Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
January 27, 2022
5:00 p.m.

5:00 p.m.	**1.**	**Consideration of Work Session and Regular Meeting Agendas**
5:05 p.m.	**2.**	**Presentation of Snow Plow Art: Partnership between City of Staunton Public Works and Staunton City Schools**
5:15 p.m.	**3.**	**Joint Budget Work Session with Staunton School Board**
5:55 p.m.		**Break**
6:15 p.m.	**4.**	**Discussion of City Manager Search Process**
6:45 p.m.	**5.**	**Roll Call**
6:55 p.m.	**6.**	**Closed Meeting for (i) Discussion Regarding the Acting City Manager; and (ii) Discussion Regarding the City Clerk Appointee**
7:15 p.m.		**Break**

Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
January 27, 2022
7:30 p.m.

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Mead

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Special Meeting of December 14, 2021

Work Session and Regular Meeting of January 13, 2022

REGULAR MEETING

A. Public Hearing and Consideration of an Ordinance Authorizing Third Amendment to Lease Agreement between the City of Staunton and T-Mobile Northeast LLC/Wireless Communications Facilities*

B. Update on the Staunton Crossing Economic Development Efforts

C. Consideration of an Ordinance to Appropriate an Additional 25% of the FY2022 Adopted Budget

D. Discussion and Consideration of a Resolution Authorizing Virginia Department of Transportation Inventory Adjustments

Matters from the Acting City Manager

Matters from the Public*

Adjournment

***Public Participation**

For instructions on how to participate in a Public Hearing and Matters from the Public portions of the City Council meeting visit www.staunton.va.us/council.

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**City Council**
Item #	**1**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Values: Integrity Engagement**	
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 Meeting, the addition/deletion of __________].

Acting City Manager: Leslie Beauregard

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Matters from the Acting City Manager

Matters from the Public*

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CITY COUNCIL

AGENDA BRIEFING

Staunton, Virginia

<table>
<tr><td>Meeting Date:</td><td>January 27, 2022</td><td rowspan="3">Dr. Garett Smith
School Superintendent

Jeff Johnston
Public Works Director</td></tr>
<tr><td>Item #</td><td>2</td></tr>
<tr><td>Department:</td><td>City Schools</td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Strategic Area: Responsive, Efficient Government</td></tr>
<tr><td>Subject:</td><td colspan="2">Presentation of Snow Plow Art: Partnership between City of Staunton Public Works and Staunton City Schools</td></tr>
</table>

Background: In October 2021, City of Staunton Public Works and Staunton City Schools recognized an opportunity to work together on a fun project that provided students with an excellent opportunity to showcase their artistic skills and community members with cheer during otherwise dreary snow days.

Students at each of Staunton's schools created a design with the theme of "Winter Olympics," and one design from each school was chosen and featured on several of the snow plows used by public works to clear the right-of-way on Staunton streets.

The artists chosen to represent their schools are:
Bessie Weller Elementary – Na'siah Bolden, 5th grade
A. R. Ware Elementary – Randall Enoch, 2nd grade
McSwain Elementary – Phoenix Lathrop, 3rd grade
Shelburne Middle – Charlotte Carbajal, 7th grade
Staunton High – Madison Helmick, 12th grade

Thank you to all of the amazing artists who submitted work for this program, and staff looks forward to replicating the program in a similar way next year!

Attachments: Not applicable.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

Acting City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, VA

<table>
<tr><td>Meeting Date:</td><td>January 27, 2022</td><td rowspan="3">Dr. Garett Smith
School Superintendent

Leslie Beauregard
Acting City Manager</td></tr>
<tr><td>Item #</td><td>3</td></tr>
<tr><td>Department:</td><td>City Council and School Board</td></tr>
<tr><td>Department:</td><td colspan="2"></td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Strategic Area: Responsive, Efficient Government</td></tr>
<tr><td>Subject:</td><td colspan="2">Joint Work Session—City Council and School Board</td></tr>
</table>

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.

Acting City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**John C. Blair, II** **City Attorney** **City Council**
Item #	**4**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: Responsive, Efficient Government**	
Subject:	**Discussion of City Manager Search Process**	

Background: On January 19, 2022, the Staunton City Council voted to accept Steven L. Rosenberg's resignation as Staunton City Manager. On that same date, the Staunton City Council appointed Leslie Beauregard as Acting City Manager.

The Staunton City Council needs to establish two processes regarding the Staunton City Manager vacancy.

First, the Council will need to determine the process to appoint an Interim City Manager. The Interim City Manager will serve for a limited time period until a permanent City Manager is appointed. The Council may choose to use a search firm to advertise and/or recommend prospective Interim City Manager candidates. This is the process used for recruiting and hiring the City Attorney in 2020. Alternatively, the City Council could have the Department of Human Resources accept applications for the position of Interim City Manager, and then the Council could select candidates to interview for the position from the applications received. This is the process used for hiring the new City Clerk in 2021-2022. Finally, the Council can select prospective Interim City Manager candidates that it wishes to interview without hiring a search firm or having the Department of Human Resources accept applications for the position.

Second, the Council will need to determine the process to appoint a permanent City

Manager. The Council may select from the processes listed above (hire search firm, have the Department of Human Resources advertise the position and accept applications, or determine candidates to interview without engaging a search firm or having the Department of Human Resources accept applications).

Representatives from the Departments of Finance and Human Resources will be available to answer questions as well as to provide information about the procurement process for hiring a search firm.

City Manager's Recommendation: There is no recommendation. This item is for the Council's consideration and discussion.

Suggested Motion: Not Applicable

Acting City Manager: Leslie Beauregard

CITY COUNCIL

AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**City Council**
Item #	**6**	
Department:	**City Council**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: Responsive, Efficient Government**	
Subject:	**Closed Meeting for (i) Discussion Regarding the Acting City Manager; and (ii) Discussion Regarding the City Clerk Appointee**	

Suggested Motion: I move to enter a closed meeting for: discussion regarding the performance and/or salary of the Acting City Manager, pursuant to Virginia Code § 2.2-3711(A)(1); and discussion regarding the appointment of a City Clerk.

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.

SPECIAL MEETING OF STAUNTON CITY COUNCIL
Tuesday, December 14, 2021
6:30 p.m.

PRESENT:	**Mayor Andrea Oakes**
	Mark Robertson, Vice Mayor
	Stephen W. Claffey
	Amy G. Darby
	Carolyn W. Dull (Remote Participant)
	Brenda O. Mead (Remote Participant)
ABSENT:	**R. Terry Holmes**
ALSO PRESENT:	**Steven L. Rosenberg, City Manager**
	Leslie Beauregard, Assistant City Manager
	Morgan C. Smith, Interim Clerk of Council
	John Blair, City Attorney

Mayor Oakes called the joint meeting to order. Judith Wiegand, chair of the Planning Commission called the joint meeting to order. Four out of five members of the Planning Commission were in attendance.

Mayor Oakes stated, "On December 13, 2021, I received a request from Councilor Dull to participate remotely in the December 14, 2021 Special Called Meeting of Staunton City Council meeting due to a family member's medical condition that prevents her physical attendance at the meeting. I will now entertain a motion to allow Councilor Dull's remote participation in this meeting pursuant to Staunton City Council Procedural Memorandum Number Three."

Vice Mayor Robertson said, "Pursuant to Staunton City Council Procedural Memorandum Number Three, I move to allow Councilor Dull to remotely participate in the December 14, 2021 Special Called Meeting of Staunton City Council meeting due to a temporary medical condition."

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

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

Mayor Oakes asked Councilor Dull to state the location from which she was participating. Ms. Dull responded that she was at 1003 East Beverley Street, Staunton, Virginia. Mayor Oakes asked Council, the Planning Commission and the audience if they could hear Councilor Dull. The response was affirmative.

Mayor Oakes stated, "On December 13, 2021, I received a request from Councilor Mead to participate remotely in the December 14, 2021 Special Called Meeting of Staunton City Council meeting due to a medical condition that prevents her physical attendance at the meeting. I will now entertain a motion to allow Councilor Mead's remote participation in this meeting pursuant to Staunton City Council Procedural Memorandum Number Three."

Vice Mayor Robertson said, “Pursuant to Staunton City Council Procedural Memorandum Number Three, I move to allow Councilor Mead to remotely participate in the December 14, 2021 Special Called Meeting Staunton City Council meeting due to a temporary medical condition.”

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

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

Mayor Oakes asked Councilor Mead to state the location from which she was participating. Ms. Mead responded that she was at 342 Sherwood Avenue, Staunton, Virginia. Mayor Oakes asked Council and the audience if they could hear Councilor Mead. The response was affirmative.

A. Overview and Discussion of Design Guidelines for Entrance Corridor Overlay Districts

City Planner Rodney Rhodes stated that Bill and Kathy Frazier from Frazier Associates, LLC were going to provide an overview of the design guidelines for the entrance corridors. Frazier and Associates has been contracted by the City to work with staff and rewrite these guidelines as the original set of guidelines was adopted in 2008.

Mr. Frazier stated that the project, as understood from the RFP, is to establish new guidelines based on reviewing the old ones, ensuring that they are easy to read and understand, and written clearly so that property owners, developers, architects, designers and anyone leasing space in the buildings understands the guidelines. Also, new guidelines will help overall understanding to protect the heritage of the historic areas and the areas that lead to them. Staunton has 13 corridors leading to the historic area and the historic districts are all contiguous, starting in the downtown. Mr. Frazier provided a brief history of the area and how Staunton and the corridors came into existence. Mr. Frazier stated that corridors are important because they introduce people to the gateways and how to get through the community. They are basic to society and several are major visitor and or tourist routes. Corridors provide a first impression.

Mr. Frazier stated that a general overall view of some of the items that they would be looking at were the economic development aspect, the functional aspect, what will enhance the appearance, what can mask, the utilitarian features, utilities and so forth. They will also be looking at the streetscape, the public areas, the roads, the lighting, landscaping, and the scale that attracts people to the buildings and spaces, depending on which corridor. The pedestrian experience mat be important, and it may or may not be critical connectively between sites. Mr. Frazier provided a history of corridors and how architecture and planning had changed throughout the years.

Mr. Frazier opined that the corridor overlay document needs to be flexible because it is impossible to decide every physical condition and site condition in ever parcel. There needs to be a realistic vision of how much change is possible. The introductory chapter is where there will be a general vision for each corridor and then guidelines for each corridor’s site buildings, new constructions, existing awnings, canopy signs, open spaces, etc. will be developed. The document will guide existing building owners and new owners on how to complete additions and upgrades within the guidelines for each building type. He stated that the process has already started. Frazier and Associates have been with Mr. Rhodes and his staff, they have toured all the corridors, they are in the process of documenting and studying on their own. After the meeting with City Council and the Planning Commission next steps are to talk about outreach and public input as well as an advisory committee.

Mr. Rhodes shared that the advisory committee is made up of a staff members from the Planning Department, Economic Development, Planning Commission members Judith Wiegand and Adam Campbell, who both happen to be professional planners. From the community, Alan Dahl, Robin Miller, Taylor Smith and Ray Burkholder of Balzar Associates. Mr. Rhodes stated that after talking with the two developers on the team, one of them said that the current corridor guidelines are too subjective and that developers need clear, concise guidelines. Mr. Rhodes agrees and said that one of the goals of the rewrite is to strike a balance between community goals and the cost to the developers.

Ms. Mead asked why there were no citizens involved or invited to be a part of the advisory committee. Mr. Rhodes replied that the group needs to be a manageable size and that it cannot be open ended, but that he would not be opposed to having a representative from a community association. Mr. Frazier stated that there is an outreach strategy as part of the project. The biggest aspect of outreach is going to be workshops, questionnaires and interviews of the public before any document or guidelines are finalized.

Vice Mayor Robertson asked what happens to the existing corridor overlay. Mrs. Frazier replied that the guidelines are still there until a new ordinance is approved. Vice Mayor Robertson stated that he had heard from many developers that stated the process to get approval took too long. Mr. Frazier stated that he had heard similar issues.

Ms. Mead opined that it would be difficult to get citizen input and was concerned that there would be issues with getting the information out to the community. City Manager Steve Rosenberg replied that he was sure Communication Manager Michelle Bixler would be working with Frazer and Associates to create a strong communication strategy to make sure that citizens were informed and engaged to participate.

Mayor Oakes asked if low lighting would be a part of the guidelines. Mr. Frazier replied that all lighting guidelines are now for down lights. He then spoke about how to develop an economic strategy with limited funds to have the corridors get the best use with income and appearance. Vice Mayor Robertson asked if the Fraziers could share their thoughts on the economy during the pandemic and with the rise of online shopping. Mrs. Frazier replied that although online shopping has made and impact, many people are leaving the bigger cities and coming to smaller communities like Staunton.

Mayor Oakes asked Council Members and the Planning Commission if they had any questions.

Ms. Darby commented that she appreciated the time that the Fraziers took to come and present to the group.

Ms. Wiegand stated that she is looking forward to participating on the advisory committee.

Council members and Planning Commission members did not have any further questions.

B. Presentation of Uniontown Water and Sewer Extension Study

Director of Public Works Jeff Johnston stated that at his first Planning Commission meeting he was told that he needed to take a look at Uniontown. That set him and City Engineer Lyle Hartt on a path to find out what needed to happen in that community. Mr. Johnston stated that in 1996 or 1997 the National Avenue Bridge was demolished by the railroad. However, the bridge was also a pipeline bridge, so at that time the water line was demolished. From a sewer standpoint, no collection infrastructure was ever installed. It is all septic systems. A septic system is a connection between the property owner and the Health Department and the City has no say in what happens. That means there are wastewater issues that are happening inside City limits that the City does not know about until there is a significant problem. The basic goals are to identify and solve the water and sewer service issues throughout the existing Uniontown service area and surrounding. The idea is to address not just the current issue, but the future issues moving forward.

Mr. Johnston provided information in detail regarding the proposed projects to get water and sewer to both the north and south sections of Uniontown as well as preparing for future development. Mayor Oakes asked how receptive the railroad would be to allowing the City to drill under the tracks. Mr. Johnston said that there is already a line underneath the track, so the new infrastructure would be similar. Mr. Johnston stated that it would be a little under $3M for the sewer project and a little over $2M for the waterline project. He said that it would be preferred that the projects be completed at the same time, but that they could be accomplished separately.

Vice Mayor Robertson asked if these projects would meet the requirements needs for the City to use ARPA funding. Assistant City Manager Leslie Beauregard stated that she would have to check with Chief Finance Officer Phil Trayer, but she believed that they could be used. Ms. Dull stated that there are additional ARPA funds that are competitive grants that are specifically for stormwater, water and sewer. Ms. Beauregard replied that she would investigate that further and she opined that the Infrastructure Bill might also be useful.

Council members and Planning Commission members did not have any further questions.

<u>ADJOURNMENT</u>

There being no further business, the meeting adjourned at 7:58 p.m.

____
Morgan C. Smith
Interim Clerk of Council

City Council
WORK SESSION
January 13, 2022
5:00 p.m.

Council Members Present: Mayor Oakes, Vice Mayor Robertson, Council Members Claffey, Darby, Holmes and Mead. Council Member Dull participated remotely.

<u>Mayor Oakes called the meeting to order</u>: Mayor Oakes called the meeting of Staunton City Council to order.

Mr. Claffey moved that Kim Cormier be appointed as Acting Clerk of Council for the recordation of the proceedings of Council at its work session and regular meeting of January 13, 2022, and that she be authorized and directed to sign and execute such documents as are necessary and proper regarding the presence of Council members, a quorum, consideration and voting.

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

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

Mayor Oakes stated, "On January 10, 2022, I received a request from Councilor Dull to participate remotely in the January 13, 2022 Staunton City Council meeting due to a family member's medical condition that prevents her physical attendance at the meeting. I will now entertain a motion to allow Councilor Dull's remote participation in this meeting pursuant to Staunton City Council Procedural Memorandum Number Three."

Vice Mayor Robertson said, "Pursuant to Staunton City Council Procedural Memorandum Number Three, I move to allow Councilor Dull to remotely participate in the January 13, 2022 Staunton City Council meeting due to a family member's temporary medical condition."

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

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

Mayor Oakes asked Councilor Dull to state the location from which she was participating. Ms. Dull responded that she was at 1003 East Beverley Street, Staunton, Virginia. Mayor Oakes asked Council and the audience if they could hear Councilor Dull. The response was affirmative.

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

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

Ms. Darby moved to amend the Regular Meeting agenda to add a closed session to discuss personnel issues related to the City Manager after matters from the public.

She then sated that she asked City Attorney John Blair to prepare a closed meeting motion necessary to go into that session.

The motion was seconded by Vice Mayor Robertson.

Ms. Mead stated that having heard nothing about the closed meeting she would not be voting in favor of the addition. Mr. Holmes concurred. Ms. Dull also stated that she would be voting no and that perhaps it should be added to the next meeting agenda.

The motion carried as follows:

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

Ms. Dull moved to add Item 7 to the Work Session agenda to have a discussion and possible consideration of an emergency declaration.

Mayor Oakes stated that it would have to be Item 8 as Item 7 is Roll Call. City Manager Steve Rosenberg commented that he was concerned about having sufficient time in the Work Session to take up the matter that Ms. Dull was proposing, so asked whether Ms. Dull would be willing to make a motion instead to add the item to the Regular Meeting agenda.

Ms. Dull agreed to amend her original motion to add the item as Item D on the Regular Meeting agenda.

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

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

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

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

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

2. <u>Presentation of the Draft FY2022 – FY2026 Capital Improvement Plan</u>

Chief Finance Officer Phil Trayer stated that he was going to summarize and review the FY2022 – FY2026 Capital Improvement Plan. Director of Public Works Jeff Johnston, City Engineer Lyle Hart, Environmental Programs Coordinator Pete Kesecker, Building Official John Glover and Senior Planner Rodney Rhodes were in attendance to answer any questions.

The CIP totals $108.3 million ($108,321,981) and is broken out as follows:
- General Fund – $61.7M
- School Fund – $9.6M
- Water Fund – $22.3M
- Sewer Fund – $8.8M
- Stormwater Fund – $4.6M
- Parking Fund – $1.4M

As in previous years, the basic framework of the CIP has remained relatively unchanged as the City continues to fund annual reserves for:
- Street Projects
- Sidewalk Projects
- VDOT Matching funds
- Fire Equipment to include apparatus, cardiac monitors, and self-contained breathing apparatus
- Greenway Projects
- Utility Projects
- Pedestrian Paths
- Education provisions

General Fund

Major changes in the **General Fund** are as follows:
- Staunton's portion of the Middle River Regional Jail construction has been scheduled in FY2023 as this project continues to proceed. The City hopes to apply a combination of reserve funds and debt service to cover these costs.
- The Police Station project scheduled for FY2023 has been removed and replaced with a $10M FY2026 provision for Public Safety / Judicial projects. This amount is a placeholder and will need to be updated in the future.
- Three VDOT funded street projects have been added to FY2026. They include the Greenville Avenue Road Diet, Richmond Road and Staunton Crossing project; and the Commerce Road and Lewis Creek Greenway project.
- The total cost of the Emergency Radio system has been consolidated into FY2022 as the City is tracking for a contract award by June 30, 2022. Previously the funding provisions were split between FY2022 and FY2023. Also, funding for this project has been updated. The previously proposed funding source was via debt, staff are now proposing using Fund Balance in the amount of $1.6M and $2M via ARPA funding.

FY2022
- Revised the Emergency Radio as discussed. Provision of $1.6M to $3.6M as this project expense has been consolidated to reflect an anticipated award by June 30, 2022.
- The Bessie Weller Safe Routes to School project cost estimate was adjusted down from $800K to $527K as per VDOT estimates.

- Provision for the Richmond Road / Staler Boulevard adjusted upwards to $934,970 to reflect VDOT's current cost estimate. The original estimate was $623K.

FY2023

- Consolidation of the emergency radio replacement provision of $2M into FY2022 as mentioned.
- The Police Station's $7M provision has been removed and replaced with a Public Safety provision in FY2026.
- The $350K provision for relocation of the IT department has been redesignated into undesignated CIP for future Council consideration.
- The Middle River Regional Jail construction has been scheduled in FY2023 as mentioned.

FY2024

- Moved $4.5M Fire Station provision into FY2026
- Moved Richmond Avenue Road Diet $2.2M to FY2026 to align with actual construction start date.
- Added $100K for the installation of lights at the Dog Park
- Removed $500K provision for Middle River Regional Jail
- Added $200K for the installation of pedestrian signals at Beverley and Coalter Streets.
- Moved $250K Maintenance Shop relocation to Nelson Center to FY2026

FY2025

- Removed $500K provision for Middle River Regional Jail
- Removed of a $250K provision for Maintenance Shop relocation, cost estimate adjusted down
- Moved $1.1M Edgewood Rd Sidewalk Project from N. Coalter to N. Augusta St. to FY2026
- Moved the $1.5M N. Augusta Sidewalk Project from Lambert St. to Terry St. to FY2026
- Moved the $1.1M N. Augusta Sidewalk Project from Terry St. to Meadowbrook Rd. to FY2026

FY2026

- Added provisions for Fire Truck Replacement Reserves/Cardiac Monitors/ Self Contained Breathing Apparatus
- Added $4.5M Firehouse replacement from FY2024 to FY2026
- Added $10M provision for Public Safety / Judicial projects
- Added Street and Sidewalk Reserves
- Added Maintenance, Greenways, Bike and Pedestrian Paths Reserves
- Added Education reserves for Blue Ridge Community College and City Schools
- Added the Maintenance Shop relocation to Nelson St a $250K provision
- Previously mentioned road projects from VDOT include:
    - $2.2M Richmond Avenue Road Diet from FY2023 / FY2024
    - $3.7M Greenville Avenue Road Diet
    - $4.1M Richmond Road and Crossing Way
    - $4.3M Commerce Road and Lewis Creek Greenway
- Added the three sidewalk projects as previously referenced

Unfunded and Unscheduled Projects

The core of the Unfunded and unscheduled projects has remained largely unchanged. During the CIP process numerous requests from staff were recommended and they were added to this section and total $7.3M. These projects were also requested for consideration of ARPA fund usage. They include:

- Gypsy Hill Park bathroom replacement – $700K
- Fire Apparatus replacement – $1.6M to replace two 20+ year old units
- Moxley Stadium Renovation – $1.5M
- Gypsy Hill Park practice field lights – $250K
- Gypsy Hill Park pool clubhouse renovation – $750K
- Streetscape / Water line replacement – Greenville Avenue entry way, $2.5M ($2,516,710)

Schools

*The FY2022 plan equals $3,575,000 and includes***:**

- Annual funding of reserves for mechanical /roof / generator replacement – $100K
- School Parking Pavement Reserves of $100K
- $250K added per year for work to enhance CTE related programs for secondary education
- $50K reserves for maintenance vehicles replacement
- $25K reserves for furniture replacement
- $3,050,000 combined provisions for school storage / maintenance shop relocation

FY2023 plan equals $4,350,000 and includes:

- School Bus Replacement – $50K
- Furniture – $50K
- Maintenance Vehicles / Grounds Equipment – $50K
- Mechanical / Roofs/ Generators – $100K
- Technology Reserves – $50K
- Paving of Parking Lots – $100K
- CTE Improvement reserves – $250K
- $2.5M provision for the Shelburne CTE renovations
- $1.2 million provision for additional student space at Shelburne Middle

Mr. Trayer stated that having been in involved in the CIP process in other school systems, Middle School physical plants are often the choke point in building capacity and it is no different in Staunton. This is the reason why the schools are so heavily focused on this school.

He also stated that the City and Schools need to begin thinking about the impact on the school student population and City departments for each additional housing project plan approved. The City and Schools would be well served to initiate a study, either internally or externally, that will provide some guidance on how the city and schools will be impacted as the City continues to grow.

Funding Reserves for the schools remain constant throughout FY2024 to FY2026 with the exception of CTE Reserve Funding in FY2024 which will go towards the Middle School CTE Facility improvements.

The remaining years are comprised of reserve funding for:

- Transportation
- Furniture replacement

- Mechanical / Equipment Reserve
- IT
- Paving
- And CTE reserves

Singular non-recurring projects totaling $6,750,000 are included as follows:

- School Warehouse $3,050,000 FY2022
- Shelburne CTE Renovations $2,500,000 FY2023
- Shelburne Student Meeting $1,200,000 FY2023

These projects will undergo further vetting and cost estimates will be revised as needed. One Major Project Remains unfunded and unscheduled, the renovation of Dixon Education Center in the amount of $25M, up from last year’s estimate of $15M.

Stormwater Fund

The Stormwater Fund has seen multiple changes to it as staff has reprioritized projects in order to provide the City with maximum impact on stormwater mitigation as well as well as reducing run off contamination.

FY2022

- Added $40K for the of the installation of rain gauges to monitor water levels within the City

FY2023

- Added $900K for a bio detention pond and stream restoration project between Garland Dr. and Hickory Street
- Added $50K for Men’s Green Thumb Park pollution reduction
- Moved the $1.2M Gypsy Hill Stream Restoration to FY2024
- Removed $50K of miscellaneous storm drain improvements
- Removed the $600K Tams – Caroline –Augusta storm drain projects

FY2024

- Added the $1.2M Gypsy Hill Stream Restoration from FY2023. Funding for this project is to be determined as cash reserves are not projected to be available to cover these costs at this time.
- Removed the $1.3M Greenhill Industrial Park basin retrofits. This item actually needs to be added to the unfunded mandated project list and will appear in that section in the final version of the CIP.

FY2025

- Removed $995,375 Pocahontas / Campbell drainage project
- Added $1.4M Villages Asylum Creek Stream restoration

FY2026

- Added $1M Staunton High School Stream restoration project

Unfunded / Unscheduled has been reduced and, for the most part, only the mandated projects remain on this list. There are two flood study related projects which appear on page 48 of the CIP and consists of an estimated $300K for flood shields and $650K for tunnel maintenance. These projects are potential candidates for ARPA funding and are not officially classified as mandated from a regulatory sense.

Water Fund

FY2022

- Moved the $250K Shutter Lee Mill Tank painting and repair project from FY2021 to FY2022. This project became a priority after inspections indicated preventative maintenance was necessary to maintain the tank.
- Adjusted the Clear Well tank repair provision from $1.5M to $600K to reflect revised estimates. This project was added as some leaks were detected at the Clear Well 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 expected to cover these costs.
- Moved the Fluoride Tank repair from FY2021 to FY2022
- Added water system and tank design for the eastern sector of the City for $80K

FY2023

- Added $65K water infrastructure study
- Added $3M water line upgrade for the eastern sector of the City. This project is contingent upon grant funding of 75% with the State.
- Removed $225K Ground Water Source Evaluation, as staff felt that this was not a priority at this time.

FY2024

- Added $2M water tank installation project in the industrial sector. This project is contingent on grant funding of 75% with the State.

FY2025

- No Changes

FY2026

- Added water line repair provision of $400K

Unscheduled / Unfunded Projects remained unchanged except for the addition of work in the Uniontown section of the City. This project was proposed by staff after initiating a study for funding consideration and this is a potential ARPA candidate.

Sewer Fund

FY2022

- Added $150K provision to replace 440 LF of Sewer Line from Reservoir Street to Somerson Street. This was moved from FY2021 into FY2022
- Added $80K for the Lyle Street to Blandford Street line replacement, this was also moved from FY2021
- Added $164,500 for sewer design work in the eastern portion of Staunton

FY2023

- Added $5M for sewer line construction improvements in the eastern sector of the City. This project is contingent upon grant funding from the state in the amount of 75%.

No changes to the Sewer Fund in FY2024 and FY2025

FY2026

- Added $2M Lewis Creek Sewer upgrade which was moved from the Unfunded / Unscheduled list

Changes to the Unfunded / Unscheduled Include:

- Adding Uniontown sewer installation. This was proposed by staff for possible funding consideration after the Uniontown study was completed. This is a potential ARPA candidate.
- Moved Lewis Creek Sewer upgrade to FY2026

Parking Fund

In the parking fund projects continue to move around but with a credit card merchant processor under contract that is compatible with the major parking control equipment vendors, the City is within 90 days of issuing an RFP for access control equipment at the New Street lot. Once equipment is installed, staff believe that the City will be able to capture additional revenue to help cash flow to parking projects.

FY2022

- Added New Street lot access and control equipment in the amount of $250K, moved from FY2021
- Moved $38K for the License Scanner for parking enforcement to FY2023 to ensure compatibility with new access equipment.

FY2023

- Added $38K for a License Scanner for parking enforcement, moved from FY2022

FY2024

- Moved $300K provisions for resealing and maintenance repair at New Street Garage to FY2025

FY2025

- Added $300K provisions for resealing and maintenance repair at New Street Garage from FY2024
- Moved $300K Johnson Street Garage provisions for resealing and maintenance repair to FY2026
- Moved $300K provisions for resealing and maintenance repair at Wharf lot to FY2026

FY2026

- Added $300K provisions for resealing and maintenance repair at Wharf lot from FY2025
- Added $300K provisions for resealing and maintenance repair at Johnson St. lot from FY2025

Mayor Oakes asked Council members if they had any questions.

Ms. Mead noted that Mr. Trayer mentioned there were several projects that were candidates for ARPA funding and wondered that the total amounts of those projects were versus the amount of funding available to the City. Mr. Trayer responded that he thought it was at least $12M and that the City had $13M in ARPA funds. Ms. Mead also asked that Mr. Trayer present the allocation of project funding by geographic location.

Mr. Claffey asked if the $2M listed in FY2023 for Middle River Regional Jail was an estimate and not a hard figure since there was a meeting coming up in February and there might be room for negotiation. Mr. Trayer responded that there was a meeting coming up in February, but the figure in the CIP was accurate three weeks ago.

Ms. Dull noted that on page 24 of the CIP, greenways funding was listed under Parks and Recreation and that she believed it would be more appropriately listed under Community Development. And then that on page 42 she noted an item that needed to be removed. Mr. Trayer stated that he would make the updates.

Ms. Mead commented that she saw there was an addition of $200K for the installation of ADA compliant pedestrian signals at Coalter and Beverley and she asked if that location was chosen because that was where most of the children from the School for the Deaf and Blind access the City. Mr. Trayer responded that he believed Council mentioned it last year during the CIP process and he made notes.

Mayor Oakes asked if Mr. Trayer could describe the New Street Garage access and control equipment. He responded that it was going to be 24-hour, seven day a week access equipment that would be have at least credit card accessibility if not a phone application associated with it for ease of payment.

Mr. Holmes stated that he was pleased that water line replacements were on the list as he had noted a number of water breaks had been happening near his business.

Council members did not have any further questions.

3. <u>Discussion of Ordinance to Appropriate an Additional 25% of the FY2022 Adopted Budget</u>

Mr. Trayer stated there is an additional budget appropriate request on the FY2022 Adopted budget. In response to the uncertainty of the economy and the potential impact of the City's 2022 revenues, the City's budget was appropriated at a level of 75% to allow staff to assess the impact the economy was having on the City revenue as the fiscal year unfolded. Revenues continues to flow into the City at a level to meet FY2022 Budget requirements.

- Meals Tax through October, 2021 are up $374K, and are projecting to finish at $850K above budget projections
- Sales Tax through September, 2021 are up $133K and are trending at $500K above budget projections
- Lodging Tax through October, 2021 are up $188K and are $327K above budget projections
- Real Estate, Personal Property Tax and Business Occupational Tax are all set to meet budget projects

Given the overall positive variances, staff feels comfortable with appropriating the final 25% of the FY2022 Budget at this time, bringing the FY2022 Adopted Budget appropriate to 100%.

This appropriation request equals $32,794,216 and does not require a Public Hearing as one was held during the budgeting process for the full budget amount. The City portion of this budget appropriation is $22,665,250 and the School portion of this budget appropriation is $10,128,966. This Ordinance will be brought back to Council for consideration at the January 27, 2022 Regular Meeting.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any questions.

Ms. Mead moved to introduce an ordinance amending the FY2022 Budget by adding an additional 25% of the FY2022 Adopted Budget in the amount of $32,794.216.

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

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

4. <u>Discussion of Ordinance Amending, Restating, and Reordaining Section 12.35.010, Establishment of City Market-Location; Deleting Sections 12.35.030, Rules and Regulations, 12/35/040 Fees, and 12.35.060 Certificate Required, of Chapter 12.35, City Market, of Title 12, Streets, Sidewalks, and Public Places of the Staunton City Code</u>

City Attorney John Blair stated that the relationship between the Farmers' Market and the City has changed over the years. Council is being asked to change the ordinances to reflect the new relationship. In the past, the City ran the Market, but with new leadership the Market is now a non-profit organization run by a committee and is in the process of gaining tax exempt status. The proposed ordinance would reflect that the City Manager would have the authority to contract with them to run the market. Mr. Rosenberg stated that historically, each vendor was required to sign a hold harmless agreement as the Market as a whole did not have insurance coverage. The ordinance change would require the Market to indemnify the City and offer more protection to the City.

Mayor Oakes asked Council members if they had any questions.

Ms. Dull asked that with the proposed changes to the ordinance, would the City have to submit an RFP in the future to run the Market. Mr. Blair stated that this falls within the City's small purchase procedures and would not require the City to solicit more than one bid.

Council members did not have any further questions

5. <u>Discussion of Shenandoah Valley Animal Services Center</u>

City Manager Steve Rosenberg stated that Ms. Dull asked that this item be added to the agenda. Currently Waynesboro is the fiscal agent for the Shenandoah Valley Animal Services Center (SVASC). There has been preliminary discussion of shifting to Staunton or Augusta County as the fiscal agent. Waynesboro is agent for three regional agencies, Staunton and Augusta County each have two. However, Augusta County is no longer going to be agent for one. If Augusta County became the fiscal agent for SVASC, it would even out the responsibilities among the localities.

Mr. Rosenberg shared that the proposals for management of the shelter are being reviewed. Waynesboro is working on possible changes to the authorized number of positions, as well as compensations for those positions. The proposed changes will be reviewed by the three localities and will result in a change to the City's contribution to the shelter. The FY2022 contribution from the City is $95,000. Ms. Dull also proposed the establishment of a shelter advisory commission and that is in discussion with the leadership. As of December 31, 2021 there is no veterinarian at the shelter. Waynesboro has tried to directly hire a vet, but none of those efforts have been successful. They are currently exploring temporary partnerships with other area shelters. Mr. Rosenberg and Tim Fitzgerald, Augusta County Administrator, are reaching out through their own networks to try and find a vet.

SVASC recently hired a kennel manager and those candidates not hired have been encouraged to accept part-time jobs at the shelter. The shelter director position is still vacant and staff were told to report shelter needs directly to the localities so help can be provided as fast as possible.

Mayor Oakes asked Council members if they had any questions.

Mr. Claffey asked how much the total budget for SVASC was and whether the three localities pay the same amount. Mr. Rosenberg replied that there is a convoluted formula that a portion of the total is divided equally, a portion is based on population and another portion is based on the number of cases related to each locality. Mr. Claffey asked if the $95,000 had been constant over the last five years. Mr. Rosenberg stated that he did not believe that it had been.

Ms. Dull stated that the citizens are very concerned about the shelter and ask that Staunton become the fiscal agent and also that the shelter director position be paid a more reasonable salary. SVASC is a shelter that the community can be proud of, so Staunton needs to support it.

Mayor Oakes asked for more detail regarding the advisory committee. Mr. Rosenberg stated that, as he had mentioned, he passed the suggestion on to Mr. Fitzgerald and Mr. Hamp and there is a willingness to consider it and he expects that they will discuss it at an upcoming meeting.

Ms. Darby stated that she agreed with Ms. Dull's assessment of the situation and that Staunton needs to do whatever needs to happen to make a difference and keep SVASC going. Vice Mayor Robertson agreed that citizens are concerned about SVASC and that Staunton needs to do the work to keep it at the same quality of service. Mr. Holmes stated that the three localities may just have to increase their portions of the budget. Mayor Oakes said that Staunton should take the lead and set the example. Mr. Claffey stated that he is definitely in favor of adding to the financial contribution.

Council members did not have any further questions

6. Discussion of Reconsideration of Memorandum of Understanding between County of Augusta and City of Staunton Concerning Staunton and Augusta County Courts and Related Resolution of City Council

Mr. Rosenberg stated that Ms. Mead asked for this item to be on the agenda so that he would defer to her. Ms. Mead stated at the December 9, 2021 meeting of City Council they voted to suspend any conversations about the MOU and the resolution to support legislation that would be proposed so that Augusta County could accelerate the date of a referendum in the County from 2026 to 2022. She stated that on December 28, 2021 she sent an email to her fellow Council members in the interest to hold a meeting to address questions in the community about the future of the Augusta County Courthouse and surrounding buildings downtown. She asked Mr. Rosenberg to make a presentation as well as Mr. Blair, and give the public a chance to ask questions, even if those questions did not have solid answers. She offered the Mayor the opportunity to conduct and lead the special meetings, but if Mayor Oakes did not believe that was appropriate, two other City Council members were willing to call the meeting with Ms. Mead. The meeting was scheduled to occur on January 11, 2022 and Ms. Dull notified staff and Council that she would attend via Zoom.

Ms. Mead stated that on January 11, 2022, Vice Mayor Robertson, Mr. Holmes, Ms. Dull via Zoom and herself were in attendance along with City staff and members of the community. Mr. Blair advised that to have a quorum of City Council, four members must be physically in attendance at City Hall. The meeting could not occur.

Ms. Mead moved that the Staunton City Council Regular Meeting of January 13, 2022 include a presentation by City Manager Steve Rosenberg and City Attorney John Blair, as well as a public input session including the public's questions of City Council on the possible relocation of Augusta County's courts and the City's possible acquisition of the County's vacated court facilities and a reconsideration of the memorandum of understanding between the County of Augusta and City of Staunton concerning Staunton and Augusta County courts and related resolution of City Council and that item be added to the agenda as Item E.

The motion was seconded by Mr. Holmes.

Mr. Holmes stated that he had been on the fence at the December meeting and thought the issue was just tabled for a short while. He said that if the City had been able to purchase the properties for the $1.00 each that was proposed, the City could then turn the properties in to tax producing properties.

Mr. Claffey noted that Delegative John Avoli has introduced legislation, as has Senator Emmet Hanger, for the referendum. He said the issue was tabled because Augusta County did not need the Council's permission to proceed. They were going to proceed regardless. Mr. Claffey stated that Augusta County has continuously shunned support from Staunton and never asked the City for their input. The County offered the buildings for $1 each, but they are in an unacceptable condition and that the jail is an absolute disgrace. Mr. Claffey believes that the City should get additional funds from the County to repair the buildings and that is why he voted to table the matter until the Legislature decided what to do. He is also not convinced that the General Assembly will allow another referendum. And if the referendum is allowed, let the citizens of Augusta County decide. The vote in 2016 was not binding and the Board of Supervisors paid no attention to that referendum. He does not want to see the Courthouse fall in to disrepair or be lost to the City. He still wants to maintain the discussion as tabled until November 2022 and vote then.

Ms. Mead stated that the buildings are not adequate from a Court perspective. However, that does not mean they are beyond redemption. She did agree that the old jail was in horrendous shape. Ms. Mead stated that the estimate to demolish the building is not unreasonable. She also clarified that Augusta County did not say that they were moving forward without Staunton, Delegate Avoli stated that. Ms. Mead then shared the legislation that has been put forward in Richmond. One of the items is a mutual agreement between Staunton and Augusta County and that the referendum shall be binding.

Mr. Blair stated that the intent of the binding is to say that Augusta County can hold the referendum in November of 2022 and that the County has to move forward with what their residents choose. Mr. Blair clarified that the legislation can always be reversed with other legislative action.

Ms. Dull stated that her interest in this motion was because the citizens of Staunton did not have all the facts. The negotiation and information for this MOU went through closed meetings. She believes that it is important, at a minimum, to have a public hearing so that they can ask questions.

Vie Mayor Robertson said that ever since Tuesday night his phone has been ringing off the hook. And he has had some impactful emails that have made him think hard about the situation. He is in favor of having a public hearing. The citizens of Staunton need to learn what was discussed behind closed doors but he will not vote for the motion because he wants to learn more before they hold a public hearing.

Mayor Oakes stated that Council is there to serve Staunton first and foremost and that she would be voting against the motion.

Ms. Darby stated that she was the one that made the motion to table the issue and she was sorry if citizens were confused. The intent was to table the matter until Delegative Avoli took the legislation to overturn the 2016 referendum. Her main concern is that the deal might be a good one for Augusta County, but she is not convinced it is a good deal for the City of Staunton. Ms. Darby stated that to do anything to the building will cost the taxpayers. She stated that the main concern is to find a suitable location for the Juvenile and Domestic Relations Court. That is what the City should focus on at this time. She stated that the City needs to learn more and prepare before a decision can be made. She will not support the motion.

The motion failed as follows:

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

Mr. Claffey stated: “In the interest of the hearing of public comment tonight, I move the Council amend its Regular agenda for tonight’s meeting to conduct a public hearing pursuant to Council Procedure Memorandum Four, on the possible relocation of Augusta County’s courts to Verona, Virginia.”

The motion was seconded by Vice Mayor Robertson.

Ms. Mead stated that this is just an opportunity to hear from the people but not to answer questions. There is no exchange.

The motion carried as follows:

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

Mayor Oakes stated that the public hearing concerning the courthouse issue would be added to the Regular Meeting agenda as Item E. She also stated that the Regular Meeting would start at 7:35 p.m. to accommodate a brief break.

The work session adjourned at 7:29 p.m.

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Kim Cormier
Acting Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 13, 2022
7:35 p.m.
Rita S. Wilson Council Chambers

PRESENT:	**Mayor Andrea Oakes**
	Mark Robertson, Vice Mayor
	Stephen W. Claffey
	Amy G. Darby
	Carolyn W. Dull (remote participant)
	Brenda O. Mead
	R. Terry Holmes
ALSO PRESENT:	**Steven Rosenberg, City Manager**
	Leslie Beauregard, Assistant City Manager
	John Blair, City Attorney
	Kim Cormier, Acting Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes called this meeting of Staunton City Council to order. Mayor Oakes stated that all individuals are to wear a mask and keep it on at all times.

The Pledge of Allegiance was recited in unison.

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

MAYOR'S REPORT

Mayor Oakes stated that City Manager Steve Rosenberg would like to say a few words. Mr. Rosenberg introduced and welcomed Dr. Elaine Perry, the recently appointed Interim Health Director of the Central Shenandoah Health District. Dr. Perry was participating via the Zoom platform.

Mayor Oakes read the following proclamation in recognition of service of Dr. Francis Collins:

WHEREAS, Francis Sellers Collins, M.D., Ph.D. was born in Staunton, Virgnia to Fletcher and Margaret James Collins on April 14, 1950; and

WHEREAS, after graduating from Staunton High School, formerly known as Robert E. Lee, he attended the University of Virginia, Yale University and the University of North Carolina at Chapel Hill; and

WHEREAS, having been chosen to lead the International Human Genome Project, reading out the three billion letters of the human DNA instruction book for the first time, Dr. Collins and his team delivered results ahead of schedule and made them freely accessible to all in 2003; and

WHEREAS, during his tenure as Director of the National Institutes of Health, Dr. Collins garnered broad bipartisan Congressional support for NIH research to tackle some of the most pressing health issues facing Americans, including Alzheimer's disease, cancer, opioid use disorder, rare diseases and the COVID-19 pandemic; and

WHEREAS, Dr. Collins is the longest serving presidentially appointed director of the National Institutes of Health, having served three U.S. presidents over more than 12 years; and

WHEREAS, Dr. Collins ended his time as the director of the National Institutes of Health on December 19, 2021, to return to his research at his laboratory at the National Human Genome Research Institute.

NOW, THEREFORE, BE IT PROCLAIMED, by Staunton City Council that the City of Staunton, Virginia expresses its deepest appreciation to Dr. Collins for his many years of service to the United States as the director of NIH and recognizes and honors him, as he concludes his service as director, for the significant contributions he has made toward advancements in science that have enhanced the health of our nation's citizens.

Dated this 13th day of January, 2022.

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

ATTEST: /s/Kim Cormier
ACTING CLERK OF COUNCIL

Vice Mayor Robertson thanked Dr. Collins for all that he has done for the City of Staunton and for the nation as a whole.

Mayor Oakes stated that it was such an honor to be able to give a proclamation in recognition for all that Dr. Collins had done for the nation. Dr. Collins is a true Stauntonian.

Dr. Collins, participating remotely, thanked Council for the incredible honor from his hometown. He stated that he was not retired quite yet. He and his wife, Diane Baker, were there in Chevy Chase, Maryland in his home office. He is still working is his laboratory and working on some writing projects. Dr. Collins shared that he grew up on Penny Royal Farm in Verona, Virginia where his parents founded the Oak Grove Theater and that it was an amazing gathering place for people to get together and just have a wonderful time with the theatrical experience. He stated that they moved to town when he was 10 years old to the big brick house on East Beverley Street and at that time he started going to public school. He stated that he had good fortune to have the kind of education that was perfect for a child with his curiosity and interests. He said it was a 10th grade chemistry class at Lee High that got him excited about science. He said, "This is something I think I could spend my life on trying to basically solve mysteries, because that's what science is all about." He said he is proud of Staunton for continuing to be a place of music and theater and where the arts can flourish. He thanked Council for their willingness to be public servants.

Ms. Dull asked Dr. Collins if she should get more excited about the Human Genome Project or CRISPR (a technology that can be used to edit genetic code). Dr. Collins replied that she should get excited about both because they can be used together and that it is going to be possible to start curing all kind of genetic diseases. But the technology needs to be used carefully and ethically and then amazing miracles are going to happen.

In other business, Mayor Oakes asked Mr. Rosenberg to provide an update about the pending snow. Mr. Rosenberg replied that staff would be having a meeting on Friday to make appropriate plans and prepare media announcements that will be shared with the citizens.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Ms. Darby stated that she wanted to thank all of the health care providers and the first responders. This is a very challenging time and they are all working so hard. She also stated that the Staunton City Schools have started their Kindness Matters Initiative and that students, staff and administrators are encouraged to wear their Kindness Matter t-shirts on Friday, January 14. Finally, she wanted to extend her best wishes to Governor Youngkin's incoming administration.

Ms. Dull stated that she attended the initial meeting of a work group for affordable housing. Also, she wanted to bring up that Monday, January 17 was Martin Luther King, Jr. Day and encouraged citizens to participate in any events that were available.

APPROVAL OF MINUTES

Mr. Claffey moved to approve the Work Session and Regular Meeting Minutes of December 9, 2021 as presented.

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

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

REGULAR MEETING

A. Consideration of Ordinance to Amend the FY2022 Budget for the City of Staunton by Adding Budget Amendment Number Three

Chief Finance Officer Phil Trayer stated that FY2022 Budget Amendment Number Three captures prior year carryover, grant award balancing, new grant awards, donations, and insurance recoveries.

The Amendment totals $21,155,122 and required a public hearing that was held during the December 9, 2021 regular meeting. The City portion of this amendment is $15,670,460 and the Schools portion is $5,484,662.

General Fund provisions total $8,791,108 and include:

- $401K – General Government
- $60K – Judicial Administration
- $297,290 – Public Safety

- $561,832 – Public Works
- $243,062 – Parks, Recreation, Cultural
- $335,000 – Community Development
- $6,276,000 – Transfers to the CIP Fund

CIP Funding of $6,276,000 includes:
- $1,670,000 – FY2022 and FY2023 CIP Projects
- $2,500,000 – Reserve funds for future School Construction Projects
- $1,600,000 – Emergency Radio Project
- $331,000 – Police and Animal Control Vehicles
- $175,000 – Public Works Vehicle

Additional funding includes:
- $300,000 – Community Development Fund
- $293,260 – Environmental Funds
- $10,092 – Grants Fund
- $5,667,192 – Education Fund
- ($250,000) – School CIP Fund Adjustment
- $67,470 – School State Operated Program Fund

The City Manager recommends the approval of Budget Amendment Number Three as presented.

Mayor Oakes asked if Council had any questions or comments.

Mr. Holmes asked if the School system was going to have an increase in students. Mr. Trayer confirmed that there is going to be a noticeable increase because of housing development on Middlebrook Avenue and in the Old South subdivision.

Council members did not have any further questions.

Ms. Dull moved to adopt an ordinance amending the fiscal year 2022 budget by adding Budget Amendment Number Three, totaling $21,155,122, as presented.

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

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

[Attachment A]

B. Consideration of Ordinance Amending, Restating, and Reordaining Section 12.35.010, Establishment of City Market-Location; Deleting Sections 12.35.030, Rules and Regulations, 12.35.040 Fees, and 12.35.060, Certificate Required, of Chapter 12.35, City Market, of Title 12, Streets, Sidewalks, and Public Places of the Staunton City Code

City Attorney John Blair stated that this particular code amendment is conforming the current practice of how the City market is conducted with the ordinance. The ordinance, as written and adopted many years ago by Council, conceived of a market as a completely public operation operated by the City with a City employee as the market manager as well as the City as the superintending fiscal agent. In recent years, the market has been mainly administered by a private nonprofit group. This ordinance amendment reflects that the City Manager may contract with a nonprofit group, such as the Staunton Farmers' Market to operate the City market. The amendments do require that the City Manager must approve the rules and regulations of the market and other aspects that affect he efficiency or safety of the market itself.

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any further questions.

Mr. Claffey moved that City Council adopt the ordinance amending, restating, and reordaining Section 12.35.010 and deleting Sections 12.35.030, 12.35.040, and 12.35.060 of Chapter 12.35, City Market, of Title 12, Streets, Sidewalks, and Public Places of the Staunton City Code.

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		

Ordinance No. 2022 - 02

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 12.35.010, ESTABLISHMENT OF CITY MARKET – LOCATION; AND DELETING SECTIONS 12.35.030, RULES AND REGULATIONS; 12.35.040, FEES; AND 12.35.060, CERTIFICATE REQUIRED, OF CHAPTER 12.35, CITY MARKET, OF TITLE 12, STREETS, SIDEWALKS AND PUBLIC PLACES OF THE STAUNTON CITY CODE

Recitals

A. A City farmers market is operated in the City of Staunton, pursuant to Chapter 12.35 of the Staunton City Code (SCC) and Section 11, Third of the Staunton City Charter;

B. Representatives of the Staunton Farmers' Market (the Market) have met with City staff concerning a restructuring of the relationship between the City and the Market;

C. Representatives of the Market established a new corporate entity, Staunton Farmers Market, a Virginia nonstock corporation (the Corporation), to operate the Market and are currently in the process of obtaining 501(c)(5) Internal Revenue Service tax exemption status as a non-profit agricultural organization;

D. The City and the Corporation desire to enter into an agreement concerning the Corporation's operation of the Market and use of the west side of the City's Wharf parking lot and to amend provisions of the SCC to recognize the Corporation as the operator of the Market and to otherwise reflect the restructured relationship;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 12.35, City Market, of Title 12, Streets, Sidewalks and Public Places, of the Staunton City Code be and hereby is amended as follows:

12.35.010 Establishment of city market – Location.

There is hereby established a city market or markets, which shall be operated at a location or locations designated by the city manager. The city manager may contract with one or more not-for-profit entities to operate the city market or markets. Any contract between the city and such a not-for-profit entity (a) shall provide for the city manager's approval of rules and regulations established by the not-for-profit entity governing the hours of market operation, the types and sourcing of products sold at the market, market fees, producers' certificates, and any other rule or regulation that the city manager determines is necessary or appropriate for the efficient and safe operation of the city market, and (b) shall include such other terms as are deemed necessary or appropriate by the city manager to the operation of the city market.

12.35.020 Purpose, etc.

(1) The city market (or markets) shall be operated for the accommodation of any person desiring to make retail sales of farm produce and foodstuffs, grown or produced by him, members of his family or farm laborers employed by him upon property owned or leased by such person, subject to such exceptions as are approved by the city manager.

(2) Types of produce permitted to be sold hereunder include farm- and kitchen-produced products such as fruit, vegetables, eggs, cider, honey, cut flowers, potted plants, baked goods (not egg based), and jams, jellies and relishes. Canned fruit and vegetables or egg-based baking goods are not permitted without approval of the local department of health. Subject to such exceptions as are approved by the city manager, products sold must be produced by the seller, his family, or farm employees. Selling of items purchased from or provided by another market or producer is not permitted.

12.35.050 Retail merchant's license waived.

Participants, not otherwise required under applicable state and local law to have a retail merchant's license, shall not be required to have such license solely because of their participation in the city market (or markets).

In all other respects, the provisions of Chapter 12.35, City Market, of Title 12, Streets, Sidewalks and Public Places, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

BE IT FURTHER ORDAINED by the Council of the City of Staunton, Virginia, that the City Manager is authorized and directed to execute an agreement between the City and Staunton Farmers Market, a Virginia nonstock corporation, concerning the restructured operation of the existing city market by the Corporation, with such modifications and in final form as approved by the City Attorney. Ratification of such an agreement shall not be conditioned upon the Corporation first obtaining 501(c)(5) Internal Revenue Service tax exemption status as a non-profit agricultural organization.

Introduced: January 13, 2022
Adopted: January 13, 2022
Effective Date: January 13, 2022

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

ATTEST: /s/Kim Cormier
ACTING CLERK OF COUNCIL

C. Consideration of Ordinance Amending, Restating, and Reordaining Section 5.05.180, Alcoholic Beverages, Chapter 5.05, Business, Professional, Occupation and Other License Taxes, Article III, Other Licenses and Taxes, of Title 5, Business Licenses and Regulations of the Staunton City Code

Mr. Blair stated this is a minor amendment to conform the City's code to the State code. The only change is a reference to a designated outdoor refreshment area license that is granted by the Alcoholic Beverage Control Board of Virginia. It was previously called a special event permit granted by the ABC Board.

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any questions.

Ms. Dull moved that City Council adopt the ordinance amending, restating, and reordaining Section 5.05.180, Alcoholic Beverages, Chapter 5.05, Business, Professional, Occupation and Other License Taxes, Article III, Other Licenses and Taxes, of Title 5, Business Licenses and Regulations, of the Staunton City Code to align with changes to the Code of Virginia as enacted by the General Assembly.

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

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

Ordinance No. 2022 - 03

AN ORDINANCE AMENDING, RESTATING AND REORDAINING SECTION 5.05.180, ALCOHOLIC BEVERAGES, CHAPTER 5.05 BUSINESS, PROFESSIONAL, OCCUPATION AND OTHER LICENSE TAXES, ARTICLE III, OTHER LICENSES AND TAXES, OF TITLE 5, BUSINESS LICENSES AND REGULATIONS, OF THE STAUNTON CITY CODE TO ALIGN WITH CHANGES TO THE CODE OF VIRGINIA AS ENACTED BY THE GENERAL ASSEMBLY

A. The General Assembly has enacted changes at various times to the Code of Virginia which merit amendments to the Staunton City Code (SCC) relating to the annual license tax for the manufacturing, bottling, or selling of alcohol to align the SCC with the Code of Virginia;

B. Pursuant to Section 4.1-233.1 of the Code of Virginia, Staunton and City Charter Section 11, Twenty-Four, the City Council has the authority to amend Section 5.05.180 of the SCC;

D. City Staff also recommends amendments to Section 5.05.180 of the SCC to make it more uniform with Section 4.1-233.1 of the Code of Virginia;

C. The City Council finds that it is in the interest of the City and its citizens to amend the City Code provisions relating to the annual license tax for the manufacturing, bottling, or selling of alcohol, pursuant to the changes enacted to Section 4.1-233.1 of the Code of Virginia;

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 5.05.180, Alcoholic Beverages, Chapter 5.05 Business, Professional, Occupation and Other License Taxes, Article III, Other Licenses and Taxes, of Title 5, Business Licenses and Regulations, of the Staunton City Code be and hereby is amended as follows:

5.05.180 Alcoholic beverages.

(1) Every person engaged in the manufacture, bottling or selling of alcoholic beverages within the city shall pay for the privilege an annual license tax as follows:

~~(a) Alcoholic Beverages. For each:~~

~~(i) Distiller's license: if more than 5,000 gallons but not more than 36,000 gallons manufactured during such year, $750.00; if more than 36,000 gallons manufactured during such year, $1,000; and no local license shall be required for any person who manufactures not more than 5,000 gallons of alcohol or spirits, or both, during such license year;~~

~~(ii) Fruit distiller's license: $1,500;~~

~~(iii) Bed and breakfast establishment license: $40.00;~~

~~(iv) Museum license: $10.00;~~

~~(v) Tasting license: $5.00 per license granted;~~

~~(vi) Equine sporting event license: $10.00;~~

~~(vii) Day spa license: $20.00; and~~

~~(viii) Meal-assembly kitchen license: $20.00.~~

~~(b) Beer. For each:~~

~~(i) Brewery license: if not more than 500 barrels of beer manufactured during the year in which the license is granted, $250.00, and if more than 500 barrels of beer manufactured during the year in which the license is granted, $1,000;~~

~~(ii) Bottler's license: $500.00;~~

~~(iii) Wholesale beer license: $250.00;~~

~~(iv) Retail on-premises beer license for a hotel, restaurant, club or other person and for each retail off-premises beer license: $100.00; and~~

~~(v) Beer shipper's license: $10.00.~~

~~(c) Wine. For each:~~

~~(i) Winery license: $50.00;~~

~~(ii) Wholesale wine license: $50.00;~~

~~(iii) Farm winery license: $50.00; and~~

~~(iv) Wine shipper's license: $10.00.~~

~~(d) Wine and Beer. For each:~~

~~(i) Retail on-premises wine and beer license for a hotel, restaurant or club; and for each retail off-premises wine and beer license, including each gift shop, gourmet shop and convenience grocery store license: $150.00;~~

~~(ii) Hospital license: $10.00;~~

~~(iii) Banquet license: $5.00 for each license granted, except for banquet licenses granted by the board pursuant to Section 4.1-215(A) of the Code of Virginia, for events occurring on more than one day, which shall be $20.00 per license;~~

~~(iv) Gourmet brewing shop license: $150.00;~~

~~(v) Wine and beer shipper's license: $10.00;~~

~~(vi) Annual banquet license: $15.00; and~~

~~(vii) Historic cinema house license: $20.00.~~

~~(e) Mixed Beverages. For each:~~

~~(i) Mixed beverage restaurant license, including restaurants located on the premises of and operated by hotels or motels, or other persons:~~

~~(A) With a seating capacity at tables for up to 100 persons: $200.00;~~

~~(B) With a seating capacity at tables for more than 100 but not more than 150 persons: $350.00; and~~

~~(C) With a seating capacity at tables for more than 150 persons: $500.00;~~

~~(ii) Private, nonprofit club operating a restaurant located on the premises of such club: $350.00;~~

~~(iii) Mixed beverage caterer's license: $500.00;~~

~~(iv) Mixed beverage limited caterer's license: $100.00;~~

~~(v) Mixed beverage special events licenses: $10.00 for each day of each event;~~

~~(vi) Mixed beverage club events licenses: $10.00 for each day of each event;~~

~~(vii) Annual mixed beverage amphitheater license: $300.00;~~

~~(viii) Annual mixed beverage motor sports race track license: $300.00;~~

~~(ix) Annual mixed beverage banquet license: $75.00; and~~

~~(x) Limited mixed beverage restaurant license:~~

~~(A) With a seating capacity at tables for up to 100 persons: $100.00;~~

~~(B) With a seating capacity at tables for more than 100 but not more than 150 persons: $250.00; and~~

~~(C) With a seating capacity at tables for more than 150 persons: $400.00.~~

~~(f) Annual mixed beverage performing arts facility license: $300.00.~~

(a) Manufacturer licenses. For each:

(i) Distiller's license and limited distiller's license, if more than 5,000 gallons but not more than 36,000 gallons manufactured during such year, $750; if more than 36,000 gallons manufactured during such year, $1,000; and no local license shall be required for any person who manufactures not more than 5,000 gallons of alcohol or spirits, or both, during such license year;

(ii) Brewery license and limited brewery license, if not more than 500 barrels of beer manufactured during the year in which the license is granted, $250, and if more than 500 barrels manufactured during such year, $1,000;

(iii) Winery license, $50; and

(iv) Farm winery license, $50.

(b) Wholesale licenses. For each:

(i) Wholesale beer license, $250; and

(ii) Wholesale wine license, $50.

(c) Retail licenses — mixed beverage. For each:

(i) Mixed beverage restaurant license, granted to persons operating restaurants, including restaurants located on premises of and operated by hotels or motels, or other persons:

(A) With a seating capacity at tables for up to 100 persons, $200;

(B) With a seating capacity at tables for more than 100 but not more than 150 persons, $350;

(C) With a seating capacity at tables for more than 150 persons but not more than 500 persons, $500;

(ii) Mixed beverage restaurant license for restaurants located on the premises of and operated by private, nonprofit clubs, $350;

(iii) Mixed beverage caterer's license, $500;

(iv) Mixed beverage limited caterer's license, $100;

(v) Annual mixed beverage motor sports facility license, $300;

(vi) Limited mixed beverage restaurant license:

(A) With a seating capacity at tables for up to 100 persons, $100;

(B) With a seating capacity at tables for more than 100 but not more than 150 persons, $250; or

(C) With a seating capacity at tables for more than 150 persons, $400;

(vii) Annual mixed beverage performing arts facility license, $300;

(viii) Bed and breakfast license, $40;

(ix) Museum license, $10;

(x) Annual mixed beverage special events license, $300.

(d) Retail licenses — on-and-off-premises wine and beer. For each on-and-off premises wine and beer license issued to:

(i) Hotels, restaurants, and clubs, $150;

(ii) Hospitals, $10;

(iii) Rural grocery stores, $37.50; and

(iv) Historic cinema houses, $20.

(e) Retail licenses — off-premises wine and beer. For each:

(i) Retail off-premises wine and beer license, $150;

(ii) Gourmet brewing shop license, $150; and

(iii) Confectionery license, $20.

(f) Retail licenses — banquet, special event, and tasting licenses. For each:

(i) Per-day event licenses. For each:

(A) Banquet license, $5 per license granted by the Board, except for banquet licenses granted by the board pursuant to subsection A of § 4.1-215 of the Code of Virginia, which shall be $20 per license;

(B) Mixed beverage special events license, $10 for each day of each event;

(C) Mixed beverage club events license, $10 for each day of each event; and

(D) Tasting license, $10.

(ii) Annual licenses. For each:

(A) Annual beer and wine banquet license, $15;

(B) Designated outdoor refreshment area license, $60;

(C) Annual mixed beverage banquet license, $75;

(D) Equine sporting event license, $10; and

(E) Annual arts venue event license, $10.

(g) Retail licenses — marketplace. For each marketplace license, $200.

(h) Retail licenses — shipper, bottler, and related licenses. For each:

(i) Wine and beer shipper's license, $10; and

(ii) Bottler license, $500.

(2) In ascertaining the liability of a beer wholesaler to local merchants' license taxation, and in computing the local wholesale merchants' license tax on such beer wholesaler, purchases of beer up to a stated amount shall be disregarded, which stated amount shall be the amount of beer purchases which would be necessary to produce a local wholesale merchants' license tax equal to the local wholesale beer license tax paid by such wholesaler under SCC 5.05.170 and a wholesale wine licensee to local merchants' license taxation, and in computing the local wholesale merchants' license tax on such wholesale wine licensee, purchases of wine up to a stated amount shall be disregarded, which stated amount shall be the amount of wine purchases which would be necessary to produce a local wholesale merchants' license tax equal to the local wholesale wine licensee license tax paid by such wholesale wine licensee under SCC 5.05.170.

(3) As relevant, the definitions found in Section 4.1-100 of the Virginia Code or successor provisions shall apply mutatis mutandis to the same terms used in this section.

In all other respects, the provisions of Section 5.05.180, Alcoholic Beverages, of Chapter 5.05, Business, Professional, Occupation and Other License Taxes, Article 111, Other Licenses and Taxes, of Title 5, Business Licenses and Regulations, of the Staunton City Code, remain the same and are hereby restated, confirmed and reordained.

Introduced: January 13, 2022
Adopted: January 13, 2022
Effective Date: January 13, 2022

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

ATTEST: /s/Kim Cormier
ACTING CLERK OF COUNCIL

D. Discussion and Possible Consideration of an Emergency Order

Ms. Dull stated that the Harrisonburg City Council has adopted a local emergency declaration for 30 to 45 days so that not only Council but all of their boards and commissions can meet virtually until Omicron has passed. Ms. Dull said that it would be a good idea to do a time-limited local emergency that would allow Council and associated boards and commissions to meet virtually.

Mayor Oakes asked if Council had any questions or comments.

Mr. Holmes stated that he agreed and thinks that a time-limited local emergency declaration is common sense.

Vice Mayor Robertson stated that he disagreed and he thought perhaps to look at a declaration in the future, but he suggests that Council take a look at the Supreme Court that did away with President Biden’s mandate on companies 100 or greater. Also, Governor Youngkin has already said that he is going to do away with the State mask mandate. The Vice Mayor stated that he would like two weeks to take a look at the situation before a declaration.

Mr. Blair clarified that the Supreme Court decision was actually a stay on an OSHA regulation that required employers of 100 employees or greater to require vaccinations. He stated that the mask mandate in government facilities is a Virginia OSHA requirement.

Council members did not have any further questions.

Ms. Dull moved that City Council declare a local emergency declaration enforced through February 11, 2022.

The motion was seconded by Ms. Mead.

Mayor Oakes asked that Mr. Blair clarify if the City's boards and commissions can decide for themselves. Mr. Blair confirmed that each public body has the authority to have virtual meetings through February 11.

Mayor Oakes asked Mr. Rosenberg if the City Council meetings were livestreamed. Mr. Rosenberg replied that was correct.

The motion failed as follows:

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

E. Public Hearing Concerning the Augusta County Courthouse

City Manager Steve Rosenberg stated that this matter concerns a possible arrangement between Augusta County and the City of Staunton, involving Augusta County's court facilities located in the City. This arrangement was previously considered by Council at its meeting on December 9, 2021. The condition of the County's court facilities in the City, all of which are owned by the County, has been an issue for years. Progress on widely recognized needed improvements to the facilities has proved elusive, despite engagement between the City and the County for more than a decade. There is currently a pending court proceeding initiated last September by the Circuit Court for the 25th Judicial Circuit regarding the condition of the City's Juvenile and Domestic Relations District Court. That court, though a City court, is located in the County's General District Courts building on Johnson Street. There is a similar proceeding pending concerning the condition of all three of the County's courts located in the City. Their Circuit Court, General District Court and Juvenile and Domestic Relations District Court. Judicial proceedings require both the County and the City to take certain actions to address the current condition of their respective court facilities.

Once those proceedings were commenced, there was renewed dialogue between representatives of the City and the County about the future of the County's court facilities in the City. That dialogue included several meetings between County representatives and City representatives. During the renewed dialogue, as they had previously, the parties discussed a possible financial contribution by the City to construction of a new court facility in the City, a new County court facility in the City. By a letter dated November 12, 2021, the County very clearly communicated to the City that it has no desire to move forward with a project in the City, even with such a financial contribution, and that it intends to pursue construction of a new court facility in Verona. With that communication City Council and members of the City's management team began to seriously consider whether the City might come to control the County owned properties in the City, located as they are at one of the major downtown intersections. With direction from Council, City staff pursued that possibility with County staff, resulting in the proposed arrangement between the two localities as first announced publicly in a statement issued by the City on November 30, 2021.

On December 8, 2021, the Augusta County Board of Supervisors conducted a public hearing legally required before any conveyance of its properties to the City. At the same meeting, the Board approved a proposed memorandum of understanding between the County and the City. On December 9, 2021, the next day, City Council was scheduled to consider the same memorandum of understanding and a related resolution generally approving the proposed arrangement. At that meeting Council voted six to one to postpone consideration until November 10, 2022, a date after the date of a proposed County referendum.

Mr. Rosenberg, as he did at the Council’s December 9, 2021 meeting, reviewed in detail the proposed arrangement between the City and the County. There are two elements. The County will convey five properties to the City at no cost. Those five properties shown here include the County's historic courthouse, the District Courts building across Johnson Street, the former County jail, an historic residence adjacent to the District Courts building, and a vacant lot. Their tax-exempt properties are presently assessed by the City with the value just over $2 million. In exchange for the conveyance of the properties City Council would take a position supporting the enactment of legislation that would permit the County to conduct a referendum in November of 2022, four years sooner than permitted under current law to allow the voters of the County to determine where to locate the County's court facilities. The proposed arrangement is embodied in two documents that Council has seen previously. A proposed memorandum of understanding and a proposed resolution both of which have been slightly revised since Council's meeting on December 9, 2021. If adopted, the resolution would do two things, approve the memorandum of understanding and express Council's support of the proposed resolutions.

Procedurally, here is where matters stand. This evening, Council will receive this presentation and public comment. If Council determines to move forward at some point with a proposed arrangement, though there is some element of uncertainty until a vote is actually taken, it is his understanding based on conversations with the Augusta County Administrator that a majority of the Board of Supervisors continues to support the proposed arrangement between the City and the County. The General Assembly convened yesterday. Senator Emmett Hanger and delegate John Avoli have introduced legislation in the current session of the General Assembly, which if adopted, would authorize a November referendum on the location of the County’s court facilities. And as has been mentioned, staff understand that the legislators intend to seek passage of the legislation whether or not the City agrees to the proposed arrangement. Because it is a special act addressing an issue of local concern, adoption of the legislation requires an affirmative vote by two thirds of each of the head of the two houses of the General Assembly. Once enacted, the legislation, like all bills, must be approved by the Governor of Virginia and when approved would become effective on July 1 of 2022. If all of this were to occur, the County would then be authorized to conduct a referendum on November 8 of 2022.

Without diving too deeply in the event, the result of the referendum is to approve the relocation of the County’s courts to Verona. The actual conveyance of the County owned properties to the City would not occur until the County’s occupancy of a new court facility. That date is likely several years away, as the County must first design, finance and construct this court facility. During the intervening period of time, in anticipation of its acquisition of the properties, the City could undertake its own detailed planning process, ultimately facilitating decisions about the future uses of the properties by the City or other parties. Subject to further study, the properties may be suitable to meet some needs of the City. For example, for several years, the City's Capital Improvement Plan has included a new facility for the police department, which has outgrown its space in City Hall. Staff have been searching for an appropriate location, the County's General District Courts building could potentially meet this need. Additionally, if the proposed arrangement with the County moves forward, the City will need space to house the City's Juvenile and Domestic Relations District Court currently administered jointly with the County's court and located in the County's General District Courts building on Johnson Street. The joint administration and colocation of the County and City Juvenile Courts cannot continue if the County's courts moved to Verona, because the City's court must be located within the City limits. Under one scenario, the City's Circuit Court could be relocated to the County's historic courthouse from its present location in the Cochran Judicial Center, which could then be partially renovated to house the City's Juvenile Court. Even if the City determines not to use the County owned properties for its purposes, and that is certainly a possibility, there may still be a benefit to the City associated with their acquisition. Some members of Council and the public may recall that in 2005, at no cost, the City acquired from the Commonwealth of Virginia, the former Staunton Correctional Center, located at the intersection of Richmond and Greenville Avenue. The City sold the property, valued at the time at approximately $4 million, for a price of approximately $131,000. Significantly less than its valuation. That was the starting point for the transformation of the property into today's Villages at Staunton development.

Similar opportunities may exist for private sector uses of the County owned properties subsequent to the acquisition by the City with the potential to catalyze commercial activity in this part of the City, including, for example, the long vacant Echols building, Lawyers Row, and Barristers Row. Finally, Mr. Rosenberg addressed some financial issues related to the County owned properties and the City's possible acquisition of them. First, staff had previously furnished to Council data concerning the operating costs incurred by the County over the last few years for the four out of the five properties that are improved with buildings. Those costs, as reported to the City by the County have ranged from a low of $116,000 in FY2019 to a high of $147,000 in FY2021. The FY2021 cost includes significant, non-recurring flood cleanup and abatement expenses. Such operating costs would not be the responsibility of the City until the date on which it actually acquires the properties several years from now. And after that acquisition, during any period that the buildings are not occupied, the City can expect the operating costs to be reduced. Second, more recently, staff also provided estimates of the costs to renovate the historic courthouse and the general district courts building for use by the City. As noted in his email to Council dated January 7, 2022, these estimates are subject to various qualifications and assumptions far too numerous to detail here. As stated in the email the City's Capital Improvement Plan already includes a scheduled project for the police department to which the City is committed.

If the County succeeds in obtaining voter approval to move its courts to the County, by whatever means the City will need space to house the city's Juvenile and Domestic Relations District Court. What this means is that in certain circumstances, only the renovation of the historic courthouse is an avoidable or discretionary project. While the police department need not be located in a renovated general district courts building, it must be located somewhere with the costs to be incurred by the City. Sorry. The estimated cost to renovate the historic courthouse for the City's use as a judicial facility would fall within a range between $10.5 and $19.7 million. The estimated cost to renovate the General District Courts building for the City's use as a law enforcement facility would fall within a range between $12.8 to $28.3 million. Staff has provided Council information about the City's capacity to incur debt to finance the renovation of one or more of the buildings once acquired by the City. Generally, the analysis completed by Mr. Trayer shows an additional $18 million in debt capacity will be available for capital projects. Assuming $2.5 million of debt is issued in FY2024 for design; $15.75 million of debt is issued in FY2026 for construction; tax rates and the City's Capital Improvement Plan remain unchanged; and bonds are issued at an interest rate of 3% and five bonds are amortized over a 30-year period. Notably, any such renovations can be phased and need not be undertaken simultaneously.

Mr. Rosenberg stressed that there are many variables at play. For example, an increase of the interest rate to 3.5% reduces the debt capacity by $1.25 million. As another example, a deferral of the debt issuance by one year increases the capacity by $2 million. The time available to staff, driven by the General Assembly calendar, the City has been unable to undertake the more comprehensive assessments of the properties that no doubt are necessary and appropriate. Those assessments would be completed at a later date in the event Council determines to move forward with the proposed arrangement. The results of those assessments would then inform the City's decision whether to use some or all of the properties itself or to pursue their private sector reuse. Understandably, this gives rise to the question whether there is a risk to the City in moving forward without the assessments. The answer is unequivocally yes. However, Mr. Rosenberg summarized two different paths forward where the City to acquire the properties, one involving City uses of the properties and the other involving their private sector reuse that to some extent, would mitigate that risk. He also suggested to Council that the City will encounter a different risk if the City does not pursue the proposed arrangement with the County. In that event, if the County is eventually authorized by its voters to relocate its court facilities to the County, whether in 2022 or 2026, the County owned buildings in the City, located at the core of the City Central Business District might sit vacant and unused for an extended period of time. The County might have little, if any, motivation to transfer the buildings to the City without cost to the City as presently proposed. The choice then it seems, is which risk to assume.

Mr. Blair reviewed the status of the pending legislation. Senator Hanger’s legislated would allow, if it passes both houses of the General Assembly with two thirds of each house and is signed by the Governor, Augusta County to have a referendum this November concerning the location of its court facilities. The legislation requires that Augusta County develop plans for moving its court facilities to Augusta County as well as for the renovation and expansion of its courthouse here in the City. The County would have to make those plans available to the public three months before the election. That would be approximately August 8. If the voters of Augusta County do not choose to move their courthouse to Verona, then the plan developed for the courthouse in Staunton has to be with a mutual agreement. The legislation uses the term binding and does not allow the County to use a different ballot question. It must be the same ballot question that was used in 2016. The question itself is solely about moving the court facility to Verona for a certain amount of dollars, yes or no. Augusta County is asking to have a different referendum question that would give the voters two options and let the voters choose. The County also does not want the referendum to be binding.

Mr. Holmes asked what tax credit might be available if the Council turned the property over to the Economic Development Authority. Mr. Rosenberg stated that in documentation related to the City’s prior offers made to the County, one of those detailed the tax credits available. In 2015, the estimated value of State historic tax credits was $2 million. Mr. Holmes asked if the previous referendum was supposed to have been binding. Mr. Blair stated that language is not in the statue. The State statute actually permits every 10 years the County can have another ballot question.

Mayor Oakes asked if the figures that Mr. Rosenberg presented were preliminary and not based off of a feasibility study. Mr. Rosenberg confirmed that the figures are extremely preliminary and that Director of Public Works Jeff Johnston’s approach was to look for, and find, other projects that had been procured for similar facilities. He was able to ascertain the costs of those projects and determine a per square foot cost of actual projects and then applied that factor using the square footage of the two buildings here in the City.

Ms. Mead asked that Mr. Rosenberg detail what the City has done to work with the County on this process. He replied that the City and the County were fully engaged on these issues in 2015, for several months at that time, and he believed there was not much willingness on the part of the City to make any sort of financial contribution. That message was essentially communicated in January 2015. As the year progressed the City began to see things differently. There were a series of proposals that were put on the table. In March 2015 the City valued at $2.6 million, that included the $2 million of State historic tax credits, as well as an actual contribution to construction costs of $500,000. That was not positively received by the County. In June there was a contribution offered in the amount of $5 million, that was comprised of $1.6 million in State historic tax credits and $3.4 million in an actual cash contribution. Finally, there was a more robust offer, or proposal, made to contribute 25% of the actual project costs not to exceed the assumption that the total project cost would not exceed $50 million. That was contingent upon consolidation. More recently, in 2021, that was memorialized in the now ineffective memorandum of understanding, the City agreed to purchase the General District Courts building and the former County jail if the County succeeded in contracting to purchase and actually acquiring the bank building across Augusta Street, and that MOU provided for a payment of $1.8 million to the County.

Mayor Oakes asked if the County ever came to the City to request assistance with purchasing that building as far as the cost was concerned. Mr. Rosenberg replied that the City wanted to be able to show something for the contribution and that something was the acquisition of the two buildings and it was understood that the County would use those funds to defray the cost of the acquisition of the bank building. Ms. Mead asked for the date of the $1.8 million offer. Mr. Rosenberg replied that the MOU was dated January 5, 2021.

Mr. Claffey asked what was the figure that the County could arrange to purchase the Atlantic Union bank building. Mr. Rosenberg stated he was not privy to those discussions, but that it was his understanding that it was somewhere in the neighborhood of $8 million. Mr. Claffey asked if it was appraised at less than 50% of that figure. Mr. Rosenberg said that he believed that was so. Mr. Claffey stated that when the County issued the letter to the City stating that they were not interested in building in Staunton, the County was saying they were not willing to build on the property they own to the south; where the four of the five properties that the City is supposed to acquire. And yet they intend for the City to take them. Mr. Holmes opined that the County does not want to build in the City and that has been common knowledge since he has been on Council. Mr. Claffey concurred and stated that he wanted the people there for the public hearing to realize that the County does not want to be in the City.

Mayor Oakes stated the following:

"In a moment, I will open up the Public Hearing. It is a time that Council sets aside to hear from citizens and others about a specific topic.

We ask that you please give your name, your address, and then keep your remarks at 5 minutes or less. When you reach the 5-minute time limit, I will let you know that your time limit has expired.

For our Zoom participants, please raise your hand now if you wish to speak on this particular Public Hearing. If you raise your hand during this Public Hearing, you also be able to raise your hand during this Council meeting for other Public Hearings and Matters of the Public. Please keep your comments to 5 minutes as well.

Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

I will now open the Public Hearing so if you wish to speak, please approach the podium. And will alternate between individuals physically present and those that have their hands raised via the Zoom platform."

The public hearing was opened.

Joanne Tigert, 913 North Augusta Street, stated that kindness matters and she was disappointed that some members of Council did not attend the Special Called Meeting to discuss the Courthouse.

Allison Profetta, Farrier Court, also stated that she was disappointed that the earlier scheduled public hearing was not properly held. She also did not agree with Mr. Claffey in his interpretation that since the County did not want the buildings in Staunton that they were therefore worthless.

Ingrid Blanton, 217 North Madison Street, thanked Mr. Rosenberg for his informative presentation. She also was very disappointed that members of Council did not attend the Special Called Meeting and wasted the time of many of Staunton citizens along with City staff. She supports acquiring the buildings from Augusta County.

Cindy Conners, 106 Skyline Avenue, also thanked Mr. Rosenberg for his presentation. She also thanked the Council members that called the Special Meeting and echoed the disappointment about some members choosing not to attend. She supports acquiring the buildings from Augusta County.

Craig Sheaves, Chamberlain Drive, is in support of relocating the Augusta County court system.

Matt Fitzgerald, 261 Thornrose Avenue, stated that he appreciated Council taking their due diligence and that he opposes Augusta County leaving the City of Staunton. He also encouraged Council to find a way to work together.

Paul Kazarov, 111 Madison Place, thanked Mr. Rosenberg for his presentation and was disappointed with members of Council not attending the Special Called Meeting.

Albino Fossa, 401 Bowling Street, supported letting Augusta County leave the City.

Frank Strassler, 16 North Washington Street and Director of the Historic Staunton Foundation, stated that the Foundation sent a letter to Council outlining their position that the Council should accept the MOU and invite the County to move out of Staunton. He opined that the City of Staunton needs to take control of those buildings and that Staunton has a need of those buildings as outlined by Mr. Rosenberg. He likened the relationship between Staunton and Augusta County as a marriage that had failed.

Bob Nutt, 506 East Beverley Street, stated that he wants to keep Augusta County in the City and provided examples of how renovation could be done. He also stated that losing the legal community will leave underutilized property and a lot of vacant spaces downtown.

Leslie Kip, 16 Church Street, is in support of keeping the County in the City of Staunton, but that the City of Staunton needs to be creative in their planning.

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

MATTERS FROM THE CITY MANAGER

Mr. Rosenberg stated that as he had mentioned previously, staff would be meeting to discuss storm preparation and information would be disseminated to Staunton citizens ahead of the storm. He also shared that with the increasing number of COVID-19 cases and staffing constraints, the Library has temporarily reverted to curbside only services but hopes to restore services at the beginning of February.

Mr. Rosenberg shared that the City of Staunton was awarded $850,780 in the form of a Virginia Business Ready Sites Grant from the Virginia Economic Development Partnership to understate the essential due diligence studies and preliminary final site engineering and design to help advance Staunton Crossing to the goal of a Tier 4 site. He stated that combining this award with the grants previously awarded and the $9 million in funding from VDOT, this demonstrates the Commonwealth's commitment to Staunton Crossing. Mr. Rosenberg extended thanks to Director of Economic and Community Development Billy Vaughn and Economic Development Specialist Amanda DiMeo. He stated that there would be a kick-off meeting later in January to meet with the group chosen to lead the marketing plan for Staunton Crossing.

MATTERS FROM THE PUBLIC

Mayor Oakes read the following statement:

"This part of City Council's agenda is entitled "Matters from the Public." It is a time that Council sets aside to hear from citizens and others about a wide variety of subjects. Before we begin, I'd like to share five basic ground rules that we ask you to respect as you make your remarks:

1. Please come to the podium or begin your call, identify yourself, and complete your remarks within 5 minutes. I will let you know when you've reached your 5 minutes. We ask that you please give your name, your address, and then keep your remarks at 5 minutes or less. When you reach the 5-minute time limit, I will let you know that your time limit has expired. If you continue to speak, I will ask you to step away from the podium or to end your call. If you continue to speak after I inform you that you have exceeded your time limit, I will, again, ask you to please stop speaking and step away from the podium or end your call. If you still continue to speak, I will ask the Clerk of Council to end your call, and if you continue to speak from the podium, you may be charged with disorderly conduct under Virginia Code § 18.2-415(A)(2).

2. This is a time for us as a Council simply to listen to your remarks. In an effort to encourage and maintain orderly conduct, we will not engage in give and take debate. If you are seeking information, you may mention it during your remarks and the City Manager or his staff may get in touch with you in the days ahead.

3. We ask that you direct your comments to Council as a whole and not to identify members of Council or to an individual employee of the City. If you want to take up an issue with an individual member of Council or an employee, please speak with us before or after the meeting. We are also

accessible by phone, mail or email. Again, we ask that you direct your comments to the Council as a whole.

4. We expect every speaker to be civil and courteous. Using profanity, making personal attacks on an individual unrelated to the performance of their official duties on behalf of the City of Staunton, and doing anything that is disruptive to the orderly conduct of this meeting will not be tolerated.

5. Finally, as the presiding officer, it is my duty to remind you that if you choose not to abide by these ground rules, I may find that you are out of order and will ask you to withdraw from the podium or to end your call. We certainly do not want to reach that point and even beyond, so we respectfully ask for your full cooperation in observing these guidelines.

If you wish, you may obtain a copy of the ground rules from our Acting Clerk of Council, Ms. Cormier. And now, we welcome all speakers. The podium is now available for matters from the public as well as remote participants using the Zoom platform."

Matt Fitzgerald, 261 Thornrose Avenue, stated that he agreed with the Director of the Historic Foundation regarding the City of Staunton needing to take control. He encouraged Council to continue negotiations in private but to stay strong.

Linda Farrah, no address given, asked for Council and the City of Staunton not to forget about the Shenandoah Valley Animal Services Center.

Charles Bishop, no address given, was pleased that Council honored Dr. Francis Collins.

Frank Strassler, 16 North Washington, opined that there is no need to tear down buildings, they can be rehabilitated for necessary uses. He stated that a four-story building would take care of all of the space that the County needs and it could be done through rehabilitation and a new building on an existing parking lot.

Renee Clark, Cat's Cradle, encouraged Council to help the Shenandoah Valley Animal Services Center.

Ashley no last name given, 1756 Englewood Drive, also spoke about the need to support the Shenandoah Valley Animal Services Center.

Allison Profetta, Farrier Court, opined about the appearance of Council participating in a closed meeting that some members in Council were not aware of and some other members of Council not attending a public meeting.

There was no one else wishing to speak.

F. Closed Meeting for (i) Discussion Pertaining to the Performance of the City Manager Pursuant to Virginia Code 2.2-3711(A)(1) and (ii) Consultation with Legal Counsel for Necessary Legal Related Advice and Discussion Regarding Employment Law Matters Pursuant to Virginia Code 2.2-3711(A)(8)

Mr. Holmes moved to enter a closed meeting for (i) discussion pertaining to the performance of the City Manager pursuant to Virginia code 2.2-3711(A)(1) and (ii) consultation with legal counsel for necessary legal related advice and discussion regarding employment law matters pursuant to Virginia code 2.2-3711(A)(8).

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

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

Ms. Darby 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:

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

<u>ADJOURNMENT</u>

There being no further business to come before Council, the meeting adjourned at 12:13 a.m. on January 14, 2022.

____
Kim Cormier
Acting Clerk of Council

Ordinance No. 2022-01

AN ORDINANCE TO AMEND

THE FY2022 BUDGET ORDINANCE

FOR THE CITY OF STAUNTON

BY ADDING BUDGET AMENDMENT NUMBER THREE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2022 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue		
General Revenue	$	8,136,124
Recovered Costs		523,470
Capital Grants and Contributions		131,514
Total Revenue	$	8,791,108
Appropriations		
General Government	$	400,557
Judicial Administration		59,827
Public Safety		297,290
Public Works		561,832
Parks, Recreation, Cultural		243,062
Community Development		335,000
Transfers to Other Funds		6,276,000
Total Appropriations	$	8,791,108

GRANTS FUND

Anticipated Revenue		
Capital Grants and Contributions	$	10,092
Total Revenue	$	10,092
Appropriations		
Public Safety	$	10,092
Total Appropriations	$	10,092

CITY CAPITAL IMPROVEMENTS FUND

Anticipated Revenue		
Transfer from the General Fund	$	6,276,000
Total Revenue	$	6,276,000
Appropriations		
Capital Projects	$	6,276,000
Total Appropriations	$	6,276,000

COMMUNITY DEVELOPMENT FUND

Anticipated Revenue		
Capital Grants and Contributions	$	300,000
Total Revenue	$	300,000
Appropriations		
Operations	$	300,000
Total Appropriations	$	300,000

ENVIRONMENTAL FUND

Anticipated Revenue		
Environmental Fund Balance / Capital Grants and Contributions	$	293,260
Total Revenue	$	293,260
Appropriations		
Operations	$	293,260
Total Appropriations	$	293,260

EDUCATION FUND

Anticipated Revenue		
General Revenue	$	486,150
Capital Grants and Contributions		5,181,042
Total Revenue	$	5,667,192
Appropriations		
Operations	$	5,667,192
Total Appropriations	$	5,667,192

EDUCATION SOP FUND - 920

Anticipated Revenue		
Capital Grants and Contributions	$	67,470
Total Revenue	$	67,470
Appropriations		
Operations	$	67,470
Total Appropriations	$	67,470

SCHOOL CIP FUND- 966

Anticipated Revenue		
Transfer from the Education Fund	$	(250,000)
Total Revenue	$	(250,000)
Appropriations		
Capital Projects	$	(250,000)
Total Appropriations	$	(250,000)

GRAND TOTAL BUDGET AMENDMENT NO 3	**$**	**21,155,122**

INTRODUCED: December 9, 2021

PUBLIC HEARING: December 9, 2021

Public Hearing Advertisement Date: December 1, 2021

Approved this 13th day of January 2022

Effective Date: Jan. 13, 2022

ATTEST: Kim B. Cormier

Kim Cormier

Acting Clerk of Council

CERTIFIED: [signature]

Andrea Oakes

Mayor of Council

FY 2022 BUDGET AMENDMENT NO. 3

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
GENERAL FUND			
GENERAL GOVERNMENTAL ADMINISTRATION			
GENERAL FUND			
Appropriation of prior year reserves	11001-41930	$ 375,557	
Contingency	11011310-58389		$ 375,557
contingency			
INFORMATION TECHNOLOGY			
Appropriation of prior year reserves	11001-41930	$ 25,000	
Rental of Software	11011510-55498		$ 25,000
software			
JUDICIAL ADMINISTRATION			
COMMONWEALTH ATTORNEY			
Appropriation of Prior Year Fund Balance	11001-41930	$ 12,174	
State forfeited assets	11022210-55472		$ 12,174
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements			
CLERK OF THE CIRCUIT COURT			
Circuit Court Technology trust funds	11023-45318-40310	$ (2,772)	
Technology Trust Funds for records management/indexing	11022160-55429-40310		$ (2,772)
To adjust appropriate additional Comm of VA funds from the Supreme Court of Virginia			
SHERIFF DEPARTMENT			
Judicial Reimbursement - State	11023-45311	$ 19,377	
Constitutional Salaries	11022170-51007		$ 18,000
FICA	11022170-52010		$ 1,377
To appropriate additional Commensation Board Reimbursement			
SHERIFF DEPARTMENT			
Insuurance Recovery	11021-41928	$ 1,500	
Main / Repair of Vehicles	11022170-55305		$ 1,500
To appropriate insurance recovery			
VICTIM WITNESS PROGRAM			
Victim/Witness Grant - Federal	11023-46204	$ 20,784	
Victim/Witness Grant - State	11023-45567	$ 8,765	
Non-Capital equipment	11022190-55486		$ 29,549
To appropriate additional grant funds for Victim Witness			
PUBLIC SAFETY			
POLICE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 68,615	
State forfeited asset expenditures	11033110-55472		$ 54,979
Federal forfeited asset expenditures	11033110-55473		$ 13,636
To carry forward the balance of the state and federal forfeited asset funds. Carry forward is mandated by state and federal regulations.			

FY 2022 BUDGET AMENDMENT NO. 3

		AMOUNT	
	LEDGER CODE	**REVENUE**	**EXPENDITURE**
POLICE DEPARTMENT			
Insurance recovery	11031-41928	$ 7,286	
Police Maintenance and Repairs-vehicles	11033110-55305		$ 7,286
To appropriate insurance proceeds for damages to Police cruiser			
POLICE DEPARTMENT			
Insurance recovery	11031-41928	$ 1,212	
Police Maintenance and Repairs-vehicles	11033110-55305		$ 1,212
To appropriate insurance proceeds for damages to Police K9 Windshield			
GENERAL FUND			
PUBLIC SAFETY			
POLICE DEPARTMENT			
US Marshall Forfeiture Asset	11033-46207-53300	$ 22,000	
Police Overtime	11033110-51006-53300		$ 22,000
To appropriate DCJS Joint Task Force Grant			
FIRE DEPARTMENT			
Appropriation of Prior Year Fund Balance	11001-41930	$ 73,176	
Four for Life funds expenditures	11033290-55602		$ 118
Fire Programs funds expenditures	11033290-55639		$ 73,058
To carry forward the balance of state funds received, as mandated by state requirements.			
JUVENILE DETENTION HOME			
Appropriation of Prior Year Fund Balance	11001-41930	$ 125,000	
Contribution for local agency	11033310-55649		125,000
To appropiate additional Juvenile Detention Home to compensate for anticipated loss of federal revenue			
PUBLIC WORKS			
ADMINISTRATION			
Street & Highway Maintenance	11043-45530	$ 508,472	
Maintenance Street Paving	11044130-53225-18300		$ 508,472
maintenance.			
Insurance recovery	11041-41928	$ 3,360	
Streets Maintenance and Repairs-vehicles	11044130-53105		$ 3,360
To appropriate insurance proceeds for damages to Streets Truck			
Other Grants	11043-41737	$ 5,000	
Non capital Equipment	11044210-55486		$ 5,000
To appropriate receipt of VRSA Insurance Safety Grant			
Appropriation of prior year reserves	11001-41930	$ 45,000	
Maintenance of Facilities	11044210-53165		$ 45,000
Shop			

FY 2022 BUDGET AMENDMENT NO. 3

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
PARKS AND RECREATION			
PARKS AND RECREATION			
Appropriation of prior year reserves	11001-41930	$ 1,056	
Materials and Supplies	11077110-55415-31200		$ 1,056
To carry forward the balance of donated funds to build a nature park.			
Appropriation of prior year reserves	11001-41930	$ 36,000	
Site Improvement	11077110-58399-38900		$ 36,000
To appropriate Duck Pond Renovation Donation from Lions Club			
Appropriation of prior year reserves	11001-41930	$ 200,000	
Site Improvement	11077110-58399-389000		$ 200,000
To appropriate prior year fund balance for flood repairs at the Duck Pond			
Appropriation of prior year reserves	11001-41930	$ 2,876	
Building improvements/ capital outlay.	11077110-58385-34400		$ 2,876
To carry forward the balance of donated funds for the Booker T. Washington facility kitchen.			
HORTICULTURE			
Donations - Parks & Recreation	11073-41730-33200	$ 3,130	
Materials and Supplies	11077120-55415-33200		$ 3,130
To appropriate Susan Blackley grant funds			
COMMUNITY DEVELOPMENT			
TOURISM			
Misc Federal Revenue	11083-46250-ARPAT	$ 60,000	
Advertising	11088210-53001-ARPAT		$ 30,000
Professional Services	11088210-53010-ARPAT		$ 30,000
Appropriation of Prior Year Fund Balance	11001-41930	$ 275,000	
Development Agreement	11088150-55660-46010		$ 275,000
To appropriate additional economic development costs to cover increasing development obligations			
RESERVES			
Safety Net Reserve			
Unreserved Fund Balance	110-35110	$ 617,540	
Safety Net Reserve	110-31250		$ 617,540
To increase the Safety Net Reserve by 1% of budgeted revenue			

FY 2022 BUDGET AMENDMENT NO. 3

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
TRANSFERS TO OTHER FUNDS			
CAPITAL IMPROVEMENTS			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 3,776,000	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 3,776,000
To record CIP project funding from prior year carryover			
Appropriation of Prior Year Unassigned Fund Balance	11001-41930	$ 2,500,000	
Transfer to the City Capital Improvements Fund	11099600-59339		$ 2,500,000
To reserve funds for Staunton City Schoos Warehouse / Shelburne CTE & Learning Space Expansion			
TOTAL GENERAL FUND		**$ 8,791,108**	**$ 8,791,108**

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
BUDGET AMENDMENT NO. 4 GENERAL FUND SUMMARY			
GENERAL FUND REVENUE SUMMARY			
General Revenues			
Appropriation of Prior Year Fund Balance		$ 8,136,124	
Operational Contingency	$ 375,557		
Cyber Security	25,000		
Forfeited Assets for Police - State	54,979		
Forfeited Assets for Comm Attorney	12,174		
Forfeited Assets for Police - Federal	13,636		
EMS Four for Life Funds for Fire Department	118		
Fire Programs Fund	73,058		
Horticulture - Susan Blackley Grant	3,130		
Recreation- Nature Park Donations	1,056		
Recreation-Donations- Booker T. Community Center	2,876		
Recreation-Donations- Duck Pond Renovation	36,000		
Juvenile Detention	125,000		
Flood Contingency	200,000		
Public Works - Sign Shop	45,000		
Planning & Development	275,000		
Transfer to the Capital Improvements Fund	3,776,000		
Safety Net Reserve	617,540		
Transfer to City CIP Funds for School Construction Reserves	2,500,000		
Recovered Costs		523,470	
Judicial	1,500		
Public Works	5,000		
Public Works - Streets	508,472		
Public Safety	8,498		
Non-Capital Grants and Contributions		131,514	
Sheriff Department	19,377		
Clerk of the Court	(2,772)		
Victim Witness	29,549		
Police Department	22,000		
Public Works	3,360		
Tourism	60,000		
Total General Fund Revenues		**$ 8,791,108**	
GENERAL FUND EXPENDITURE SUMMARY			
General Government		$ 400,557	
Judicial Administration		59,827	
Public Safety		297,290	
Public Works		561,832	
Parks, Recreation, Cultural		243,062	
Community Development		335,000	
Safety Net Reserve		617,540	
Transfer to Other Funds		$ 6,276,000	
Total General Fund Expenditures		**$ 8,791,108**	

FY 2022 BUDGET AMENDMENT NO. 3

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
CITY CAPITAL IMPROVEMENTS FUND			
Transfer from the General Fund	39001-49211	$ 3,776,000	
CIP Contingency Account	39099800-58400		$ 3,776,000
To appropriate funds transferred from the General Fund			
Transfer from the General Fund	39001-49211	$ 2,500,000	
CIP Funds Undesignated	39099800-38400		$ 2,500,000
To reserve funds for education CIP projects			
TOTAL CAPITAL IMPROVEMENTS FUND		**$ 6,276,000**	**$ 6,276,000**
COMMUNITY DEVELOPMENT FUND			
HUD Grant	22083-46242-HUD21	$ 300,000	
Public Service Grants	22088535-55207-HUD21		$ 300,000
To appropriate FY21 HUD Grant # 96388901			
TOTAL COMMUNITY DEVELOPMENT FUND		**$ 300,000**	**$ 300,000**
GRANTS FUND			
FIRE DEPARTMENT			
LEMPG grant funds	21534-46250-40104	$ 7,500	
Special equipment	21533210-58341-40104		$ 7,500
To appropriate federal grant funds awarded from the Virginia Department of Emergency Management for the 2021 Local Emergency Management Performance Grant (LEMPG) to purchase drones			
POLICE DEPARTMENT			
DCJS Grant	21533-46252-40249	$ 2,592	
Non capital Equipment	21533110-55486-40249		$ 2,592
Appropriate LOLE Law Enforcement Grant # 2018-DJ-BX-0728			
TOTAL GRANTS FUND		**$ 10,092**	**$ 10,092**
ENVIRONMENTAL FUND			
Litter Prevention and Recycling Program			
Comm of VA grant funds	58003-45540	$ (1,740)	$ -
Litter Control Grant materials & supplies	58004822-55415		$ (1,740)
To adjust Comm of VA grant funds from the Department of Environmental Quality			
Prior Year Reserves	58001-41932	$ 75,000	
Wages	58004820-51006		$ 54,025
FICA	58004820-52010		$ 4,133
VRS	58004820-52020		$ 8,200
Health Insurance	58004820-52005		$ 7,892
Group Life	58004820-52001		$ 750
Appropriate Funds for possible staffing adjustments			
Prior Year Reserves	58001-41932	$ 220,000	
Heavy Duty Equipment	58004820-58326		$ 220,000
To appropriate refuse vehicle			
TOTAL ENVIRONMENTAL FUND		**$ 293,260**	**$ 293,260**

FY 2022 BUDGET AMENDMENT NO. 3

	LEDGER CODE	AMOUNT REVENUE	AMOUNT EXPENDITURE
CITY GOVERNMENT FUNDS			
GENERAL FUND		$ 8,791,108	
CAPITAL IMPROVEMENTS FUND		$ 6,276,000	
COMMUNITY DEVELOPMENT FUND		$ 300,000	
GRANTS FUND		$ 10,092	
ENVIRONMENTAL FUND		$ 293,260	
TOTAL CITY GOVERNMENT FUNDS		**$15,670,460**	
EDUCATION FUND		$ 5,667,192	
SCHOOL CIP FUND 966		$ (250,000)	
SOP FUND		$ 67,470	
TOTAL EDUCATION FUNDS		**$ 5,484,662**	
TOTAL FY2022 BUDGET AMENDMENT NO. 4		**$21,155,122**	

STAUNTON CITY SCHOOLS
FY 2022 BUDGET
AMENDMENT NO. 3

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
STATE AND FEDERAL GRANT REVENUE/PROGRAMS					
TITLE III Part A- Limited English Proficient					
To appropriate additional federal grants for the Limited English Proficient Program - Carryover Funding	900100-43375	$	2,460		
Educational supplies	91103195-56013-T3-00			$	1,230
Educational supplies	91102195-56013-T3-00			$	1,230
TITLE I Part D Neglected and Delinquent					
To appropriate additional federal grant funds for neglected and delinquent students					
TITLE I Part D Neglected and Delinquent	900300-43015-T1D00	$	162,820		
Contingency	91101100-59100-T1D00			$	162,820
Special Education Preschool Program					
To appropriate the balance of grant funds from the 2019, 2020, and 2021 federal award for the preschool program					
Special Education Preschool 619 Funds	900300-43173-PRE00	$	36,737		
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00			$	36,737
Special Education Preschool Program					
To appropriate the American Rescue Funds federal award for the preschool program					
Special Education Preschool 619 Funds	900300-43173-PKARP	$	12,400		
PRESCHOOL Contingency-Grant Balance	91101100-59100-PKARP			$	12,400
To appropriate School Improvement Grant					
School Improvement Grant	900300-43040-SIG00	$	75,000		
Supplemental Salaries	91312195-51620-SIG00			$	24,500
FICA	91312195-52010-SIG00			$	1,900
Workers Compensation	91312195-52025-SIG00			$	50
Unemployment	91312195-52030-SIG00			$	10
Education Supplies	91312195-56013-SIG00			$	16,000
Other Purchase Services	91312195-53569-SIG00			$	32,540
TITLE VIB Federal Grant					
To appropriate remaining grant funds from prior year grant funds awarded for T6B00					
Federal Revenue	900300-43027-T6B00	$	847,944		
T6B00 Contingency	91101100-59100-T6B00			$	847,944
TITLE VIB Federal ARPA Grant					
To appropriate ARPA grant funds for funds awarded for T6B00					
Federal Revenue	900300-43027-T6ARP	$	169,587		
T6B00 Contingency	91101100-59100-T6ARP			$	169,587

STAUNTON CITY SCHOOLS

FY 2021 BUDGET AMENDMENT

AMENDMENT NO. 3

EDUCATION FUND		**REVENUES**	**EXPENDITURES**
STATE AND FEDERAL GRANT PROGRAMS			
TITLE 1 Federal Funds			
To appropriate remaining grant funds from prior years for TITLE 1	900300-43010-T1-00	$ 381,643	
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00		$ 381,643
TITLE II Federal Funds			
To appropriate remaining grant funds from prior year for TITLE II	900300-43345-RT-00	$ 40,819	
Teacher Salaries	91102187-51120-RT-00		$ 40,819
TITLE IV Federal Funds- Student Support and Enrichment			
To adjust 2020 for prior year and new grant funds for TITLE IV			
Title VI Part A Revenue	900300-43378-T4-00	$ (956)	
TITLE IV Contingency	91102195-59100-T4-00		$ (956)
PERKINS V - TITLE 1			
To appropriate additional federal grants for Perkins	900400-43243-PRK00	$ 2,922	
Replace - Computers / Technology	91103395-58107-PRK00		$ 2,922
To appropriate remaining balance of VISION GEER Technology Grant			
Federal Revenue	900300-43999-VISON	$ 151,493	
Testing Services	97109095-58207-VISON		$ 151,493
Federal ESSR II Funds	900300-43999-ESSR2	$ 1,994,393	
School Psychology	92239095-51132-ESSR2		$ 136,500
School Psychology FICA	92239095-52010-ESSR2		$ 10,442
School Psychology VRS	92239095-52020-ESSR2		$ 20,803
School Psychology GRP Life	92239095-52001-ESSR2		$ 1,829
Instructional Tech Resource Teacher	97109095-51120-ESSR2		$ 119,892
Instructional Tech Resource Teacher FICA	97109095-52010-ESSR2		$ 9,172
Instructional Tech Resource Teacher VRS	97109095-52020-ESSR2		$ 18,319
Instructional Tech Resource Teacher Health	97109095-52005-ESSR2		$ 17,424
Instructional Tech Resource Teacher GRP Life	97109095-52001-ESSR2		$ 1,607
SHS Summer Bridge - Supplemental Salaries	91103188-51620-ESSR2		$ 8,040
SHS Summer Bridge - Supplemental FICA	91103188-52010-ESSR2		$ 611
SHS Summer Bridge - Supplemental VRS	91103188-52025-ESSR2		$ 14
SHS Summer Bridge - Supplemental VEC	91103188-52030-ESSR2		$ 1
Supplemental Salaries - Summer School	91109682-51620-ESSR2		$ 5,621
Supplemental Salaries - Summer School	91109683-51620-ESSR2		$ 22,457
Supplemental Salaries - Summer School	91109687-51620-ESSR2		$ 35,913
Supplemental Salaries - Summer School	91109688-51620-ESSR2		$ 32,561

STAUNTON CITY SCHOOLS

FY 2021 BUDGET AMENDMENT

AMENDMENT NO. 3

EDUCATION FUND		REVENUES	EXPENDITURES	
STATE AND FEDERAL GRANT PROGRAMS				
Supplemental FICA - Summer School	91109682-52010-ESSR2		$	3,418
Supplemental FICA - Summer School	91109683-52010-ESSR2		$	3,847
Supplemental FICA - Summer School	91109687-52010-ESSR2		$	5,798
Supplemental FICA - Summer School	91109688-52010-ESSR2		$	7,181
Staff Development	91103188-53561-ESSR2		$	5,000
Materials & Supplies	91109682-56013-ESSR2		$	39
Materials & Supplies	91109683-56013-ESSR2		$	300
Materials & Supplies	91109688-56013-ESSR2		$	404
Repair & Maintenance Supplies - HVAC Controls	94209099-56007-ESSR2		$	35,100
Replacement Machinery& Equipment - Floor Scrubbers	94209099-56005-ESSR2		$	20,100
Furniture - Outdoor Learning Pavilions	94209099-58202-ESSR2		$	60,000
Contract Sub Floaters	91101181-53578-ESSR2		$	7,907
Contract Sub Floaters	91101182-53578-ESSR2		$	70,664
Contract Sub Floaters	91101183-53578-ESSR2		$	34,790
Contract Sub Floaters	91102187-53578-ESSR2		$	129,201
Contract Sub Floaters	91103188-53578-ESSR2		$	198,639
Contract Sub Floaters	91109884-53578-ESSR2		$	36,370
Curriculum Development - ES	91311195-53568-ESSR2		$	3,235
Curriculum Development - HS	91312195-53568-ESSR2		$	2,083
Curriculum Development - MS	91313195-53568-ESSR2		$	1,682
Other Purchased Services - YMCA Collaborative - Weller	91109681-53569-ESSR2		$	16,166
Other Purchased Services - YMCA Collaborative - McSwain	91109682-53569-ESSR2		$	16,166
Other Purchased Services - YMCA Collaborative - Ware	91109683-53569-ESSR2		$	16,167
Document Cameras	97109095-58207-ESSR2		$	88,000
Summer Bridge Materials and Supplies	91103188-56101-ESSR2		$	1,314
HVAC Replacement - Weller	94209099-58104-ESSR2		$	30,000
Additional Equipment - SHS Lift	94209099-58201-ESSR2		$	9,900
Clear Jelli Masks for Speech Therapy, SPED (47)	91311295-56013-ESSR2		$	1,950
Restorative Justice Cohort	91313195-53561-ESSR2		$	45,000
Reefer purchase for Nutrition	94209099-58201-ESSR2		$	30,000
Reefer rental & fuel for Nutrition	94209099-55497-ESSR3		$	10,000
LINQ On-line Registration (thru Sept 2023)	97309095-56040-ESSR2		$	20,375
ZOOM license (Nov 2021 - Oct 2023)	97309095-56040-ESSR2		$	31,000
Bi-lingual IA (Shelburne) FY22 & FY23 - salary	91102187-51151-ESSR2		$	35,442
Bi-lingual IA (Shelburne) FY22 & FY23 - FICA	91102187-52010-ESSR2		$	2,712
Bi-lingual IA (Shelburne) FY22 & FY23 - VRS	91102187-52020-ESSR2		$	5,887
Bi-lingual IA (Shelburne) FY22 & FY23 - WC	91102187-52025-ESSR2		$	425
Bi-lingual IA (Shelburne) FY22 & FY23 - VEC	91102187-52030-ESSR2		$	30
Bi-lingual IA (Shelburne) FY22 & FY23 - Group Life	91102187-52001-ESSR2		$	440
Bi-lingual IA (Shelburne) FY22 & FY23 - Health	91102187-52005-ESSR2		$	12,110

STAUNTON CITY SCHOOLS

FY 2021 BUDGET AMENDMENT

AMENDMENT NO. 3

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
STATE AND FEDERAL GRANT PROGRAMS					
Bi-lingual IA (SHS) FY22 & FY23 - salary	91103188-51151-ESSR2			$	32,296
Bi-lingual IA (SHS) FY22 & FY23 - FICA	91102188-52010-ESSR2			$	2,471
Bi-lingual IA (SHS) FY22 & FY23 - VRS	91102188-52020-ESSR2			$	5,365
Bi-lingual IA (SHS) FY22 & FY23 - WC	91102188-52025-ESSR2			$	425
Bi-lingual IA (SHS) FY22 & FY23 - VEC	91102188-52030-ESSR2			$	30
Bi-lingual IA (SHS) FY22 & FY23 - Group Life	91102188-52001-ESSR2			$	430
Bi-lingual IA (SHS) FY22 & FY23 - Health	91102188-52005-ESSR2			$	20,706
VCTC Spring Transportation (FY22) - salary	91103388-51171-ESSR2			$	2,250
VCTC Spring Transportation (FY22) - FICA	91103388-52010-ESSR2			$	172
VCTC Spring Transportation (FY22) - WC	91103388-52025-ESSR2			$	6
VCTC Spring Transportation (FY22) - VEC	91103388-52030-ESSR2			$	2
Temporary Asst. Principal - salary	91413188-51127-ESSR2			$	40,000
Temporary Asst. Principal - FICA	91413188-52010-ESSR2			$	3,060
Temporary Asst. Principal - WC	91413188-52025-ESSR2			$	107
Temporary Asst. Principal - VEC	91413188-52030-ESSR2			$	33
Delivery Vehicle	93209096-58205-ESSR2			$	14,654
Dixon/Shelburne Boiler & HVAC repair	94209099-58101-ESSR2			$	84,290
Contract Subs	91101100-53578-ESSR2			$	348,047
To appropriate Emergency Connectivity Funds					
Federal ECF00 Funds	900300-43999-ECF00	$	1,304,088		
Replace Computer Technology	97109095-58107-ECF00			$	872,000
Data Lines / Networking	97609095-55003-ECF00			$	272,088
Replace Computer Technology	97109095-58107-ECF00			$	160,000
Adjust appropriation for ISAEP					
ISAEP Funding	900300-42203-ISAEP	$	(307)		
Education Supplies	91103395-56212-ISAEP			$	(307)
TOTAL STATE AND FEDERAL GRANT PROGRAMS		**$**	**5,181,042**	**$**	**5,181,042**

STAUNTON CITY SCHOOLS

FY 2021 BUDGET

AMENDMENT NO. 3

EDUCATION FUND			**REVENUES**		**EXPENDITURES**
LOCAL GENERAL REVENUE/PROGRAMS					
Equity Initatives					
To appropriate prior year balance of Equity Funds					
Donations for Equity Initiatives Within Staunton City Schools	900300-40580-EQUIT	$	119,269		
Contingency	91101100-59100-EQUIT			$	119,269
To appropriate HP Billing reimbursement					
Recovered Costs	900100-40409	$	7,552		
Labor Salary and Wages	97309095-51180			$	7,015
FICA	97309095-52010			$	537
To appropriate Burnett Donation to Equity Fund					
Donations Private Gifts	900300-40580-EQUIT	$	200		
Contingency	91101100-59100-EQUIT			$	200
To appropriate insurance recovery of basement flood					
Insurance Adjustments - McSwain Elementary Flood	900100-40510-MEFLO	$	84,919		
Repair / Main McSwain	94209099-56682-MEFLO			$	64,608
Repair / Main McSwain	94209099-53682-MEFLO			$	7,868
Replace Machinery & Equipment	94209099-58101-MEFLO			$	12,443
Bessie Weller Elementary Thacker Fund					
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School					
Prior Year Donated Funds	900381-40580-THACK	$	24,211		
Bessie Weller Elementary Thacker Fund	91101181-56109-THACK			$	24,211
To record ESSR3 Education Fund Appropriation					
Contingency - ESSR3	91101100-59100-ESSR3			$	250,000
Other Federal Funds	900300-43999-ESSR3	$	250,000		
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		$	486,150	$	486,150
TOTAL EDUCATION FUND		**$**	**5,667,192**	**$**	**5,667,192**

STAUNTON CITY SCHOOLS

FY 2022 BUDGET AMENDMENT

AMENDMENT NO. 3

STATE OPERATED PROGRAMS FUND			**REVENUES**		**EXPENDITURES**
TITLE VIB Federal Grant - CCCA					
To appropriate remaining grant funds from prior year grant plus current funds awarded for T6B00 Regional SOP					
FederaRevenues	920393-43027-T6BCC	$	27,767		
TITLE VIB Federal Grant - CCCA	S1109993-56210-T6BCC			$	27,767
Educational Supplies	S1109993-56013			$	-
TITLE I Part D Neglected and Delinquent - SOP					
To appropriate additional federal grant funds for neglected and delinquent students	920391-43015-T1D00	$	39,703		
Other Salaries	S1109991-51120-T1D00			$	3,184
Education Supplies	S1109993-56013-T1D00			$	11,550
Other Professional Services	S1109991-58207-T1D00			$	24,969
TOTAL STATE OPERATED PROGRAMS FUND 920		**$**	**67,470**	**$**	**67,470**
SCHOOL CIP FUND 966					
Capital Improvement Projects					
To adjust ESSR3 Construction Funding Provision					
Other Federal Funds - ESSR3	966100-43999-ESSR3	$	(250,000)		
Construction	K6609087-58360-ESSR3			$	(250,000)
TOTAL SCHOOL CIP FUND 966		**$**	**(250,000)**	**$**	**(250,000)**
GRAND TOTAL BUDGET AMENDMENT NO. 3		**$**	**5,484,662**	**$**	**5,484,662**

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

<table>
<tr><td>Meeting Date:</td><td>January 27, 2022</td><td rowspan="3">Staff Member:

Jeff Johnston</td></tr>
<tr><td>Item #</td><td>A</td></tr>
<tr><td>Department:</td><td>Public Works</td></tr>
<tr><td>Alignment with Staunton Plan (Value/Strategic Area):</td><td colspan="2">Strategic Area: Responsive, Efficient Government</td></tr>
<tr><td>Subject:</td><td colspan="2">Public Hearing and Consideration of an Ordinance Authorizing Third Amendment to Lease Agreement between the City of Staunton and T-Mobile Northeast LLC/Wireless Communications Facilities</td></tr>
</table>

Background: The City currently leases space for wireless communications equipment to T-Mobile Northeast LLC on the water tank located at the Public Works facility, adjacent to Shutterlee Mill Road, pursuant to a five-year written lease which expired on January 24, 2022. The lease was last renewed for a five-year term in March 2017. The initial lease with T-Mobile was first effective January 25, 2007.

Public Works Director Jeff Johnston has been negotiating a new lease with T-Mobile Northeast LLC. Attached is a copy of the proposed lease agreement, as is a proposed ordinance authorizing the lease. Under this lease, T-Mobile will pay annual rent in the amount of $24,000, subject to an annual escalation of 3% per year. If Council approves the proposed lease, after the requisite public hearing, this will be the fourth five-year lease to T-Mobile at the Public Works facility.

Attachments:

Attachment 1—Proposed Lease Agreement

Attachment 2—Public Hearing Notice
Attachment 3—Proposed Ordinance

City Manager's Recommendation: Conduct a public hearing and adopt the proposed ordinance authorizing the lease agreement and further authorizing the City Manager to execute the lease agreement upon final review and approval by the City Attorney.

Suggested Motion: I move to adopt an ordinance authorizing approval of Third Amendment to the lease agreement between the City of Staunton and T-Mobile Northeast LLC for the maintenance and operation of wireless communications facilities on City property, to be effective retroactively to January 25, 2022, and further authorize and direct the Acting or Interim City Manager to sign the lease agreement with such modifications and in final form as approved by the City Attorney.

Acting City Manager: Leslie Beauregard

THIRD AMENDMENT TO LEASE AGREEMENT

This Third Amendment to Lease Agreement (the **Third Amendment**) is effective as of the last signature below (the **Effective Date**), by and between City of Staunton, a municipal corporation of the Commonwealth of Virginia, governed by the Staunton City Council (**Lessor**), and T-Mobile Northeast LLC, a Delaware limited liability company, authorized to conduct business in the Commonwealth of Virginia (**Lessee**) (each a **Party**, or collectively, the **Parties**).

Lessor and Lessee entered into that certain Lease Agreement dated January 25, 2007, including that certain First Amended and Restated Lease Agreement dated March 15, 2012 and that certain Second Amended and Restated Lease Agreement dated March 23, 2017 (including all amendments, collectively, the **Lease**) regarding the leased premises (**Leased Premises**) located at 1911 Craigmont Rd, Staunton, VA 24402 (the **Owned Premises**).

For good and valuable consideration, Lessor and Lessee agree as follows:

1. The Term of the Lease shall be extended to provide that the Lease shall have one (1) additional term of five (5) years, commencing on January 25, 2022 and expiring on January 24, 2027, effective retroactively.

2. At the commencement of the Term provided for in this Third Amendment, Lessee shall pay Lessor Twenty-Four Thousand and 00/100 Dollars ($24,000.00) per year as Rent, partial year to be prorated in advance. Thereafter, notwithstanding anything to the contrary in the Lease, the Rent will escalate by 3% of the Rent payable for the previous year on January 25, 2023, and each annual anniversary thereafter. Where duplicate Rent would occur, a credit shall be taken by Lessee for any prepayment of duplicate Rent by Lessee.

3. Lessor consents to allow Lessee to complete upgrades and additions of the Antenna Facilities on the Leased Premises for no additional consideration, in compliance with required permits.

4. Notwithstanding anything to the contrary in the Lease and as of the Effective Date of the Third Amendment, Lessor shall be responsible for maintaining all portions of the Owned Premises, exclusive of the Antenna Facilities, in good order and condition, including without limitation, plumbing, elevators, the roof and support structure, landscaping and common areas, as applicable.

5. Lessor grants Lessee the option to expand the Leased Premises, to the extent practicable, so that Lessee may implement any necessary modifications, supplements, replacements, refurbishments or expansions to Lessee‘s installation, as determined by Lessee in its sole discretion (the Expansion Option). The Expansion Option shall be exercisable by Lessee at any time during the term (as renewed or extended). In the event Lessee exercises the Expansion Option, the monthly rent payable for such additional Leased Premises shall be the lesser of (i) One and 50/100 Dollars ($1.50) per square foot or (ii) the same per square foot rate as the then-current base Rent applicable to Leased Premises under the Lease (the

Additional Leased Premises Rent). The Additional Leased Premises Rent shall be compensation for space utilized by the expansion of Lessee's room/cabinet/ground area (as applicable) beyond the Leased Premises and for the expansion of antenna area(s) beyond the approximate locations currently occupied by Lessee, but Lessee addition of coaxial cables, raceways, conduits and other ancillary equipment and such related space usage, shall not require or result in Additional Premises Rent or any other compensation to Lessor, nor shall Lessee's utilization of space as contemplated under the Lease. Lessor agrees to take such actions and enter into and deliver to Lessee such documents as Lessee reasonably requests in order to affect and memorialize the lease of the Leased Premises to Lessee.

6. If Lessor desires to redevelop, modify, remodel, alter the Owned Premises or make any improvements thereon (**Redevelopment**) and both Parties agree that the Redevelopment necessitates relocation of Antenna Facilities, then: (i) Lessor may require Lessee to relocate Antenna Facilities once during the Term of the Lease; (ii Lessor shall give Lessee not less than twenty-four (24) months' written notice prior to relocation; (iii) both Parties shall agree upon a suitable area for the relocation; (iv) all costs and expenses associated with or arising out of the relocation, including approval and permitting costs, shall be paid by Lessor; (v) the relocation shall be performed exclusively by Lessee or its agents; (vi) the relocation shall not limit or interfere with Lessee's Permitted Uses of the Leased Premises; (vii) the relocation shall not result in any interruption, impairment or alteration of the communications services or quality thereof provided from the Antenna Facilities; and (viii) if the Parties cannot agree upon a suitable area for relocation, then Lessee may terminate the Lease in its reasonable judgment upon written notice to Lessor, without penalty or further obligation.

7. Should temporary relocation of the Antenna Facilities be required for Lessor repairs to a Building or the Leased Premises, then: (i) Lessor may require Lessee to temporarily relocate Lessee's Antenna Facilities once per each Renewal Term of the Lease (**Temporary Relocation**); (ii) Lessor shall provide Lessee at least six (6) months' prior written notice of any repairs, maintenance or other work (the Work), which would require the Temporary Relocation; (iii) the Work will not limit or interfere with Lessee's Permitted Uses; and (iv) Lessor will reimburse Lessee for all expenses incurred by Lessee required to accommodate the Work. Lessee may elect to install a temporary communications facility (e.g. a cell on wheels, or COW) in another mutually agreeable location on the Owned Premises that provides Lessee coverage and service levels similar to those of the Antenna Facilities at the original location, while the Work is being performed. Lessee shall have the right to reinstall the Antenna Facilities immediately upon the completion of the Work.

8. Lessee shall have the right to assign, or otherwise transfer the Lease, upon Lessee 's delivery to Lessor of written notice of any assignment or transfer by Lessee. Lessee shall be relieved of all liabilities and obligations and Lessor shall look solely to the assignee, or transferee for performance under the Lease.

9. All notices, requests, demands and other communications shall be in writing and shall be deemed to have been delivered upon receipt or refusal to accept delivery, and are effective

only when deposited into the U.S. certified mail, return receipt requested, or when sent via a nationally recognized courier to the addresses set forth below. Lessor or Lessee may from time to time designate any other address for this purpose by providing written notice to the other Party.

If to Lessee:
T-Mobile, USA, Inc.
12920 SE 38th Street
Bellevue, WA 98006
Attn: Lease Compliance/VA33345A

If to Lessor:
City of Staunton
P.O. Box 58
Staunton, VA, 24402-0058
Attn: City Manager

With a Copy to:
P.O. Box 58
Staunton, VA 24402-0058
Attn: City Attorney

10. Lessee and Lessor will reasonably cooperate with each other's requests to approve permit applications and other documents related to the Owned Premises without additional payment or consideration.

11. Lessor will execute a Memorandum of Agreement at Lessee's request. If the Owned Premises is encumbered by a deed, mortgage or other security interest, Lessor will also execute a subordination, non-disturbance and attornment agreement.

12. Any charges payable under the Lease other than Rent shall be billed by Lessor to Lessee within twelve (12) months from the date in which the charges were incurred or due; otherwise the same shall be deemed time-barred and be forever waived and released by Lessor.

13. Except as expressly set forth in this Third Amendment, the Lease otherwise is unmodified. To the extent any provision contained in this Third Amendment conflicts with the terms of the Lease, the terms and provisions of this Third Amendment shall control. Each reference in the Lease to itself shall be deemed also to refer to this Third Amendment.

14. This Third Amendment may be executed in duplicate counterparts, each of which will be deemed an original. Signed electronic, scanned, or facsimile copies of this this Third Amendment will legally bind the Parties to the same extent as originals.

15. Each of the Parties represents and warrants that it has the right, power, legal capacity and authority to enter into and perform its respective obligations under this Third Amendment. Lessor represents and warrants to Lessee that the consent or approval of a third party has either been obtained or is not required with respect to the execution of Third Amendment. If Lessor is represented by any property manager, broker or any other leasing agent (“Agent”), then (a) Lessor is solely is responsible for all commission, fees or other payment to Agent and (b) Lessor shall not impose any fees on Lessee to compensate or reimburse

Lessor for the use of Agent, including any such commissions, fees or other payments arising from negotiating or entering into this Third Amendment or any future amendment.

16. This Third Amendment will be binding on and inure to the benefit of the Parties herein, their heirs, executors, administrators, successors-in-interest and assigns.

17. Force Majeure. Whenever a period of time is prescribed in the Lease for action to be taken by Lessor or Lessee (except for the obligation of the Lessee to pay Rent), then neither Party shall be liable or responsible for, and there shall be excluded from the computation of any such period of time, any delays due to strikes, riots, acts of God, shortages of labor or materials, war, governmental laws, regulations or restrictions or any other causes of any kind whatsoever which are beyond the control of such Party.

IN WITNESS, the Parties execute this Third Amendment as of the Effective Date.

LESSOR:

CITY OF STAUNTON, VIRGINIA,
A municipal corporation of the Commonwealth of Virginia,
Governed by the Staunton City Council

By:______________________________

Print Name:________________________

Title:_____________________________

Date:_____________________________

LESSEE:

T-MOBILE NORTHEAST LLC, a Delaware limited liability company

By:______________________________

Print Name:________________________

Title:_____________________________

Date:_____________________________

CITY OF STAUNTON
NOTICE OF INTENT AND PUBLIC HEARING
REGARDING PROPOSED FIVE-YEAR LEASE
BETWEEN THE CITY OF STAUNTON
AND T-MOBILE NORTHEAST, LLC
FOR MOBILE COMMUNICATIONS FACILITIES

A public hearing will be held during the regular meeting of Staunton City Council at **7:30 p.m.** on **Thursday, January 27, 2022**, in the Rita S. Wilson Council Chambers, located on the first floor of City Hall, 116 West Beverley Street, Staunton, Virginia, for the purpose of considering the grant of authorization to the City Manager to enter into a five-year term of a lease agreement with T-Mobile Northeast, LLC, for lease space from the City for wireless communications facilities located at the Public Works Department, 1911 Craigmont Drive, Staunton, Virginia (Parcel # 10121). The proposed lease is authorized by, among other considerations, Virginia Code Section 15.2-1800.

A copy of the proposed lease agreement is available for inspection during normal working hours at the office of the Clerk of Council and at the office of the City Manager. It also will be part of the Council's meeting agenda material posted at https://www.ci.staunton.va.us/agendas-minutes.

All persons wishing to be heard at the public hearings are invited to attend. The public may also participate in the public hearings by Zoom, or by phone. Specific instructions to participate by Zoom or by phone can be found at: https://www.ci.staunton.va.us/government/city-council/access-city-council-meetings. Those interested in listening to the meeting may do so via live stream from the City's website or by listening to the public access television Channel (Comcast Channel 7). The public may also provide comments to City Council by (i) emailing the Interim Clerk of Council at: smithmc@ci.staunton.va.us, or (ii) calling 540.332.3812. Voice mail messages are acceptable. Hearing impaired persons desiring to participate in the public hearings should contact the Interim Clerk of Council by email at smithmc@ci.staunton.va.us to request an interpreter.

Morgan C. Smith,
Interim Clerk of Council

Please publish on Thursday, January 20, 2022 as a boxed ad in the “Legal Notice” section of the paper.

Ordinance No. 2022 - ___

AN ORDINANCE AUTHORIZING THIRD AMENDED AND RESTATED LEASE AGREEMENT FOR ANOTHER FIVE YEAR TERM WITH T-MOBILE NORTHEAST LLC, FOR WIRELESS COMMUNICATIONS FACILITIES

Recitals

A. The City of Staunton, Virginia, a municipal corporation and T-Mobile Northeast LLC (or its predecessor-in-interest) entered into a Lease Agreement dated January 25, 2007, as amended by First Amendment to Lease Agreement dated March 15, 2012, and subsequently by Second Amended and Restated Lease Agreement dated March 23, 2017 (“Agreement”), for the lease of certain leased premises (“Leased Premises”), that are a portion of the premises owned by the City of Staunton and located at 1911 Craigmont Drive (Parcel # 10121);

B. The term of the Agreement expired on January 24, 2022, and the parties mutually desire to renew the Agreement, 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”);

C. The Staunton City Council held a public hearing regarding this proposed second extension of the lease on January 27, 2022, and then authorized it by adoption of this ordinance;

D. This matter involving the proposed Third Amendment has been properly advertised, heard and considered; and

E. 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 term of the Lease Agreement is extended for another five-year term retroactively with the term to commence January 25, 2022 and end January 24, 2027, and the City Manager is authorized on behalf of the City of Staunton, Virginia, to execute a Third Amendment to Lease Agreement, as proposed, with T-Mobile Northeast LLC, 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 of the Third Amendment.

Introduced:
Adopted:
Effective Date: January 25, 2022

____
Andrea W. Oakes, Mayor

ATTEST:__________________________

Morgan C. Smith,
Interim Clerk of Council

CITY COUNCIL AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**Staff Members:** **Billy Vaughn** **Amanda DiMeo**
Item #	**B**	
Department:	**Economic Development**	
Alignment with Staunton Plan (Value/Strategic Area):	**Strategic Area: Economic Development**	
Subject:	**Update on the Staunton Crossing Economic Development Efforts**	

Background: During Council's work session on January 27, 2022, an update will be provided on the recent efforts to prepare and position Staunton Crossing for selection and development by prospective companies. Staff will focus on the following topics:

- Demolition Project
- Marketing Plan Strategy
- VDOT Crossing Way Extension
- Virginia Business Ready Site Program Grant
- Recent Interest

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

Acting City Manager: Leslie Beauregard

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**Staff Member:** **Phil Trayer**
Item #	**C**	
Department:	**Finance**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Area: Responsive, Efficient Government**	
Subject:	**Ordinance to Appropriate an Additional 25% of the FY2022 Adopted Budget**	

Background: The FY2022 budget was adopted on April 22, 2021 in the amount of $131,176,865. Recognizing the uncertainty of the economy resulting from the global COVID-19 pandemic emergency-disaster and the potential impact on FY2022's revenues, it was decided to appropriate seventy-five percent (75%) of the approved budget at that time. Per Section 2 of City Ordinance No. 2021-12 (attached), Council has an option to appropriate additional funds at its discretion. Because this ordinance does not affect the amount of the previously approved FY2022 budget but only authorizes staff to allow expenditures up to 100% of the approved FY2022 budget, no public hearing is required.

As of the first six months of the fiscal year, the FY2022 revenues are trending at or above budget projections. Accordingly, staff recommends that Council appropriate the final 25%, or $32,794,216, of the FY2022 adopted budget at this time. This will bring the total appropriation up to one hundred percent (100%) or, $131,176,865, of the adopted budget.

The proposed FY2022 Budget Appropriation Ordinance totals $32,794,216 (additional City appropriation of $22,665,250 and additional Schools appropriation of $10,128,966), as detailed below. The introduction of this ordinance occurred at the January 13, 2022 meeting, and consideration is scheduled for January 27, 2022.

Fund	**Additional 25% Appropriation**
General Fund	$ 15,438,494
Debt Service	1,420,829
Blue Ridge Court Services	307,385
Capital Improvement Fund	245,263
Water Fund	2,903,774
Sewer Fund	990,169
Parking Fund	128,419
Stormwater Fund	414,561
Environmental Fund	816,357
Sub Total	**$ 22,665,250**
Education Fund	$ 8,813,375
Cafeteria Fund	424,079
School Textbook Fund	69,184
School capital Improvement Project	25,000
State Operated Programs	797,330
Sub Total	**$ 10,128,967**
Total Appropriation	**$ 32,794,216**

Attachment:

Attachment 1—Proposed Ordinance – FY2022 Adopted Budget Additional Appropriation
Attachment 2—FY2022 Adopted Budget Ordinance No. 2021-12

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

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2022 budget by adding an additional twenty-five percent (25%) of the FY2022 adopted budget in an amount equal $32,794,216

Acting City Manager: Leslie Beauregard

ATTACHMENT # 1 **Ordinance No. 2022-**

CITY OF STAUNTON, VIRGINIA
FY 2022 ADOPTED BUDGET ADDITIONAL APPROPRIATION

GENERAL FUND

		ADDITIONAL APPROPRIATION
ANTICIPATED REVENUE		
General Property Taxes	$	6,896,266
Other Local Taxes		3,787,625
Commonwealth of Virginia		3,203,842
Current Service Charges		463,976
Federal Revenue		340,907
Recovered Costs		297,559
Licenses and Permits		52,100
Use of Money and Property		33,875
Fines and Forfeitures		58,000
Miscellaneous		304,345
Total Revenue	$	15,438,494
APPROPRIATIONS		
Transfer to Education Fund	$	3,406,563
Public Safety		3,332,873
Health and Welfare		1,920,739
Public Works		1,584,662
General Government Administration		1,564,615
Transfer to Debt Service Sinking Fund		965,230
Parks, Recreation, Library, and Cultural		1,211,104
Judicial Administration		643,507
Community Development		561,689
Transfer to the City CIP Fund		245,263
Educational Agency Contributions		2,250
Total Appropriations	$	15,438,494

DEBT SERVICE SINKING FUND

ANTICIPATED REVENUE		
Transfer from the General Fund	$	1,420,829
Total Revenue	$	1,420,829
APPROPRIATIONS		
Debt	$	1,420,829
Total Appropriations	$	1,420,829

CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE	
Transfer from the General Fund	$245,263
Total Revenue	$245,263
APPROPRIATIONS	
Capital Improvements	$245,263
Total Appropriations	$245,263

BLUE RIDGE COURT SERVICES FUND

ANTICIPATED REVENUE		
Non Capital Grants/ Contributions	$	228,918
Miscellaneous		34,717
Charges for Services		43,750
Total Revenue	$	307,385
APPROPRIATIONS		
Operations	$	307,385
Total Appropriations	$	307,385

WATER FUND

ANTICIPATED REVENUE		
Charges for Service	$	1,158,649
General Revenues		20,125
Proceeds from Debt Issuance		1,725,000
Total Revenue	$	2,903,774
APPROPRIATIONS		
Operations	$	866,147
Debt		180,128
Capital		1,857,500
Total Appropriations	$	2,903,774

SEWER FUND

ANTICIPATED REVENUE		
Charges for Services	$	977,044
General Revenues		13,125
Total Revenue	$	990,169
APPROPRIATIONS		
Operations	$	671,936
Debt		230,632
Capital		87,602
Total Appropriations	$	990,169

PARKING FUND

ANTICIPATED REVENUE		
Charges for Services	$	93,549
General Revenues		34,870
Total Revenue	$	128,419
APPROPRIATIONS		
Operations	$	83,814
Debt		44,605
Total Appropriations	$	128,419

STORMWATER FUND

ANTICIPATED REVENUE		
Charges for Services	$	193,149
General Revenues		221,413
Total Revenue	$	414,561
APPROPRIATIONS		
Operations	$	114,561
Capital		300,000
Total Appropriations	$	414,561

ENVIRONMENTAL FUND

ANTICIPATED REVENUE		
Charges for Services	$	799,171
General Revenues		14,686
Non Capital Grants/ Contributions		2,500
Total Revenue	$	816,357
APPROPRIATIONS		
Operations	$	701,963
Capital		114,394
Total Appropriations	$	816,357

EDUCATION FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	4,608,977
Transfer from the General Fund		3,406,563
Federal Government		499,522
Charges for Services		219,095
General Revenues		79,219
Total Revenue	$	8,813,375
APPROPRIATIONS		
Administration and Operation of Schools	$	8,813,375
Total Appropriations	$	8,813,375

CAFETERIA FUND

ANTICIPATED REVENUE		
Operating Grants	$	396,162
Charges for Service		600
General Revenues		27,316
Total Revenue	$	424,079
APPROPRIATIONS		
Operations	$	424,079
Total Appropriations	$	424,079

SCHOOL TEXTBOOK FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	42,361
General Revenues		26,823
Total Revenue	$	69,184
APPROPRIATIONS		
Operations	$	69,184
Total Appropriations	$	69,184

SCHOOL CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE		
General Revenues		$25,000
Total Revenue		$25,000
APPROPRIATIONS		
Capital Improvements		$25,000
Total Appropriations		$25,000

STATE OPERATED PROGRAMS

ANTICIPATED REVENUE		
Operating Grants	$	683,972
General Revenues		113,358
Total Revenue	$	797,330
APPROPRIATIONS		
Operations	$	797,330
Total Appropriations	$	797,330

Grand Total Revenues	**$**	**32,794,216**
Grand Total Expenditures	**$**	**32,794,216**
Balance		

INTRODUCED: January 13, 2022

Approved this _____________day of ___2022

Effective Date: ____________________

ATTEST:___________________________
Morgan C. Smith
Interim Clerk of Council

CERTIFIED:___________________________________
Andrea Oakes
Mayor of Council

Ordinance No. 2021- 12

AN ORDINANCE ESTABLISHING AND APPROVING A BUDGET FOR THE SCHOOL BOARD OF THE CITY OF STAUNTON, AND FOR THE CITY OF STAUNTON, VIRGINIA, BOTH SEPARATELY AND COLLECTIVELY FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022, APPROPRIATING FUNDS AT SEVENTY-FIVE PERCENT (75%) OF SUCH APPROVED BUDGETED AMOUNTS FOR PUBLIC PURPOSES FOR SUCH FISCAL YEAR, SUBJECT TO FUTURE APPROPRIATION AMENDMENT(S); ESTABLISHING A TAX RATE ON TAXABLE PERSONAL PROPERTY, REAL ESTATE AND PROPERTY OF PUBLIC SERVICE CORPORATIONS; ESTABLISHING AND IMPOSING A SERVICE CHARGE ON CERTAIN REAL PROPERTY EXEMPT FROM TAXATION; AND CONTINUING IN EFFECT ALL ORDINANCES OF THE CITY OF STAUNTON, VIRGINIA, RELATING TO TAXES, LICENSES, FEES, SERVICE CHARGES, COSTS AND OTHER CHARGES AND ALL ORDINANCES RELATING TO THE TIME OF PAYMENT THEREOF AND COLLECTION THEREOF, EXCEPT AS HEREIN SPECIFICALLY MODIFIED

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

SECTION 1. The following budget, annexed and incorporated by reference, totaling **$131,176,865** for the City of Staunton, Virginia for the fiscal year beginning July 1, 2021 and ending June 30, 2022 is hereby proposed, approved and adopted:

(SEE ATTACHED BUDGET, incorporated by reference)

SECTION 2. Public revenues of the City of Staunton, Virginia are hereby appropriated for public purposes for the fiscal year beginning July 1, 2020, and ending June 30, 2021, at **seventy-five percent (75%)** thereof as set forth in the appropriate Section of such budget, with the recognition and stipulation that budget approval is not an appropriation of funds and only those funds as appropriated at such percentage and no more are set aside and may be spent, subject to future appropriation amendment(s) by ordinance as may be adopted by City Council.

SECTION 3.

3.1. The tax rate for all real estate, including real estate owned by public service corporations, subject to tax for the calendar year beginning January 1, 2021, shall be and is fixed at **$0.92 per $100.00** of assessed value of such property per year, with assessed values being established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January of every odd numbered year.

3.2. The tax rate for all real property and improvements located in the Downtown Service District is subject to an additional tax for the calendar year beginning

January 1, 2021, which shall be and is fixed at $0.15 (fifteen cents) per $100.00 of assessed value of such property for calendar year 2021. Assessed values for the Downtown Service District shall be established through biennial reassessments pursuant to Section 58.1-3253 of the Code of Virginia, as amended, as of January 1 of every odd numbered year. These rates shall continue until modified by action of the Council of the City of Staunton, Virginia.

SECTION 4.

4.1. The tax rate for all personal property, including vehicles owned by public service corporations (but excluding machinery and tools, referenced and defined in Section 58.1-3507 of the Code of Virginia, as amended), subject to tax for the calendar year beginning January 1, 2021, shall be fixed at $2.90 per $100.00 of assessed value per year.

4.2. The tax rate for machinery and tools as defined in Section 58.1-3507 of the Code of Virginia, as amended, subject to tax for the calendar year beginning January 1, 2021 shall be and is fixed at $1.24 per $100.00 of assessed value per year.

SECTION 5. For the period of July 1, 2021, through June 30, 2022, certain categories of property exempted from taxation under Section 58.1-3600 et seq. of the Code of Virginia, as amended, shall be assessed and have imposed a fee or service charge based on the assessed value of the real estate and the amount which the City of Staunton expended in the year preceding for police and fire protection and, in the case of faculty and staff housing of an educational institution, the cost of public school education. The categories of property eligible for such assessment, and the method for calculating the assessment, are prescribed in Section 58.1-3400 et seq. of the Code of Virginia, as amended.

SECTION 6. The rate of service charge or fee imposed for property subject to such charge or fee under Section 5 of this ordinance shall be and is fixed and imposed at $0.19 per annum per $100.00 of assessed value and $0.48 per annum per $100.00 of assessed value for faculty and staff housing of an educational institution for the 2021 calendar year. The service charge shall be and is payable in one installment on December 15, 2021. Any service charge not paid when due shall bear interest computed at the rate of 10% per annum from the due date until paid.

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

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

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

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

SECTION 10.

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

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

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

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

INTRODUCED:	March 25, 2021
PUBLIC HEARING ADVERTISE DATE:	April 1, 2021
PUBLIC HEARING DATE:	April 8, 2021
ADOPTED:	April 22, 2021
EFFECTIVE DATE:	July 1, 2021

Andrea W. Oakes, Mayor

ATTEST: Morgan C. Smith

Morgan C. Smith
Interim Clerk of Council

Ordinance No. 2021-12

CITY OF STAUNTON, VIRGINIA
FY 2022 ADOPTED BUDGET

GENERAL FUND

ANTICIPATED REVENUE		BUDGET
General Property Taxes	$	27,585,063
Other Local Taxes		15,150,500
Commonwealth of Virginia		12,815,367
Current Service Charges		1,855,902
Federal Revenue		1,363,629
Recovered Costs		1,190,235
Licenses and Permits		208,400
Use of Money and Property		135,500
Fines and Forfeitures		232,000
Miscellaneous		1,217,378
Total Revenue	$	61,753,974

APPROPRIATIONS		
Transfer to Education Fund	$	13,626,250
Public Safety		13,331,493
Health and Welfare		7,682,954
Public Works		6,258,460
General Government Administration		6,338,649
Transfer to Debt Service Sinking Fund		4,844,415
Parks, Recreation, Library, and Cultural		3,860,920
Judicial Administration		2,574,028
Community Development		2,246,755
Transfer to the City CIP Fund		981,050
Educational Agency Contributions		9,000
Total Appropriations	$	61,753,974

DEBT SERVICE SINKING FUND

ANTICIPATED REVENUE		
Transfer from the General Fund	$	5,683,314
Total Revenue	$	5,683,314
APPROPRIATIONS		
Debt	$	5,683,314
Total Appropriations	$	5,683,314

CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE	
Transfer from the General Fund	$981,050
Total Revenue	$981,050
APPROPRIATIONS	
Capital Improvements	$981,050
Total Appropriations	$981,050

BLUE RIDGE COURT SERVICES FUND

ANTICIPATED REVENUE		
Non Capital Grants/ Contributions	$	915,672
Miscellaneous		138,869
Charges for Services		175,000
Total Revenue	$	1,229,541
APPROPRIATIONS		
Operations	$	1,229,541
Total Appropriations	$	1,229,541

WATER FUND

ANTICIPATED REVENUE		
Charges for Service	$	4,634,597
General Revenues		80,500
Proceeds from Debt Issuance		6,900,000
Total Revenue	$	11,615,097
APPROPRIATIONS		
Operations	$	3,464,587
Debt		720,510
Capital		7,430,000
Total Appropriations	$	11,615,097

SEWER FUND

ANTICIPATED REVENUE		
Charges for Services	$	3,908,177
General Revenues		52,500
Total Revenue	$	3,960,677
APPROPRIATIONS		
Operations	$	2,687,745
Debt		922,526
Capital		350,406
Total Appropriations	$	3,960,677

PARKING FUND

ANTICIPATED REVENUE		
Charges for Services	$	374,194
General Revenues		139,481
Total Revenue	$	513,675
APPROPRIATIONS		
Operations	$	335,256
Debt		178,419
Total Appropriations	$	513,675

STORMWATER FUND

ANTICIPATED REVENUE		
Charges for Services	$	772,594
General Revenues		885,650
Total Revenue	$	1,658,244
APPROPRIATIONS		
Operations	$	458,244
Capital		1,200,000
Total Appropriations	$	1,658,244

ENVIRONMENTAL FUND

ANTICIPATED REVENUE		
Charges for Services	$	3,196,685
General Revenues		58,742
Non Capital Grants/ Contributions		10,000
Total Revenue	$	3,265,427
APPROPRIATIONS		
Operations	$	2,807,851
Capital		457,576
Total Appropriations	$	3,265,427

EDUCATION FUND

ANTICIPATED REVENUE		
Commonwealth of Virginia	$	18,435,908
Transfer from the General Fund		13,626,250
Federal Government		1,998,086
Charges for Services		876,379
General Revenues		316,875
Total Revenue	$	35,253,498
APPROPRIATIONS		
Administration and Operation of Schools	$	35,253,498
Total Appropriations	$	35,253,498

CAFETERIA FUND

ANTICIPATED REVENUE

Operating Grants	$	1,584,649
Charges for Service		2,400
General Revenues		109,265
Total Revenue	$	1,696,314

APPROPRIATIONS

Operations	$	1,696,314
Total Appropriations	$	1,696,314

SCHOOL TEXTBOOK FUND

ANTICIPATED REVENUE

Commonwealth of Virginia	$	169,445
General Revenues		107,290
Total Revenue	$	276,735

APPROPRIATIONS

Operations	$	276,735
Total Appropriations	$	276,735

SCHOOL CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE

General Revenues	$100,000
Total Revenue	$100,000

APPROPRIATIONS

Capital Improvements	$100,000
Total Appropriations	$100,000

STATE OPERATED PROGRAMS

ANTICIPATED REVENUE

Operating Grants	$	2,735,887
General Revenues		453,432
Total Revenue	$	3,189,319

APPROPRIATIONS

Operations	$	3,189,319
Total Appropriations	$	3,189,319

Grand Total Revenues	**$**	**131,176,865**
Grand Total Expenditures	**$**	**131,176,865**
Balance		**($0)**

INTRODUCED: March 25, 2021

Approved this 22nd day of April 2021

Effective Date: July 1, 2021

ATTEST: Morgan C. Smith
Morgan C. Smith
Interim Clerk of Council

CERTIFIED:
Andrea Oakes
Mayor of Council

CITY COUNCIL **AGENDA BRIEFING**

Staunton, Virginia

Meeting Date:	**January 27, 2022**	**Staff Member:** **Lyle Hartt**
Item #	**D**	
Department:	**Public Works—Engineering**	
Alignment with Staunton Plan (Value/Strategic Area):	**Value: Excellence** **Strategic Areas: Infrastructure** **Built Environment**	
Subject:	**Resolution Authorizing Virginia Department of Transportation Inventory Adjustments**	

Background: The following streets have sections that have not yet been accepted into the Virginia Department of Transportation's (VDOT's) Urban Maintenance Inventory System, which allows for street maintenance payments to the City: Stocker Street, Chamberlain Drive, and West Village Drive. The City is pursuing the addition of sections of these streets into UMIS, as is customary.

To accomplish this, VDOT needs City Council to adopt the attached resolution. A copy of VDOT's U-1 Form listing the street segments requested to be added is attached and referenced as Exhibit A. A sketch of each street area and its applicable sections is also attached and referenced as Exhibits B, C, and D.

Attachment: Proposed Resolution

City Manager's Recommendation: Recommend adoption of the proposed resolution, as presented.

Suggested Motion: I move that City Council adopt the proposed resolution petitioning the Virginia Department of Transportation (VDOT) to add those portions of Stocker Street, Chamberlain Drive, and West Village Drive, as described and shown on Exhibits A through D to the resolution, to the City's local system of roads to be included in VDOT's Urban Maintenance Inventory System.

City Manager: Leslie Beauregard

A RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
AUTHORIZING THE REQUEST FOR THE STREET ADDITIONS OF PORTIONS OF STOCKER STREET, CHAMBERLAIN DRIVE, AND WEST VILLAGE DRIVE TO THE CITY'S LOCAL SYSTEM OF ROADS ELIGIBLE FOR VIRGINIA DEPARTMENT OF TRANSPORTATION MAINTENANCE PAYMENTS

Recitals

A. Whereas, pursuant to the provisions of Virginia Code § 33.2-319, the Virginia Department of Transportation (VDOT) makes payments to municipalities for the maintenance of qualifying highways; and

B. Whereas, VDOT procedures require that municipalities requesting lane mileage additions and deletions for payments under § 33.2-319 submit Form U-1, "Request for Street Additions, Deletions or Conversions for Municipal Assistance Street Payments," as approved by the municipality's governing body;

NOW, THEREFORE, BE IT RESOLVED that, the Council of the City of Staunton, Virginia, hereby petitions VDOT to accept those segments of streets listed on Form U-1 for street maintenance payments; a copy of said Form U-1 being attached hereto and made part of this resolution and incorporated by reference as **Exhibit A**; and further identified on the attached area sketches; a copy of said sketches also attached hereto and made part of this resolution and incorporated by reference as **Exhibits B, C, and D**;

BE IT FURTHER RESOLVED that, Form U-1 and accompanying sketches, and a copy of this resolution, shall be transmitted to the Resident Engineer/Administrator of VDOT;

BE IT FURTHER RESOLVED that, this resolution shall be in full force and effect upon its passage.

Introduced:
Adopted:
Effective Date:

____
Andrea W. Oakes, Mayor

ATTEST: ______________________________
Morgan Smith, Interim Clerk of Council

Exhibit A

Appendix B
Form U-1 (rev. 7-1-17)

LOCAL ASSISTANCE DIVISION
VDOT
REQUEST FOR STREET ADDITIONS, DELETIONS AND CONVERSIONS FOR
STREET PAYMENTS SECTION 33.2-319
CODE OF VIRGINIA

MUNICIPALITY Staunton **DISTRICT** Staunton

ACTION REQUIRED (SELECT BELOW)	STREET NAME ROUTE NUMBER	FROM TERMINI TO	R/W (Width) (FEET)	PAVEMENT WIDTH (FEET)	CENTER LANE (MILES)	NUMBER OF LANES	MOVING LANE MILES	Eligibility Code Reference Link	FUNC. CLASS. (TMPD USE except for HR and NOVA)
ADD (New Road)	STOCKER ST	CL GROVE LN to 0.03 MI N OF GROVE LN	40	26	0.03	2	0.06	5	
ADD (New Road)	STOCKER ST	0.01 N OF KELLSYE WAY to CUL DE SAC	45	26	0.11	2	0.22	5	
ADD (New Road)	CHAMBERLAIN DR	0.02 MI W OF STONEWALL JACKSON BLVD TO 0.22 MI W OF STONEWALL JACKSON BLVD	50	28	0.22	2	0.44	5	
ADD (New Road)	W VILLAGE DR	GREENVILLE AVE TO 0.05 MI E OF GREENVILLE AVE	62	40	0.05	3	0.15	5	
ADD (New Road)	W VILLAGE DR	0.05 MI E OF GREENVILLE AVE TO TURNAROUND	50	24	0.11	2	0.22	5	

*** Council Resolution and Map Attached**

SIGNED ______________________________
MUNICIPAL OFFICIAL DATE

SIGNED ______________________________
AUTHORIZED VDOT OFFICIAL DATE

Submit to: District Point of Contact in triplicate

CLASSIFIED BY ______________________________
T&MPD ENGINEER DATE

Exhibit B

URBAN STREET ADDITIONS
STOCKER STREET AREA SKETCH

Segment(s) of Road to be added to the Urban System

Segment(s) of Road presently in Urban System

ACTION	SEGMENT	STREET NAME	FROM	TO	LENGTH (MI.)
ADD NEW ROAD	A-B	**STOCKER ST**	CL GROVE LN	0.03 MI N OF GROVE LN	0.03
ADD NEW ROAD	C-D	**STOCKER ST**	0.01 N OF KELLSYE WAY	CUL DE SAC	0.11

Exhibit C

URBAN STREET ADDITIONS
CHAMBERLAIN DRIVE AREA SKETCH

Segment(s) of Road to be added to the Urban System

Segment(s) of Road presently in Urban System

ACTION	SEGMENT	STREET NAME	FROM	TO	LENGTH (MI.)
ADD NEW ROAD	A-B	CHAMBERLAIN DR	0.02 MI W OF STONEWALL JACKSON BLVD	0.24 MI W OF STONEWALL JACKSON BLVD	0.22

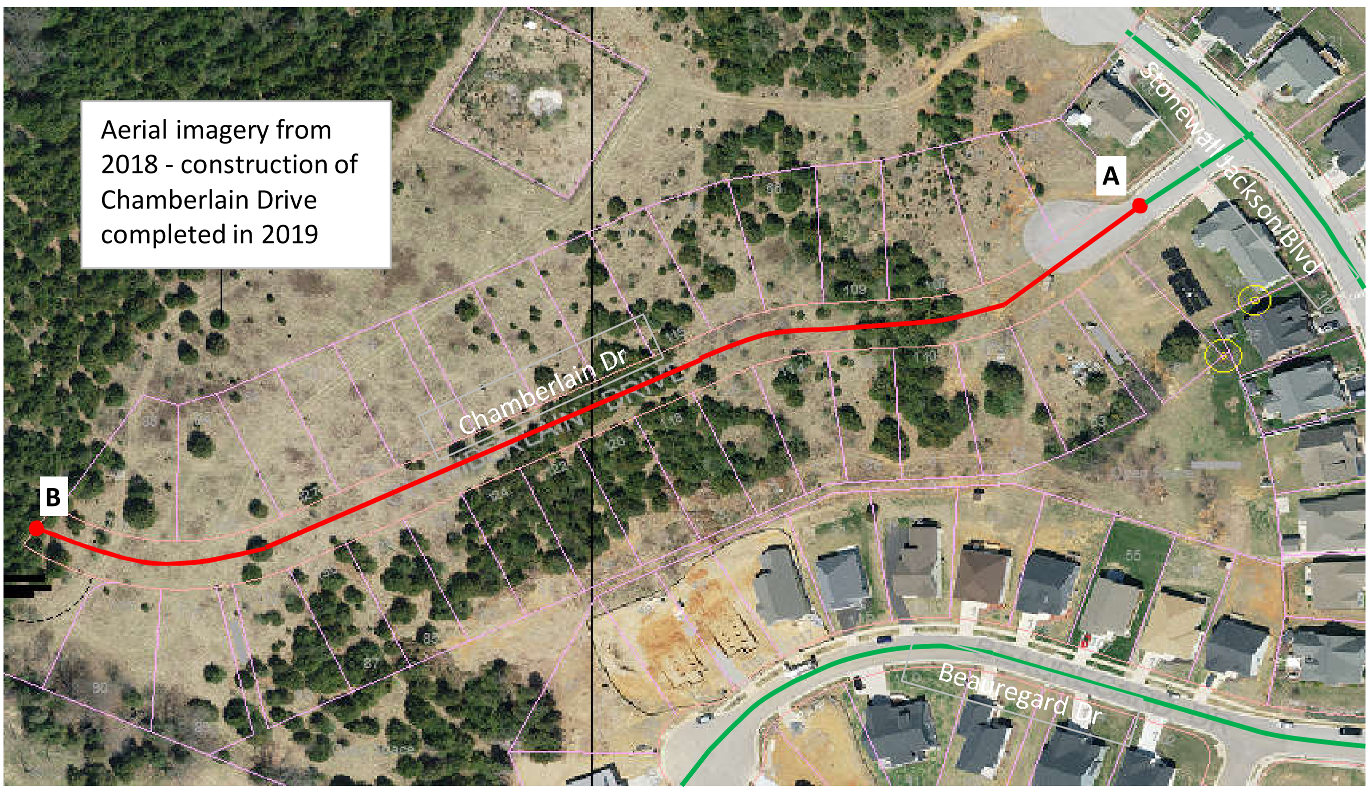

Exhibit D

URBAN STREET ADDITIONS
WEST VILLAGE DRIVE AREA SKETCH

Segment(s) of Road to be added to the Urban System

Segment(s) of Road presently in Urban System

ACTION	SEGMENT	STREET NAME	FROM	TO	LENGTH (MI.)
ADD URBAN	A-B	**W VILLAGE DR**	GREENVILLE AVE	0.05 MI E OF GREENVILLE AVE	0.05
ADD URBAN	B-C	**W VILLAGE DR**	0.05 MI E OF GREENVILLE AVE	TURNAROUND	0.11