, phone calls, and speaking with people in person. She questioned if this was merely a vote to have a public hearing or whether the way people are voting on the public hearing indicates their support or non-support.

Ms. Oakes stated that would be up to the citizens when they spoke at a public hearing on the matter.

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Mayor Dull asked Ms. Oakes whether she'd taken a position on the matter.

Ms. Oakes stated her position would be based off of what the citizens would advise.

Mayor Dull stated there has been a lot of emotion on this and she was sorry that people are that afraid that this would happen. She noted citizens needed to have faith in the government. She stated she felt having a public hearing would be anything other than hearing from the same people over again. She noted she stood by the comments made by Vice Mayor Kier, Dr. Harrington, and Dr. Curren regarding the fact that they've taken an oath as elected officials to uphold the Constitution.

Mr. Holmes stated he agreed with the majority of Council members and felt the Second Amendment is already covered under the Constitution and did not need to make Staunton a Sanctuary City. He stated he would oppose being a Second Amendment Sanctuary City.

Ms. Oakes stated she wanted to reiterate that she wanted a public hearing.

Mayor Dull stated in the discussion just held by Council, based on the comments heard from the public, every Council member had a position except for one.

Ms. Oakes stated her position was the position of the people, the people that she serves and it was the will of the people, not the will of the Council. Ms. Oakes then asked that the vote be called.

The motion carried as follows:

Dr. Curren	no	Vice Mayor Kier	no
Mayor Dull	no	Ms. Mead	no
Dr. Harrington	no	Ms. Oakes	aye
Mr. Holmes	no		

Ms. Mead stated she would like to make a motion. She moved that Council direct the City Manager not withstanding an ultimate paragraph of Council Procedural Memorandum No. 3 not to include on any future City Council draft agenda, whether Work Session or Regular Session, any item that relates to today's proposed Work Session agenda item No. 11 absent affirmative motion and a vote of City Council to do specifically otherwise.

The motion was seconded by Dr. Curren.

Ms. Oakes asked Ms. Mead to explain her motion in greater detail.

Ms. Mead stated it was a motion that allows Council to put the item behind them so that the conversation did not need to be repeated at every City Council meeting.

Ms. Oakes called for point of order. She stated the last motion took care of that and under "Matters from the Public" the citizens are allowed to bring up any subject material they care to do so at any time.

Ms. Mead stated she was not moving to change that part of the agenda.

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Ms. Oakes stated that had been taken care of with the last motion and felt it was a redundant motion.

Ms. Mead stated her motion was to prevent this item from being placed on City Council agenda in future meetings.

Ms. Oakes stated she would have to call point of order on the legality of that. She requested the City Attorney to advise of the legality of a Council member being able to bring a motion to the floor.

Doug Guynn, City Attorney, stated there was nothing in the law which prevents Council from, in effect, overriding its own Procedural Memorandum. He stated as he heard the motion it's the references to your own Procedural Memorandum No. 3, so Council can, in effect, make an exception to that memorandum by a majority vote.

Ms. Mead stated that was correct.

Ms. Oakes stated it was her understanding that Council normally vote on the Procedure of Memorandum at the reorganization meetings. She reiterated that it was a redundant motion. She noted that motion failed so the issue was now resolved.

Vice Mayor Kier stated he had issue with the motion himself in that he just as with the Sanctuary City issue. He noted he had a problem with a restriction that is indefinite. He noted this issue could be brought up at every Council meeting, but he would still oppose it. He stated he felt it was redundant and would be redundant if Council continued to bring it up at future meetings.

Mayor Dull clarified with Ms. Mead that she was not speaking about "Matters from the Public".

Ms. Mead stated she was not.

Mayor Dull referred to Robert's Rules of Order in language to clarify.

Discussion ensued between Ms. Oakes and Ms. Mead.

The motion carried as follows:

Mayor Dull	aye	Ms. Mead	aye
Dr. Harrington	aye	Ms. Oakes	no
Mr. Holmes	no	Dr. Curren	aye
Vice Mayor Kier	no		

The work session adjourned at 7:24 p.m.

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Suzanne F. Simmons
Clerk of Council

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REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 23, 2020
7:30 p.m.
Council Chambers

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

ALSO PRESENT: **Steven Rosenberg, City Manager**
Leslie Beauregard, Assistant City Manager
Douglas L. Guynn, City Attorney
Suzanne F. Simmons, Clerk of Council

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

MAYOR'S REPORT

Mayor Dull stated she participated in a presentation at the Woodrow Wilson Presidential Library on her North Macedonia trip. She noted "Voice of America" filmed that for our overseas neighbors. She attended a DEQ meeting regarding their Lewis Creek project. Mayor Dull also attended a Periodic Governance meeting with the City of Waynesboro and Augusta County. She stated she provided a proclamation and attended a vesper service for Martin Luther King Day for January 20, 2020.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Dr. Harrington stated Dr. Laura van Assendelft's state and local government class from Mary Baldwin University was in attendance.

Ms. Mead stated she'd a meeting for the Arcadia Project whose goal is to transform the Dixie Theatre and Arcadia buildings downtown.

Vice Mayor Kier stated on March 14, 2020 Building Bridges for the Greater Good will be commemorating and restructuring a project recognizing the African American business district that was located in the city.

Vice Mayor Kier stated the Nominations Committee moved to make the following appointment:

Bicycle and Pedestrian Advisory Committee – To reappoint Benjamin Brewer to a two-year term beginning February 1, 2020 and expiring January 31, 2022.

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

Mr. Holmes aye Ms. Mead aye

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

REGULAR MEETING

A. Recognition of Vanessa May and Jason Jenkins for Years of Service to the City of Staunton

Steve Rosenberg, City Manager, recognized recent retirees, Vanessa May, 17-year employee of the Public Works Department and Lieutenant Jason Jenkins, a 20-year employee of the Fire and Rescue Department.

B. Fire and Rescue Department Promotion

Mr. Rosenberg stated Lieutenant Adam Nulty has been promoted and was 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 was administered publicly by Mayor Dull and Mr. Rosenberg.

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

Phil Trayer, Chief Finance Officer, stated the second budget amendment for fiscal year 2020 has been prepared for Council's review and discussion. Budget amendment number two totals $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.

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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.

Mr. Trayer stated the City Manager has reviewed the budget amendment and recommends approval as presented.

The Public Hearing was opened.

Christine Hawley, President of the Staunton Education Association (SEA), stated she was there to present the budget and program request considerations for Staunton City Schools. She noted SEA members were requesting the financial resources needed to help ensure the best outcomes for the students.

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

Dr. Curren moved to adopt an ordinance amending the fiscal year 2020 budget by adding Budget Amendment Number Two, totaling $10,329,459.

The motion was seconded by Mr. Holmes.

Ms. Oakes thanked Ms. Hawley for her comments.

The motion carried as follows:

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

(SEE ATTACHMENT 1)

D. Consideration of a Resolution in Support of the Designation of Shenandoah Mountain National Scenic Area

Leslie Beauregard, Assistant City Manager, stated Councilman Harrington received a request from the Friends of Shenandoah Mountain asking Council to adopt a resolution advocating the establishment of the Shenandoah Mountain National Scenic Area in the George Washington National Forest.

Ms. Beauregard stated 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. Ms. Beauregard stated that resulted in a letter that was sent on January 3, 2018 and supported Council's position for the area being designated as long as those caveats were met.

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

Ms. Beauregard introduced Lynn Cameron, representative for the Friends of Shenandoah Mountain.

Ms. Cameron stated there were over 400 organizations that have endorsed their proposal. She noted resolutions from local governments would be beneficial in obtaining Federal legislation for their proposal. She noted the proposal, when enacted, would safeguard the City's water supply, protect scenic beauty, and wildlife habitat.

Dr. Harrington moved 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.

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

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

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 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: January 23, 2020

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

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

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.

Billy Vaughn, Director of Economic Development, referred to his presentation to Council earlier at the Work Session meeting. He noted staff is requesting an amendment to the current contract with consultant, Mullin & Lonergan Associates, Inc. for $49,890 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.

Mr. Vaughn stated what was needed now was to implement the Annual Action Plan for this year and to proceed with preparing a plan for the next federal fiscal year. He noted those services would cost approximately $80,000 total in fees and expenses.

Mr. Vaugh stated City Council would need to authorize it by resolution to modify the existing contract, which staff is requesting and recommending. No additional funding is being requested, as the funding has already been approved for the FY2020 budget year.

Mr. Holmes moved 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.

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

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

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

RECITALS

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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 & Lonergan 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 & Lonergan Associates, Inc. is hereby authorized.

Adopted this ____ day of January, 2020.

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

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

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

Mr. Vaughn stated this matter was presented at the January 9, 2020 Work Session meeting. He noted it involves a cash match to complete and application on what has been proposed by James Madison University (JMU).

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. He noted the Augusta County Board of

Supervisors took no action and would not be providing any funding. Mr. Vaughn stated this leaves the grant application $5,000 short of meeting the match requirement.

Mr. Rosenberg stated in the briefing the motion was not changed from the last meeting of January 9, 2020. He noted it was phrased in a way that authorized support in an amount not to exceed $5,000. Mr. Rosenberg stated the City is at a point if a member of Council chooses to make a motion that it would be most helpful to have a motion made in a definitive dollar amount.

Dr. Harrington asked if a Council member were moved to make such a motion, what dollar amount would be the most useful dollar amount to cite in the motion.

Mr. Vaugh stated the grant required a dollar for dollar match and currently the application is $5,000 short of that requirement. He noted the GO Virginia Regional Board would take action on January 28, 2020 on the application. If no other entities provide those matching funds prior to that date, the application would not move forward.

Ms. Mead moved 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 of $5,000.

The motion was seconded by Dr. Harrington.

Ms. Mead referred to a gardening catalog that she'd received and to a local couple she followed through the past growing season. She stated she felt this was a great opportunity for farmers in the Valley.

Ms. Oakes stated she would be supporting the motion as it was a good opportunity for the community as well as the Country.

The motion carried as follows:

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

MATTERS FROM THE CITY MANAGER

Mr. Rosenberg stated he had nothing to add.

MATTERS FROM THE PUBLIC

Baldwin Jennings, 332 Sharon Lane, stated he was disappointed that Council did not go along with Ms. Oakes motion during the Work Session where Council would permit a publicized public hearing regarding a Second Amendment Sanctuary City resolution.

Hugh Westfall, 107 Forest Ridge Road, stated he attended the Council meeting on January 9, 2020. He complimented residents that spoke respectfully in favor of a Sanctuary City movement, but chastised residents who bullied and tried to intimidate Council. Mr. Westfall complimented

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Council on not being intimidated. He noted the democratic process was at work and felt no need for a public hearing.

Clinton Davis, 219 Sunnyside Street, also referred to the January 9, 2020 meeting regarding the Sanctuary City movement. He referred to an incident in December involving the theft of a street sign on his street. Mr. Davis thanked a local television station and newspaper for their coverage regarding Monticello enslaved descendants.

John Hutchinson, 118 Madison Place, President of Virginia Wilderness Committee Board, thanked Council for their support of the Shenandoah Mountain National Scenic Area resolution.

There was no one else wishing to speak.

ADJOURNMENT

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

_____

Suzanne F. Simmons
Clerk of Council

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Ordinance No. 2020-02

AN ORDINANCE TO AMEND
THE FY 2020 BUDGET ORDINANCE
FOR THE CITY OF STAUNTON
BY ADDING BUDGET AMENDMENT NUMBER TWO

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2020 Budget is amended as follows:

GENERAL FUND		
Anticipated Revenue		
General Revenue	$	3,281,135
Recovered Costs		33,855
Capital Grants and Contributions		(48,340)
Total Revenue	$	3,266,650
Appropriations		
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
Transfers to Other Funds		2,744,593
Total Appropriations	$	3,266,650
GRANTS FUND		
Anticipated Revenue		
Capital Grants and Contributions	$	2,234
Total Revenue	$	2,234
Appropriations		
Public Safety	$	2,234
Total Appropriations	$	2,234
BLUE RIDGE COURT SERVICES		
Anticipated Revenue		
Capital Grants and Contributions	$	49,845
Total Revenue	$	49,845
Appropriations		
Public Safety	$	49,845
Total Appropriations	$	49,845
CITY CAPITAL IMPROVEMENTS FUND		
Anticipated Revenue		
Transfer from the General Fund	$	2,344,593
Total Revenue	$	2,344,593
Appropriations		
Capital Projects	$	2,344,593
Total Appropriations	$	2,344,593

DEBT SERVICE SINKING FUND

Anticipated Revenue		
Transfer from the General Fund	$	400,000
Total Revenue	$	400,000
Appropriations		
Debt Service	$	400,000
Total Appropriations	$	400,000

COMMUNITY DEVELOPMENT FUND

Anticipated Revenue		
Capital Grants and Contributions	$	504,543
Total Revenue	$	504,543
Appropriations		
Operations	$	504,543
Total Appropriations	$	504,543

WATER FUND

ENVIRONMENTAL FUND

Anticipated Revenue		
Capital Grants and Contributions	$	(960)
Total Revenue	$	(960)
Appropriations		
Operations	$	(960)
Total Appropriations	$	(960)

EDUCATION FUND		
Anticipated Revenue		
General Revenue	$	1,031,897
Capital Grants and Contributions		1,611,240
Total Revenue	$	2,643,137
Appropriations		
Operations	$	2,643,137
Total Appropriations	$	2,643,137

EDUCATION SOP FUND - 920		
Anticipated Revenue		
Capital Grants and Contributions	$	175,754
Total Revenue	$	175,754
Appropriations		
Operations	$	175,754
Total Appropriations	$	175,754

CAFETERIA FUND - 930		
Anticipated Revenue		
Capital Grants and Contributions	$	8,067
Transfer from Cafeteria Fund Balance	$	52,277
Total Revenue	$	60,344
Appropriations		
Operations	$	60,344
Total Appropriations	$	60,344

SCHOOL CIP FUND- 966		
Anticipated Revenue		
Transfer from the Education Fund	$	850,000
Capital Grants and Contributions		33,320
Total Revenue	$	883,320
Appropriations		
Capital Projects	$	883,320
Total Appropriations	$	883,320

GRAND TOTAL BUDGET AMENDMENT NO 2	**$**	**10,329,459**

INTRODUCED: January 09, 2020

PUBLIC HEARING: January 23, 2020

Public Hearing Advertisement Date: January 13, 2020

Approved this _____day of _____2020

Effective Date: _____

CERTIFIED: _____

Carolyn W. Dull

Mayor of Council

ATTEST:_____

Suzanne F. Simmons

Clerk of Council

CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**A**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Built Environment**	
Subject:	**Public Hearing and Consideration of a Request by the City of Staunton to Amend Title 18, Zoning, of the Staunton City Code by Adding Chapter 18.169 Site Plans**	

Background: The proposed ordinance establishes regulations concerning the submittal of site plans of development. A site plan of development is required as part of the approval process for any development other than single-family and two-family dwellings. The most common developments in Staunton for which site plan approval is required are commercial developments and multi-family dwellings. A site plan is a scaled drawing, typically drawn by a civil engineer, of a development site and is used to determine compliance with all applicable codes including, building, zoning, and engineering requirements. Common elements included in a site plan include minimum setbacks to property lines, location of parking, landscaping, the location of all utilities, parking lot entrances and exits, ADA accessibility, site lighting, erosion and sediment control, and stormwater management facilities.

Although the City has required site plan submittals for over 20 years, submittal requirements have largely been based on existing zoning codes, building codes, and engineering standards. The result of the adoption of this chapter would codify these requirements in one place with the purpose of making the site plan submittal process easier to navigate for developers and design professionals. The proposed amendment was drafted with input from staff from various City departments and development professionals in the community. The Planning Commission

provided significant feedback on prior drafts before conducting its public hearing.

At its meeting on January 9, 2020, Council introduced the proposed ordinance and continued the advertised public hearing to Council's regular meeting on February 13, 2020.

Planning Commission Recommendation: At its meeting on November 21, 2019, the Planning Commission conducted a public hearing and considered the proposed ordinance. No one spoke in opposition. On a 5-0 vote, the Commission voted unanimously to recommend approval of the ordinance, concurring with staff's recommendation.

Attachments:

Attachment 1—Proposed Chapter 18.169

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt an ordinance to establish a new chapter 18.169, Site Plans, as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg

DRAFT 1.22.20

Ordinance No. 2020 - _____

AN ORDINANCE AMENDING, RESTATING AND REORDAINING TITLE 18, ZONING, OF THE STAUNTON CITY CODE TO ESTABLISH A NEW CHAPTER 18.169, SITE PLANS, TO REGULATE THE SUBMITTAL OF SITE PLANS FOR DEVELOPMENT

Recitals

A. The purpose of a site plan is to facilitate the utilization of the most advantageous techniques in the development of land in the city;

B. The regulations are also designed to promote reasonably high standards and innovations in the layout, design and landscaping of new and existing developments to ensure that land is used in a manner which is efficient and harmonious with the community and the environment;

C. The City of Staunton has been requiring the submittal of site plans and reviewing those submittals to ensure compliance with all development regulations of the Commonwealth of Virginia and the City of Staunton;

D. It has been determined by city staff that a chapter should be added to the zoning code to better regulate the design, submittal, and review of site plans and to help ensure consistency of design and facilitate better communication among designers, developers, and the city;

E. The Staunton Planning Commission, after study and review, has recommended approval of the proposed amendment to add chapter 18.169, Site Plans;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 18.169, Site Plans, be added to Title 18, Zoning, of the Staunton City Code:

Chapter 18.169
SITE PLANS

Sections:

18.169.010 Purpose and intent.
18.169.020 Definitions.
18.169.030 Requirements and applicability.

18.169.040 Procedure and administration.
18.169.050 Plan contents.
18.169.060 Standards.
18.169.070 Exceptions and Waivers.
18.169.080 Approval period and revisions.
18.169.090 Plans required prior to issuance of building permit.
18.169.100 Occupancy permit.

18.169.010 Purpose and intent.

These site plan regulations are intended to facilitate the utilization of the most advantageous techniques in the development of land in the city. These regulations are also designed to promote high standards and innovations in the layout, design and landscaping of new and existing developments to ensure that land is used in a manner which is efficient and harmonious with the community and the environment.

18.169.020 Definitions.

For the purpose of this chapter, the following definitions apply:

(1) "Site Plan" A detailed engineering drawing of proposed improvements to a given lot. A site plan usually displays a building footprint, travel ways, parking, grading, drainage facilities, sanitary sewer and waterlines, trails, lighting, and landscaping.

18.169.030 Requirements and applicability.

(1) All nonresidential and multiple-family development (multifamily buildings) shall be subject to the site plan review requirements of this chapter.

(2) Any development that requires an erosion and sediment control plan, a stormwater plan, a traffic impact analysis, or a connection to or an extension of public utilities shall be subject to the site plan review requirements of this chapter.

18.169.040 Procedure and administration.

A site plan is required to be submitted by the owner, authorized agent, or the developer of the particular property involved, to the zoning administrator, who shall be responsible for the receipt and processing of such applications and shall have the authority to approve or disapprove such plans. The zoning administrator is hereby designated as the agent of the city for such purposes. If the zoning administrator does not approve the plan, then the applicant shall be promptly notified of the reasons why the plan was disapproved and, if necessary, of any suggestions as to corrections.

18.169.050 Plan contents.

The site plan shall provide the following information, at a minimum, unless expressly waived in writing by the zoning administrator due to the scope and scale of the project:

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(1) Title and description of the project; names and contact information of the engineer, architect, landscape architect and surveyor, if any; names of the developer and property owner; and a signature panel for the Zoning Administrator's agent's approval;

(2) The boundaries, by bearings and distance utilizing the City datum, of the property involved, the acreage, all existing property lines, setback lines, buildings, structures, watercourses, topography, adjacent property lines, easements with deed or instrument source references, waterways or lakes and other existing physical features in or adjoining the project, including flood hazard areas as provided in SCC Chapter 18.170 Floodplain Districts and Regulations;

(3) The owners with instrument number or deed book and page number, present zoning, parcel identification numbers, and current use of the property involved and adjoining properties;

(4) Approved proffers, special use permit conditions, waivers, or granted variance on the property involved;

(5) Building lot coverage, building usage, dimensions, square footage, height, number of floors and finished floor elevation; location of accessory structures;

(6) Open space for multiple-family structures as provided in SCC Chapter 18.30.050

(7) Physical features such as watercourses, waterways, or lakes on adjoining properties shown only in approximate scale and proportion;

(8) The location, dimensions, construction type, and names of existing and proposed streets, alleys, sidewalks, curbs and gutters, and all curb cuts;

(9) The location and size of existing and proposed sanitary sewers; water, gas, telephone, electric and other utility lines (if known); culverts and other underground or overhead structures in or affecting the project, including existing and proposed facilities and easements for these facilities;

(10) All parking, travel lanes, driveways, loading spaces, walkways and outdoor lighting systems, including luminary size, indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required by the provisions of SCC Chapter 18.125 Minimum Off-Street Parking Requirements;

(11) Existing and proposed stormwater management facilities and erosion and sediment control measures, indicating location, size, type and grade of ditches, catch basins,

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and pipes, including on-site water retention and related requirements of SCC, Chapter 13.05;

(12) The location of existing and proposed fire hydrants and fire lines; verification of adequacy of fire flow when required by the fire chief; location of fire department connections and valves; fire lanes with access widths and heights for fire apparatus;

(13) Location of all existing and proposed advertisement (if known) and traffic signs traffic markings as provided in SCC Chapter 18.140 Signs, Billboards, and Other Advertising Structures;

(14) Additional information as deemed necessary by the zoning administrator to ensure compliance with federal, state, or local code requirements or to clarify requirements herein.

18.169.060 Standards.

(1) Plans involving engineering, architecture, landscape architecture or land surveying shall be certified by an engineer, architect, land surveyor or landscape architect licensed to practice in accordance with Code of Virginia, Title 54.1, Chapter 4 Professions and Occupations, as amended.

(2) Plans shall be prepared to an engineer's scale at not greater than 1" = 30' on a sheet size of 24" by 36". In response to the scope and scale of the project, the zoning administrator may authorize a smaller sheet size in advance of plan submission, if requested by the applicant. Seven copies of the site plan shall be submitted, along with a digital file (portable document format) for each submittal.

(3) All plan sheets shall include a north arrow, scale, and date. Plans shall include a title sheet with a general information section indicating the number of sheets comprising the site plan, a vicinity map, an index showing the locations of the various sheets and a 3" by 4" signature block reserved for the use of the city;

(4) Existing topography with a maximum contour interval of two feet; proposed final grade with contours at an interval not greater than two feet;

(5) Landscaping and screening as provided in SCC Chapter 18.175.

(6) Outdoor lighting as provided in SCC Chapter 18.165.

(7) If the site is within the Entrance Corridor Overlay District, then architectural elevations in color, building and site materials, outdoor lighting, and screening of refuse and recycling containers shall be provided in accordance with SCC Chapter 18.83 Entrance Corridor Overlay District.

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(8) Information necessary to demonstrate that all construction or development will fully comply with applicable federal, state, and local requirements for accessibility, i.e., grades, elevation, dimensions, etc.

18.169.070 Exceptions and Waivers.

(1) New construction involving an individual single-family dwelling on an individual lot, townhouses, and temporary uses are exempted from the site plan requirements. Any such waiver shall be expressly in writing.

(2) If the site is located within the Enterprise Zone or Opportunity Zone, and the zoning administrator finds that extraordinary hardship or practical difficulty may result from strict compliance with the regulations herein, and where the purpose of this Chapter or either Zone may be served to greater extent by an alternative proposal, a waiver(s) may be granted. Waivers shall not be granted where compliance with the applicable standards is practical and achievable or where such waiver would jeopardize the public health, welfare or safety.

18.169.080 Approval period and revisions.

(1) A site plan shall be approved, approved with conditions or a written explanation of deficiencies shall be sent to the applicant within 30 days after receiving a completed application, unless there is written mutual consent between the applicant and the zoning administrator for an extended review time.

(2) Once approved, a total of three copies of the final site plan shall be provided to the zoning administrator for a signature. Digital CAD file of approved plans shall also be provided.

(3) The zoning administrator shall act on any site plan that has been previously reviewed within 30 days after the modified, corrected, and resubmitted site plan has been officially submitted for approval unless there is written mutual consent between the applicant and the zoning administrator for an extended review time.

(4) Approval of a site plan shall be valid for a period of five years starting the day following the date of approval, unless a building permit has been issued for construction; or, if a building permit has been issued and construction has not commenced, provided that upon the expiration of the building permit, the site plan approval also expires.

(5) When a site is being developed in phases, a development phasing plan shall be submitted if the proposed project is to be constructed in two or more phases. The site plan shall remain valid so long as construction work does not stop for more than two years after the issuance of an occupancy permit.

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(6) No change, revision, addition or deletion shall be made on any site plan or on any accompanying data sheet where approval has been endorsed on the plan or sheet unless authorization for such change is granted in writing by the zoning administrator.

18.169.090 Plans required prior to issuance of building permit.

Building construction plans may be submitted for review prior to the approval of a site plan; however, a building permit will not be issued until the site plan has been approved by the zoning administrator.

18.169.100 Occupancy permit.

An occupancy permit shall not be issued for such development until all aspects of the approved site plan required hereunder have been completed. When a site is being developed in phases, all aspects noted in the phasing plan for the specific phase shall be completed before the issuance of an occupancy permit. Notwithstanding the foregoing, however, a temporary occupancy permit with respect to the development may be issued by the Building Official, if, in the opinion of the zoning administrator, the landscaping and/or screening has been delayed for reasons beyond the control of the developer, such as weather and other causes.

In all other respects, the provisions of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

_____
Carolyn W. Dull, Mayor

ATTEST: _____
Suzanne F. Simmons, Clerk of Council

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CITY COUNCIL AGENDA BRIEFING

Staunton, VA

Meeting Date:	**February 13, 2020**	**Doug Guynn City Attorney**
Item #	**B**	
Ordinance #		
Department:	**City Attorney**	
Council Vision	**Responsive, Efficient Government**	
Subject:	**Consideration of an Amendment to the City Manager's Appointment-Employment Agreement to Align More Closely with Virginia Retirement System Guidelines and to Allow Combination of Leave Conversion**	

Background: The City Manager has served since July 1, 2019 under a June 13, 2019 agreement, commencing his service on July 1, 2019. I recommend that the agreement be amended in two respects, neither having a current fiscal impact.

The City Manager's total compensation, as set forth in Section 3 of the agreement, is to be included and reported in the City Manager's creditable compensation for VRS retirement contribution purposes. Consistent with the terms of the agreement, the City Manager's total compensation that has been included and reported in his total creditable compensation embraces his annual base salary compensation, deferred compensation, motor vehicle allowance compensation, and leave conversion compensation.

The Virginia Retirement System (VRS) has since advised employers in its 2019 VRS Employer Manual and subsequent recent guidance (VRS Guidance) that it does not consider travel or vehicle allowances to be included and reported as creditable compensation. Provisions of the Virginia Code, however, do not so restrict inclusion of such amounts, instead defining in Virginia Code Section 51.1-124.3 the term "creditable compensation" as "the full compensation payable annually to an employee working full time in his covered position."

In an effort to align even more closely with VRS guidelines, it is proposed that City Council authorize amendment of the agreement of the City Manager which would eliminate the motor

vehicle allowance altogether and make the amount from the motor vehicle allowance simply part of the City Manager's base salary. There would be no current fiscal impact.

In addition, the agreement would be amended to clarify and affirm that the City Manager may elect to exercise his unused leave conversion rights under the agreement, if he timely elects, for an addition to base salary or deferred compensation or a combination, but not to exceed the 20-day accrued but unused leave conversion limit. Again, there would be no current fiscal impact.

Suggested Motion: I move that City Council approve the proposed amendment to the City Manager's employment agreement and direct and authorize the Mayor to execute the amendment to reflect the two modifications, upon advice of the City Attorney.

Second. Discussion. Vote – Clerk of Council to poll members of Council.