Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
December 10, 2020
5:00p.m.

5:00 p.m.		**Mayor’s Introductory Remarks**
5:05 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:10 p.m.	**2. & A**	**Discussion of the City’s 2021 Legislative Program with Senator Emmett W. Hanger, Jr. and Delegate John Avoli**
5:30 p.m.	**3.**	**Presentation by Valley Community Services Board**
5:45 p.m.	**4. & B**	**Discussion of FY2019 Consolidated Annual Performance and Evaluation Report Relating to the Community Development Block Grant Program of the U.S. Department of Housing and Urban Development for the City of Staunton as a HUD Entitlement Community**
6:00 p.m.		**Break**
6:20 p.m.	**5. & H**	**Discussion of Ordinance Authorizing One-Time Payments to City of Staunton Employees**
6:30 p.m.	**6.**	**Presentation on the City’s Debt Service Capacity**
6:45 p.m.	**7.**	**Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; and (ii) Discussion of Prospective Candidates for City Attorney**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
December 10, 2020
7:30 p.m.

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Dull

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of November 12, 2020

REGULAR MEETING

A. **Consideration of Resolution Establishing the City of Staunton's 2021 Legislative Program**

B. **Consideration of FY2019 Consolidated Annual Performance and Evaluation Report Relating to the Community Development Block Grant Program of the U.S. Department of Housing and Urban Development for the City of Staunton as an Entitlement Community**

C. **Consideration of Resolution in Support of the Staunton, Augusta County and Waynesboro COVID-19 Private Public Partnership's Commitment to the Health and Well-Being of the Region**

D. **Consideration of Ordinance to Amend the FY2021 Budget for the City of Staunton by Adding Budget Amendment Number Four**

E. **Consideration of Ordinance to Appropriate an Additional 20% of FY2021 Adopted Budget**

F. **Presentation by City Auditors on the FY 2020 Comprehensive Annual Financial Report**

G. **Consideration of Ordinance Regarding Updates to Section 6.05.010 of Chapter 6.05 of Title 6, Animals and Fowl**

H. **Consideration of Ordinance Authorizing One-Time Payments to City of Staunton Employees**

I. **Consideration of the Draft Staunton Greenways Plan-2020**

Matters from the City Manager

Matters from the Public*

Adjournment

***To participate in the Public Hearing and Matters from the Public portions of the City Council meeting:**

- Dial toll free number: **(844) 854-2222**
- When prompted, enter the access code for the meeting: **619358#**
- You will hear the automated word "Muted"
- At that point, you will have been added to the queue to share your comments with Council
- While you are in the queue, you will hear the audio feed of the meeting
- When you hear the automated word "Unmuted," share your comments with Council
- Participants are reminded that the Public Hearing and Matters from the Public portions of the meeting are a time for Council simply to listen to your comments
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In addition, through 5:00 p.m. on Friday, December 11, 2020, the public may also communicate comments to City Council by (i) emailing the Clerk of Council at publiccomment@ci.staunton.va.us, or (ii) calling the Clerk of Council at 540.332.3810. Voice mail messages are acceptable. A comment sent by email or voice mail must include full name and street address for the comment to be included in the public record.

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 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
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CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Steven L. Rosenberg** **City Manager** **Leslie Beauregard** **Assistant City Manager**
Item #	**2 & A**	
Ordinance #		
Department:	**City Manager**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**2021 Legislative Program**	

Background: Each year, City Council adopts a legislative program which is transmitted to the Governor, local General Assembly members, the Virginia Municipal League (VML), and Virginia First Cities. Council discussed the City's legislative program for 2021, at its work session on October 22, 2020. At the November 12, 2020 work session, a draft resolution setting forth the program was discussed. Council members deferred consideration of the resolution to the regular meeting on December 10, 2020, and requested that staff:

1. confirm, under the **Pediatric Cancer Research** heading, that pediatric cancer research is indeed less than 4% of all cancer research, which is confirmed; and

2. under the **Economic Development** heading, revise the third item regarding the State and Local Government Conflict of Interests Act, to read as follows:

> The 2020 General Assembly-approved amendments to § 2.2-3115 of the State and Local Government Conflict of Interests Act may have created a major deterrent to continued participation by citizen volunteers on local industrial development authorities and economic development authorities. The City of Staunton supports the need for transparency ~~but~~ and believes that ~~that~~ the need must be balanced with any additional disclosure requirements on citizen ~~—and onerous disclosure requirements on citizen volunteers avoided—to~~volunteers to ensure that economic development authorities and industrial development authorities continue to operate with ~~interested and knowledgeable~~interested, knowledgeable and well qualified volunteers.

During Council's work session on December 10, 2020, there will be a continued discussion of the program, in which Senator Emmett Hanger and Delegate John Avoli will participate. The resolution is included on the regular meeting agenda for Council's consideration.

City Manager's Recommendation: Adopt the proposed resolution establishing the City of Staunton's 2021 Legislative Program.

Suggested Motion: I move that City Council adopt the resolution establishing the City of Staunton's 2021 Legislative Program, as presented.

City Manager: Steven L. Rosenberg

RESOLUTION ESTABLISHING THE
CITY OF STAUNTON'S
2021 LEGISLATIVE PROGRAM

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

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

The Governor and General Assembly should not:

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

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

A. Education

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

2. The General Assembly should fully fund the Virginia Preschool Initiative.

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

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

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

B. Pediatric Cancer Research

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

C. Certificates of Public Need

Council supports Virginia's Certificate of Public Need (COPN) program as an important component of the Commonwealth's health care system and encourages the General Assembly to retain COPN in its current form.

D. Chesapeake Bay Water Quality

City Council requests that the Commonwealth increase Stormwater Local Assistance Fund (SLAF) funding to at least $50 million and Agricultural BMP Cost-Share Program funding to at least $100 million.

E. Transportation

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

2. City Council supports a Primary Seatbelt Law.

3. City Council supports the use of non-motorized transportation, including trails, pathways and green corridors, for health, energy conservation and cost reasons for all Virginians.

4. City Council supports increased federal and state funding for public transit; policies that allow for the equitable distribution of such funding; and dedicated sources for such funding.

F. Libraries

City Council supports efforts to maintain and increase State Aid to Public Libraries as mandated by the Code of Virginia to strengthen funding for public library materials and programs that target childhood literacy and STEM instruction.

G. Virginia State Parks

City Council encourages the Governor and General Assembly to support additional land acquisition for state parks, outdoor recreation and natural areas.

H. Broadband Expansion

City Council supports the expansion of broadband to all areas of the Commonwealth.

I. Solar Tax Incentives

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

J. Opioids

City Council supports any efforts to curb opioid use and abuse, including state programs that partner with local governments to deal with the effects of this continuing epidemic.

K. Fair Elections

Like many of our citizens, members of City Council regard with concern the reports received from other states and regions of apparent attempts on the part of government officials to suppress voter turnout. Reductions in voting locations, malfunctioning voting machines, preemptory removal of citizens' names from voting rolls, and other such strategies for unfairly influencing the outcome of an election reflect an abandonment of the democratic principles upon which our nation and commonwealth were founded.

Council urges our representatives in the General Assembly to make every effort to ensure that Virginia elections are fair, secure, accurate, accessible, and transparent. Further, Council urges the General Assembly to explore and implement additional strategies for encouraging voter turn-out, including:

- automatic registration
- expanded voting hours

L. Public Notice, Public Hearing and Public Procurement

The General Assembly should support legislation to reduce required, expensive newspaper advertising for public notices, public hearings and public procurement including legislation to give localities the option to use electronic or other forms of notification as an alternative to newspaper advertising.

M. Behavioral Health and Development Disability

1. The General Assembly should provide full funding for the System Transformation Excellence and Performance (STEP-VA) initiative of the Virginia Department of Behavioral Health & Developmental Services.
2. The General Assembly should increase the Medicaid Early Intervention case management reimbursement rate to its data-determined adequacy.

3. The General Assembly should fund 800 additional Family and Individual Supports (FIS) Waivers and 250 Community Living (CL) Waivers.

4. The Valley Community Services Board has proposed a community crisis center that will offer both detox and crisis intervention services. And while the needs of our citizens are great, the closest center is 29 miles away in Harrisonburg. For instance, the suicide rate in our area is higher than both the Virginia and national averages and drug induced deaths are 16.6 per 100,000 as compared to 10.6 statewide. The General Assembly should provide the necessary funding and support this new center that will better serve our City and region.

N. State Aid to Localities for Law Enforcement - HB599

The City of Staunton requests the General Assembly fully fund HB599 for law enforcement as mandated by the Code of Virginia.

O. Middle River Regional Jail Staffing and Construction Funds

1. The City of Staunton requests the General Assembly fund required staffing positions for the Middle River Regional Jail (MRRJ). In 2018, the Virginia Department of Corrections published a staffing analysis for

MRRJ based on an average daily population (ADP) for 2017 of 775 member jurisdiction inmates. This resulted in a recommendation for an additional 76 jail officer positions and 17 support positions. The member jurisdiction ADP for 2018 was 857, exceeding the 2017 ADP that resulted in the recommendation of additional fully-funded staff positions and demonstrating the continued need. The City of Staunton appreciates the additional five emergency jail officer positions added for FY2021; however, as noted in the referenced staffing analysis, additional positions are needed to appropriately supervise inmates.

2. In December 2019, the Middle River Regional Jail Authority submitted a Community Based Corrections Plan to the Virginia Department of Corrections proposing expansion of the Middle River Regional Jail. The Jail Authority presented that plan to the Commonwealth of Virginia Board of Local and Regional Jails in September 2020. The board approved the plan and requested funding from the Commonwealth of Virginia. The City supports state funding for the proposed jail expansion that will be considered during the 2021 legislative session and requests its approval by the General Assembly.

P. Mental Health of First Responders

In 2018, the Code of Virginia was amended to require mental health awareness programs for fire and EMS personnel, prescribing specific actions and training that must occur, including managing stress, self-care techniques and resiliency in addition to the provision of peer support. Trauma and PTSD are realities in the lives of all first responders, yet vital funding to implement the required programs did not follow the mandates. City Council requests that the General Assembly add funding that can be accessed by localities in order to better offer vital services, including access to providers who specialize in the needs of first responders and much needed training.

Q. Economic Development

1. Because site readiness, characterization and development are key to Virginia's and the City of Staunton's economic development efforts, City Council supports increased funding for the Virginia Business Ready Sites Program (VBRSP).

2. City Council supports maintenance of funding for GO Virginia that will encourage collaboration among Virginia's localities in order to spur economic growth, diversification and higher paying jobs.

3. The 2020 General Assembly-approved amendments to § 2.2-3115 of the State and Local Government Conflict of Interests Act may have

created a major deterrent to continued participation by citizen volunteers on local industrial development authorities and economic development authorities. The City of Staunton supports the need for transparency ~~but~~ and believes that ~~that~~ the need must be balanced with any additional disclosure requirements on citizen ~~—and onerous disclosure requirements on citizen volunteers avoided—to~~volunteers to ensure that economic development authorities and industrial development authorities continue to operate with ~~interested and knowledgeable~~interested, knowledgeable and well qualified volunteers.

R. Plastics Recycling Facility

On April 1, 2019, the City stopped collection of plastic of any sort for recycling. Because of a stressed recycling market and a processing capacity that has become very limited in recent years, plastic is now ending up in the landfill as trash. This is very undesirable for the environment, our citizens and our economy. Therefore, City Council requests that the General Assembly provide funding or offer incentives so a plastic recycling facility can be located in the Shenandoah Valley.

S. Freedom of Information Act (FOIA)

The City of Staunton supports the position that any proposed changes to the Virginia Freedom of Information Act legislation be sent to the FOIA Advisory Council for analysis and recommendations prior to General Assembly consideration or enactment.

T. Planning District Commissions

The City of Staunton supports increased state funding for the statewide network of planning district commission/regional councils (PDCs). PDCs carry our efforts supported by state and local policymakers to advance and sustain regional coordination, cooperation and technical assistance for the benefit of regions across the Commonwealth.

U. Sovereign Immunity

Expanding liability and eroding immunities at the state level across the nation have had a chilling effect on the actions of local government officials contributing to local government insurance problems, creating immense financial risks (particularly for legal costs), and posing a substantial obstacle to the provision of needed public services. The Virginia General Assembly should strengthen and must maintain the principles of sovereign immunity for local governments and their officials.

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

A. Eminent Domain by Private Utilities for Surveying

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

B. Stormwater Utility Exemptions

City Council opposes legislation which would exempt any property owner from the payment of local stormwater utility fees.

C. Water Quality Funding

The Commonwealth's Final Chesapeake Bay TMDL Phase III Watershed Implementation Plan (August 2019) (WIP III) includes language imposing a new "floating" wasteload allocation on larger wastewater treatment plants. This new requirement would cut the total wasteload allocation to Augusta County Service Authority (with which the City of Staunton contracts for wastewater treatment) by more than 45% (based on 2018 flow data), possibly requiring expensive upgrades which would significantly impact ratepayers with minimal additional benefit. Budget language was included during the 2020 General Assembly session that directs the Virginia Department of Environmental Quality to establish a task force to evaluate the most cost-effective methods to realize goals in WIP III and report to the General Assembly in December 2020. While the solutions from this group may result in a "glass half full" situation, the City supports the position of the Virginia Association of Municipal Wastewater Agencies that this requirement is completely unnecessary in order to meet nutrient targets and asks that the General Assembly reconsider the WIP III mandate. City Council further requests, to facilitate continued successful local water quality improvement projects, full capitalization by the Commonwealth of the Water Quality Improvement Fund and provision for the necessary appropriations for local government water quality improvement projects, to continue the substantial progress made in the restoration of the Chesapeake Bay.

D. Land Use Control

Localities must maintain control of local land use decisions. Neither the state nor the federal government should usurp or pre-empt a locality's authority to make such decisions; nor should they impose requirements that weaken planning and land use functions. This includes the authority to promote affordable and mixed income housing as well as the required infrastructure to facilitate in-fill development, redevelopment and mixing of uses. City Council opposes legislation which would affect the City's authority in these areas.

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

Adopted this ____ day of__________, 2020.

____
Andrea W. Oakes, Mayor

ATTEST: __________________
Suzanne F. Simmons
Clerk of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Steven L. Rosenberg** **City Manager**
Item #	**3**	
Ordinance #		
Department:	**City Manager**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Presentation by Valley Community Services Board**	

Background: Dr. Kimberley McClanahan, Executive Director of Valley Community Services Board (VCSB), and Mr. Dan Sullivan, VCSB Board Chair, will attend Council's work session on December 10, 2020, to update Council on important community services and to begin discussions on next year's budget.

Attachment:

Services Provided at Valley Community Services Board

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

Services Provide at VCSB

Emergency Services:

- Prescreening for Civil Involuntary Commitment Process
- Commitment & Recommitment Hearings
- Crisis Intervention Services
- Child Mobile Crisis Services
- Blue Ridge Crisis Intervention Team
- Outpatient Crisis Stabilization
- Jail / Detention Center Services
- Mandatory Outpatient Therapy (MOT)
- Not Guilty by Reason of Insanity (NGRI)

Services Cont'd

Substance Use Disorder:

- Outpatient - Individual/Group/Family Therapy
- Intensive Outpatient Treatment
- Substance Use Case Management
- Office-Based Opioid Treatment (OBOT)

Services Cont'd

Mental Health Services – Children:

- Prevention Services
  - School Based Programs
- School Based Outpatient Therapy Services
- Case Management
- Intensive Care Coordination
- Psychiatric Medical Services
- Individual/Group/Family Therapy

Services Cont'd

Mental Health Services - Adults:

- Psychiatric Medical Services
- Individual/Group/Family Therapy
- Deaf Services (local, regional, statewide)
- Case Management
- PACT (Program of Assertive Community Treatment)
- PATH (Project for Assistance in Transition from Homelessness)
- Housing Assistance- several programs within this.

Services Cont'd

Developmental Disability:

- Two Intermediate Care Residences for adults – one 6-bed, one 12-bed
- Sponsored Residential Services – individuals living in private provider homes
- Infant & Toddler Services – early intervention and case coordination for developmentally delayed children 0 to 3 years old
- Support Coordination

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Staff Member:** **Billy Vaughn**
Item #	**4 & B**	
Ordinance #		
Department:	**Community Development**	
Council Vision:	**Built Environment** **Responsive, Efficient Government** **Inclusiveness**	
Subject:	**FY2019 Consolidated Annual Performance and Evaluation Report Relating to the Community Development Block Grant Program of the U.S. Department of Housing and Urban Development for the City of Staunton as an Entitlement Community**	

Background: On February 26, 2019, the City received official confirmation from the U.S. Department of Housing and Urban Development (HUD) of its designation as a new entitlement community starting with the federal fiscal year 2019. Under this program designation, the City receives annual allocations from HUD. In a letter dated April 15, 2019, the City was notified that Congress appropriated $354,433 for its FY2019 allocation.

To comply with federal regulatory requirements, the City is required to prepare the FY2019 Consolidated Annual Performance and Evaluation Report (CAPER) in accordance with Title I of the National Affordable Housing Act of 1990, P.L. 101-625, and the regulations at 24 CFR Part 91.250. The CAPER covers the City's first year efforts as a HUD entitlement community from October 1, 2019, to September 30, 2020.

The report information includes: (1) details of funds received from HUD for the Community Development Block Grant (CDBG) Program; (2) summary of resources and accomplishments; (3)

status of actions taken during the year to implement the goals outlined in the Consolidated Plan; and (4) evaluation of the progress made in addressing identified priority needs and objectives.

A notice (attached) was published on November 20, 2020, in *The News Leader,* inviting public comment on the CAPER over a 15-day period, as required by federal regulations. The draft report was posted on the City's Community Development Department webpage on November 23, 2020, and will remain posted until December 9, 2020. Written comments may be submitted to the City.

Mullin & Lonergan Associates, housing consultant under contract to guide the City through the HUD CDBG requirements, will attend Council's December 10, 2020 meeting to present the draft CAPER for Council's consideration. The report must be submitted to HUD on or before December 31, 2020.

Attachments:
Attachment 1—City of Staunton FY2019 Consolidated Annual Performance and Evaluation Report
Attachment 2—Public comment notice

City Manager's Recommendation: Recommend City Council adopt the FY2019 Consolidated Annual Performance and Evaluation Report.

Suggested Motion: I move to adopt the FY2019 Consolidated Annual Performance and Evaluation Report, as presented.

City Manager: Steven L. Rosenberg

FY 2019 CITY OF STAUNTON, VA

Consolidated Annual Performance and Evaluation

Report (CAPER) for FY 2019

PUBLIC DISPLAY PERIOD: NOVEMBER 23, 2020- DECEMBER 9, 2020

Table of Contents

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Staunton CDBG Program offered comprehensive assistance to extremely low, very low and low-income persons and families with a variety of housing opportunities, public infrastructure and social services. The City of Staunton was designated a federal entitlement community in Program Year 2019. During this first year, the City has offered trainings to subgrantees on the basics of CDBG record keeping and Environmental Reviews. These trainings were essential to the operation of several of the programs funded under the CDBG program, such as the ReRoofing Staunton program and Owner-Occupied Housing Rehabilitation-Critical Home Repair program. During this program year, there were no households assisted, however six homes were identified. Three homes are pending crew scheduling, 1 home is pending a roof assessment and two applied and are pending approval. It is expected that construction will occur during 2021. Trainings with public service providers were also conducted and provided an overview of income qualification criteria and processes, as well as reporting requirements. Several public infrastructure projects were placed on hold due to the global pandemic. In March 2020, construction in the state of Virginia was largely postponed due to an Executive Order by the Governor. The West Beverly Street Sidewalk project and the Rockway Street Waterline project are expected to be started during 2021. The Valley Supportive Housing project has also been postponed. The original four units identified for acquisition were purchased with other funding. The City is in the process of reallocating these funds for the rehabilitation of another supportive housing unit.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Development	Non-Housing Community Development		Businesses assisted	Businesses Assisted	5	0	0.00%	0	0	0.00%
Improve Access to and Quality of Housing	Affordable Housing Public Housing	CDBG: $	Homeowner Housing Rehabilitated	Household Housing Unit	50	0	18.00%	10	0	0.00%
Improve Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5580	0	28.14%	1116	0	0.00%
Planning and Administration	Non-Housing Community Development	CDBG: $	Other	Other	1	0	0.00%	1	1	100.00%
Provide Public Services	Homeless Non-Homeless Special Needs	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	595	197	31.09%	119	197	155.46%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During FY 2019 the City of Staunton completed the following activities that were considered high priority

- Persons benefiting from Public Services: 197 persons served: Of those 119 were seniors or persons with disabilities who benefited from the Meals on Wheels program, 840 one-way rides were provided to 37 Staunton residents age 62 or older who did not have access to other forms of transportation; 12 individuals experiencing homelessness were assisted with security deposits or first month's rent to move into permanent housing, and 29 youth were assisted with advocacy services.

- Housing Units identified for rehabilitation: 6 homes identified
    - 3 homes pending crew scheduling
    - 1 home pending roof assessment
    - 2 homes pending application

Also underway during FY 2019:

During 2019, the City of Staunton received CARES Act funding for the prevention of, preparation for and response to coronavirus. The City of Staunton allocated CARES Act funds to address 4 main objectives:

- Providing emergency payments for rental, mortgage and utility assistance to low-to-moderate income households.
- Provide funding for additional emergency shelter staffing due to the increased shelter space needs resulting from social distancing.
- Provide food assistance to low to moderate income households.
- Increase outreach and education to underserved populations to provide prevention messaging in socially vulnerable areas, as identified by CDC social vulnerability index maps, of the City.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	150
Black or African American	28
Asian	2
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	**181**
Hispanic	2
Not Hispanic	179

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Not shown in the above table are the 16 multi-racial individuals (all Not Hispanic) that also benefitted from the CDBG programs.

CDBG: In 2019, 197 individuals benefited from a public service activity.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	354,433	$97,653.86
Other	public - federal	207,590	0

Table 3 - Resources Made Available

Narrative

The City of Staunton has utilized $97,653.86 of its total CDBG budget. The City plans to expend the remaining 2019 funds in 2020.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	100		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City did not target funding to specific neighborhoods. The City as a whole is the target area for funding. Activities were planned and carried out in low income areas of the City.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Staunton leveraged its CDBG allocations with federal and other public resources, as well as private sector funding sources, to address the City's housing and community development needs. The City partners with other public agencies and nonprofit organizations, to leverage resources and maximize outcomes in providing the housing and supportive services needs of the community.

The City provided general fund dollars to organizations that provide housing and/or supportive services to area residents, including LMI households. The City will continue this practice to maximize its CDBG investments. The nonprofit organizations funded through the CDBG program have additional financial capacity through foundations, fundraising campaigns, and other grants. The City's allocation of federal funds provides these organizations with the opportunity to expand their services to benefit more low- and moderate-income persons.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	14	12
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	10	0
Total	**24**	**12**

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	10	12
Number of households supported through The Production of New Units	4	0
Number of households supported through Rehab of Existing Units	10	0
Number of households supported through Acquisition of Existing Units	0	0
Total	**24**	**12**

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of Staunton anticipated providing housing rehabilitation for 50 units over five years and has identified 6 units for homeowner rehabilitation assistance to date. During 2019, 4 households were approved for the homeowner rehabilitation program, however due to onboarding service providers new to federal funding requirements and the impacts of the global pandemic, little construction was completed during this program year. Three of the households have been assessed and are awaiting scheduling with contractors.

Twelve households experiencing homelessness were assisted with security deposit and/or first month’s rent to move into permanent housing.

The Valley Supportive Housing-PSH program anticipated acquiring four units of permanent supportive housing for homeless individuals with serious mental illness. Other funding was utilized for the acquisition of an apartment building for this purpose. The City is in the process of reallocating these funds for a different purpose.

Discuss how these outcomes will impact future annual action plans.

Outcomes not achieved in the 2019 Program Year will be reported in future years. The City does not anticipate a need to amend future action plans to adjust its outcomes. Outcomes not achieved in 2019 were a direct result of the global pandemic and as conditions start to improve in 2020 the City anticipates being able to get back on track. The City of Staunton continues to provide training and technical assistance to partner agencies in order to ensure efficient service to Staunton residents. The City has procured consultants to assist in the program implementation of the CDBG program.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	81	0
Low-income	64	0
Moderate-income	52	0
Total	**197**	**0**

Table 7 – Number of Households Served

Narrative Information

CDBG funds were used to fund public services that are directed to seniors, youth, disabled populations and persons who are homeless and are presumed to serve low income people. However, intake forms do gather this information. 41% of people served were extremely low-income, 33% low-income and 26% moderate-income.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Balance of State Continuum of Care (BoS CoC) continues to operate the Coordinated Entry System, which offers a central point of entry for households experiencing homelessness or at-risk of homelessness. During an initial phone call, a housing counselor asks questions that will help determine eligibility for services with local agencies. The BoS CoC uses two assessment tools for prioritization of services. Prevention assessment: The BoS created a prevention prioritization tool that includes both homeless vulnerability and housing barriers. Once a household's housing crisis is triaged and it is determined that the household is at imminent risk of homeless (14 days or less), then the coordinated entry staff will conduct the prevention prioritization assessment. Based on eligibility and assessment score prevention providers are guided on service needs of households. The BoS CoC uses the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common standardized assessment tool for those who are literally homeless. This assessment is conducted no more than 3 to 5 days after the household has been referred to shelter or once an outreach worker is able to establish rapport with an unsheltered or un-engaged household.

In January 2019, the CoC conducted a Point-in-Time (PIT) count of the City's sheltered and unsheltered homeless to ascertain the number and characteristics of the homeless population and to assess their needs. Staunton's continued participation in the PIT gives the City the ability to collect information to be used in setting priorities, written standards, and performance measures for the area.

Addressing the emergency shelter and transitional housing needs of homeless persons

During 2019, the City's federal funds were used to support the Valley Mission and Valley Supportive Housing Program. The former offers emergency shelter and services for homeless individuals and families while the latter provides permanent supportive housing and wraparound services for the same population.

The City of Staunton also allocated CARES Act funding for the operation of a temporary emergency shelter during the pandemic. During the period of April 8th through June 17th Valley Mission served a total of 30 homeless clients were provided emergency shelter during COVID-19 to ensure social distancing parameters.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City coordinated and collaborated with local non-profit agencies serving the homeless population. During 2019, the City awarded CDBG funds to Valley Mission was also awarded CDBG funds for the use of financial and utility assistance for low to moderate income households exiting transitional housing or emergency shelters. The initial goal was to serve 5-6 person, but Valley Mission was able to use these funds to serve twice as many persons than expected.

As part of the CARES Act funding, the City of Staunton allocated funds to Community Foundation of Blue Ridge and the Salvation Army for subsistence payments that would provide low-moderate income, qualifying households short term (no more than 3 months) rental and/or utility assistance to prevent homelessness. Blue Ridge Legal Services received funding to assist households with free legal services to reduce the threat of homelessness in the City by using the courts to prevent evictions and keep City residents in their homes.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City used its entitlement grant funds to assist non-profit organizations that serve homeless individuals and families in Staunton.

The City also utilized federal CARES Act funds support the following homeless shelter and homeless prevention programs:

- Valley Mission
- Salvation Army Homeless Prevention
- Community Foundation of Blue Ridge Homeless Prevention

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Staunton Redevelopment and Housing Authority (SR&HA) converted all of its public housing units into project-based Section 8 units under the Rental Assistance Demonstration Program. SR&HA currently owns and manages a total of 150 residential units including 50 units for elderly and disabled. The units range from one bedroom to five-bedroom townhouses. Rent is based on income and utilities are included.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Staunton Redevelopment and Housing Authority (SR&HA) has a resident council that participates in meetings and events. The Council was particularly active during the conversion of the units to project-based vouchers under the Rental Assistance Demonstration program in 2016.

Actions taken to provide assistance to troubled PHAs

SR&HA is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

In 2020, the City of Staunton prepared an Analysis of Impediments to Fair Housing Choice to satisfy requirements of the Housing and Community Development Act of 1974, as amended. Progress toward addressing the impediments will be reported in the 2020 CAPER. One of the impediments identified included lack of policies and procedures. It was recommended an Anti-Displacement and Relocation Plan be created. This policy is expected to be finalized in early 2021.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

During the 2019 program year, the global pandemic was one of the largest obstacles to meeting the needs of the community. Due to Executive Orders requiring the shutdown of several industries and social distancing requirements, there were several months were the focus of the community was to prepare for, prevent and address COVID 19. While CARES Act funds were allocated and disbursed under several federal programs, the coordination and assessment of needs in the community became critical. Newly emerging needs presented and the means to address these needs required expensive coordination.

As part of the CARES Act funds, the City of Staunton allocated funds to provide groceries twice a week to local school stops and once a week delivering groceries to residents unable to leave their homes during the pandemic. During the first quarter of operating, the program assisted 33 people.

Programs funded through the 2019 CDBG program largely assisted the elderly and children living in unstable and inadequate housing conditions, who have been victims of abuse or neglect. Programs funded using CARES Act dollars focused on homeless prevention, homeless services, food insecurity and public health education. Information on persons served under those funds will be reported in a future CAPER.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

As part of its code enforcement efforts, Staunton's building code department educates City residents about lead paint hazards.

The City also utilizes its CDBG funding for housing rehabilitation activities. Applicants for rehabilitation funding receive the required lead based paint information. Contractors understand their responsibilities to use lead-safe work practices and mitigate lead-hazards identified during the course of the rehabilitation activity. All Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35. Maximum assistance for the program does not exceed federal abatement thresholds.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City recognizes the best way to assist people in improving their economic positions is to provide employment opportunities, and this is reflected in the City's Economic Viability score of 41 for job opportunities. Through its policies and planning, the City encourages business growth and the availability of workforce training and educational opportunities in the community.

Staunton supported organizations that provide supportive services to encourage local economic development, and to preserve and improve affordable housing options as part of its strategy to prevent and alleviate poverty. By combining job creation, workforce development, and other income-raising activities with efforts to increase the supply of affordable housing, fewer residents will experience housing cost burden.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Community and Economic Development Department is the lead agency responsible for administering the City's CDBG Program. Although the City feels that the existing institutional structure is sufficient for carrying out activities to address identified community development needs, the City Manager's Office plans to continue to strengthen its working relationships with local social service agencies. Public and non-profit agencies that are critical to the institutional structure must work cooperatively, and agency staff have the ability and expertise to deliver services efficiently and effectively, often with years of expertise in their respective fields.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City's plan to improve coordination among its partners to promote a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions was accelerated as a result of the global pandemic. The City and its partner agencies worked together to identify new needs of residents and effectively utilize new federal dollars to address these needs.

Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)

As mentioned prior, the City completed the AI in 2020. During the 2019 program year, the City hired consultants to analysis data, review policy and procedures and identify impediments toward fair housing choice. During the next four years, the City will begin to implement these recommendations.

One of the impediments identified included lack of policies and procedures related to fair housing. It was recommended an Anti-Displacement and Relocation Plan be created. This policy is expected to be finalized in early 2021.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

As a new Entitlement grantee, the City worked on the development of a plan and process for monitoring all CDBG activities to ensure appropriate use of funds. The final policy and procedures manual is expected to be adopted in 2020. In 2019, each subrecipient of City CDBG funds was required to maintain records of all project expenses, activities, correspondence, and other information as requested by the City, for a period of no less than five years from the date of the final project report.

All documentation is maintained in the City's CDBG files. The City utilized an annual report to track efforts made to achieve Annual Action Plan goals relative to their individual metrics and milestones. Ongoing, the City will require quarterly reporting and invoicing so as to monitor activity progress toward meeting goals and outcomes. In addition, this process allows the City to continually evaluate whether the costs being submitted for payment are eligible and reasonable.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Through a collaborative planning process, involving a broad range of public and private agencies, the City has developed a single, consolidated planning and application document for the use of federal entitlement funds available through the CDBG. In agreement with 24 CFR 91.115(e) Staunton has adopted a Citizen Participation Plan describing the citizen participation requirements of its CDBG program. The Citizen Participation Plan is on file at the City Community and Economic Development Department and on the Department's web site.

The City supplements the process described in the Citizen Participation Plan with the use of an email list. There are currently more than 35 organizations and individuals on the emailing list. The email list is used to announce upcoming hearings, distribute slides and handouts from those hearings, and advertise the availability of critical documents, such as this CAPER.

Per the City's Citizen Participation Plan, an ad was placed in the News Leader on [date] notifying the public of the availability of the CAPER for public display. The CAPER was placed on public display from [date] to [date].

COMMENTS TBD after display period

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

The City of Staunton has not made any changes to the FY 2019-2023 Five Year Consolidated Plan and its program objectives during this reporting period.

During this CAPER period, Staunton expended CDBG funds on the following activities:

- Public Services - $26,767.26 which is 38% of the total expenditures.
- General Administration and Planning - $70,886.60, which is 72.5% of the total expenditures. The City is in compliance with the 20% two-part admin test.

Total Program Year Expenditures: $97,653.86

During this CAPER period, the CDBG program targeted the following with its funds:

- FY 2019 Percentage of Expenditures Assisting Low- and Moderate-Income Persons and Households Either Directly or On an Area Basis – 100%

During this CAPER period, the City of Staunton had the following CDBG accomplishments:

- Persons Assisted Directly, Primarily by Public Services– 197
- Persons for Whom Services and Facilities were Available – 0
- Units Rehabilitated - Single Units - 0

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Does not apply.

PGM Year: 2019
Project: 0009 - Program Administration
IDIS Activity: 10 - Program Administration

Status: Open
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A)
National Objective:

Initial Funding Date: 02/10/2020

Description:

Funding will be used to support general administration activities for the CDBG program.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	AD	2019	B19MC510034	$70,886.60	$70,886.60	$70,886.60
Total	**Total**			**$70,886.60**	**$70,886.60**	**$70,886.60**

Proposed Accomplishments

Actual Accomplishments

Number assisted:	**Owner**		**Renter**		**Total**		**Person**	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:					0	0		
Black/African American:					0	0		
Asian:					0	0		
American Indian/Alaskan Native:					0	0		
Native Hawaiian/Other Pacific Islander:					0	0		
American Indian/Alaskan Native & White:					0	0		
Asian White:					0	0		
Black/African American & White:					0	0		
American Indian/Alaskan Native & Black/African American:					0	0		
Other multi-racial:					0	0		
Asian/Pacific Islander:					0	0		
Hispanic:					0	0		
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:					0			

Income Category:

	Owner	**Renter**	**Total**	**Person**

Extremely Low			0	
Low Mod			0	
Moderate			0	
Non Low Moderate			0	
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

No data returned for this view. This might be because the applied filter excludes all data.

PGM Year: 2019
Project: 0001 - Public Service-Blue Ridge CASA
IDIS Activity: 11 - Public Service-Blue Ridge CASA

Status: Open
Location: 116 W Beverley St Staunton, VA 24401-4279

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Abused and Neglected Children (05N)
National Objective: LMC

Initial Funding Date: 10/08/2020

Description:

Funds will be used to hire a Program Assistant, who will be responsible for the recruitment, selection, and training of 14 volunteer Advocates.
Advocates provide services to low-income children living in unstable and inadequate housing conditions who have been victims of abuse or neglect and have special needs.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2019	B19MC510034	$15,000.00	$1,776.96	$1,776.96
Total	**Total**			**$15,000.00**	**$1,776.96**	**$1,776.96**

Proposed Accomplishments

People (General) : 29

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	22	0
Black/African American:	0	0	0	0	0	0	1	0
Asian:	0	0	0	0	0	0	2	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	4	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**29**	**0**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	29
Non Low Moderate	0	0	0	0
Total	0	0	0	29
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	Coronavirus is affecting the projects objectives. The coronavirus pandemic has significantly reduced the number of cases of abused and neglected children that the Juvenile and Domestic Relations Court refers to us. Public schools are the most significant source of reports of child abuse or neglect. Since children have not been attending school in-person since March 2020, the number of cases that are reported by the schools to the Department of Social Services and subsequently opened in the Juvenile and Domestic Relations Court has been reduced dramatically. Within the proposed timeline change, we have met our milestone to hire a Program Assistant, and as you will see below, our accomplishments reflect the beginning efforts of the implementation of our project. While the results described below correspond to the fourth and last quarter of the Fiscal Year, they represent the first quarter of the project implementation timeline.	

PGM Year: 2019
Project: 0005 - Public Service-Valley Mission Financial Assistance
IDIS Activity: 12 - Public Service-Valley Mission Financial Assistance

Status: Open
Location: 1513 W Beverley St Staunton, VA 24401-3002

Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Subsistence Payment (05Q)
National Objective: LMC

Initial Funding Date: 08/28/2020

Description:

Rental assistance and security deposits for homeless individuals and families.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2019	B19MC510034	$5,000.00	$4,990.30	$4,990.30
Total	**Total**			**$5,000.00**	**$4,990.30**	**$4,990.30**

Proposed Accomplishments

People (General) : 12

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	6	0
Black/African American:	0	0	0	0	0	0	5	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	1	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**12**	**0**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	11
Low Mod	0	0	0	1
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	12
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	A total of twelve (12) Valley Mission clients exiting the emergency shelter were provided with short term financial assistance for rent and/or security deposits, allowing them to secure affordable, appropriate housing in our local community. While we anticipated assisting six (6) individuals, we were able to assist twice that many because of the effort on the part of our clients in that all of them saved their own funds and obtained gainful employment during their time at Valley Mission.	

PGM Year: 2019
Project: 0003 - Public Service-VPAS Meals on Wheels
IDIS Activity: 15 - Public Service - VPAS Meals on Wheels

Status: Open
Location: 325 Pine Ave Waynesboro, VA 22980-4709

Objective: Provide decent affordable housing
Outcome: Affordability
Matrix Code: Senior Services (05A)
National Objective: LMC

Initial Funding Date: 10/02/2020

Description:

Provide nutritious hot meal to frail, older Staunton residents who are at nutritional risk.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2019	B19MC510034	$10,000.00	$10,000.00	$10,000.00
Total	**Total**			**$10,000.00**	**$10,000.00**	**$10,000.00**

Proposed Accomplishments

People (General) : 50

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	98	2
Black/African American:	0	0	0	0	0	0	20	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	1	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**119**	**2**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	53
Low Mod	0	0	0	48
Moderate	0	0	0	18
Non Low Moderate	0	0	0	0
Total	0	0	0	119
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019		

PGM Year: 2019
Project: 0004 - Public Service-VPAS Transportation Assistance
IDIS Activity: 16 - Public Service-VPAS Transportation Assistance

Status: Open
Location: 325 Pine Ave Waynesboro, VA 22980-4709

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Transportation Services (05E)
National Objective: LMC

Initial Funding Date: 10/23/2020

Description:

Provide one-way rides to at least 40 LMI Staunton residents who are age 60 or older or under 60 with a disability.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2019	B19MC510034	$10,000.00	$10,000.00	$10,000.00
Total	**Total**			**$10,000.00**	**$10,000.00**	**$10,000.00**

Proposed Accomplishments

People (General) : 60

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	24	0
Black/African American:	0	0	0	0	0	0	2	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	11	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**37**	**0**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	17
Low Mod	0	0	0	15
Moderate	0	0	0	5
Non Low Moderate	0	0	0	0
Total	0	0	0	37
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	During the FY19 CDBG funding year, VPAS provided 840 one-way rides to 37 unduplicated Staunton residents age 62 or older who did not have access to other forms of transportation. This is slightly less than the projection of 40 eligible riders and 35% less than the 1300 rides projected in the initial funding request. The lower numbers are directly attributed to the COVID-19 pandemic. VPAS Senior Transportation continued to operate during the pandemic in order to help people get to grocery stores and necessary medical appointments. The demand for rides dropped significantly as people followed the March stay at home (and later safer at home) orders of the Governor, many businesses were closed, and initially healthcare providers were postponing all but essential appointments, or turning to telehealth appointments. In October 2020, VPAS is once again offering transportation to other destinations besides those that are food and medical related.	

PGM Year: 2020
Project: 0001 - CV Salvation Army Homeless Prevention (rent/utilities/mortgage payments)
IDIS Activity: 22 - CV Salvation Army Homeless Prevention (rent/utilities/mortgage payments) (2020)

Status: Open
Location: 116 W Beverley St Staunton, VA 24401-4279

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Subsistence Payment (05Q)
National Objective: LMC

Initial Funding Date: 10/28/2020

Description:

City of Staunton residents have experienced significant financial hardship due to social distancing restrictions imposed in response to the COVID-19 public health emergency.
The goal of the subsistence payments program would be to provide low-moderate income, qualifying
householdÃ¿Â¿
Ã¿Â¿Ã¿Â¢Ã¿Â¿Ã¿Â
¿Ã¿Â¿Ã¿
Â¿Ã¿Â¿Ã¿Â¿s short term (no more than 3 months) rental andor utility assistance.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2020	B20MC510034	$40,000.00	$13,832.44	$13,832.44
Total	**Total**			**$40,000.00**	**$13,832.44**	**$13,832.44**

Proposed Accomplishments

People (General) : 33

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	17	0
Black/African American:	0	0	0	0	0	0	10	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	6	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**33**	**0**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	32
Low Mod	0	0	0	1
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	33
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	This quarter each client and family received assistance and were able to stay in their homes to due to assistance received. This means that each family was able to not become homeless and the need for housing and utility support had helped these families thrive and become stable. We believe that this was beneficial to our community by helping families remain in their homes and have success in their lives.	

PGM Year: 2020
Project: 0005 - CV Shelter Operations Valley Mission
IDIS Activity: 26 - CV Shelter Operations Valley Mission (2020)

Status: Open
Location: 116 W Beverley St Staunton, VA 24401-4279

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Operating Costs of Homeless/AIDS Patients Programs (03T)
National Objective: LMC

Initial Funding Date: 10/28/2020

Description:

The City of Stanton has recognized the need to assist Valley MissionÃ¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¢Ã¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¿Ã¿Â¿s effort in providing emergency shelter for persons experiencing homelessness during the pandemic.
As a result of increased shelter space needs resulting from social distancing measures, there is a need for additional emergency shelter staff support.
Financial support will provide 10 weeks of gross salary for emergency shelter staff.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2020	B20MC510034	$30,000.00	$30,000.00	$30,000.00
Total	**Total**			**$30,000.00**	**$30,000.00**	**$30,000.00**

Proposed Accomplishments

People (General) : 46

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	20	0
Black/African American:	0	0	0	0	0	0	9	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	1	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0
Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**30**	**0**

Female-headed Households:	0	0	0

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	29
Low Mod	0	0	0	1
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	30
Percent Low/Mod				100.0%

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	During the period of April 8th through June 17th a total of 30 homeless Valley Mission clients were provided temporary housing at Mary Baldwin University during the COVID-19 pandemic to ensure social distancing parameters. Funding provided by the CDBG grant reimburses Valley Mission for 10 weeks of providing staffing for the personnel required to run the Mary Baldwin University location. While we estimated service to 46 clients at MBU, many of our homeless sought shelter with friends and family when the stay at home order was implemented, and therefore, our overall census declined such that the total number of clients housed at both the MBU and West Beverley locations was reduced.	

PGM Year: 2020
Project: 0006 - CV Health Education and Services
IDIS Activity: 27 - CV Health Education and Services (2020)

Status: Open
Location: 116 W Beverley St Staunton, VA 24401-4279

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Health Services (05M)
National Objective: LMC

Initial Funding Date: 10/28/2020

Description:

Funds will be used to hire a Community Health Worker (CHW) to provide education and resources on COVID-19 to underserved areas in the City of Staunton.
Funds will support the CHW salary, and this position can be used for both outreach and contact tracing for Staunton.
Funds will also be used to support purchase of hand sanitizer, masks and other items that help with COVID prevention to distribute to communities as well as printing of educational materials.
CHW can also work with the Office of Health Equity (VDH) to develop maps of neighborhoods at high risk for severe COVID disease due to agechronic medical conditionslow incomehigh density housing and develop strategies to reach these populations.

Financing

	Fund Type	Grant Year	Grant	Funded Amount	Drawn In Program Year	Drawn Thru Program Year
CDBG	EN	2020	B20MC510034	$35,000.00	$4,209.03	$4,209.03
Total	**Total**			**$35,000.00**	**$4,209.03**	**$4,209.03**

Proposed Accomplishments

People (General) : 1

Actual Accomplishments

Number assisted:	Owner		Renter		Total		Person	
	Total	Hispanic	Total	Hispanic	Total	Hispanic	Total	Hispanic
White:	0	0	0	0	0	0	0	0
Black/African American:	0	0	0	0	0	0	0	0
Asian:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native:	0	0	0	0	0	0	0	0
Native Hawaiian/Other Pacific Islander:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & White:	0	0	0	0	0	0	0	0
Asian White:	0	0	0	0	0	0	0	0
Black/African American & White:	0	0	0	0	0	0	0	0
American Indian/Alaskan Native & Black/African American:	0	0	0	0	0	0	0	0
Other multi-racial:	0	0	0	0	0	0	0	0
Asian/Pacific Islander:	0	0	0	0	0	0	0	0

Hispanic:	0	0	0	0	0	0	0	0
Total:	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Female-headed Households:	0		0		0			

Income Category:

	Owner	Renter	Total	Person
Extremely Low	0	0	0	0
Low Mod	0	0	0	0
Moderate	0	0	0	0
Non Low Moderate	0	0	0	0
Total	0	0	0	0
Percent Low/Mod				

Annual Accomplishments

Years	Accomplishment Narrative	# Benefitting
2019	Item 1: A Community Health Worker (CHW) was hired on August 25, 2020 to carry out the grant requirements. Item 2: Throughout the month of September, the CHW researched the most vulnerable communities within Staunton and assessed their COVID-19 care needs and community readiness. Item 3: September 1, 2020, the CHW completed an environmental scan of the most vulnerable neighborhoods to identify barriers and assets for residents in the vicinity. Item 4: Throughout September, 2020, the CHW networked with key health and wellness stakeholders. The CHW began partnering with the members of the Vulnerable Communities Workgroup, Central Shenandoah Health District Community Health Educators, and the service coordinators for two low income apartment complexes. Item 5: The CHW created the Logic Model and Action Plan for the duration of the CDBG in Staunton. At this time, no number is reported because the CHW has just completed the assessment and planning phase. In the Action Plan, grantors will note there are activities in which the CHW will be able to collect a total number of persons who are known to directly receive these prevention and wellness services, but also some activities that are strictly population-based and individual counts will be estimated. All activities outlined in the Action Plan will focus on communities with health disparities as reported on the Social Vulnerability Index and as identified by the Vulnerable Communities Workgroup. The CHW is also identifying which partners can provide racial, ethnic, gender, disability information, and income level details for those who directly receive COVID-19 prevention and wellness services through the grant.	

Total Funded Amount: **$215,886.60**
Total Drawn Thru Program Year: **$145,695.33**
Total Drawn In Program Year: **$145,695.33**

STAUNTON

Count of CDBG Activities with Disbursements by Activity Group & Matrix Code

Activity Group	Activity Category	Open Count	Open Activities Disbursed	Completed Count	Completed Activities Disbursed	Program Year Count	Total Activities Disbursed
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	1	$0.00	0	$0.00	1	$0.00
	Senior Services (05A)	1	$10,000.00	0	$0.00	1	$10,000.00
	Transportation Services (05E)	1	$10,000.00	0	$0.00	1	$10,000.00
	Health Services (05M)	1	$0.00	0	$0.00	1	$0.00
	Abused and Neglected Children (05N)	1	$1,776.96	0	$0.00	1	$1,776.96
	Subsistence Payment (05Q)	2	$4,990.30	0	$0.00	2	$4,990.30
	Total Public Services	7	$26,767.26	0	$0.00	7	$26,767.26
General Administration and Planning	General Program Administration (21A)	1	$70,886.60	0	$0.00	1	$70,886.60
	Total General Administration and Planning	1	$70,886.60	0	$0.00	1	$70,886.60
Grand Total		8	$97,653.86	0	$0.00	8	$97,653.86

STAUNTON

CDBG Sum of Actual Accomplishments by Activity Group and Accomplishment Type

Activity Group	Matrix Code	Accomplishment Type	Open Count	Completed Count	Program Year Totals
Public Services	Operating Costs of Homeless/AIDS Patients Programs (03T)	Persons	30	0	30
	Senior Services (05A)	Persons	119	0	119
	Transportation Services (05E)	Persons	37	0	37
	Health Services (05M)	Persons	0	0	0
	Abused and Neglected Children (05N)	Persons	29	0	29
	Subsistence Payment (05Q)	Persons	45	0	45
	Total Public Services		260	0	260
Grand Total			260	0	260

STAUNTON

CDBG Beneficiaries by Racial / Ethnic Category

Housing-Non Housing	Race	Total Persons	Total Hispanic Persons	Total Households	Total Hispanic Households
Non Housing	White	187	2	0	0
	Black/African American	47	0	0	0
	Asian	2	0	0	0
	American Indian/Alaskan Native	1	0	0	0
	Other multi-racial	23	0	0	0
	Total Non Housing	260	2	0	0
Grand Total	White	187	2	0	0
	Black/African American	47	0	0	0
	Asian	2	0	0	0
	American Indian/Alaskan Native	1	0	0	0
	Other multi-racial	23	0	0	0
	Total Grand Total	260	2	0	0

STAUNTON

CDBG Beneficiaries by Income Category

	Income Levels	Owner Occupied	Renter Occupied	Persons
Non Housing	Extremely Low (<=30%)	0	0	142
	Low (>30% and <=50%)	0	0	66
	Mod (>50% and <=80%)	0	0	52
	Total Low-Mod	0	0	260
	Non Low-Mod (>80%)	0	0	0
	Total Beneficiaries	0	0	260

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	0.00
02 ENTITLEMENT GRANT	354,433.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	354,433.00
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	74,808.73
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	74,808.73
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	70,886.60
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	145,695.33
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	208,737.67
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	26,767.26
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	26,767.26
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	35.78%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	26,767.26
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	26,767.26
32 ENTITLEMENT GRANT	354,433.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	354,433.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	7.55%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	70,886.60
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	70,886.60
42 ENTITLEMENT GRANT	354,433.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	354,433.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	20.00%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	3	15	6419098	Public Service - VPAS Meals on Wheels	05A	LMC	$10,000.00
					05A	Matrix Code	$10,000.00
2019	4	16	6425193	Public Service-VPAS Transportation Assistance	05E	LMC	$10,000.00
					05E	Matrix Code	$10,000.00
2019	1	11	6420271	Public Service-Blue Ridge CASA	05N	LMC	$1,776.96
					05N	Matrix Code	$1,776.96
2019	5	12	6411289	Public Service-Valley Mission Financial Assistance	05Q	LMC	$4,990.30
					05Q	Matrix Code	$4,990.30
Total							$26,767.26

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	**Drawn Amount**
2019	3	15	6419098	Public Service - VPAS Meals on Wheels	05A	LMC	$10,000.00
					05A	Matrix Code	$10,000.00
2019	4	16	6425193	Public Service-VPAS Transportation Assistance	05E	LMC	$10,000.00
					05E	Matrix Code	$10,000.00
2019	1	11	6420271	Public Service-Blue Ridge CASA	05N	LMC	$1,776.96
					05N	Matrix Code	$1,776.96
2019	5	12	6411289	Public Service-Valley Mission Financial Assistance	05Q	LMC	$4,990.30
					05Q	Matrix Code	$4,990.30
Total							$26,767.26

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	**Drawn Amount**
2019	9	10	6370779	Program Administration	21A		$43,246.25
2019	9	10	6426340	Program Administration	21A		$10,865.24
2019	9	10	6426341	Program Administration	21A		$16,775.11
					21A	Matrix Code	$70,886.60
Total							$70,886.60

PART I: SUMMARY OF CDBG-CV RESOURCES	
01 CDBG-CV GRANT	207,590.00
02 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
03 FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
04 TOTAL AVAILABLE (SUM, LINES 01-03)	207,590.00
PART II: SUMMARY OF CDBG-CV EXPENDITURES	
05 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	0.00
06 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
07 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
08 TOTAL EXPENDITURES (SUM, LINES 05 - 07)	0.00
09 UNEXPENDED BALANCE (LINE 04 - LINE8)	207,590.00
PART III: LOWMOD BENEFIT FOR THE CDBG-CV GRANT	
10 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
11 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
12 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
13 TOTAL LOW/MOD CREDIT (SUM, LINES 10 - 12)	0.00
14 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 05)	0.00
15 PERCENT LOW/MOD CREDIT (LINE 13/LINE 14)	0.00%
PART IV: PUBLIC SERVICE (PS) CALCULATIONS	
16 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
17 CDBG-CV GRANT	207,590.00
18 PERCENT OF FUNDS DISBURSED FOR PS ACTIVITIES (LINE 16/LINE 17)	0.00%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
19 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	0.00
20 CDBG-CV GRANT	207,590.00
21 PERCENT OF FUNDS DISBURSED FOR PA ACTIVITIES (LINE 19/LINE 20)	0.00%

LINE 10 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 10

Report returned no data.

LINE 11 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 11

Report returned no data.

LINE 12 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 12

Report returned no data.

LINE 16 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 16

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Report returned no data.

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Notice Content

CITY OF STAUNTON REQUEST FOR PUBLIC COMMENT FY 2019 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) (from 10/1/2019 9/30/2020) The City of Staunton has prepared the FY 2019 CAPER in accordance with Title I of the National Affordable Housing Act of 1990, P.L. 101-625, and the regulations at 24 CFR Part 91.250. The City of Staunton's Community and Economic Development Department has prepared its Consolidated Annual Performance Evaluation Report (CAPER) for the year October 1, 2019 to September 30, 2020. The report information includes: 1) Details of funds received from HUD for the Community Development Block Grant (CDBG) Program; 2) Summary of resources and accomplishments; 3) Status of actions taken during the year to implement the goals outlined in the Consolidated Plan; and 4) Evaluation of the progress made in addressing identified priority needs and objectives. In addition, the regulations at 24 CFR 91.105 require a public comment period of not less than 15 days. Therefore, the City is making this report available to the public for comment between November 23, 2020 and December 9, 2020. The report may be viewed online at: https://www.ci.staunton.va.us/departments/community-development/hud-community-development-block-grant/request-for-public-comment-caper-2019 Written comments may be submitted to William Vaughn, vaughnwl@ci.staunton.va.us or P.O. Box 58, Staunton, Virginia 24402 until December 9, 2020. Copies of the CAPER may be mailed or emailed upon request. This report will be submitted to the Department of Housing and Urban Development on December 31, 2020.

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CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Steven L. Rosenberg** **City Manager** **Phil Trayer** **Chief Finance Officer** **Jon Venn** **Chief Human Resources Officer**
Item #	**5 & H**	
Ordinance #		
Department:	**City Manager's Office** **Finance** **Human Resources**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Ordinance Authorizing One-Time Payments to City of Staunton Employees**	

Background: For several weeks, budget discussions among staff and Council have included the possibility to one-time payments to employees in recognition of their hard work and dedication to maintain the continuity of operations and services for the citizens of Staunton during the unprecedented conditions occasioned by the COVID-19 pandemic. The budget amendment introduced at last month's Council meeting and scheduled for Council consideration at its meeting on December 10, 2020, if adopted, will include an appropriation for such one-time payments.

Accordingly, as the next step, staff recommends Council adoption of the proposed ordinance, which provides for such one-time payments as detailed below:

- Full-time Police, Fire-Rescue, Public Works and Parks Maintenance employees employed as of December 10, 2020, are eligible for the following payments:
  - $1,250 if hired on or before July 31, 2020
  - $625 if hired between August 1, 2020 and November 14, 2020, both inclusive
- All other full-time employees employed as of December 10, 2020, are eligible for the

following payments:

  - $1,000 if hired on or before July 31, 2020
  - $500 if hired between August 1, 2020 and November 14, 2020, both inclusive

- Each part-time employee will receive an amount based on the number of hours actually worked by the part-time employee between March 22, 2020 and November 14, 2020, both inclusive.
- A part-time employee employed by the City prior to August 1, 2020, involuntarily terminated by the City in response to the public health emergency, and rehired by the City on or after August 1, 2020, for these purposes will be deemed employed by the City as of the employee's original hire date.
- No payment if hired on or after November 15, 2020.
- Constitutional officers and their employees included in the city's employment classification system pursuant to a memorandum of agreement with the city (which currently include the offices of Clerk of the Circuit Court, Commissioner of the Revenue, Sheriff and Treasurer) are eligible for one-time payments. The Sheriff and employees in the Sheriff's Office are eligible for the same payments as Police, Fire-Rescue, Public Works and Parks Maintenance employees; others are eligible for the same payments as all other employees.

If the ordinance is adopted by City Council, payment will be included in the December 18 payroll.

Council will note that these proposed one-time payments are not as generous as those announced by some other localities in the region. In the short term and these uncertain times, staff has adopted a conservative fiscal approach. It is hoped that that approach will leave the City in a position—after the pandemic—to continue a history of regular and consistent salary increases from which employees have benefitted over the years.

Attachment:

Proposed Ordinance

City Manager's Recommendation: Recommend that City Council adopt the proposed ordinance.

Suggested Motion: I move to adopt an ordinance authorizing and directing the City Manager and the Chief Finance Officer to award and apply the one-time monetary payments to employees' payroll on December 18, 2020, as presented.

City Manager: Steven L. Rosenberg

Ordinance No. 2020 - _____

AN UNCODIFIED ORDINANCE OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA, AUTHORIZING A ONE-TIME MONETARY PAYMENT TO CITY OF STAUNTON EMPLOYEES

Recitals

A. *Virginia Code § 15.2-1508* sets forth the procedure, including the adoption of an ordinance, by which the governing body of a locality may provide for payment of monetary bonuses to its employees, and provides, in part:

> Notwithstanding any contrary provision of law, general or special, the governing body of any locality may provide for payment of monetary bonuses to its officers and employees. The payment of a bonus shall be authorized by ordinance.

B. In recognition of the hard work and dedication of City employees to maintain the continuity of operations and services for the citizens of Staunton during the unprecedented conditions occasioned by the COVID-19 pandemic, and given the lack of a salary increase in the FY2021 budget, the Staunton City Council has determined that a one-time monetary payment shall be granted to City employees.

C. At its November 12, 2020 regular meeting, Staunton City Council considered Ordinance 2020-____ regarding an amendment to the FY2021 Budget which also contemplated an appropriation for such possible monetary payments, under the category Operational Contingency, and subsequently adopted Ordinance 2020-_____ at its December 10, 2020 regular meeting.

D. This matter has been properly heard and considered.

E. 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 it **AUTHORIZES** and **DIRECTS** the City Manager and the Chief Finance Officer to award and apply the one-time monetary payments to employees' payroll on December 18, 2020, as follows:

1. For the purposes of this ordinance, a "one-time monetary payment" is defined as a lump-sum payment to an employee that is not part of the employee's base salary.

2. A one-time monetary payment of $1,250.00 shall be paid to all full-time police, fire and rescue, public works, and parks maintenance employees who are employed as such as of December 10, 2020, and were hired on or before July 31, 2020.

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3. A one-time monetary payment of $625.00 shall be paid to all full-time police, fire and rescue, public works, and parks maintenance employees who are employed as such as of December 10, 2020, and were hired between August 1, 2020, and November 14, 2020, both inclusive.

4. A one-time monetary payment of $1,000.00 shall be paid to all other full-time employees who are employed as such as of December 10, 2020, and were hired on or before July 31, 2020.

5. A one-time monetary payment of $500.00 shall be paid to all full-time employees who are employed as such as of December 10, 2020, and were hired between August 1, 2020, and November 14, 2020, both inclusive.

6. A one-time monetary payment shall be paid to each part-time employee in an amount equal to the product of (i) the one-time payment paid to an equivalent full-time employee, multiplied by (ii) a fraction, the numerator of which is the number of hours actually worked by such part-time employee between March 22, 2020 and November 14, 2020, both inclusive, and the denominator of which is the number of hours which a full-time employee would have worked in the aggregate on the same days.

7. A part-time employee employed by the City prior to August 1, 2020, involuntarily terminated by the City in response to the COVID-19 pandemic, and rehired by the City on or after August 1, 2020, for purposes of this ordinance shall be deemed employed by the City as of such employee's original hire date.

8. Constitutional officers and their employees included in the City's employment classification system pursuant to a memorandum of agreement with the City (which as of the date of adoption of this ordinance include the offices of Clerk of the Circuit Court, Commissioner of the Revenue, Sheriff and Treasurer) are eligible for one-time payments. The Sheriff and employees in the Sheriff's Office are eligible for the same payments as police, fire and rescue, public works, and parks maintenance employees; others are eligible for the same payments as all other employees.

9. No one-time monetary payment shall be made to any employee hired on or after November 15, 2020.

Adopted:
Effective Date:

____
Andrea W. Oakes, Mayor

ATTEST: ______________________________

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Suzanne F. Simmons, Clerk of Council

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CITY COUNCIL AGENDA BRIEFING

Staunton, VA

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Phil Trayer</td></tr>
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Background: Phil Trayer, Chief Finance Officer, will present a status report on the City’s debt service capacity. The review will include the City’s current outstanding debt, and the impact additional debt service may have on the City’s bond rating and future budgets.

City Manager’s Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**City Council**
Item #	**7**	
Ordinance #		
Department:	**City Council**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; and (ii) Discussion of Prospective Candidates for City Attorney**	

Suggested Motion: I move that Council enter a closed meeting for: (i) discussion of possible acquisition of real property within the City, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy pursuant to Virginia Code Section 2.2-3711(A)(3); and (ii) discussion of prospective candidates for employment or appointment as city attorney, pursuant to Virginia Code Section 2.2-3711(A)(1).

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
November 12, 2020
5:00 p.m.

Council Members Present: Mayor Oakes, Vice Mayor Robertson, Council Members Claffey, Darby and Holmes. Participating by Zoom platform were Council Members Dull and Mead.

Vice Mayor Robertson moved that Morgan Smith be appointed as Acting Clerk of Council for the recordation of the proceedings of Council in its work session and regular meeting of November 12, 2020, and that she be authorized and directed to sign and execute such documents as are necessary and proper regarding the presence of Council members, a quorum, consideration and voting.

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

Mayor Oakes	aye	Ms. Darby	aye
Vice Mayor Robertson	aye	Ms. Mead	aye
Ms. Dull	aye	Mr. Claffey	aye
Mr. Holmes	aye		

<u>Mayor Oakes called the meeting to order</u>: Mayor Oakes called this meeting of Staunton City Council to order. Mayer Oakes noted that this meeting is being broadcast over the City's cable channel and streamed lived on the City's website so that members of the public may hear our meeting. The meeting is also being recorded.

Mayor Oakes asked the Clerk of Council to call the roll for confirmation of those Council members present for today's meeting.

<u>Clerk of Council Call the Roll of Council Members Present:</u>

Vice Mayor Robertson	aye	Ms. Mead	aye
Ms. Dull	aye	Mr. Claffey	aye
Mr. Holmes	aye	Mayor Oakes	aye
Ms. Darby	aye		

<u>City Manager Identifies City Officials Present:</u>

Mayor Oakes asked City Manager, Steve Rosenberg, to note the participation of any City officials or colleagues, or anyone else, during today's meeting by Zoom or telephone.

Mr. Rosenberg stated Council members Mead and Dull were participating on the Zoom platform. He stated Shelia Davenport, former Vice Mayor Dave Metz, former City Manager Bob Stripling and former Vice Mayor Ronald "Dick" Robertson would also be participating on the Zoom platform for the Rita S. Wilson Council Chambers dedication. All other City officials were participating in person in Council Chambers.

<u>Background Statement</u>:

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Mayor Oakes stated "Please let me mention that notice, reasonable under the circumstances, of this meeting has been given to the public contemporaneously with the notice provided to members of City Council. In addition to limited public seating in city hall, access to this meeting has been provided to the public by audio feed on the City's cable channel and the City's website. During this work session, as in the past, there will be no opportunity for public comment. Public comment will be received during Council's regular meeting, which will begin at 7:30 p.m. Instructions for public comment by telephone can be found on agenda for the regular meeting and on Council's website at: www.ci.staunton.va.us/government/city-council.

Also, let me highlight and have reflected in the meeting minutes that this meeting, although being conducted in person, is also being conducted by Zoom, with virtual participation by certain members of City Council, given the catastrophic nature of the declared emergency and disaster related to the Covid-19 outbreak, which as part of the total circumstances, makes it impracticable or unsafe to assemble in a single location. The meeting is being held consistent with City Council Ordinance 2020-04 regarding continuity of government, a copy of which can be found online at: www.staunton.va.us/cogord2020-04, as extended by City Council Ordinance No. 2020-24."

Mayor Oakes requested citizens to wear a mask while in City Hall and Council Chambers.

1. <u>Consideration of Work Session and Regular Meeting Agendas</u>

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

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

The motion was seconded by Vice Mayor Robertson and carried as follows:

Mayor Oakes	aye	Ms. Dull	aye
Ms. Mead	aye	Mr. Claffey	aye
Mr. Holmes	aye	Ms. Darby	aye
Vice Mayor Robertson	aye		

2. <u>Public Dedication of Rita S. Wilson Council Chambers</u>

Mayor Oakes stated that "on behalf of City Council and the entire City of Staunton, it is my great honor and pleasure to recognize the significant and inspiring contributions of Rita S. Wilson as we dedicate our Council Chambers in her name. Her legacy of service, advocacy and leadership on behalf of our City is a shining example of the highest level of public service."

After unveiling the plaque, Mayor Oakes read the narrative printed:

> Rita S. Wilson served the City of Staunton with integrity, diligence and distinction as a member of City Council from December 1991 through June 2008, including a term as Vice Mayor from 1998-2000. Ms. Wilson served City Council over the years in many capacities, including liaison to various organizations, and held many leadership positions with the Virginia Municipal League. She also served the children and families of Staunton with zeal and compassion as a member of the

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> Staunton School Board from 1985-1989, serving as Vice Chair in her last year. Ms. Wilson was instrumental in many achievements during her services, including the revival of her alma mater, the former Booker T. Washington High School, as a community center, and its registration as a Virginia Historic Landmark and listing on the National Register of Historic Places. She made many other innumerable and unforgettable contributions to the Staunton community, displayed remarkable initiative in tackling community problems and willingly shared her time, energy and talent as a leader in many of the city's major public service and charitable organizations. Her indomitable, fearless and vivacious spirit and community service leadership enriched the quality of life across her community and have been appropriately recognized with honors and awards form local and national groups, recognition that has reflected well on her city.

Mayor Oakes asked the guests present and member of Council if they wanted to share any words.

Former Vice Mayor Ronald "Dick" Robertson said, "I just have a couple of comments to make about a very special friend, that's Rita S. Wilson. I served on our City Council for 12 years and during that time Rita was there with me and helped me in so many different ways. I worked with a very special lady of Rita Wilson, the thing that I remember the most about Rita was my first year on council and I wasn't the smartest person in the room and Rita was always there to help me, give me advice, explain some things to me which I cannot forget. I remember so much about that and Rita was like that with many people in the City of Staunton, which made it a lot nicer for us to serve on council and represent the City of Staunton. She always took the time to listen and to help and I thank you for letting me to be a part of this recognition for a very special lady, Ms. Rita Wilson."

Former Vice Mayor Dave Metz said, "I just wanted to say that I was fortunate enough to have served with Rita for eight years. When I first came on council and I think the growth that she showed me as far as how to be a council member, what I should know and what I should do. Rita was just so spectacular in terms of mentoring that she gave to me as well. She gave to me as well she gave to everybody. Rita was just really special and I think this is a tremendous honor to put in her memory. It was an honor to serve with her."

Ms. Wilson's daughter Shelia Davenport said, "I thank you all for the opportunity to speak this evening at your meeting as you recognize my mom. My sisters are here with me so we're all three watching and we just would like to say that we are so honored and so happy we were able to attend the dedication, the family dedication, a week or so ago. We were so thrilled with the lettering and we were so thrilled with the beautiful plaque that has been made to be on the wall there at City Council. We're just really happy that mom is being recognized in this way. She loved Staunton, she loved working on City Council, that was her arena. I think she just loved making sure that people in the City of Staunton were cared for. And we just want to say thank you so much for this recognition."

Former Vice Mayor Ophie Kier said, "I had to be here tonight because, I just want to say what an honor it was to take the moment back in June to make the motion to dedicate these chambers after a lady that's worked so hard and so diligently for this city. A lady that pulled her colleagues over to the Sunnyside neighborhood to show them what some other people lived like and what thing that's had to be done in that neighborhood and showed them what people were enduring and living like there and made progress. And as you stated, and as it's on the plaque, to work hard to open to

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save Booker T. Washington and turn it into a community center. Rita and I went back very far. I was actually her campaign manager, when she became my mentor and forcefully encouraged me to step forward for school board and then the City Council. She became my campaign, so there were a lot of years I've known Rita. A story that I remember the most, of course, was how she worked as a domestic in her early years cleaning house for some local doctors' families and how after cleaning the bathroom she couldn't use them. And how she had to use one with a curtain around it down in the basement. So, it was a tremendous honor to put Rita Wilson in the very front hall of our City Council, to honor her for the work she did in this city."

Former Mayor Lacy King said, "It's a pleasure for me to be here this evening to talk about Rita. Probably if it wasn't for her, I would never run for council. She encouraged me. I go way back with Rita, way before I was on council. She was a lady that cared about everybody and she did not mind it if you disagreed with her, but you had better listen to her when she talked. She was forceful about and passionate about things that she cared about, and she cared about a lot of things. I think it's very appropriate that you name these chambers after her, and I commend you all for doing it."

Former Council member Bruce Elder said, "It is humbling to be in front of you on this wonderful night. Rita Wilson was incredibly important to this community. The word you're going to hear a lot tonight from all of us is love. She loved her family. She loved this city. I'm so proud of you doing this."

Former Mayor John Avoli, current Delegate of Virginia, said "I had the privilege of coming on Staunton City Council in 1990 and served until 2006. I remember December of 1991, we had a council retreat and one of our council members disagreed with the group and decided to resign, and that's when Rita was appointed to fill the unexpired term on City Council. You know what was amazing about that time is that we had a bunch of white old guys here and we were interested in dealing with infrastructure in the City of Staunton and Rita came on and brought the motherly image of dealing with social issues that needed to be addressed and she did quite well. She was convincing to the group and did a wonderful job in doing that so form that period on, it became a very wonderful with us. Some of the stories that I have are probably revolving around Baldwin Jennings, right here. I remember one evening, Ms. Wilson, who sat next to me, kicked me, for about five minutes because Mr. Jennings, under Matters from the Public, as you know gets quite animated and I believe it was about the end of 1991. Baldwin come up and used all kinds of superlatives to mention about what the council was doing and I banged the gavel and I said to him, Mr. Jennings we are not going to blah blah blah right back. So, Rita's kicking me underneath the table, 'You know what you just said?' I think the Booker T. Washing operation was a highlight for Rita. And as Ophie Kier said, she did along with Irving Bryant, take us to Sunnyside. Took us up to the Green Street area and Booker T. Washington. I think that was a labor of love for all of them. And after that, you know we had a really nice rock and roll group here called Wanda and the White Boys, we became known after that as Rita Wilson and the White Boys. You know you probably wouldn't say that today, but this is a story I can tell about Ms. Wilson. She was a wonderful lady. I also had the privilege of having her and her cousin Nadine with me on my first trip to Italy. How befitting it is to name this council chamber after Rita Wilson and it is an honor to be here tonight."

Ms. Dull said, "I could say a lot about Rita, but some would be censored, so I'll just stick to what I can say in public. We both worked in mental health at our local CSB and she was instrumental in finding homeless folks and getting them encouraged enough to come and seek shelter and services from the Valley CSB and that was a really good help. I went on council in 2006 and Rita

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and I hit it off well and I would give her rides to the VML meeting in Richmond and we would, in season, would be stopping at Chiles peach orchard for sure on the way back. She's everything that everybody said. She cared about this city; she didn't do things just for her own personal agenda. She did what was right for the city and I always felt that she was straightforward and I appreciated that there was no political backstabbing or any of that going on. She was a straight shooter, and finally I'll say that she is the reason that I'm known throughout the state as Mustang Sally."

Mr. Holmes said, "I never worked with Rita, but she was a customer of mine and she was always funny and liked to laugh and she was just full of life and shared cared about this city and she cared about everybody. She was always such a pleasure to deal with and I was really glad that we dedicated the chamber in her honor because she was a trailblazer. We need more of them."

Mayor Oakes said, "I would like to say that the I first met Rita when I went on the school board in 2000, and one thing I admired about her is that she treated school board members with respect and she always had our backs. I mean she made a point to push the school budget when it came time to approve the overall budget. She made sure that the schools had everything that we needed because educating the children was number one on her list. As a school board member, I can remember that I was chosen, it was November, I was chosen to attend the City Council meeting and so I thought, it's close to Thanksgiving, I'm going to show my appreciation to all council members, so I sat a little ceramic turkey at everyone's seat and when the council members came out of the Caucus Room to go into the regular meeting, Mrs. Wilson sat down and she look at that turkey and she look at me and she said 'All right Andrea, are you trying to call the City Council member a bunch of turkeys?' I stood up, 'No ma'am.' Rita was always such a loving individual. You did know where you stood with her if she did not like a position that you had taken on a particular issue, she would let you know. But she was always respectful, she was a lady that was very graceful. Like Council member Elder said, she truly loved this city and for her it was all about the love. She did not have to do what she did for this city, but she did it because she truly cared not only for the Staunton of today, but the Staunton of tomorrow. And for that it is truly an honor to be able to sit in the Rita S. Wilson Council Chambers and conduct city business."

A video, created to commemorate Ms. Wilson and the dedication of Council Chambers, was shared. Council members did not have any further comment.

3. <u>Discussion of Ordinance to Amend the FY2021 Budget for the City of Staunton by Adding Budget Amendment Number Four</u>

Phil Trayer, Chief Finance Officer, stated the fourth budget amendment for fiscal year 2021 has been prepared for your review and discussion. Budget Amendment Number 4 is this year's major budget amendment which captures prior year carryover, grant award true ups and new grant awards, donations and insurance recovery. The total budget amendment equals **$12,923,776**. The introduction and public hearing of this ordinance is scheduled for this meeting, and consideration of the ordinance is scheduled for December 10, 2020.

<u>City Budget Amendment—$ 9,915,508</u>

1. General Fund amendment of **$5,096,305** includes the following:
    - $374,944 – General Government
    - $62,824 – Judicial Administration
    - $312,851 – Public Safety

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- $704,071 – Public Works
- $6,615 – Parks, Recreation, Cultural
- $120,000 – Community Development
- $3,515,000 – Transfers to other Funds

2. City Capital Improvements Fund appropriates **$2,515,000** as a transfer from the General Fund for the FY2021-2025 Capital Improvement Plan (CIP) and the replacement of technology servers, increase in redundancy and telephone system replacement.

3. Debt Service Sinking Fund appropriates a **$1,000,000** transfer from the General Fund to the Debt Service Sinking Fund to be used to help balance future debt payments for capital improvement projects being considered in the FY2021-2025 CIP budget.

4. Community Development Fund appropriates an additional **$1,020,227** of grant funds including $844,027 from the U.S. Department of Housing and Urban Development for new entitlement community programs and $176,200 from the Virginia Individual Development Account program for a Community Development Block Grant.

5. The Blue Ridge Court Services Grant Fund includes **$247,756** in additional grant funds received in FY2021 for Blue Ridge Court Services for behavioral health programs.

6. Grants Fund appropriates a total of **$27,566** that includes: Local Emergency Management Performance Grant - $7,500; OEMS Rescue Squad Assistance Grant - $4,942; Department of Criminal Justice Services Coronavirus Emergency Supplemental Funding (CESF) - $10,000; Virginia Department of Forestry Grant - $3,430; and reappropriation of tree planting grants.

7. Water Fund appropriation of **$8,654** is for insurance recovery for vehicle damages sustained during the August 8, 2020 flood.

<u>School Budget Amendment—$3,008,268</u>

1. The Education Fund 900 amendment totaling **$1,879,578**, appropriates $1,069,783 for federal and state instructional programs for grant balances remaining at June 30, 2020, and additional grants awarded for FY2021, and $664,299 in CARES Act funds and VISION Grant Funding awarded in FY2021. Local general revenue appropriations total $145,496, and include Equity Funds carried over, carryover received in FY2020 from the Thacker Fund at Bessie Weller Elementary School, reappropriations of donations to promote diversity and to purchase band instruments at Shelburne Middle School, and a transfer to the School CIP Fund.

2. The School Capital Improvements Fund 966 amendment totaling **$1,053,280** includes $350,000 to be transferred from the Education Fund unassigned fund balance for the FY2020-FY2024 CIP which was approved in February 2020. The funds will be appropriated to infrastructure upgrades at the Dixon Education Center and paving projects at the school sites. The amendment also includes $278,231 of CARES Act funds for additional school buses to enhance the social distancing of students being transported to and from school, and an additional $360,819 in undesignated CIP projects being considered in the FY2021-FY2026 Capital Improvement Plan.

3. The Cafeteria Fund 930 appropriates a total **$60,189**, $12,694 of which is for grants awarded in FY2020 and carried over, $34,918 as a reappropriation from fund balance for the Chef Anne

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grant, $3,627 for FY2021 award of CARES Act funds, and the balance of the Miles for Meals grant and donations.

4. The State Operated Program Fund 920 appropriates **$15,222** and includes $34,288 for remaining grant funds from Title VI-B for Special Education, and an adjustment of ($19,066) for Title I, Part D (The Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent or At Risk) within Regional Programs.

Mayor Oakes asked Council members if they had any questions.

Mr. Trayer offered his availability to answer any questions that the Council members may have via telephone or email before this ordinance has a public hearing on December 10, 2020. He also stated that the City's initial audit is due to be presented to council next month. However, there is a possibility the audit will not be complete as federal audit guidelines for CARES Act funds have not been finalized. Every locality in Virginia is faced with this scenario.

Council members did not have any questions.

4. <u>Discussion of Ordinance to Appropriate an Additional 20% of the FY2021 Adopted Budget</u>

Due to a time constraint, Item 4, which was also on the Regular Meeting as Item D, was moved to the Regular Meeting.

5. <u>Presentation of Quarterly Financial Report</u>

Mr. Trayer stated presented a financial report for the first quarter of fiscal year 2021. He opined that the City is off to a good start to weather the storm. Year to date revenues posted through September 30, 2020 total $7,893,465 or 14% of the annual appropriation. In FY2020 through the first quarter posted revenue were $7,272,315 or 12.1% of the annual appropriation. Even though we are 25% through the fiscal year, 14% is a little above normal given the timing of major revenue sources such as Real Estate Tax which skew these percentages.

Local taxes of interest:

- Sales Tax up $1,710 over same time last year or $199,000 ahead of forecasted budget
- Meals Tax down $119,000 over same last year or $182,000 ahead of forecasted budget
- Lodging Revenue down $107,000 over same time last year or $52,000 below forecasted budget

On the expense side the City has posted $9,743,017 or 17.3% of the annual appropriation. This is fairly consistent with prior year expenditures as by the end of the first quarter FY2020 we had expensed $9,837,819 or 16.3% of the annual appropriation.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

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

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Billy Vaughn, Director of Economic Development, provided a quarterly update on the City's more recent efforts to implement the recommendations in the Staunton Crossing Economic Development Business Plan, approved by Council on September 26, 2019.

<u>Demolition</u>: On September 9, 2020, an updated invitation to bid was reposted. On September 17, 2020, a mandatory, in-person pre-bid meeting was held with 25 companies from seven states in attendance.

On October 14, 2020, the bid submission deadline, the City received 10 bids, with two bids below the approved project approved budget. The lowest bid, totaling $2,433,325, is $452,765 below the approved budget of $2,886,000 and $917,000 lower than the lowest bid received in response to the prior invitation to bid issued last year. The current project schedule anticipates a project start date of December 2, 2020.

During its meeting on October 22, 2020, the EDA adopted a resolution is to formally authorize the City's procurement of demolition services on the Staunton Crossing site, which is owned by the EDA. The language of the resolution officially gives the EDA's approval of the City's demolition procurement initiative, and it sanctions the City—at the City's discretion— to award and enter into a contract for demolition services for buildings and structures at Staunton Crossing. In addition, at the meeting, EDA members voiced support for the demolition of all 19 buildings, and the discontinuance of any negotiations with entities that offered previously to purchase three Staunton Crossing buildings for possible reuse. In support of their decision, members of the EDA offered the following comments:

- With the low bid coming in $917,000 below last year's low bid essentially the same demolition services, and $452,765 under the approved project budget, this is the best opportunity for the City and EDA to move forward with continued efforts to prepare the site for sale and redevelopment.

- Without full demolition, it could deter other businesses/developers from committing due to the older, existing buildings left behind.

- The savings of not demolishing the buildings is not enough to justify leaving them.

- There is the potential loss of state funds totaling $432,000 for environmental abatement if the City does not fulfill the requirements under its grant agreement with the state, including the abatement and demolition of at least 17 buildings are not abated and demolished, the abatement and removal of at least nine tanks, and the expenditure of at least $1,868,800.

The EDA believes that total demolition is merited, appreciating that the City has discretion whether to proceed with a contract, based on further due diligence as to the lowest responsive and responsible bidder under the Virginia Public Procurement Act.

On November 6, the two low bidders were vetted by a profession consultant that specializes in project review and guidance as Mr. Vaughn and Mr. Trayer believed that the City needed to ensure that the two low bidders could do the job efficiently and effectively. The notice of award must be published for a minimum of 10 days to allow the other bidders to comment and question the selection by the City to select a bidder. The hopes are that the contractor will start in December.

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Mayor Oakes reminded Council that this presentation was for information only and asked Council members if they had any questions.

Mr. Holmes asked if the contractor is planning on taking down all of the buildings. Mr. Vaughn confirmed that they were and that the two lowest bids included demolishing all 19 buildings and removing all 17 above and underground tanks. He also stated that the contractor that they would start with a building that is partially in the VDOT right of way.

Vice Mayor Robertson is there was an update on a possibility of businesses that would like to purchase acreage from the City and how that might affect the demolitions. Mr. Vaughn stated that at the EDA's last meeting there was discussion regarding past offers on the property and the conclusion of that meeting that at this time the EDA did not feel that it was necessary to move in the direction of selling any property or buildings prior to the demolition.

Mr. Claffey asked if there was a specific bid for the demolition for one single building in the VDOT right of way. Mr. Vaughn stated that he did not have the exact figure in front of him, but the price for the contractor to demolish that building as part of the entire project versus coming in and staging to demolish just one building was about the same.

Ms. Mead as that if during the 10-day period for comment if the he expected a little more competition from those who bid already on the project. Mr. Vaughn stated that this is not an opportunity for someone to come in and submit a lower bid, it is for them to question the selection by the City.

Ms. Darby asked if Mr. Vaughn could enlighten why the EDA didn't want to go down the path of selling property. Mr. Vaughan said that when the City went through the process last year there were a couple of entities that were interested and at least one seemed somewhat attractive. However, there were questions about their financial ability. Also, at that time the bids that were received for demolition exceeded the City budget, so the EDA was investigating selling some of the buildings to reduce the cost. Because the bids came back under budget, the EDA decided there was no need to accept outside funds to make the project happen and that the City needed to proceed and create with a clean slate at Staunton crossing.

Vice Mayor Robertson made a formal request to Mr. Rosenberg that this item be placed on next month's agenda to have a closed session. Mr. Rosenberg opined that they would have to confer with the City Attorney to determine if it's an item that will qualify for a closed session. He encouraged Council members to submit questions to him and see if staff would be able to answer them without the need to have a closed session in December.

Mr. Holmes asked if the demolition was set to begin in December. Mr. Vaughn said that the project would start on the building that is in the right of way, so a discussion regarding interest in certain buildings would not impact the start of the demolition.

Mr. Rosenberg stated that Mr. Vaughn is suggesting is that the City will move forward with the procurement process, issue the notice of intent to award the contract and award the contract proceeding with the project as scheduled but coordinating with the contractor to which the contract is awarded to prioritize buildings to be demolished and to establish an order so that if there's an issue with one or two particular buildings that have been the subject of prior discussions that those can be at the end of the project in order to allow further discussion or exploration of prior discussions.

Council members did not have any further questions.

7. Update on City Attorney Search

Jon Venn, Human Resource Director, provided an update to City Council regarding the City Attorney Search. Mr. Venn stated that on October 28, 2020 the advertisement was placed on the City's employment website, the following three days the position was also advertised on the local government attorney of Virginia website, the Virginia Bar Association, the Virginia Lawyers Weekly, the Virginia Municipal League, the Virginia Association of Counties, and that the Virginia School Board Association Council of Attorneys send out the information. He opines that they are hoping for a good applicant pool. Doug Guynn, City Attorney, will be leaving at the end of January, so with that timeline, the application deadline is set for November 30, 2020. Mr. Venn is looking at sometime in December, or early January, for interviews.

Mayor Oakes asked Council members if they had any questions.

Brenda Mead asked Mr. Venn if he was concerned that there were no applicants in the two weeks that the position had been posted. Mr. Venn confirmed that there has been interest and that he has fielded phone calls. He also said that Mr. Rosenberg had mentioned to him that attorneys are famous for procrastination. Ms. Mead asked that as a human resources manager Mr. Venn was not concerned that there were no applicants within two weeks of a posting like this. He said that this has occurred with other positions and that although he cannot say with 100% certainty that there are going to be 100 applications over the next two weeks, he does believe that the City is going to get good applications. He also said that the deadline can always be extended if City Council does not feel pleased with the volume or the quality of applications. Ms. Mead then asked what role Mr. Wood has had at this point in the process. Mr. Venn replied that he and Mr. Wood have had a number of conversations regarding the advertisement and advertisement placement.

Vice Mayor Robertson asked about the interview process. Mr. Venn stated that was a decision to be made by City Council — whether or not to have one or two rounds of interviews and what they will look like.

Terry Holmes asked if the job posting was mainly concentrating in the State of Virginia. Mr. Venn said that was correct as in the job description the applicant must be able to practice law in the Commonwealth of Virginia.

Ms. Mead stated that when she has worked with head-hunters in the past, they have taken a very active role by reaching out in their networks. She then asked if Mr. Wood could be convinced to take that kind of role at this point. Mr. Venn confirmed that he can have a conversation with Mr. Wood regarding that.

Council members did not have any further questions.

8. Discussion of 2021 Legislative Program

Leslie Beauregard, Assistant City Manager, stated each year, City Council adopts a legislative program which is transmitted to the Governor, local General Assembly members, the Virginia Municipal League (VML), and Virginia First Cities. Council discussed the City's legislative program for 2021, at its work session on October 22, 2020.

Ms. Beauregard stated Council could accept the proposed changes and add it to the Regular agenda at tonight's meeting or make further changes. She also noted that Delegate Avoli and Senator Hanger have confirmed that they will attend the City Council meeting on December 10, 2020 to discuss the Council's legislative agenda.

Ms. Beauregard reviewed the draft resolution with Council with proposed changes to last year's program. Changes included:

- Updating the information regarding the Chesapeake Bay water quality funding to match the VML Legislative Program.
- Struck the item regarding the ban on handheld cell phones because starting January 1, 2021 it will be illegal for drivers to hold a cell phone while driving. That's known as the Hands-Free Driving Legislation.
- The section on Pay Day Lending was struck as legislation has gone through the General Assembly.
- The Equal Rights Amendment section was struck as Virginia became the 38th state to ratify the Equal Rights Amendment.
- Under Fair Elections in April, the Governor established the Election Day holiday. That legislation also removed the requirement that voters show a photo ID prior to casting a ballot and expanded early voting to be allowed 45 days before an election without a state reason.
- Jail funding language was expanded to reiterate the need for additional staffing as well as a second item to support the jail expansion.
- Language regarding the regulation of disposable plastic bags was struck because during the last session, legislation was passed that allows local government to impose a five cent per bag local tax on disposable plastic bags that can be implemented on January 1, 2021.
- Language was added in regards to mental health of first responders at VML's suggestion with language about managing stress and self-care techniques and resiliency and peer support.
- A new item has been added under Economic Development related to the Conflict of Interest Act that have affected industrial and economic authorities. Staunton is supporting the need for transparency but believes that the need must be balanced and that this disclosure is onerous especially when you consider these are citizen volunteers.
- Three new items from VML – (1) FOIA, the City supports that any proposed changes to the FOIA legislation needs to go before the FOIA Advisory Council for recommendations before the General Assembly takes action. (2) Supports increased state funding for the statewide network of Planning and District Commissions. (3) Asks that the Virginia General Assembly could strengthen and maintain the principles of sovereign immunity for local governments and their officials.

Mayor Oakes asked Council members if they had any questions.

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Ms. Mead stated that she is in support of everything but she did have an issue with the language under the economic development and the disclosure statement being onerous. She doesn't think that the City gets enough disclosure about candidates for EDA and IDA positions. For instance, she thinks the City should know whether or not a candidate files for bankruptcy. That question is not asked. She does not agree with how that statement is worded.

Vice Mayor Robertson wanted to make sure that the sovereign immunity is worded properly as far as protecting police officers is concerned. Police Chief Jim Williams confirmed that he thought it was.

Mayor Oakes asked if pediatric cancer research is still at four percent and she wondered if that funding had gone up at all. Ms. Beauregard said that she would look double check.

Mayor Oakes stated that they were not ready to make a motion to approve the 2021 Legislative Program.

9. <u>Discussion of Participation of Police and Fire-Rescue Departments in July 4 Event</u>

Mr. Rosenberg stated at the request Councilmember Carolyn Dull, this item has been added to Council's work session agenda for November 12, 2020, for discussion.

Ms. Dull gave a presentation regarding the July 4 event.

Council members engaged in a discussion regarding the topic.

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

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Morgan Smith
Acting Clerk of Council

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REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, November 12, 2020
7:30 p.m.
Rita S. Wilson Council Chambers

PRESENT: **Mayor Andrea Oakes**
Mark Robertson, Vice Mayor
Stephen W. Claffey
Amy G. Darby
Carolyn W. Dull
R. Terry Holmes
Brenda O. Mead

ALSO PRESENT: **Steven Rosenberg, City Manager**
Leslie Beauregard, Assistant City Manager
Douglas Guynn, City Attorney
Morgan Smith, Acting Clerk of Council

<u>Mayor Oakes called the meeting to order</u>: Mayor Oakes called this meeting of Staunton City Council to order. Mayer Oakes noted that this meeting is being broadcast over the City's cable channel and streamed lived on the City's website so that members of the public may hear our meeting. The meeting is also being recorded.

Mayor Oakes asked the Clerk of Council to call the roll for confirmation of those Council members present for today's meeting.

<u>Clerk of Council Call the Roll of Council Members Present:</u>

Mayor Oakes	aye	Vice Mayor Robertson	aye
Ms. Darby	aye	Ms. Dull	aye
Mr. Holmes	aye	Ms. Mead	aye
Mr. Claffey	aye		

Mayor Oakes asked that City Manager Steve Rosenberg note the participation of any City officials or colleagues, or anyone else, during today's meeting by Zoom or telephone.

Mr. Rosenberg stated Council members Dull and Mead were participating on the Zoom platform, as well as Bob Ridle, Sharon Weddle and Tootie Hudgins, all representatives of the applicants for Item A, and all other City employees and officials are participating in Council chambers.

<u>Background Statement</u>:

Mayor Oakes stated "Please let me mention that notice, reasonable under the circumstances, of this meeting has been given to the public contemporaneously with the notice provided to members of City Council. In addition to limited public seating in city hall, access to this meeting has been provided to the public by audio feed on the City's cable channel and the City's website. During public hearings, toward the beginning of the meeting, and Matters from the Public on Council's

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agenda, toward the end of the meeting, public comments will be taken, in person and by telephone. Members of the public who wish to participate in such matters by telephone, at the appropriate time, may call (844) 854-2222 and, when prompted enter the access code 619358#. Callers will be recognized in order. The public is reminded that Matters from the Public are times for Council simply to listen to your comments. Each speaker will be limited to five minutes. Detailed instructions for public participation by telephone have been publicized over the course of the past week on the City's website and Facebook page and can be found now on the agenda for this meeting and on Council's website at www.ci.staunton.va.us/government/city-council.

"Also, let me highlight and have reflected in the meeting minutes that this meeting, although being conducted in person, is also being conducted by Zoom, with virtual participation of certain members of City Council, given the catastrophic nature of the declared emergency and disaster related to the Covid-19 outbreak, which as part of the total circumstances makes it impracticable or unsafe to assemble in a single location. The meeting is being held consistent with City Council Ordinance 2020-04 regarding continuity of government, a copy of which can be found online at: www.staunton.va.us/cogord2020-04, as extended by City Council Ordinance No. 2020-24."

Mayor Oakes then asked that everyone wear a mask while in City Hall and Council Chambers and gave special recognition to School Board member Bob Boyle for attending the meeting.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Rev. John K. Craft, pastor of Bethany Presbyterian Church at the request of Ms. Darby.

MAYOR'S REPORT

Mayor Oakes read the following Proclamation for Small Business Saturday

WHEREAS, the City of Staunton, Virginia, celebrates our local small businesses and the contribution they make to our local economy and community; and

WHEREAS, the citizens of the Staunton area support their local businesses and recognize that such local businesses create jobs, boost our local economy and preserve our neighborhoods; and

WHEREAS, the City of Staunton, Virginia, supports local businesses by, among other initiatives and activities, having a downtown service district and partnering with the Staunton Downtown Development Association; and

WHEREAS, the City of Staunton, Virginia joins with other localities in Virginia and across the nation in recognizing the importance of local businesses.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that November 28, 2020, is hereby designated as

Small Business Saturday

in the City of Staunton and Staunton City Council urges the residents of our Staunton community, our regional community, and communities across the country, to support small business and

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merchants on Small Business Saturday and throughout the year.

Adopted this 12th day of November, 2020.

/s/ Andrea W. Oakes
ANDREA W. OAKES, MAYOR

/s/ Morgan Smith
Acting Clerk of Council

Greg Beam, Executive Director of the Staunton Downtown Development Association, was in attendance to accept the proclamation. Mr. Beam thanked the City of Staunton and City Council for continuing to support the Staunton downtown and local businesses throughout the community. He also encouraged everyone to go out and shop small.

Mayor Oakes again recognized Mr. Beam, by announcing that he has been chosen to light the City's holiday tree on November 30, 2020 at 5:30 p.m. in Gypsy Hill Park near the pool. Mr. Beam was chosen "for everything that [he] has done for the City this past year. [He] has been a champion throughout the flood process trying to help businesses reopen, keeping them opening, and bringing in volunteers to help with clean up."

Mayor Oakes wished everyone a Happy Thanksgiving and reminded those listening that there would only be one meeting of City Council in November because of the holiday.

Mayor Oakes went on to state that on November 6, 2020, she and Mr. Rosenberg attended the tree celebration at Staunton High School that was held by Shenandoah Green. She asked Mr. Rosenberg to give a little insight. He responded that the project, Staunton Legacy Tree, is being undertaken by Shenandoah Green to plant a single tree for each school-aged child in the City of Staunton enrolled in the public-school system. Mayor Oakes recognized the fact that this project was begun due to the efforts of council member Carolyn Dull. "She was a strong advocate for this program and it exists today because of her efforts."

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Mr. Holmes informed the Council about the fire at the kitchen in the Valley Mission in the prior week. He stated that luckily churches and restaurants volunteered to feed them throughout the week and into Monday. He suggested that those interested in donating money or assistance can reach out to the Valley Mission.

Vice Mayor Robertson asked Mr. Rosenberg and Jeff Johnston, Director of Public Works, if there was a way possible to schedule a downtown trash pickup on Wednesdays. Vice Mayor Robertson was also interested in finding out where the City was in the recycling program. Mr. Rosenberg reminded Council that Mr. Johnston was going to take a comprehensive look at the refuse and recycling program and that he is in the midst of conducting his review now and will be coming forward with some recommendations. Mr. Rosenberg asked if Mr. Johnston had reached out to the

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Vice Mayor regarding his concerns. Vice Mayor Robertson confirmed that he had and they would be scheduling a meeting soon.

Mr. Claffey stated the Nominations Committee moved to make the following appointment:

Youth Commission – To appoint Kara Flavin for a one-year term beginning November 13, 2020 and expiring on November 12, 2021.

Cable Television Commission – To reappoint Gregory Cook for a three-year term beginning November 13, 2020 and expiring November 12, 2023.

Mayor Oakes asked if there was any further discussion.

Ms. Mead stated that she believes the nominee for the Youth Commission is an excellent choice and that she makes a great contribution. Ms. Mead suggested that in the future when the Nominations Committee makes a motion to appoint members that the motions be separated per person.

Mayor Oakes stated that it has been a tradition of the Council to handle the appointment as one motion, but that Ms. Mead brought up a very good point that council members may support one candidate but not another. Mayor Oakes stated that is something that can be investigated.

Council members did not have any further questions.

The motion carried as follows:

Ms. Darby	aye	Mr. Claffey	aye
Ms. Dull	aye	Vice Mayor Robertson	aye
Mayor Oakes	aye	Mr. Holmes	aye
Ms. Mead	aye		

Mayor Oakes asked that the Clerk of Council notify the candidates.

APPROVAL OF MINUTES

Mr. Holmes moved to approve the work session and regular meeting minutes of October 22, 2020.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Vice Mayor Robertson	aye	Mayor Oakes	aye
Mr. Holmes	aye	Ms. Mead	aye
Ms. Darby	aye	Mr. Claffey	aye
Ms. Dull	aye		

Ms. Mead moved to approve the Special Meeting minutes of October 29, 2020 as amended by Mr. Rosenberg’s comments on lines 85 through 87 and lines 119 through 121.

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

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Mr. Holmes	aye	Ms. Mead	aye
Ms. Darby	aye	Mr. Claffey	aye
Ms. Dull	aye	Vice Mayor Robertson	aye
Mayor Oakes	aye		

<u>REGULAR MEETING</u>

A. Public Hearing and Consideration of a Request by Jacobs Communications LLC., on behalf of AT&T, for a Special Use Permit for 2619 Locust Avenue (PID# 100763) Under the Provisions of SCC 18.185, Telecommunications Facilities, of Title 18, Zoning, of the Staunton City Code*

Rodney Rhodes, Senior Planner, stated Jacobs Communication, on behalf of AT&T, is requesting a Special Use Permit to construct a new 145-foot monopole telecommunications tower and equipment compound at 2619 Locust Avenue. The new tower will replace an existing 135-foot guy-wire tower at the same location. The applicant has noted that the current tower is not adequate to handle upgraded equipment planned for this facility. The property is located near the western edge of the City and adjacent to the VanFossen Self Storage Facility. The property is split zoned I-1, Light Industrial District, and I-2, Heavy Industrial District. The site of the proposed tower and compound is located within the I-2, Heavy Industrial District. A Special Use Permit is required for the construction of new telecommunications towers in all zoning districts.

Mr. Rhodes stated that the applicants submitted a very thorough and complete application which has been reviewed by City staff and they found no issued with the proposal. The application meets zoning requirements that are fairly extensive for communications towers and are outlined in the Zoning Code and it also meets and/or exceeds the setback requirements of the Code. It's approximately 160 feet from the nearest residential structure and almost 500 feet from the nearest public streets. The proposal is also consistent with the Zoning Code goal of encouraging placement of telecommunication towers in non-residential areas and in areas where the adverse impacts on the City are minimal. Replacing an older guidewire tower with a modern monopole telecommunications tower with co-locating capability is considered an improvement.

Mr. Rhodes stated at its meeting of September 17, 2020, the Planning Commission conducted a public hearing on the matter and considered the request. During the public hearing, no one spoke in opposition to the request. Mr. Rhodes noted that no one has either called or sent emails or letters in opposition to this request. In a 5-0 vote, the Commission voted unanimously to recommend approval of the Special Use Permit, concurring with staff's recommendation.

Mayor Oakes asked Council members if they had any questions.

Mr. Holmes asked if other phone companies could use the tower. Mr. Rhodes stated that that was correct and is a requirement in the ordinance that there be space available for at least three providers.

Ms. Mead asked what a guidewire pole was. Mr. Rhodes described that it is a lattice type structure that is supported by wires that basically go from the top all the way down to the bottom. It is an older style and that the monopole is what's currently preferred in that industry.

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Council members did not have any further questions.

The meeting then moved to Item B for presentation.

B. Introduction and Public Hearing of Ordinance to Amend the FY2021 Budget for the City of Staunton by Adding Budget Amendment Number Four*

Phil Trayer, Chief Finance Officer, stated the fourth budget amendment for FY2021 is the year's Major Budget Amendment which captures prior year carryover, grand award true up and new grant awards, donations and insurance recovery. The total budget amendment equals **$12,923,776**. The introduction and public hearing of this ordinance is scheduled for this meeting, and consideration of the ordinance is scheduled for December 10, 2020.

The City portion of the budget amendment is $9,915,508 and the School portion of the amendment is $3,008,268.

Details of the budget includes the following:

$5,096,305 in General Fund provisions includes

- $374,944 – General Government
- $62,824 – Judicial Administration
- $312,851 – Public Safety
- $704,071 – Public Works
- $6,615 – Parks, Recreation, Cultural
- $120,000 – Community Development
- $3,515,000 – Transfers to other Funds

$2,515,000 – CIP Fund Appropriations to Fund FY22 CIP Projects
$1,000,000 – Debt Service Fund Sink Fund
$1,020,227 – Community Development Fund
$247,756 – Blue Ridge Court Services Fund
$27,566 – Grants Fund
$8,654 – Water Fund
$1,879,578 – Education Fund
$1,053,280 – School CIP Fund
$60,189 – Cafeteria Fund
$15,222 – School State Operated Program Fund

Mr. Trayer stated that the City Manager recommends the introduction and a public hearing is scheduled for this evening and was properly advertised.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Ms. Mead moved to introduce an ordinance amending the fiscal year 2021 budget by adding Budget Amendment Number Four, totaling $12,923,776, and that Council conduct a public hearing of the ordinance.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Vice Mayor Robertson	aye	Ms. Dull	aye
Ms. Mead	aye	Ms. Darby	aye
Mr. Holmes	aye	Mayor Oakes	aye
Mr. Claffey	aye		

The meeting then moved to Item C for presentation.

C. Discussion, Introduction and Public Hearing of Ordinance Regarding Updates to Section 6.05.010 of Chapter 6.05 of Title 6, Animals and Fowl

Shane Ayers, Animal Control Officer, stated the Virginia General Assembly has enacted changes at various times to the Code of Virginia which merit amendments to update some aspects of the Staunton City Code. These updates are part of an ongoing process to amend the City Code to align with changes to the Code of Virginia.

“Adequate shelter” is amended definitionally to provide that outdoor tethering of an animal does not meet the requirement that an animal be given adequate shelter unless the animal is safe from predators and well equipped to tolerate its environment during the effective period for a hurricane warning or tropical storm warning issued by the National Weather Service, during a heat advisory when the temperature is 85 degrees Fahrenheit or higher or 32 degrees Fahrenheit or lower, or during the effective period for a severe weather warning, including a winter storm, tornado, or severe thunderstorm warning, unless an animal control officer has inspected the circumstances and determined the animal to be safe from predators and well suited and well equipped to tolerate its environment.

“Adequate space” is amended definitionally to provide that a tether meets the requirement that an animal be given adequate space if the tether is at least 15 feet in length or four times the length of the animal, or when an animal control officer has inspected the animal’s circumstances and determined that a tether of at least 10 feet or three times the length of the animal, but shorter than 15 feet or four times the length of the animal, makes the animal more safe, more suited, and better equipped to tolerate its environment than a longer tether.

“Companion animal” is amended definitionally to align with the definition in the Code of Virginia.

“Wild or exotic animal” is amended definitionally to exclude animals which have been bred in captivity and which have never known the wild and are lawfully made available for sale or otherwise by pet shops located and lawfully operating in the corporate limits of the City.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

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The proposed ordinance then will be scheduled for consideration at Council's meeting on December 10, 2020.

Mr. Holmes moved to introduce the proposed ordinance amending Section 6.05.010, Definitions, of Chapter 6.05, In General, of Title 6, Animals and Fowl, to align with changes to the Code of Virginia as enacted by the General Assembly, to amend the definition of "wild or exotic animal" and to conduct a public hearing of the ordinance.

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

Mayor Oakes	aye	Mr. Holmes	aye
Ms. Mead	aye	Ms. Darby	aye
Mr. Claffey	aye	Ms. Dull	aye
Vice Mayor Robertson	aye		

The public hearing was opened for Items A, B and C

Tootie Hudgins, Jacobs Site Acquisition Manager, spoke on behalf of the applicant. Ms. Hudgins stated that the existing tower can no longer safely and structurally support the equipment needed for AT&T's equipment. She pointed out that AT&T has the nationwide contract for FirstNet, which is the nationwide first responder network, and this is one reason for the upgrade on this tower equipment.

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

Mr. Claffey moved that Council approve the Special Use Permit for 2619 Locust Avenue, as recommended by the Planning Commission.

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

Ms. Darby	aye	Mr. Claffey	aye
Ms. Dull	aye	Vice Mayor Robertson	aye
Mayor Oakes	aye	Mr. Holmes	aye
Ms. Mead	aye		

D. Introduction of Ordinance to Appropriate an Additional 20% of FY2021's Adopted Budget

Mr. Trayer stated the FY2021 budget was adopted on May 14, 2020 in the amount of $114,290,621. Recognizing the challenging realities created by the consequences of the global COVID-19 pandemic emergency-disaster and its potential impact on FY2021's revenues, it was decided to appropriate sixty percent (60%) of the approved budget at that time. Per Section 2 of City Ordinance No. 2020-08, Council has an option to appropriate additional funds at its discretion. Because this ordinance does not affect the amount of the previously approved FY2021 budget but only authorizes staff to allow expenditures up to 80% of the approved FY2021 budget, no public hearing is required.

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The proposed FY2021 Budget Appropriation Ordinance totals $22,858,124 (additional City appropriation of $15,417,704 and additional Schools appropriation of $7,440,420), as detailed below. The introduction of this ordinance is scheduled for this meeting, and consideration of the ordinance is scheduled for December 10, 2020. A final appropriation is tentatively scheduled to be presented to Council for consideration in February.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Ms. Darby moved to introduce an ordinance amending the fiscal year 2021 budget by adding an additional twenty percent (20%) of the FY2021 adopted budget in an amount equal to $22,858,124.

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

Ms. Mead	aye	Mr. Holmes	aye
Mr. Claffey	aye	Ms. Darby	aye
Ms. Dull	aye	Mayor Oakes	aye
Vice Mayor Robertson	aye		

E. Discussion and Consideration of a Final Plat for Winnbrook Subdivision, Section 4

Mr. Rhodes stated Winnbrook is a single-family residential development located on New Hope Road near Interstate 81. In April 2003, City Council approved a rezoning of the property from R-1, Low Density Residential District, to R-2, Low Density Residential District Conditional. The conditional zoning retained the same density as the previous zoning for the overall tract.

Mr. Rhodes stated a preliminary plat for the development was approved in August 2003. The preliminary plat contains 76 single-family lots with a minimum lot area of 12,000 square feet. A final plat for Section 1 contained 19 lots and was approved in September 2005. In June 2007, the final plat for section 2 was approved and contained 18 lots. The final plat for Section 3 was approved in June 2014 and contained 11 lots. The developer now proposes to proceed with Section 4.

Mr. Rhodes stated the proposed section 4 contains 15 new lots. The lots have frontage on either New Hope Road or on the recently constructed Winnbrook Street.

Winnbrook Street was constructed in 2016 between New Hope Road and Waterton Street. As part of section 4, Winnbrook Street would be extended an additional 289 feet south of Waterton Street to a future intersection with Wexford Street. The developer will be required to post a bond in the amount of $250,000 for the cost of construction of this infrastructure.

Mr. Rhodes stated the *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map, designated this area as Low Density Residential, and the Winnbrook single-family development is in conformance with this designation.

The final plat is also in conformance with the approved preliminary plat from 2003, and all requirements of the zoning and subdivision ordinances.

Mr. Rhodes stated at its meeting of October 15, 2020, the Planning Commission considered the request. On a 5-0 vote, the Commission voted unanimously to recommend approval of the final plat, with the following conditions:

1. Facility fees shall be paid in the amount of $155,250.
2. A bond shall be posted in the amount of $250,000 for the cost of infrastructure construction.
3. Additional survey related details shall be added to the plat to address the minor issues identified by the City Engineer.
4. An evaluation of sight distance for the lots that front New Hope Road shall be undertaken by the City Engineer.

Mr. Rhodes stated all four conditions had been met. Facility fees had been paid, a bond had been received by the City Engineer, and a revised plat had been submitted addressing the minor survey issues. The City Engineer had reevaluated sight distance for all of the proposed lots on New Hope Road. The City Engineer had requested the completion of some additional grading to cut a knoll and increase sight lines further down New Hope Road. This grading would be completed prior to the issuance of any building permits.

Mayor Oakes asked Council members if they had any questions.

Ms. Mead asked Mr. Rhodes what a sight distance evaluation was. Mr. Rhodes stated that the issue that the Planning Commission brought up is that it was concerned about these additional driveways on New Hope Road and to make sure that there was good sight distance so that cars pulling out of a driveway could see down the road and safely maneuver out of their driveways.

Council members did not have any further questions.

Ms. Mead moved that Council approve the final plat for Winnbrook Section 4, as recommended by the Planning Commission.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Mayor Oakes	aye	Mr. Claffey	aye
Vice Mayor Robertson	aye	Ms. Dull	aye
Ms. Mead	aye	Ms. Darby	aye
Mr. Holmes	aye		

F. Discussion and Consideration of Resolution to Amend the City of Staunton Cafeteria Plan to Permit the Reimbursement of Over-the-Counter Medical Products Without a Prescription in Accordance with the CARES Act

Jon Venn, Director of Human Resources, stated the City of Staunton sponsors a “Cafeteria Plan”, with Premium Payment, Health Flexible Spending Account (FSA), Health Savings Account (HSA), and Dependent Care Account Components. The “Cafeteria Plan” allows eligible employees to choose from a menu of different benefits to suit their needs and to pay for those benefits with pre-tax dollars.

Prior to the enactment of the Coronavirus Aid, Relief and Economic Security Act (CARES Act) in March 2020, the Affordable Care Act (ACA) required employees to obtain a prescription in order to be reimbursed for non-prescription, "over-the-counter" (OTC) drugs and medicines from a health FSA or HSA. With the passage of the CARES Act, effective as of January 1, 2020, the requirement for a prescription for "over-the-counter" (OTC) drugs and medicines is eliminated, and the purchase of such drugs and medicines and menstrual care products are now reimbursable through a health FSA or HSA.

Mayor Oakes asked Council members if they had any questions.

Mr. Holmes asked if cold medicine and the like would be applicable. Mr. Venn confirmed that they would be and it is retroactive to purchases made from January 1, 2020 forward.

Ms. Mead also asked if these over OTC items included vitamins, tampons, sanitary pads and anything of that nature. Mr. Venn stated that he didn't have the list in front of him, but that it does allow for a significant number of overt-the-counter products.

Council members did not have any further questions.

Mr. Holmes moved that City Council adopt the resolution amending the City of Staunton Cafeteria Plan established under Code § 125 of the Internal Revenue Code of 1986, to conform with the requirements of the CARES Act.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Vice Mayor Robertson	aye	Ms. Dull	aye
Ms. Mead	aye	Mayor Oakes	aye
Mr. Holmes	aye	Ms. Darby	aye
Mr. Claffey	aye		

CITY OF STAUNTON, VIRGINIA

RESOLUTION
FOR THE AMENDMENT OF
CITY OF STAUNTON CAFETERIA PLAN

<u>RECITALS</u>

A. The City of Staunton sponsors a "Cafeteria Plan," with Premium Payment, Health Flexible Spending Account (FSA), Health Savings Account (HSA), and Dependent Care Account Components, known as the "City of Staunton Cafeteria Plan With Premium Payment, Health FSA, DCAP and HSA Components" effective January 1, 2017, as amended previously from time to time (established under various provisions of the Internal Revenue Code of 1986, as amended, including sections 125, 105, 129 and 223(d)) (the "Cafeteria Plan").

B. The Cafeteria Plan allows Eligible Employees to choose from a menu of different benefits to suit their needs and to pay for those benefits with pre-tax dollars, and the City has the

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power to amend the Cafeteria Plan.

C. With the enactment of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the requirement for a prescription for "over-the-counter" drugs and medicines is eliminated and menstrual care products purchased on or after January 1, 2020 are now reimbursable through a health FSA or HSA.

D. It is appropriate to amend the Cafeteria Plan to reflect the changes mandated by the CARES Act.

NOW, THEREFORE, BE IT RESOLVED, the Council of the City of Staunton, Virginia **APPROVES** the attached amendment to the Cafeteria Plan, which shall be effective retroactively to and including January 1, 2020, and **AUTHORIZES AND DIRECTS** the City Manager or designee, including authorized staff of the Department of Human Resources, to execute and deliver to the Plan Administrator one or more copies of such amendment.

Adopted this 12th day of November, 2020.

/s/ Andrea W. Oakes
Mayor

ATTEST: /s/ Morgan Smith
Acting Clerk of Council

MATTERS FROM THE CITY MANAGER

Mr. Rosenberg repeated instructions for the public to call and be placed in the queue.

Mr. Rosenberg stated that he wanted to make sure that council members knew that Assistant City Manager Leslie Beauregard handled all of the arrangements for the dedication of the Rita S. Wilson Council Chambers. Mr. Rosenberg wanted to properly thank Ms. Beauregard for her efforts which obviously contributed to the good feelings that Ms. Wilson's family now has from the dedication.

Ms. Beauregard stated that she truly enjoyed getting to know Ms. Wilson's family and that she wished she had known Ms. Wilson.

MATTERS FROM THE PUBLIC

Speaking in person were:

Jazmine Brooks, 930 Sudbury Street, asked for an update on the My Brothers and Sisters Keeper proposal that was given three months ago. She was told that it was going to be on the agenda for this meeting, but it wasn't.

Mayor Oakes said that although Council doesn't normally engage in conversation during Matters from the Public, she wanted to let Ms. Brooks know that she wasn't aware that the topic was planned to be on the agenda for November, however she then asked if Mr. Rosenberg could give Ms. Brooks her phone number so that they could get additional information and set up a meeting.

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Mr. Holmes also asked Ms. Brooks if the School Board is also doing a My Brothers and Sisters Keeper project. Ms. Brooks responded the School Board was working on a project, but there is a distinction between what components the schools can do and what City Council can do.

Baldwin Jennings, 332 Sharon Lane, "back to the Fourth of July parade. I don't understand how come our ex-mayor is all upset about, uh I was notified about the day or maybe a day or a day and a half before it happened. And so, I you know I definitely got my car through the car washing and I was down the airport to represent the veterans who participated in this thing and the Fourth of July is should be celebrated and I don't know what all the fuss is about anyway. A tour Staunton and went all over Staunton factory back in places I hadn't been for years and I didn't realize it filled up like it was, but the City experts for your information through the City was well covered and the kids were out there blowing their horns and waving at us and everything and they was well appreciated. So, I think you did you guys drop this so to forget about the next time how about seeing about getting down here we watch the rest of the City Council and still sitting home being hiding behind you this girl where you hiding behind so get down here in attendance meetings …"

Ms. Mead objected and took exception to the speaker singling out Ms. Dull specifically. She said that it was not appropriate and that the Mayor's instructions to those who are making comments is not to single out City Council members individually.

Mayor Oakes asked that Mr. Jennings address the Council as a whole rather than individual members. However, she noted that she has been informed that she cannot stop someone from addressing their concerns due to their First Amendment rights.

Tim Jordan, 1609 Lee Highway, Fort Defiance, stated that he had been in communication with the EDA in regards to acquiring several buildings at Staunton Crossing and that he had presented to City Council before the pandemic. He asks that City Council reconsider EDA's recommendation to demolish all of the building at Staunton Crossing, in particular the buildings that he is interested in.

Frances Fairfield, 118 Thornrose Ave., wanted to reiterate that Rita Wilson was a wonderful lady and she worked with Ms. Fairfield's husband through the Valley Program for Aging. She also was confused as to why the Council was talking about the Fourth of July parade five months after the event. She asked that people stop dwelling on the past. She also saw in the paper that several Council members were add a celebration honoring the new president and that she would have liked to have been invited. Again, she encouraged people to stop dwelling on the past and look to the future.

Callers on the line included:

Suzanne Fisher, Waverley Green, called to express her appreciation for the City Registrar and all of her staff. She was grateful that this year there was early voting because of the pandemic and because it made voting more accessible. The wanted to thank everyone who worked during early voting, they were professional, courteous and efficient. She wanted to thank everyone in the Registrar's Office and all the poll workers.

There were no other callers on the line.

Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; (ii) Discussion of Possible Disposition of Publicly Held Real Property at Staunton Crossing; (iii) Consultation and Discussion with Legal Counsel Regarding the Possible Acquisition and/or Disposition of Real Property; and (iv) Discussion Concerning a Prospective Business or Industry

Vice Mayor Robertson moved to enter a closed meeting for: (i) discussion of possible acquisition of real property within the City, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy, pursuant to Virginia Code Section 2.2-3711(A)(3); (ii) discussion of possible disposition of publicly held real property at Staunton Crossing, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy, pursuant to Virginia Code Section 2.2-3711(A)(3); (iii) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel regarding the possible acquisition and/or disposition of real property, pursuant to Virginia Code Section 2.2-3711(A)(8); and (iv) discussion concerning a prospective business or industry where no previous announcement actually has been made of the business' or industry's interest in locating its facilities in the City, pursuant to Virginia Code § 2.2-3711(A)(5).

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

Vice Mayor Robertson	aye	Ms. Dull	aye
Ms. Mead	aye	Mayor Oakes	aye
Mr. Holmes	aye	Ms. Darby	aye
Mr. Claffey	aye		

Mr. Holmes 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 Vice Mayor Robertson and carried as follows:

Mr. Claffey	aye	Mayor Oakes	aye
Ms. Mead	aye	Ms. Darby	aye
Mr. Holmes	aye	Ms. Dull	aye
Vice Mayor Robertson	aye		

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 10:10 p.m.

Morgan Smith
Acting Clerk of Council

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CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Steven L. Rosenberg** **City Manager**
Item #	**C**	
Ordinance #		
Department:	**City Manager**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Resolution in Support of the Staunton, Augusta County and Waynesboro COVID-19 Private Public Partnership's Commitment to the Health and Well-Being of the Region**	

Background: The Staunton, Augusta County, and Waynesboro COVID-19 Private Public Partnership (Partnership), comprised of representatives of local health, public safety, education, government and business entities and coordinated by Augusta Health, has been working for months to provide residents and businesses in the Staunton-Augusta-Waynesboro region with effective guidance about COVID-19.

The Partnership, as a part of a public awareness campaign, has developed a set of commitments to protect and support our community, attached to this briefing. As a part of the initiative, the Partnership has requested that the governing bodies of the three participating localities—Staunton, Waynesboro and Augusta County—adopt resolutions evidencing support of the commitments.

A proposed resolution of support is attached for Council's consideration at its regular meeting on December 10, 2020.

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

Suggested Motion: I move that Council adopt the proposed resolution supporting the commitments advanced by the Staunton, Augusta County, and Waynesboro COVID-19 Private Public Partnership, as presented.

City Manager: Steven L. Rosenberg

RESOLUTION
IN SUPPORT OF THE STAUNTON, AUGUSTA COUNTY AND WAYNESBORO COVID-19 PRIVATE PUBLIC PARTNERSHIP'S COMMITMENT TO THE HEALTH AND WELL-BEING OF THE REGION

WHEREAS, the Staunton, Augusta County, and Waynesboro COVID-19 Private Public Partnership, comprised of representatives of local health, public safety, education, government and business entities and coordinated by Augusta Health, has been working for months to provide residents and businesses in the Staunton-Augusta-Waynesboro region with effective guidance about COVID-19; and

WHEREAS, the Partnership, as a part of a public awareness campaign, has developed a set of commitments to protect and support our community, which reads as follows:

- We will protect the health of our community by encouraging mask-wearing, social distancing, frequent handwashing, and staying away from public areas when we are not feeling well
- We will follow public health guidelines and medical recommendations, including testing, self-isolate, and/or quarantine as needed
- We will support people who are taking care of themselves and loved ones if they are sick or exposed
- We will support and avoid contact whenever possible with those who are sick, as well as stay home and avoid public areas when we are not feeling well
- We will support the mental well-being of all community members
- We will share all relevant public health information regarding testing and safety to ensure the health and well-being of the community; and

WHEREAS, the City of Staunton has been an active member of the Staunton, Augusta County, and Waynesboro COVID-19 Private Public Partnership and continues to support the Partnership's ongoing initiatives.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Staunton, Virginia supports the Partnership's commitments to protect and support our community and encourages residents, businesses and visitors to join in such support as we continue to deal with the effects of the global pandemic in our own region.

Adopted this 10th day of December, 2020.

____
Andrea W. Oakes, Mayor

Attest: ______________________________
Suzanne F. Simmons, Clerk of Council

STAY *well.*

Staunton, Augusta County, & Waynesboro (SAW)

The Staunton, Augusta County and Waynesboro communities are committed to the health and well-being of the region. We recognize that we can do more to assure the safety of our communities by working together. These are our commitments to protect and support our community.

We will protect the health of our community by encouraging mask-wearing, social distancing, frequent handwashing, and staying away from public areas when we are not feeling well

We will follow public health guidelines and medical recommendations, including testing, self-isolate, and/or quarantine as needed

We will support people who are taking care of themselves and loved ones if they are sick or exposed

We will support and avoid contact whenever possible with those who are sick, as well as stay home and avoid public areas when we are not feeling well

We will support the mental well-being of all community members

We will share all relevant public health information regarding testing and safety to ensure the health and well-being of the community

MARY BALDWIN UNIVERSITY

Augusta HEALTH

Central Shenandoah Health District — Public Health in the Heart of the Valley — VDH

Shenandoah Valley social services — Proudly Serving Staunton City, Augusta County, Waynesboro City

STAUNTON VIRGINIA

AUGUSTA COUNTY, VIRGINIA

Waynesboro VIRGINIA

community Action Partnership — Helping People. Changing Lives. — Staunton, Augusta, and Waynesboro

Blue Ridge Community College

Greater Augusta Regional Chamber of Commerce

VDH Virginia Department of Health — To protect the health and promote the well-being of all people in Virginia.

United Way — Staunton, Augusta County & Waynesboro (UW SAW)

Community Foundation Central Blue Ridge

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Staff Member:** **Phil Trayer**
Item #	**D**	
Ordinance #		
Department:	**Finance**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Ordinance to Amend the FY2021 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Four**	

Background: The fourth budget amendment for fiscal year 2021 has been prepared. The total budget amendment equals **$12,923,776**. At Council's regular meeting on November 12, 2020, Council introduced the ordinance and conducted a public hearing. Consideration of the ordinance is scheduled for December 10, 2020.

City Budget Amendment—$ 9,915,508

1. General Fund amendment of **$5,096,305** includes the following:
   - $237,832 of carryover funds for public safety grant programs.
   - $175,843 for newly awarded grant, insurance recoveries and recognition of donations.
   - $4,682,630 from prior year unassigned fund balance which includes a $2,515,000 transfer to the City Capital Improvements Fund; $1,000,000 transfer to the Debt Service Sinking Fund; $200,000 for police vehicle replacement; $500,000 for estimated losses associated with the damage caused by the August 8, 2020 flood; $100,000 for overlay software which was eliminated in the revised FY2021 budget; and $367,630 in contingency funding to offset deep non-compensation cuts made in the FY2021 budget process.

2. City Capital Improvements Fund appropriates **$2,515,000** as a transfer from the General Fund for the FY2021-2025 Capital Improvement Plan (CIP) and the replacement of technology servers, increase in redundancy and telephone system replacement.

3. Debt Service Sinking Fund appropriates a **$1,000,000** transfer from the General Fund to the Debt Service Sinking Fund to be used to help balance future debt payments for capital improvement projects being considered in the FY2021-2025 CIP budget.

4. Community Development Fund appropriates an additional **$1,020,227** of grant funds including $844,027 from the U.S. Department of Housing and Urban Development for new entitlement community programs and $176,200 from the Virginia Individual Development Account program for a Community Development Block Grant.

5. The Blue Ridge Court Services Grant Fund includes **$247,756** in additional grant funds received in FY2021 for Blue Ridge Court Services for behavioral health programs.

6. Grants Fund appropriates a total of **$27,566** that includes: Local Emergency Management Performance Grant - $7,500; OEMS Rescue Squad Assistance Grant - $4,942; Department of Criminal Justice Services Coronavirus Emergency Supplemental Funding (CESF) - $10,000; Virginia Department of Forestry Grant - $3,430; and reappropriation of tree planting grants.

7. Water Fund appropriation of **$8,654** is for insurance recovery for vehicle damages sustained during the August 8, 2020 flood.

School Budget Amendment—$3,008,268

1. The Education Fund 900 amendment totaling **$1,879,578**, appropriates $1,069,783 for federal and state instructional programs for grant balances remaining at June 30, 2020, and additional grants awarded for FY2021, and $664,299 in CARES Act funds and VISION Grant Funding awarded in FY2021. Local general revenue appropriations total $145,496, and include Equity Funds carried over, carryover received in FY2020 from the Thacker Fund at Bessie Weller Elementary School, reappropriations of donations to promote diversity and to purchase band instruments at Shelburne Middle School, and a transfer to the School CIP Fund.

2. The School Capital Improvements Fund 966 amendment totaling **$1,053,280** includes $350,000 to be transferred from the Education Fund unassigned fund balance for the FY2020-FY2024 CIP which was approved in February 2020. The funds will be appropriated to infrastructure upgrades at the Dixon Education Center and paving projects at the school sites. The amendment also includes $278,231 of CARES Act funds for additional school buses to enhance the social distancing of students being transported to and from school, and an additional $360,819 in undesignated CIP projects being considered in the FY2021-FY2026 Capital Improvement Plan.

3. The State Operated Program Fund 920 appropriates **$15,222** and includes $34,288 for remaining grant funds from Title VI-B for Special Education, and an adjustment of ($19,066) for Title I, Part D (The Prevention and Intervention Programs for Children and Youth Who Are Neglected, Delinquent or At Risk) within Regional Programs.

4. The Cafeteria Fund 930 appropriates a total **$60,189**, $12,694 of which is for grants awarded in FY2020 and carried over, $34,918 as a reappropriation from fund balance for the Chef Anne grant, $3,627 for FY2021 award of CARES Act funds, and the balance of the Miles for Meals grant and donations.

Attachment:

Budget Amendment Number Four

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

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2021 budget by adding Budget Amendment Number Four, totaling $12,923,776, as presented.

City Manager: Steven L. Rosenberg

Ordinance No. 2020-

AN ORDINANCE TO AMEND

THE FY 2021 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER FOUR

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2021 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue		
General Revenue	$	4,913,354
Recovered Costs		59,826
Capital Grants and Contributions		114,361
Total Revenue	$	5,096,305
Appropriations		
General Government	$	374,944
Judicial Administration		62,824
Public Safety		312,851
Public Works		704,071
Parks, Recreation, Cultural		6,615
Community Development		120,000
Transfers to Other Funds		3,515,000
Total Appropriations	$	5,096,305

GRANTS FUND

Anticipated Revenue		
Capital Grants and Contributions	$	27,566
Total Revenue	$	27,566
Appropriations		
Public Safety	$	27,566
Total Appropriations	$	27,566

BLUE RIDGE COURT SERVICES

Anticipated Revenue		
Capital Grants and Contributions	$	247,756
Total Revenue	$	247,756
Appropriations		
Public Safety	$	247,756
Total Appropriations	$	247,756

CITY CAPITAL IMPROVEMENTS FUND

Anticipated Revenue		
Transfer from the General Fund	$	2,515,000
Total Revenue	$	2,515,000
Appropriations		
Capital Projects	$	2,515,000
Total Appropriations	$	2,515,000

DEBT SERVICE SINKING FUND

Anticipated Revenue		
Transfer from the General Fund	$	1,000,000
Total Revenue	$	1,000,000
Appropriations		
Debt Service	$	1,000,000
Total Appropriations	$	1,000,000

COMMUNITY DEVELOPMENT FUND

Anticipated Revenue		
Capital Grants and Contributions	$	1,020,227
Total Revenue	$	1,020,227
Appropriations		
Operations	$	1,020,227
Total Appropriations	$	1,020,227

WATER FUND

ENVIRONMENTAL FUND

Anticipated Revenue		
Capital Grants and Contributions	$	8,654
Total Revenue	$	8,654
Appropriations		
Operations	$	8,654
Total Appropriations	$	8,654

EDUCATION FUND

Anticipated Revenue		
General Revenue	$	145,496
Capital Grants and Contributions		1,734,082
Total Revenue	$	1,879,578
Appropriations		
Operations	$	1,879,578
Total Appropriations	$	1,879,578

EDUCATION SOP FUND - 920

Anticipated Revenue		
Capital Grants and Contributions	$	15,222
Total Revenue	$	15,222
Appropriations		
Operations	$	15,222
Total Appropriations	$	15,222

CAFETERIA FUND - 930

Anticipated Revenue		
Capital Grants and Contributions	$	12,961
Transfer from Cafeteria Fund Balance	$	47,228
Total Revenue	$	60,189
Appropriations		
Operations	$	60,189
Total Appropriations	$	60,189

SCHOOL CIP FUND- 966

Anticipated Revenue		
Transfer from the Education Fund	$	1,053,280
Capital Grants and Contributions		-
Total Revenue	$	1,053,280
Appropriations		
Capital Projects	$	1,053,280
Total Appropriations	$	1,053,280

GRAND TOTAL BUDGET AMENDMENT NO 4	**$**	**12,923,776**

INTRODUCED: November 12, 2020

PUBLIC HEARING: November 12, 2020

Public Hearing Advertisement Date: November 5, 2020

Approved this ______________day of ________2020

Effective Date: ________________

CERTIFIED: ________________________

Andrea Oakes
Mayor of Council

ATTEST:______________________

Suzanne F. Simmons
Clerk of Council

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
GENERAL FUND			
GENERAL GOVERNMENTAL ADMINISTRATION			
GENERAL GOVERNMENT			
Donations	11013-41735	$ 7,314	
Contingency	11099800-56997		$ 7,314
To appropriate flood relief donations			
To appropriate Operational Contingency			
Appropriation of prior year reserves	11001-41930	$ 367,630	
Contingency	11011310-58389		$ 367,630
JUDICIAL ADMINISTRATION			
COMMONWEALTH ATTORNEY			
Appropriation of Prior Year Fund Balance	11001-41930	$ 10,347	
State forfeited assets	11022210-55472		$ 10,347
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements			
CLERK OF THE CIRCUIT COURT			
Circuit Court Technology trust funds	11023-45318-40310	$ 16,929	
Technology Trust Funds for records management/indexing	11022160-55429-40310		$ 16,929
To appropriate additional Comm of VA funds from the Supreme Court of Virginia			
VICTIM WITNESS PROGRAM			
Victim/Witness Grant - Federal	11023-46204	$ 32,411	
Victim/Witness Grant - State	11023-45567	$ 3,137	
Non-Capital equipment	11022190-55486		$ 35,548
To appropriate additional grant funds for Victim Witness			
PUBLIC SAFETY			
POLICE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 114,227	
State forfeited asset expenditures	11033110-55472		$ 100,591
Federal forfeited asset expenditures	11033110-55473		$ 13,636
To carry forward the balance of the state and federal forfeited asset funds. Carry forward is mandated by state and federal regulations.			
US Marshall Forfeited Asset	11033-46207-53300	$ 8,901	
Police Overtime	11033110-51530-53300		$ 8,901
To appropriate US Marshal Services Joint Law Enforcement Operations Task Force Funding - Carry Over Funding			
Insurance recovery	11031-41928	$ 1,112	
Police Maintenance and Repairs-vehicles	11033110-55305		$ 1,112
To appropriate insurance proceeds for damages to Police Interceptor			

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
GENERAL FUND			
PUBLIC SAFETY			
DCJS CESF COVID-19 grant	11033-46252-53400	$ 6,912	
Police Overtime	11033110-51530-53400		$ 6,912
Appropriate CESF Law Enforcement COVID Grant # 20-A5114CE20			
DMV grant	11033-46205-52900	$ 12,352	
Police Overtime	11033110-51530-52900		$ 11,252
Police Training	11033110-55005-52900		$ 1,100
To appropriate Selective Enforcement Grant from the National Highway Traffic Safety Administration			
Insurance Recovery	11031-41928	$ 54,643	
Police Auto Equipment	11033110-58316		$ 54,643
To appropriate insurance recovery of Flood Damage to Police Cars			
FIRE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 102,218	
Four for Life funds expenditures	11033290-55602		$ 118
Fire Programs funds expenditures	11033290-55639		$ 102,100
To carry forward the balance of state funds received, as mandated by state requirements.			
Fire Programs fund grants	11033-45525	$ 4,009	
Fire Programs funds expenditures	11033290-55639		$ 4,009
To appropriate additional fire programs grant funds			
SAFER grant	11033-46250-40244	$ 8,477	
Fire salaries	11033210-51006-40244		8,477
To appropriate remainder of three year SAFER grant funds			
Appropriation of Prior Year Fund Balance	11001-41930	$ 200,000	
Auto Equipment	11033110-58316		200,000
Appropriate 4 Cars			
PUBLIC WORKS			
ADMINISTRATION			
Insurance recovery	11041-41928	$ 4,071	
Maintenance / Repair Vehicles	11044120-55305		$ 4,071
To appropriate recovered costs from insurance proceeds for damages to Traffic Control Box			
Appropriation of prior year reserves	11001-41930	$ 500,000	
Contingency	11044210-58389		$ 500,000

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
PARKS AND RECREATION			
RECREATION			
Appropriation of prior year reserves	11001-41930	$ 1,056	
Materials and Supplies	11077110-55415-31200		$ 1,056
To carry forward the balance of donated funds to build a nature park.			
Appropriation of prior year reserves	11001-41930	$ 2,876	
Building improvements/ capital outlay.	11077110-58385-34400		$ 2,876
To carry forward the balance of donated funds for the Booker T. Washington facility kitchen.			
Donations	11073-41730	$ 1,450	
Maintenance of facilities	11077210-53165-19200		$ 1,450
To appropriate flood relief donations			
HORTICULTURE			
Donations - Parks & Recreation	11073-41730-33200	$ 1,233	
Materials and Supplies	11077120-55415-33200		$ 1,233
To appropriate Susan Blackley grant funds			
COMMUNITY DEVELOPMENT			
TOURISM			
VTC grants	11083-44126-47001	$ 10,000	
Advertising	11088210-53001-47001		$ 6,500
Professional Services	11088210-53010-47001		$ 3,500
To appropriate Va Tourism Corporation WanderLove grant			
Appropriation of Prior Year Fund Balance	11001-41930	$ 100,000	
Professional Services			$ 100,000
To appropriate overlay software			
VTC grants	11083-44126-47004	$ 10,000	
Advertising	11088210-53001-47004		$ 7,000
Professional Services	11088210-53010-47004		$ 3,000
To appropriate VTC Recovery Marketing Leverage Program			
TRANSFERS TO OTHER FUNDS			
CAPITAL IMPROVEMENTS			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 2,515,000	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 2,515,000
DEBT SERVICE SINKING FUND			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 1,000,000	
Transfer to the Debt Service Sinking Fund- Debt Reserve			$ 1,000,000
TOTAL GENERAL FUND		**$ 5,096,305**	**$ 5,096,305**

FY 2021 BUDGET AMENDMENT NO. 4

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
BUDGET AMENDMENT NO. 4 GENERAL FUND SUMMARY			
GENERAL FUND REVENUE SUMMARY			
General Revenues			
Appropriation of Prior Year Fund Balance		$ 4,913,354	
Operational Contingency	$ 367,630		
Forfeited Assets for Police - State	100,591		
Forfeited Assets for Comm Attorney	10,347		
Forfeited Assets for Police - Federal	13,636		
EMS Four for Life Funds for Fire Department	118		
Fire Programs Fund	102,100		
Recreation- Nature Park Donations	1,056		
Recreation-Donations- Booker T. Community Center	2,876		
Police Department Cars	200,000		
Flood Contingency	500,000		
Planning & Development	100,000		
Transfer to the Capital Improvements Fund	2,515,000		
Transfer to the Debt Service Sinking Fund	1,000,000		
Recovered Costs		59,826	
Public Works	4,071		
Public Safety	55,755		
Miscellaneous Revenue		8,764	
General government-Donations- Flood relief	7,314		
Recreation-Donations- Flood relief	1,450		
Non-Capital Grants and Contributions		114,361	
Clerk of the Court	16,929		
Victim Witness	35,548		
Police Department	40,651		
Parks & Recreation	1,233		
Tourism	20,000		
Total General Fund Revenues		**$ 5,096,305**	
GENERAL FUND EXPENDITURE SUMMARY			
General Government		$ 374,944	
Judicial Administration		62,824	
Public Safety		312,851	
Public Works		704,071	
Parks, Recreation, Cultural		6,615	
Community Development		120,000	
Transfer to Other Funds		$ 3,515,000	
Total General Fund Expenditures		**$ 5,096,305**	
CITY CAPITAL IMPROVEMENTS FUND			
Transfer from the General Fund	39001-49211	$ 2,515,000	
CIP Contingency Account	39099800-58400		$ 2,515,000
To appropriate funds transferred from the General Fund			
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 2,515,000**	**$ 2,515,000**

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
DEBT SERVICE SINKING FUND			
Transfer from the General Fund	11101-49211	$ 1,000,000	
Debt Service Sinking Fund Reserve	11199500-59500		$ 1,000,000
To appropriate funds transferred from the General Fund			
TOTAL DEBT SERVICE SINKING FUND		**$ 1,000,000**	**$ 1,000,000**
COMMUNITY DEVELOPMENT FUND			
HUD Grant	22083-46242	$ 223,598	
Professional Services	22088535-53010	59,948	
Public Service Grants	22088535-55207		$ 50,000
Housing Rehabilitaion	22088535-58386		$ 75,000
Water Lines	22088535-58365		$ 145,796
Sidewalks	22088535-58379		$ 12,750
To appropriate remaining FFY19 HUD Entitlement Program grant funds			
HUD Grant	22083-46242-COVID	$ 207,590	
Professional Services	22088535-53010-COVID		$ 41,518
Public Service Grants	22088535-55207-COVID		$ 166,072
To appropriate HUD CDBG-CV COVID-19 grant funds			
HUD Grant	22083-46242	$ 352,891	
Professional Services	22088535-53010		$ 65,000
Public Service Grants	22088535-55207		$ 167,313
Housing Rehabilitaion	22088535-58386		$ 10,000
Water Lines	22088535-58365		$ 40,000
Sidewalks	22088535-58379		$ 70,578
To appropriate FFY20 HUD Entitlement Program grant funds			
VIDA Grant	22083-46250-46011	$ 176,200	
Contractual Agreements	22088566-53011-46011		$ 25,000
Other Expenses	22088566-55670-46011		$ 151,200
To appropriate remainder of HUD CDBG VIDA program grant funds			
TOTAL COMMUNITY DEVELOPMENT FUND		**$ 1,020,227**	**$ 1,020,227**

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
GRANTS FUND			
FIRE DEPARTMENT			
LEMPG grant funds	21534-46250-40104	$ 7,500	
Special equipment To appropriate federal grant funds awarded from the Virginia Department of Emergency Management for the 2020 Local Emergency Management Performance Grant (LEMPG) to purchase drones	21533210-58341-40104		$ 7,500
OEMS Rescue Squad Assistance grant	21034-45558-40232	$ 4,942	
OEMS RASF grant expenditures To appropriate additional Rescue Squad Assistance Fund grant funds	21533210-54109-40232		$ 4,942
GRANTS FUND			
POLICE DEPARTMENT DCJS CESF COVID-19 grant	21534-46252-53400	$ 10,000	
Special equipment Appropriate CESF Law Enforcement COVID Grant # 20-A5114CE20	21533110-58341-53400		$ 10,000
HORTICULTURE			
Va Forestry grant	21573-46248-33300	$ 3,430	
Forestry grant expenses To appropriate Va Department of Forestry Emerald Bore Removal / Replacement Grant	21577120-55456-33300		$ 3,430
Federal Forestry	21573-46250-33110	$ 1,694	
Tree / Plant Purchases To appropriate remaining Va Department of Forestry Street tree planting and replacement grant funds	21577120-55456-33100		$ 1,694
TOTAL GRANTS FUND		**$ 27,566**	**$ 27,566**

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
BLUE RIDGE COURT SERVICES FUND			
Community Corrections grant	21033-45556	$ 7,434	
Other salaries	21033340-51009		$ 6,905
FICA	21033340-52010		$ 529
To appropriate additional Community Corrections grant funds			
Other grants	21033-44122	$ 17,000	
Other salaries	21033340-51009		$ 17,000
To appropriate Rockbridge Regional Jail Emergency grant funds			
Appropriation of prior year reserves	21001-41930	$ 18,219	
Augusta Health grant funds	21033-44122-40237		$ 25,000
Contractual services-Augusta Health DBT group	21033341-53011-40237		$ 18,219
Contractual services	21033340-53011	$ 25,000	
To carry forward the balance of August Health grant funds from CY 2020 and remove grants funds not yet awarded			
VCSB-Therapeutic docket grant	21033-44121	$ 55,369	
VCSB-MH Court	21033-44122-40236		$ 55,369
VCSB-MH Rural Jail Diversion grant	21033-44125	$ 48,000	
MH Court grant	21033-45560-40236		$ 48,000
To correct appropriate of VCSB grant funds			
JAG grant	21033-46253		$ 37,500
Other salaries	21033342-51302	$ 40,747	
Group Life insurance	21033342-52001	$ 546	
Health insurance	21033342-52005	$ 8,916	
Social Security	21033342-52010	$ 3,117	
Retirement-VRS	21033342-52020	$ 6,226	
Worker's Compensation	21033342-52025	$ 1,000	
Unemployment insurance-VEC	21033342-52030	$ 25	
Other salaries	21033340-51302		$ 3,247
Group Life insurance	21033340-52001		$ 546
Health insurance	21033340-52005		$ 8,916
Social Security	21033340-52010		$ 3,117
Retirement-VRS	21033340-52020		$ 6,226
Worker's Compensation	21033340-52025		$ 1,000
Unemployment insurance-VEC	21033340-52030		$ 25
To remove appropriate for Supreme Court Therapeutic Docket/Behavior Health grant not received.			
DCJS CESF COVID-19 grant	21033-46252-40102	$ 16,157	
Non-Capital equipment	21033340-55486-40102		$ 16,007
Dues and Subscriptions	21033340-55002-40102		$ 150
Appropriate CESF Courts COVID Grant # 20-A5161CE20			
TOTAL BLUE RIDGE COURT SERVICES FUND		**$ 247,756**	**$ 247,756**
WATER FUND			
Insurance recovery	53001-41928	$ 8,654	
Auto equipment	53004321-58316		$ 8,654
To appropriate insurance proceeds for damages to vehicle			
TOTAL WATER FUND		**$ 8,654**	**$ 8,654**

FY 2021 BUDGET AMENDMENT NO. 4

	LEDGER CODE	AMOUNT	
		REVENUE	EXPENDITURE

FY 2020 BUDGET AMENDMENT NO. 4 SUMMARY

CITY GOVERNMENT FUNDS		
GENERAL FUND	$	5,096,305
CAPITAL IMPROVEMENTS FUND	$	2,515,000
DEBT SERVICE SINKING FUND	$	1,000,000
COMMUNITY DEVELOPMENT FUND	$	1,020,227
GRANTS FUND	$	27,566
BLUE RIDGE COURT SERVICES FUND	$	247,756
WATER FUND	$	8,654
TOTAL CITY GOVERNMENT FUNDS	**$**	**9,915,508**
EDUCATION FUND	$	1,879,578
SCHOOL CIP FUND 966	$	1,053,280
CAFETERIA FUND	$	60,189
SCHOOL SOP FUND 920	$	15,222
TOTAL EDUCATION FUNDS	**$**	**3,008,268**
TOTAL FY2021 BUDGET AMENDMENT NO. 4		**$12,923,776**

STAUNTON CITY SCHOOLS
FY 2021 BUDGET
AMENDMENT NO. 4

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS					
TITLE III Part A- Limited English Proficient					
To appropriate additional federal grants for the Limited English Proficient Program - Carryover Funding	900100-49302	$	2,715.97		
Educational supplies	91103195-56013-T3-00			$	1,357.98
Educational supplies	91102195-56013-T3-00			$	1,357.99
TITLE I Part D Neglected and Delinquent					
To appropriate additional federal grant funds for neglected and delinquent students	900300-43015-T1D00	$	97,754.93		
Contingency	91101100-59100-T1D00			$	97,754.93
Special Education Preschool Program					
To appropriate the balance of grant funds from the 2019 federal award for the preschool program					
Special Education Preschool 619 Funds - 2019 award	900300-43173-PRE00	$	35,410.32		
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00			$	35,410.32
TITLE VIB Federal Grant					
To appropriate remaining grant funds from prior year grant funds awarded for T6B00					
Federal Revenue	900300-43027-T6B00	$	642,092.06		
T6B00 Contingency	91101100-59100-T6B00			$	642,092.06
TITLE 1 Federal Funds					
To appropriate remaining grant funds from prior years for TITLE 1	900300-43010-T1-00	$	266,552.48		
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00			$	266,552.48
TITLE II Federal Funds					
To appropriate remaining grant funds from prior year for TITLE II	900300-43345-RT-00	$	3,984.81		
Teacher Salaries	91102187-51120-RT-00			$	3,984.81
TITLE IV Federal Funds- Student Support and Enrichment					
To appropriate remaining grant funds from prior year and new grant funds for FY2020 for TITLE IV	900300-43378-T4-00	$	9,290.33		
TITLE IV Contingency	91102195-59100-T4-00			$	9,290.33
PERKINS V - TITLE 1					
To appropriate additional federal grants for the Pre School Expai	900400-43243-PRK00	$	(2,458.27)		
Replace - Computers / Technology	91103395-58107-PRK00			$	(2,458.27)

STAUNTON CITY SCHOOLS

FY 2021 BUDGET

AMENDMENT NO. 4

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
STATE AND FEDERAL GRANT PROGRAMS					
Adjust appropriation for Industry Certification Costs					
Industry Certification Costs	900300-42349	$	3,799.79		
Testing Services	91103395-53563			$	3,799.79
Adjust appropriation for Workplace Readiness					
VA Workplace Readiness	900300-42365	$	640.38		
Testing Services	91103395-53563			$	640.38
Adjust appropriation for Industry Credential STEM H					
CTE STEM H Industry Funds	900300-42365	$	1,037.36		
Testing Services	91103395-53563			$	1,037.36
Adjust appropriation for Updating CTE Equipment to Industry Standards					
CTE STEM H Industry Funds	900400-42252	$	3,900.46		
Additional Computer - Voc	91103395-58207			$	3,900.46
Adjust appropriation for Updating CTE Equipment Allocations					
CTE STEM H Industry Funds	900400-42252	$	5,062.30		
Testing Services	91103395-58207			$	5,062.30
Additional Computer - Voc					
To appropriate CRF Act Funding					
Miscellaneous Federal Aid	11001-46250-CFR	$	467,163		
Transfer to School CIP	98909095-59394-CFR			$	278,231
Transfer to Cafeteria Fund	98909095-59392-CFR			$	8,554
Contingency Funds	94209099-56014-CFR			$	180,378
To appropriate VDOE VisIon Grant Funding					
Miscellaneous Federal Aid	900300-43999-VISION	$	197,136		
Additional Computer Technology	97109095-58207-VISON			$	197,136
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$**	**1,734,081.92**	**$**	**1,734,081.92**

STAUNTON CITY SCHOOLS

FY 2021 BUDGET

AMENDMENT NO. 4

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
LOCAL GENERAL REVENUE/PROGRAMS			
Equity Initatives			
Donations for Equity Initiatives Within Staunton City Schools	900300-40580-EQUIT	$ 124,587.43	
Contingency	91101100-59100-EQUIT		$ 124,587.43
To appropriate Staunton Rotary Donation			
Donations Private Gifts	900300-40580	$ 450.00	
Books & Subscriptions	91323188-56012		$ 450.00
To appropriate Newman Donation to Shelburne MS			
Donations Private Gifts	900300-40580	$ 2,500.00	
Donations Private Gifts	900300-40580-EQUIT	$ 100.00	
Band Instruments	91102587-58108		$ 2,500.00
Contingency	91101100-59100-EQUIT		$ 100.00
Bessie Weller Elementary Thacker Fund			
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School			
Prior Year Donated Funds	900100-49302	$ 17,858.16	
Bessie Weller Elementary Thacker Fund	91101181-56109-THACK		$ 17,858.16
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		$ 145,495.59	$ 145,495.59
TOTAL EDUCATION FUND		**$ 1,879,577.51**	**$ 1,879,577.51**

STAUNTON CITY SCHOOLS

FY 2021 BUDGET

AMENDMENT NO. 4

STATE OPERATED PROGRAMS FUND		REVENUES	EXPENDITURES
TITLE VIB Federal Grant - CCCA			
To appropriate remaining grant funds from prior year grant funds awarded for T6B00 Regional			
FederaRevenues	920393-43027-T6BCC	$ 34,287.88	
TITLE VIB Federal Grant - CCCA	S1109993-56210-T6BCC		$ 21,287.88
Educational Supplies	S1109993-56013		$ 13,000.00
TITLE I Part D Neglected and Delinquent - SOP			
To appropriate additional federal grant funds for neglected and delinquent students	920391-43015-T1D00	$ (19,066.31)	
Other Professional Services	S1109991-51120-T1D00		$ (19,066.31)
TOTAL STATE OPERATED PROGRAMS FUND 920		**$ 15,221.57**	**$ 15,221.57**

SCHOOL CIP FUND 966			
Capital Improvement Projects			
Transfer from Education Fund	966100-49290	$ 710,819.11	
Dixon Infrasturure Upgrades	K6609084-58120		$ 250,000.00
Repave all school parking lots and roadways. Annual funding $1(	K6209000-58113		$ 100,000.00
CIP Projects- Undesignated- Pending Approval of CIP Plan	K9009000-58100		$ 360,819.11
Transfer from Education Fund	966100-49290	$ 278,231.00	
School Bus Equipment	K9009000-58100		$ 278,231.00
To appropriate insurance recoverries of HVAC Chiller damage			
Transfer from Education Fund	966100-49290	$ 64,230.00	
Replace HVAC / Chiller	K6609095-58104		$ 64,230.00
TOTAL SCHOOL CIP FUND 966		**$ 1,053,280.11**	**$ 1,053,280.11**

STAUNTON CITY SCHOOLS

FY 2019 BUDGET

AMENDMENT NO. 4

CAFETERIA FUND			
Donations	930395-40580	$ 125.00	
Food Service Supplies	H5109081-56002		$ 25.00
Food Service Supplies	H5109082-56002		$ 25.00
Food Service Supplies	H5109083-56002		$ 25.00
Food Service Supplies	H5109087-56002		$ 25.00
Food Service Supplies	H5109088-56002		$ 25.00
To re-appropriate additional grant funds from the Chef Anne Foundation Grant for the Cafeteria Fund for a point of sale system and food supplies.			
Other Grants	930100-49302	$ 34,918.41	
Other Purchased Services	H5209095-53611-CHEF		$ 34,918.41
To appropriate CRF Funding			
Transfer From Education Fund	930100-49290	$ 8,554.00	
Other Operating Supplies	H5109000-56014-CFR		$ 8,554.00
To re-appropriate Miles for Meals balance			
Appropriation from fund balance	930100-49302	$ 3,627.24	
Supplies	H5109000-56003-MM5K		$ 3,627.24
To re-appropriate of donations for hardship lunch			
Miles for Meals 5K	930100-49302	$ 4,281.61	
Contingency	H5109000-59100		$ 4,281.61
Appropriation from fund balance	930100-49302	$ 8,682.54	
Share our Strength Contingency	H5109000-51620		$ 5,000.00
Share our Strength Contingency Breakfast	H5109081-56014-SOSB		$ 1,000.00
Other Operating Supplies	H5109000-56014-NKHVA		$ 2,182.54
Food Service Supplies	H5109087-56000-CACFP		$ 500.00
TOTAL SCHOOL CAFETERIA FUND 930		**$ 60,188.80**	**$ 60,188.80**
GRAND TOTAL BUDGET AMENDMENT NO. 4		**$ 3,008,267.99**	**$ 3,008,267.99**

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Phil Trayer** **Chief Finance Officer** **Steven L. Rosenberg** **City Manager**
Item #	**E**	
Ordinance #		
Department:	**Finance** **City Manager's Office**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Ordinance to Appropriate an Additional 20% of the FY2021 Adopted Budget**	

Background: The FY2021 budget was adopted on May 14, 2020 in the amount of $114,290,621. Recognizing the challenging realities created by the consequences of the global COVID-19 pandemic emergency-disaster and its potential impact on FY2021's revenues, it was decided to appropriate sixty percent (60%) of the approved budget at that time. Per Section 2 of City Ordinance No. 2020-08 (attached), Council has an option to appropriate additional funds at its discretion. Because this ordinance does not affect the amount of the previously approved FY2021 budget, but only authorizes staff to allow expenditures up to 80% of the approved FY2021 budget, no public hearing is required.

After several months, the uncertainty of the economic impact has decreased. The local economic impact as of this date, while significant, is less severe than projected earlier this year. Accordingly, staff recommends that Council continue on a fiscally conservative path and appropriate an additional twenty percent (20%), or $22,858,124, of the FY2021 adopted budget at this time. This will bring the total appropriation up to eighty percent (80%) or, $91,432,497, of the adopted budget.

The proposed FY2021 Budget Appropriation Ordinance totals $22,858,124 (additional City appropriation of $15,417,704 and additional Schools appropriation of $7,440,420), as detailed below. The ordinance was introduced at Council's meeting on November 12, 2020, and is scheduled for consideration on December 10, 2020. A final appropriation is tentatively scheduled to be presented to Council for consideration in February.

Fund	Additional Appropriation
General Fund	$ 11,274,940
Debt Service	968,883
Blue Ridge Court Services	218,595
Water Fund	1,009,362
Sewer Fund	912,479
Parking Fund	108,024
Stormwater Fund	258,463
Environmental Fund	666,959
Sub Total	**$ 15,417,704**
Education Fund	$ 6,494,295
Cafeteria Fund	294,342
School Textbook Fund	55,455
State Operated Programs	596,329
Sub Total	**$ 7,440,420**
Total Appropriation	**$ 22,858,124**

Attachments:
Attachment 1—City Ordinance No. 2020-08
Attachment 2—Proposed FY2021 Adopted Budget Additional Appropriation Ordinance

City Manager: Recommend the ordinance be adopted.

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2021 budget by adding an additional twenty percent (20%) of the FY2021 adopted budget in an amount equal to $22,858,124, as presented.

City Manager: Steven L. Rosenberg

ATTCH A
CC Meeting 05.14.20

Ordinance No. 2020-08

AN ORDINANCE ESTABLISHING AND APPROVING A BUDGET FOR THE SCHOOL BOARD OF THE CITY OF STAUNTON, AND FOR THE CITY OF STAUNTON, VIRGINIA, BOTH SEPARATELY AND COLLECTIVELY FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021, APPROPRIATING FUNDS AT SIXTY PERCENT (60%) OF SUCH APPROVED BUDGETED AMOUNTS FOR PUBLIC PURPOSES FOR SUCH FISCAL YEAR, SUBJECT TO FUTURE APPROPRIATION AMENDMENT(S); ESTABLISHING A TAX RATE ON TAXABLE PERSONAL PROPERTY, REAL ESTATE AND PROPERTY OF PUBLIC SERVICE CORPORATIONS; ESTABLISHING AND IMPOSING A SERVICE CHARGE ON CERTAIN REAL PROPERTY EXEMPT FROM TAXATION; AND CONTINUING IN EFFECT ALL ORDINANCES OF THE CITY OF STAUNTON, VIRGINIA, RELATING TO TAXES, LICENSES, FEES, SERVICE CHARGES, COSTS AND OTHER CHARGES AND ALL ORDINANCES RELATING TO THE TIME OF PAYMENT THEREOF AND COLLECTION THEREOF, EXCEPT AS HEREIN SPECIFICALLY MODIFIED

Recitals

A. Beginning as early as the fall of the previous year, future budget year fiscal planning involves an extensive process that includes departmental and other reviews and funding requests and individual meetings with representatives of the departments and of other public bodies and public officials funded by or through the City of Staunton.

B. As the budget planning process for fiscal year 2021 was well under way, to such an extent that the City Manager had already formulated a recommended fiscal year 2021 budget, the emergency and disaster circumstances of the global COVID-19 pandemic hit. That pandemic has led to shelter-at-home and business closure orders of the Governor of Virginia, having an unprecedented impact on individuals, businesses, and non-profit organizations, and on state and local government financial and operational aspects.

C. When the City Manager initially presented the recommended fiscal year 2021 budget to Council on March 26, 2020, the City Manager emphasized that the recommended budget would require significant review and changes, given the predicted significant impact that the global COVID-19 pandemic emergency and disaster would have on City revenues, with businesses having to close and individuals sheltering at home, consistent with federal guidelines and actions of the Governor of Virginia.

D. Circumstances were such that Council took various emergency-disaster actions related to the COVID-19 pandemic circumstances, including those reflected in ordinances 2020-04 and 2020-05.

E. In the meantime, the City Manager implemented prudential measures that included hiring and spending freezes and capital project expenditures review, and other measures such as termination of certain part-time employees, to protect the City's fiscal condition in light of evolving circumstances.

F. On April 23, 2020, City Council conducted a public hearing on the budget ordinance based on the City Manager's initial recommended budget and first introduced on March 26, 2020, which public hearing was advertised in *The News Leader*. City Council also encouraged other input on the proposed budget and its members have remained receptive to citizen input even as the process or review and discussion has continued.

G. The City Manager, with the leadership of the chief finance officer of the City, developed further data, and Council has conducted several budget work sessions as part of a careful, systemic review of City finances to position the City to responsibly manage the fiscal and budgetary challenges currently and in the year ahead.

H. The City Manager now has briefed Council several additional times, and Council members have discussed at length the budget implications.

I. In light of all of the considerations and discussions, the City Manager has proposed a fundamentally altered budget recommendation for fiscal year 2021, reflecting reductions from his originally formulated budget of as much as $7,862,905 that, among other things, includes a plan for mandated employee furlough.

J. Council, recognizing the challenging realities created by the consequences of the global COVID-19 pandemic emergency and disaster, concurs with the City Manager and even has committed to reflect in its own future net salary the pay adjustments that align with the furlough that employees will experience.

K. Even with all of these actions, the City Manager and Council believe that unlike in any other years, it is prudent to approve annual budgets for the School Board and for the City yet authorize in this ordinance an appropriation that is a percentage of the annual budgets approved, appreciating that only the act of appropriation authorizes the expenditure of funds and that the City Manager will continue to review further developments and bring to the City Council one or more appropriation ordinances that would amend the appropriation authorized by this ordinance.

L. This matter has been properly advertised, heard, and considered.

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

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

SECTION 1. The following budget of the School Board of the City of Staunton and of the City of Staunton, separately and collectively, as annexed and reflected and incorporated by reference, totaling **$114,290,621** for the City of Staunton, Virginia for the fiscal year beginning July 1, 2020 and ending June 30, 2021 is hereby proposed, approved and adopted:

(SEE ATTACHED BUDGET(S), incorporated by reference)

SECTION 2. Public revenues of the City of Staunton, Virginia are hereby appropriated for public purposes for the fiscal year beginning July 1, 2020, and ending June 30, 2021, at **sixty percent (60%)** thereof as set forth in the appropriate Section of such budget, with the recognition and stipulation that budget approval is not an appropriation of funds and only those funds as appropriated at such percentage and no more are set aside and may be spent, subject to future appropriation amendment(s) by ordinance as may be adopted by City Council.

SECTION 3.

3.1. The tax rate for all real estate, including real estate owned by public service corporations, subject to tax for the calendar year beginning January 1, 2020, shall be and is fixed at $0.95 per $100.00 of assessed value of such property per year, with assessed values being established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January of every odd numbered year.

3.2. All real property and improvements located in the Downtown Service District is subject to an additional tax for the calendar year beginning January 1, 2020, which shall be and is fixed at a rate of $0.15 (fifteen cents) per $100.00 of assessed value of such property for calendar year 2020. Assessed values for the Downtown Service District shall be established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January 1 of every odd numbered year.

3.3. These rates shall continue until modified by action of the Council of the City of Staunton, Virginia.

SECTION 4.

4.1. The tax rate for all personal property, including vehicles owned by public service corporations (but excluding machinery and tools, referenced and defined in Section 58.1-3507 of the Code of Virginia, as amended), subject to tax for the calendar year beginning January 1, 2020, shall be fixed at $2.90 per $100.00 of assessed value per year.

4.2. The tax rate for machinery and tools as defined in Section 58.1-3507 of the Code of Virginia, as amended, subject to tax for the calendar year beginning January 1, 2020, shall be and is fixed at $1.24 per $100.00 of assessed value per year.

SECTION 5. For the period of July 1, 2020, through June 30, 2021, certain categories of property exempted from taxation under Section 58.1-3600 et seq. of the Code of Virginia, as amended, shall be assessed and have imposed a fee or service charge based on the assessed value of the real estate and the amount which the City of Staunton expended in the year preceding for police and fire protection and, in the case of faculty and staff housing of an educational institution, the cost of public school education. The categories of property eligible for such assessment, and the method for calculating the assessment, are prescribed in Section 58.1-3400 et seq. of the Code of Virginia, as amended.

SECTION 6. The rate of service charge or fee imposed for property subject to such charge or fee under Section 5 of this ordinance shall be and is fixed and imposed at $0.19 per annum per $100.00 of assessed value and $0.48 per annum per $100.00 of assessed value for faculty and staff housing of an educational institution for the 2020 calendar year. The service charge shall be and is payable in one installment on December 15, 2020. Any service charge not paid when due shall bear interest computed at the rate of 10% per annum from the due date until paid.

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

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

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

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

The following respective annual amounts, however, shall be voluntarily returned pro rata bimonthly as to each such salary by an amount equal to 3.85% of the salary, as already requested by each individual member of Council, to a contra account which then periodically shall be credited to the general fund of the City, with the stipulation that this action does not alter the salaries above as established in this ordinance: Mayor $424; Vice-Mayor $385; and Council Members, $385.

SECTION 10.

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

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

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

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

INTRODUCED:	March 26, 2020
PUBLIC HEARING ADVERTISE DATE:	April 16, 2020
PUBLIC HEARING DATE:	April 23, 2020
ADOPTED:	May 14, 2020
EFFECTIVE DATE:	July 1, 2020

Carolyn W. Dull

Carolyn W. Dull, Mayor

ATTEST: Suzanne F. Simmons

Suzanne F. Simmons
Clerk of Council

Ordinance No. 2020-

CITY OF STAUNTON, VIRGINIA
FY 2021 ADOPTED BUDGET ADDITIONAL APPROPRIATION

GENERAL FUND

ANTICIPATED REVENUE	ADDITIONAL APPROPRIATION
General Property Taxes	$ 5,072,150
Other Local Taxes	2,592,900
Commonwealth of Virginia	2,519,778
Current Service Charges	360,667
Federal Revenue	256,995
Recovered Costs	232,375
Licenses and Permits	47,080
Use of Money and Property	49,300
Fines and Forfeitures	46,400
Miscellaneous	97,296
Total Revenue	$ 11,274,940

APPROPRIATIONS	
Transfer to Education Fund	$ 2,408,882
Public Safety	2,408,704
Health and Welfare	1,472,476
Public Works	1,194,353
General Government Administration	1,220,092
Transfer to Debt Service Sinking Fund	968,883
Parks, Recreation, Library, and Cultural	734,044
Judicial Administration	447,951
Community Development	417,755
Transfer to the City CIP Fund	-
Educational Agency Contributions	1,800
Total Appropriations	$ 11,274,940

DEBT SERVICE SINKING FUND

ANTICIPATED REVENUE	
Transfer from the General Fund	$ 968,883
Total Revenue	$ 968,883

APPROPRIATIONS	
Debt	$ 968,883
Total Appropriations	$ 968,883

CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE	
Transfer from the General Fund	$0
Total Revenue	$0

APPROPRIATIONS	
Capital Improvements	$0
Total Appropriations	$0

BLUE RIDGE COURT SERVICES FUND

ANTICIPATED REVENUE	
Non Capital Grants/ Contributions	$ 158,941
Miscellaneous	23,574
Charges for Services	36,080
Total Revenue	$ 218,595

APPROPRIATIONS	
Operations	$ 218,595
Total Appropriations	$ 218,595

WATER FUND

ANTICIPATED REVENUE		
Charges for Service	$	927,245
General Revenues		82,117
Total Revenue	$	1,009,362
APPROPRIATIONS		
Operations	$	689,143
Debt		204,219
Capital		116,000
Total Appropriations	$	1,009,362

SEWER FUND

ANTICIPATED REVENUE		
Charges for Services	$	781,000
General Revenues		131,479
Total Revenue	$	912,479
APPROPRIATIONS		
Operations	$	481,180
Debt		282,241
Capital		149,058
Total Appropriations	$	912,479

PARKING FUND

ANTICIPATED REVENUE		
Charges for Services	$	89,100
General Revenues		18,924
Total Revenue	$	108,024
APPROPRIATIONS		
Operations	$	64,741
Debt		35,683
Capital		7,600
Total Appropriations	$	108,024

STORMWATER FUND

ANTICIPATED REVENUE		
Charges for Services	$	157,000
General Revenues		101,463
Total Revenue	$	258,463
APPROPRIATIONS		
Operations	$	76,483
Capital		181,980
Total Appropriations	$	258,463

ENVIRONMENTAL FUND

ANTICIPATED REVENUE		
Charges for Services	$	641,729
General Revenues		24,000
Non Capital Grants/ Contributions		1,230
Total Revenue	$	666,959
APPROPRIATIONS		
Operations	$	539,558
Capital		127,401
Total Appropriations	$	666,959

EDUCATION FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	3,196,898
Transfer from the General Fund		2,408,882
Federal Government		510,971
Charges for Services		184,397
General Revenues		193,147
Total Revenue	$	6,494,295
APPROPRIATIONS		
Administration and Operation of Schools	$	6,494,295
Total Appropriations	$	6,494,295

CAFETERIA FUND

ANTICIPATED REVENUE		
Operating Grants	$	251,542
Charges for Service		37,726
General Revenues		5,074
Total Revenue	$	294,342
APPROPRIATIONS		
Operations	$	294,342
Total Appropriations	$	294,342

SCHOOL TEXTBOOK FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	33,955
General Revenues		21,500
Total Revenue	$	55,455
APPROPRIATIONS		
Operations	$	55,455
Total Appropriations	$	55,455

SCHOOL CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE		
General Revenues		$0
Total Revenue		$0
APPROPRIATIONS		
Capital Improvements		$0
Total Appropriations		$0

STATE OPERATED PROGRAMS

ANTICIPATED REVENUE		
Operating Grants	$	506,802
General Revenues		89,527
Total Revenue	$	596,329
APPROPRIATIONS		
Operations	$	596,329
Total Appropriations	$	596,329

Grand Total Revenues	**$**	**22,858,124**
Grand Total Expenditures	**$**	**22,858,124**

INTRODUCED: November 12, 2020

Approved this ________________day of ________2020

Effective Date: ____________________

ATTEST:__________________________
Suzanne F. Simmons
Clerk of Council

CERTIFIED:_________________________________
Andrea Oakes
Mayor of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

<table>
<tr><td>Meeting Date:</td><td>December 10, 2020</td><td rowspan="3">Staff Members:

Phil Trayer
Cindy Fitzgerald</td></tr>
<tr><td>Item #</td><td>F</td></tr>
<tr><td>Ordinance #</td><td></td></tr>
<tr><td>Department:</td><td colspan="2">Finance</td></tr>
<tr><td>Council Vision:</td><td colspan="2">Responsive, Efficient Government</td></tr>
<tr><td>Subject:</td><td colspan="2">Presentation by City Auditors on the FY2020 Comprehensive Annual Financial Report</td></tr>
</table>

Background: Megan Argenbright of Brown Edwards & Company, L.L.P., the City's auditor, will present the FY2020 Comprehensive Annual Financial Report (CAFR) and findings to City Council.

Attached are the FY2020 final audit documents:

1. the FY 2020 Comprehensive Annual Financial Report, which is also available online at www.staunton.va.us at the Finance Department's departmental webpage;

2. the Auditor's Comments on Internal Controls and Other Suggestions Report;

3. the Auditor's communication/management representation letter; and

4. notarized statement to the Commonwealth of Virginia Auditor of Public Accounts.

The Auditor's Comments on Internal Controls and Other Suggestions Report also includes a summary of the upcoming financial statement requirements from the Governmental Accounting Standards Board (GASB), that will require more reporting in the CAFR to satisfy those requirements. Some of these additional requirements may increase the costs to the City due to additional audit costs. These GASB accounting statements are effective for fiscal years 2021-2023, and include:

1. GASB Statement No. 84—Fiduciary Activities (FY2021);
2. GASB Statement No. 87—Leases (financial reporting for leases) (FY2022);
3. GASB Statement No. 90 – Majority Equity Interest (reporting requirements as it relates component units) (FY2021);
4. GASB Statement No. 91—Conduit Debt Obligation reporting requirements (FY2023);
5. GASB Statement No. 92—Omnibus (enhances accounting and finance reporting comparability) (FY2022);
6. GASB Statement No. 93—Replacement on Interbank Offered Rates (addresses the impact of using Interbank Offered Rate, or IBOR, instead of LIBOR, as the appropriate benchmark interest rate (FY2022);
7. GASB Statement No. 94—Public-Private and Public-Public Partnerships and Availability Payment Arrangements (statement addresses issues related to public-private and public-public partnership arrangements – PPP) (FY2023);
8. GASB Statement No. 96—Subscription-Based Information Technology Arrangements (provides guidance on the accounting and financial reporting for subscription-based information technology arrangements, SBITA, for government end users) (FY2023);
9. GASB Statement No. 97—Certain Component Unit Criteria and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans (provides more consistent reporting of defined contribution pension plans, deferred contribution OPEB plans, and other employee benefit plans) (FY2022).

The CAFR is prepared by the Finance Department and opined by the auditor. The auditor expressed an unmodified opinion on the financial statements for FY2020. An unmodified opinion means that the City's CAFR is materially correct in accordance with generally accepted accounting principles and may be relied upon by the users of the financial statements.

The CAFR is divided into four sections: (1) Introductory Section, (2) Financial Section, (3) Statistical Section, and (4) Compliance Section.

The Financial Section contains the Management's Discussion and Analysis of the City's financial performance during FY2020 with some comparisons to FY2019. This analysis summarizes financial statements of the City's general operating funds and the enterprise funds for the year.

Statement of Activities

The Statement of Activities is presented on pages 6 and 7 of the CAFR. The statement displays all of the operating revenues and expenditures for the entire City government. For Governmental Activities, education expenditures required the highest local tax revenue support at $12,369,472, public safety expenditures were second at $11,488,179, and public works expenditures were third at $3,490,405.

The Compliance Section contains the report on internal controls, compliance matters, and schedules of findings and questioned costs starting on page 161.

The auditor noted the following in their report on compliance and internal control matters in the CAFR:

a) The auditor's report expresses an unmodified opinion on the financial statements;
b) No significant deficiencies relating to the audit are reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other

Matters based on an audit of the financial statements performed in accordance with Government Auditing Standards;

c) No instances of noncompliance material to the financial statements were disclosed;
d) No significant deficiencies relating to the audit of the major federal ward programs were reported in the Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance required by the Uniform Guidance;
e) The auditor's report on compliance for the major federal award programs expresses an unmodified opinion; and
f) No audit findings relating to major programs.

Schedule of Findings and Questioned Costs, page 171:

a) Financial Statement Audit—none.
b) Major Federal Award Programs Audit—none.
c) Commonwealth of Virginia—none.

City Manager's Recommendation: Accept the FY2020 CAFR, as presented.

Suggested Motion: I move that City Council accept the Fiscal Year 2020 Comprehensive Annual Financial Report, as presented.

City Manager: Steven L. Rosenberg

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

Meeting Date:	**December 10, 2020**	**Staff Member:** **Shane Ayers** **Animal Control Officer**
Item #	**G**	
Ordinance #		
Department:	**Police**	
Council Vision:	**Responsive, Efficient Government**	
Subject:	**Ordinance Amending Section 6.05.010, Definitions, of Chapter 6.05, In General, of Title 6, Animals and Fowl, to Align with Changes to the Code of Virginia as Enacted by the General Assembly and to Amend the Definition of "Wild or Exotic Animal"**	

Background: The Virginia General Assembly has enacted changes at various times to the Code of Virginia which merit amendments to update some aspects of the Staunton City Code. These updates are part of an ongoing process to amend the City Code to align with changes to the Code of Virginia.

Exhibit A is a proposed draft ordinance amending the definitions of "adequate shelter," "adequate space," "companion animal," and "wild or exotic animal," within the context of animal control, found in the Staunton City Code's Title 6, Animals and Fowl.

"Adequate shelter" is amended definitionally to provide that outdoor tethering of an animal does not meet the requirement that an animal be given adequate shelter unless the animal is safe from predators and well equipped to tolerate its environment during the effective period for a hurricane warning or tropical storm warning issued by the National Weather Service, during a heat advisory when the temperature is 85 degrees Fahrenheit or higher or 32 degrees Fahrenheit or lower, or during the effective period for a severe weather warning, including a winter storm, tornado, or severe thunderstorm warning, unless an animal control officer has inspected the circumstances and determined the animal to be safe from predators and well suited and well equipped to tolerate its environment.

“Adequate space” is amended definitionally to provide that a tether meets the requirement that an animal be given adequate space if the tether is at least 15 feet in length or four times the length of the animal, or when an animal control officer has inspected the animal’s circumstances and determined that a tether of at least 10 feet or three times the length of the animal, but shorter than 15 feet or four times the length of the animal, makes the animal more safe, more suited, and better equipped to tolerate its environment than a longer tether.

“Companion animal” is amended definitionally to align with the definition in the Code of Virginia.

“Wild or exotic animal” is amended definitionally to exclude animals which have been bred in captivity and which have never known the wild and are lawfully made available for sale or otherwise by pet shops located and lawfully operating in the corporate limits of the City.

Exhibit B is the public hearing advertisement notice from *The News Leader* indicating the advertisement dates of October 22, 2020, and November 4, 2020.

At Council’s regularly scheduled meeting on November 12, 2020, the proposed ordinance was presented and a public hearing was conducted. There were no comments from the public.

City Manager’s Recommendation: Adopt the proposed ordinance.

Suggested Motion: I move that City Council adopt the proposed ordinance amending Section 6.05.010, Definitions, of Chapter 6.05, In General, of Title 6, Animals and Fowl, to align with changes to the Code of Virginia as enacted by the General Assembly and to amend the definition of “wild or exotic animal,” as presented.

City Manager: Steven L. Rosenberg

Ordinance No. 2019 - __

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 6.05.010, DEFINITIONS, OF CHAPTER 6.05, IN GENERAL, OF TITLE 6, ANIMALS AND FOWL, OF THE STAUNTON CITY CODE TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY AND TO AMEND THE DEFINITION OF "WILD OR EXOTIC ANIMAL"

Recitals

A. The General Assembly has enacted changes at various times to the Code of Virginia which merit amendments relating to the definitions under Title 6 of the Staunton City Code (SCC) of "adequate shelter," "adequate space," and "companion animal" to align the SCC with the Code of Virginia related to "companion animals";

B. Pursuant to Staunton City Charter Section 11, Thirteenth, and Section 3.2-6543 of the Code of Virginia, the City Council has the authority to amend provisions of Title 6, Animals and Fowl, of the City Code;

C. The City Council finds that it is in the interest of the City and its citizens to amend the SCC provisions relating to the definitions of "adequate shelter," "adequate space," "companion animal" and "wild or exotic animal" consistent with the changes enacted to Section 3.2-6500 of the Code of Virginia;

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

E. 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 Sections 6.05.010, Definitions, and 6.15.010, Definitions, of the Staunton City Code be and hereby is amended as follows:

6.05.010 Definitions.

The following words and phrases shall, as used in this title, have the following meanings:

…

"Adequate shelter" means provision of and access to shelter that is suitable for the species, age, condition, size, and type of each animal; provides adequate space for each animal; is safe and protects each animal from injury, rain, sleet, snow, hail, direct sunlight, the adverse effects of heat or cold, physical suffering, and impairment of health; is properly lighted; is properly cleaned; enables each animal to be clean and dry, except when detrimental to the species; during hot weather, is properly shaded and does not readily conduct heat; during cold weather, has a windbreak at its entrance and provides a quantity of bedding material consisting of ~~straw~~ hay, cedar shavings, or the equivalent that is sufficient to protect the animal from cold and promote the retention of body heat; and, for dogs and cats, provides a solid surface, resting platform, pad, floor mat, or similar device that is large enough for the animal to lie on in a normal manner and can be maintained in a sanitary manner. Under this chapter, shelters whose wire, grid, or slat floors (1) permit the animals' feet to pass through the openings, (2) sag under the animals' weight, or (3) otherwise do not protect the animals' feet or toes from injury are not adequate shelter. The outdoor tethering of an animal shall not constitute the provision of adequate shelter unless the animal is safe from predators and well suited and well equipped to tolerate its environment during the effective period for a hurricane warning or tropical storm warning issued for the area by the National Weather Service, or during a heat advisory issued by a local or state authority, when the actual or effective outdoor temperature is 85 degrees Fahrenheit or higher or 32 degrees Fahrenheit or lower, or during the effective period for a severe weather warning issued for the area by the National Weather Service, including a winter storm, tornado, or severe thunderstorm warning, unless an animal control officer, having inspected an animal's individual circumstances has determined the animal to be safe from predators and well suited and well equipped to tolerate its environment.

"Adequate space" means sufficient space to allow each animal to (1) easily stand, sit, lie, turn about, and make all other normal body movements in a comfortable, normal position for the animal and (2) interact safely with other animals in the enclosure. When the animal is tethered, "adequate space" means that the tether to which the animal is attached permits the above actions and is appropriate to the age and size of the animal; is attached to the animal by a properly applied collar, halter, or harness, not of the choker type, that is configured so as to protect the animal from injury and prevent the animal or tether from becoming entangled with other objects or animals, or from extending over an object or edge that could result in the strangulation or injury of the animal; is at least the greater of 15~~0~~ feet in length or ~~three~~four times the length of the animal, as measured from the tip of its nose to the base of its tail, except when the animal is being walked on a leash or is attached by a tether to a lead line or when an animal control officer, having inspected an animal's individual circumstances, has determined that in such an individual case, a tether of at least 10 feet or three times the length of the animal, but shorter than 15 feet or four times the length of the animal, makes the animal more safe, more suited, and better equipped to tolerate its environment than a longer tether; does not, by its material, size, or weight or any other characteristic, cause injury or pain to the animal; does not weigh more than one-tenth of the animal's body weight; and does not have weights or other heavy objects attached to it. The walking of an animal on a leash by its owner shall not constitute the tethering of the animal for the purpose of this definition. When freedom of movement would endanger the animal, temporarily and appropriately restricting movement of the animal according to professionally accepted standards for the species is considered provision of adequate space. The provisions of this definition that relate to tethering shall not apply to agricultural animals.

…

“Companion animal” means any domestic or feral dog, domestic or feral cat, nonhuman primate, guinea pig, hamster, rabbit not raised for human food or fiber, exotic or native animal, reptile, exotic or native bird, or any feral animal or any animal under the care, custody, or ownership of a person or any animal which is bought, sold, traded, or bartered by any person. No ~~A~~agricultural animal~~s~~, game species, or ~~any~~ animal~~s~~ regulated under federal law as a research animal~~s~~ shall ~~not~~ be considered a companion animal~~s~~ for the purposes of this chapter.

…

6.05.010 Definitions.
For the purposes of this chapter, the following words and phrases shall have the meanings respectively ascribed to them:

…

(4) “Wild or exotic animal” shall mean any live monkey (nonhuman primate), raccoon, skunk, wolf, squirrel, fox, leopard, panther, tiger, lion, lynx or any other warm-blooded animal, poisonous snake or tarantula which can normally be found in the wild state or any other member of crocodilian, including, but not limited to, alligators, crocodiles, caimans, and gavials. Animals ~~Ferrets, guinea pigs, nonpoisonous snakes, rabbits, and laboratory rats~~ which have been bred in captivity and which have never known the wild ~~shall~~ and are lawfully made available for sale or otherwise by a pet shop located and lawfully operating in the corporate limits of the City of Staunton shall be excluded from this definition.

…

In all other respects, the provisions of Chapter 6.05, In General, of Title 6, Animals and Fowl, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

____
Andrea W. Oakes, Mayor

ATTEST:______________________________
Suzanne F. Simmons, Clerk of Council

DRAFT

137

DRAFT

EXHIBIT B

**NOTICE OF INTENT AND PUBLIC HEARING
TO CONSIDER AN ORDINANCE TO AMEND SECTION 6.05.010, DEFINITIONS, OF CHAPTER 6.05, IN GENERAL, OF TITLE 6, ANIMALS AND FOWL, OF THE STAUNTON CITY CODE TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY AND TO AMEND THE DEFINITION OF "WILD OR EXOTIC ANIMAL"**

The Staunton City Council will hold a public hearing at its regular meeting at 7:30 p.m. on Thursday, November 12, 2020, in Council Chambers, first floor of City Hall, 116 West Beverley Street, Staunton, Virginia on whether to adopt an ordinance to amend Section 6.05.010, Definitions, of Chapter 6.05, In General, of Title 6, Animals and Fowl, of the Staunton City Code to align with changes to the Code of Virginia as enacted by the General Assembly and to amend the definition of "wild or exotic animal."

Copies of the proposed ordinance to review the amendments, in full context, are available for inspection during normal working hours at the office of the Clerk of Council and at the office of the City Manager. The Staunton City Code is available online at: https://www.codepublishing.com/VA/Staunton/

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

Suzanne F. Simmons,
Clerk of Council

Please publish this ad in the legal notices portion of the Staunton News Leader on Wednesday, October 28, 2020, **AND** Wednesday, November 4, 2019.

CITY COUNCIL **AGENDA BRIEFING**

I

Staunton, VA

Meeting Date:	**December 10, 2020**	**Staff Members:** **Rodney Rhodes** **Tim Hartless**
Item #	**I**	
Ordinance #		
Department:	**Community Development — Planning and Zoning**	
Council Vision:	**Culture**	
Subject:	**Consideration of Draft 2020 Staunton Greenways Plan**	

Background: In 2014, City Council directed the Planning Commission and the Recreation Advisory Commission to develop a *Staunton Greenways Plan* with a list of implementable priority greenway/trail projects. Council desired to identify a Capital Improvement Plan (CIP) project and dedicate funding for the construction of a keystone trail to be a part of an eventual greenways trail system throughout the City. Citizens have noted in various surveys their desire for additional and improved infrastructure for safe walking and bicycling in the City.

A draft plan was prepared, and on December 8, 2016, City Council, the Planning Commission and the Recreation Advisory Commission conducted a joint public hearing to receive comments on the plan. At the conclusion of the hearing, the commissions adjourned and reconvened jointly to consider the public comments. Each commission took action to formally recommend endorsement of the plan.

However, after the action by the commissions, at a regular meeting of the Bicycle and Pedestrian Advisory Committee (BPAC), members of the committee expressed continued concerns with the plan. It became apparent that the proposed plan could benefit from additional public review and comment. As a result, on April 13, 2017, City Council directed staff to reconsider the short-term priorities identified in the plan and explore other potential greenways. Such a process would involve informational meetings and likely a subsequent public hearing.

BPAC began reviewing the draft Staunton Greenways Plan and exploring other potential greenways once the Staunton Bicycle and Pedestrian Plan was completed in May of 2018. A representative of the Planning Commission worked with BPAC on the plan and updates were provided to the Parks and Recreation Department throughout the process. The committee received public input during this process through a public information meeting and an online survey.

On February 20, 2020, the Planning Commission, upon receiving an introduction to the draft Staunton Greenways Plan, directed staff to schedule and advertise a public hearing on the matter. An update on the draft Greenways Plan was provided to City Council on March 12, 2020, and a public hearing was conducted by the Planning Commission on July 16, 2020.

Review: The draft plan proposes four distinct greenways that would guide construction of additional dedicated paths and infrastructure. With public comments that were received, staff followed the hub and spoke concept with all of the paths originating from downtown. During drafting of the plan, a strong desire to provide connections to popular destinations—especially parks—became apparent, and that became a focal point of the plan.

The plan uses a combination of existing sidewalks, roads, and proposed off-road paths. This proposed plan is intended to be implemented over the long-term plan, in small stages. The four proposed routes include:

- North route to the city limits along Commerce Road
- West route to Gypsy Hill Park by way of Central Avenue and Churchville Avenue
- East route to city limits from downtown to Villages of Staunton and Betsy Bell Park, ending at the Frontier Culture Museum
- Southwest route to Montgomery Hall Park

BPAC recommends that all four routes should be adopted as proposed with the top priorities being the development of the North route along Commerce Road and the west route to Gypsy Hill Park.

Planning Commission Recommendation: At the Planning Commission meeting on July 16, 2020, the Planning Commission conducted a public hearing on the matter and considered the draft plan. During the public hearing, two individuals spoke in favor of the proposed plan and no one spoke in opposition. On a 4-0 vote, the Commission voted unanimously to recommend approval of the plan, concurring with staff's recommendation.

October 22, 2020 City Council Meeting: At Council's meeting on October 22, 2020 Rodney Rhodes and Sara Hollberg, Chair of the BPAC, presented the draft Greenways Plan to Council. They also shared with Council the results of an online survey created to obtain additional public input. Over 250 people noted their support of the Greenways Plan during the one-week survey. Over 200 respondents noted that greenways were very important, and that they would use them often. Safety from cars was noted by 69% of the survey takers as the most important aspect of a greenway. On the same date, Council conducted a public hearing on the proposed plan. During the public hearing, three individuals spoke in favor of the plan and no one spoke in opposition to it.

Attachment:

Staunton Greenways Plan, Draft 2/13/2020

Suggested Motion: I move that City Council adopt the Staunton Draft Greenways Plan – 2020, as proposed by the Staunton Bicycle and Pedestrian Advisory Committee, and recommended by the Planning Commission.

City Manager: Steven L. Rosenberg

“Greenways Draft 2 13 2020 (approved at 2/11/2020 BPAC meeting)

STAUNTON GREENWAYS PLAN
Draft 2/13/2020

Acknowledgments

Bicycle and Pedestrian Advisory Committee

Sara Hollberg, Chair
Matt Bond, Vice Chair
Ben Brewer
Brian Brown
Trafford McRae
Dan Wright

Staff

Rodney Rhodes, Senior Planner/Zoning Administrator
Jessica Wright, GIS Coordinator

Planning Commission Liaison

Adam Campbell

February 13, 2020

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I. VISION

The City of Staunton Bicycle and Pedestrian Advisory Committee (BPAC) has been working to assemble a greenways plan that will expand recreational opportunities and make more of the city accessible by foot or bike. The BPAC dedicated numerous meetings to the plan development, incorporating field trips, map information from the city's GIS staff, and feedback from representatives from the planning commission and parks and recreation. We also hosted a well-attended public forum soliciting feedback and suggestions, followed by an online questionnaire that received more than 130 responses. Public input pointed to a strong desire for safe places to walk and ride bicycles.

<u>We propose four distinct greenways</u> that would both enhance existing routes to important destinations and also guide the construction of additional dedicated paths and infrastructure. Framing our work has been the concept of an "urban hike" where visitors and residents can experience natural, cultural, and historical resources. While Staunton lacks the natural stream or rail corridor that might anchor a typical greenway, it *does* have extraordinary views from a variety of peaks and a concentration of pleasing historical and natural areas.

Our vision: residents and visitors can enjoy a scenic local journey as part of a day full of experiences, all within Staunton's city limits.

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II. GREENWAYS PLAN

DESIGN CONCEPTS & PRINCIPLES

1. **Connect popular destinations, especially parks.**
2. **Follow “hub and spoke” concept.**
    - Rather than a signature greenway, this plan proposes strategic off-road sections within corridors. The objective is to help enable more walking and cycling throughout the city, especially to access the city’s parks and natural areas.
3. **Use a combination of existing sidewalks and roads plus new off-road paths.**
    - Some of these routes already exist and could be promoted both for tourists and residents.
    - These greenway routes include locations recommended for off-road infrastructure (“greenways”). The remainder of the routes follow streets; here walkers and cyclists will use existing or upgraded sidewalks and roadways.
    - The routes use existing public land and rights of way to the greatest extent practicable.
4. **Mesh with other city plans and goals.**
    - Routes were chosen to serve multiple purposes and to fit with existing and planned infrastructure. The plan reflects related efforts, particularly Staunton’s Bicycle and Pedestrian Plan (2018) and Comprehensive Plan (approved 2019).
5. **Build on Staunton’s unique attributes.**
    - A critical concept in the plan is the idea of an “urban hike” where visitors and residents can experience natural, cultural, and historical resources. Staunton does not have a flat stream or rail corridor available for a typical greenway. What it does have is extraordinary views from a variety of peaks and a concentration of pleasing historical and natural areas. Residents and tourists can enjoy an invigorating local outing while staying in the community.

1\. **Plan long term by designing for incremental implementation.**
- This is a long-term plan. Projects may move forward in stages. The city might begin with existing routes and gradually add targeted safety upgrades and selectively extend infrastructure.
- By laying out complete routes, the Greenway Plan should increase the potential for connections to be made and strengthened over time.
- In identifying potential locations for shared use paths, the larger goal is to contribute to an overall transportation network that enables walkers and cyclists to safely travel to destinations.

See in Appendix: Trail Types, Map of Destinations & Routes, and Map of Bicycle Plan Routes

PROPOSED GREENWAY ROUTES

(all routes start Downtown from the Wharf at Byers Street)

1. North to City Limits **(via Commerce Road)**

(Blue) Estimated total distance: 4.4 miles

Summary: Cycling/walking path from downtown along Commerce Road to Green Hills Industrial Park and northern city limits, using existing sidewalks and new construction of a shared use path that also would provide a connection to locations in the northern portion of the City including Bells Lane and Augusta County facilities.

2. West to Gypsy Hill Park **(with optional loop to Shelburne Middle School)**

(Red) Estimated distance: 1.0 mile plus 1.3 mile park loop; Shelburne loop add 2+ plus miles)

Summary: Walking/cycling route from downtown to Gypsy Hill Park by way of Central Avenue and Churchville Avenue. A westward loop option connects to Shelburne Middle by way of Park Boulevard and W. Beverley Street to Grubert Avenue and from Grubert to Poplar Street and the west entrance of Gypsy Hill Park. Another option returns to downtown by way of W. Beverley Street.

3. East to City Limits **(via Villages at Staunton/Betsy Bell Park/Frontier Culture Museum)**

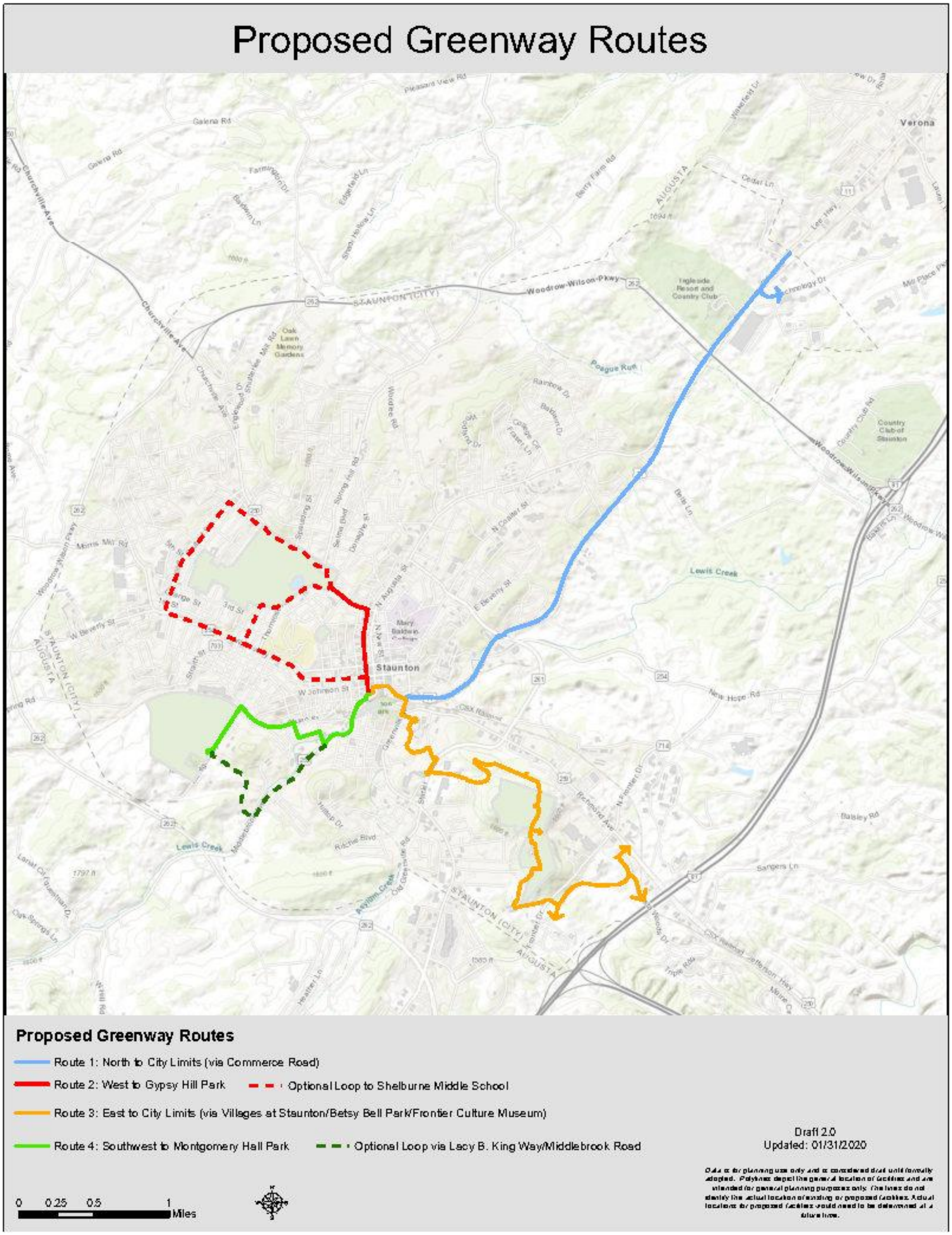
(Orange) Estimated distance: 5.0 miles

Summary: Walking/hiking/mountain biking route from downtown to the eastern city limits, passing through the Villages at Staunton development to Betsy Bell Park, skirting the mountain on the contour parallel to Richmond Road (with connections to adjacent apartment complexes and to the peak trail). The trail will continue eastward to join the existing Mary Gray path, descend near Red Oaks to Frontier Drive, cross into the Frontier Culture Museum property and ultimately join Route 250 and the eastern city limit.

4. Southwest to Montgomery Hall Park **(with optional loop via Lacy B. King Way / Middlebrook Road)**

(Green) Estimated distance: 1.6 miles (4.4 miles as full cycling loop)

Summary: Route using existing roads and sidewalks from downtown to Montgomery Hall Park. From Landes Park the route follows Middlebrook Road to Bridge Street, then Maple and Haile streets to Stuart Street, then left on Montgomery Avenue to Montgomery Hall Park. An optional loop uses a cycling route to return by way of Lacy B. King Way to Middlebrook Road to Landes Park.


Proposed Greenway Routes
Staunton
Verona
Proposed Greenway Routes
Route 1: North to City Limits (via Commerce Road)
Route 2: West to Gypsy Hill Park
Optional Loop to Shelburne Middle School
Route 3: East to City Limits (via Villages at Staunton/Betsy Bell Park/Frontier Culture Museum)
Route 4: Southwest to Montgomery Hall Park
Optional Loop via Lacy B. King Way/Middlebrook Road
Draft 2.0
Updated: 01/31/2020
0 0.25 0.5 1 Miles

DETAILED ROUTE DESCRIPTIONS

The four proposed Greenway routes are described below. Descriptions include the specific route, along with any options. Also noted are existing infrastructure and challenges; attractions, features, and value; and relationship to other plans. Next steps might include cost estimates.

The intent here is to identify potential places that could make attractive greenways. As possible, routes were chosen that would contribute to a functional pedestrian and cycling network and make the most of already planned capital investments. Routes were considered in relation to the Staunton Bicycle and Pedestrian Plan (SB&PP). The committee also tried to consider VDOT plans, development master plans, and other infrastructure projects when information was available. (This review could be only preliminary at this stage.)

Following the “hub and spoke” principle, all routes begin downtown. The starting point is the Wharf parking lot on Byers Street.

From the Wharf walkers and cyclists have options for beginning the routes:

- Walk to Greenville Avenue, by way of the Depot, to Mill Street, to Johnson Street
- Cycle to Greenville Avenue along Byers Street to Johnson Street, then
- Walk to Woodrow Wilson Park (WWP) scenic overlook, using the Sears Hill pedestrian bridge
- Cycle to WWP scenic overlook from Middlebrook Avenue, using the ramp beside the railroad bridge
- From WWP scenic overlook, walk or cycle down Garber Street to Greenville Avenue or follow Crowle and Baltimore streets to Hampton Street.

All of the Greenway routes incorporate parts of bicycle routes proposed in the Staunton Bicycle & Pedestrian Plan. (Note that the route colors do not correlate.)

<u>Relationship to Planned Bicycle Routes in SB&PP:</u>

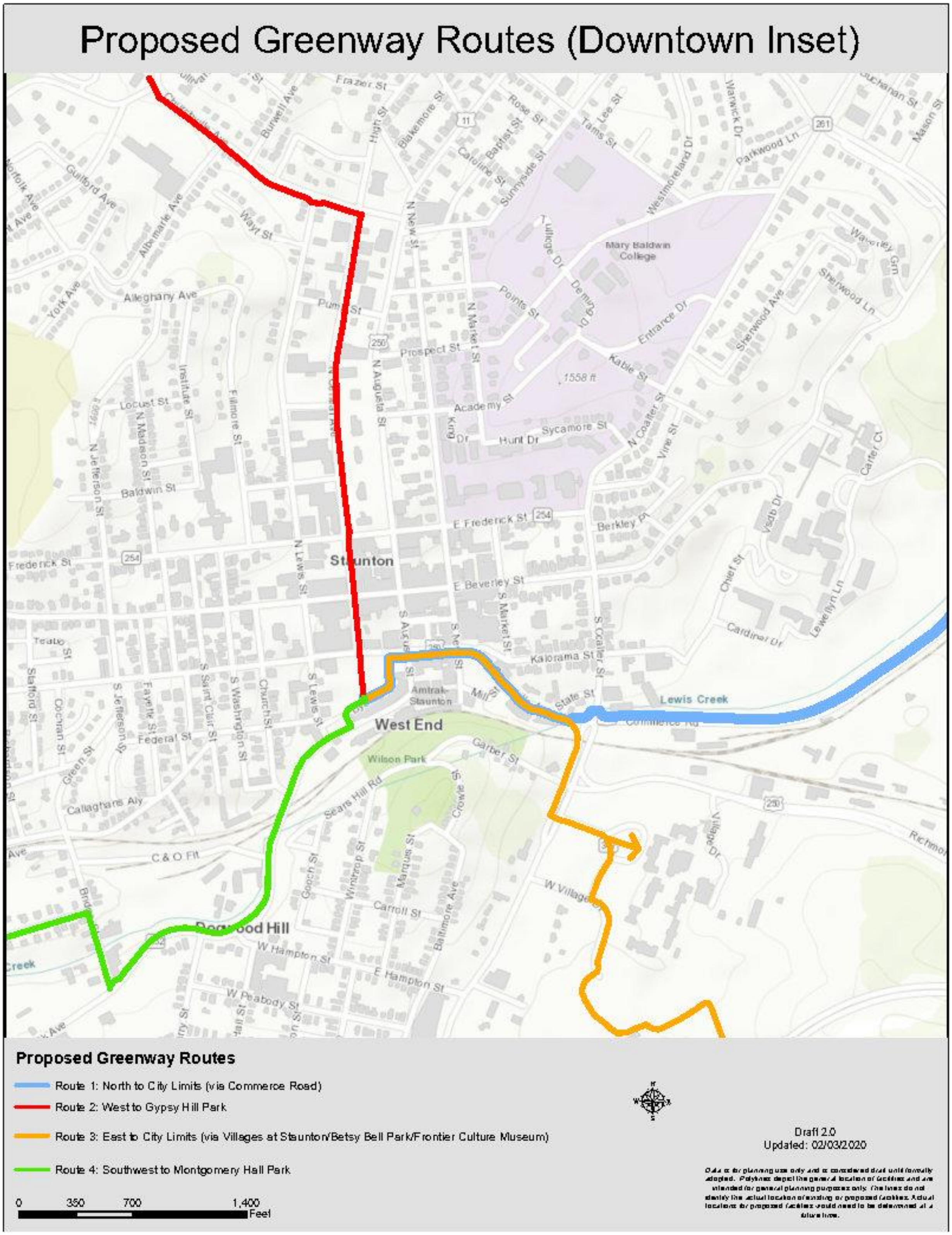
Route 1: North to City Limits – entire Yellow Bike Route plus final third of Red Bike Route

Route 2: 2 West to Gypsy Hill Park – middle leg of Blue Bike Route

Route 3: East to City Limits – final two-thirds of the Green Bike Route

Route 4: Southwest to Montgomery Hall Park – loop option is first leg of Blue Bike Route

See Downtown Inset Map (next page) and Staunton Bicycle Routes map (Appendix)


Proposed Greenway Routes (Downtown Inset)
Staunton
West End
Mary Baldwin College
Amtrak Staunton
Wilson Park
Lewis Creek
Proposed Greenway Routes
Route 1: North to City Limits (via Commerce Road)
Route 2: West to Gypsy Hill Park
Route 3: East to City Limits (via Villages at Staunton/Betsy Bell Park/Frontier Culture Museum)
Route 4: Southwest to Montgomery Hall Park
0 350 700 1,400 Feet
Draft 2.0
Updated: 02/03/2020
Data is for planning use only and is considered draft until formally adopted. Polylines depict the general location of facilities and are intended for general planning purposes only. The lines do not identify the actual location of existing or proposed facilities. Actual locations for proposed facilities would need to be determined at a future time.

1. North to City Limits (via Commerce Road)

Blue Route estimated total distance: 4.4 miles

<u>Summary:</u> Cycling/walking path from the heart of downtown along Commerce Road to the northern city corporate limit, using city streets and sidewalks and the construction of a new shared use path that would also provide a connection to Bells Lane.

<u>Route</u>: Starting at the Wharf, follow sidewalk or road along Johnson Street/Greenville Ave east to Coalter Street. Cross to the north side in order to use a (new) crosswalk at Coalter Street above the main intersection, or work with other possible intersection improvements. Go north beside Commerce Road on a new shared use path. At Statler Boulevard, the shared use path moves to the east side of Commerce Road and stays on that side, crossing Route 262, passing Technology Drive, and continuing to the northern city limit.

<u>Section I – Downtown to Statler Boulevard:</u>

- Road Diet for Section I: Using a road diet on Commerce Road from Greenville Avenue to Statler Boulevard would provide the buffer for a shared use path between the creek and the road. (Based on existing road characteristics, this section of Commerce Road is an ideal candidate for repurposing some of the roadway for non-motorized users.) The Pedestrian Plan already calls for adding sidewalk /path along Statler Boulevard from E. Beverley Street to Coalter Street which would give many more residents and commuters access to the planned path and fill in a missing link to complete the grid and extend the walkable area from downtown. Together these stretches could be very successful first steps to build momentum for the plan.

<u>Section II – Statler Boulevard to City Limit:</u>

- Side Path for Section II: Improvements to the intersection of Commerce Road and Statler Boulevard would serve pedestrians and cyclists. From here the greenway route would pick up on the east side of Commerce Road, as a sidepath between it and the railroad.

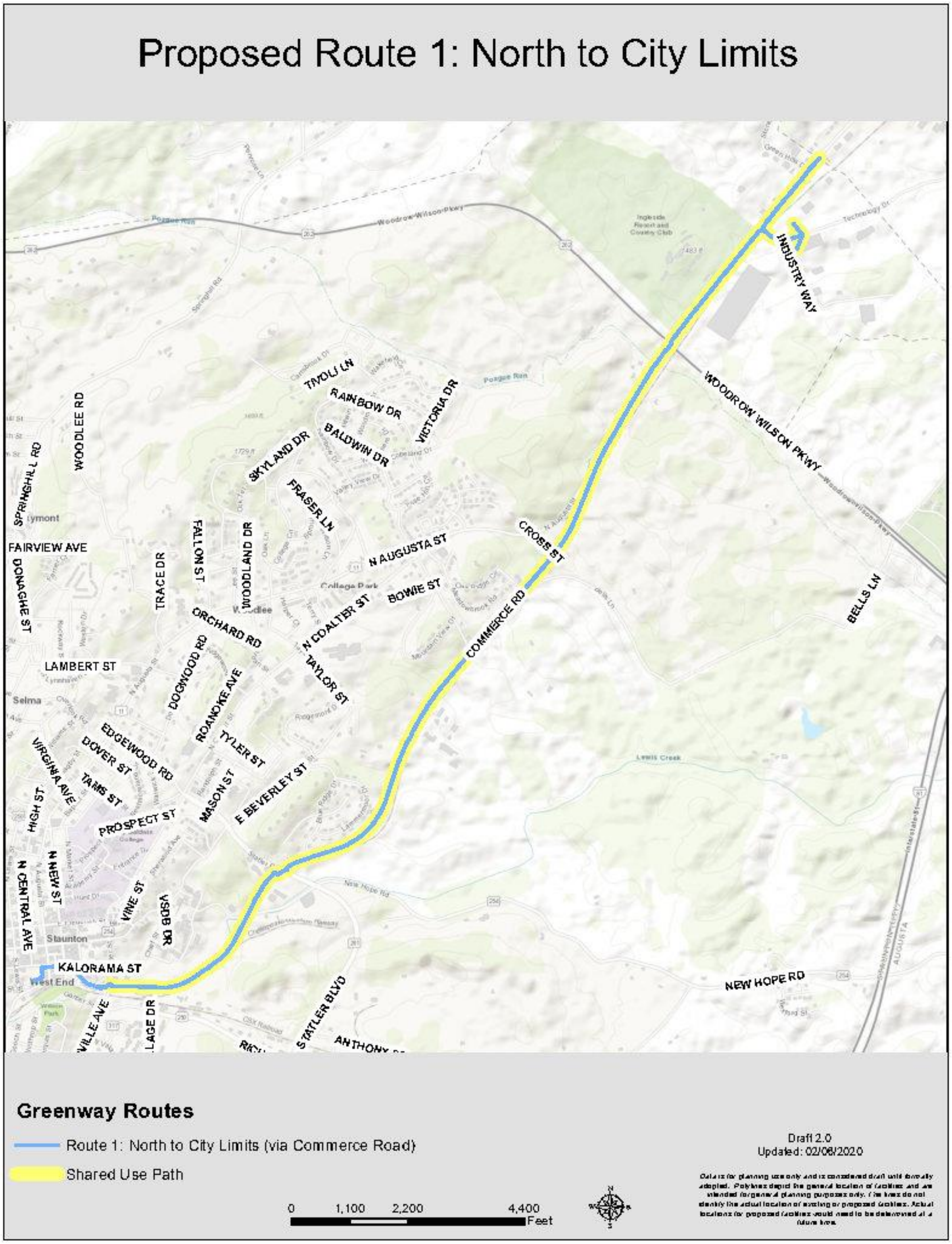
<u>Existing Infrastructure</u>: Sidewalks exist on Johnson Street and Greenville Avenue plus 500 feet of sidewalk on northbound Commerce Road. Otherwise, there are no bicycle or pedestrian facilities on the route. Double lanes on Commerce Road in both directions from Greenville Avenue to Statler Boulevard provide ample width.

<u>Challenges</u>: North of the Statler Boulevard intersection, potential roadway width is limited due to rock outcroppings, creeks, and the railroad. Right of way issues are a possibility. Crossings would have to be designed at Coalter, Statler, and Route 262. Most of the route has a posted speed limit of 45 mph.

<u>Attractions/Features</u>: This route offers a natural setting following Lewis Creek and passing through a pastoral area. It links to Bells Lane, an exceptionally scenic and popular two-mile rural road frequented by bicyclists, joggers, walkers, and birdwatchers. The route also provides important connections: from downtown Staunton to central Verona; to the Virginia School for the Deaf and Blind (VSDB), to the Virginia Department of Transportation (VDOT) office, and to Green Hills Industrial Park and Augusta County offices. If the sidewalk network is also extended along Statler Boulevard, this route links to schools, neighborhoods, and destinations on Coalter Street.

Value: This route has very high value. It provides a complete corridor connecting downtown to Verona safely for both recreational and commuting cyclists. As a central location, along a primary route, and fairly level, it can be anticipated to attract high usage. The route increases the attractiveness of living in the city, by enhancing commuter infrastructure and enabling safe access to Bells Lane for recreational cyclists and walkers.

Other Plans: In the SB&PP, this route is part of the yellow bicycle route and intersects with the planned Pedestrian Network noted above.


Proposed Route 1: North to City Limits
INDUSTRY WAY
WOODROW WILSON PKWY
TIVOLI LN
RAINBOW DR
VICTORIA DR
BALDWIN DR
SKYLAND DR
WOODLEE RD
SPRINGHILL RD
FRASER LN
FAIRVIEW AVE
DONAGHE ST
TRACE DR
FALLON ST
WOODLAND DR
N AUGUSTA ST
CROSS ST
BOWIE ST
N COALTER ST
ORCHARD RD
COMMERCE RD
BELLS LN
LAMBERT ST
DOGWOOD RD
ROANOKE AVE
TAYLOR ST
EDGEWOOD RD
DOVER ST
VIRGINIA AVE
TAMS ST
TYLER ST
E BEVERLEY ST
HIGH ST
MASON ST
PROSPECT ST
N NEW ST
N CENTRAL AVE
VINE ST
VSDB DR
KALORAMA ST
NEW HOPE RD
STATLER BLVD
ANTHONY
Greenway Routes
Route 1: North to City Limits (via Commerce Road)
Shared Use Path
0 1,100 2,200 4,400 Feet
Draft 2.0
Updated: 02/06/2020
Data is for planning use only and is considered draft until formally adopted. Polylines depict the general location of facilities and are intended for general planning purposes only. The lines do not identify the actual location of existing or proposed facilities. Actual locations for proposed facilities would need to be determined at a future time.

Proposed Route 1: North to City Limits (Inset)

2. West to Gypsy Hill Park (with optional loop to Shelburne Middle School)

Red Route estimated distance: 1.0 mile, plus 1.3 mile loop in park; (addition to Shelburne: 2+ miles)

Summary: Walking/cycling route from downtown to Gypsy Hill Park (GHP) by way of Central Avenue and Churchville Avenue with option to continue west to Shelburne Middle School on a loop including W. Beverley, Grubert, and Poplar streets.

Route: Starting at the Wharf, follow Central Avenue north to Churchville Avenue; then left (west) along the creek to the main entrance of Gypsy Hill Park.

Route Options:

- An optional loop continues west to Shelburne Middle School. Instead of entering the main park entrance, flank its south side along Thornrose Avenue, turn left on Park Boulevard, then follow W. Beverley Street to Grubert Avenue and the entrance to Shelburne Middle School. Continuing north on Grubert, turn right on Poplar Street and follow it to the back entrance of the park.
- An additional leg returns to downtown on W. Beverley Street, which offers a scenic route beside Thornrose Cemetery and connects to Newtown neighborhood.
- The upcoming stream restoration project in GHP will create an excellent greenway setting and should possibly be considered as a permanent route or "spur."

Existing infrastructure: With the upcoming improvements on Central Avenue, excellent sidewalks will exist most of the way from downtown to GHP except for the stretch of narrow, obstructed sidewalk in front of Gypsy Hill Place. W. Beverley Street lacks sidewalks on the south side but there is opportunity on the north side for wide sidewalks and potentially a shared use path on the last block before Grubert Avenue. There are no bicycling markings or infrastructure.

Challenges: Dangerous intersection at GHP entrance; from the Wharf, confusing and inadequate passage north on the first block of Central Avenue; very limited road width and narrow sidewalks with utility poles on Grubert Avenue; incomplete and inadequate sidewalks on W. Beverley Street.

Attractions/Features: Much of the route is attractively designed for pedestrians. It makes use of water features, passing beside Gum Spring Branch in two places and the creekside vista beside City Hall.

Connections: This centrally located route connects major community destinations — downtown, the library, and GHP— and serves the Reservoir Hill trail, the Lewis Street public transportation hub, businesses along Central Avenue and Lewis Street, and adjoining neighborhoods. GHP is the venue for high school sports and community events. The loop to Shelburne connects the park to key west-end locations and emphasizes the importance of making schools more accessible by walking and biking.

Value: The route from downtown to GHP already exists and with marking and promotion could be a highly visible, cost-effective first project. This short connector serves tourists, families, the elderly, commuters, and neighborhoods. The extension to Grubert Avenue could increase the potential for students and others to walk or cycle to destinations. Wide sidewalks the length of W. Beverley Street could improve the streetscape, walkability, and cycling safety in this important, under-served corridor.

Other Plans: in the SB&PP, all sections except Poplar Street are on the proposed pedestrian network; W. Beverley is part of two bike routes and Grubert Avenue is a connector.

Proposed Route 2: West to Gypsy Hill Park

3. East to City Limits (via Villages at Staunton/Betsy Bell Park/Frontier Culture Museum)

Orange Route estimated distance: 5.0 miles

Summary: Walking/hiking/mountain biking route from downtown to the eastern city limits, passing through the Villages at Staunton ("Villages") to Betsy Bell Park, skirting the mountain on the contour (with connections to the apartment complexes) and continuing eastward to join existing Mary Gray path, descend to Frontier Drive near Red Oaks, cross into Frontier Culture Museum ("Frontier Museum") property and find eastward route (possibly along entrance road) to Route 250 and city limit.

Route: Starting from the Wharf, reach Greenville Avenue by way of Johnson Street or Mill Street. Cross Greenville Avenue to enter the Villages at Staunton. Follow Villages roads and (new) trails eastward to Statler Boulevard, emerging near Statler Crossing and crossing at Hampton Street extended. From there, use a newly constructed entrance into Betsy Bell Park. A new path would follow the contour higher on the slope and parallel Richmond Road, passing near and connecting to the major apartment complexes, then swinging south to meet the Mary Gray Trail and descending on a new trail to Red Oaks Drive to reach Frontier Drive. From there the route would cross into the Frontier Museum property and provide a route back to Richmond Road, likely using or paralleling the entrance road and meeting up with the planned pedestrian facilities for the Richmond Road area.

Existing Infrastructure: Sidewalks from downtown to Villages; hiking and mountain biking trails and two observation decks in Betsy Bell Park; informal path to the apartments; trail heads at Betsy Bell Road and Mary Gray Lane. Roads existing and planned in Villages and Frontier Museum.

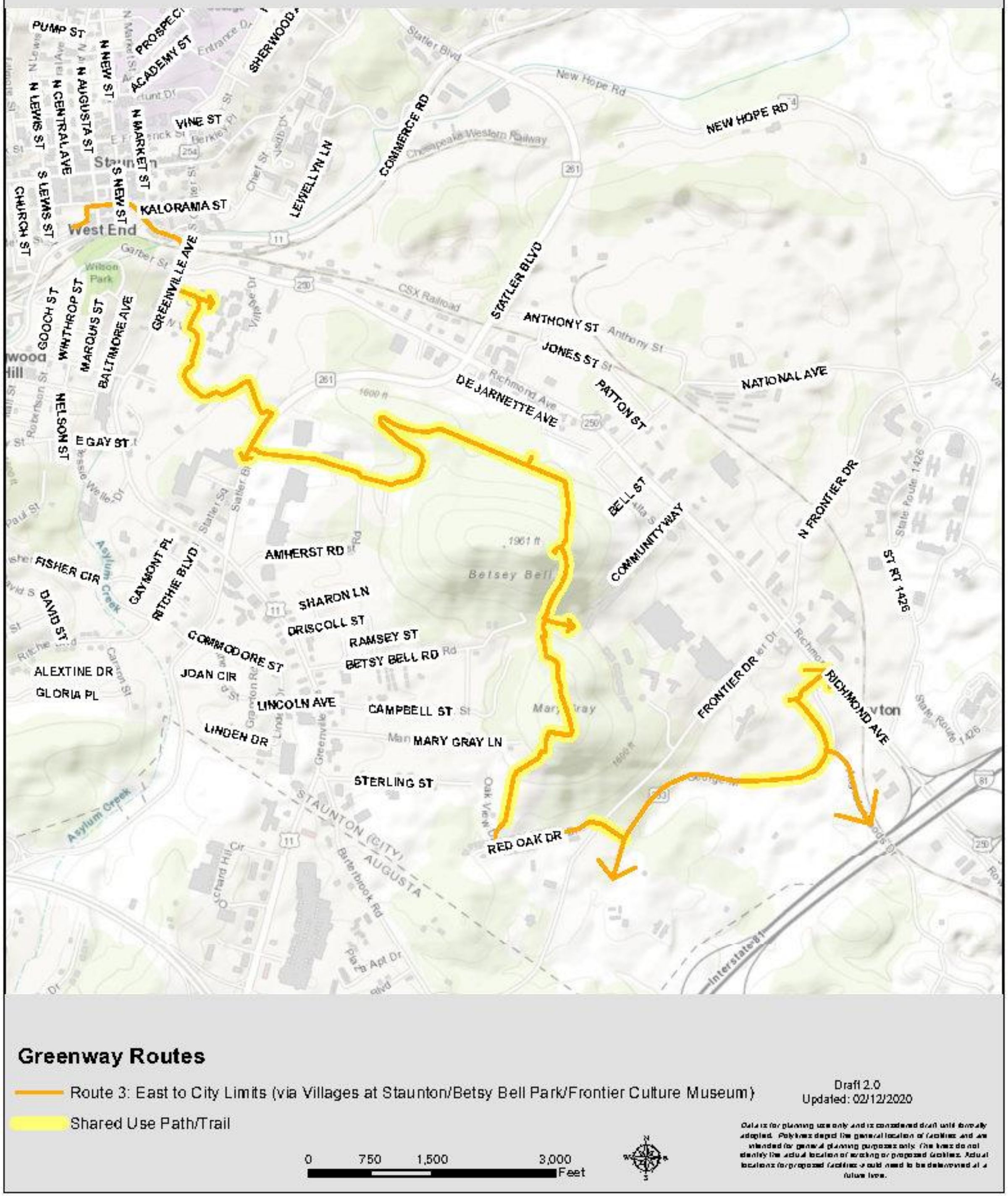
Challenges: Crossings at Greenville Avenue, Statler Boulevard, and Frontier Drive; coordinating with property owners; steep terrain in parts; designing and constructing a variety of paths.

Attractions/Features: This route excels in natural and cultural interest, passing through the historic Villages campus, traveling on fully forested trails, and connecting the Frontier Museum to the rest of the city. It offers the best views in the city. It starts from the Sears Hill overlook and takes in the city's signature physical landmark, Betsy Bell peak, which can be seen from most parts of the city and surrounding areas. It would enable hikers, walkers, and cyclists to cover distances off road, to access trails to the summit of Betsy Bell, and to reach the Frontier Museum and the city limits.

Value: Very high value for the distance covered and the diverse populations and purposes that would be served. Betsy Bell offers distinctive Staunton hiking and viewing opportunities for tourists and residents. The trail connects to all of the major destinations from downtown to the eastern city limits. There could be significant economic development potential as the route passes through areas of private and public investments such as Statler Square, Statler Crossing, Blackburn Inn, Frontier Museum, and interstate businesses. It notably provides walking options for recreation and daily activities for residents in newly developing areas of the city. A high number of people would be served by these trails that give access to underserved neighborhoods and populations while offering unique hiking experiences for visitors.

Other Plans: This route is the centerpiece of the 2005 Frontier Trail (not adopted). The SB&PP Pedestrian Plan recognizes all the destinations and includes the leg from Red Oaks through the Museum to Richmond Ave; Richmond Ave VDOT plan and Frontier Museum development plans include sidewalks.

Proposed Route 3: East to City Limits



4. Southwest to Montgomery Hall Park (optional loop via Lacy B. King Way/Middlebrook Avenue)

Green Route estimated total distance: 1.6 miles (with loop 4.4 miles)

Summary: Cycling route using enhanced infrastructure to travel from downtown to Montgomery Hall Park, starting from Landes Park and going by way of Middlebrook Avenue, Bridge Street, Maple Street, and Stuart Street to Montgomery Avenue. An optional loop returns by way of Lacy B. King Way and Middlebrook Avenue.

Route: From the Wharf follow Lewis Street to Middlebrook Road. Pass through Landes Park and travel along the stream to Bridge Street; turn right on Bridge then left on Maple and right on Haile Street to cross the railroad tracks and turn left on Stuart Street. Continue on Stuart Street until turning left on Montgomery Avenue. Relatively minor upgrades to the path along Stuart Street could provide a more greenway-like experience as one travels to the park. Riders cross the railroad tracks and can use the Montgomery Hall Park entrance road or stay on Montgomery Avenue on a new shared-used path proposed along the full length of the park, from the track crossing to the top of the hill. A new cycling/pedestrian entrance to the park is proposed at the top across from Lacy B. King Way.

Route Options:

- To make a longer loop, cyclists can then ride down Lacy B. King Way to Middlebrook Road and turn left to return to Landes Park. The route is recommended in this direction because Stuart Street, King Way, and Middlebrook Road all have curbs and limited lane width that make them less suited for cycling in the other direction.

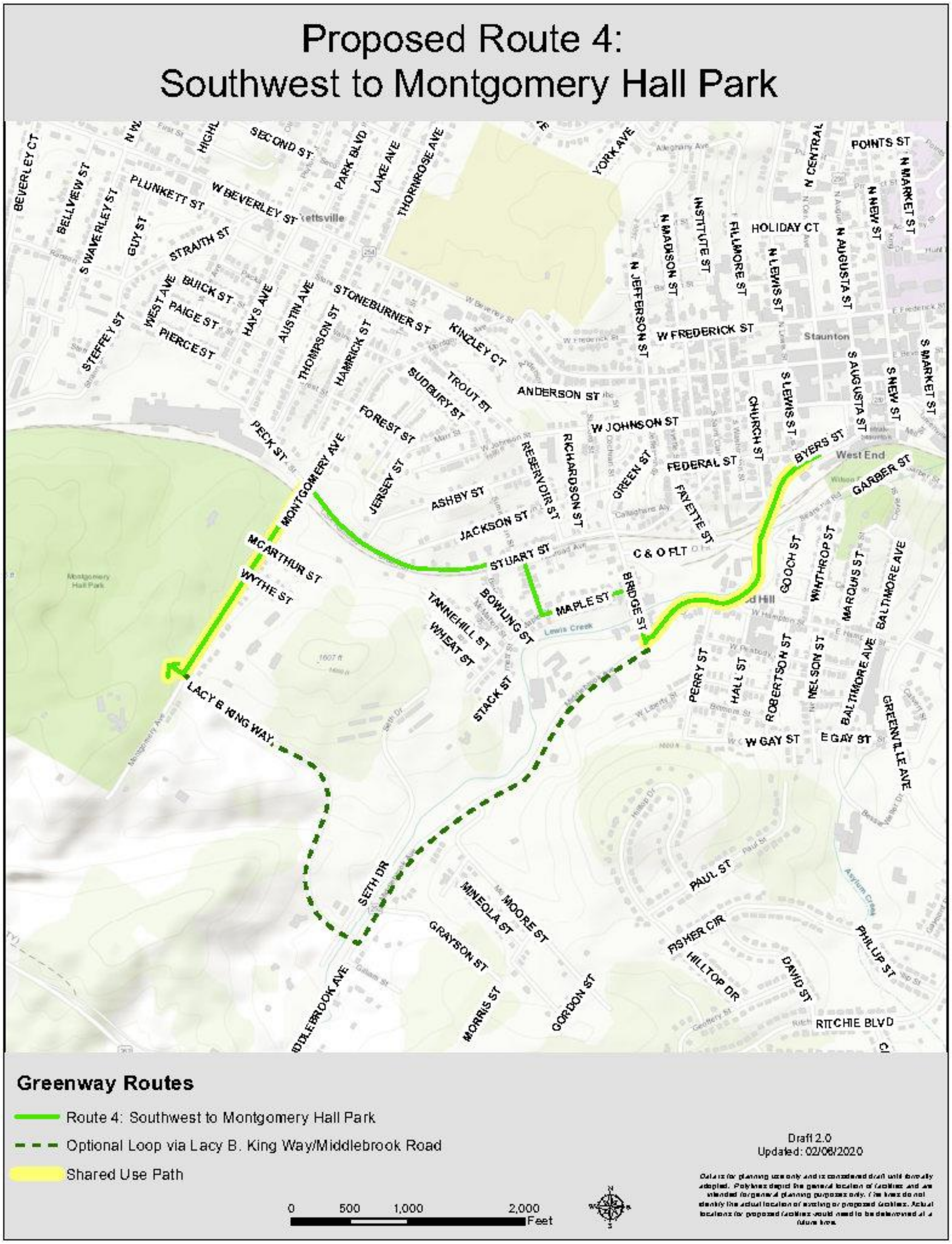
Existing Infrastructure: Most of the needed infrastructure is already in place. However, Montgomery Avenue is narrow and lacks sidewalk or shoulder on the park side. Bridge Street has only narrow sidewalk on one side.

Challenges: Narrow road width on Montgomery Avenue; safety concerns for mix of pedestrians, cyclists, two-way traffic, and on-street parking on that section. Upgrades are needed at a few points, particularly to widen the shoulder or add a path along Montgomery Avenue, to provide a shoulder missing on one stretch of Lacy B. King Way, and possibly improve the sidewalk on Bridge Street.

Attractions/Features: The user would experience scenic views along Lewis Creek and a portion of Staunton's railway system. This route would expand the use of Montgomery Hall Park, which offers a variety of experiences to enjoy. The recommended greenway path along City-owned property on Montgomery Avenue and the new park entrance would improve safety and access. The route connects the growing residential and commercial development along Middlebrook Road to a major park and to downtown.

Value: This route has most of the infrastructure already in place and its relatively level elevation would appeal to a large portion of the population.

Other Plans: SB&P includes essentially the entire route in the Pedestrian Network, even Lacy B. King Way and Middlebrook Road. The Middlebrook Road section is also part of the cycling Blue Route.


Proposed Route 4:
Southwest to Montgomery Hall Park
Greenway Routes
Route 4: Southwest to Montgomery Hall Park
Optional Loop via Lacy B. King Way/Middlebrook Road
Shared Use Path
0 500 1,000 2,000
Feet
Draft 2.0
Updated: 02/06/2020
MONTGOMERY AVE
STUART ST
MAPLE ST
BRIDGE ST
BYERS ST
LACY B KING WAY
MIDDLEBROOK AVE
SETH DR
W FREDERICK ST
ANDERSON ST
W JOHNSON ST
FEDERAL ST
JACKSON ST
ASHBY ST
W GAY ST
E GAY ST
PAUL ST
RITCHIE BLVD

III. RECOMMENDATIONS

The BPAC recommends adopting a Greenways Vision that includes all four proposed greenway routes. All of these routes, and the greenways concept generally, received positive public input. The routes together would bring safe walk and cycle access to most parts of the city, connecting major destinations and offering recreational experiences for residents and tourists.

Top priority would be developing Route 1 (north to city limits) and Route 2 (west to Gypsy Hill Park) first. These two routes attracted the strongest public interest and comment. Route 1 was particularly supported at the in-person public input session and Route 2 was overwhelmingly supported in the surveys. Both routes offer immediate opportunities for quick progress through wayfinding signage and other relatively low-cost first steps. They also, as very different projects, could possibly be pursued simultaneously from different funding sources.

General Implementation Recommendations

- Use incremental implementation
    - Phase projects.
    - Use low cost temporary alternatives to establish routes and raise momentum for pursuing proposed projects.
    - Focus on strategic safety improvements.
- Integrate Greenways planning in all city processes
    - Seek opportunities for potential greenways and pedestrian and cycling connections in all infrastructure plans.
    - Build partnerships and awareness throughout city departments and with other agencies of Staunton's walkable/bikeable goals and the potential for greenways.
    - Develop designs for the proposed routes and develop policies around further greenways development.
    - Develop policies for collaborating with property owners.

Action Items

- Designate safety improvements along routes, especially those that also are in the SB&PP. Seek funding through VDOT for any "systemic upgrades" that would be eligible for Highway Safety Improvement Program funding.
- Design Section 1 of Route 1 (Commerce Road) and seek funding for implementation. Secure council resolution for Smart Scale funding application in 2020.
- Install Route 2 wayfinding signage and road striping from the Wharf trailhead to GHP.
- Install a map at the Wharf parking lot trailhead showing future routes.
- Consider establishing a Friends of Staunton Greenways group.

IV. APPENDIX

A. Background

B. Definitions and Terms

C. Map of Destinations and Proposed Greenway Routes

D. Map of Bicycle Routes (SB&PP)

A. BACKGROUND

CONTEXT

The City has been exploring Greenway options (paths for cyclists and walkers safe from automobile traffic) for many years. Efforts have included participation in the 2004 Central Shenandoah Planning District Commission's Regional Greenways Plan; the detailed Frontier Trail Plan, produced by a graduate student in 2005; a Greenways Financing Plan received in 2008; and the Green Lands Study produced in 2009 by graduate students. The ideas in these plans resonated with the public but no plans were adopted.

City Council did, however, support the greenways concept and since 2016 has been setting aside funding specifically for greenways. In 2016, a greenways plan was drafted internally to propose projects that could be built quickly. It was of limited scope and was not adopted. In 2017, the Staunton City Council charged staff with reviewing the previous plans and drafting a Greenways Plan that the City could begin to implement.

Staff worked with the Bicycle and Pedestrian Advisory Committee (BPAC) to develop this plan. The City had formed BPAC in 2015 and in 2018 adopted the first Staunton Bicycle and Pedestrian Plan (SB&PP). That plan was produced by consultants and is included as a chapter in the 2018-2040 Comprehensive Plan.

This timing allowed BPAC to coordinate the Greenways Plan process with the updated Comprehensive Plan and the implementation of the SB&PP. With these related plans in place, the City is in a position to adopt a long-range Greenways plan that fits the overall vision for the city and its infrastructure plans and resources. The proposed priority projects are intended to be feasible and sensible to develop and of immediate high value for users.

Correlation to Comprehensive Plan
The recently adopted City of *Staunton, Virginia, Comprehensive Plan 2018-2040* supports the development of greenways through the following Priority Initiatives:
<u>Open Space/Environment:</u>
Support development of greenways in the City (especially along streams and creeks)
Support efforts to preserve Betsy Bell and Mary Gray 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.
Encourage and/or provide incentives for useable open space to be included in all existing and new developments.
<u>Economic Development/Tourism:</u>
Encourage development and redevelopment that stimulates increased pedestrian activity in the downtown and adjoining transitional areas.

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

SUMMARY OF PUBLIC INPUT

The Bicycle and Pedestrian Advisory Committee conducted a public information meeting on November 18, 2019, at the Staunton Public Library. The meeting was well attended, with 40-50 citizens providing input on the Staunton Greenways Vision (the document presented on the next page). The committee also received over 130 responses to an online survey. The respondents were enthusiastic on the development of greenways where they could walk or ride safely on paths separated from vehicles. Over 67% of the survey respondents noted that safety from cars was the most important feature of greenways. The most popular destinations to link with a greenway were the parks and downtown. The most frequently mentioned local attractions that should be accessible via a greenway:

Attraction	**Survey Respondents** (multiple responses permitted)
Parks	91
Downtown/Wharf	57
Shopping	16
Bells Lane	13
Schools	12

The most preferred routes noted were, west to Gypsy Hill Park at 51% and north to City limits (via Commerce Road) at 20%. The proposed southern route to Green Springs Valley was the preferred route of less than 8% of the respondents and was therefore removed from the final draft plan. Future pedestrian and bicycle infrastructure improvements along the Greenville Corridor should help to address the needs along this route.

Staunton Greenways Vision

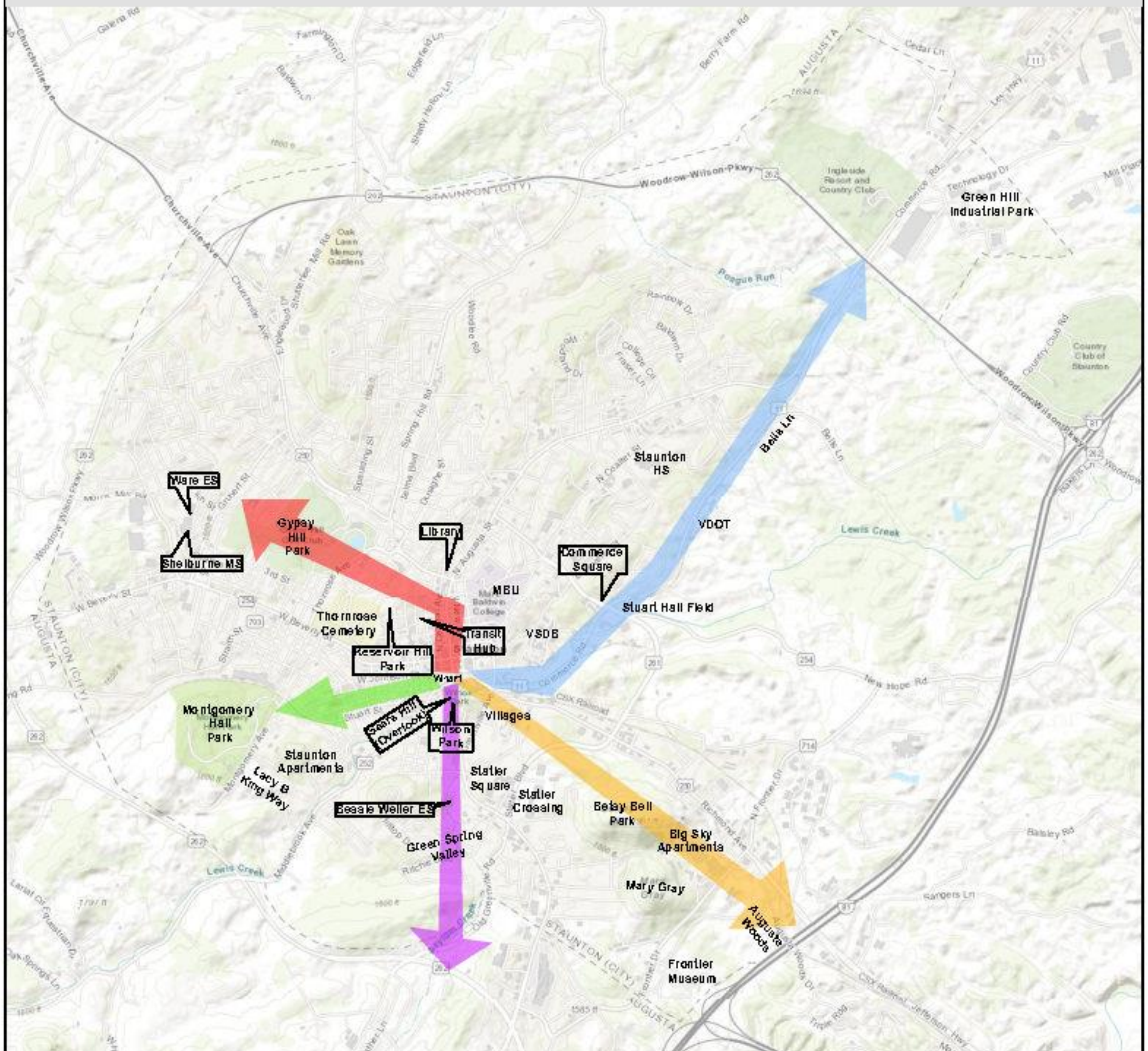
The City of Staunton Bicycle and Pedestrian Advisory Committee (BPAC) has been working to assemble a greenways plan, the goal of which is to make more of the city easily reachable by foot or bike. This plan will begin by connecting and enhancing routes to important destinations. In addition, it will set strategies to tackle the long-term goal of building more paths and dedicated infrastructure to make the greenways network more robust and accessible.

This plan is built around these key concepts:

- Staunton has many great destinations, and some good ways to reach them on foot or by bike.
- Many of the routes to these destinations are not obvious to tourists or novice non-automotive travelers.
- We want to use existing sidewalks and lower-traffic roads as much as possible — especially for early project phases — and add shared-use paths.
- Downtown Staunton provides a fantastic jumping-off point for exploring town and can be the hub of this new route network.
- The plan should work in harmony with other city plans and goals, such as the 2017 Bicycle and Pedestrian Plan.
- The greenways will promote active lifestyles and connect people to parks and other green spaces.

One of our motivating concepts is that of an “urban hike” where visitors and residents can experience natural, cultural, and historical resources. Staunton does not have a flat stream or rail corridor available for a typical greenway. What it *does* have is extraordinary views from a variety of peaks and a concentration of pleasing historical and natural areas. Our vision: residents and tourists can enjoy a scenic local hike as part of a day full of experiences without having a long drive to a trailhead, or easily get to one of our city parks on foot or by bike.

Greenway Potential Routes



Greenway Potential Routes

- North to Green Hills Industrial Park
- West to Gypsy Hill Park
- East to City Limits
- Southwest to Montgomery Hall Park
- South to Green Springs Valley

0 0.5 1 2 Miles

Data is for planning use only and is considered draft until formally adopted. Polylines depict the general location of facilities and are intended for general planning purposes only. The lines do not identify the actual location of existing or proposed facilities. Actual locations for proposed facilities would need to be determined at a future time.

B. DEFINITIONS AND TERMS

Greenway – A corridor of land that is reserved for recreational use or environmental preservation. (The American Heritage Dictionary) Greenways typically connect populated areas to parks, nature reserves, cultural features, or historic sites and often take the form of a shared use path for pedestrians and cyclists.

Shared Use Path – Facilities on exclusive right-of-way and with minimal cross flow by motor vehicles. Users are non-motorized and may include bicyclists, inline skaters, roller skaters, wheelchair users (both motorized and nonmotorized) and pedestrians including walkers, runners, and people with baby strollers and people walking dogs. Shared use paths are most commonly designed for two-way travel. (VDOT Road Design Manual)

Sidepath – A road adjacent path shared by people walking and riding bicycles. The path is separated from the road by a curb and ideally includes a planted buffer strip between the path and roadway. (2018 Staunton Bicycle and Pedestrian Plan)

Trail – A pedestrian route developed primarily for outdoor recreational purposes. (Draft Final Accessibility GLs for Outdoor Developed Areas) (36 in wide – 32 in for short distances)

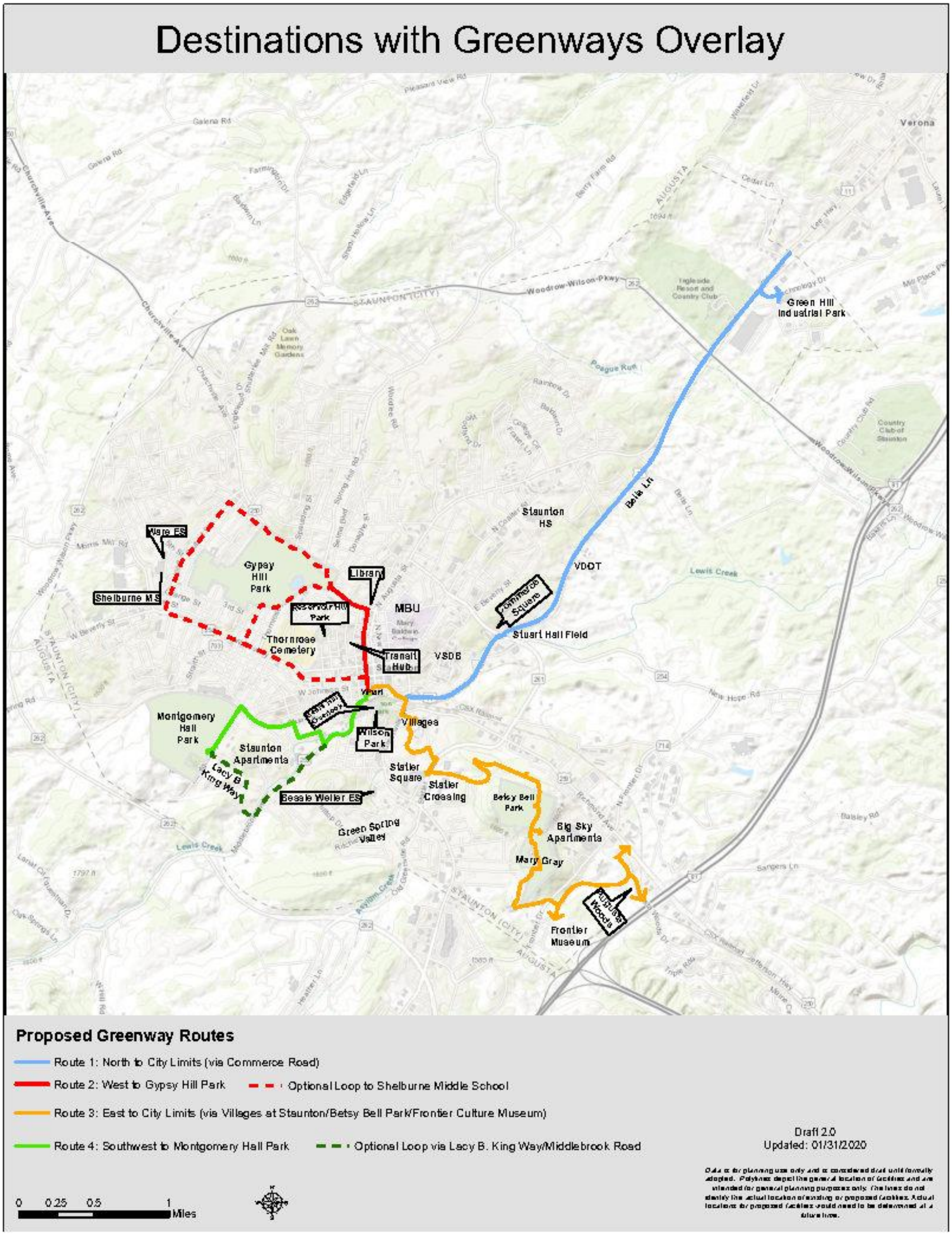
Unpaved Path – Path not surfaced with a hard, durable surface such as asphalt or Portland cement. (2010 DRAFT AASHTO Guide)

Bicycle Lane – On-road striping intended to delineate the right of way assigned to bicyclists and motorists and to provide for more predictable movements by each. (2018 Staunton Bicycle and Pedestrian Plan)

Shared Lane – On-road markings reinforce that the roadway is shared by people riding bicycle and driving. (2018 Staunton Bicycle and Pedestrian Plan)

Road Diet – The removal of travel lanes from a roadway and utilizing the space for other uses and travel modes. (FHWA Road Diet Informational Guide)

C. Map of Destinations



D. Map of Bicycle Routes