

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
February 11, 2021
5:00 p.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. | Joint Budget Work Session with Staunton School Board |
| 5:55 p.m. | | Break |
| 6:15 p.m. | 3. | Presentation by Valley Community Services Board |
| 6:30 p.m. | 4. & B | Discussion of the Proposed Capital Improvement Plan FY2021—FY2025 |
| 6:50 p.m. | 5. & C | Discussion of Proposed FY2022 Holiday Schedule |
| 7:00 p.m. | 6. | Discussion of Uncodified Emergency Ordinance Regarding Additional Conditions for Use of Electronic Communications in Meetings of City Public Bodies |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
February 11, 2021
7:30 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Oakes

Mayor's Report

Additional Items by Members of Council

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Meeting Minutes

Work Session and Regular Meeting of January 14, 2021

Special Meeting of January 25, 2021

Work Session and Regular Meeting of January 28, 2021

**A.2. Application for Virginia Department of Motor Vehicles Highway
Safety Grant**

All items will be voted on in one (1) motion. If so requested by any member of Council, an item placed on the consent agenda shall be removed and taken up as a separate matter.

**B. Consideration of the Proposed Capital Improvement Plan FY2021—
FY2025**

C. Consideration of Proposed FY2022 Holiday Schedule

D. Annual Update on Utility Connection Fees and Facility Fees

Matters from the City Manager

Matters from the Public*

Closed Meeting for: (i) Discussion of Possible Disposition of Publicly Held Real Property Within the City; and (ii) Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to a Possible Council Action and Procedures of Council and Its Committees

Consideration of Uncodified Emergency Ordinance Regarding Additional Conditions for Use of Electronic Communications in Meetings of City Public Bodies

Discussion and Consideration of Possible City Payment of Judgment and Attorney's Fees Related to FOIA Litigation

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
- **While you are in the queue, mute the television, computer or other device on which you are listening to the meeting.**

In addition, through 5:00 p.m. on Friday, February 12, 2021, 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:	February 11, 2021	City Council
Item #	1	
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Work Session and Regular Meeting Agendas	

Background: Consistent with Procedural Memorandum No. 3, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

Suggested Motion: I move to approve the Work Session agenda and the Regular Meeting agenda [as presented] [with the following changes: as to the Work Session, the addition/deletion of _____; as to the Regular Session, the addition/deletion of _____].

City Manager: Steven L. Rosenberg

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CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Dr. Garrett Smith Superintendent Steven L. Rosenberg City Manager
Item #	2	
Ordinance #		
Department:	City Council and School Board	
Council Vision:	Education Responsive, Efficient Government	
Subject:	Joint Work Session—City Council and School Board	

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

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	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), will attend Council's work session on February 11, 2021, as a follow to her presentation at Council's work session on December 10, 2020. Dr. McClanahan will focus on VCSB's crisis stabilization program and the benefits of a local community crisis center.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Steven L. Rosenberg

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Staff Member: Phil Trayer
Item #	4 & B	
Ordinance #		
Department:	Finance	
Council Vision:	Responsive, Efficient Government Built Environment	
Subject:	Capital Improvement Plan FY2021-FY2025	

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

The plan was presented initially to City Council at its work session on January 14, 2021. It was presented again for additional review and discussion at Council's work session on February 4, 2021.

The School Board reviewed the school capital projects on December 14, 2020, and adopted the School CIP on January 11, 2021.

An overview of the plan was presented to the Planning Commission on December 17, 2020. At its meeting on January 21, 2021, the Planning Commission conducted a public hearing on the plan. The Staunton Bicycle and Pedestrian Advisory Committee noted its support for the projects that help implement the 2018 Staunton Bicycle and Pedestrian Plan and the 2020 Staunton Greenways Plan. No additional comments were received during the public hearing. Subsequent to the public hearing, the Planning Commission recommended approval of the CIP on a unanimous vote.

Final consideration of the CIP is scheduled for City Council's meeting on February 11, 2021. The scheduled FY2021-FY2025 CIP totals \$83,074,003. The total CIP, including unscheduled projects, is \$254,413,439.

Attachment: FY2021-2025 Capital Improvement Plan

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

Suggested Motion: I move that City Council adopt the FY 2021-2025 Capital Improvement Plan, totaling \$254,413,439.

City Manager: Steven L. Rosenberg



FY2021 – FY2025 Proposed Capital Improvement Plan

Revised - February 4, 2021

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

**CAPITAL IMPROVEMENT PLAN
FY 2021 - FY 2025**

STAUNTON PLANNING COMMISSION

CHAIR

APPROVAL DATE

Attest:

CITY COUNCIL

MAYOR

APPROVAL DATE

Attest:

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

TOTAL CIP PLAN		FY2021	FY2022	FY2023	FY2024	FY2025	PROJECTS NOT SCHEDULED/NOT FUNDED
GENERAL FUND	\$ 152,921,148	\$ 1,925,000	\$ 6,029,050	\$ 22,906,020	\$ 9,216,855	\$ 6,119,703	\$ 106,724,520
STAUNTON CITY SCHOOLS	\$ 24,356,000	\$ 631,000	\$ 825,000	\$ 3,150,000	\$ 4,100,000	\$ 650,000	\$ 15,000,000
WATER FUND	\$ 45,425,000	\$ 2,105,000	\$ 7,300,000	\$ 900,000	\$ 9,100,000	\$ 400,000	\$ 25,620,000
SEWER FUND	\$ 5,840,000	\$ 405,000	\$ 100,000	\$ 450,000	\$ 450,000	\$ 400,000	\$ 4,035,000
STORMWATER FUND	\$ 24,183,291	\$ 78,000	\$ 1,200,000	\$ 650,000	\$ 1,300,000	\$ 995,375	\$ 19,959,916
PARKING FUND	\$ 1,688,000	\$ 250,000	\$ 38,000	\$ 250,000	\$ 550,000	\$ 600,000	\$ -
TOTAL CIP PLAN \$ 254,413,439		\$ 5,394,000	\$ 15,492,050	\$ 28,306,020	\$ 24,716,855	\$ 9,165,078	\$ 171,339,436

5 YEAR PLAN= \$ 83,074,003

OVERVIEW

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

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

CAPITAL IMPROVEMENT PLAN REVENUE SOURCES:

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

General Fund Unassigned Balance

General Obligation Bonds

State and Federal Grants/Cost Share Agreements

Fund Balance/Reserve Policy, Adopted May 26, 2011

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

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

City Council Policy #5, Adopted October 12, 1989

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

CAPITAL IMPROVEMENT PLAN BUDGET POLICY

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

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

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

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

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

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

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

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

FINANCIAL MANAGEMENT POLICY

City of Staunton, Virginia

Capital Improvement Plan Policy

Adopted: January 25, 2018



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

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

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

THE LEGAL BASIS FOR THE CIP

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

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

ANNUAL CAPITAL BUDGET

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

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

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

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

THE CIP REVIEW TEAM

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

THE CIP PROCESS

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

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

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

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

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

CRITERIA FOR EVALUATING CAPITAL PROJECTS

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

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

CRITERIA FOR SCHEDULING CAPITAL PROJECTS

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

1. Project Urgency
 - a. Is the project required due to state or federal mandates?
 - b. Will the project improve unsatisfactory environmental, health and safety conditions?
 - c. What are the implications if the project is not built?
 - d. Does the project accommodate increases in demand for service?
2. Project Readiness
 - a. Are project-related research and planning completed?
 - b. Are the appropriate departments prepared to execute the project?
3. Project Phasing
 - a. Can the project be phased over multiple fiscal years?
 - b. Are funds readily available to finance the project?
 - c. Does the project have a net impact on the operating budget?
 - d. Does the project preserve previous capital investments or restore a capital facility to adequate operating condition?
4. Planning Questions
 - a. Is the project consistent with the Comprehensive Plan?
 - b. Can projects of similar use or purpose be co-located at one location?
 - c. Does the project increase the efficiency of the service delivery?
 - d. What are the number and types of citizens likely to benefit from the project?

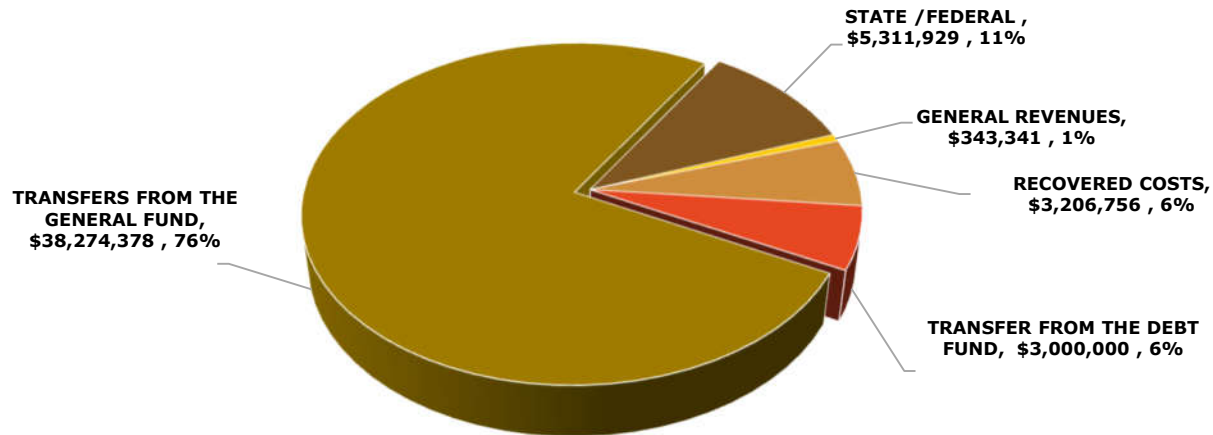
CAPITAL IMPROVEMENT PLAN SCHEDULE

October 23, 2020 @ 1:30 pm	CIP Committee meeting, Planning Conference Room
October - December 9, 2020	Staff review and development of the proposed Capital Improvement Plan. All existing projects to be analyzed, estimated costs updated, and new proposed projects prioritized based on City needs or anticipated changes in the City's needs based on population changes, economic changes, infrastructure projects, etc.
December 7, 2020	Presentation and discussion of the DRAFT School Capital Improvement Plan -School Board work session.
December 17, 2020	Presentation and introduction of the DRAFT Capital Improvement Plan to the City Planning Commission.
January 14, 2021	Presentation and discussion of the DRAFT Capital Improvement Plan with City Council of any project, funding proposal, priority of any project, changes to the plan.
January 11, 2021	Adoption of the School Capital Improvement Plan by the School Board.
January 21, 2021	Public hearing and consideration and adoption of the CIP by the Planning Commission.
January 28, 2021	Discussion and continued review with City Council of any project, funding proposal, priority of any project, changes to the plan.
February 11, 2021	Adoption of the Capital Improvement Plan by City Council.

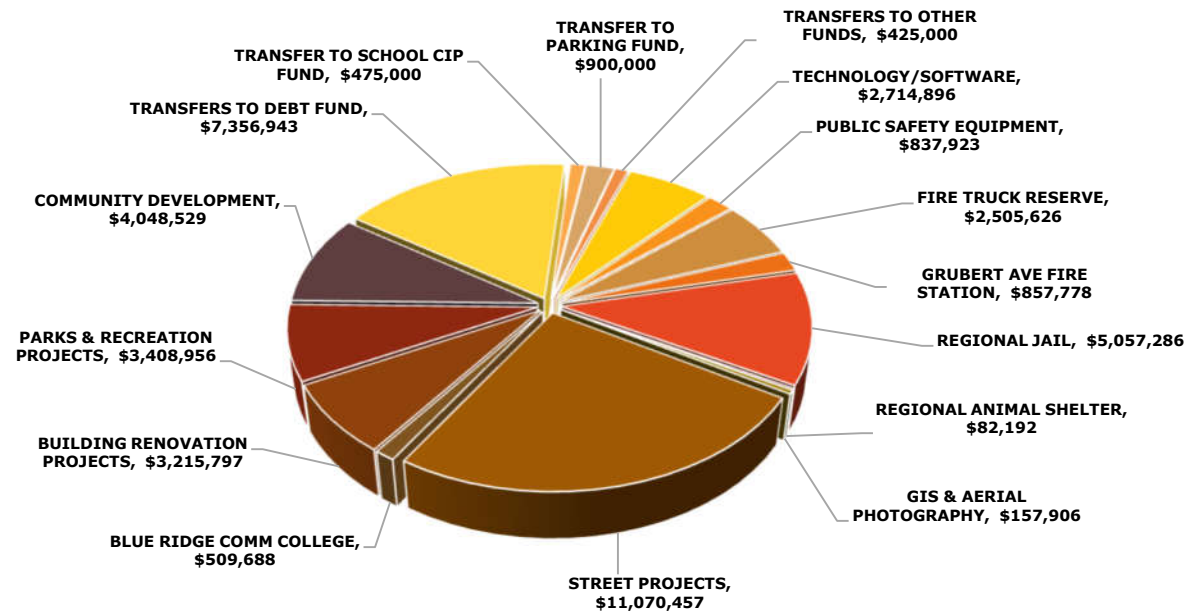
CIP COMMITTEE

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

**CITY OF STAUNTON GENERAL FUND CIP ACTUAL REVENUES
FY2004 - FY2021
\$50,136,404**



**CITY OF STAUNTON GENERAL FUND CIP ACTUAL EXPENDITURES
FY2004 - FY2021
\$42,584,034**



CITY OF STAUNTON
GENERAL FUND CIP REVENUES - FINANCIAL UPDATE (OCTOBER 31,2020)

FY 2004 - FY2021			
	BUDGET	REVENUES TO DATE	BALANCE
CIP GENERAL REVENUE			
INTEREST INCOME	\$ 5,314	\$ 337,708	\$ (332,394)
MISCELLANEOUS REVENUE	4,950	5,633	(683)
RECOVERED COSTS-OPERATIONS	397,148	506,160	(109,012)
APPROPRIATION OF PRIOR YEAR FUND BALANCE	2,268,470	-	2,268,470
TRANSFER FROM DEBT SERVICE FUND	3,000,000	3,000,000	-
TRANSFER FROM THE GENERAL FUND	38,274,378	38,274,378	-
TOTAL GENERAL GOVERNMENT REVENUES	\$ 43,950,260	\$ 42,123,879	\$ 1,826,381
CIP CAPITAL GRANTS AND CONTRIBUTIONS			
RECOVERED COSTS- HEALTH DEPARTMENT BUILDING	\$ 24,530	\$ 17,840	\$ 6,690
TOTAL CIP CAPITAL GRANTS	\$ 24,530	\$ 17,840	\$ 6,690
PUBLIC WORKS- CAPITAL/NON-CAPITAL GRANTS			
COMMONWEALTH OF VIRGINIA-TRANSPORTATION	\$ 2,741,946	\$ 2,682,756	\$ 59,190
VABF GRANT	\$ 431,200	\$ -	\$ 431,200
RECOVERED COSTS-MONTGOMERY AVENUE	11,333	11,333	0
RECOVERED COSTS- SEARS HILL BRIDGE	150,168	150,168	0
COMM OF VA- PRIMARY EXTENSION PAVING	1,430,173	1,549,484	(119,311)
COMMONWEALTH OF VIRGINIA- MISCELLANEOUS AID	102,273	97,299	4,974
RECOVERED COSTS- COCHRAN PARKWAY	1,883,747	1,860,887	22,860
FEDERAL GOV'T- MISCELLANEOUS	105,931	105,931	(0)
FEDERAL - SAFE ROUTES TO SCHOOL GRANTS	2,290,907	720,134	1,570,773
STATE/ FEDERAL GOV'T -CENTRAL AVENUE	268,669	22,330	246,339
TOTAL PUBLIC WORKS CAPITAL/NON-CAPITAL GRANTS	\$ 9,416,347	\$ 7,200,321	\$ 2,216,026
PARKS & RECREATION NON-CAPITAL GRANTS			
STATE AID-VDOT FUNDS	\$ 25,000	\$ 24,219	\$ 781
STATE AID-MISCELLANEOUS SLAF LAKE TAMS	210,978	210,978	0
TOTAL PARKS & RECREATION GRANTS	\$ 235,978	\$ 235,197	\$ 781
COMMUNITY DEVELOPMENT CAPITAL GRANTS			
COMM OF VA FRONTIER CENTER	\$ 100,000	\$ 100,000	\$ -
COMM OF VA- RR SMITH CENTER FUNDS	459,167	459,167	-
TOTAL COMMUNITY DEVELOPMENT GRANTS	\$ 559,167	\$ 559,167	\$ -
TOTAL CIP FUND REVENUES	\$ 54,186,282	\$ 50,136,404	\$ 4,049,878
\			
TRANSFERS FROM THE GENERAL FUND			
FISCAL YEAR 2003	\$ 479,317		
FISCAL YEAR 2004	\$ 545,747		
FISCAL YEAR 2005	\$ 1,387,431		
FISCAL YEAR 2006	\$ 2,935,405		
FISCAL YEAR 2007	\$ 3,047,527		
FISCAL YEAR 2008	\$ 841,518		
FISCAL YEAR 2009	\$ 3,033,591		
FISCAL YEAR 2010	\$ 2,736,358		
FISCAL YEAR 2011	\$ 3,513,820		
FISCAL YEAR 2012	\$ 2,210,000		
FISCAL YEAR 2013	\$ 2,452,004		
FISCAL YEAR 2014	\$ 3,052,170		
FISCAL YEAR 2015	\$ 2,557,305		
FISCAL YEAR 2016	\$ 1,873,392		
FISCAL YEAR 2017	\$ 1,641,050		
FISCAL YEAR 2018	\$ 791,050		
FISCAL YEAR 2019	\$ 691,050		
FISCAL YEAR 2020	\$ 841,050		
FISCAL YEAR 2021	\$ 1,785,643		
TOTAL TRANSFERS FROM THE GENERAL FUND	\$ 36,415,428		

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2020
FY 2004 - FY2021

	BUDGET	EXPENDITURES	BALANCE
GENERAL GOVERNMENT ADMINISTRATION			
FINANCIAL SOFTWARE	\$ 1,332,482	\$ 1,273,429	\$ 59,054
INFORMATION TECHNOLOGY EQUIPMENT	265,210	252,877	12,333
FIBER LOOP PROJECT	1,188,591	1,188,591	0
TOTAL GENERAL GOVERNMENT ADMINISTRATION	\$ 2,786,283	\$ 2,714,897	\$ 71,386
PUBLIC SAFETY EQUIPMENT/PROJECTS			
E911 TELEPHONE EQUIPMENT	\$ 102,166	\$ 102,166	\$ (0)
E911 CALL HANDLING EQUIPMENT	102,273	97,299	4,974
E911 RECORDING EQUIPMENT	150,000	150,011	(11)
FIRE STATION -GRUBERT AVENUE	857,779	857,778	1
FIRE TRUCK RESERVE	1,704,383	2,505,626	(801,243)
RADIO NARROWBAND PROJECT	500,000	488,447	11,553
REGIONAL JAIL RESERVE	5,376,286	5,057,286	319,000
REGIONAL ANIMAL SHELTER	125,000	82,192	42,808
TOTAL PUBLIC SAFETY PROJECTS	\$ 8,917,887	\$ 9,340,805	\$ (422,918)
ENGINEERING PROJECTS			
ENGINEERING AERIAL PHOTOGRAPHY	\$ 141,440	\$ 141,440	\$ -
GIS SYSTEM	16,468	16,466	2
TOTAL ENGINEERING PROJECTS	\$ 157,908	\$ 157,906	\$ 2
STREET PROJECTS			
STREET IMPROVEMENT PROJECTS	\$ 1,719,559	\$ 1,634,010	\$ 85,549
URBAN STREET CONSTRUCTION 2% MATCH RESERVE ACCOUNT	307,185	1,057	306,128
URBAN STREET CONSTR 2% MATCH-CHURCHVILLE AVE	479,293	464,338	14,955
KALORAMA ST PROJECT	109,194	109,193	1
BOWLING STREET BRIDGE	335,592	335,592	(0)
HAILE STREET BRIDGE	322,955	322,955	(0)
MONTGOMERY AVENUE ROAD EXTENSION PROJECT	813,729	813,729	0
SEARS HILL BRIDGE COMMUNITY FOUNDATION ACCOUNT	170,875	170,875	0
SAFE ROUTES TO SCHOOL - SHELburne/ WARE SCHOOL	100,362	100,361	1
SAFE ROUTES TO SCHOOL- MCSWAIN SCHOOL	353,440	353,440	0
STATLER /RICHMOND RD -VDOT PROJECT GRANT-CITY MATCH	50,000	-	50,000
RICHMOND RD /GREENVILLE-VDOT PROJECT GRANT-CITY MATCH	35,000	-	35,000
CENTRAL AVENUE STREETScape-FEDERAL PROJECT	2,582,422	2,268,071	314,351
CENTRAL AVENUE STREETScape-CHESAPEAKE BAY GRANT	75,000	75,000	-
NEW SIDEWALKS	700,000	-	700,000
STATE ROUTE 1426 VDOT REVENUE SHARING PROJECT	2,110,000	1,789,303	320,697
BESSIE WELLER SAFE ROUTE TO SCHOOL GRANT	459,838	19,652	440,186
RICHMOND RD/COCHRAN PARKWAY	2,883,747	2,860,887	22,860
BRICK SIDEWALK PROJECTS	85,163	85,162	1
VDOT PRIMARY EXTENSION PAVING	1,430,173	1,549,475	(119,302)

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2020
FY 2004 - FY2021

	BUDGET	EXPENDITURES	BALANCE
MARTIN LUTHER KING JR MEMORIAL SIGN	41,450	40,940	510
PUBLIC WORKS EQUIPMENT RESERVE	400,000	282,975	117,025
RT 11 / COMMERCE ROAD INTERSECTION	50,000	-	50,000
ADAPTIVE TRAFFIC CONTROL	214,593	(64,593)	279,186
TOTAL STREET PROJECTS	\$ 15,829,570	\$ 13,212,423	\$ 2,617,147
EDUCATION			
BLUE RIDGE COMMUNITY COLLEGE	\$ 509,698	\$ 550,736	\$ (41,038)
STAUNTON HIGH SCHOOL PROJECT	400,000	-	400,000
TOTAL EDUCATION	\$ 909,698	\$ 550,736	\$ 358,962
BUILDING MAINTENANCE PROJECTS			
CITY HALL ROOF REPLACEMENT	\$ 165,306	\$ 85,306	\$ 80,000
ART CENTER WALL REPAIR	310,481	196,481	114,001
CITY HALL FLOOR REPAIR	66,140	36,140	30,000
ENERGY SAVINGS PROJECT	1,480,181	1,480,181	-
MHP MOLD REMEDIATION	69,200	69,199	1
BUILDING MECHANICAL SYSTEMS	241,981	242,361	(380)
HEALTH DEPARTMENT BUILDING RENOVATIONS	169,841	169,840	1
BOOKER T BUILDING	266,818	262,603	4,215
LIBRARY FACILITY STUDY	40,000	40,000	-
FIRE STATION ROOF REPLACEMENT	845,000	207,715	637,285
PUBLIC SAFETY BUILDING/SCHOOL STORAGE BUILDING	40,000	39,339	661
COCHRAN JUDICIAL CENTER	606,682	256,682	350,000
PUBLIC WORKS BUILDING MAINTENANCE RESERVE	200,000	156,366	43,634
TOTAL PUBLIC WORKS BUILDING PROJECTS	\$ 4,501,630	\$ 3,242,213	\$ 1,259,417
PARKS, RECREATION, CULTURAL			
FOOTBALL STADIUM IMPROVEMENTS	\$ 60,578	\$ 60,578	\$ -
MHP SOCCER FIELDS	166,272	165,878	394
SKATEBOARD PARK	84,275	84,275	-
BOOKER T PLAYGROUND EQUIPMENT	20,209	20,209	-
GHP PLAYGROUND EQUIPMENT	93,402	93,402	-
MHP POOL BATHHOUSE REPAIRS	37,763	37,763	0
GHP QUARTERBACK CLUB RESTROOMS	70,000	70,000	-
MHP PLAYGROUND EQUIPMENT	90,000	90,000	-
GOLF COURSE IRRIGATION PROJECT	635,491	635,490	1
MONTGOMERY HALL PARK FIELD IMPROVEMENT	15,000	15,000	-
LANDSCAPE PLAN	153,069	153,069	-
GYPSY HILL PARK BANDSTAND REPAIRS	30,000	30,000	-
FIELDHOUSE PROJECT-FOOTBALL STADIUM	32,606	32,606	(0)
GHP POOL RENOVATIONS	500,000	492,565	7,435
LAKE TAMS PROJECT	382,637	382,637	0
LAKE TAMS PROJECT - SLAF	210,978	210,978	0

CITY OF STAUNTON
GENERAL FUND CIP PROJECTS - FINANCIAL UPDATE- October 31, 2020
FY 2004 - FY2021

	BUDGET	EXPENDITURES	BALANCE
GHP DUCK POND	76,106	76,106	(0)
MHP BATHROOM/ POOL	275,000	274,317	683
MOXIE STADIUM LIGHTING	52,055	52,055	-
STATLER BROTHERS TRIBUTE	29,030	29,030	-
GHP FENCE	71,115	71,115	-
GREENWAYS PROJECT	400,000	-	400,000
FOOTBALL STADIUM ADA IMPROVEMENTS	100,000	87,682	12,318
GHP RESTROOM REPLACEMENT	350,000	-	350,000
GHP TOT PLAYGROUND	75,000	40,000	35,000
TOTAL PARKS, RECREATION, CULTURAL	\$ 4,010,586	\$ 3,204,755	\$ 805,831
LIBRARY			
LIBRARY AUTOMATION SYSTEM	\$ 204,201	\$ 204,201	\$ 0
COMMUNITY DEVELOPMENT PROJECTS			
RR SMITH CENTER PROJECT	\$ 609,167	609,167	\$ (0)
PERFORMING ARTS CENTER	100,000	100,000	-
WOODROW WILSON PRESIDENTIAL LIBRARY	100,000	100,000	-
SHENANARTS	8,333	8,333	-
COUNTY COURTS PROJECT	177,453	99,060	78,393
CORRIDOR OVERLAY INCENTIVES	25,000	1,350	23,650
BIKE & PEDESTRIAN PATH	125,000	-	125,000
ECONOMIC DEVELOPMENT RESERVE	1,243,811	1,243,811	(0)
WESTERN STATE HOSPITAL DEVELOPMENT	595,434	595,434	-
STAUNTON CROSSING DEVELOPMENT	3,806,200	940,510	2,865,690
ENTERPRISE ZONE PROGRAM	55,000	21,823	33,177
ENTERPRISE ZONE PROGRAM- CADENCE	175,000	141,011	33,989
ENTERPRISE ZONE PROGRAM- CARDED GRAPHICS	130,521	100,000	30,521
FRONTIER CULTURE GRANT PROJECT	100,000	88,051	11,949
TOTAL COMMUNITY DEVELOPMENT	\$ 7,250,919	\$ 4,048,551	\$ 3,202,368
TRANSFERS TO OTHER FUNDS			
TRANSFER TO THE GENERAL FUND -HOTEL DEBT	\$ 600,000	\$ 600,000	\$ -
TRANSFER TO THE TROLLEY FUND -TROLLEY PURCHASE	25,000	25,000	-
TRANSFER TO DEBT SERVICE SINKING FUND	6,756,943	6,756,943	-
TRANSFER TO THE PARKING FUND	900,000	900,000	-
TRANSFER TO BOND CONSTRUCTION	400,000	400,000	-
TRANSFER TO SCHOOL CIP FUND	475,000	475,000	-
TOTAL TRANSERS TO OTHER FUNDS	\$ 9,156,943	\$ 9,156,943	\$ -
CIP PROJECTS RESERVE -UNDESIGNATED PROJECTS	\$ 734,657	-	\$ 734,657
TOTAL GENERAL FUND CIP EXPENDITURES	\$ 54,460,283	\$ 45,833,430	\$ 8,626,852

Chapter 1 – Goals and Objectives

GOALS AND OBJECTIVES

Goals are overarching statements describing the direction that a community wants to go. Goals are general, reflect values of the community, and are visionary to lead to a desired future. Objectives are statements describing how those goals should be reached. Objectives should be measurable and achievable.

Open Space/Environment

Goal: Practice good stewardship of the environmental resources within and surrounding the City by protecting environmentally sensitive areas, preserving open space and natural habitat (including dark skies), minimizing pollution of all kinds, and encouraging sustainability and conservation practices.

Objectives:

- Promote only appropriate uses for open space, floodplains, environmentally sensitive areas, and agricultural-forestal districts.
- Support efforts to preserve Betsy Bell and Mary Gray Mountains by enhancing the use of public areas and exploring the possibility of conservation easements.
- Support development of greenways in and those that connect to the City.
- Encourage the implementation of Mitigation Strategies for the City included in the Central Shenandoah Valley Hazard Mitigation Plan.
- Take a watershed approach to protect water resources, through efforts such as reducing pollution and litter, encouraging stream buffers and restoration of riparian areas, increasing tree canopy, preserving open space, and educating the public.
- Continue implementation of stormwater best management practices.
- Promote energy conservation practices and the potential use of alternative energy sources.

Community Character

Goal: Preserve and capitalize on the rich historical and architectural character of the City by enhancing its physical attractiveness and implementing architecturally appropriate design standards.

Objectives:

- Enhance the physical attractiveness of the City through signage, landscaping and tree plantings, controlling litter, and reducing light pollution through “Dark Sky” techniques such as top and side shields on outdoor lighting.
- Educate citizens, especially property owners, on landscaping, beautification of neighborhoods, proper stormwater management, and the importance of maintaining long-term historic standards.
- Continue support for and cooperative efforts with the Historic Staunton Foundation.
- Support the City’s continued compliance with the historic preservation and the historic district overlay ordinances.
- Explore areas in the City for potential designation as historic districts and continue to identify properties of historical or architectural significance, especially pre- and post- WWII neighborhoods.
- Support preservation efforts of Staunton’s historic African American communities and identify properties of historical or architectural significance.
- Encourage commercial and retail structures that adjoin residential neighborhoods to utilize consistent or complimentary facades and site features to the surrounding neighborhoods when they are developed, redeveloped, or renovated.

Goal: Minimize degradation of scenic and natural resources.

Objectives:

- Use community friendly lighting policies to minimize light pollution and foster comfortable and safe nighttime environments; use smart outdoor lighting in public installations and educate citizens on appropriate lighting choices.

Planning

Goal: Encourage appropriate new development that is well-planned, compatible, incorporates mixed uses when appropriate, and contributes to the resource base of the City.

Objectives:

- Coordinate planning on corridors to promote quality of life and architectural character.
- Educate the public, development community, local officials and staff on the advantages of smart/good development.
- Encourage “living where you work” through at-home businesses in residential areas and small business owners living in commercial and transitional mixed use zones, especially downtown buildings where businesses are at street level and upper floors are residences.
- Continue funding to complete the adopted Streetscape Plan in the Downtown Business District. Expand the Streetscape planning to include entry corridors immediately adjacent to and leading into the Downtown historic districts.
- Review zoning for the Downtown Business District and the adjoining historic districts for compatibility with the architectural character of the area.
- Review building height allowable under current zoning.
- Document the existing and historical architectural character of the Central Avenue area, adjoining historic districts, and neighborhoods.
- Revise zoning as needed to ensure new construction will relate to and be compatible with the historic architectural building and landscape character, including size, scale, and pattern of development.
- Review and update historic overlay zoning for the historic districts to ensure compatibility with the intent of the adopted design guidelines.
- Review and update Certificate of Appropriateness (COA) procedures and process. Consider consent agenda for minor changes and proposed changes clearly documented and following the adopted guidelines.

Goal: Encourage a demographically diverse and growing population.

Objectives:

- Recruit a mix of young professionals, families, and recent retirees to Staunton.
- Develop incentives for young adults to return to the City after completing college or after starting a family.
- Capitalize on the financial resources and life experiences that new retirees bring to the City.
- Ensure adequate facilities and programs are available to support the City's older citizens and empower them to remain active in the community.

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

Objectives:

- Encourage civic, service, and faith-based organizations, as well as neighborhood and community associations and the development community to play key roles in neighborhood revitalization through their participation in neighborhood “visioning” exercises.

Neighborhoods and Housing

Goal: Create walkable neighborhoods with the emphasis on pedestrian access and safety.

Objectives:

- Make rehabilitation and development of a quality pedestrian network including a maintenance and enhancement program for existing sidewalks a key priority for capital project funding and implementation.
- Require appropriately landscaped and sized sidewalks within all new developments and major redevelopments. Retrofit existing neighborhoods with appropriately landscaped and sized sidewalks as funding becomes available.
- Maximize the safety of students utilizing the school “walk zones” and by enabling and encouraging walking to school through such programs as “Safe Routes to School”.

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

Adopted July 11, 2019

- Complete the pedestrian corridor on Churchville Avenue to connect downtown to Gypsy Hill Park.
- Pursue safety efforts to ensure that neighborhood streets along the pedestrian network are as safe as possible from high speed traffic and crime.
- Integrate new developments into surrounding neighborhoods by connecting with existing roads and discouraging cul-de-sacs and isolating neighborhoods.

Goal: Ensure that Staunton’s housing stock is an adequate mix to support the citizenry and the City’s tax base.

Objectives:

- Develop a city-wide housing plan to address housing issues such as affordable housing, blighted areas, historic rehabilitation, housing for seniors and the elderly, and housing too concentrated based on income levels.
- Encourage building projects that infill existing neighborhoods.
- Encourage residential development of upper floors of commercial buildings in downtown.
- Promote mixed use development of housing, shops, businesses, and parks.

Rehabilitation and Re-use

Goal: Promote rehabilitation and conservation throughout the City by reuse of existing infrastructure and buildings, revitalization of blighted and vacant properties, and redevelopment in older, high density areas with existing utilities and infrastructure.

Objectives:

- Provide tools and incentives for private rehabilitation of older structures throughout the City such as grants, low-interest loans, revolving loan funds, tax abatement, and technical assistance.
- Emphasize proactive property and structural maintenance and environmental hazard abatement through public education and volunteer support through community and faith-based organizations.
- Review the Rehab Abatement Program to see if there are any helpful revisions that could benefit homeowners.

- Continue applying for funding from state, federal, private, and non-profit programs for neighborhood improvements.
- Revitalize blighted and vacant properties by creating an inventory to evaluate if zoning changes are needed, create a partnership with public safety officials to address crime, require absent landlords to maintain deteriorating properties, and encourage the City Treasurer to auction tax delinquent and abandoned properties.
- Improve flexibility in older neighborhoods and redevelopment areas by examining lot size, set back, and parking requirements.
- Encourage continued redevelopment of commercial brownfield areas.
- Encourage compatible, in-fill development on vacant lots.

Transportation and Parking

Goal: Provide balanced design that includes use of a variety of transportation options including pedestrian, bicycle, vehicle, and public transportation within the City.

Objectives:

- Develop designs that scale roads and intersections compatible to neighborhoods.
- Evaluate the design of any new transportation project for sidewalks, safety, pedestrian and bicycle access, and the impact on existing neighborhoods.
- Develop safe, designated street crossings and ingress/egress points for pedestrians in high-density neighborhoods that adjoin primary destinations such as downtown, parks, and schools to encourage walking.
- Consider options such as traffic calming devices and traffic routing patterns to disperse traffic away from older, established neighborhoods.
- Continue to make Staunton more bike-friendly with a variety of bike infrastructure on streets as they are built, widened, or resurfaced. Link greenways and bike trails.
- Pursue safe pedestrian networks in and between all neighborhoods.

- Continue participation in a regional transit system that offers transportation options to those who cannot, or choose not, to operate motor vehicles. Expand services of the existing system when possible to provide a broader service area within the City.

Goal: Increase the emphasis on use and design for the City’s current and future parking facilities.

Objectives:

- Implement resourceful parking strategies that promote calculating parking ratios based upon average use instead of capacity use. Examine ways to maximize utilization of downtown parking lots and garages.
- Maintain incentives for retrofitting hard surface commercial parking areas to landscaped areas.
- Create a safe, user-friendly, landscaped pedestrian network of walkways and crossings between public parking and commercial areas.
- Where appropriate, move parking from the front of public and commercial buildings to the side or rear.

Public Service and Government

Goal: Ensure quality and effective public services that meet the needs of citizens and the business community that is balanced with the City’s economic base and resources.

Objectives:

Recreation

- Provide appropriate facilities and programs to adequately meet the recreational needs of the community.
- Continue to support and provide facilities for active and passive recreation activities that provide opportunities for social interaction.
- Work with the local YMCA and similar organizations to provide joint programs and to supplement resources.
- Continue to support the network of parks; small and large.

Public Safety

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

Schools

- Support efforts to maintain a quality school system.
- Encourage the continued renovation and upgrade of existing, neighborhood-based schools.
- Encourage more utilization of schools, school grounds, and playgrounds as neighborhood focal points and gathering centers for after hours and community activities when schools are not in session.
- Continue to capitalize on the excellent schools, colleges, and universities in the region to assist with the implementation of planning objectives. Utilize student interns and classes to conduct research; and seek input from professors and students.

Library

- Continue to support regional cooperation between area libraries.
- Support continued maintenance/enhancement of the Library facility and encourage family-friendly programs and services.

Social Services

- Ensure that Staunton maintains its responsibility for the number of social service clients proportionate to its capabilities.

Utilities and Infrastructure

- Encourage extension of water and sewer utilities only where it is planned, and discourage extension of water and sewer utilities into areas where they might promote the development of identified environmentally critical areas.
- Encourage the undergrounding of utilities whenever possible in private and public development, redevelopment and relocation.
- Continue to fund and seek funding for critical stormwater control facilities and flood mitigation activities.
- Encourage the use of smart outdoor lighting when new lighting is installed and transition existing street lighting to smart lighting; follow guidelines of International Dark Sky Association (IDA) and Smart Outdoor Lighting Association (SOLA).
- Continue to require sidewalks and curb and guttering for all new developments and major renovations, but allow for flexibility in design, that maintains the edge of the street and allows for controlled stormwater management.
- Encourage green and sustainable initiatives and integrate emerging technologies that promote use of efficient and renewable energy.

Goal: Ensure that the regulatory and approval processes are clear and facilitate the type of development the City desires.

Objectives:

- Work with stakeholders (including developers, contractors, investors, real estate agents, architects, land surveyors, and bankers) to evaluate the regulatory and approval processes.
- Develop zoning regulations and design goals in a graphic / pictorial format.

Economic Development

Goal: Continue development of a vibrant, active downtown with enhanced business and residential opportunities.

Objectives:

- Continue to support the Staunton Downtown Development Association and its economic development and revitalization efforts.
- Support organizations that expand arts and cultural opportunities for Staunton’s residents and visitors.
- Promote outdoor activities in the downtown area such as dining, sales by downtown businesses, festivals, and community gatherings that encourage pedestrian activity and social interaction.
- Encourage the opening of “basic service” businesses including a grocery store, laundry, and pharmacy in downtown.
- Continue to educate businesses on the benefits within enterprise zones.
- Support opportunities to attract visitors downtown who have stopped at Staunton Crossing or Frontier Center.

Goal: Aggressively pursue an economic development program that strengthens and broadens the City’s economic base, with an emphasis on living wage opportunities.

Objectives:

- Support the goals of the City's Economic Development Plan, including: short- term priorities such as destination retail, tourism, white collar service businesses, and manufacturing in the industrial parks; long-term priorities such as workforce skill development, development of higher paying jobs, and small business development.

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

Adopted July 11, 2019

- Promote and fill the Green Hills Industry and Technology Center and the Staunton Crossing.
- Work cooperatively with Augusta County and Waynesboro to achieve joint economic development and tourism goals.
- Continue to support the Central Shenandoah Valley's Comprehensive Economic Development Strategies.
- Actively participate in the Shenandoah Valley Partnership, the Shenandoah Valley Technology Council, the Shenandoah Valley Workforce Development Board, the Central Shenandoah Planning District Commission, and similar organizations that promote the economic health and well-being of Central Shenandoah Valley residents and businesses.
- Support an agricultural processing plant in the area to give farmers a way to market and process farm products locally.
- Encourage medical and educational uses in the downtown area.
- Maintain support for a business incubator located in Staunton.

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

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	ACTUAL FUNDING	COMMENT
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2020 / BA 2019	Fire Truck Replacement Reserve	\$ 250,000	\$ 250,000	Reserve was funded in FY2020
PUBLIC WORKS						
URBAN STREET PROGRAM	*	GF 2020	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 50,000	\$ 50,000	Reserve was funded in FY2020
STREETS	*	GF 2020	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	\$ 150,000	Reserve was funded in FY2020
STREETS	*	CIP Account (58494) / BA2020	Central Avenue Streetscape - Install brick sidewalks, ornamental lighting, crosswalks, and underground utilities in this area as the next phase of streetscape improvements. PROJECT UPDATE: DECEMBER 9, 2016 - COST ESTIMATE = \$2,722,015 - VDOT TAP Grant \$1,458,912; VDOT Revenue Share Funds \$57,216; balance funded by local funds including matching requirements. (UPC 80485 Comp. Plan)	\$ 479,430	\$ 479,430	Project funded - Moved to FY2021 due to COVID
BRICK SIDEWALKS	*	GF 2020	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	\$ 100,000	Reserve was funded in FY2020
NEW SIDEWALKS	*	GF 2020	VDOT grant program for new sidewalk projects - City Match Funds	\$ 100,000	\$ 100,000	Reserve was funded in FY2020
PUBLIC WORKS EQUIPMENT FUND	*	GF 2020	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	\$ 100,000	Reserve was funded in FY2020
PUBLIC WORKS BUILDING FUND	*	GF 2020	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	\$ 100,000	Reserve was funded in FY2020
ECONOMIC DEVELOPMENT						
STAUNTON CROSSING-DEMOLITION OF BUILDINGS	*	BA 2019 / PROPOSED GRANT	Staunton Crossing development- demolition of old Western State Hospital buildings. Move to FY2019/2020 from FY2018. Funding proposed in FY2019 Budget Amendment and a proposed \$500,000 grant from the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant. City Council approved the grant application October 25, 2018.	\$ 2,431,200	\$ 2,431,200	Project funded - Moved to FY2021 due to COVID
STAUNTON CROSSING-DEMOLITION OF BUILDINGS	*	BA 2020	Staunton Crossing development- demolition of old Western State Hospital buildings. Move to FY2019/2020 from FY2018. Funding proposed in FY2019 Budget Amendment and a proposed \$500,000 grant from the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant. City Council approved the grant application October 25, 2018.	\$ 350,000	\$ 350,000	Project funded - Moved to FY2021 due to COVID
RECREATION						
GREENWAYS PROJECT	*	BA 2019	Paved bike and pedestrian paths, landscaping, purchase of properties and easements. 2020 Greenways Plan.	\$ 100,000	\$ 100,000	Funded FY2019 Budget Amendment
GYPSY HILL PARK	*	BA 2019	Replace two bathrooms at west end of Gypsy Hill Park	\$ 350,000	\$ 350,000	Funded FY2019 Budget Amendment

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

FY2019 - 2020 - Recap

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	COST		COMPREHENSIVE PLAN PRIORITY INITIATIVE
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2020	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	\$ 41,050	Reserve Funded in FY2020
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS *	BA 2019	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, Technology	\$ 200,000	\$ 200,000	Funded FY2019 Budget Amendment
TOTAL FY2020 CIP PLAN			\$ 4,801,680	\$ 4,801,680	

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

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE COSTS
GENERAL GOVERNMENT					
NETWORK SWITCH/TELEPHONE SYSTEM REPLACEMENT *	BA2020	Replace Obsolete Network Switches/ Telephone Equipment and increase server redundancy	\$ 1,000,000	Public Service and Government	Annual preventive maintenance
PUBLIC WORKS					
STREETS *	BA2020	Adaptive traffic control system for Downtown Corridor (Comp. Plan Item 1)	\$ 150,000	Transportation and Parking	Annual maintenance
PUBLIC WORKS EQUIPMENT FUND *	BA2020	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND *	BA2020	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Not Applicable	Annual preventive maintenance
COURTHOUSE ROOF REPLACEMENT *	BA 2020	Replace the roof at the Cochran Judicial Center. Funded from \$200,000 reserves and \$150,000 from Fund Balance.	\$ 350,000	Public Service and Government	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN *	BA 2020	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety. Augusta - Johnson Streets; Edgewood-Statler-Coalter; Augusta - Taylor; Greenville - Barterbrook: Middlebrook - Hampton	\$ 125,000	Transportation and Parking	Annual maintenance
RECREATION					
GREENWAYS PROJECT *	BA 2020	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking / Open Space / Environment	Annual maintenance
TOTAL FY2021 CIP PLAN			\$ 1,925,000		
FUNDING SOURCES:					
	CIP FUND BALANCE	Public Works Maintenance Reserves - To replace the Staunton Circuit Court Building Roof	\$ 200,000		
	BA2021	Proposed FY2021 Budget Amendment from FY2020 Year Fund Balance-Transfer to CIP Fund	\$ 1,000,000		
	BA 2020	FY2020 Budget Amendment from FY2019 Year Fund Balance-Transfer to CIP Fund	\$ 725,000		
TOTAL FUNDING SOURCES			\$ 1,925,000		

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

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
GENERAL GOVERNMENT						
CITY HALL HVAC REPLACEMENT	*	BA2021	Replace 60 ton RTU # 1 Main Building and 3 20 MultiStack Chillers	\$ 300,000	Public Service and Government	Annual preventive maintenance
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2022	Fire Truck Replacement Reserve	\$ 300,000	Public Service and Government	Annual preventive maintenance
MIDDLE RIVER REGIONAL JAIL	*	BA2021	Expansion of the Middle River Regional Jail	\$ 200,000	Public Service and Government	Annual maintenance contract fees
PLANNING & INSPECTION	*	BA 2021	Building Inspection and Plan Review software package. Replace the current software program to provide more capabilities for inspection services and plan review.	\$ 150,000	Public Service and Government	Annual license fees
POLICE DEPARTMENT RADIOS	*	BA 2021	Replace Public Safety Radios - Equipment shall be compliant with new Augusta Cnty system and will replace equipment that has reached the end of its useful life. SPLIT BETWEEN FY2022 AND FY2023	\$ 400,000	Public Service and Government	Annual maintenance contract fees
POLICE DEPARTMENT RADIOS	*	BONDS	Replace Public Safety Radios - Equipment shall be compliant with new Augusta Cnty system and will replace equipment that has reached the end of its useful life. SPLIT BETWEEN FY2022 AND FY2023	\$ 1,600,000	Public Service and Government	Annual maintenance/ Debt payments
FIRE DEPARTMENT	*	GF 2022	Self-Contained Breathing Apparatus (SCBA) and Compressor Reserves	\$ 30,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT	*	GF 2022	Cardiac Monitor Replacement Reserves	\$ 10,000	Public Service and Government	Annual maintenance contract fees
BESSIE WELLER ELEM SCHOOL	*	VDOT GRANT / LOCAL MATCH	Phase 2 Bessie Weller Elementary School - Safe Routes to Schools Infrastructure Grant Match. Project to include road and entrance improvements for safety to reduce traffic congestion, traffic separation of school buses and parent transportation vehicles, and expansion of the parking lot for staff, visitors, parent/school events. Proposed VDOT Grant = \$800,000 and City match funds = \$200,000. (UPC 109024 Comp. Plan) MOVE PROJECT TO FY2022 FROM FY2021	\$ 1,000,000	Transportation and Parking	Annual maintenance
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2022	VDOT Construction Projects -City Match Funds	\$ 100,000	Transportation and Parking	Annual Maintenance
STREETS	*	GF 2022	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking	Annual maintenance
STREETS	*	GF 2022	Adaptive traffic control system for Churchville Corridor - Augusta to Springhill Road	\$ 150,000	Transportation and Parking	Annual maintenance
STREETS - RICHMOND ROAD /STATLER BOULEVARD INTERSECTION/ TURNING LANE IMPROVEMENTS	*	VDOT GRANT	Richmond Road/Statler Boulevard - Traffic signal modifications/ upgrades to improve traffic congestion and flow. Intersection approaches capacity at peak hours. VDOT Six Year Improvement Program,100% funding from VDOT (UPC 111047 Comp. Plan)	\$ 623,000	Transportation and Parking	Annual maintenance
BRICK SIDEWALKS	*	GF 2022	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking	Annual maintenance

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

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
NEW SIDEWALKS *	GF 2022	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND *	GF 2022	Annual funding source for acquisition of major road equipment for General Fund Streets Department > \$100,000	\$ 100,000	NA	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND *	GF 2022	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	NA	Annual preventive maintenance
SIDEWALK- WEST BEVERLEY STREET/GRUBERT INTERSECTION TO MORRIS MILL ROAD *	CIP Fund	New Sidewalk Construction	\$ 50,000	Transportation and Parking	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN *	BA 2021	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking	Annual maintenance
RECREATION					
GREENWAYS PROJECT *	BA 2021	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking / Open Space / Environment	Annual maintenance
GOLF COURSE *	CIP Fund	Purchase 44 Golf Carts	\$ 200,000	Public Service and Government	Annual Maintenance
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2022	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS *	GF 2022	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 100,000	Public Service and Government	N/A to City
TOTAL FY2022 CIP PLAN			\$ 6,029,050		

FUNDING SOURCES:

GF 2022	General Fund Budget Transfer - FY2022 Budget	\$ 981,050
VDOT GRANT	Proposed VDOT /Richmond Road Statler Blvd	\$ 1,423,000
BONDS	General Obligation Bonds- Emergency Radio	\$ 1,600,000
BA 2021	FY2021 Budget Amendment from FY2020 Year Fund Balance-Transfer to CIP Fund Improvements	\$ 1,475,000
BA 2022	Proposed FY2022 Budget Amendment from FY2021 Year Fund Balance-Transfer to CIP Fund	\$ 300,000
CIP FUND BALANCE	CIP Fund Balance Reserves for Golf Carts and Sidewalk Projects	\$ 250,000
TOTAL FUNDING SOURCES		\$ 6,029,050

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

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
GENERAL GOVERNMENT					
POLICE DEPARTMENT HVAC REPLACEMENT *	BA 2023	Replace 18 ton RTU # 2 and 1 20 ton MultiStack Chiller	\$ 135,000	Public Service and Government	Annual preventive maintenance
MIDDLE RIVER REGIONAL JAIL *	BA 2023	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government	Annual maintenance contract fees
PUBLIC SAFETY					
FIRE DEPARTMENT *	GF 2023	Fire Truck Replacement Reserve	\$ 300,000	Public Service and Government	Annual preventive maintenance
NG911 CALL HANDLING EQUIPMENT *	GF 2023	Call Handling Equipment in the PSAP (911 Center)	\$ 160,000	Public Service and Government	Annual maintenance/ Debt payments
POLICE DEPARTMENT RADIOS *	BONDS	Replace Public Safety Radios - Equipment shall be compliant with new Augusta Cnty system and will replace equipment that has reached the end of its useful life. SPLIT BETWEEN FY2022 AND FY2023	\$ 2,000,000	Public Service and Government	Annual maintenance/ Debt payments
POLICE DEPARTMENT BUILDING *	BONDS	Renovation of building to re-locate the Police Department to another site - MOVE PROJECT TO FY2023 FROM FY2022	\$ 7,000,000	Public Service and Government	Annual maintenance/ Debt payments
FIRE DEPARTMENT *	GF 2023	Self-Contained Breathing Apparatus (SCBA) and Compressor Reserves	\$ 30,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT *	GF 2023	Cardiac Monitor Replacement Reserves	\$ 10,000	Public Service and Government	Annual maintenance contract fees
PUBLIC WORKS					
STREETS - CITY MATCHING FUNDS *	GF 2023	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 100,000	Transportation and Parking	Annual Maintenance
STREETS *	GF 2023	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking	Annual maintenance
STREETS *	GF 2023	Adaptive traffic control systems for Greenville / Statler / Greenville / Barterbrook	\$ 140,000	Transportation and Parking	Annual maintenance
BRICK SIDEWALKS *	GF 2023	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking	Annual maintenance
NEW SIDEWALKS *	GF 2023	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND *	GF 2023	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND *	GF 2023	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Not Applicable	Annual preventive maintenance
STREETS - STAUNTON CROSSING ROAD EXTENSION *	VDOT GRANT / LOCAL MATCH	Extension of the Staunton Crossing Road infrastructure. Fully funded by VDOT (UPC 111048 Comp. Plan)	\$ 8,764,970	Transportation and Parking	Annual maintenance
CITY HALL *	BA 2022	Re-locate the Information Technology Department and Building Inspection/ Planning Department to the basement level of City Hall after Police Department re-locates to a new Police Department building. MOVED FROM THE UNFUNDED PROJECTS TO FY2023	\$ 350,000	Public Service and Government	Annual maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN *	BA 2022	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking	Annual maintenance

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

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
RECREATION					
GREENWAYS PROJECT *	BA 2022	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking / Open Space / Environment	Annual maintenance
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE *	GF 2023	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS * *	GF 2023	Transfer to City Schools CIP Fund for Parking Lot Repavement/ Shelburne Middle School CTE Renovation / School Warehouse \$2.5M	\$ 2,600,000	Public Service and Government	N/A to City
TOTAL FY2023 CIP PLAN			\$ 22,906,020		
FUNDING SOURCES:					
	GF 2023	General Fund Budget Transfer - FY2023 Budget	\$ 1,271,050		
	VDOT GRANT	Proposed VDOT Staunton Crossing Extension	\$ 8,764,970		
	BONDS	General Obligation Bonds- Police /Emergency Radio / School Warehouse	\$ 11,500,000		
	BA 2022	Proposed FY2022 Budget Amendment from FY2021 Year Fund Balance- Transfer to CIP Fund	\$ 1,370,000		
TOTAL FUNDING SOURCES			\$ 22,906,020		

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

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2024	Fire Truck Replacement Reserve	\$ 300,000	Public Service and Government	Annual preventive maintenance
FIRE STATION #1	*	BONDS	Renovate Station #1 on Central Avenue, interior renovations and installation of a new roof structure- MOVE PROJECT TO FY2024 FROM FY2022	\$ 4,500,000	Public Service and Government	Annual maintenance/ Debt payments
MIDDLE RIVER REGIONAL JAIL	*	BA 2023	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT	*	GF 2024	Self-Contained Breathing Apparatus (SCBA) and Compressor Reserves	\$ 30,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT	*	GF 2024	Cardiac Monitor Replacement Reserves	\$ 10,000	Public Service and Government	Annual maintenance contract fees
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2021	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 100,000	Transportation and Parking	Annual Maintenance
STREETS	*	GF 2024	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking	Annual maintenance
STREETS	*	GF 2024	Adaptive traffic control systems for Greenville / Statler / Greenville / Barterbrook	\$ 140,000	Transportation and Parking	Annual maintenance
BRICK SIDEWALKS	*	GF 2024	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking	Annual maintenance
NEW SIDEWALKS	*	GF 2024	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2024	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2024	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING MAINTENANCE	*	BA 2023	Re-locate the Building Maintenance department/shop from the Nelson Street Center to the Public Works building site after the re-location of the Police Department and School storage space is vacats/re-located. MOVED FROM FY2023 TO FY2024 AND UPDATED COSTS TO \$250,000.	\$ 250,000	Public Service and Government	Annual preventive maintenance
RICHMOND AVENUE ROAD DIET AND ROUNDABOUT	*	VDOT SMARTSCALE PROJECT	Creation of an urban boulevard with a new roundabout to reinforce the transition traffic near the Villages into Downtown. Improvements include a reduction of existing travel lanes along portions of Richmond Avenue and Greenville Avenue. Construction includes several 12' shared use paths with 5' grass buffer, sidewalks, and pedestrian signal heads and crosswalks. Project funded by VDOT Smart scale Funding-\$2,246,000. Construction to begin FY2026. (UPC 111051 Comp. Plan)	\$ 2,245,805	Transportation and Parking	Annual maintenance
BUILDING MAINTENANCE- GHP PUMPHOUSE	*	BA 2023	Restore old pumphouse in GHP. Renovate bathroom and upgrade building to modern building codes; building is not ADA compliant. MOVE PROJECT TO FY2024 FROM FY2021.	\$ 225,000	Public Service and Government	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2023	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking	Annual maintenance

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

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
SIDEWALK- EDGEWOOD ROAD - N. COALTER TO NORTH AUGUSTA	* VDOT PROJECT	New Sidewalk Local Agreement/Start Development/Determine Requirements. (VDOT Six Year Plan)	\$ -	Transportation and Parking	Annual preventive maintenance
SIDEWALK- NORTH AUGUSTA	* VDOT PROJECT	New Sidewalk Local Agreement/Start Development/Determine Requirements. (VDOT Six Year Plan)	\$ -	Transportation and Parking	Annual preventive maintenance
SIDEWALK- NORTH AUGUSTA - TERRY TO MEADOWBROOK	* VDOT PROJECT	New Sidewalk Local Agreement/Start Development/Determine Requirements. (VDOT Six Year Plan)	\$ -	Transportation and Parking	Annual preventive maintenance
RECREATION					
GREENWAYS PROJECT	* BA 2023	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking / Open Space / Environment	Annual maintenance
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE	* GF 2024	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS	* GF 2024	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 100,000	Public Service and Government	N/A to City
TOTAL FY2024 CIP PLAN			\$ 9,216,855		

FUNDING SOURCES:

GF 2024	General Fund Budget Transfer - FY2024 Budget	\$ 1,271,050
VDOT GRANT	VDOT Smart Scale Grant Project- Richmond Road Diet and Roundabout	\$ 2,245,805
BONDS	General Obligation Bonds- Fire	\$ 4,500,000
BA 2023	Proposed FY2023 Budget Amendment from FY2022 Year Fund Balance- Transfer to CIP Fund	\$ 1,200,000
TOTAL FUNDING SOURCES		\$ 9,216,855

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2024- 2025**

DEPARTMENT		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
PUBLIC SAFETY						
FIRE DEPARTMENT	*	GF 2025	Fire Truck Replacement Reserve	\$ 350,000	Public Service and Government	Annual preventive maintenance
MIDDLE RIVER REGIONAL JAIL	*	BA 2024	Expansion of the Middle River Regional Jail	\$ 500,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT	*	GF 2025	Self-Contained Breathing Apparatus (SCBA) and Compressor Reserves	\$ 30,000	Public Service and Government	Annual maintenance contract fees
FIRE DEPARTMENT	*	GF 2025	Cardiac Monitor Replacement Reserves	\$ 10,000	Public Service and Government	Annual maintenance contract fees
PUBLIC WORKS						
STREETS - CITY MATCHING FUNDS	*	GF 2025	Virginia Department of Transportation Construction Projects (VDOT) - City Match Funds	\$ 100,000	Transportation and Parking	Annual Maintenance
STREETS	*	GF 2025	City ineligible streets and/or City parking lots- improvements/slurry seal/re-paving	\$ 150,000	Transportation and Parking	Annual maintenance
STREETS	*	GF 2025	Adaptive traffic control systems for Greenville / Statler / Greenville / Barterbrook	\$ 140,000	Transportation and Parking	Annual maintenance
BRICK SIDEWALKS	*	GF 2025	Annual funding source for sidewalk replacement projects to replace concrete sidewalks with brick	\$ 100,000	Transportation and Parking	Annual maintenance
NEW SIDEWALKS	*	GF 2025	Annual funding source for new sidewalk projects and match funds for VDOT grant programs for sidewalks	\$ 100,000	Transportation and Parking	Annual Maintenance
PUBLIC WORKS EQUIPMENT FUND	*	GF 2025	Annual funding source for acquisition of major equipment for General Fund Streets Department > \$100,000	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING FUND	*	GF 2025	Annual funding source for major repairs to City buildings to include replacement of HVAC systems, roof, structural repairs, etc.	\$ 100,000	Not Applicable	Annual preventive maintenance
PUBLIC WORKS BUILDING MAINTENANCE	*	BA 2024	Re-locate the Building Maintenance department/shop from the Nelson Street Center to the Public Works building site after the re-location of the Police Department and School storage space is vacated/re-located. MOVED FROM FY2025 TO FY2024 AND UPDATED COSTS TO \$250,000.	\$ 250,000	Public Service and Government	Annual preventive maintenance
STREET IMPROVEMENTS FOR BICYCLE & PEDESTRIAN PLAN	*	BA 2024	Staunton Bicycle & Pedestrian Plan- May 2018. Install signalized crossings at various intersections for pedestrian safety.	\$ 125,000	Transportation and Parking	Annual maintenance

**CITY OF STAUNTON
CAPITAL IMPROVEMENT PLAN (CIP)
GENERAL FUND
FY2024- 2025**

DEPARTMENT	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	COMPREHENSIVE PLAN GOALS AND OBJECTIVES	OPERATIONS/ MAINTENANCE
SIDEWALK- EDGEWOOD ROAD - N. COALTER TO NORTH AUGUSTA	* VDOT PROJECT	New Sidewalk Obtain Permits/ Start Right of Way Purchase (VDOT Six Year Plan)	\$ 1,098,071	Transportation and Parking	Annual preventive maintenance
SIDEWALK- NORTH AUGUSTA	* VDOT PROJECT	New Sidewalk Obtain Permits/ Start Right of Way Purchase (VDOT Six Year Plan)	\$ 1,477,371	Transportation and Parking	Annual preventive maintenance
SIDEWALK- NORTH AUGUSTA - TERRY TO MEADOWBROOK	* VDOT PROJECT	New Sidewalk Obtain Permits/ Start Right of Way Purchase (VDOT Six Year Plan)	\$ 1,058,211	Transportation and Parking	Annual preventive maintenance
RECREATION					
GREENWAYS PROJECT	* BA 2024	Paved bike and pedestrian paths, landscaping, purchase of properties and easements	\$ 100,000	Transportation and Parking / Open Space / Environment	Annual maintenance
MONTGOMERY HALL PARK	* BA 2024	Practice Field Lights	\$ 140,000	Public Service and Government	Annual maintenance
EDUCATION					
BLUE RIDGE COMMUNITY COLLEGE	* GF 2025	Annual Share of Blue Ridge Community College Capital Building Fund	\$ 41,050	NA	N/A to City
EDUCATION-STAUNTON CITY SCHOOLS					
BUILDING MAINTENANCE REPAIRS	* GF 2025	Transfer to City Schools CIP Fund for Building Maintenance Repairs-roofs, HVAC systems, technology	\$ 150,000	Public Service and Government	N/A to City
TOTAL FY2025 CIP PLAN			\$ 6,119,703		
FUNDING SOURCES:					
	GF 2025	General Fund Budget Transfer - FY2025 Budget	\$ 1,371,050		
	VDOT GRANT	VDOT Participation - Six Year Plan	\$ 3,633,653		
	BA 2024	Proposed FY2024 Budget Amendment from FY2023 Year Fund Balance-Transfer to CIP Fund	\$ 1,115,000		
TOTAL FUNDING SOURCES			\$ 6,119,703		

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

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

	PROJECT DESCRIPTION	PROJECT ESTIMATE
SIDEWALK- MONTGOMERY AVENUE- W. BEVERLEY STREET AND STUART STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12b)	\$ 290,000
SIDEWALK- DONAGHE STREET- CHURCHVILLE AVENUE AND BAYLOR STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12c)	\$ 580,000
SIDEWALK- SPRINGHILL ROAD- CHURCHVILLE AVENUE AND DONAGHE STREET	New sidewalk construction/ Revenue Sharing Project (Comp. Plan Item 12d)	\$ 750,000
ADA COMPLIANT PEDESTRIAN SIGNALS - COALTER STREET/BEVERLEY STREET	Add ADA compliant pedestrian signals (Comp. Plan Item 12g)	\$ 200,000
CENTRAL BUSINESS DISTRICT- ADAPTIVE TRAFFIC CONTROL SYSTEM	Traffic control system for the Central Business District for 14 intersections	\$ 1,100,000
LIBRARY	Library renovations to include interior renovations for program space reallocation, modernization of furniture & fixtures, addition of a technology room, and addition of private study room space based on programming and design study completed in December 2014	\$ 8,000,000
FRONTIER DRIVE IMPROVEMENTS	Upgrade the current cross section from Frontier Road to the Southern City Limit. Includes curb, gutter, sidewalk and sharrows. SAWMPO Long Range Transportation Plan	\$ 7,560,000
FRONTIER DRIVE CONNECTOR	Construct a 3-lane roadway on new alignment with sidewalk on one side of the road, providing the 4th leg to the new roundabout in the Frontier Center that extends through the existing deJarnette property up to Frontier Drive, approximately 0.4 mile. Demolition of the DeJarnette buildings to be done by others (Comp. Plan Item 4)	\$ 4,500,000
VA 613 (OLD GREENVILLE ROAD) FROM SOUTHERN CORPORATE LIMITS OF STAUNTON TO US 11 (GREENVILLE AVENUE)	Reconstruction to current urban standards (Comp. Plan Item 9)	\$ 5,505,720
SPRING HILL ROAD FROM DONAGHE STREET TO NORTHERN CORPORATE LIMITS OF STAUNTON	Reconstruction to current urban 2-lane standards (Comp. Plan Item 10)	\$ 16,296,000
VA 703 (BUTTERMILK SPRING ROAD) FROM WEST CORPORATE LIMITS OF STAUNTON TO PIERCE STREET	Reconstruction to current urban 2-lane standards (Comp. Plan Item 11)	\$ 11,872,800
WEST BEVERLEY STREET STREETScape	Conduct a corridor study to reconstruct West Beverley Street between Western City Limits and Thornrose Avenue (1.5 miles). Reconstruction to include adding sidewalks and shared use path or bike lane, and stormwater management and drainage improvements using best management practices (Comp. Plan Item 2)	\$ 17,000,000
US 250 (RICHMOND ROAD)	Implement recommendations from '09 Corridor Plan. Improve access management, add pedestrian facilities, improve existing pedestrian street crossings, add bike lanes/sharrows/shared use path, and address stormwater management and drainage improvements using best management practices (Comp. Plan Item 3)	\$ 8,000,000
NEIGHBORHOOD STREET IMPROVEMENTS - RITCHIE STREET; HILLCREST STREET; BALDWIN DRIVE.	Reduce impervious area where appropriate, install traffic calming devices, and sidewalks on both sides of street, and curb and gutter for stormwater management and drainage to address current periodic flooding issues. Streets to include Ritchie Street \$1,300,000; Hillcrest Street \$2,600,000; Baldwin Drive \$2,700,000 (Comp. Plan Item 5)	\$ 6,600,000
VA 262 AT US 11 (GREEN HILLS INDUSTRY AND TECHNOLOGY CENTER)	Coordinate with VDOT to extend the right turn lane onto northbound US 11. Install additional southbound US 11 left turn lane (Comp. Plan Item 6)	\$ 1,350,000

ENGLEWOOD / SHUTTERLEE MILL ROAD	Reconstruct intersection to improve non-motorized access, improve sight distances and intersection alignment, and improve stormwater management and drainage using best management practices. To include pavement repair, construction of sidewalks, curb and gutter from Churchville Avenue to Royal Street (Comp. Plan Item 7)	\$ 2,000,000
MIDDLE RIVER REGIONAL JAIL	Expand the Middle River Regional Jail (MRRJ) due to increase in inmate population. Jail facility built in 2006 for 402 beds. Average Daily Population for FY2020 = 800 - 900+ inmates. Expansion expected by FY2023 to hold additional 400-450 beds. Preliminary expansion plans include building a work release center building and/or expanding the original jail facility. Estimated cost = \$40,000,000 to \$96,000,000, City share approximately 21% after State funding = \$15,120,000. City share of debt payments and additional operating costs to be paid annually to the Middle River Regional Jail (MRRJ) in it's annual budget. General Obligation Bonds to be issued by MRRJ.	\$ 15,120,000
TOTAL		\$ 106,724,520

SUMMARY OF VIRGINIA DEPARTMENT OF TRANSPORTATION SIX YEAR PLAN - STAUNTON VIRGINIA

	Edgewood Road N. Augusta to N. Coalter	N. Augusta Sidewalk	N. Augusta Sidewalk Terry St - Meadowbrook	Richmond Ave Road Diet / Roundabout	Staunton Crossing St. Extension
Estimated Cost	\$ 1,098,071	\$ 1,477,371	\$ 1,058,211	\$ 2,245,805	\$ 8,764,970
Local Agreement	25-Oct-2023	23-Oct-2023	25-Oct-2023	26-Oct-2021	-
Start Development	30-Oct-2023	30-Oct-2023	30-Oct-2023	29-Oct-2021	3-Aug-2017
Determine Requirements	9-May-2024	9-May-2024	9-May-2024	9-Dec-2022	22-Mar-2019
Obtain Permits	24-Feb-2025	24-Feb-2025	24-Feb-2025	-	1-Jun-2021
Start Right of Way Purchases	24-Mar-2025	30-May-2025	30-May-2025	30-Sep-2024	-
Complete Right of Way Purchase	8-Jan-2026	27-Mar-2026	17-Mar-2026	25-Jul-2025	-
Solicit Bids	25-Feb-2026	29-Apr-2026	29-Apr-2026	9-Sep-2025	9-Nov-2021
Begin Delivery	14-May-2026	20-Jul-2026	20-Jul-2026	30-Oct-2025	23-Feb-2022
http://www.ctb.virginia.gov/planning/syip/default.asp					

**STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2021 - FY2025
SCHOOL CIP FUND 966**

FY2021					
1	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2021	FY2021 BA2	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000 Annual preventive maintenance
2	Mc SWAIN ELEMENTARY SCHOOL	FY2021	FY2021 BA2	Additional parking is needed for school events	\$ 75,000 Annual maintenance
3	PARKING LOTS /ROADWAYS	FY2021	FY2021 BA2	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000 Annual maintenance
4	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2021	FY2021 BA2	Annual funding to renovate Dixon Education Center to provide specialized career and technical education classrooms for middle school and high school students	\$ 250,000 Annual maintenance
5	SHELBURNE MIDDLE SCHOOL CTE UPGRADES	FY2021	School CIP Reserve	Middle School CTE Cabinets/Appliances Replaced	\$ 16,000 Annual maintenance
6	SHELBURNE MIDDLE SCHOOL LIBRARY CARPET	FY2021	School CIP Reserve	Shelburne Middle School library carpet replacement	\$ 15,000 Annual maintenance
7	WARE ELEMENTARY SCHOOL	FY2021	FY2021 BA2	Additional parking is needed for school events	\$ 75,000 Annual maintenance
			TOTAL FY2021		\$ 631,000
FY2022			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE OPERATIONS / MAINTENANCE
8	SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2022	FY2022 BA1	Annual funding to purchase/ replace school furniture/equipment	\$ 25,000 Annual maintenance
9	VEHICLE RESERVE	FY2022	FY2022 BA1	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000 Annual preventive maintenance
10	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2022	FY2022 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000 Annual preventive maintenance
11	PARKING LOTS /ROADWAYS	FY2022	FY2022 BA1	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000 Annual maintenance
12	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2022	FY2022 BA1	Annual funding to renovate Dixon Education Center to provide specialized career and technical education classrooms for middle school and high school students	\$ 250,000 Annual maintenance
13	STORAGE BUILDING	FY2022	School CIP Reserve	Purchase land and build a multi-purpose building for surplus equipment/furniture storage, cafeteria food storage for frozen foods and dry food storage, technology workspace and storage, and maintenance shop- MOVE PROJECT FROM FY2019 TO FY2022/FY2023	\$ 300,000 Annual preventive maintenance
			TOTAL FY2022		\$ 825,000

**STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2021 - FY2025
SCHOOL CIP FUND 966**

FY2023					
14	STORAGE BUILDING	FY2023	GO BONDS	Purchase land and build a multi-purpose building for surplus equipment/furniture storage, cafeteria food storage for frozen foods and dry food storage, technology workspace and storage, and maintenance shop- MOVE PROJECT FROM FY2019 TO FY2022/FY2023	\$ 2,500,000 Annual preventive maintenance
15	SCHOOL TRANSPORTATION RESERVE	FY2023	FY2023 BA1	Annual contribution to school bus replacement reserve	\$ 50,000 Annual maintenance
16	SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2023	FY2023 BA1	Annual funding to purchase/ replace school furniture/equipment	\$ 50,000 Annual maintenance
17	VEHICLE RESERVE	FY2023	FY2023 BA1	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000 Annual preventive maintenance
18	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2023	FY2023 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000 Annual preventive maintenance
19	TECHNOLOGY RESERVE	FY2023	FY2023 BA1	Annual funding to replace technology infrastructure / network equipment	\$ 50,000 Annual maintenance
20	PARKING LOTS /ROADWAYS	FY2023	FY2023 BA1	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000 Annual maintenance
21	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2023	FY2023 BA1	Annual funding to renovate Dixon Education Center to provide specialized career and technical education classrooms for middle school and high school students	\$ 250,000 Annual maintenance
TOTAL FY2023				\$ 3,150,000	
FY2024			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE OPERATIONS / MAINTENANCE
22	SCHOOL TRANSPORTATION RESERVE	FY2024	FY2024 BUDGET	Annual contribution to school transportation reserve	\$ 50,000 Annual maintenance
23	SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2024	FY2024 BUDGET	Annual funding to purchase/ replace school furniture/equipment	\$ 50,000 Annual maintenance
24	VEHICLE RESERVE	FY2024	FY2024 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000 Annual preventive maintenance
25	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2024	FY2024 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000 Annual preventive maintenance
26	TECHNOLOGY RESERVE	FY2024	FY2024 BUDGET	Annual funding to replace technology infrastructure / network equipment	\$ 50,000 Annual maintenance
27	PARKING LOTS /ROADWAYS	FY2024	FY2024 BA1	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000 Annual maintenance
28	SHELBURNE CTE RENOVATIONS	FY2024	FY2024 BA1/ School CIP Reserve/ GO Bonds	Renovate first floor and basement areas and update technology labs. (Funding \$1M CTE Reserve Build up, \$1.5 GO Bond)	\$ 2,500,000 Annual maintenance
29	SHELBURNE STUDENT MEETING SPACE	FY2024	GO BONDS	Stepped seating for 250 students, add technology and daylighting .	\$ 1,200,000 Annual maintenance
TOTAL FY2024				\$ 4,100,000	

**STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2021 - FY2025
SCHOOL CIP FUND 966**

			PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE	OPERATIONS / MAINTENANCE
FY2025						
30	SCHOOL TRANSPORTATION RESERVE	FY2025	FY2025 BUDGET	Annual contribution to school transportation reserve	\$ 50,000	Annual maintenance
31	SCHOOL FURNITURE/EQUIPMENT RESERVE	FY2025	FY2025 BUDGET	Annual funding to purchase/ replace school furniture/equipment	\$ 50,000	Annual maintenance
32	VEHICLE RESERVE	FY2025	FY2025 BUDGET	Annual funding to replace maintenance vehicles/ grounds equipment	\$ 50,000	Annual preventive maintenance
33	SCHOOL MAINTENANCE/MECHANICAL EQUIPMENT	FY2025	FY2025 BUDGET	Annual funding to replace school building mechanical systems/ roofs / generators	\$ 100,000	Annual preventive maintenance
34	TECHNOLOGY RESERVE	FY2025	FY2025 BUDGET	Annual funding to replace technology infrastructure / network equipment	\$ 50,000	Annual maintenance
35	PARKING LOTS /ROADWAYS	FY2025	FY2025 BA1	Repave all school parking lots and roadways. Annual funding \$100,000	\$ 100,000	Annual maintenance
36	CTE- CAREER/TECHNICAL EDUCATION CLASSROOMS	FY2025	FY2025 BUDGET	Annual funding to renovate Dixon Education Center to provide specialized career and technical education classrooms for middle school and high school students	\$ 250,000	Annual maintenance
				TOTAL FY2025	\$ 650,000	

NOT SCHEDULED / NOT FUNDED PROJECTS

37	DIXON EDUCATIONAL CENTER	NS/NF		Renovate and upgrade Dixon Educational Center to modern standards for technology, class size, gym, etc.	\$ 15,000,000	
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED					\$ 15,000,000	
TOTAL CIP					\$ 24,356,000	

STAUNTON CITY SCHOOLS
CAPITAL IMPROVEMENT PLAN (CIP)
FY2021 - FY2025
SCHOOL CIP FUND 966

			<u>FY2021 -FY2025 CIP PLAN</u>	
FUNDING				
FY2021 BA2 = FY2021 BUDGET AMENDMENT # 2 - DECEMBER 2020				
			FY2021	\$ 631,000
			FY2022	\$ 825,000
			FY2023	\$ 3,150,000
			FY2024	\$ 4,100,000
			FY2025	\$ 650,000
			Unscheduled Projects	\$ 15,000,000
TOTAL FY2020 - FY2024 + UNSCHEDULED PROJECTS CIP PLAN				\$ 24,356,000
<u>SOURCE OF FUNDS- FY2021 CIP PROJECTS</u>				
FY2021	FY2021 CIP	Transfer from School CIP Reserves		\$ 31,000
FY2021	FY2021 BA2	FY2021 Budget Amendment No. 2 (Appropriation of FY2020 Unassigned Fund Balance)		\$ 600,000
TOTAL FY2021				\$ 631,000
<u>SOURCE OF FUNDS- FY2022 CIP PROJECTS</u>				
FY2022	FY2022 BUDGET	Transfer from Education Fund		\$ 100,000
FY2022	FY2022 BA1	FY2022 Budget Amendment No. 1 (Appropriation of FY2021 Unassigned Fund Balance)		\$ 425,000
FY2022	GO BONDS	General Obligation Bonds		\$ 300,000
TOTAL FY2022				\$ 825,000
<u>SOURCE OF FUNDS- FY2023 CIP PROJECTS</u>				
FY2023	FY2023 BUDGET	Transfer from Education Fund		\$ 100,000
FY2023	GO BONDS	Funded by GO Bond Issuance		\$ 2,500,000
FY2023	FY2023 BA1	FY2023 Budget Amendment No. 1 (Appropriation of FY2022 Unassigned Fund Balance)		\$ 550,000
TOTAL FY2023				\$ 3,150,000
<u>SOURCE OF FUNDS- FY2024 CIP PROJECTS</u>				
FY2024	FY2024 BUDGET	Transfer from Education Fund		\$ 100,000
FY2024	FY2024 BA1	FY2024 Budget Amendment No. 1 (Appropriation of FY2023 Unassigned Fund Balance)		\$ 300,000
FY2024	GO BONDS	Funded by GO Bond Issuance		\$ 3,700,000
TOTAL FY2024				\$ 4,100,000
<u>SOURCE OF FUNDS- FY2025 CIP PROJECTS</u>				
FY2025	FY2025 BUDGET	Transfer from Education Fund		\$ 100,000
FY2025	FY2025 BA1	FY2025 Budget Amendment No. 1 (Appropriation of FY2024 Unassigned Fund Balance)		\$ 550,000
TOTAL FY2025				\$ 650,000

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

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2021				
Flood Study	FY2021	SW FUND BUDGET	Flood Study	\$ 78,000
			TOTAL STORM WATER PROJECTS FY2021	\$ 78,000
FY2022				
TMDL PERMIT MANDATE IMPROVEMENT PROJECT- PEYTON CREEK (GYPSY HILL) STREAM RESTORATION	FY2022	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- Total Maximum Daily Load. Project includes restoring approximately 1,200 LF of Peyton Creek in Gypsy Hill Park including daylighting 300 LF of stream by removing existing culvert	\$ 1,200,000
			TOTAL STORM WATER PROJECTS FY2022	\$ 1,200,000
FY2023				
MISCELLANEOUS STORM DRAIN IMPROVEMENTS	FY2023	SW FUND BUDGET	526 Robin Street, Albemarle Avenue/Churchville Avenue	\$ 50,000
TAMS-CAROLINE-AUGUSTA	FY2023	SW FUND BUDGET	Improvements to the area include removing water from yards and some minor improvement to street drainage. Includes cost of easements and engineering fees	\$ 600,000
			TOTAL STORM WATER PROJECTS FY2023	\$ 650,000
FY2024				
GREEN HILLS INDUSTRIAL PARK-BASIN RETROFITS- TMDL MANDATE PERMIT IMPROVEMENT PROJECT	FY2024	SW FUND BUDGET	Annual projects to improve storm water quality by reducing pollutant discharge of sediment, nitrogen, and phosphorus to meet TMDL requirements- total maximum daily load. Project includes converting two existing dry detention basins into wet ponds with sediment forebays	\$ 1,300,000
			TOTAL STORM WATER PROJECTS FY2024	\$ 1,300,000
FY2025				
POCAHONTAS-CAMPBELL	FY2025	SW FUND BUDGET	Higgs Drainage Study identified this project to mitigate runoff into buildings and yards of 10-15 properties/yards	\$ 995,375
			TOTAL STORM WATER PROJECTS FY2025	\$ 995,375

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

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

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

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

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

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

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

TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED OR FUNDED			
GYPSY HILL GOLF COURSE	NS/NF	Install gravel filter & filter strip	\$ 1,600
STAUNTON CROSSING STREAM RESTORATIONS	NS/NF	Restore approximately 4,000 LF of stream segments throughout the Staunton Crossing development	\$ 4,000,000
VILLAGES - ASYLUM CREEK STREAM RESTORATION	NS/NF	Restore approximately 1,400 LF of Asylum Creek through the Villages at Staunton development	\$ 1,400,000
GREENVILLE AVE & E HAMPTON ST (ADJACENT TO ASYLUM CREEK)	NS/NF	Construct a riparian buffer along Asylum Creek at Greenville/Hampton	\$ 3,000
STAUNTON HIGH SCHOOL STREAM RESTORATION	NS/NF	Restore approximately 1,000 LF of stream adjacent to Staunton High School on N Coalter Street	\$ 1,000,000
CITY LIBRARY	NS/NF	Install filter strip and permeable pavers at City Library on Churchville Avenue	\$ 71,400
FIRE STATION 2	NS/NF	Convert existing extended detention basin at Fire Station 2 on Grubert St into a bio retention basin	\$ 33,500
FIREHOUSE PARKING LOT	NS/NF	Construct bio retention basins and permeable pavers	\$ 65,500
GYPSY HILL PARK	NS/NF	Construct vegetated swale, two bio retention basins and grass swale	\$ 147,700
NEW STREET PARKING LOT	NS/NF	Installing three filterra units and permeable pavers	\$ 110,600
WHARF PARKING LOT	NS/NF	Install permeable pavers	\$ 83,800
WATER FOUNTAIN PARK	NS/NF	Construct bio retention basin	\$ 39,400
FIRE STATION 1	NS/NF	Install a filterra unit, tree box, bio retention area and permeable pavers at Fire Station 1 on N Augusta Street	\$ 50,700
SALT STORAGE	NS/NF	Construct bio retention basin	\$ 33,800
MONTGOMERY HALL PARK	NS/NF	Construct vegetated swale and bio retention basin	\$ 143,700
THOMAS DIXON ELEMENTARY SCHOOL	NS/NF	Construct rainwater harvesting system on school building and two bio retention basins	\$ 153,200
BESSIE WELLER ELEMENTARY SCHOOL	NS/NF	Construct two bio retention basins and upgrade existing bio retention basin	\$ 155,800
HARDY PARKING LOT	NS/NF	Install permeable pavers	\$ 68,000
GYPSY HILL GOLF COURSE (ADJACENT TO CANAAAN STREET)	NS/NF	Construct infiltration basin	\$ 13,000
SHELBURNE MIDDLE SCHOOL	NS/NF	Convert existing dry detention basin into a bio retention basin	\$ 87,200
STAUNTON HIGH SCHOOL	NS/NF	Construct two bio retention basins and install a rainwater harvesting system	\$ 330,000
AUGUSTA STREET PARKING LOT	NS/NF	Install permeable pavers	\$ 13,800
MCSWAIN ELEMENTARY SCHOOL	NS/NF	Install a rainwater harvesting system	\$ 125,500
TOTAL TMDL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 8,131,200
FY2021-FY2025			\$ 4,223,375
STORM WATER PROJECTS NOT SCHEDULED OR FUNDED			\$ 11,828,716
TMDL PERMIT MANDATE IMPROVEMENT PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 8,131,200
TOTAL STORM WATER FUND PROJECTS	FY2021-FY2025 + NS/NF PROJECTS		\$ 24,183,291

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

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
FY2021				
GARDNER SPRING PUMP STATION DESIGN	FY2021	WF BUDGET	Engineering design of upgrade to Gardner Spring Pump Station, based on 2018 Wiley Wilson Report	\$ 250,000
SHUTTERLEE MILL TANK	FY2021	Water Fund Balance	Tank paint and maintenance repair	\$ 250,000
UNION TOWN - WATERS / SEWER STUDY	FY2021	WF BUDGET	Commission a study for the installation of Water & Sewer lines in the Union Town Community in East Staunton	\$ 25,000
WATER TREATMENT PLANT- CLEARWELL RELINING	FY2021	Water Fund Balance	Reline, reseal, and /or repair 4.3 MG concrete clearwell at the Water Treatment Plant	\$ 1,500,000
FLUORIDE TANK	FY2021	WF BUDGET	Fluoride Water Tank Painting/Surface Treament - Interior / Exterior	\$ 80,000
TOTAL WATER PROJECTS FY2021				\$ 2,105,000
FY2022				
GARDNER SPRING - UPGRADE PUMPS AND PARALLEL 16" LINE FROM GARDNER SPRING.	FY2022	BOND FUNDS	Construction of upgrade to Gardner Spring Pump Station and section of 20" parallel waterline from Gardner Spring to the Middle River. Bond financed project. Debt Payment = \$578,000, \$6.0 million @ 5%, 15 years	\$ 6,900,000
WATER LINES	FY2022	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
TOTAL WATER PROJECTS FY2022				\$ 7,300,000
FY2023				
WATER LINES	FY2023	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
STUDY REPLACEMENT OF NORTH RIVER PIPELINE	FY2023	WF BUDGET	North River Pipeline Study / Preliminary Engineering Report 30% Design	\$ 500,000
TOTAL WATER PROJECTS FY2023				\$ 900,000
FY2024				
WATER LINES	FY2024	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
NORTH RIVER PIPELINE REPLACEMENT - PHASE 1	FY2024	BOND FUNDS	Phase 1 replacement of the North River Pipeline - Replace 7,000 LF of the Pipe Line.	\$ 6,500,000
RICHMOND AVENUE WATERLINE UPGRADE	FY2024	BOND FUNDS	Replace 8,400 LF of existing aged 6" waterline with new 8" waterline in Richmond Avenue from Greenville Avenue to Frontier Drive COST UPDATED from 2016 Draper Aden Study	\$ 2,200,000
TOTAL WATER PROJECTS FY2024				\$ 9,100,000
FY2025				
WATER LINES	FY2025	WF BUDGET	Annual replacement of old/undersized water lines throughout the City	\$ 400,000
TOTAL WATER PROJECTS FY2025				\$ 400,000

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

PROJECTS NOT SCHEDULED OR NOT FUNDED (NS/NF)		PROJECT DESCRIPTION	PROJECT ESTIMATE
NORTH RIVER RAW WATER LINE	NS/NF	Construction for repair, reline, replacement or new parallel raw water line from the Staunton Dam to the Water Treatment Plant COST UPDATED FROM 2018 Wiley Wilson Report.	\$ 18,500,000
GROUNDWATER WATER SUPPLY SOURCE (WELL) IMPLEMENTATION	NS/NF	Full development of new groundwater water supply source (well) for redundancy with water supply to Water Treatment Plant, based on 2018 Wiley Wilson Report	\$ 4,000,000
ENGLEWOOD DRIVE-PHASE IVB - MOVED TO NS/NF	NS/NF	Replace water line on Englewood Drive from Churchville Avenue to Shutterlee Mill Road during construction of storm drain project	\$ 260,000
GROUNDWATER MONITORING PROGRAM	NS/NF	Installation of a groundwater monitoring well at Gardner Spring to monitor water quality and conditions. 2018 Wiley Wilson Report. (Project will require an annual cost for well sampling, testing, and reporting estimated at \$44,000 /year)	\$ 110,000
MIDDLE RIVER INTAKE	NS/NF	Design and construction of improvements to the Middle River intake to improve the water supply source.	\$ 1,500,000
FRANKLIN HILL ZONE BOOSTER PUMP STATION	NS/NF	Installation of a booster pump in the Franklin Hill Zone to serve West Beverley Street (and adjacent street) west of Van Fossen Lane. Project is necessary should ACSA demand increase in Blackburn	\$ 900,000
NORTH RIVER RAW WATER LINE PIGGING	NS/NF	Cleaning (pigging) of North River raw waterline to restore capacity. Will be required by 2028	\$ 350,000
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 25,620,000
TOTAL WATER FUND CIP			\$ 45,425,000

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

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION		PROJECT ESTIMATE
FY2021					
E. BEVERLEY STREET SEWER LINE	FY2021	SF BUDGET	Replace 410 LF of deteriorated sewer line - COMPLETED	\$	150,000
STUART STREET SEWER LINE	FY2021	Sewer Fund Balance	Replace 440 LF Sewer Line from Reservoir Street to Summerson Street	\$	150,000
UNION TOWN - WATERS / SEWER STUDY	FY2021	SF BUDGET	Commission a study for the installation of Water & Sewer lines in the Union Town Community in East Staunton	\$	25,000
LYLE - BLANDFORD STREETS SEWER LINE	FY2021	SF BUDGET	Replace 270 LF of deteriorated sewer line	\$	80,000
			TOTAL SEWER PROJECTS FY2021	\$	405,000
FY2022					
COMMERCE ROAD SEWER LINE - PHASE 2	FY2022	SF BUDGET	Survey and Design of Commerce Road Sewer Line - Phase 2	\$	100,000
			TOTAL SEWER PROJECTS FY2022	\$	100,000
FY2023					
COMMERCE ROAD SEWER LINE - PHASE 2	FY2023	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study UPDATED COST. FIRST YEAR FUNDING.	\$	450,000
			TOTAL SEWER PROJECTS FY2023	\$	450,000
FY2024					
COMMERCE ROAD SEWER LINE - PHASE 2	FY2024	SF BUDGET	Phase 2 - Replacement of the Commerce Road sewer line from end of Kalorama Street to Dominion Substation at Greenville Avenue sewer discharge point (old MH Nos. L190-L197). 2008 Draper Aden Study UPDATED COST. SECOND YEAR FUNDING.	\$	450,000
			TOTAL SEWER PROJECTS FY2024	\$	450,000
FY2025					
LEWIS CREEK SEWER LINE PER (FORMERLY COMMERCE ROAD SEWER PHASES 3 AND 4)	FY2025	SF BUDGET	Preliminary Engineering Report (PER) to re-evaluate Lewis Creek sewer - Greenville Avenue and Johnson Street Sections (formerly Commerce Road Sewer Line Phases 3 and 4) for possible alternatives to 2008 Draper Aden	\$	100,000
DESIGN - LEWIS CREEK SEWER UPGRADE - GREENVILLE AVENUE SECTION (FORMERLY	FY2025	SF BUDGET	Upgrade of the Lewis Creek sewer - Greenville Avenue Section (formerly Commerce Road sewer - Phase 3) from Dominion Substation to South New Street (old MH Nos. L197-L243). 2008 Draper Aden Study	\$	300,000
			TOTAL SEWER PROJECTS FY2025	\$	400,000

NOT SCHEDULED/ NOT FUNDED PROJECTS (NS/NF)	PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
LEWIS CREEK SEWER UPGRADE - GREENVILLE AVENUE SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 3) NS/NF		Upgrade of the Lewis Creek sewer - Greenville Avenue Section (formerly Commerce Road sewer - Phase 3) from Dominion Substation to South New Street (old MH Nos. L197-L243). 2008 Draper Aden Study	\$2,000,000
DESIGN - LEWIS CREEK SEWER UPGRADE - JOHNSON STREET SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 4) NS/NF		Upgrade of the Lewis Creek sewer - Johnson Street Section (formerly Commerce Road sewer - Phase 4) from South New Street to Wharf Parking Lot at Central Avenue sewer discharge point (old MH Nos. L243-L265). 2008 Draper Aden Study	\$250,000
LEWIS CREEK SEWER UPGRADE - JOHNSON STREET SECTION (FORMERLY COMMERCE ROAD SEWER LINE - PHASE 4) NS/NF		Upgrade of the Lewis Creek sewer - Johnson Street Section (formerly Commerce Road sewer - Phase 4) from South New Street to Wharf Parking Lot at Central Avenue sewer discharge point (old MH Nos. L243-L265). 2008 Draper Aden Study	\$800,000
ENGLEWOOD DRIVE SEWER PHASE IV-B NS/NF		Replace sewer line during construction of storm drain project	\$500,000
ROSE HILL CIRCLE SEWER LINE NS/NF		Install sanitary sewer in the 100 and 200 blocks to provide City sewer service to multiple homes currently being served by septic systems. 2014 COS Engineering Dept Study	\$350,000
GUY STREET SEWER EXTENSION NS/NF		Sewer line extension to remove six homes from septic tanks MOVED FROM FY2020 TO NS/NF	\$135,000
TOTAL PROJECTS NOT SCHEDULED / NOT FUNDED			\$ 4,035,000
TOTAL SEWER FUND CIP	FY2021-FY2025 + NS/NF PROJECTS		\$ 5,840,000

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

		PROPOSED FUNDING SOURCE	PROJECT DESCRIPTION	PROJECT ESTIMATE
<u>FY2021</u>				
NEW STREET PARKING GARAGE	FY2020	PF BUDGET	Replace and upgrade New Street Parking Garage access and control equipment.	\$ 250,000
			FY2021 TOTAL PARKING FUND PROJECTS	\$ 250,000
<u>FY2022</u>				
POLICE DEPARTMENT LICENSE SCANNER PARKING ENFORCEMENT	FY2021	PF BUDGET	Hand Held License Scanners for Parking Enforcement	\$ 38,000
			FY2022 TOTAL PARKING FUND PROJECTS	\$ 38,000
<u>FY2023</u>				
WHARF PARKING LOT	FY2022	PF BUDGET	Replace and upgrade Wharf Parking Lot access and control equipment.	\$ 250,000
			FY2023 TOTAL PARKING FUND PROJECTS	\$ 250,000
<u>FY2024</u>				
JOHNSON STREET PARKING GARAGE	FY2023	PF BUDGET	Replace and upgrade Johnson Street Parking Garage access and control equipment.	\$ 250,000
NEW STREET PARKING GARAGE	FY2023	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
			FY2024 TOTAL PARKING FUND PROJECTS	\$ 550,000
<u>FY2025</u>				
WHARF PARKING LOT	FY2025	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
JOHNSON STREET PARKING GARAGE	FY2025	PF BUDGET	Seal/ repair concrete deck surfaces. Paint railings and other surfaces.	\$ 300,000
			FY2025 TOTAL PARKING FUND PROJECTS	\$ 600,000
TOTAL PARKING FUND CIP			FY2021-FY2025 + NS/NF PROJECTS	\$ 1,688,000

CITY COUNCIL**AGENDA BRIEFING**

Staunton, VA

Meeting Date:	February 11, 2021	Staff Member: Jonathan Venn
Item #	5 & C	
Ordinance #		
Department:	Human Resources	
Council Vision	Responsive, Efficient Government	
Subject:	Proposed Fiscal Year 2022 Holiday Schedule	

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

City Manager's Recommendation: Recommend the following FY 2022 (July 1, 2021-June 30, 2022) Holiday Schedule, consistent with the schedule for prior fiscal years:

1. Observe the following 10 holidays:

Holiday	Date Observed
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day After Thanksgiving	Friday, November 26, 2021
Christmas Day	Friday, December 24, 2021
New Year's Day	Friday, December 31, 2021
Martin Luther King, Jr. Day	Monday, January 17, 2022
Presidents' Day	Monday, February 21, 2022

Memorial Day	Monday, May 30, 2022
Personal Holiday*	Discretionary
*Must be on payroll July 1, 2021 to receive the personal holiday.	

2. Consider designation of Monday, June 20, 2022 as an additional holiday in celebration of Juneteenth. If approved as a new paid holiday, Juneteenth will be added to Policy 5.3 of the City of Staunton Personnel Policy Manual at a later date. During the General Assembly's 2020 Special Session, a bill was enacted by the Assembly and subsequently approved by the Governor, establishing Juneteenth as an official state holiday (<http://leg1.state.va.us/cgi-bin/legp504.exe?202+sum+SB5031>).

Suggested Motion: I move to adopt the fiscal year 2022 holiday schedule [with the addition the observance of Juneteenth on Monday, June 20, 2022], as presented.

City Manager: Steven L. Rosenberg



DEPARTMENT OF HUMAN RESOURCES
CITY & SCHOOLS

City of Staunton Holiday Schedule

Fiscal Year 2022 (July 1, 2021-June 30, 2022)

Holiday	Date Observed
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day After Thanksgiving	Friday, November 26, 2021
Christmas Day	Friday, December 24, 2021
New Year's Day	Friday, December 31, 2021
Martin Luther King, Jr. Day	Monday, January 17, 2022
Presidents' Day	Monday, February 21, 2022
Memorial Day	Monday, May 30, 2022
Additional holiday if granted by City Council: Juneteenth	Monday, June 20, 2022
Personal Holiday*	Discretionary

*Must be on payroll July 1, 2021 to receive the personal holiday.

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Steven L. Rosenberg City Manager
Item #	6	
Ordinance #		
Department:	City Manager	
Council Vision:	Responsive, Efficient Government	
Subject:	Uncodified Emergency Ordinance Regarding Additional Conditions for Use of Electronic Communications in Meetings of City Public Bodies	

Background: In response to the Novel Coronavirus (COVID-19) emergency and disaster, the City Manager, in his capacity as Director of Local Emergency Management, declared a local emergency on March 16, 2020. By such a declaration, the City positioned itself to undertake measures in response to the emergency and disaster. Subsequently:

- At its March 18, 2020, special-emergency called meeting, City Council consented to and confirmed such a declaration.
- At its March 24, 2020, special-emergency called meeting, City Council adopted uncodified emergency Ordinance 2020-04, reratifying and reaffirming the declaration of a local emergency and disaster due to novel coronavirus; implementing emergency procedures to ensure continuity of government; ratifying and affirming the city manager's authority and exercise of authority and discretion in taking actions in the best interest of the City; and authorizing the city manager to take actions to implement the provisions of the ordinance.
- At its September 24, 2020, regular meeting, City Council adopted Ordinance No. 2020-24, extending until January 15, 2021, the emergency procedures to ensure continuity of government.
- At its January 14, 2021, regular meeting, City Council adopted Ordinance No. 2021-04,

extending until April 9, 2021, the emergency procedures to ensure continuity of government.

In the discussion preceding Council's vote on the most recent extension, certain Council members questioned whether other issues might be addressed in the ordinance to be considered. Specifically, mention was made of conditions for the use of electronic communications platforms (e.g., mandatory use of video) and electronic access to meetings of the Council's Nominations Committee. The vote proceeded without those issues being addressed, but it was the consensus of Council to consider another ordinance at a subsequent meeting. Such a proposed ordinance is attached.

At its meeting on January 28, 2021, Council deferred this item to its next meeting.

Attachments:

- Attachment 1— March 16, 2020 Declaration of Local Emergency by the City of Staunton Local Director of Emergency Management
- Attachment 2— March 18, 2020 Resolution of the Council of the City of Staunton, Virginia Consenting to and Confirming Declaration of a Local Emergency and Also Declaring a Disaster Due to Novel Coronavirus (COVID-19)
- Attachment 3— March 24, 2020 Uncodified Emergency Ordinance of the Council of the City of Staunton Reratifying and Reaffirming the Declaration of a Local Emergency and Disaster Due to Novel Coronavirus; Implementing Emergency Procedures to Ensure Continuity of Government; Ratifying and Affirming the City Manager's Authority and Exercise of Authority and Discretion in Taking Actions in the Best Interest of the City; and Authorizing the City Manager to Take Actions to Implement the Provisions of this Ordinance
- Attachment 4— September 24, 2020 Uncodified Emergency Ordinance Ratifying, Confirming and Affirming Uncodified Emergency Ordinance 2020-04
- Attachment 5— January 14, 2021 Uncodified Emergency Ordinance Reratifying, Reconfirming and Reaffirming Uncodified Emergency Ordinance 2020-04 and Extending Time of Reenactment
- Attachment 6— Draft Uncodified Emergency Ordinance Regarding Additional Conditions for Use of Electronic Communications in Meetings of City Public Bodies

City Manager's Recommendation: Consider adoption of the draft ordinance, as presented.

Suggested Motion: I move to adopt the draft uncodified emergency ordinance regarding additional conditions for use of electronic communications in meetings of City public bodies.

City Manager: Steven L. Rosenberg

**DECLARATION OF LOCAL EMERGENCY
BY THE CITY OF STAUNTON
LOCAL DIRECTOR OF EMERGENCY MANAGEMENT**

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared novel coronavirus a public health emergency of international concern;

WHEREAS, on March 11, 2020, the WHO characterized COVID-19 as a pandemic;

WHEREAS, on March 12, 2020, the Governor of Virginia declared a state of emergency, to prepare and coordinate Virginia's response to the potential spread of COVID-19;

WHEREAS, on March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the novel coronavirus (COVID-19) outbreak;

WHEREAS, exigent circumstances exist;

WHEREAS, the occurrence and/or threat of COVID-19 virus will or may result in substantial injury or harm to the population and/or substantial damage to or loss of property and/or natural resources, all as broadly construed, and may involve governmental action beyond that authorized or contemplated by existing law because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens or the environment of the Commonwealth or some clearly defined portion or portions thereof, such as the City of Staunton, including but not limited to injury and/or harm to the public health or safety of persons in the City of Staunton, the fiscal, financial, and/or budgetary interests of the City of Staunton, and of the City of Staunton's constituents or of affiliated or associated personnel of other public bodies of the City of Staunton, public services in the City of Staunton, and operational and decision-making functions in the City of Staunton, all constituting an emergency under the application of the provisions of Virginia Code § 44-146.16;

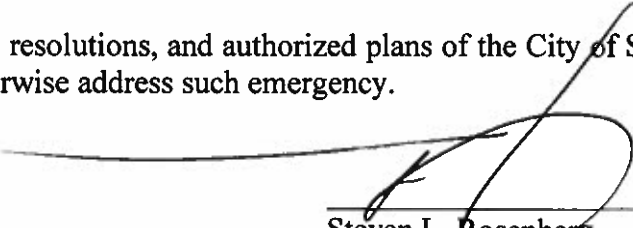
WHEREAS, such conditions and considerations necessitate the declaration of the existence of a local emergency, to the fullest extent permitted by law; and

WHEREAS, these recitals are an integral part of this declaration.

NOW, THEREFORE, pursuant to Virginia Code § 44-146.21, subject to confirmation by the Council at its next regularly scheduled meeting or at a special meeting within fourteen (14) days of this declaration, whichever occurs first, Steven L. Rosenberg, City Manager and Emergency Management Director for the City of Staunton, Virginia, **DECLARES** the existence of a **LOCAL EMERGENCY** in the City of Staunton, to the fullest extent permitted by law; and

IT IS FURTHER DECLARED AND ORDERED that, to the fullest extent permitted by law, during the existence of such emergency the powers, functions, and duties of the Local Emergency Management Director and local emergency services planning organization or committee and City of Staunton staff and others shall be those prescribed by state and other law

and the ordinances, resolutions, and authorized plans of the City of Staunton in order to mitigate the effects and otherwise address such emergency.



Steven L. Rosenberg,
City Manager and
Emergency Management Director

Date: March 16, 2020

Time: 1:30 p.m.

Attest: 
Suzanne F. Simmons, Clerk of Council

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
CONSENTING TO AND CONFIRMING DECLARATION OF A LOCAL
EMERGENCY AND ALSO DECLARING A DISASTER DUE TO NOVEL
CORONAVIRUS (COVID-19)**

Recitals

- A. Virginia Code § 44-146.21 authorizes the declaration of a local emergency;
- B. Section 11 of the Charter of the City of Staunton also grants broad powers to City Council;
- C. Steven L. Rosenberg, the City Manager and Director of Emergency Management of the City of Staunton, Virginia, declared a local emergency as provided in the March 16, 2020, declaration issued and attached and incorporated by reference; and
- D. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Virginia Code § 44-146.21 and such other applicable laws, including but not limited to the powers granted by the Charter of the City of Staunton, Virginia, that the Council of the City of Staunton, Virginia, **CONSENTS** to and **CONFIRMS** the March 16, 2020 declaration of a local emergency throughout the City of Staunton, Virginia; and

BE IT FURTHER RESOLVED, pursuant to Virginia Code § 44-146.16 and such other applicable laws, that the Council of the City of Staunton, Virginia, **DECLARES** the anticipated effects of COVID-19, a communicable disease of public health threat, constitute a disaster; and

BE IT FURTHER CONFIRMED, RESOLVED, DECLARED AND ORDERED that during the existence of such emergency and disaster, the powers, functions, and duties of the Local Emergency Management Director and local emergency services planning organization or committee and City staff shall be those prescribed by Virginia law and the ordinances, resolutions, and approved plans of the City of Staunton in order to mitigate and otherwise address the effects of such emergency and disaster; and

BE IT FURTHER RESOLVED that Council **CONSENTS** to and **RATIFIES** and **AFFIRMS** that all City officials are granted such authority, pursuant to extant law, in such circumstances to take all actions, to the fullest extent permitted by law, to prevent or alleviate the damage, loss, hardship or suffering threatened or caused or being caused by such local emergency and disaster.



Carolyn W. Dull, Mayor

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

Ordinance No. 2020-04

**AN UNCODIFIED EMERGENCY ORDINANCE RERATIFYING AND
REAFFIRMING THE DECLARATION OF A LOCAL EMERGENCY AND
DISASTER DUE TO NOVEL CORONAVIRUS; IMPLEMENTING
EMERGENCY PROCEDURES TO ENSURE CONTINUITY OF
GOVERNMENT; RATIFYING AND AFFIRMING THE CITY MANAGER'S
AUTHORITY AND EXERCISE OF AUTHORITY AND DISCRETION IN
TAKING ACTIONS IN THE BEST INTEREST OF THE CITY; AND
AUTHORIZING THE CITY MANAGER TO TAKE ACTIONS TO IMPLEMENT
THE PROVISIONS OF THIS ORDINANCE**

Recitals

A. On January 30, 2020, the World Health Organization (WHO) declared novel coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020, the WHO characterized COVID-19 as a pandemic;

B. On March 12, 2020, the Governor of Virginia declared a state of emergency, to prepare and coordinate Virginia's response to the potential spread of COVID-19;

C. On March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the COVID-19 outbreak;

D. On March 16, 2020, the City Manager and Emergency Management Director, Steven L. Rosenberg, declared a local emergency concerning COVID-19 and its effects;

E. At its special-emergency meeting on March 18, 2020, by resolution, the Staunton City Council confirmed Mr. Rosenberg's Declaration of a Local Emergency and declared a disaster related to COVID-19;

F. On March 23, 2020, the Governor of Virginia issued an executive order that, in essence, further recognizes the emergency and disaster COVID-19 outbreak, closing the public schools for the entire remainder of the school year and closing recreational and other non-essential establishments.

G. § 15.2-1413 of the Code of Virginia authorizes any locality to, by ordinance, provide a method to assure continuity in its government in the event of a disaster;

H. City Council also continues to recognize, confirm, affirm, and find that emergency and disaster conditions and effects existed and continue to exist and the occurrence and/or threat of COVID-19 merited and continues to merit and even

necessitates action by City Council to provide for methods to help assure continuity in local government as to the City and its related public bodies and officials;

- I. This matter has been properly heard and considered; and
- J. These recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, (Council) to the fullest extent permitted by law under these extraordinary, even unprecedented circumstances, that:

1. It **RERATIFIES AND REAFFIRMS** the Declaration of a Local Emergency and disaster due to COVID-19 made on March 16, 2020 by the City Manager and Emergency Management Director, Steven L. Rosenberg, ratified at its special-emergency meeting held on March 18, 2020, making its own declaration of an emergency and disaster, effective retroactively to and including March 16, 2020;

2. It **ACKNOWLEDGES, CONFIRMS, AND AFFIRMS** that the Declaration of Local Emergency empowers the Director of Emergency Management to have and exercise special authority and duties, such as authority and duties as may be defined by the laws, rules, regulations and plans of the United States of America, the Commonwealth of Virginia and the City of Staunton, Virginia, including but not limited to those under § 44-146.21 of the Code of Virginia;

3. It **ACKNOWLEDGES, CONFIRMS, AND AFFIRMS** that when, in the judgment of Council, all needed emergency actions have been taken, appropriate action by the Director of Emergency Management or by Council to end the declared local emergency and disaster will be taken, with public notice of such action given;

4. The nature of COVID-19 and its actual and potential catastrophic effects, as may be discerned upon continuing review, make it unsafe to necessarily assemble always a quorum of Council, other City public bodies, and officials in a single location, or to assemble members of the public in a single location, making it impracticable or unsafe as circumstances may exist at the time for Council and the City's other public bodies and officials to conduct meetings in accordance with normal practices and procedures. In accordance with the provisions of § 15.2-1413 of the Code of Virginia, notwithstanding any contrary provision of law, general or special, including but not limited to the City's Charter or the City Code, the following emergency procedures are **AUTHORIZED AND ADOPTED** to ensure **CONTINUITY OF GOVERNMENT** during the pendency of the emergency and disaster created or occasioned by COVID-19 or by its actual or potential effects, including but not limited to its effects as to Staunton citizens, other persons, commerce, businesses, and City-related functions, officers, personnel, employees, and City FY20 and FY21 fiscal and financial matters, processes, decision-making, and planning at all levels of City government and for City public bodies and officials;

4.1. Any process, procedure, or matter which requires the physical presence of the public in or about a City-owned or controlled building, facility, or property that the City Manager has declared or designated or may in the future declare or designate, by whatever means whether formal or informal or written or electronic or verbal, to be closed to the public is hereby **SUSPENDED**;

4.2 Meetings of the Council and other City public bodies, including but not limited to the School Board and those for which operations are jointly or cooperatively governed or managed, are **AUTHORIZED** and may be held through electronic communication means without a quorum of members physically present in a single location, provided that notice of such meetings is still given in accordance with applicable laws;

4.3 Such meetings are **AUTHORIZED** to be and may be held without permitting members of the public to be physically present in a central location or in the same physical location as any of the Council or other City public bodies and members and officials so long as alternative arrangements for public access to such meetings are made as may be appropriate under the circumstances. Such alternative public access may be electronic, including but not limited to audio, telephonic, video or internet-web broadcast or stream, a City social media platform, or any other similar means;

4.4 For any matter requiring a public hearing by law, it is **DIRECTED** that public comment will, at least, be solicited and received via written or electronic means, including email or social media, or audio or voice message prior to the vote on such matter. Public comments may also be solicited and, if so solicited, then received via electronic and/or other means, including through the City's or other City public body's social media platform, or during the actual public hearing if possible and practicable, as determined in the discretion of the City Manager or Mayor. All such comments will be provided to or their essence or themes, if any, summarized to the members of the public body and made a part of the record of such meeting;

5. The provisions of Section 4 of this ordinance **SHALL BE IN EFFECT**, until repealed by Council, for a period not exceeding six months or, as may be permitted by law then in effect for such longer period from the effective date of declaration of local emergency, to and including March 16, 2020. Upon repeal or expiration of the provisions of Section 4 of this ordinance, the matters referenced therein shall resume operation in accordance with the normal practices and procedures, with the Director of Emergency Management to give public notice of such;

6. The actions of the City Manager taken or communicated by whatever means beginning March 16, 2020 and continuing, in the best interest of the City as determined in the exercise of discretion by the City Manager, are **RATIFIED AND AFFIRMED**;

7. If and to the extent that applicable law is enacted to extend the authority or time permitted for the operation of this or a similar ordinance, this ordinance shall be **AUTOMATICALLY AMENDED EFFECTIVE THEN IMMEDIATELY** to incorporate such changes without further action of Council; and

8. The City Manager is **AUTHORIZED** to take all reasonable and necessary actions, as determined in the City Manager's exercise of discretion, to implement fully the provisions of this ordinance.

9. The Clerk of Council is **DIRECTED** to have posted a copy of this ordinance at the usual places and on the City's website.

10. To the extent that any provision of this ordinance is found or determined to be invalid or void, the other provisions of this ordinance shall remain in effect without further action of this Council.

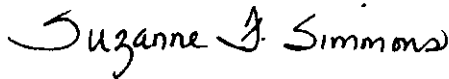
Adopted: March 24, 2020

Effective Date: March 16, 2020

Expiration Date: As provided



Carolyn W. Dull, Mayor



ATTEST:

Suzanne F. Simmons, Clerk of Council

Ordinance No. 2020 - 24

**AN UNCODIFIED EMERGENCY ORDINANCE
RATIFYING, CONFIRMING AND AFFIRMING
UNCODIFIED EMERGENCY ORDINANCE 2020-04**

Recitals

A. On January 30, 2020, the World Health Organization (WHO) declared novel coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020, the WHO characterized COVID-19 as a pandemic;

B. On March 12, 2020, the Governor of Virginia declared a state of emergency, to prepare and coordinate Virginia's response to the potential spread of COVID-19;

C. On March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the COVID-19 outbreak;

D. On March 16, 2020, the City Manager and Emergency Management Director, Steven L. Rosenberg, declared a local emergency concerning COVID-19 and its effects;

E. At its special-emergency meeting on March 18, 2020, by resolution, the Staunton City Council confirmed Mr. Rosenberg's Declaration of a Local Emergency and declared a disaster related to COVID-19;

F. On March 23, 2020, the Governor of Virginia issued an executive order that, in essence, further recognizes the emergency and disaster COVID-19 outbreak, closing the public schools for the entire remainder of the school year and closing recreational and other non-essential establishments;

G. The Governor of Virginia has issued further executive orders that reflect the existence of a continuing emergency and disaster related to COVID-19;

H. The U.S. Centers for Disease Control and Prevention reports that since January 21, 2020, there have been over 6,500,000 COVID-19 cases in the United States, with the number of deaths continuing to increase.

I. § 15.2-1413 of the Code of Virginia authorizes any locality to, by ordinance, provide a method to assure continuity in its government in the event of a disaster;

J. On March 24, 2020, City Council adopted uncodified emergency Ordinance 2020-04 (the "Emergency Ordinance"), reratifying and reaffirming the declaration of a local emergency and disaster due to novel coronavirus; implementing

emergency procedures to ensure continuity of government; ratifying and affirming the city manager's authority and exercise of authority and discretion in taking actions in the best interest of the City; and authorizing the city manager to take actions to implement the provisions of the ordinance;

K. City Council continues to recognize, confirm, affirm, and find that emergency and disaster conditions and effects existed and continue to exist and the occurrence and/or threat of COVID-19 continues to merit and even necessitates action by City Council to provide for methods to help assure sustained continuity in local government as to the City and its related public bodies, officials and others, and proceedings;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia (Council), to the fullest extent permitted by law under these continuing extraordinary, even unprecedented circumstances, that:

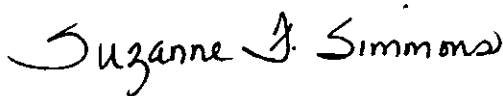
1. All actions of Council in the Emergency Ordinance and the provisions of such ordinance are **RATIFIED, CONFIRMED AND AFFIRMED**, including without limitation, the **CONTINUITY OF GOVERNMENT** provisions of such ordinance, which are expressly reenacted until January 15, 2021, in accordance with, and subject to, § 15.2-1413 of the Code of Virginia; and

2. The Clerk of Council is **DIRECTED** to have posted a copy of this ordinance at the usual places and on the City's website and public places and to provide a copy to the Chair of each City-related public body, including but not limited to the School Board, the Economic Development Authority, the Planning Commission, and the Historic Preservation Commission.

Adopted: September 24, 2020
Effective Date: September 24, 2020
Expiration Date: As provided



Andrea W. Oakes, Mayor



ATTEST: _____
Suzanne F. Simmons, Clerk of Council

Ordinance No. 2021 – 04

**AN UNCODIFIED EMERGENCY ORDINANCE
RERATIFYING, RECONFIRMING AND REAFFIRMING
UNCODIFIED EMERGENCY ORDINANCE 2020-04
AND
EXTENDING THE TIME OF REENACTMENT**

Recitals

A. On January 30, 2020, the World Health Organization (WHO) declared novel coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020, the WHO characterized COVID-19 as a pandemic;

B. On March 12, 2020, the Governor of Virginia declared a state of emergency, to prepare and coordinate Virginia's response to the potential spread of COVID-19;

C. On March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the COVID-19 outbreak;

D. On March 16, 2020, the City Manager and Emergency Management Director, Steven L. Rosenberg, declared a local emergency concerning COVID-19 and its effects;

E. At its special-emergency meeting on March 18, 2020, by resolution, the Staunton City Council confirmed Mr. Rosenberg's Declaration of a Local Emergency and declared a disaster related to COVID-19;

F. On March 23, 2020, the Governor of Virginia issued an executive order that, in essence, further recognizes the emergency and disaster COVID-19 outbreak, closing the public schools for the entire remainder of the school year and closing recreational and other non-essential establishments;

G. The Governor of Virginia has issued further executive orders that reflect the existence of a continuing emergency and disaster related to COVID-19;

H. The U.S. Centers for Disease Control and Prevention reports that since January 21, 2020, there have been over 15,000,000 COVID-19 cases in the United States, with the number of deaths continuing to increase;

I. The Central Shenandoah Health District has reported a sharp increase in COVID-19 cases locally, with an increase from an average prior to Thanksgiving of 700-800 cases per week to an average in mid-December of 2,000 cases per week, and a correlated increase in local hospitalizations;

J. Outbreaks of COVID-19 cases are occurring in both community and congregant settings, with an additional peak expected beginning in January due to travel and gatherings during the holiday season;

K. The increase in cases subsequent to Thanksgiving resulted in the implementation of new measures by the Governor and advice by public health professionals to continue mitigation measures (e.g., face coverings, distancing and hand washing);

L. Though in December the state embarked on the delivery of vaccinations, because it is estimated that 70% participation will be required to develop herd immunity and it is unclear whether the vaccination will protect from transmission, those vaccinated are encouraged to continue to observe mitigation measures;

M. § 15.2-1413 of the Code of Virginia authorizes any locality to, by ordinance, provide a method to assure continuity in its government in the event of a disaster;

N. On March 24, 2020, City Council adopted uncodified emergency Ordinance 2020-04 (the “Emergency Ordinance”), reratifying and reaffirming the declaration of a local emergency and disaster due to novel coronavirus; implementing emergency procedures to ensure continuity of government; ratifying and affirming the city manager’s authority and exercise of authority and discretion in taking actions in the best interest of the City; and authorizing the city manager to take actions to implement the provisions of the ordinance;

O. On September 24, 2020, City Council adopted uncodified emergency Ordinance 2020-24, ratifying, confirming and affirming uncodified emergency Ordinance 2020-04 and reenacted the continuity of government provisions of such ordinance until January 15, 2021;

P. The Health Director of the Central Shenandoah Health District has communicated to the City Manager her endorsement, given current and expected conditions, of the continuation of authority to conduct electronic communications meetings until the middle of calendar year 2021;

Q. City Council continues to recognize, confirm, affirm, and find that emergency and disaster conditions and effects existed and continue to exist and the occurrence and/or threat of COVID-19 continues to merit and even necessitates action by City Council to provide for methods to help assure sustained continuity in local government as to the City and its related public bodies, officials and others, and proceedings;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia (Council), to the fullest extent permitted by law under these continuing extraordinary, even unprecedented circumstances, that:

1. All actions of Council in the Emergency Ordinance and the provisions of such ordinance are **RATIFIED, RECONFIRMED AND REAFFIRMED**, including without limitation, the **CONTINUITY OF GOVERNMENT** provisions of such ordinance, which are expressly reenacted until April 9, 2021, in accordance with, and subject to, § 15.2-1413 of the Code of Virginia; and

2. The Clerk of Council is **DIRECTED** to have posted a copy of this ordinance at the usual places and on the City's website and public places and to provide a copy to the Chair of each City-related public body, including but not limited to the School Board, the Economic Development Authority, the Planning Commission, and the Historic Preservation Commission.

Adopted: January 14, 2021
Effective Date: January 14, 2021
Expiration Date: As provided



Andrea W. Oakes, Mayor



ATTEST:

Suzanne F. Simmons, Clerk of Council

Ordinance No. 2021 - ____

**AN UNCODIFIED EMERGENCY ORDINANCE
REGARDING ADDITIONAL CONDITIONS FOR USE OF ELECTRONIC
COMMUNICATIONS IN MEETINGS OF CITY PUBLIC BODIES**

Recitals

A. Staunton City Council has adopted a series of ordinances to ensure the continuity of government related to the COVID-19 pandemic, including: Ordinance 2020-04; Ordinance 2020-24; and Ordinance 2021-____;

B. At its January 14, 2021 regular meeting, City Council engaged in a discussion about possibly requiring public body member use of any available video feature in any meeting held using an electronic communications platform as well as about the possible remote attendance of City Council members who desire to observe meetings of City Council's Nominations Committee both in open and closed meetings;

C. City Council believes that it is consistent with transparency and accountability in the use of electronic communications for meetings of City public bodies, including City Council, to include additional conditions that relate to a City public body member's utilization of available video features of any electronic communications platform, especially during a closed meeting so that there is added assurance no other person is remotely accessing the closed meeting;

D. City Council also believes it is consistent with transparency and accountability to allow a Council member who is not a member of the Nominations Committee, to observe such committee meetings, including closed meetings of the Nominations Committee;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia (Council), to the fullest extent permitted by law under these circumstances, that:

1. As an additional condition of a City public body's use of any electronic communications platform that includes available video features, all members of such public body, including City Council members during City Council meetings, shall at all times activate and keep activated the available video feature of any electronic communications platform, such as Zoom, so that the public body member is seen at all times during the public body's meetings except during recesses of the public body and brief, intermittent periods due to unanticipated technical difficulties or unexpected other circumstances; and if such conditions are not honored by a public body member, the presiding officer shall

caution the member twice during any meeting and, absent compliance in yet a third instance of non-compliance, shall direct that the meeting continue without the presence of the non-compliant member;

2. Council members who are not members of the Council's Nominations Committee may observe Nominations Committee meetings, including closed meetings, using an electronic communications platform, and the Nominations Committee will facilitate such observation by a Council member using an electronic communications platform, with support to the extent necessary from City staff and the Clerk of Council; and

3. The Clerk of Council is **DIRECTED** to provide a copy of this ordinance to each member of City Council and have posted a copy of this ordinance at the usual public places and on the City's website and to provide a copy to the Chair of each City public body, including but not limited to the School Board, the Economic Development Authority, the Planning Commission, and the Historic Preservation Commission.

Adopted:

Effective Date:

Expiration Date: As provided

Andrea W. Oakes, Mayor

ATTEST: _____
Suzanne F. Simmons, Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	City Council
Item #	A	
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Consent Agenda	

Background: As provided in [Council Procedure Memorandum No. 15](#), it is the policy of City Council to have the City Manager place routine, noncontroversial items on a Consent Agenda. Briefings for each item included on the Consent Agenda have been prepared in the manner and format of regular business items on the agenda, with each item described in sufficient detail to provide the public with an appropriate understanding of such item. All matters listed on the Consent Agenda will be enacted by one motion and as a single item. There will be no separate discussion of an item. If discussion is desired, the item may be removed from the Consent Agenda at the request of a member of City Council and considered separately at the end of the regular meeting agenda.

The Mayor will inquire whether any member of City Council desires to remove any item from the Consent Agenda and to place such item on the regular meeting agenda for separate consideration.

Suggested Motion (if no items removed):

I move to approve the Consent Agenda, as presented.

Suggestion Motion (if one or more items removed):

I move to approve the Consent Agenda with the exception of item(s) _____, and that item(s)_____ be moved to the end of the regular agenda for discussion and a separate vote.

City Manager: Steven L. Rosenberg

City Council
WORK SESSION
January 14, 2021
5:00 p.m.

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

Mayor Oakes called the meeting to order: Mayor Oakes called the meeting of Staunton City Council to order. Mayor Oakes noted that the meeting was being broadcast over the City's cable channel and streamed live on the City's website so that members of the public may hear our meeting. The meeting was 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.

Clerk of Council Call the Roll of Council Members Present:

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

City Manager Identifies City Officials Present:

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 Claffey, Dull, and Mead were participating on the Zoom platform. In addition, the Clerk of Council, Faith Simmons, was participating on Zoom, as well as, at various times during the meetings that evening, Dr. Laura Kornegay, Director of Central Shenandoah Health District, Sarah Skrobis, Director of Library Services, Jay Langston, Executive Director with Shenandoah Valley Partnership, Jason El Kuobi, Executive Vice President with the Virginia Economic Development Partnership, and Melanie Barnes, representative for Level 3.

Background Statement:

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. Consideration of Work Session and Regular Meeting Agendas

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

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

The motion was seconded by 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. Presentation by Virginia Economic Development Partnership and Shenandoah Valley Partnership Concerning Staunton Crossing

Steve Rosenberg, City Manager, stated the goal was to give Council members some context to the City’s current efforts at Staunton Crossing. He noted it was the hope with the presentation to provide insight as to why the City had been pursuing the recommendations for Staunton Crossing in the Timmons’ Prepared Development Plan approved by the EDA and City Council previously as well as provide insight to Virginia Economic Development Partnership (VEDP) and Shenandoah Valley Partnership (SVP) perspective concerning the plan and the City’s efforts. Mr. Rosenberg stated the VEDP was the statewide agency that spearheaded the Commonwealth’s economic development efforts and the Shenandoah Valley Partnership was a private partnership located in the Shenandoah Valley to which the City belonged and was the point for economic development efforts in the region.

Billy Vaughn, Director of Economic Development, stated the City was fortunate to have Mr. El Koubi and Dr. Langston present. He noted they were key partners in the City’s effort to market Staunton’s community.

Mr. El Kuobi’s presentation to Council provided context, in general, on why sites mattered and why project-ready sites in particular mattered in economic development. He provided information on Staunton Crossing, from the state level of that particular site, and the context of the City’s region and of the state overall. He stated factors included work force, climate, life, growth, distribution site suitability. Major factors included time and risk. Mr. El Kuobi reviewed the timeline process with Council on site selection. He stated Staunton Crossing was among the most attractive sites in the state for sectors.

Mayor Oakes asked if Council had any questions or comments.

99
100 Ms. Mead asked how many sites were in the GO Virginia Region 8.

101
102 Dr. Langston stated there were 45 sites considered in the GO Virginia Region 8.

103
104 Ms. Darby asked, out of the 45 sites, how many were in close proximity to Staunton within a 25-
105 50 mile radius.

106
107 Dr. Langston stated approximately half of those sites would be within that radius. He further
108 defined the ranking of the sites. He noted only 2 sites met criteria as being project ready, and only
109 one of those was within the SVP footprint. Dr. Langston stated that one site was located at Mill
110 Place in Verona.

111
112 Vice Mayor Robertson asked if the state, with having two places that close in proximity, actually
113 rank two places within 5 miles of each other and have two Tier 4 entities that close together.

114
115 Mr. El Kuobi stated that was correct. He noted in terms of tier levels, those sites were evaluated
116 independently.

117
118 Dr. Langston stated the nature of the development was a time intensive process. He noted Mill
119 Place only had approximately 70 acres left for development and was nearing the end of its lifetime.
120 In order to be successful, Dr. Langston stated the City needed new sites to be available particularly
121 considering the length of time it takes to develop a site.

122
123 Mayor Oakes asked for examples of large and small advanced manufacturing.

124
125 Dr. Langston stated examples would include food and beverage sectors and logistics industry
126 operations.

127
128 Mr. Claffey asked if Staunton Crossing was still considered a Tier 2 project.

129
130 Mr. El Kuobi stated he believed that was where it was currently.

131
132 Mr. Claffey asked if Mill Place was considered a Tier 4 site.

133
134 Mr. Langston stated that was correct.

135
136 Mr. Claffey noted there was a dramatic difference between the two sites. He asked if the Covid-
137 19 pandemic had changed the way people were developing land and changed the criteria. He asked
138 if it were being adjusted in their rankings or were the rankings done two years ago based on what
139 was appropriate for that timeframe.

140
141 Mr. El Kuobi stated he felt the pandemic had caused a significant number of manufacturing
142 operations to consider reshoring because of the challenges with supply chains, distribution, and
143 logistics this year. He stated the volume of project opportunities was likely to increase somewhat,
144 but the timeframe was uncertain, but stated expectations from companies had not changed much.

145

Mr. Claffey noted statements had been made that up to 3,000 jobs could be generated by sites at Staunton Crossing. He asked what type of industry would produce that and did the city have the labor force to fulfill that.

Mr. El Kuodi stated the types of projects that they were trying to attract with those types of sites were projects that not only created a significant number of direct jobs, but also had an even larger number of indirect jobs. Discussion ensued.

Vice Mayor Robertson asked, once the project was at Tier 3, was the City looking at approximately \$900,000-\$1,000,030 to bring it to Tier 4.

Mr. Vaughn noted the state had invested significantly in Staunton Crossing and hoped that additional funding would be provided to move to Tier 4.

Council members did not have any further questions.

3. Presentation of the Draft FY2021 – 2025 Capital Improvement Plan

Phil Trayer, Chief Finance Officer, stated this item was to review the FY 2021-2025 draft Capital Improvement Plan (CIP). He noted this year's plan totaled \$79,840,000 and was broken down as follows:

General Fund: \$42,963,000
Schools: \$9,356,000
Water Fund: \$19,805,000
Sewer Fund: \$1,805,000
Stormwater Fund: \$4,223,000
Parking Fund: \$1,688,000

Mr. Trayer stated, as in previous years, the basic framework of the CIP had remained relatively unchanged as the City continued to fund annual reserves for street projects, sidewalk projects, fire equipment, greenway projects, utility projects, pedestrian paths, and beginning in FY2022 cardiac heart monitors and self-contained breathing apparatuses for the Fire Department.

Mr. Trayer stated there were major changes in two previously scheduled projects in response to updated project specifications and scope. First, was the telephone replacement project which was \$1,000,000 and included the replacement of outdated and unsupported network switches. He noted the project also increased network redundancy and replaced the telephone equipment itself. The project was previously approved and funded via Budget Amendment Number Four which was considered on December 10, 2020. Mr. Trayer stated the next project was the emergency radio system which was moved back one year from FY2021-2022 implementation to FY2022-2023 implementation. He stated the City was able to attain a clearly defined scope the project which required a major increase in the placeholder amount of \$800,000 moving to \$4,000,000. He noted that project would replace equipment which had reached the end of its useful life and would be compatible with surrounding localities.

Mr. Trayer outlined FY2021 plan modifications which included the Police Department being moved from FY2021-2022 implementation to FY2023 with the same placeholder amount. He

stated staff was comfortable with that amount and that this was a more reasonable timeframe given the timing of other projects.

Mr. Trayer stated reserve funding was cut in FY2021 for fire truck replacement, VDOT matching grants, and sidewalk projects. He noted this was done to balance the revised FY2021 budget. FY2021 reserve provisions for the Middle River Regional Jail (MRRJ) expansion and emergency radio replacement for \$500,000 and \$400,000 respectively were transferred back into the General Fund in FY2020 to offset potential revenue losses due to the Covid-19 pandemic.

Mr. Trayer outlined FY2022's modifications and included reducing provisions for MRRJ expansion which went from \$500,000 to \$200,000. He noted this was done to assist the City in balancing the increasing CIP demands while allowing the City to pay for its share of design fees which are expected to be incurred in FY2022. He noted a \$300,000 provision was added for HVAC replacement at City Hall. Mr. Trayer stated \$30,000 and \$10,000 reserve funding was added for self-contained breathing apparatus and cardiac monitor replacements. Again, the telephone replacement project had been moved to FY2021 and the provision had been increased from \$500,000 to \$1,000,000 as the project was finalized. The emergency radio provision was adjusted which increased from \$400,000 to \$2,000,000. Two sidewalk projects were added – W. Beverley Street to Grubert Avenue and the Edgewood Road sidewalk project. Mr. Trayer stated the Edgewood Road project was inadvertently scheduled to begin in FY2022. He noted this was a VDOT sponsored project and the process would begin in FY2023 and would take multiple years to come to fruition. He noted scheduling for that project would be adjusted and staff would submit revisions of the CIP electronically to City Council. Mr. Trayer stated N. Augusta Street sidewalk projects would be added as those were on the VDOT CIP. He noted a golf cart provision of \$200,000 was added in order to purchase 44 carts in anticipation of the Golf Course Committee's recommendation. Mr. Trayer stated Planning Commission and City Council would need to approve that item. He stated he chose to budget for that item up front rather than trying to balance the budget at a later date if that item were to be added. Mr. Trayer stated the firehouse provision of \$4.5 million had been moved to FY2024, again similar to the Police Department repositioning.

FY2023 modifications included: Police Department provision of \$7 million. \$135,000 was added for the HVAC units which serve the Police Department and are of similar age as to the main City Hall building. Emergency radio system provision of \$2 million was added and was the second half of the revised projected cost. \$30,000 and \$10,000 Reserve funding were added for self-contained breathing apparatus and cardiac monitor replacement. \$160,000 was added for 911 call handling equipment. He noted it was recommended that equipment be updated every 5 years or so. He stated that was on a 6-7-year cycle and the IT Department had recommended that the purchase of that equipment occur in conjunction with the move of the Police Department.

Schools:

Overall the FY2021 CIP Plan equals \$631,000 and includes:

- Annual funding of reserves for mechanical /roof / generator replacement of \$100,000
- Parking expansion for Ware - \$75,000
- Parking expansion for McSwain - \$75,000
- Middle School CTE Cabinets / Appliances replacement- \$16,000
- Middle School Library Carpet - \$15,000
- School Parking Lot Paving - \$100,000

- \$250,000 is added per year for work at Dixon Education Center to enhance CTE related programs for secondary education
- Reserves for School Bus, Maintenance Vehicles, IT Replacement, Furniture replacement was eliminated due to COVID reductions.
- The Tennis Court Project will be a part of the high school project and funded by high school bond interest proceeds

FY2022 Education CIP Plan includes annual provisions for:

- Furniture - \$25,000
- Maintenance Vehicles / Grounds Equipment - \$50,000
- Mechanical / Roofs/ Generators - \$100,000
- Paving of Parking Lots - \$100,000
- Dixon Education Center CTE Improvements - \$250,000
- School Warehouse Project local funds provision of \$300,000

Provisions for Bus Replacement and IT Equipment Replacement have been waived in FY2022 in response to FY2021's funding.

Funding Reserves remain constant throughout FY2023 to FY2025 with the exception of Dixon Reserve Funding in FY2024 which will go towards the Middle School CTE improvements.

Singular non-recurring projects totaling \$6,681,000 are included as follows:

- | | |
|-------------------------------|-------------------------------|
| - Parking Extension – McSwain | \$75,000 FY2021 |
| - Parking Extension – Weller | \$75,000 FY2021 |
| - School Warehouse | \$2,800,000 FY2022 and FY2023 |
| - Shelburne CTE Renovations | \$2,500,000 FY2024 |
| - Shelburne Student Meeting | \$1,200,000 FY2024 |
| - Shelburne CTE Equip/Library | <u>\$31,000</u> FY2022 |
| Total Non-Recurring | \$6,681,000 |

One major project remains unfunded and unscheduled - \$15,000,000 for the renovation of Dixon Education Center. Mr. Trayer noted there was a heavy emphasis on Shelburne.

Stormwater:

Changes to the stormwater projects may be greatly impacted by recommendations from the Flood Study which was initiated earlier this fiscal year and scheduled for completion in early 2021. As of now, projects were pushed back one year and will regroup once the study is received.

FY2021

- Added Flood Study at a cost \$78,000 with Wiley Wilson Engineers

- The Gypsy Hill Stream Renovation was moved to FY2022 pending recommendations from the Storm Water Study

Unfunded / Unscheduled Remains unchanged.

Water Fund:

Changes to the Water Fund Include:

FY2021

- Adding the Shutter Lee Mill Tank painting and repair project - \$250,000. This project became a priority after inspections indicated immediate preventative maintenance was necessary to maintain the tank.
- Added the Clear Well tank repair at the Water Treatment Plant for an estimated \$1.5 million. This project was added as some leaks were detected at the Clear Water Tank and work will begin in the spring as temperature reach a level which allow for tank repairs to be performed. (Water facility fee balances are slated to cover these costs.

FY2022

- Added Water Line repair provision of \$400,000
- Removed Ground Water Source Evaluation of \$245,000 as this is deemed unnecessary at this time given the two main initiatives of Gardner Springs and the North River Pipeline.

FY2023

- Removed Ground Water Source Evaluation of \$225,000

FY2024

- Added Richmond Avenue Waterline upgrade - \$2,200,000 This project was added in anticipation of the sale and development of the Staunton Crossing property.

FY2025

- Added Water Line repair provision of \$400,000

Unscheduled / Unfunded Projects remained unchanged except for the scheduling of Richmond Ave upgrade in FY2024.

Sewer Fund:

Changes to the Sewer Fund CIP Include:

FY2021

- Moved \$150,000 from FY2022 to replace 440 LF of Sewer Line from Reservoir Street to Somerson Street

- Spent \$150,000 to replace 410 linear feet of deteriorated sewer line alone E. Beverley Street (Completed)

FY2022

319 • The Commerce Road Sewer Line survey and design of \$100,000 remains as previously
320 planned

321 • Manhole replacement reserves have removed as Public Works feels like we are stabilized
322 in this area.

323 FY2023

324 • No changes here, the Commerce Road Sewer Line Phase 2 replacement funding
325 \$450,000 remains as previously planned

326 FY2024

327 • Again, no changes to FY2024, the Commerce Road Sewer Line Phase 2 replacement
328 funding \$450,000 remains as previously planned

329 FY2025

330 • Added preliminary engineering and design work for the Lewis Creek Sewer Line of
331 \$100,000 and \$300,000 respectively (Phase 3 and 4 former Commerce Road)

332 Unfunded / Unscheduled – Moved Phase 3 and 4 Preliminary Engineering and Design Work for
333 Lewis Street Sewer upgrade to FY2025. All other projects remain unchanged.

334 Parking Fund:

335 Progress in this fund have been delayed for several reasons. Primarily, the credit card merchant
336 processor selection, which took longer than anticipated as compatibility issues with our current
337 software was worked out. This had to be done prior to the selection of automated parking
338 equipment to ensure compatibility with our merchant processor. Secondly, COVID 19 shut
339 downs further complicated things particularly from a cash flow basis. And the third reason is
340 turnover in the Public Works area has slowed the progress of this project.

341 Parking CIP Projects have been handled in much the same way as the Stormwater projects and
342 have been moved back 1 year. Mr. Trayer stated staff anticipated moving on the New Street
343 Garage access equipment within the next 90-120 days.

344
345 Mayor Oakes stated Council would be reviewing the CIP plan again during work sessions on
346 January 28, and February 11, 2021.

347
348 Mayor Oakes asked Council members if they had any questions.

349
350 Mr. Holmes asked Mr. Trayer how staff arrived at the number of 44 golf carts.

351
352 Mr. Rosenberg stated the detail concerning that figure would be shared with Council on January
353 28, 2021 when the Golf Course Committee would be presenting its report and recommendations
354 to Council. He stated his suggestion would be that the Chair of that Committee would have the
355 opportunity to share the basis for the recommendation to Council on January 28, 2021.

356
357 Ms. Mead stated she was hoping that Council would receive a copy of the Golf Committee's
358 recommendations prior to that meeting and be included in the agenda packet.

Mr. Rosenberg stated the packet would go out at the end of next week which was a week prior to the presentation. He noted it perhaps might be sent to Council on the morning of the January 28, 2021 meeting.

Ms. Dull stated in terms of the CIP, she noted she didn't feel like she exactly knew what was going on with some of the projects and why changes were made. Due to the vast amount of information, Ms. Dull questioned if there could be a special session where Council could only discuss the CIP with Mr. Trayer and any other department heads that wanted to provide information.

Council members were in agreement. Mr. Rosenberg stated arrangements could be made.

Council members did not have any further questions.

4. Discussion of Uncodified Emergency Ordinance Reratifying, Reconfirming and Reaffirming Uncodified Emergency Ordinance 2020-04 and Extending the Time of Reenactment

Mr. Rosenberg stated back in March 2020 at the onset of the Covid-19 pandemic, Council first adopted an emergency ordinance which, among other measures, made provision for meetings by City Council and other public bodies of the City using electronic communication platforms, including Zoom. He stated that initial authorization expired in September 2020 and at that time Council adopted an additional ordinance to further extend the continuity of government provisions for a three-month period, which expires on January 15, 2021. Mr. Rosenberg stated Council had before them an ordinance to again extend the authorization under the ordinance originally adopted in March 2020.

Mr. Rosenberg stated Dr. Laura Kornegay, health director of the Central Shenandoah Health District, had been invited to join Council's work session in order to brief Council concerning current conditions related to the pandemic and the public health emergency with the thought that would inform Council members as they considered what decision to make concerning the extension of the ordinance for an additional period of time.

Dr. Kornegay stated the Covid-19 case counts throughout the district and nation had been on the rise after Thanksgiving. She noted the local district continued to record the largest case counts to date. She noted the district remained with widespread community transmission as did the state and nation as a whole. Dr. Kornegay explained vaccinations had begun and would need to include up to 75-80% of the population in order to gain herd immunity. She stated health officials were still recommending the same mitigation efforts to continue which include wearing masks, washing hands, and social distancing. She noted the best estimates of discontinuation of those mitigation efforts would possibly be towards summertime at a minimum. Dr. Kornegay stated teleworking efforts were still important as well as using technology to avoid large groups until a level of population immunity was reached. Dr. Kornegay stated she would support continuation of the City's efforts.

Mayor Oakes asked if Council members if they had any questions.

Mr. Holmes asked Dr. Kornegay if any of the new strains of Covid-19 had been discovered in the local district.

Dr. Kornegay stated the UK strain had not been identified in Virginia.

Mr. Holmes asked Dr. Kornegay how the vaccination program would be fast tracked.

Dr. Kornegay stated efforts had been started with clinics hosted by the Health Department throughout the district. She explained how they were working through Phase 1A and crossing over into Phase 1B. She noted current efforts were limited somewhat by inventory. Discussion ensued.

Ms. Mead noted in the four-week period of time that the vaccine had been available, she asked how many individuals had received both injections and how many had received one injection.

Dr. Kornegay stated all individuals had only received one injection. She noted second doses would be started for the first group next week. She noted 2,500-3,000 vaccines had been delivered by health departments and efforts would be ramped up as time went on.

Ms. Mead stated she was trying to get perspective of the number of people in the region as a whole and what percentage of those had been vaccinated so far.

Dr. Kornegay stated there are approximately 300,000 people in Central Shenandoah Health District and would need to see how many vaccines community partners had given to give a percentage. She noted it was a small percent at that point. Dr. Kornegay stated next week delivery of vaccine to non-health departments, non-health care systems would begin. She explained 10 pharmacies in the District would be distributors for the Moderna vaccine and would begin next week.

Ms. Mead asked if Council should be discussing the expiration of the draft ordinance.

Mayor Oakes stated the meeting was already over schedule and noted Council was voting on that issue and could be discussed during the regular meeting.

Council members did not have any further questions.

This will be Item H on the Regular meeting agenda.

5. Discussion of Timing and Format of City Council Retreat

Mr. Rosenberg stated that item was on the agenda at the request of Councilmember Mead.

Ms. Mead stated she was disappointed that the City Council was postponed once again. She noted Council attempted to begin scheduling the retreat in August 2020. Ms. Mead stated Council members each had individual meetings with a consulting firm and continued to move forward on December 8, 2020 to hold dates open for a City Council retreat. She stated on December 13, 2020, postponement was announced by Mayor Oakes because there was no interest in having a retreat. Ms. Mead stated it seemed that this was an important issue and noted there were barriers to their communications and felt a retreat was an important way to reduce those barriers.

Mayor Oakes stated essentially Mr. Rosenberg reached out to her to make a decision concerning the retreat in relation to Covid-19. She stated he had apparently received correspondence stating that the retreat needed to be in person in order to be effective and otherwise if the retreat would not be held in person there would be no interest in attending. Mayor Oakes stated there was also correspondence stating that it needed to be conducted by Zoom and if it wasn't by Zoom and in person that particular member did not have an interest in attending. She stated in order for it to be effective, all Council members really needed to be able to attend. Due to that reason, Mayor Oakes stated the retreat was postponed. She noted it could be reviewed again at a later date. She stated she would like to hear from Council members on when they would like to have the retreat.

Vice Mayor Robertson stated he was looking forward to a retreat, but was one of the Council members who felt quite strongly that all members needed to be in the same room so that they could talk and look at each other in the eye. He noted he felt on a Zoom meeting a lot of different things would be said that might not be said in person.

Mr. Holmes stated he did not have a problem with the retreat being a mixed meeting. He stated Zoom was a great platform and personally understood why a member would not want to meet in person due to the pandemic. Mr. Holmes stated the retreat kept being put off and noted Council was not getting along and felt it would be better to have something instead of postponing until later. He noted he would like to see Council work together better.

Vice Mayor Robertson stated he did not think Council was that far off from receiving the vaccine. He noted he'd received both of his Covid-19 vaccinations. He noted he felt that could be an opportunity where all Council members could meet in person.

Discussion ensued regarding the vaccine timeline.

Ms. Mead stated she was disappointed that one member of Council would prevail in a decision that really should involve a discussion amongst all members. She noted if the general feeling was that Council did not need to have a retreat until May, then Council could continue as they were.

Mayor Oakes stated the decision was made per the request of the administration and needed to be made in a very timely fashion. She noted the decision was already made by everyone from the notifications that were received on who and how members were willing to attend. Mayor Oakes stated in order to be effective, all members would need to participate.

Mr. Holmes stated he was only notified that the retreat was not going to happen. He noted he gave his preference that he would do anything in order to make the meeting work.

Mayor Oakes asked Council members if they would be willing to look at having the retreat in May 2021 as far as rescheduling. Discussion ensued. Mayor Oakes asked Mr. Rosenberg to try and coordinate dates for May 2021.

Mr. Rosenberg stated it was not clear to him that there was a consensus among Council for that date or for the manner.

Ms. Mead stated she felt the discussion should be tabled.

Mayor Oakes stated the discussion was tabled for another meeting, but noted it was not off the table.

Council members did not have any further comments.

6. Discussion of Access to Nominations Committee Meetings

Mr. Rosenberg stated this item was on the agenda at the request Councilmember Mead.

Ms. Mead stated she had requested of the Nominations Committee on December 18, 2020 that they make accommodation for her to attend and participate in the Nominations Committee meetings via the Zoom platform. She stated she did not receive a response and asked for a response at tonight's meeting.

Mayor Oakes asked if members of the Nominations Committee if they had any comments.

Mr. Claffey stated that issue had come up and believed that it had been funneled over to Doug Guynn, City Attorney, who sent a letter out explaining that matter. He asked Mr. Guynn for clarification. He stated he felt there was a conflict on whether all meetings should be conducted on Zoom or if the Nominations Committee was making accommodation for a candidate who was unable to attend in person. He stated that was a gray area and was the reason he approached Mr. Guynn and preferred that he weigh-in on that. Mr. Claffey repeated his question to Mr. Guynn.

Doug Guynn, City Attorney, stated there was no legal impediment to the Nominations Committee allowing another Council member to attend. He stated because under the Freedom of Information Act (FOIA), because the Nominations Committee was a committee created by City Council and of City Council, then a member of Council may actually sit in and observe, but not participate, in the Committee's proceedings. Mr. Guynn stated in terms of physically, he had no idea how that would work other than it was no different and seemed to be in concept of what already occurred on a hybrid basis here with City Council, including during a close meeting of City Council. Mr. Guynn stated that he did not believe, in his view, that the Nominations Committee had an obligation legally to grant the request, but believed that it may.

Mr. Claffey clarified that the accommodation would be granted to an applicant for a position who was unable to attend the interview in person.

Ms. Mead stated that was not what she had requested of the Nominations Committee and then read verbatim the email request that she'd sent to Mr. Claffey. She stated she only wanted a simple "yes" or "no" from Mr. Claffey.

Mr. Claffey stated he did not have the answer and would prefer to talk it over with the Nominations Committee in a meeting. He noted unfortunately there had been difficulty scheduling said meeting. He noted he did not want to make a determination by himself without the input of his fellow Council members.

Mr. Holmes clarified that Ms. Mead was asking to sit in on the meetings and not participate.

Ms. Mead stated that was correct.

Mr. Claffey stated Ms. Mead had been able to do that in the past.

Ms. Mead stated she had attended one meeting, but noted when Mr. Claffey had invited applicants being interviewed to remove their masks in the room, that made her uncomfortable. She stated she made the decision that she could not attend those meetings in person.

Vice Mayor Robertson noted he understood that Ms. Mead was uncomfortable. He stated he told an individual that masks were worn when in Council, but when they spoke or ate, they took the masks off. He stated he informed that person if they had an issue with that, he would advise them to take the precedent set by the Governor when he held a press conference and removed his mask. Vice Mayor Robertson stated if the Nominations Committee opened the meeting to Ms. Mead as a Zoom participant, then would that automatically mean it would have to be opened up Zoom-wise to every other candidate. He asked if that were a legal ramification.

Mr. Guynn stated a Council member had a right under FOIA to attend those meetings and observe. He noted because they had a right, it did not mean that anyone else had a right. He noted it only extended to the Council member or the member of the public body. Mr. Guynn stated just because Ms. Mead was allowed to attend virtually or remotely, did not mean that it established the right of anyone else legally.

Vice Mayor Robertson stated what he was saying was the precedent to attend, whether a Council member sat in on a Zoom meeting, then any candidate whether they had a physical disability or whatever, could say they were only coming if they couldn't attend by Zoom.

Mr. Guynn stated not any candidate, no, because it was the Council member who had the right under FOIA and not someone who was being interviewed.

Mr. Holmes stated he would not want to eliminate a good candidate because they couldn't attend or had some reason health-wise if they were afraid of the virus.

Vice Mayor Robertson stated if someone had a medical reason from a doctor, then absolutely. Discussion ensued.

Ms. Mead stated she'd hoped this would be a simple and easy decision. She noted she was disappointed that it could not be made by the Chairman of the Committee unless he had a meeting and stated she could not attend the meeting unless she could attend via Zoom. She noted it was a Catch-22 situation.

Mayor Oakes asked Ms. Mead if everyone kept their mask on, would she attend.

Ms. Mead stated she would not attend for the same reason that she would not attend City Council meetings in the Chambers. She stated she felt that she shouldn't have to explain what the medical reasons were for her, under the circumstances, and yet she had the Catch-22 that she could not attend the meetings until the Committee held a meeting. She stated she felt it was a fairly simple thing and a reasonable accommodation under the circumstances.

Ms. Darby asked if conducting the meeting via Zoom would put any extra strain on City staff to accommodate that.

Mr. Rosenberg stated it was his understanding that it would not need to be done in Chambers and could be done in whatever room the Committee meeting was held in with the simple use of a laptop in order to allow Ms. Mead's participation and her attendance alone of the meeting. Discussion ensued.

Mayor Oakes stated, from what she was hearing, the Nominations Committee would be having a discussion amongst themselves and then the Chairman Claffey would reach out to Ms. Mead.

Mr. Claffey stated that would be fine and the next scheduled meeting was February 2, 2021.

Council members did not have any further questions.

7. **Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; (ii) Discussion of Prospective Candidates for Interim City Attorney; (iii) Discussion of Prospective Candidates for City Attorney; (iv) Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to Legal Considerations and Discussion Involving Specific Pending Litigation/Claims; and (v) Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to Legal Considerations and Discussion Involving Specific Land Use and Development Matters**

Ms. Mead moved 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)(8), (ii) discussion of specific prospective candidates for employment or appointment as possible interim city attorney, pursuant to Virginia Code Section 2.2-3711(A)(1); (iii) discussion of specific prospective candidates for possible employment or appointment as city attorney, pursuant to Virginia Code Section 2.2-3711(A)(1); (iv) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to specific pending litigation/claims, pursuant to Virginia Code Section 2.2-3711(A)(8); and (v) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to specific land use and development matters, pursuant to Virginia Code Section 2.2-3711(A)(8).

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

Ms. Mead	aye	Mr. Claffey	aye
Mr. Holmes	aye	Ms. Darby	aye
Vice Mayor Robertson	aye	Mayor Oakes	aye
Ms. Dull	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 Ms. Darby and carried as follows:

651	Mr. Holmes	aye	Ms. Darby	aye
652	Vice Mayor Robertson	aye	Mayor Oakes	aye
653	Ms. Dull	aye	Ms. Mead	aye
654	Mr. Claffey	aye		

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656 The work session adjourned at 7:20 p.m.

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Suzanne F. Simmons
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL**Thursday, January 14, 2021****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
Suzanne F. Simmons, Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes called this meeting of Staunton City Council to order. Mayor Oakes noted that this meeting is being broadcast over the City's cable channel and streamed live 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.

Clerk of Council Call the Roll of Council Members Present:

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 Claffey, Dull, and Mead were participating on Zoom as was Clerk of Council, Faith Simmons. Additionally, on the Zoom platform was Sarah Skrobis, Library Director and Melanie Barnes, representative of Level 3 Communications. He noted all other City employees and officials were participating in person in Council Chambers.

Background Statement:

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

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 public hearings and 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.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Mr. Holmes.

MAYOR'S REPORT

Mayor Oakes read the following proclamation:

WHEREAS, Deputy K9 Cara's end of watch was December 21, 2020 in the line of duty; and

WHEREAS, in November 2018, Deputy K-9 Cara and then Deputy Ryan Insana officially started in the City of Staunton's Sheriff's Office after an intensive five-week training session where both were trained and certified in the proper techniques and tactics to safely locate explosives and explosive related materials; and

WHEREAS, Deputy K9 Cara and her partner Captain Ryan Insana were often called to assist surrounding jurisdictions in locating possible explosive devices and firearms; and

WHEREAS, Deputy K9 Cara was known for her friendly demeanor, never meeting a stranger, not having a mean bone in her body and her love for everyone, especially the children she encountered.

NOW, THEREFORE, BE IT PROCLAIMED, by Staunton City Council that we do hereby honor the life and service of

95 **Deputy K9 Cara**

96 and **BE IT FURTHER PROCLAIMED**, that our great respect and sympathies are extended to
97 her handler and partner Captain Ryan Insana and his family, and the City of Staunton Sheriff's
98 Office.

99 /s/ Andrea W. Oakes

100 Andrea W. Oakes, Mayor

101

102 Attest: /s/ Suzanne F. Simmons

103 Clerk of Council

104

105 Mayor Oakes noted she would present the proclamation at memorial service Deputy K9 Cara.

106 Mayor Oakes stated several Council members had virtually attended the VML Budget Update
107 meeting. She noted she and Council members Mead and Claffey virtually attended the Covid-19
108 Emergency Response meeting where they received updated information regarding opportunities
109 for citizens in need as well as vaccine efforts.

110

111 Mayor Oakes stated she and Mr. Rosenberg virtually attended the Staunton Downtown
112 Development Association (SDDA) meeting. She noted merchants were pleased with the holiday
113 season. She noted the Celebration of Holiday Lights had one of the largest displays this year in
114 Gypsy Hill Park.

115

116 **ADDITIONAL ITEMS BY MEMBERS OF COUNCIL**

117

118 Ms. Mead read the following statement: "On January 21, 2017 I boarded a bus in Staunton along
119 with my daughter, to join 1,000,000 women and men in Washington DC at the largest single day
120 protest in US history. 4.6 million people around the US and the world joined those peaceful
121 demonstrations. On January 6, 2021 I watched in horror and tears as a mob overtook the Capitol,
122 incited by Donald J Trump and observed by a crowd of 30,000 supporters of his campaign of lies
123 and unproven allegations called "Stop the Steal". The contrast between those 2 events could not
124 possibly be more stark. On January 21, 2017 churches in our Capitol opened their doors to give
125 protesters a place to gather and organize. Businesses welcomed those who joined the historic
126 march. On January 6, 2021 churches locked their doors, hotels and restaurants closed and
127 businesses boarded their windows in anticipation of violence and destruction.

128 When I looked around me in 2017 at the Women's March I was surrounded by women and men
129 in pink hats and carrying banners and signs. The atmosphere was a celebration of our voices and
130 our right to speak out. On January 6, 2021 I saw on my television the absolute mayhem wrought
131 by violent people carrying plastic handcuffs, pitchforks and the flags and symbols of white
132 supremacy and racism, wearing combat fatigues, and screaming obscenities and ugly threats.

133 The speakers at the Women's March in 2017 were fiery and passionate, but no one advocated
134 rebellion, civil war or violence. On January 21, 2017 I never feared for my own life or for the life

of my daughter. No buildings were smeared with human feces. Not a single law enforcement officer received life threatening injuries. Not one person died on January 21, 2017. On January 6, 2021 5 people died, including a law enforcement officer, countless were injured, the lives of the Vice President, members of Congress, innocent staff members, and journalists were threatened. In the aftermath a law enforcement officer on duty at the Capitol that day took his own life, and yesterday a participant in the insurrection committed suicide as well. Hundreds have been arrested, and hundreds more will be brought to justice. After January 21, 2017 I have never felt the need to deny or to hide the fact that I was there. I am and will always be proud that I could show my daughter the raw strength of her sisters, and the awesome power of our Democracy. On January 6 the mob was spurred by the unproven and spurious claims of a stolen election made by a President, and certain members of Congress, who wish to disenfranchise millions of Americans who legally voted for Joe Biden and Kamala Harris. The Constitution gives us the right to speak and to assemble peacefully. I would go further and say that speaking out to support or to criticize those we elect to public office is our duty. There are those in Staunton who are calling for the removal of any member of City Council who attended the protest on January 6, or who has been vocal in their support of the Stop the Steal effort. Please let me be clear. I do not support such efforts. To do so would disenfranchise the 100's of citizens of Staunton who put their faith in the integrity of our electoral system, and chose those who gather this evening to conduct the business of the City."

Ms. Dull stated she agreed with the heartfelt comments made by Council members Holmes and Mead regarding the events that took place at the U.S. Capitol on January 6, 2021. She stated she would call out anytime she saw any type of racial inequality or hatred. Ms. Dull stated she wanted to recognize Jane Manning for helping local citizens with mental illness. She noted Ms. Manning had recently retired from the Valley Supportive Housing board.

Ms. Darby wished everyone a happy and healthy 2021. She stated she felt every New Year was a good time to regain focus and hoped that Council could do that and work together for the betterment of Staunton. She stated after she watched some of the major cities across the country burn for months and the events that unfolded at the Capitol on January 6, 2021, she stated she had never, and would never, support or condone any riot where there was violence, destruction of property or looting. Ms. Darby then read a poem, "The Lesson of the Eagle and Crow", by an unknown author hoping that Council would remember to stay focused on doing the work of Staunton as they moved forward. Ms. Darby asked for thoughts and prayers of lives lost to Covid-19.

Vice Mayor Robertson stated he did not think any Council member had ever, or would ever, condone any kind of violence. He referenced protests in Washington state during the summer and the U.S. Capitol. He noted the city had lost a business icon, Elwood Cash, owner of Wright's Dairy Rite, and would be greatly missed.

APPROVAL OF MINUTES

Mr. Holmes moved to approve the Special Meeting minutes of December 1 and 8, 2020.

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

Mayor Oakes	aye	Mr. Holmes	aye
Ms. Mead	aye	Ms. Darby	aye

184 Mr. Claffey aye Ms. Dull aye
185 Vice Mayor Robertson aye
186

187 Mr. Holmes moved to approve the work session and regular meeting minutes of December 10,
188 2020.
189

190 The motion was seconded by Vice Mayor Robertson and carried as follows:
191

192 Vice Mayor Robertson aye Mayor Oakes aye
193 Mr. Holmes aye Ms. Mead aye
194 Ms. Darby aye Mr. Claffey aye
195 Ms. Dull aye
196

197 Mr. Holmes moved to approve the Special Meeting minutes of December 17 and 18, 2020.
198

199 The motion was seconded by Ms. Darby and carried as follows:
200

201 Ms. Mead aye Mr. Holmes aye
202 Mr. Claffey aye Ms. Darby aye
203 Ms. Dull aye Mayor Oakes aye
204 Vice Mayor Robertson aye
205

206 **REGULAR MEETING**

207

208 **A. Public Hearing and Consideration of a Request by Jon and Margaret Pearson to** 209 **Rezone 919 Middlebrook Avenue from I-1, Light Industrial Conditional to R-3,** 210 **Medium Density Residential Conditional** 211

212 Rodney Rhodes, Senior Planner, stated Jon and Margaret Pearson have applied for a rezoning for
213 919 Middlebrook Avenue from I-1, Light Industrial Conditional District, to R-3, Medium Density
214 Residential Conditional District. He noted the property consisted of 11.511 acres and was located
215 on Middlebrook Avenue between Middlebrook Park and the Tannehill Wheat neighborhood. The
216 property was annexed into the City in 1948, and had already been developed at that time. Mr.
217 Rhodes stated there were currently four residential units on the property. The Pearsons acquired
218 the property in 1979 and are pursuing the rezoning in an attempt to make the zoning of the property
219 correspond with its actual use. He noted having residential uses on industrial zoned property was
220 presenting insurance issues due to that conflict and use of the property.
221

222 Mr. Rhodes stated as part of the conditional zoning, the applicant had proffered a limit to 10 units
223 for the entire 11.511-acre parcel. The limit would apply regardless of any future subdivision of
224 the parent parcel. This would result in a density of less than one unit per acre, far less than the
225 approximate 20 units per acre allowed in standard R-3 zoning.
226

227 Mr. Rhodes stated City staff had reviewed the proposed rezoning, during which concerns were
228 raised regarding access to the property and also to water and sewer which may not be adequate for
229 future residential development. He stated the intent of the rezoning was to get the current use to
230 comply with the zoning. Mr. Rhodes stated the owners did not have any specific plans for
231 additional development. If they would want to develop any additional units on the property, Mr.

Rhodes stated it would require a site plan process or subdivision plat approval process where all of those issues would need to be addressed.

Mr. Rhodes stated surrounding zoning to the north was R-3, Medium Density Residential District, and R-4, High Density Residential Conditional District, and to the east was I-1, Light Industrial District.

Mr. Rhodes stated the “Generalized Land Use and Development Guide, Future Land Use Map” *Staunton, Virginia, Comprehensive Plan 2018 – 2040*, designated that area as Medium Density Residential. He noted the proposed rezoning was consistent with the Comprehensive Plan than the current Industrial zoning designation.

Mr. Rhodes stated at its meeting of December 17, 2020, the Planning Commission considered the request and conducted a public hearing on the matter. During the public hearing, no one spoke in opposition to the request. He noted one neighbor spoke with staff and had concerns about increased traffic; however, the substandard roads would have to be upgraded and extended if the property was to be further developed. On a 5-0 vote, the Commission voted unanimously to recommend approval of the rezoning with the condition proffered by the applicant.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Mayor Oakes stated Council would then hear Item B.

B. Public Hearing and Consideration of an Amendment to Title 18, Zoning, Chapter 18.120, Yard, Building Setback, and Open Space Exceptions, Subsection 18.120.010(4)(h)

Mr. Rhodes stated this item was for a proposed text amendment to the zoning ordinance to address through lots. He noted this was defined as lots that have road frontage on both sides of the property. He stated at the December 20, 2018 Planning Commission meeting, staff introduced a series of amendments to Chapter 18.120 Yard, Building Setback, and Open Space Exceptions. Two of these amendments were related to minimum required setbacks for lots fronting on more than one street (i.e., “through lots”). Mr. Rhodes stated the Planning Commission conducted public hearings on several of those amendments and recommended approval. He noted those were eventually adopted by City Council. He noted one of those pertained to relaxation of the requirements for corner lots. He explained the zoning ordinance defined the front yard as the area between the face of the principal structure (i.e house) and the right-of -way. He noted accessory structures were not permitted in the current ordinance in a front yard. Mr. Rhodes stated staff received questions about this several times a year and presented to the Planning Commission several months ago. He noted the City’s current ordinance was more restrictive than surrounding jurisdictions.

Mr. Rhodes stated the Planning Commission reviewed this in November 2020 and directed staff to proceed with the amendment and scheduled a public hearing. He noted Commission members also requested examples of through lots. After review, Mr. Rhodes stated staff continued to believe that the language that was proposed two years ago was still the best way to address the issue. He referred Council members to the language in their briefing.

Mr. Rhodes stated the amendment would allow accessory structures to be built or placed on through lots, behind the principal structure, and setback a minimum of 25 or 30 feet depending upon the zoning district. This is the same minimum setback required for any single-family dwelling built in such districts. The small lot exception (smaller front setback of 15 feet that applies to single-family dwellings built on existing recorded small and/or narrow lots) would not apply to these situations.

Below is the language that staff proposes to add to SCC 18.120.010(4)(h).

(h) Accessory buildings shall not be located in any required front yard with the exception of through lots in residential districts. On a lot in a residential district (R-1, R-2, R-3, R-4 and P-1) with frontage on two parallel streets, the front yard shall be designated by the orientation of the front or main door of the principal structure, as determined by the address assigned by the City unless the front yard is designated otherwise on the recorded plat. The yard abutting the other, parallel street shall be considered the secondary front yard, and an accessory building thereon is permitted solely for a single-family use that satisfies the front yard setback requirements of such district.

Mr. Rhodes stated the Planning Commission conducted a public hearing on December 17, 2020 and no one spoke in opposition to the request. On a 5-0 vote, Planning Commission voted unanimously to recommend approval of the amendment.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Mayor Oakes stated since Items A and B were both land use items to be considered, she would combine both public hearings into one public hearing.

The public hearing was opened.

Daniel Hansen, with Balzer and Associates, stated he was representing Jon and Margaret Pearson, Item A, as the surveyor. He stated he wanted to reiterate what Mr. Rhodes was stating about getting the zoning more in line with current usage. He noted the R-3 zoning was the most restrictive zoning that would allow for the four dwellings that were currently on the property. Mr. Hansen stated the applicants were not trying to fully develop the property as multi-family and restricting it to 10 units. He stated questions regarding access would be addressed with any sort of site planning, subdivision platting or anything that might happen in the future. He stated the current access points and rights-of-way would allow for an upgrade to the roads if necessary, but again there was no plan for that at that time.

There were no callers on the line wishing to speak.

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

Mr. Holmes moved that Council approve the rezoning and adopt the ordinance, as presented, rezoning 919 Middlebrook Avenue from I-1, Light Industrial Conditional District, to R-3, Medium Density Residential District Conditional, as recommended by the Planning Commission.

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

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

Ordinance No. 2021-01

AN ORDINANCE REZONING FROM I-1, LIGHT INDUSTRIAL CONDITIONAL, TO R-3, MEDIUM DENSITY RESIDENTIAL CONDITIONAL, THAT CERTAIN TRACT OR PARCEL OF LAND LOCATED AT 919 MIDDLEBROOK AVENUE (PID 6060), STAUNTON, VIRGINIA

Recitals

A. It appears by deed dated September 4, 1979, recorded in the Clerk's Office of the Circuit Court of the City of Staunton, Virginia, in Deed Book 228, Page 416, that Jon O. Pearson and Margaret E. Pearson acquired the property known as 919 Middlebrook Avenue (PID 6060), with further description provided in the deed, a copy of which is annexed and incorporated by reference (**Exhibit A**);

B. Jon O. Pearson and Margaret E. Pearson have submitted an application, a copy of which is annexed and incorporated by reference (**Exhibit B**) for a zoning classification change for the parcel from I-1, Light Industrial Conditional to R-3, Medium Density Residential Conditional;

C. As part of the rezoning request, the applicants have proffered to limit the density of the property to ten (10) dwelling units regardless of any division of land that may occur;

D. The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, "Generalized Land Use and Development Guide," designates this area as Medium Density Residential and the proposed rezoning is consistent with this designation;

E. The Planning Commission of the City of Staunton, after study and review, has properly heard the matter and recommended approval of the proposed rezoning on the basis that the rezoning would serve the interests of public necessity, convenience, general welfare, and good zoning practice;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that the property known as 919 Middlebrook Avenue (PID 6060), in the City of Staunton, Virginia, is **HEREBY REZONED** from I-1, Light Industrial Conditional to R-3, Medium Density Residential Conditional on the basis that the rezoning would serve the interests of public necessity, convenience, general welfare, and good zoning practice.

As proffered by the applicant, the maximum number of dwelling units permitted on the overall 11.511 acres shall be ten (10), regardless of any division that may occur. In all other respects, the provisions of Chapter 18.130, R-3, Medium Density Residential District, of the Staunton City Code shall apply.

Introduced: January 14, 2021

Adopted: January 14, 2021

Effective Date: January 14, 2021

/s/ Andrea W. Oakes

Andrea W. Oakes, Mayor

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

Ms. Darby moved that Council adopt the ordinance, as presented, amending Chapter 18.120, to permit accessory structures on through lots, as recommended by the Planning Commission.

The motion was seconded by Mr. Claffey.

The motion carried as follows:

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

Ordinance No. 2021-02

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 18.120.010, SETBACK EXCEPTIONS, OF CHAPTER 18.120, YARD, BUILDING SETBACK, AND OPEN SPACE EXCEPTIONS, OF TITLE 18 ZONING, OF THE STAUNTON CITY CODE

Recitals

A. As part of City staff's periodic review of the Staunton City Code (SCC), it has been ascertained that SCC Section 18.120.010(4)(h) merits amendment to expand the useable area on which accessory buildings may be placed on a "through lot" which is defined in SCC Section 18.10.210 as "a lot having frontage on two parallel or approximately parallel streets";

B. Planning Commission has directed staff to prepare an amendment to SCC 18.120.010(4)(h) to permit accessory buildings in residential districts, in secondary front yards, when the building satisfies the single-family front yard requirements of the respective district in which the property is located;

C. Under SCC Section 18.10.020, an “accessory building” is defined as a subordinate building or a portion of the main building, the use of which is incidental to that of the dominant use of the main building or land.;

D. City staff has recommended to the Planning Commission that it endorse the proposed amendment;

E. The Planning Commission of the City of Staunton, after study and review, has recommended approval of the proposed amendment on the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 18.120, Yard, Building Setback, and Open Space Exceptions, of Title 18 Zoning, of the Staunton City Code, on the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice be, and hereby is amended as follows:

Chapter 18.120

YARD, BUILDING SETBACK, AND OPEN SPACE EXCEPTIONS

Sections:

18.120.010 **Setback exceptions.**

18.120.010 **Setback exceptions.**

The following requirements are intended to provide exceptions or qualify and supplement, as the case may be, the specific district regulations set forth except in Division II of this title.

...

(4) The following regulations also apply to certain conditions with respect to the use of lots and access points:

...

(h) Accessory buildings shall not be located in any required front yard **with the exception of through lots in residential districts. On a lot in a residential district (R-1, R-2, R-3, R-4 and P-1) with frontage on two parallel streets, the front yard shall be designated by the orientation of the front or main door of the principal structure, as determined by the address assigned by the City unless the front yard is designated otherwise on the recorded plat. The yard abutting the other, parallel street shall be considered the secondary front yard, and an accessory building**

thereon is permitted solely for a single-family use that satisfies the front yard setback requirements of such district.

In all other respects, the provisions of Chapter 18.120 of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced: January 14, 2021

Adopted: January 14, 2021

Effective Date: January 14, 2021

/s/ Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/ Suzanne F. Simmons

Suzanne F. Simmons

Clerk of Council

C. Public Hearing and Consideration of Non-Exclusive Franchise Ordinance for Fiber Optic Telecommunications Equipment and Other Facilities in the City

Jeff Johnston, Director of Public Works, stated several months ago staff was approached by Level 3 Communications asking if they could use the public right-of-way to run additional fiber optic telecommunications equipment. He noted the City had advertised and solicited bids for a potentially 25-year non-exclusive franchise to place fiber optic telecommunications equipment and other facilities on the public rights-of-way within the corporate limits of the City of Staunton, as detailed in the attached forms of franchise ordinance and franchise agreement. Mr. Johnston stated one bid had been received. He noted he was prepared for the bid opening and further discussion.

Mayor Oakes opened the bid envelope and read aloud the summary that was submitted by Level 3 Communications of Virginia, Inc. on January 7, 2021. She asked if anyone in the audience would like to present a bid.

There was no one wishing to submit a bid. Mayor Oakes declared the bidding closed.

The public hearing was opened.

Mr. Rosenberg stated Melanie Barnes, representative for Level Communications, was on the Zoom platform.

Ms. Barnes stated she fully supported the agreement.

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

Mayor Oakes stated she had been instructed that Level 3 Communications of Virginia, Inc. had won the bid.

Mr. Holmes moved that City Council adopt the franchise ordinance, as presented, granting to Level 3 a non-exclusive franchise to place telecommunications equipment and other facilities within the corporate limits of the City of Staunton, as set forth in the ordinance and annexed franchise agreement.

The motion was seconded by Vice Mayor Robertson 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		

Ordinance No. 2021-03

AN ORDINANCE

To grant to Level 3, a telecommunications company doing business in the Commonwealth of Virginia _____, its successors and assigns, under the Code of Virginia and the Telecommunications Act, the right, for the term and upon the conditions stated in this ordinance and incorporated agreement, a non-exclusive Franchise authorizing the Franchisee to place and maintain its Telecommunications Facilities in the Public Ways within the Franchise Area, and for that purpose to use, erect, install, construct, repair, alter, add to, inspect, replace, reconstruct, maintain, or retain in any Public Way such poles, wires, cables, conductors, ducts, underground conduits, vaults, manholes, pedestals, amplifiers, appliances, attachments, and, including but not limited to, above ground enclosures, markers, and concrete pads, or other related property, equipment, or fixtures as may be necessary, useful, or appurtenant to the Telecommunications Facilities, and to provide such services over the Telecommunications Facilities as may be lawfully allowed.

Recitals

A. Level 3 Communications of Virginia, Inc. has asked that it be granted a franchise to place its fiber optic telecommunications equipment and facilities within the Public Way, as defined in a form of franchise agreement as drafted and annexed and incorporated into this ordinance;

B. Consistent with Chapter II, Section 11, of the City Charter and the provisions of Virginia Code Sections §§ 15.2-2100, 15.2-2101, and 56-462, the City may grant a telecommunications franchise;

C. Pursuant to § 15.2-2101(A) of the Code of Virginia, before granting any franchise, privilege, lease or right of any kind to use any public property described in § 15.2-2100 or easement of any description, for a term in excess of five years, except in the case of and for a trunk railway, the city or town proposing to make the grant shall advertise a descriptive notice of the ordinance proposing to make the grant once a week for two successive weeks in a newspaper having general circulation in the city or town;

D. This matter was properly advertised once a week for two successive weeks in the *Staunton News Leader* on December 30, 2020 and January 6, 2021;

E. Staunton City Council was briefed by staff on the franchise agreement at

Council's January 14, 2021 work session;

F. The Staunton City Council, at its January 14, 2021 meeting, conducted an opening of any bid(s);

G. The Staunton City Council conducted a public hearing on January 14, 2021 on the proposed ordinance and franchise agreement and any bid(s);

H. The provisions of Virginia Code § 15.2-2100 and Staunton City Code § 2.10.180 require a recorded affirmative vote of three-fourths of all the members elected to Council to grant a franchise;

I. 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 **HEREBY FINDS** the public welfare will be enhanced by the grant of the franchise requested by Level 3 Communications of Virginia, Inc. and it is in the best interest of the City to grant and **HEREBY GRANTS** a franchise on the conditions contained in the telecommunications franchise agreement, a copy of which is annexed and incorporated hereto, between the City and Level 3 Communications of Virginia, Inc.; and it is

FURTHER ORDAINED that the Staunton City Manager is authorized to sign such Telecommunications Franchise Agreement and any other documents embodying the terms approved herein on behalf of the City, upon approval of the City Attorney; and it is

FURTHER ORDAINED that such Franchise shall be effective upon the date upon which it is signed by the City and Level 3 Communications of Virginia, Inc. and shall extend for a term(s) as provided in the agreement.

Introduced: January 14, 2021

Adopted: January 14, 2021

Effective: January 14, 2021

/s/ Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/ Suzanne F. Simmons

Suzanne F. Simmons

Clerk of Council

D. Consideration of a Request by Darren Pultz, 371 National Avenue, for a Variance to Title 17, Subdivisions, Section 17.15.180, Size and Shape of Residential Lots Generally

Mr. Rhodes stated this item was for a request for a subdivision variance. He noted the owner of the property was requesting the variance to the section 17.15.180 that prohibited the creation of lots with elongated portions designed to achieve the required street frontage (i.e., "pipestems"). The section states:

17.15.180 Size and shape of residential lots generally.

The lot arrangement, design, and shape shall be such that lots will provide satisfactory and desirable sites for building. Lots shall not contain peculiarly shaped elongations which are designed solely to provide necessary square footage of area or frontage on a public road and which would be unusable for normal purposes.

Mr. Rhodes stated Mr. Pultz owned property located at 371 National Avenue near its intersection with New Hope Road. He noted the property was zoned R-1, Low Density Residential District, and contained slightly more than two acres. This area of the City was annexed in 1986, and the majority of the existing lots were platted at the time when the land was located in Augusta County. Mr. Pultz acquired the property in 2006. Mr. Rhodes stated the owner was now requesting a variance so he can subdivide one lot off of the back. He stated he believed it was the owner's intention to sell the existing house and the property surrounding it to a family member and then to build a house on the back with separate access.

Mr. Rhodes stated City staff reviewed the request, during which no issues were identified. The subject property dimensions are approximately 125 feet in width and 715 feet in depth. The result is a lot that is nearly six times deeper than its width. Although the lot was platted in the County and is presumed to have been in compliance with County subdivision standards in place at the time, it does not meet the maximum length to width ratio established in the City's Zoning Code and would not be permitted to be platted today in the City. It is therefore considered a legally nonconforming lot.

Mr. Rhodes stated there were at least two other lots within 500 feet of the subject property that have similar pipestem configurations. These lots are located at 353 and 367 National Avenue. The lots were platted prior to annexation.

The criteria for approving variances to the Zoning Code are detailed in the Code of Virginia; however, the criteria for approving variances to the Subdivision Ordinance, which is not a part of the Zoning Code, are only regulated by local ordinance, as follows:

Section 17.05.070 Variances from Title Provisions

Where a subdivider can show that a provision of this title would cause an unnecessary hardship if strictly adhered to, and where, because of topographical or other conditions peculiar to the site, in the opinion of the Planning Commission a departure may be made without destroying the intent of such provision, the Council, on recommendation of the Commission, may authorize a variance. Any variance thus authorized shall be entered in writing in the minutes of the Council and the reason on which the departure was justified set forth.

Mr. Rhodes stated he did not believe the proposed division would be out of character with existing pattern established in the area. He noted it was unique because of the shape and size. He noted in the R-1, Low Density Residential District, the minimum lot size was 15,000 square feet, approximately one-third of an acre, and this was 2 acres. Mr. Rhodes stated the proposed division met all other City code requirements including minimum road frontage and the proposed division created a desirable building site and provided for better utilization of the property. Mr. Rhodes stated the owner had worked with staff on the proposal.

Mr. Rhodes stated the Planning Commission considered the request at their December 17, 2020 meeting and on a 5-0 vote recommended approval of the variance. He noted this was not for a public hearing.

Mayor Oakes asked Council members if they had any questions for Mr. Pultz.

Mr. Pultz stated the land had been in his family since 1974. He noted he was planning on building something at the back of the property and selling his current house to a family member. He stated every lot around there was very similar; however, theirs had been annexed in 2006.

Council members did not have any questions.

On the basis that the subject property is unique in shape and size, and the proposed division will create a desirable building site, Ms. Darby moved that Council approve the requested variance to the subdivision standard, as recommended by the Planning Commission.

The motion was seconded by Mr. Holmes.

Ms. Dull stated she would support the variance.

The motion 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 Grant Application to Community Action Partnership of Staunton, Augusta, and Waynesboro (CAPSAW)

Sarah Skrobis, Director of Library Services, stated the Staunton Public Library had closed to the public and reverted to curbside service only effective December 16, 2020 due to rising Covid-19 cases in the area. She stated one concern the Library has had throughout the pandemic was the digital divide and computer access for residents who rely on the Library to use the internet or other tools. Ms. Skrobis stated a neighboring library was circulating laptops for short-term use with the library's wi-fi. She noted the Staunton Public Library submitted a grant proposal to the Community Action Partnership of Staunton, Augusta, and Waynesboro (CAPSAW) in December. She noted a \$2,000 request was granted for the library to purchase laptops to circulate to cardholders to provide internet access on the grounds outside for short-term loans. She noted patrons would be able to access e-government, job resources, education opportunities or even

telehealth resources. She noted the full grant application was included in the agenda packet for Council's review and consideration.

Mayor Oakes asked Council members if they had any questions.

Mayor Oakes stated, as a member of CAPSAW, she was very pleased to be able to approve the funding.

Council members did not have any questions.

Mr. Claffey moved that City Council authorize application for a grant from the Community Action Partnership of Staunton, Augusta, and Waynesboro to purchase laptops, retroactively to December 14, 2020, as proposed.

The motion was seconded by Mr. Holmes 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 Augusta Regional Landfill Management Agreement

Mr. Rosenberg stated this item was for consideration and approval of a proposed Landfill Management Agreement. He noted the Augusta Regional Landfill was owned jointly by the cities of Waynesboro, Staunton and Augusta County. He stated the management of the facility was handled by the Augusta County Service Authority and that entity has a full-time landfill manager, Greg Thomasson, as well as staff that works to operate the landfill for the three owner localities.

Mr. Rosenberg stated the prior agreement between the localities and the Service Authority, as the manager, expired at the end of calendar year 2020. He noted it had a five-year term as have Management Agreements previously. He stated there was a need for a new Management Agreement between the localities and the Authority to be put in place. Mr. Rosenberg stated there was a summary of the terms of the Management Agreement in the agenda briefing. He noted it was largely unchanged from those that had been in effect for the prior five-year period. He stated some of the issues being addressed in the Management Agreement were provisions for quarterly meetings of the Landfill Management Committee, which is comprised of the city managers and the County Administrator, addresses personnel standards for employees of the landfill, makes provision for the preparation and submission to the localities of annual budget, addresses the need for the manager to instruct clients with environmental permits, charges the manager with the responsibility to maintain records and reports as necessary, the manager will procure equipment and awards contracts, the manager is responsible for recycling efforts at the landfill, as well as long term planning and operational recommendations. Mr. Rosenberg stated the proposed agreement was also for a five-year term and at that time there would then be a need for another agreement.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Vice Mayor Robertson moved that the proposed landfill management agreement, among the County of Augusta, Staunton and Waynesboro, and the Augusta County Service Authority, be approved and the Mayor be authorized to execute the agreement with such modifications and in final form as approved by the Mayor and City Attorney.

The motion was seconded by Ms. Darby 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		

G. Discussion and Consideration of Resolution Adopting Updated 2020 Staunton-Augusta-Waynesboro Emergency Operations Plan

Scott Garber, Fire and Rescue Chief, stated this item was for a resolution for adoption of the most updated version of the regional Staunton-Augusta-Waynesboro Emergency Operations Plan (EOP). He noted the resolution was required by Virginia Code § 44-146.19. He stated the Central Shenandoah Planning District assisted with the update.

Chief Garber stated the EOP includes the following sections:

- The **Basic Plan** which uses an all-hazards approach to describe the concepts and structures of mitigation, preparedness, response, and recovery operations.
- The **Emergency Support Functions (ESFs) Annexes** which describe the structure for emergency operations and how they will be organized and implemented.
- The **Support Annexes** and **Hazard Specific Annexes** that address hazard situations requiring specialized response and recovery procedures.

Mayor Oakes asked Council members if they had any questions.

Mr. Holmes asked if this resolution would integrate the three localities to help them work together better.

Chief Garber stated the three localities would all be operating in emergency operations or certain situations together.

Council members did not have any further questions.

Ms. Darby moved to adopt the resolution adopting the revised Staunton-Augusta-Waynesboro Emergency Operations Plan dated December 2020.

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

810	Ms. Mead	aye	Ms. Dull	aye
811	Mr. Holmes	aye	Mayor Oakes	aye
812	Mr. Claffey	aye	Ms. Darby	aye
813	Vice Mayor Robertson	aye		

814
815
816 **RESOLUTION**
817 **FOR ADOPTION OF THE STAUNTON-AUGUSTA-WAYNESBORO**
818 **EMERGENCY OPERATIONS PLAN**

819 WHEREAS, the Council of the City of Staunton, Virginia recognizes the need to prepare
820 for, respond to, and recover from natural and manmade disasters; and

821
822 WHEREAS, the City of Staunton has a responsibility to provide for the safety and well-
823 being of its citizens and visitors; and

824
825 WHEREAS, the City of Staunton has established and appointed a Director and Coordinator
826 of Emergency Management;

827
828 NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia,
829 that this Emergency Operations Plan, as revised and dated December 2020, is officially adopted,
830 and

831
832 IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency
833 Management, or his/her designee, is tasked and authorized to maintain and revise as necessary this
834 document during the next four-year period or until such time as it is ordered to come before this
835 Council.

836
837 Adopted this 14th day of January, 2021.

838
839
840 /s/ Andrea W. Oakes
841 Andrea W. Oakes
842 Mayor
843
844

845 ATTEST: /s/ Suzanne F. Simmons
846 Suzanne F. Simmons
847 Clerk of Council
848
849

850 **H. Consideration of Uncodified Emergency Ordinance Reratifying, Reconfirming**
851 **and Reaffirming Uncodified Emergency Ordinance 2020-04 and Extending the**
852 **Time of Reenactment**
853

854 Mr. Rosenberg stated during the work session meeting earlier he'd shared some of the history
855 concerning this item. To recap, in March, Council first adopted an emergency ordinance that
856 provided for use of electronic communications, such as Zoom, to conduct Council meetings and
857 meetings of other public bodies in the city given the pandemic and public health emergency. Mr.
858 Rosenberg stated the original ordinance authorized those means of conducting meetings through

859 September 2020. He stated in September 2020, Council acted to adopt another ordinance
860 extending the period of authorization until January 15, 2021.

861
862 Mr. Rosenberg stated Council is requested to consider a draft ordinance that would provide for
863 further extension of that authorization to a date desired by Council. He noted Council had heard
864 earlier from Dr. Laura Kornegay, Health Director of the Central Shenandoah Health District,
865 concerning current conditions related to the pandemic.

866
867 Mayor Oakes asked Council members if they had any questions.

868
869 Mr. Holmes stated he personally felt until everyone had received Covid-19 vaccinations, that
870 Council should extend the ordinance until that period. He noted it could be extended for three
871 months at a time.

872
873 Vice Mayor Robertson stated he would not want to extend it that far, but would like to extend it
874 for sixty days and reassess at that point.

875
876 Ms. Mead stated she wanted to remind everyone that Dr. Kornegay mentioned that even after there
877 is vaccination that the protocols of masking, social distancing, and hand washing needed to be
878 continued. She stated taking that into consideration and taking into consideration that the inventory
879 of vaccinations was not getting out as fast as it could or should, and that it may be several months
880 until everyone was vaccinated. Ms. Mead stated it seemed that a sixty-day period of time would
881 not be sufficient. She stated she would suggest that at the May 27, 2021 City Council meeting that
882 Council would have an opportunity to evaluate it again for a May 28, 2021 date. She noted that
883 she was willing to consider something less than that, but felt sixty days was too short.

884
885 Ms. Dull stated she would suggest that the date be moved to June 30, 2021, the end of the fiscal
886 year.

887
888 Mr. Holmes asked Vice Mayor Robertson why he was recommending sixty days. He stated he did
889 not see circumstances changing in the next sixty days based on predictions.

890
891 Vice Mayor Robertson stated he would personally like to review it every sixty days at that point.
892 Discussion ensued.

893
894 Mr. Rosenberg stated if there was some date that was selected and the ordinance was adopted with
895 that date, it could be rescinded or modified at a later time if circumstances warranted in view of
896 Council.

897
898 Ms. Dull stated Mr. Rosenberg's suggestion seemed to be the most efficient way to handle it.

899
900 Mr. Claffey stated the sixty days had an attribute of being one year after the original state of
901 emergency was declared. He questioned Mr. Rosenberg on what exactly occurred that required
902 this besides the allowing of Zoom correspondence. He asked if there was anything else that was
903 being affected or was it merely a method of allowing continued communication to exist in its
904 current state.

905
906 Mr. Rosenberg stated it was the latter. He noted there was separately and independently a
907 declaration of local emergency that was confirmed by City Council in March 2020 which remained

in effect and required no ongoing or continuing action by Council to remain in effect. He stated it was only terminated when Council affirmatively acted to terminate it. He stated the issue before Council was just for the authorization to continue the utilization of electronic communications for Council meetings, either entirely or on a hybrid basis.

Ms. Darby stated since the primary usefulness of the ordinance was to continue Zoom communication, she asked Mr. Rosenberg if this was also something that could specify that if someone was using Zoom that they show their face during the whole meeting and during a closed meeting. She asked if that was language that Council could establish within the ordinance.

Doug Guynn, City Attorney, stated City Council could adopt some form of the ordinance that included such a requirement.

Ms. Mead asked Mr. Guynn if Council could also add that the draft ordinance would include specifically the attendance at the Nominations Committee meetings.

Mr. Guynn stated Council could also include a provision that would allow virtual or remote attendance by a Council member at the Nominations Committee or any other committee that was a part of City Council.

Ms. Mead stated that seemed to be a very efficient way to handle that particular request.

Ms. Rosenberg stated the challenge was that the ordinance expired tomorrow and noted he was not sure that Mr. Guynn could revise the ordinance in the time that remained. He recalled that the ordinance authorized not only City Council to use an electronics communications platform, but it also authorized other bodies. He noted if the ordinance was left to expire today because it did not include the sorts of provisions that Ms. Darby and Ms. Mead were suggesting, then this would be a difficult spot concerning not only Council at its meeting on January 28, 2021, but other public bodies of the City would be in a position where they had no option other than to convene in person.

Mayor Oakes asked if there was a way to amend the ordinance during whatever time period was decided upon.

Mr. Rosenberg stated if there was an agreement reached concerning the period of the extension and Council adopted an ordinance tonight, he noted staff could present for Council's consideration additional provisions that addressed those other issues at the January 28, 2021 meeting.

Vice Mayor Robertson asked Mr. Claffey what time period would he be willing to go for.

Mr. Claffey stated he felt the sixty days would extend it to one year after the emergency ordinance was originally ratified and thought it was a logical step to extend it to one year and then revisit.

Mr. Rosenberg stated for purposes of planning for all of the various Boards and Commissions that were using the electronic communications, he noted it was certainly not required, but it would be helpful if the ordinance could be left in effect at least through the end of a calendar month. He stated his suggestion would be to continue it through April 9, 2021 and at Council's meeting on April 8, 2021, it would be considered whether to extend it again.

Council members did not have any further questions.

Vice Mayor Robertson moved to extend the emergency ordinance through April 9, 2020.

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

Mayor Oakes	aye	Vice Mayor Robertson	aye
Ms. Darby	aye	Ms. Dull	aye
Mr. Holmes	no	Ms. Mead	no
Mr. Claffey	aye		

Ordinance No. 2021 – 04

**AN UNCODIFIED EMERGENCY ORDINANCE
RERATIFYING, RECONFIRMING AND REAFFIRMING
UNCODIFIED EMERGENCY ORDINANCE 2020-04
AND
EXTENDING THE TIME OF REENACTMENT**

Recitals

A. On January 30, 2020, the World Health Organization (WHO) declared novel coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020, the WHO characterized COVID-19 as a pandemic;

B. On March 12, 2020, the Governor of Virginia declared a state of emergency, to prepare and coordinate Virginia's response to the potential spread of COVID-19;

C. On March 13, 2020, the President of the United States issued a proclamation declaring a national emergency concerning the COVID-19 outbreak;

D. On March 16, 2020, the City Manager and Emergency Management Director, Steven L. Rosenberg, declared a local emergency concerning COVID-19 and its effects;

E. At its special-emergency meeting on March 18, 2020, by resolution, the Staunton City Council confirmed Mr. Rosenberg's Declaration of a Local Emergency and declared a disaster related to COVID-19;

F. On March 23, 2020, the Governor of Virginia issued an executive order that, in essence, further recognizes the emergency and disaster COVID-19 outbreak, closing the public schools for the entire remainder of the school year and closing recreational and other non-essential establishments;

G. The Governor of Virginia has issued further executive orders that reflect the existence of a continuing emergency and disaster related to COVID-19;

H. The U.S. Centers for Disease Control and Prevention reports that since January 21, 2020, there have been over 15,000,000 COVID-19 cases in the United States, with the number of deaths continuing to increase;

I. The Central Shenandoah Health District has reported a sharp increase in COVID-19 cases locally, with an increase from an average prior to Thanksgiving of 700-800 cases per week to an average in mid-December of 2,000 cases per week, and a correlated increase in local hospitalizations;

J. Outbreaks of COVID-19 cases are occurring in both community and congregant settings, with an additional peak expected beginning in January due to travel and gatherings during the holiday season;

K. The increase in cases subsequent to Thanksgiving resulted in the implementation of new measures by the Governor and advice by public health professionals to continue mitigation measures (e.g., face coverings, distancing and hand washing);

L. Though in December the state embarked on the delivery of vaccinations, because it is estimated that 70% participation will be required to develop herd immunity and it is unclear whether the vaccination will protect from transmission, those vaccinated are encouraged to continue to observe mitigation measures;

M. § 15.2-1413 of the Code of Virginia authorizes any locality to, by ordinance, provide a method to assure continuity in its government in the event of a disaster;

N. On March 24, 2020, City Council adopted uncodified emergency Ordinance 2020-04 (the "Emergency Ordinance"), reratifying and reaffirming the declaration of a local emergency and disaster due to novel coronavirus; implementing emergency procedures to ensure continuity of government; ratifying and affirming the city manager's authority and exercise of authority and discretion in taking actions in the best interest of the City; and authorizing the city manager to take actions to implement the provisions of the ordinance;

O. On September 24, 2020, City Council adopted uncodified emergency Ordinance 2020-24, ratifying, confirming and affirming uncodified emergency Ordinance 2020-04 and reenacted the continuity of government provisions of such ordinance until January 15, 2021;

P. The Health Director of the Central Shenandoah Health District has communicated to the City Manager her endorsement, given current and expected conditions, of the continuation of authority to conduct electronic communications meetings until the middle of calendar year 2021;

Q. City Council continues to recognize, confirm, affirm, and find that emergency and disaster conditions and effects existed and continue to exist and the occurrence and/or threat of COVID-19 continues to merit and even necessitates action by City Council to provide for methods to help assure sustained continuity in local government as to the City and its related public bodies, officials and others, and proceedings;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia (Council), to the fullest extent permitted by law under these continuing extraordinary, even unprecedented circumstances, that:

1. All actions of Council in the Emergency Ordinance and the provisions of such ordinance are **RATIFIED, RECONFIRMED AND REAFFIRMED**, including without limitation, the **CONTINUITY OF GOVERNMENT** provisions of such ordinance, which are expressly reenacted until April 9, 2021, in accordance with, and subject to, § 15.2-1413 of the Code of Virginia; and

2. The Clerk of Council is **DIRECTED** to have posted a copy of this ordinance at the usual places and on the City's website and public places and to provide a copy to the Chair of each City-related public body, including but not limited to the School Board, the Economic Development Authority, the Planning Commission, and the Historic Preservation Commission.

Adopted: January 14, 2021

Effective Date: January 14, 2021

Expiration Date: As provided

/s/ Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/ Suzanne F. Simmons

Suzanne F. Simmons, Clerk of Council

I. City Council to Consider Appointment and Employment of New City Attorney

Mr. Rosenberg stated during the earlier closed meeting that evening he'd shared the final version of the appointment and employment agreement for the new City Attorney. He stated that had been approved as to legal form by special counsel, Craig Wood, with McGuire Woods. He stated it had been signed by the to be appointed City Attorney who was present in Council Chambers. Mr. Rosenberg referred Council to the agenda briefing before them.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Vice Mayor Robertson moved that City Council hereby appoint and employ the following individual as the new City Attorney of the City of Staunton, for an indefinite term to begin March 15, 2021, and that the Mayor be authorized to execute the Appointment-Employment Agreement, as reviewed and discussed further in today's closed meeting, with such modifications and in final form as approved by the City's special counsel: John Blair, II.

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

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

Council members welcomed Mr. Blair as the new City Attorney.

MATTERS FROM THE CITY MANAGER

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

Mr. Rosenberg stated the Shop and Dine Out in Downtown had concluded at the end of the New Year's holiday weekend. He noted Sheryl Wagner, Tourism Director, and SDDA Executive Director, Greg Beam, were surveying retailers and restaurants in the downtown service district to learn from them how they would like to move forward with that initiative. He stated he felt it would resume in some form later in the calendar year. He noted it had been extended twice and that sentiments were universally in favor of continuation.

MATTERS FROM THE PUBLIC

Those speaking in-person were:

Baldwin Jennings, 332 Sharon Lane, voiced safety concerns about the bollards installed on W. Beverley Street and felt the project was not well thought out.

Dr. Erik Curren, 14 S. Washington Street, spoke on democracy, City Council and presidential elections that took place during the pandemic, and the events of January 6, 2021 at the U.S. Capitol. He asked that Council pass a resolution to affirm that the November election was free, fair, and valid; denounce the attack on the Capitol; and protect to commit Staunton citizens from armed terrorist activity in our local area.

Deborah Kushner, 1311 N. Augusta Street, gave the following statement: "Four of you ran on Republican platforms, rather than the traditional 'at large' seats. You *choose* a divisive stance rather than an inclusive one. So where on the Republican spectrum do each of you stand now, post-January 6? Your community needs to know, and has been waiting to hear. How many of you were in DC on that terrible day? Did you illegally enter the Capitol building? Did you do damage? Were you armed? Are you proud of your actions? Your silence concerning the violence of Jan. 6th is both alarming and astonishing. We know where John Avoli, Ben Cline, even the Daily News Leader stands. But not you. If your silence is embarrassment at being caught up in an action you didn't bargain for, fess up and be human. If your silence is fear of being outed before the community that until your election you worked shoulder to shoulder with, well then, yes, you should feel humiliated. You all swore oaths to uphold the Constitution. How is it you find the time to sow further divisiveness, if not outright damage in Washington, and in our community with "Stop the Steal" lies that undermine our democratic systems you portend to abide by, but don't find the time to further our community's basic needs right here at home? Showing up for your own community takes persistence and commitment. If you ran to further the aims of your particular partisan policies, shame. If you ran to serve the community as a whole, get to work on that. Your moral character is in question here, right here before the community you've sworn to serve. Show us what you're made of. There's truly no time or space for more divisiveness. Do you want to further the needs and aims of the larger Staunton community, or your own partisan ones? Thomas Paine: 'In the monarchies, the king is the law, but in the democracies, the law will be king.'"

There was no one else to speak in person.

Callers on the line included:

Nitch Narduzzi, 130 S. Jefferson Street, stated she appreciated the efforts that Mayor Oakes took to reach out to her regarding community concerns over the proposed expansion of Middle River Regional Jail. She voiced concerns towards certain Council members positions on the annual retreat, Zoom technology, return dates to in-person meetings, and including all Council members in Nominations Committee meetings. She noted City Council should make a statement denouncing the events at the U.S. Capitol.

Suzanne Fisher, 101 Waverley Green, gave the following statement: "As a college student in the late 1960s I spent some time studying in Spain, during the period when the country was controlled by the fascist dictator Francisco Franco. I don't imagine that most of the people listening to my comments have ever lived in a fascist country. It was a mind-opening experience. Since that time, I've read a lot about fascism and totalitarianism and also about those who collaborated with Nazis and fascists in the 1930s and 1940s. I've learned that a person who walks with Nazis or is silent about the white supremacists in our midst, that person is a collaborator and an enabler of hate. What the outgoing president attempted by questioning the 2020 election results was a fascist coup, and nothing less. U.S. security agencies have identified at least 7 white supremacist groups and militias that attended the "stop the steal" rally and stormed the Capitol on January 6. Three and a half years after Charlottesville I wonder how anyone can participate in such an anti-democratic event. Those people were terrorists. There are not very fine people on both sides. As the Civil Rights song asks, "Which side are you on?"

There were no other callers on the line.

Mayor Oakes stated she wanted to listen to the citizens first before making any sort of statement. She noted "riots were the language of the unheard", words by Dr. Martin Luther King. She noted so many people across the country felt they had not been heard and as a result there were riots – riots in Portland and riots at the Capitol. Mayor Oakes stated citizens needed to take time to respectfully listen to one another. She noted she ran on a platform stating that she would listen to her citizens. She stated she wanted people to be able to reach a point where they could respectfully, and with honor and dignity, listen to one another. She stated if they were to do just that, peace would soon follow.

CLOSED MEETING:

Mr. Holmes moved that Council enter a closed meeting consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to specific pending litigation/claims, pursuant to Virginia Code Section 2.2-3711(A)(8); and (v) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to specific land use and development matters, pursuant to Virginia Code Section 2.2-3711(A)(8).

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		

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

1202 and that only public business matters as identified in the closed meeting motion were heard,
1203 discussed or considered in the meeting.

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1205 The motion was seconded by Vice Mayor Robertson and carried as follows:

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1207	Vice Mayor Robertson	aye	Ms. Dull	aye
1208	Ms. Mead	aye	Ms. Darby	aye
1209	Mr. Holmes	aye	Mayor Oakes	aye
1210	Mr. Claffey	aye		

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1212 **ADJOURNMENT**

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1214 There being no further business to come before Council, the meeting adjourned at 9:48 p.m.

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Suzanne F. Simmons
Clerk of Council

SPECIAL MEETING OF STAUNTON CITY COUNCIL**Monday, January 25, 2021****5:30 p.m.****Electronic Communications Meeting**

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: **Leslie Beauregard, Assistant City Manager**
 Suzanne F. Simmons, Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes stated” As Mayor, I call this electronic communications meeting of Staunton City Council to order. I note that this meeting is being convened with City Council members using the Zoom platform, broadcast over the City’s cable channel, and streamed live 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.

Clerk of Council Call the Roll of Council Members Present:

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

Mayor Oakes asked that Assistant City Manager Leslie Beauregard identify her location and those City officials or colleagues, if any, present with her at that location and the participation of anyone else during today’s meeting by Zoom or telephone.

Ms. Beauregard stated she was participating on Zoom from her home. She noted John Blair, the newly appointed City Attorney, was also participating on Zoom.

Background Statement:

Mayor Oakes stated “Please let me mention that notice, reasonable under the circumstances, of the electronic communications nature of this meeting has been given to the public contemporaneously with the notice provided to members of City Council. This meeting has also been publicized on the City’s website. 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 meeting, there will be no opportunity for public comment.

Also, let me highlight and have reflected in the meeting minutes that this meeting is being conducted by Zoom, 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 a quorum 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. 2021-04.

Purpose of Meeting and Procedure. Council is meeting today for the purpose of discussing and interviewing candidates for the position of Interim City Attorney. Shortly, Council will convene a closed meeting during which discussions and interviews will be conducted. Closed meetings are not broadcast or streamed live. When Council does so reconvene in an open meeting, the meeting will again be broadcast and live streamed until adjournment.

Mr. Holmes moved that Council enter a closed meeting for discussion and interviews of prospective candidates for employment or appointment as interim city attorney, pursuant to Virginia Code Section 2.2-3711(A)(1).

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		

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:

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

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 8:31 p.m.

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Clerk of Council

DRAFT

City Council
WORK SESSION
January 28, 2021
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.

Mayor Oakes called the meeting to order: Mayor Oakes called the meeting of Staunton City Council to order. Mayor Oakes noted that the meeting was being broadcast over the City's cable channel and streamed live on the City's website so that members of the public may hear our meeting. The meeting was 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.

Clerk of Council Call the Roll of Council Members Present:

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

City Manager Identifies City Officials Present:

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 Dull, and Mead were participating on the Zoom platform. In addition, the Clerk of Council, Faith Simmons, was participating on Zoom, as well as, at various times during the meetings that evening, Walt Obenschain, chair of the Gypsy Hill Golf Course Ad-Hoc Citizen Advisory Committee, and other members of that committee, including potentially Jesse Bartley, Doris Scott, Wanda Stevens, David Tibbs, Adam Gutterman, Mason Wyatt, and Robert Mortensen. City staff members Chris Tuttle, James Corbett, and Wes Allred and Sheriff Matt Robertson.

Background Statement:

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. 2021-04.”

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

1. Consideration of Work Session and Regular Meeting Agendas

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

Vice Mayor Robertson moved to approve the Work Session agenda and the Regular Meeting agenda as presented.

The motion was seconded by Mr. Holmes 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. Presentation of Report and Recommendations of Gypsy Hill Golf Course Ad-Hoc Citizen Advisory Committee

Steve Rosenberg, City Manager, stated at the direction of City Council, he established the Gypsy Hill Golf Course Ad-Hoc Citizen Advisory Committee on September 18, 2020. Between October 13, 2020 and January 19, 2021, the committee met to consider the improvement of Gypsy Hill Golf Course.

Walt Obenschain, chair of the committee, discussed the history of the Gypsy Hill Golf Course and presented Council with a few highlights.

- **Carts:** The Committee is recommending the purchase of 55 new golf carts at a purchase price of approximately \$4,400 each less the trade-in value of an old cart, worth approximately \$1,200. The purchase of new carts would total \$242,000 with a possibility of selling the 33 old carts for \$1,000 each, totaling \$33,000.

Carts are usually turned over between 5 and 7 years and the current cart fleet of 33 (or less on many days) average 20 years. Cart rental is currently \$13.00 for 18 holes and the operational cost of a round is \$1.25. This means a cart returns \$11.75 profit for a single or \$23.50 if two people are riding, which is usually the case. All of the revenue generated by green and cart fees are collected for city coffers. The question becomes why would 55 carts be needed. The answer is with an adequate number of operable carts, larger tournaments could be hosted, members and walk-ons would not be turned away due to lack of carts, which in turn results in lost revenue. With more carts available, there would be a renewed interest in company league play, member-member or member-guest tournaments, city employee teams, and a resumption of a traveling senior team which, in turn, invites other

senior association teams to our course. There are currently 10 tournaments scheduled for 2021 but more and larger State and National Tournaments, who have indicated an interest, could be marketed and played as well. These profitable tournaments bring in outside golfers who stay in local hotels and eat in local restaurants over a weekend or multiple weekends in some instances.

- **Fees:** In an all-out effort to attract or retain current, new, and future members to the course, a new fee structure is being recommended as follows:

Member Fees:

- Adult Membership Fee \$300.00
(Note this would be a promotional fee proposed to end on December 31, 2021. The fee would be guaranteed at this rate for 5 years with no obligation to renew. It is recommended the cart fee increase from \$13.00 to \$15.00. After 5 years, there should be enough data to make any price adjustments.)

- All-inclusive Member Plan \$1200.00

- Junior Membership Fee (age 13-18) \$100.00

Non-Member Fees:

- M-Th 18-holes (green fees & cart) \$ 30.00

- M-Th 9-holes (green fees & cart) \$ 20.00

- M-Th 18-holes (walking) \$ 15.00

- M-Th after 2 P.M. 18 holes (green fees & cart) \$ 20.00

- M-Th after 2 P.M. 9 holes (green fees & cart) \$ 15.00

- M-Th after 2 P.M. 9 holes (walking) \$ 10.00

- M-Th after 5 P.M. (green fees & cart) \$ 15.00

- M-Th after 5 P.M. (walking) \$ 10.00

- Fri-Sun 18-holes (green fees & cart) \$ 35.00

- Fri-Sun 9-holes (green fees & cart) \$ 20.00

- Fri-Sun 18-holes (walking) \$ 15.00

- Fri-Sun after 2 P.M. 18 holes (green fees & cart) \$ 25.00

- Fri-Sun after 2 P.M. 9 holes (green fees & cart) \$ 20.00

- Fri-Sun after 2 P.M. 9 holes (walking) \$ 10.00

- Fri-Sun after 5 P.M. (green fees & cart) \$ 15.00

- Fri-Sun after 5 P.M. (walking) \$ 10.00

- Youth 12 and under-with a paying adult Free

VSGA-limit to 4 plays annually:

- M-Th after 10 A.M. \$ 20.00

- Fri-Sun after 10 A.M. \$ 25.00

There has been considerable and positive interest in golfers ready to become members under the new plan. A goal of 100 adult members is recommended.

- **Point of Sale:** The Committee recommends the purchase of a computer program that captures all data relative to member's frequency of play, time of day, cart used, etc. The program would also enable staff to determine the day and/or times when play is sluggish in order to know further when to set league days/times, profit vs. loss projections, and perhaps to advertise specials to keep the course busy on those off times via blast e-mails. This system would be able to track the geographic locations of the golfers who come from outside Staunton clarifying just what community is the most frequent user of the course.

Phases II and III are comprised of ideas and suggestions that may come to fruition as the hoped revenue increases and expenses decrease.

Mayor Oakes asked if Council had any questions or comments.

Mr. Holmes asked about the proposed cost of a point-of-sale system. Mr. Obenschain replied that the cost would be between \$1,200 and \$1,800. There are different systems that would allow the staff to collect data on tee times, cart usage, players themselves, weather, etc.

Ms. Mead stated that she had received data from staff that cart maintenance ranged from a high of \$3,600 in 2020 to a low of \$500 in 2019. She also stated that the total costs to provide a rental fleet for tournaments was \$5,000 over four years. She opined that since it didn't seem as if the City was investing a significant amount of funds to continue maintenance that perhaps rather than purchasing 55 new carts at once, that new golf carts be phased in over a period of time.

Mr. Obenschain explained that the reason the maintenance of the carts was at a fairly low cost was because staff is able to cannibalize from other unusable carts, but part of the problem is that they are depleting the supply of unused carts and the fleet continues to diminish. James Corbett, Superintendent of Recreation, explained that if the cart fleet had been in a normal cycle then the idea of phasing in new carts would be doable. With the neglect that has been given as far as rotating the cart fleet around properly has caught up with the golf course and they are almost beyond repair. He reiterated that increased carts mean increased rounds, therefore increased revenues. With the current number there can only be a total of 66 rounds in a day. He stated that the other positive aspect of having a new fleet of 40 or 50 carts means that they can be rotated and are not aged as quickly. A new fleet also makes it more efficient for maintenance in that they can keep replacement items like filters and tires in stock because the fleet is all the same brand. He stated that with increased fees that each brand-new cart would only have to be used 10 times a year with two people riding in order to break even.

Ms. Dull asked how many carts are currently running versus the ones that have been cannibalized. Wes Allred, Golf Pro, responded that of the golf cart fleet of 33 there are six or seven that won't make it up the hills, so customers actually have to get out and push them. He currently has two carts in the cart shed for repurposing and thinks that the mechanic has two in his shop. Ms. Dull then asked if the carts were in such bad shape, how could it be assured that they would sell for \$1,000 each as outlined in the report. Mr. Corbett said that based on past history, the carts that the City has sold have gone for \$1,300 to \$1,600, the market for carts once put on Gov Deals is high. Ms. Dull then stated that the promise of the new point of sale system is to gather data on everything, including how many unduplicated Staunton residents are using the golf course, so why not lease the carts for a year while the City is accumulating accurate data. Mr. Corbett explained that the only available option was to lease the carts for five years, with the only ability to break the lease at three years, so the City would still be paying roughly \$3,000 over the five years on the lease per cart but at the end of the term, the City would not actually own the cart. Ms. Dull went on to state that she didn't feel comfortable agreeing to this expenditure when it compared to the \$600,000 irrigation system that was purchased when she first came onto City Council and the City is still paying for it and that she didn't like spending money on something where she didn't know the outcome. She then asked who handles the maintenance for a leased cart. Mr. Corbett stated a maintenance contract could be purchased or the City could handle it inhouse.

Mr. Obenschain stated that Mr. Trayer had provided the committee with usage numbers, and although he was unaware of the time span, out of the 9,067 golfers, 4,635 of those golfers were from Staunton. Mr. Trayer clarified that the golfers were tracked using zip code, so some golfers with the zip code 24401 could be Augusta County residents and not Staunton.

Vice Mayor Robertson stated that he did not care where the golfers were from, what mattered is that they were spending money. He then asked Mr. Corbett and Mr. Allred how long it would take to get the carts and how long they thought it would take for phase II and phase III to be accomplished. Mr. Corbett replied that the cart vendors had said it would be a six-to-eight-week period from order to delivery. Mr. Rosenberg reminded Council that any decisions of the carts would be in the context for the budget for the fiscal year that begins July 1. Mr. Obenschain stated that in regards to phases II and III, those would happen as revenue increased and would be at a low time frame, but are contingent upon revenue.

Ms. Mead asked Mr. Corbett if City Council would receive a copy of the business plan that he mentioned before Council was required to make a decision about the budget. Mr. Corbett replied that he meant the suggestions in the phases that the committee had already provided, but that he was more than willing to develop a business plan to provide Council if they wanted. Ms. Mead stated that a business plan should be built on pro forma numbers and projects. Mr. Corbett replied that he could provide an example and stated that if the course is able to get an average of 100 members at the \$300 fee, and based on an average of 40 plays per year (the average in the U.S. is 39.5), and include the cart fees and all other fees, the course would make a revenue of \$90,000. One hundred and fifty members would be \$135,000. Those figures do not include guest fees or tournament fees. That new revenue would be significantly above revenue numbers that the golf course has done in many years. Ms. Mead responded that was exactly her point, there is no positive track record for the golf course. She also stated that she had been doing research on the National Golf Foundation website where it talked about the increase in numbers being from the COVID pandemic. She is in favor of keeping the golf course open, but she wants to make sure that the City is being careful in how it's spending its money in regards to purchasing 55 golf carts when the positive projections may be from COVID.

Mr. Claffey spoke about how the City needed to participate in youth programs because that would lead to lifelong membership. He also stated that the irrigation system was a good purchase because even in the heat of summer the fairways were always lush, but the carts are terrible. He believes that the purchase of the carts will help the city to be able to hold tournaments and get children interested in golf, that will lead to a boom. He also stated that the City needs "to invest some money to get this thing going." He then thanked Mr. Obenschain and the committee for all of their work.

Ms. Darby also thanked the committee and asked whether the recommendations that were being given were the consensus of the eight committee members. Mr. Obenschain confirmed that the group had worked seamlessly and every member was given the opportunity to express questions or concerns and after some tweaks, overall, the committee was well satisfied.

Mr. Holmes wondered if there was a possibility that the City could purchase 25 this year and 25 next year to spread the cost over time.

Mayor Oakes asked Parks & Recreation Director Chris Tuttle if he endorsed the committee's recommendations. Mr. Tuttle confirmed that he did. Mayor Oakes asked if he wanted to add any further comments. Mr. Tuttle thanked the committee and said that it was a good group that was

very detailed in their final product. He thought that they put a lot of thought and consideration into all aspects and come to the conclusion that the fleet had to be replaced for the course to move forward.

Vice Mayor Robertson asked when the last time the City had purchased carts. Mr. Corbett said that one was purchased in 2017, a small number of carts were purchased in 2010, but the bulk of the carts had been purchased in 2000.

Mayor Oakes asked Mr. Tuttle how long it would take for the City to be able to regain the cost of the carts. Mr. Corbett said that if no usage numbers went up but the cart fee was raised \$2, each new cart would be paid for in seven and a half years.

Ms. Mead stated that she appreciated that Mr. Corbett has numbers and projections, she would just like to see them. She mentioned that she had attended the First Tee presentation that was given at the last Golf Committee meeting. She appreciated that the director of that program was enthusiastic and dedicated. She noted that the organization has 200 youth in the program that spans from Rockbridge County to Shenandoah County and encompasses a large part of the valley. The program does require financial support and Ms. Mead would like to see someone from the Staunton community on their board.

Mr. Claffey gave a brief history of First Tee since he had the opportunity to work with the program at Ironwood Country Club. He reiterated that the Staunton Golf Course was a tough one, so carts are a necessity to get golfers playing.

Mayor Oakes stated that she had faith in the committee and believes investing in the golf course is about having foresight for the future of the City of Staunton. She then thanked Mr. Obenschain and the committee for their hard work.

Council members did not have any further questions.

3. Presentation on Middle River Region Jail Expansion Project

Steve Rosenberg, City Manager, stated that the Middle River Regional Jail is owned by the Middle River Regional Jail Authority. There are five localities that are members of that authority. They are the cities of Harrisonburg, Waynesboro and Staunton, and the counties of Augusta and Rockingham. Each one of those localities has three members on the authority's board, which sits as the governing body of the authority. Those members hold their positions by virtue of their positions with member localities, so it's typically the chief administrative officer, a finance official and a law enforcement official. For Staunton, it is Mr. Rosenberg, Chief Financial Officer Phil Trayer and Sheriff Matt Robertson.

Mr. Rosenberg explained that for the expansion to go forward, first the Authority must vote on the project and then if approved by the Authority, the governing bodies of each locality would then vote. Four of the five localities would have to vote to approve for the project to be authorized.

Superintendent of the Middle River Regional Jail Jeffrey Newton gave a presentation on the proposed expansion. For informational purposes, Mr. Newton shared where the jail was located and a brief history of when the jail was built and the authority was formed. The jail was designed

originally with a rate of capacity of 396 offenders. He stated that the jail at been operating at 200% capacity for the past four years.

Mr. Newton explained that to do an expansion of a jail in the Commonwealth of Virginia to occur there are a number of steps. First a community-based corrections plan must be done. In 2018 the jail authority determined to do that, published an RFP and selected an architectural firm to conduct the plan. The community-based corrections plan has two components, a needs assessment, and then a planning study which develops a solution to meet the population need for the next 10 years. After the plan was conducted, it was determined that there would be a need for 1,283 beds. That would be roughly an addition of 800 beds for the facility. The planning study was then presented to the jail authority, and once approved, was submitted to the Virginia Department of Corrections. All that the authority did was approve the submission of the plan, not the plan itself. The Board of Local and Regional Jails then reviewed and approved the plan. It was then submitted to the state for funding. Governor Northam did not include the project in his draft budget. Mr. Newton then approached Delegate Avoli and Senator Hanger who have each submitted a budget amendment that would allow the expansion project to be considered by the legislature during the deliberations of this next fiscal year budget. Even if the project gets approved for funding, this still does not require the jail authority members to do anything, it just makes the project eligible for state reimbursement if completed.

Mr. Newton provided three of the options that were included in the community-based corrections plan to demonstrate how the plan had evolved and how the plan was reshaped after questions from the members of the jail authority and understanding was the staff needed to do differently. After the jail staff met as a group to discuss the plans, they developed a new plan that focused on renovation, mental health, the Community Corrections program (work release) and expanded support services.

Mr. Holmes asked if Mr. Newton thought the prison population would grow that much. Mr. Newton said that his current population is 860 and even with adding the 352 beds in the new proposal would get them to the total of 1,212. Mr. Holmes then asked if there were state prisoners that should have gone on to other facilities. Mr. Newton stated that one in four inmates at MRRJ belonged to the Department of Corrections. Mr. Holmes asked if the Department of Corrections has enough beds to absorb all of their inmates. Mr. Newton said the state does not have a rated capacity like MRRJ does.

Mr. Newton stated that if the particular option was chosen, the total cost would be \$13.4 million and a salary cost of \$5 million. The cost would be an \$8.4 million increase to the City of Staunton operating budget. He reiterated that if the project is not included in the state budget, there's no guarantee that each locality would get a 25% match.

Mr. Trayer stated that because of the increasing costs of the jail to Staunton, City staff has developed an alternative expansion option which focuses on increasing work release and minimum custody housing. Mr. Trayer outlined how much Mr. Newton's proposed jail expansion would cost to the City of Staunton by the amounts provided. He stated that the total projected annual cost increase to Staunton would be \$1,691,849. To put that cost in perspective he said "If you take that figure, divided by \$205,161 which is the amount of taxes raised on 1 cent of the Real Estate Tax, that would equal the equivalent of 8.25 cents of RE Tax." If the jail agreed to the alternative option outlined by the City of Staunton the net annual increase to Staunton would be \$1,348,320. That would be a Real Estate Tax equivalent of 6.57 cents.

Mr. Trayer stated that operational capacity has been based upon 150% of Rated Bed Capacity with tracks with core support facilities' limitations addressed in to all expansion options. Currently inmates are double and even triple bunked at the facility which has an operational capacity of 594 inmates plus 16 mental health beds. The Superintendent reports that because of the mental health issues they are seeing the practical capacity of these mental health cells is actually one half. Under the City staff developed alternative, the operational capacity of the jail would increase from 604 (including 16 mental health beds) to 946 (including 64 mental health beds). Expansion of the jail will help to provide space for Community Custody and Minimum Custody inmates allowing for a potential expansion of the work release program. Mr. Trayer said in his closing comments, "In our view, decisions concerning a more robust expansion should be deferred until the effects of prison present a reliable trend. Savings could be used to support alternatives to incarcerations, developed in concert with all stakeholders in community corrections."

Mr. Rosenberg distilled the information for Council. "Mr. Newton identified five key issues to be addressed by an expansion project. The renovation of the core elements of the facility, community corrections, mental health, increased minimum custody beds, and a warehouse and maintenance facility. Mr. Newton's potential option has 192 new minimum-security beds, 112 community corrections beds, 48 mental health beds, and then renovations to the core and the additional maintenance and warehouse space. The only place that we differ in terms of the physical facility is the 112 beds in a separate community corrections facility and instead assigning both uses to the 192 beds remaining in the terms of cost of project."

Mayor Oakes asked if Council had any questions or comments.

Vice Mayor Robertson asked what is the Staunton court system regularly putting into the jail facility. Mr. Newton replied that the percentage that Staunton pays is developed based on the number of inmates housed. That means the Staunton court system is producing about 20% of the jail population.

Mr. Claffey asked that if the state doesn't give their 25% would it just cancel the project. Mr. Newton agreed that if the project is not in the state budget there isn't any foreseeable future for the project this year.

Mr. Holmes asked Mr. Trayer how would Staunton payments go up to if the project moved forward. Mr. Trayer stated that Staunton currently has an operating cost of \$2.4 million. The potential option would bring that up an additional \$1.7 million, so the total would be \$4.1 million. With the Staunton option there would be an additional \$1.3 million, so the total would be \$3.7 million.

Ms. Mead asked if the community-based corrections plan had any members of advocacy groups or justice involved communities involved in the plan or was it simply developed by an architectural firm. Mr. Newton replied that it was a plan developed by an architectural firm but that presentations were made to the Harrisonburg Community Corrections Council and the Blue Ridge Community Crisis Council and comments were solicited from both of those groups.

Ms. Mead asked why the population growth numbers seem to be higher than what the general population growth numbers are, and if there was a reason for that. Mr. Newton responded that

those numbers were based on historical trends and that's just what the numbers produced and they couldn't identify any particular reason why.

Ms. Dull opined that to her it didn't make sense that a person could commit a crime in Staunton but be from somewhere else, but the City of Staunton was being charged their part of the jail percentage. Mr. Newton stated that the localities are being charged by usage not by where a person is from because there is no way for the jail to get funds from a person who lived outside of the participating localities.

Ms. Mead asked if the facility was fully staffed and whether it was common to have so many vacancies. Mr. Newton replied that there were about 30 vacancies in the facility and that it was a common challenge in regional jails across the Commonwealth. Ms. Mead asked what the turnover rate was at the facility. Mr. Newton replied that it was roughly 20%. Ms. Mead followed up with questions regarding Mr. Newton's confidence in being able to hire enough people to fill a larger facility and if he knew the reasons for turnover in the facility. Mr. Newton replied that he had every confidence that he could hire the number of people he needed because they would have at least three years to work on a recruitment plan and hire the right people. As for turnover, he thinks there are two factors. First being that it's a young workforce and they're still trying to figure out what they want to do with their lives and they don't like this kind of work, also a job in corrections is often a stepping stone to law enforcement.

Mr. Rosenberg said in closing that since he, Mr. Trayer and Mr. Robertson might be called on to vote as early as February 2 on the jail expansion, if there were any additional questions or comments from Council to please direct them directly to the three of them.

Council members did not have any further questions.

The work session adjourned at 7:19 p.m.

Suzanne F. Simmons
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL**Thursday, January 28, 2021****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
 Suzanne F. Simmons, Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes called this meeting of Staunton City Council to order. Mayor 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.

Clerk of Council Call the Roll of Council Members Present:

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 participating on the Zoom platform were Faith Simmons, Clerk of Council, Council members Dull and Mead, and Jessica Lerz with Mullen & Lonergan Associates, the City's consultant on the Community Development Block Grant program.

Background Statement:

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 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 public hearings and Matters from the Public is a time 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. 2021-04."

Mayor Oakes then asked that everyone wear a mask while in City Hall and Council Chambers.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Ms. Mead.

MAYOR'S REPORT

Mayor Oakes stated she, the City Manager, and Assistant City Manager had attended an introduction seminar for the local Government Alliance on Race and Equity (GARE).

Mr. Rosenberg stated GARE was a non-profit organization on local and regional government alliance on race and equity. He noted he had obtained detailed information from GARE staff regarding GARE foundations. He stated he and Ms. Beauregard would learn more about GARE and specifically about the experiences of other Virginia localities. He stated next month they would be attending a conference and afterwards would brief Council and seek their guidance concerning the City's possible membership in GARE and participation in the GARE foundation's program as a first step.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Vice Mayor Robertson stated he would like make a statement to Ms. Mead and several of her Facebook friends regarding comments made that were since removed from social media. He then read the following statement regarding a recent News Leader article: "Ladies and gentlemen, I would like to take this opportunity to address a recent Staunton News Leader article about the Vice Mayor receiving both doses of Covid-19 vaccine days before other area pharmacist and pharmacies had gotten their 1st dose. It is unfortunate that the article left out pertinent information about my specific situation. The incorrect report tried to say Augusta Health was supplying vaccine to an affiliated pharmacy, referencing Fishersville Family Pharmacy. Nothing could be further from the truth. They are an independent pharmacy and have nothing to do with the hospital. I do work there part-time, but I also work, and very proudly so, for Augusta Health's out-patient pharmacy. That is where I received my doses just like the other Hospital employees, so that we can continue to serve and supply the medical needs of our community. Coming after me is part of the job, I

understand that. But the other misfortune is that the VA. Department of Health and the Central Shenandoah Health District were left trying to explain why someone got the vaccine out of order. This should have never happened. Jumping to conclusions and making rash statements without all the facts is never a good idea. I can assure you; I will continue working to support getting the vaccine to our community as soon as possible. Thank you for your attention.”

Ms. Mead stated she had virtually attended the VML Legislative Update meeting. She noted Governor Northam spoke about his budget priorities for the coming year as well as financial updates.

Mr. Holmes stated he had served on Council for the past six and half years and during that time Doug Guynn had served as the City Attorney. He noted Mr. Guynn had served the City, the School Board, and the Economic Development Authority board with distinction. He noted he would be missed and wished him well.

Mayor Oakes stated Mr. Guynn had been an asset to the City and City Council. She thanked him for his service.

Ms. Darby stated she would like to recognize and thank Staunton City Schools. She noted they had been able to return to a hybrid/virtual learning environment and commended them on their efforts.

Ms. Dull stated she would like to extend her best wishes to Mr. Guynn. She noted he had been the quintessential attorney of integrity and intelligence and wished him the best. Ms. Dull stated she'd attended the virtual meeting of the Shenandoah Valley Regional Tourism. She stated she had attended the Historic Staunton Foundation annual meeting. She noted she'd also attended the virtual Virginia Municipal League meeting.

REGULAR MEETING

A. Consent Agenda

Mayor Oakes stated all items would be voted on in one motion. If requested by any member of Council, an item placed on the Consent Agenda shall be removed and taken up as a separate matter. She noted if any Council member would like to discuss Item A.1 or A.2, she stated that would be added to the bottom of the agenda.

Ms. Dull stated she would like to remove both items from the Consent Agenda as they were both, in fact, grant applications and grants. She stated since Council voted to change one of Council's memoranda to ensure transparency with potential revenues, she felt to follow along with that procedure, Council should discuss those items separately.

Mayor Oakes stated she thought the items should be discussed separately. She noted the Consent Agenda was something new that Council was trying out. She noted each item was certainly worthwhile in its discussion.

Mayor Oakes stated Item A.1 would now become Item F and Item A.2 would become Item G.

B. Discussion, Public Hearing and Consideration of Ordinance Authorizing a

Third Extension of a 5-Year Lease Agreement with New Cingular Wireless PCS, LLC, for Wireless Communications Equipment

Jeff Johnston, Director of Public Works, stated since December 2005 the City had leased space atop of the water tower at the water treatment plant to New Cingular Wireless PCS, LLC, an AT&T affiliated firm. He stated that lease had an initial five-year term and had been extended twice. Mr. Johnston stated staff had negotiated a third extension with that firm. As proposed, rent during the first year of the extension term will be \$43,901.88, made payable in one lump sum payment, and will escalate in accordance with the terms of the lease in an amount equal to 1.5% annually.

Mr. Johnston stated a public hearing would need to be conducted and staff was ready to execute the amendment if needed.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

The public hearing was opened.

Victor Meyer, 903 N. Augusta Street, stated he wanted to register his objections to the proceedings.

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

Mr. Holmes moved that City Council adopt an ordinance authorizing the execution of the Third Amendment to Lease Agreement, extending the term of the existing lease with New Cingular Wireless PCS, LLC, for an additional five years.

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

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

Ordinance No. 2021 - 05

AN ORDINANCE AUTHORIZING THIRD EXTENSION OF 5-YEAR LEASE AGREEMENT WITH NEW CINGULAR WIRELESS PCS, LLC, AS LESSEE FOR WIRELESS COMMUNICATIONS FACILITIES

A. Lessor and Lessee (or its respective predecessor-in-interest) entered into a Lease Agreement dated December 14, 2005, as amended by First Amendment to Lease Agreement dated April 29, 2011, and as further amended by Second Amendment to Lease Agreement dated January 29, 2016, (hereinafter, collectively, the “**Agreement**”, whereby the City of Staunton as Lessor leased to New Cingular Wireless, LLC as Lessee certain leased premises (“Leased Premises”), therein described, that are a portion of the Owned Premises, as defined in the Agreement, located at 1911 Craigmont Drive, Staunton, Virginia 24401 (Parcel # 10121); and

B. The term of the Agreement expired on December 13, 2020, and the parties mutually desire to renew the Agreement retroactively to and including December 14, 2020, and memorialize such renewal period and modify the Agreement in certain other respects, all on the terms and conditions reflected in a proposed Third Amendment to Lease Agreement ("Third Amendment"); and

C. Staunton City Council held a public hearing regarding this proposed Lease on January 28, 2021;

D. This matter involving the proposed Third Amendment 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 the City Manager is authorized on behalf of the City of Staunton, Virginia, to execute a Third Amendment to Lease Agreement, as proposed, with New Cingular Wireless PCS, LLC, effective retroactively to and including December 14, 2020, and to make minor modifications to such instrument prior to execution, upon advice of the City Attorney, and to take such further reasonable actions related to execution and implementation.

Introduced: January 28, 2021

Adopted: January 28, 2021

Effective Date: As provided

/s/ Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/ Suzanne F. Simmons

Suzanne F. Simmons

Clerk of Council

C. Discussion and Consideration of Substantial Amendment to the FY2019 Annual Action Plan to Allocate Additional U.S. Department of Housing and Urban Development CDBG-CV Funds Awarded Under the FY2020 CARES Act and Amend the FY2019 Annual Plan to Reallocate CDBG Funds

Mr. Rosenberg stated Kate Molinaro, with Mullin & Lonergan Associates, Inc., would instead make the presentation for this item.

Ms. Molinaro stated U.S. Department of Housing and Urban Development (HUD) had allocated their second sum of CARES Act funding under the Community Development Block Grant. She noted the allocation was for an additional \$125,726, making a total allocation to the City of Staunton for \$332,726. Ms. Molinaro stated this was to provide eligible activities to low- and moderate-income persons in the community which would prevent, prepare for, and respond to Covid-19.

Ms. Molinaro stated agencies who received funds during the first allocation were all contacted again to see if there was any need for additional resources. She stated all but one of those agencies

stated that they needed additional funds. She noted the City of Staunton was proposing that those agencies receive those additional funds. She noted the following:

- Salvation Army would receive additional funding for homeless prevention program and for their food distribution program
- Blue Ridge Legal Services would receive additional funds to provide legal services to households and persons who are at risk of homelessness due to eviction.
- Valley Mission would be provided additional funds for case management services to households that are experiencing homelessness in the emergency shelter.
- Central Shenandoah Health District received additional dollars to provide education and resources on Covid-19 to underserved areas in the City.
- The City will also use a small allocation of additional administrative funds to continue to provide oversight and technical assistance for those programs.

Ms. Molinaro stated the Substantial Amendment was also looking to have a change from the 2019 approved consolidated plan. She noted the Valley Supportive Housing Program was in desperate need of a roof replacement and in 2019 was allocated \$20,000 to purchase a new home to provide permanent housing. She noted that home was unable to be purchased with federal dollars due to being in a flood plain. Ms. Molinaro stated since Valley Mission needed that roof replacement on a property that they currently owned, the City was proposing to reallocate those original funds to the new roof project and give them an additional \$10,000 from that to complete the full repair of the roof. To accommodate that increase in funding, she stated the City proposed a reduction in the Rockway Street line project; however, this project is a multiyear project and would be completed with future funding. To accommodate that reduction, Ms. Molinaro stated future funding years would be increased so that both could be fully funded.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Vice Mayor Robertson moved that City Council approve the Substantial Amendment to the FY2019 Annual Action Plan for CARES Act CDBG-CV Funds in response to the COVID-19 emergency, and the reallocation of FY2019 CDBG project funds, and authorize the City Manager to execute appropriate forms including sub-recipient agreements with agencies recommended to receive HUD CDBG-CV funds.

The motion was seconded by Ms. Darby.

Ms. Dull stated even though she did not have a conflict of interest, to avoid the appearance of impropriety, she would abstain.

The motion carried as follows:

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

D. Presentation of Quarterly Financial Report

Phil Trayer, Chief Finance Officer, stated he was there to present the FY2021 second quarter unaudited postings in revenue and expenses.

He stated year to date revenues posted through December 31, 2020 totaled \$29,024,521 or 43.8% of the annual appropriation. In FY2020 through the second quarter, posted revenue were \$24,725,288 or 41.1% of the annual appropriation. Even though the City is 50% through the fiscal year, he noted 43.8 was a little above average given the normal timing of major revenue sources such as Real Estate Tax which have historically skewed these percentages. In addition, COVID revenues received by the City have been appropriated and posted which had also skewed dollar and percentage variances.

Local Taxes of Interest:

- Sales Tax up \$2,412 over same time last year or \$500K ahead of forecasted budget
- Meals Tax down \$167K over same last year yet \$279K ahead of forecasted budget
- Lodging Revenue down \$183K over same time last year and \$86K below forecasted budget

Mr. Trayer stated on the expense side, the City had posted \$27,062,210 or 42.3% of the annual appropriation. On a dollar basis, the City was looking at an additional \$2.6 million over FY2020. He noted the vast majority of the variance could be attributed to the expense of CARES Act funds.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

E. Discussion and Consideration of an Uncodified Emergency Ordinance Regarding Additional Conditions for Use of Electronic Communications in Meetings of City Public Bodies

Mr. Rosenberg stated at its regular meeting on January 14, 2021, City Council adopted an ordinance to extend the continuity of government provisions. He noted the ordinance was adopted by Council to extend those provisions through April 9, 2021. As part of their discussions related to that ordinance, Mr. Rosenberg stated there were additional issues raised by Council members to address the use of video on the Zoom platform as well as Council member access using electronic communications to meetings of the Nominations Committee. Mr. Rosenberg stated the City Attorney had prepared an ordinance to address those two issues and was before Council for their consideration.

Vice Mayor Robertson stated at that time he would like to make a motion that Council simply postpone discussion of that part of the meeting until the February 11, 2021 meeting.

Mr. Claffey stated the Nominations Committee had not had the ability to have a meeting yet, but one was scheduled for February 2, 2021. He noted at that time the Nominations Committee would be able to have a discussion in terms what they intended to do.

Mayor Oakes clarified with Vice Mayor Robertson that he'd made a motion stating he would like to table that issue until the February 11, 2021 meeting.

Vice Mayor Robertson stated that was correct.

The motion was seconded by Mr. Claffey.

Ms. Mead stated since the meeting would take place prior to the authorization of her attending, or any member of Council other than the members of the Nominations Committee, she noted she would like to ask that she be permitted to attend the Nominations Committee meeting of February 2, 2021. She stated since she actually had a right under the Freedom of Information Act (FOIA) to attend, she noted it was simply a courtesy that she was asking for and noted she would like to attend on the Zoom platform.

Vice Mayor Robertson stated Ms. Mead attending on the Zoom platform was part of the discussion to be held during the Nominations Committee meeting. He noted the Nominations Committee would present their decision to City Council.

Ms. Mead asked if interviews would be conducted at that February 2, 2021 meeting.

Mr. Claffey stated he believed the Clerk had made arrangements for interviews.

The motion carried as follows:

Mayor Oakes	aye	Mr. Claffey	aye
Vice Mayor Robertson	aye	Ms. Dull	aye
Ms. Mead	no	Ms. Darby	aye
Mr. Holmes	aye		

F. Application for FY2020 Assistance to Firefighters Grant

Scott Garber, Fire and Rescue Chief, stated this item was for an application request for Assistance to Firefighter Grants (AFG) which would provide financial assistance directly to fire departments to enhance their capabilities with respect to fire and fire-related hazards. Chief Garber stated the cost was for \$45,000, with a 10% local match for \$4,500. He stated this funding would be used to keep the Staunton Fire and Rescue Department's thermal imaging cameras program up to date and moving forward.

Mayor Oakes asked Council members if they had any questions.

Vice Mayor Robertson asked Chief Garber for specifics regarding the thermal imaging cameras.

Chief Garber stated the cameras allowed personnel inside a smoke-filled building or where there was zero visibility to be able to pick up objects of heat, to include a victim, hidden fire within a wall or anything similar. He noted the City was one of the few departments in the Commonwealth that every single firefighter was equipped with that equipment. He noted his department had at least four cameras per apparatus.

Mr. Claffey asked Chief Garber how many cameras would be obtained for the \$4,500.

Chief Garber stated that would buy five cameras.

Council members did not have any further questions.

Ms. Darby moved that City Council authorize staff to apply for an Assistance to Firefighters Grant for the purpose of acquiring thermal imaging cameras, as proposed, provided matching funds are available in the Fire and Rescue Department budget for this purpose.

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

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

G. Application for Virginia Economic Development Partnership Grant through the Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund for The Arcadia Project

Mr. Rosenberg stated this item was on the agenda for Council's consideration and authorization of a grant application by the City for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund grant. He stated the purpose of the grant was to support the restoration and redevelopment of what was known as The Arcadia Project on E. Beverley Street.

Mr. Rosenberg stated the grants were available in amounts up to \$50,000 and they were available to assist with various costs, including environmental and cultural resource assessments, development of remediation and reuse plans, and the demolition and removal of existing structures or other site work necessary to make a site or certain real property usable for new economic development. Mr. Rosenberg noted that there was no demolition involved with the project.

Mr. Rosenberg stated staff was requesting that the City submit an application on behalf of The Arcadia Project to the Virginia Economic Development Partnership which administers the grant program. He stated it would require a dollar-for-dollar match; however, The Arcadia Project would provide that match and, in fact, would exceed the match by almost two times using previously expended funds that were received from a different grant program.

Mr. Rosenberg stated a resolution of support was required by the City and was included in Council's agenda package. Though there is no direct cash match required by the City, he noted there would be some requisite staff time for grant administration monitoring and reporting.

Mr. Rosenberg stated Pamela Mason Wagner, executive director of The Arcadia Project, was on the Zoom platform and would answer any questions.

Mayor Oakes asked Council members if they had any questions.

Mayor Oakes stated she was very excited for The Arcadia and felt it was a push in the right direction.

Council members did not have any questions.

Mr. Claffey moved to adopt the resolution approving an application by the City of Staunton, Virginia to the Virginia Economic Development Partnership for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund Remediation Grant to fund The Arcadia Project, as presented, and to authorize the City Manager or his designee to complete any actions necessary in connection with such grant.

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

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

**RESOLUTION APPROVING AN APPLICATION TO THE VIRGINIA ECONOMIC
DEVELOPMENT PARTNERSHIP FOR A VIRGINIA BROWNFIELDS
RESTORATION AND ECONOMIC REDEVELOPMENT ASSISTANCE FUND
REMEDATION GRANT FOR THE ARCADIA PROJECT**

WHEREAS, the Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) was established pursuant to § 10.1-1237 of the Code of Virginia of 1950, as amended, to provide either grants or loans to local governments to promote the restoration and redevelopment of brownfield sites and to address environmental problems or obstacles to reuse so that these sites can be effectively marketed to new economic development prospects; and

WHEREAS, the Virginia Economic Development Partnership (VEDP) directs the distribution of grants or loans from the VBAF to grant or loan recipients; and

WHEREAS, VBAF Remediation Grants are to be used to help fill a financing gap for projects or phases of work for such restoration and redevelopment that have not already commenced and are not available to reimburse for costs already incurred for a project or phase of work that has begun or is already completed; and

WHEREAS, the City of Staunton has a vibrant tourist economy and has spent numerous decades investing in its downtown core, and an historic theater, which sits on the eastern end of the downtown portion of Beverley Street, has been a blighting influence on this block and has negatively affected the surrounding properties; and

WHEREAS, The Arcadia Project will help improve the attractiveness of downtown by stabilizing and renovating an important and longtime vacant historical landmark in the eastern portion of the downtown; and

WHEREAS, the City desires to apply for a VBAF Remediation Grant on behalf of The Arcadia Project to address their potential shortfall; and

WHEREAS, the maximum grant award is \$50,000, which requires a dollar-for-dollar match, which will be provided by The Arcadia Project by utilizing funds previously expended on the project; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Staunton, Virginia, that:

1. The submittal of an application to VEDP by the City for a VBAF Remediation Grant, in an amount not to exceed \$50,000, to be used for the remediation and renovation of the former Dixie Theatre, is hereby authorized.

2. The City Manager or his designee is hereby authorized to sign and submit appropriate documents, and to take such other action as he deems necessary, in connection with the proposed VBAF Remediation Grant.

Adopted this 28th of January, 2021

/s/ Andrea Oakes
Andrea Oakes, Mayor

Attest: /s/ Suzanne F. Simmons
Suzanne F. Simmons, 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 there was a revised budget schedule given to Council members earlier. Coming off of the discussion regarding the jail expansion project, he stated Council would get a sense of where the City was in terms of timing with that as well as a sense in terms of the effect on the City's fiscal picture looking forward. Given the time, Mr. Rosenberg stated staff felt it was appropriate to adjust the budget schedule for development of the FY2022 budget. He noted the meetings for March and April had been shifted one meeting cycle. He stated this was due to staff not expecting to have a complete picture of the Jail Authority budget in a timely manner that would have supported the prior schedule. Mr. Rosenberg stated the Budget work session on April 15, 2021 would now start at 7:30 p.m. due to Planning Commission having a meeting scheduled for the same date at 5:30 p.m. He noted the Caucus Room could not be used simultaneously due to the current environment regarding the pandemic. Discussion ensued.

MATTERS FROM THE PUBLIC

Callers on the line included:

Baldwin Jennings, 332 Sharon Lane, stated a recent article in the News Leader regarding the Mayor and Council members refusing to reject the violence at the U.S. Capitol was wrong and also felt the paper was racist.

Joshua Henson, sophomore at Mary Baldwin University, stated he was asking for the community's help for a South African exchange student that was facing losing his scholarship due to the pandemic and monetary losses.

Dr. James Harrington, 116 Williams Street, stated he wanted to thank Mr. Guynn for his many years of extraordinary service. He noted he had the privilege of serving alongside Mr. Guynn during his 10 year of serving on City Council and 9 years serving on the Staunton School Board. During that time, he noted he was personally grateful for Mr. Guynn's steadfast guidance, his knowledge of the law, and his manifest devotion to the best interests of the City, its employees, and the citizens.

Hannah Whitmer, stated she welcomed the opportunity to speak with Council members regarding her concerns for the proposed Middle River Regional Jail expansion.

Dave Copper, 1603 Ridgeway Drive, thanked City Council for their hard work. He stated he would like to see possible sound systems addressed and be cognizant of people that are hard of hearing. He stated he would ask Council to not vote in favor of the proposed jail expansion.

Joshua Rhodes, 1707 North Drive, stated he believed Vice Mayor Robertson needed to immediately resign due to a conflict of interest with his brother, Sheriff Robertson. He felt the obvious misuse of funds for added security at Council meetings was no different than embezzlement. He asked that Council take seriously concerns raised by the Staunton Equity Coalition. He stated he felt the proposed jail expansion was a mistake.

Barbara Lee, 904 Rockway Street, stated she wanted to congratulate Mr. Guynn and wished him success. She referred to recent statements made by Mayor Oakes, referencing Dr. Martin Luther King, as well as Ms. Darby.

Nancy Sorrells, a Greenville resident, stated she would like to thank Mr. Guynn for his service and to be a champion for the people. She noted Mr. Guynn had worked tirelessly during the six years campaign fighting the Atlantic Coast Pipeline project.

Frank Strassler, 16 N. Washington Street, stated he wanted to thank Mr. Guynn for his professional work with the City and specifically for his work with the Historic Preservation Commission.

Nitch Narduzzi, 130 S. Jefferson Street, stated she was standing in solidarity with Staunton Equity Coalition and demanded that City Council listen to the voices of the unheard and follow through with tangible results. She stated the jail expansion was not the answer and implored Council to vote against the expansion. She asked that the Golf Committee explore creative solutions that would include something that would benefit all citizens. She stated the Mayor had not taken proper action for reconciliation and had not held her accountable for statements made at the last Council meeting. She stated Council members should be offered the courtesy to attend Nominations Committee meetings on the Zoom platform.

Walt Obenschain, 800 Opie Street, stated he had served on the Staunton School Board and City Council with Mr. Guynn. He noted Mr. Guynn was a person of strong convictions and integrity.

Julie Coffield, 220 Lake Avenue, stated she felt it was important that City Council issue a statement that they did not condone the events at U.S. Capitol. She noted statements made by the Mayor had

heightened her concern. She stated she did not support the proposed jail expansion and asked that Council reject the proposal.

Pamela Mason Wagner, 164 N. Coalter Street, asked Council to vote against the proposed jail expansion and explore other alternatives.

There were no other callers on the line.

Speaking in person were:

Jazmine Brooks, 930 Sudbury Street, noted she was a member of the Staunton Equity Coalition and the Staunton NAACP. She expressed sentiments of performances displayed at the last City Council meeting by several Council members. She acknowledged the training sessions mentioned earlier, she noted there had not been a response from the Staunton Equity Coalition's letter demanding that the city be made a partner in the GARE program or the hiring of an equity officer. She thanked Ms. Mead for her continued efforts to push for transparency.

Megan Kramer, with Staunton Equity Coalition, stated she was publicly requesting that the City hire a full-time equity officer and should be a top priority.

Deborah Kushner, 1311 N. Augusta Street, noted the City of Waynesboro recently conducted their Council meeting with all members participating on the Zoom platform. She stated forcing Staunton Council members to attend in-person was dangerous. She stated it was not a fiscally responsible idea to replace the golf carts all at once and other forms of funding should be researched first. She stated there were alternatives besides expansion of the jail. She stated the Staunton Equity Coalition's proposal to hire an equity officer was an investment in the community that would have lasting impact.

Cindy Connors, 106A Skyline Avenue, noted she had written to Council voicing opposition to the jail expansion. She stated she was heartbroken by the events on January 6, 2021 at the U.S. Capitol. She stated she wanted City Council members to denounce the violence that happened that day.

Brady Johnson, 905 W. Johnson Street, stated Council needed to listen to the teachings of their constituency and progress as a community or continue to be stagnant. She stated she would implore Council to hire an equity officer and noted she opposed the proposed jail expansion. She requested that the City hire an ASL interpreter.

Charles Bishop, 38 Woodlee Road, stated he wanted to reiterate earlier comments regarding Mr. Guynn. He noted Mr. Guynn was one of the great legal minds in the Commonwealth. He wished him the best and thanked him as a citizen and as a friend.

Yvonne Wilson, 217 First Street, told a story about Mayor Oakes as a child growing up during the civil rights era in Danville, Virginia. She stated Mayor Oakes had used Dr. King's words because of the tense political and social climate was fermented by anger, frustration, and deafness. She stated the same anger that was displayed at the Black Lives Matter riots was the same anger displayed at the U.S. Capitol.

There was no one else to speak in person.

CLOSED MEETING FOR DISCUSSION OF PROSPECTIVE CANDIDATES FOR INTERIM CITY ATTORNEY

Vice Mayor Robertson moved that Council enter a closed meeting for discussion of specific prospective candidates for employment or appointment as possible interim city attorney and discussion of the salary and compensation of a specific appointee of Council, pursuant to Virginia Code Section 2.2-3711(A)(1).

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

Mayor Oakes	aye	Vice Mayor Robertson	aye
Ms. Darby	aye	Ms. Dull	aye
Mr. Holmes	aye	Ms. Mead	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 Mr. Claffey and carried as follows:

Mr. Claffey	aye	Ms. Dull	no
Ms. Mead	aye	Ms. Darby	aye
Mr. Holmes	aye	Mayor Oakes	aye
Vice Mayor Robertson	aye		

CONSIDERATION OF APPOINTMENT OF INTERIM CITY ATTORNEY

Mr. Holmes moved to appoint Andrew McRoberts as the interim City Attorney for the City of Staunton, from February 1, 2021 until March 14, 2021.

Mr. Rosenberg asked for a point of clarification. He stated the agenda briefing had a different motion than the one made by Mr. Holmes. He noted it provided for the possible extension of the engagement beyond the March 14, 2021 date if the new City Attorney believed it appropriate for the continuation of a matter that the interim was already working on.

Mr. Holmes restated his motion to move that (i) City Council hereby appoint the following individual of Andrew McRoberts as the interim City Attorney of the City of Staunton, for the period commencing February 1, 2021, and continuing through March 14, 2021, and that the Mayor be authorized to execute an engagement letter setting forth the terms on which legal services will be provided to the City, and (ii) the permanent City Attorney be authorized to extend the engagement of the interim City Attorney beyond March 14, 2021, on any matter pending as of that date, consistent the City Attorney's authority under the City Code to have the management, charge and control of all law business of the city.

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

686	Ms. Mead	aye	Mr. Holmes	aye
687	Mr. Claffey	aye	Ms. Darby	aye
688	Ms. Dull	no	Mayor Oakes	aye
689	Vice Mayor Robertson	no		

690

691 Mayor Oakes asked Mr. Rosenberg for a point of clarification regarding the issue for the existing
692 City Attorney and questioned if it required a vote.

693

694 Mr. Rosenberg stated he did not know the answer to that question because he was not privy to the
695 substance of the matter that Council had been discussing.

696

697 Discussion ensued between Mr. Rosenberg and members of Council, and Mr. Rosenberg provided
698 guidance concerning a possible motion.

699

700 Mr. Claffey moved to approve a final payment to the City Attorney as requested by him in a letter
701 to Council and as further detailed by Jon Venn, the City's Chief Human Resources Officer, to
702 Council.

703

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

705

706	Mr. Claffey	aye	Ms. Darby	aye
707	Ms. Dull	aye	Mayor Oakes	aye
708	Vice Mayor Robertson	aye	Ms. Mead	aye
709	Mr. Holmes	aye		

710

711 **ADJOURNMENT**

712

713 There being no further business to come before Council, the meeting adjourned at 9:52 p.m.

714

715

716

717

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719

Suzanne F. Simmons
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Staff Member: Captain Brian Brown
Item #	A.2.	
Ordinance #		
Department:	Police	
Council Vision:	Responsive, Efficient Government	
Subject:	Application for Virginia Department of Motor Vehicles Highway Safety Grant	

Background: The commitment to traffic and pedestrian safety in the City of Staunton is a high priority for the Staunton Police Department. In an effort to support these measures, the National Highway Traffic Safety Administration, in partnership with Virginia Department of Motor Vehicles, offers traffic safety grant opportunities yearly. These funds are allocated throughout the state and are primarily awarded based upon collision statistics. This grant affords the Police Department the opportunity to increase the number of patrols dedicated to areas which have high collision rates. These areas and recommended enforcement times are provided by the Virginia Department of Motor Vehicles through their data collection center. The Police Department has been awarded this grant for the past two years. In Federal Fiscal Year (FFY) 2020, the department received \$14,455 and in FFY 2021, \$12,352. If approved, the department will be requesting \$12,352 for FFY 2022. The grant application is due on February 28, 2021.

Fiscal Impact: There is no fiscal impact to the City by accepting these grant funds as the match requirement is in-kind.

Attachment: National Highway Safety Grant Application

City Manager's Recommendation: Recommend that Council authorize application for the National Highway Safety Grant.

Suggested Motion (to be made if the item is moved from the consent agenda to the regular meeting agenda): I move that City Council authorize application for the National

Highway Traffic Safety Grant, from the Virginia Department of Motor Vehicles, in the amount of \$12,352, to support traffic safety in the City of Staunton, as proposed.

City Manager: Steven L. Rosenberg

HIGHWAY SAFETY PROJECT GRANT

Law Enforcement Project Application

Selective Enforcement - Speed

NAME OF ORGANIZATION THAT WILL RECEIVE GRANT REIMBURSEMENTS:

STAUNTON CITY

ORGANIZATION ADDRESS:

TREASURER, PO BOX 474

CITY:

STAUNTON

STATE:

VA

ZIP:

24401

TYPE OF ORGANIZATION:

Locality

DMV REGION:

ST

PROJECT MONITOR:

Doug Stader

FEDERAL IDENTIFICATION NUMBER (FIN):

546001631

(Note that the funds will be sent to the address that corresponds to the organization's FIN)

APPLICANT OFFICE REQUESTING GRANT:

Staunton Police Department

OFFICE ADDRESS

P.O. Box 2664

Staunton, VA 24402

EMAIL

PHONE

FAX

PROJECT TITLE:

Selective Enforcement - Speed

DURATION OF GRANT:

FROM: 10/01/2021 **TO:** 09/30/2022

TOTAL AMOUNT OF FUNDS REQUESTED:

\$12,352.00

HIGHWAY SAFETY PROJECT GRANT
Law Enforcement Project Application
Selective Enforcement - Speed

2 of 7
WEB-GA 001.2
Submission Id 6665

Project Contacts

ROLE

Project Director

NAME

Brian K Brown

ADDRESS

P. O. Box 2664
Staunton VA 24402

PHONE

5403323853

EMAIL

brownbk@ci.staunton.va.us

ROLE

Fiscal Or Accounting Official

NAME

Cynthia B Fitzgerald

ADDRESS

116 West Beverley St
Staunton VA 24401

PHONE

5403323809

EMAIL

fitzgeraldcb@ci.staunton.va.us

ROLE

Organization Authorizing Official

NAME

Steve Rosenberg

ADDRESS

116 West Beverley Street
Staunton VA 24401

PHONE

5403323812

EMAIL

rosenbergsl@ci.staunton.va.us



HIGHWAY SAFETY PROJECT GRANT
Law Enforcement Project Application
Selective Enforcement - Speed

3 of 7
WEB-GA 001.2
Submission Id 6665

ROLE

Alternate

NAME

James E Williams

ADDRESS

P. O. Box 2664
Staunton VA 24402

PHONE

5403323845

EMAIL

williamsje@ci.staunton.va.us

PROJECT DETAILS

TOTAL POPULATION:	24,528	SQUARED MILES COVERED:	20
INTERSTATE WITHIN BOUNDARIES:	N/A	ROUTES WITHIN BOUNDARIES:	11,250,262
TOTAL NUMBER OF SWORN OFFICERS:	52	OFFICERS WITH TRAFFIC ENFORCEMENT RESPONSIBILITIES:	32
MOST RECENT SEATBELT USAGE RATE	89	TRAFFIC VEHICLES:	25

Problem Identification: (Identify locations and times when crashes are most frequent, along with causal factors and driver characteristics):

CY2017	CY2018	CY2019	
465	446	441	Total Crashes
0	0	0	Fatal Crashes
37	28	29	Speed Injury Crashes
22	13	9	Unrestrained Injury Crashes

The City of Staunton is located inside the jurisdictional boundary of Augusta County. The City is composed of approximately 20 square miles and has three major routes that run through the jurisdiction; Route 250, Route 11, and Route 262. These major routes are used by motorists to access a variety of different venues in and around the area. The City of Staunton has seen a relatively stable crash rate. There also appears to be improvement in speed related crashes as well as unrestrained crashes. In order to maintain these positive results related to crashes, the City of Staunton began the DMV overtime grant process for 2019. Hopefully with the assistance of the DMV grant and our dedication to highway safety, we will continue to improve the safety of the streets in the City of Staunton. A large portion of our crashes occur along the eastern portion of Route 250. This area has seen an increase in economic development over the past several years that has increased the traffic volume. This grant would afford us the opportunity to continue our increase traffic enforcement along major corridors and conduct saturation patrols during the grant period. This increased traffic enforcement should continue to lower our injury related crashes and improve overall traffic safety in the City of Staunton. There will be an increase in highway safety for the surrounding area due to the large amount of motorist who travel through the city to access other points of interest.

HIGHWAY SAFETY PROJECT GRANT

Law Enforcement Project Application

Selective Enforcement - Speed

Goal: (Provide a specific outcome - focused goal for this grant):

The goal for this grant would be to lower the number of injury related crashes that occur in the City of Staunton from October 1, 2021 - September 30, 2022 by 5 crashes when compared to the 2019 crash data. The city has seen a decrease in the number of overall reportable crashes. The other goal would be to continue this progress by reducing this number by another 20 crashes. In 2020 our jurisdiction had the first fatality crash in several years, the goal would be to have no fatalities during the grant time period. If achieved these goals would improve the overall safety of the citizens in the area as they travel through our community.

	10/01	01/01	04/01	07/01
	-----	-----	-----	-----
	12/31	03/31	06/30	09/30
A. Projected Total Overtime Enforcement Hours	97	97	97	97
B. Projected Grant Funded Checkpoints	0	0	0	0
C. Projected Grant Funded Saturation Patrols	25	25	25	25
	1			
Projected Number of Training Events	1			

Equipment:

Name	# Units Requested	Current # Working Units	Recommended Units
------	-------------------	-------------------------	-------------------

Identify how the requested personnel hours and equipment will assist in achieving your goal:

HIGHWAY SAFETY PROJECT GRANT

Law Enforcement Project Application

Selective Enforcement - Speed

In order to accomplish our goal we will utilize the crash data from the Virginia Highway Safety Office which indicates our highest number of crashes occur during the weekday between the hours of 9:00 am and 6:00 pm. Our increase in traffic enforcement will occur during these time frames. Each quarter we will also conduct a week of saturation patrol. The increase in traffic enforcement and saturation patrols during the grant period will afford us the opportunity to focus on traffic safety and lower our number of injury related crashes.

Does your agency submit data through the traffic records electronic data system?

Campaign Data Y

FR300P Report Y

HIGHWAY SAFETY PROJECT GRANT

 Law Enforcement Project Application

 Selective Enforcement - Speed

Project Budget

		UNITS	UNIT COST	FEDERAL FUNDS 50%	MATCHING FUNDS
Personnel	We will conduct 2 three hour supplemental traffic enforcement patrols each week during the grant cycle. There will also be 1 week each reporting period for saturation enforcement.	388	\$29.00	\$11,252.00	
Training / Travel	1 DMV Highway Safety Summit attendee.	1	\$1,100.00	\$1,100.00	
Matching Funds	Vehicle fuel and maintenance	1			\$6,176.00
TOTAL DIRECT COST:				\$12,352.00	\$0.00
INDIRECT COST: (NOT TO EXCEED 10% OF THE PROJECT COST)				\$0.00	\$0.00
DIRECT AND INDIRECT COSTS TOTAL (TO THE NEAREST DOLLAR):				\$12,352.00	\$0.00
MINIMUM MATCHING FUNDS REQUIRED:					\$6,176.00
OVERALL BUDGET (FEDERAL + MATCHING):					\$18,528.00

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Staff Member: Jeff Johnston
Item #	D	
Ordinance #		
Department:	Public Works	
Council Vision:	Responsive, Efficient Government	
Subject:	Annual Update on Utility Connection and Facility Fees	

Background: The Director of Public Works is required to update the City Council annually on utility connection and facility fees, and recommend any rate changes. Jeff Johnston will present each fee in detail, including the current rate structure and calendar year 2020 costs.

Staff does not recommend any adjustments to water and sewer connection or facility fees.

Attachment:

Attachment 1—Presentation Annual Update on Utility Connection and Facility Fees

City Manager's Recommendation: Recommend that all utility connection and facility fees remain unchanged.

Suggested Motion: None required.

City Manager: Steven L. Rosenberg



Annual Update on Utility Connection and Facility Fees

February 11, 2021

Jeff Johnston, PE

Director of Public Works

Fee Definitions

Connection Fees

- One-time fee to physically connect to water or sewer infrastructure
- Designed to cover the actual connection costs



Facility Fees

- One-time fee to address the additional burden of new service on the totality of the water or sewer system
- Designed to provide a “fair share” contribution to the modernization and expansion of the physical plant



Connection Fees

Water

- Current fee: \$2,100
- Last raised: July 2008
- 17 fees collected in 2020

Average Water Connection Costs		
Calendar Year 2020	Last 25 Connections	Last Three Years
\$2,473	\$2,248	\$2,007

Sewer

- Current fee: \$3,100
- Last raised: July 2019/2020
- 15 fees collected in 2020
 - 7 @ \$3,100
 - 8 @ \$2,600

Average Sewer Connection Costs		
Calendar Year 2020	Last 25 Connections	Last Three Years
\$2,893	\$3,074	\$3,272

Facility Fees

- Tied to the size of the water service (meter size)
- Adjustments based on Facility Fee Studies performed by expert consultants
- Raised in July 2006, July 2011, & July 2016
- FY21 budget includes a new facility fee study
- Completed study will inform a decision at the next annual review

Water Meter Size	Example	Water Facilities Fee	Sewer Facilities Fee
5/8"	Single family homes	\$3,500	\$6,850
3/4"		\$5,250	\$10,280
1"	Multi-family homes	\$8,750	\$17,130
1 1/2"		\$15,310	\$29,970
2"		\$28,000	\$54,800
3"	Commercial Buildings Hotels Apartments	\$56,000	\$109,600
4"		\$87,500	\$171,250
6"		\$175,000	\$342,500

Recommendations

Water Connection

- No change
- Update likely in the next year or two

Sewer Connection

- No change

Facility Fees

- No change
- New Facility Fee Study prior to next annual review



CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	City Council
Item #		
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Closed Meeting for: (i) Discussion of Possible Disposition of Publicly Held Real Property Within the City; and (ii) Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to a Possible Council Action and Procedures of Council and Its Committees	

Suggested Motion: I move that Council enter a closed meeting for: (i) discussion of possible disposition of publicly held 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) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to a possible Council action and procedures of Council and its committees, pursuant to Virginia Code Section 2.2-3711(A)(8).

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

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

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

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	February 11, 2021	Mayor Andrea Oakes
Item #		
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Possible City Payment of Judgment and Attorney's Fees Related to FOIA Litigation	

Background: At the request Mayor Andrea Oakes, this item has been added to Council's regular meeting agenda for February 11, 2021, for discussion and consideration. In the case *Mead v. Oakes*, the General District Court for the City of Staunton entered a judgment in favor of Brenda Mead in the amount of \$3,106.25. A copy of the court's order is attached. Also attached is an invoice of Mayor Oakes' counsel in the case.

Attachments:

Attachment 1—Order entered December 18, 2020

Attachment 2—Invoice of Jennifer M. Brown, Attorney at Law

City Manager's Recommendation: Not applicable.

Possible Motion: I move that Council, as authorized by Virginia Code § 15.2-1520:

1. find that Case No. GV20-851 decided in the Staunton General District Court was brought against Mayor Andrea Oakes by virtue of her actions in furtherance of her duties as a member of Council in serving the City of Staunton;

2. ratify the engagement of Jennifer L. Brown, Esquire as counsel for Mayor Oakes in that case to the extent necessary to appropriate the sum(s) below;
3. appropriate and authorize payment of the sum of \$4,050.00 for fees and costs incurred by Mayor Oakes in defending that case to its conclusion;
4. appropriate and authorize payment of the sum of \$3,374.25 for the judgment awarded against Mayor Oakes in that case.

City Manager: Steven L. Rosenberg

VIRGINIA:

IN THE GENERAL DISTRICT COURT FOR THE CITY OF STAUNTON

Brenda O. Mead,
Plaintiff-Petitioner,

v.

GV20-851

Andrea Oakes, Mayor,
Defendant-Respondent.

Brenda O. Mead,
Plaintiff-Petitioner,

v.

GV20-852

Mark Robertson, Vice Mayor,
Defendant-Respondent.

ORDER

These matters came before the Court for a consolidated trial on November 13, 2020, on the Plaintiff's petitions for a writ of mandamus pursuant to Virginia FOIA, Code § 2.2-3700 et seq. The parties were present, each represented by counsel.

The Court heard argument on the Plaintiff's previously filed motions to amend the ad damnum of each petition to include a request for attorney fees under Code § 2.2-3713, and a request for the imposition of a fine under Code § 2.2-3714. Upon consideration of the pleadings and the argument, the Court GRANTED the motion and DEEMED the ad damnum amended accordingly.

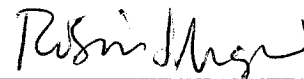
Upon the motion of Vice Mayor, witnesses were excluded. The Plaintiff, Ms. Mead presented her evidence. Upon resting her case, the Mayor Oakes presented her case.

At the conclusion of the testimony of Mayor Oakes, with the leave of the Court, Vice Mayor Robertson presented brief testimony, and the Plaintiff moved to nonsuit the action against Vice Mayor Robertson, as a matter of right. No prior nonsuit has been taken in this matter. No objection was made, and the Court GRANTED the motion to nonsuit the claim of Mead v. Robertson, GV20-852.

Mayor Oakes rested her case. Ms. Mead declined to present rebuttal. The Court heard closing arguments of the parties.

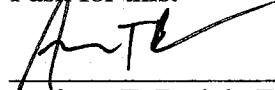
On consideration of the evidence presented, the Court FINDS that the Ms. Mead's rights under Virginia FOIA were violated. The Court FINDS that the document provided to Ms. Mead on September 29, 2020, was the document she had previously requested, and therefore, mandamus will not issue. The Court FINDS that the Plaintiff substantially prevailed on the merits of the case and ENTERS JUDGMENT in favor of Brenda O. Mead , in the amount of \$3,106.25 in reasonable attorney fees, and costs of \$268.00. The Court FINDS that the evidence does not establish that the violation was willful and knowing, and therefore FINDS that a fine against Andrea Oakes, under Code § 2.2-3714 is not appropriate and shall not be imposed.

Entered 12 / 18 / 2020



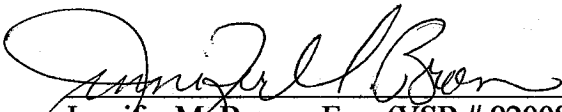
Judge

I ask for this:

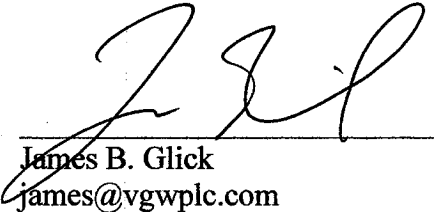


Andrew T. Bodoh, Esq. (VSB 80143)
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THOMAS H. ROBERTS & ASSOCIATES, P.C.
105 South 1st Street
Richmond, Virginia 23219
Tel: 804-783-2000 / Fax: 804-783-2105
Counsel for Brenda O. Mead

Seen:



Jennifer M. Brown, Esq. (VSB # 92008)
jennifer.m.brown.esq@gmail.com
8171 Frank Lane Road
Singers Glen, Virginia 22850
Tel: 540-421-6216
Counsel for Andrea Oakes, Mayor



James B. Glick
james@vgwplc.com
Vellines, Glick & Whitesell, P.C.
American Hotel Building
125 South Augusta Street, Suite 3000
P.O. Box 235
Staunton, VA 24402-0235
Counsel for Mark Robertson, Vice Mayor

Jennifer M. Brown, Attorney at Law – User Summary

Date Start: 9/1/2020 – Date End: 11/30/2020

Client: Andrea Oakes, Mayor of City of Staunton

Date	Description	Rate	Time	Bill Amt
09-30-2020	Call from client re case and discuss; draft representation agreement	\$0	.5	\$0.00
10-01-2020	Meet with client to review documents	\$200	1.5	\$300.00
10-02-2020	Call with client regarding continuation of hearing due to court closure	\$150	.5	\$75.00
10-05-2020	Call with client regarding [Attorney-Client]	\$150	.5	\$75.00
10-08-2020	Call with client regarding hearing prep	\$150	.3	\$45.00
10-09-2020	Travel to court (1.0); Meet client and prepare for hearing (.5); Hearing (1.5); Call with client regarding continuance (.4); Return (1.0)	\$200	4.4	\$880.00
10-27-2020	Call with client regarding [Attorney-Client] (.5); printing and reviewing documents (.3); preparation for hearing (.5)	\$150	1.3	\$195.00
11-04-2020	Travel to District Court to file Witness Subpoena (1.0); Call with client [Attorney-client] (.6); Return (1.0)	\$200	2.6	\$520.00
11-12-2020	Print additional documents for hearing (.3); Travel to client to discuss hearing (1.0); Discussion and hearing preparation with client (2.0); Return (1.0)	\$200	4.3	\$860.00
11-13-2020	Travel to District Court (1.0); Hearing (3.5); Return (1.0)	\$200	5.5	\$1,100.00
		TOTAL	21.40	\$4,050.00