

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
April 14, 2022
5:15 p.m.**

- | | | |
|------------------|-----------|--|
| 5:15 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 5:25 p.m. | 2. | Joint Work Session—FY 2023 School Board Budget |
| 6:00 p.m. | | Break |
| 6:20 p.m. | 3. | Diversity, Equity and Inclusion Workshop |
| 7:05 p.m. | 4. | Roll Call |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
April 14, 2022
7:30 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Dull

Mayor's Report

Proclamation—Fair Housing Month

Proclamation—Child Abuse Prevention Month

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of March 24, 2022

REGULAR MEETING

- A. **Recognition of Cynthia Easterling for Years of Service to the City of Staunton**

- B. **Public Hearing and Consideration of an Amendment to Chapter 18.125, Minimum Off-Street Parking Requirements, of Title 18, Zoning, of the Staunton City Code to Allow Off-Street Parking in Certain Situations to be Exempted from the Sealed Surface Requirement***

- C. **Public Hearing of an Ordinance to Establish a Budget for FY 2023 (July 1, 2022—June 30, 2023)***

- D. **Public Hearing of an Ordinance to Increase Environmental Fund Fee Rates***

Matters from the Interim 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:	April 14, 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 _____].

Interim City Manager: Leslie Beauregard

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CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	April 14, 2022	Dr. Garrett Smith School Superintendent Leslie Beauregard Interim City Manager
Item #	2	
Department:	City Council and School Board	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Joint Work Session—FY 2023 School Board Budget	

Background: City Council and Staunton City School Board will meet in a joint work session to discuss the proposed FY 2023 Staunton City Schools budget. Interim City Manager Leslie Beauregard, Chief Finance Officer Phil Trayer, Superintendent of Schools Garrett Smith, and Schools' Budget Manager Brad Wegner will also participate in the discussions.

Interim City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

Interim City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	April 14, 2022	City Council _____ Leslie Beauregard Interim City Manager
Item #	3	
Department:	City Council City Manager’s Office	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Inclusion & Equity Strategic Area: Responsive, Efficient Government Inclusion	
Subject:	Diversity, Equity and Inclusion Workshop	

Background: To help support the soon to be newly formed Equity and Diversity Commission, the city was awarded a grant from the Virginia Risk Sharing Association in the amount of \$25,000, the majority of which will be used to resource a consultant/facilitator, Dr. Robin Stacia, of Sage Consulting Network, who is working directly with VRSA and the city. One of the facilitated sessions offered is a Diversity, Equity and Inclusion Workshop to take place before City Council begins to interview candidates for the Commission. Dr. Stacia will facilitate the workshop.

Attachment: A presentation will be provided at the work session.

Interim City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

Interim City Manager: Leslie Beauregard

City Council
WORK SESSION
March 24, 2022
5:00 p.m.

Council Members Present: Mayor Oakes, Vice Mayor Robertson and councilmembers Claffey and Darby. Councilmember Dull participated remotely.

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

Mayor Oakes stated, “On March 22, 2022, I received a request from Councilor Dull to participate remotely in the March 24, 2022 Staunton City Council meeting due to a personal matter. 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 stated, “Pursuant to Staunton City Council Procedural Memorandum Number Three, I move to allow Councilor Dull to remotely participate in the March 24, 2022 Staunton City Council meeting due to a personal matter.”

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

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

Mayor Oakes asked Ms. Dull to state the location from which she was participating. Ms. Dull responded that she was at Kill Devil Hills, North Carolina. Mayor Oakes asked Council and the audience if they could hear Ms. Dull. The response was affirmative.

Mayor Oakes recognized School Board Chairman Kenneth Venable and other School Board members in attendance.

1. Consideration of Work Session and Regular Meeting Agendas

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

Mr. Claffey moved to approve the work session and regular meeting agendas.

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

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

Mr. Holmes arrived at 5:08 p.m.

2. Introduction of an Ordinance Proposing a Budget for Fiscal Year 2023

Interim City Manager, Leslie Beauregard began by acknowledging that the presentation was the first time City Council as a complete body had heard the budget proposal for FY 2023. She emphasized the word proposal, and added that the presentation was the beginning of a series of public meetings and public hearings that would ultimately result in a final budget that would be considered for Council adoption on Apr. 28. She stated that staff recognized the school board is asking for more funds than are in the proposed budget and that we are committed to working through those differences.

The City and School administration started meeting in November 2021 to discuss budget challenges. In early January, the city first broached the 50/50 formula with the school board and suggested some changes from past practice for FY2023. The schools advocated for the 50/50 formula throughout the process and again on Jan. 27, 2022 during the joint City Council/School Board work session. Ms. Beauregard stated that at that work session, the schools advocated strongly for the 50/50 formula, which equated to about \$1.28 million more than the current budget. At the Feb. 2, 2022 City Council budget work session, Council continued to work under the assumption that the School Board's request from the previous week still stood, as no new information had been presented since that time. Following that work session, the CFO recalculated the Schools' number using the 50/50 formula as requested by the Schools at the January 27 work session. At the end of February 2022, Ms. Beauregard met with SCS administration and shared the proposed budget number based on the 50/50 formula, reflective of updated revenue estimates, as had been the case for the last 20 years. The following week, in early March, she learned that the school's request was actually \$1.396 million. Unsure of the formula that would support that figure, she expressed concern to school administration. Over a series of individual meetings with school administration, Ms. Beauregard was told that those issues could be worked out during the budget process. It was in a meeting on Mar. 22, 2022 between Mayor Oakes, Ms. Beauregard, School Board Chair Kenneth Venable and School Superintendent Garrett Smith, that City staff first learned of the \$1.68 million request. By that point, there was no time for the City to make such a major adjustment to the budget proposal without input from the public and from Council – a process, Ms. Beauregard explained, that was to begin tonight.

Ms. Beauregard stated that there was a difference of over \$624,000 between the Schools' most recent ask and the City's local contribution to the schools in the current proposed budget. She added that while not ideal, it was not an unusual situation to be in. A locality and school system often don't agree at first, but differences are resolved during the budget process where they can be discussed in public with complete transparency so that everyone understands the decisions at hand and the benefits and consequences of those decisions.

She explained that the budget presentation was focused on long term financial health and adaptability. City staff and departments have shown dedication and determination in fulfilling citizen needs, requests and wants, and for that reason, the budget had kept stability in providing city services. She recognized staff's efforts. Due to "The Great Resignation" and several other circumstances, Staunton was not only competing with other local governments, but the private sector as well to attract and retain a quality workforce. This was the reason for such big steps in the area of salaries. The budget also provided additional funds to support Staunton City Schools, and Ms. Beauregard noted there was work yet to do in this area. She reiterated their commitment to working through differences and aspired for a future that included more collaboration and discussions earlier in the budget process, which included the sharing of challenges and successes

on a continuous basis. New items she addressed included: steps to right-size salaries for city employees, allocation for improvements to the centralized recycling center, continued diversity, equity and inclusion work, and provision of funds to enhance proactivity in communications and engagement. She also recognized the additional funds being provided to the Shenandoah Valley Animal Services Center to stabilize and improve shelter operations. Total revenues from all funds were \$142.9 million, with the largest portions being state funds, general property taxes and transfers from the general fund. She added that the budget would keep the real estate tax rate at 92 cents per \$100 assessed value and with it being an off-assessment year, the only growth would be new construction. As the foundation of the budget, the general fund provides for most city services such as police, fire, public works, parks and recreation and community development. Of all revenue sources, general property taxes make up the majority, which includes real estate and personal property as the largest in that category.

The only fee proposed to increase is for the Environmental Fund and the majority of that increase is attributed to significant capital needs at the regional landfill. Those increases would appear on refuse bills starting on Sept. 10, 2022. The fee increase would also require a public hearing that was scheduled for Apr. 14, 2022. Ms. Beauregard explained that city revenues are reviewed and developed by a team of staff, including the Interim City Manager, Chief Finance Officer, Commissioner of Revenue and City Treasurer. That team reviewed revenues line item by line item and made projections based on historical and currently trending amounts. The team also discussed potential adjustments due to more recent trends, future known changes, and highlighted possible uncertainties (i.e., grocery tax, etc.) and all of those factors influenced the projections in the proposed budget.

Ms. Beauregard explained that the projections for sales tax increased by over \$612,000. Transient occupancy tax, which struggled because of the pandemic, was projected to go up \$208,000. Also projected to increase were meals tax revenue by \$1.1 million and business license tax by \$210,000. State and federal funding increased \$403,000 and \$217,000 respectively, and was mainly due to increases in health and welfare programs funding, constitutional officer reimbursements and a net reduction in grant funding.

Public safety and education made up the largest pieces of the general fund by far, with the education transfer being the largest single expenditure in the general fund budget. Public safety is made up of police and fire – the largest city budgets in that functional area, and outside agencies such as the jail, juvenile detention center, animal shelter and building inspections. Ms. Beauregard continued, stating that the largest portion of the city's operating budget was devoted to personnel costs and that recruitment, development, retention and support of a skilled city workforce were strong priorities in the budget. As a result of the so called "Great Resignation," recruiting and keeping that stable workforce had become increasingly more difficult. As a result, a 5% cost of living increase for all full and part-time city employees was proposed and would take effect on Oct. 1, 2022. She also proposed that department heads receive 2.5% increase in order to demonstrate and bolster the City's commitment to employees who need it the most. Once the budget is approved, human resources would then contract out for a pay and compensation study, which had not been done in some time, which would gather important information and data to help ensure internal pay equity and external competitiveness. She proposed two full-time positions be added. One was a housing planner/grants coordinator which would be funded 100% by HUD funds and the second was a parks and recreation position.

In terms of public safety, the compensation for fire which would be effective July 1, 2022 consisted of a 2% increase plus 5% COLA for a 7% total increase, and starting pay would increase from \$37,889 to \$40,000, as well as certification compensation. The fire and rescue compensation package would address the overall wage structure under which the department had been operating, which was the principal issue within the fire department in FY2023. The overhaul of the wage structure was in direct response to other localities in the region who have worked to increase pay for their fire fighters, even in that current fiscal year. She explained that the overhaul would not only encourage fire fighters to achieve maximum certification, but would also encourage staff to stay with the City of Staunton which would make the city more attractive to potential employees. While the turnover rate in fire and rescue was very low, several retirements were also set to occur in the next four years. The compensation package for the police department proposed adjustments which would address higher entry-level wages and turnover rate in law enforcement both locally, regionally and state-wide, as well as compression issues that have occurred as a result of periodic entry pay adjustments that have impacted senior personnel pay. Fueled by a national anti-police sentiment and the “Great Resignation,” Ms. Beauregard added that Staunton had not been immune to a larger percentage of younger officers leaving the field altogether - a turnover that was costly, inefficient and clearly detrimental to the overall effectiveness of the department. Effective July 1, 2022, she proposed a 5% COLA plus varied increases to address compression and starting pay would go from 40,000 to 44,100. The last group of salary adjustments is for library information technology, parks and recreation and golf. These are to address compression, increase minimum wages and align wages across the organization for similar jobs.

Ms. Beauregard reiterated that they all want a successful and thriving school system and the city recognized that the School Board was asking for more funds than were in the proposed budget. That total transfer was \$14.7 million, which equals 22.5% of the city’s general fund budget. The city’s contribution in the proposed budget was \$624,000, less than what was included in the school board’s adopted budget. One item that she felt should be highlighted was that the \$46M debt for the high school, of which the city is very proud, had to legally be taken on by the city. As a result, 77% of the total debt can be attributed to that project and other school debt. She again stated that the city is incredibly proud to have a new high school and was proud to be able to make the financials work, but that cost should be recognized as a significant contribution to the schools. The city pays for that debt from the exact same pool of local revenues that it pays for its local share to the schools for their operations.

She continued into the expenditure of functional areas and stated that public safety had an increase of \$1.62 million. Major drivers of the increase included the compensation package that she discussed previously, a \$307,000 increase for Middle River Regional Jail, a \$105,000 increase for the Juvenile Detention Center, an increase for the animal services center and SAW Regional Range, and a regional CIT coordinator position, health care and retirement costs. Ms. Beauregard pointed out the Shenandoah Valley Animal Services Center, which had been under much discussion the past few months. She stated that the budget fully funded a revision to its budget that included increases in salaries for current staff, the addition of new personnel and recognized increases in maintenance and vet costs. All of that was done in an effort to help stabilize the shelter and improve operations. At the SVASC owners’ meeting, the city received a revised budget estimate and any adjustments that need to be made will be reviewed. She noted the difference was about \$19,000. Health and welfare expenditures increased by \$263,650 and was mostly driven by the city’s share of Shenandoah Valley Social Services, which is a 25.83% share of total cost. There were also increases to the city’s share of the Central Shenandoah Health District and the Valley Community Services Board.

Community Development had an increase of \$555,000 reflective of the Oct. 1, 2022 salary increases, healthcare and retirement costs. There was an additional \$71,000 to reflect the 1% tax for tourism agreement, and an additional \$357,000 for the economic development agreements. One of the new positions being added, a housing planner/grants coordinator, would manage the city's US Department of Housing and Urban Development entitlement program, as well as other grants associated activities that serve low-income families with issues related to affordable housing, public infrastructure and social services. The position could assist in formulating operational procedures and recommend general housing policies; review professional and technical housing related activities and coordinate programs within that office and other agencies; and engage with local agencies to help prepare plans that will meet HUD/CDBG guidelines. The position would be 100% funded by the HUD grant.

The increase for general government was \$720,000 which was also reflective of the October 1, 2022, salary increases, health care and retirement costs. Ms. Beauregard explained the large increase and stated that in FY 2022, the city budgeted a negative contingency of \$293,000 towards the end of the budgeting process that would not be budgeted for in FY 2022. The voting registrar would also receive additional voting software and equipment and the work of the Equity and Diversity Commission would continue with a budget of \$20,000 for after the Virginia Risk Sharing Association grant expires. Funding was also included for the POLCO platform, used for community wide surveys and other engagement, as well as a new technology solution for targeted messages delivered via email and SMS. She stated there were also dedicated funds for Citizen University and special events engagement opportunities as determined.

The major drivers for public works were the Oct. 1, 2022 salary increases, health care and retirement costs and a full year of salary increases granted in FY 2022 to public works staff. The proposed budget maintained the centralized recycling center concept and made incremental changes to the operations in order to find the best balance of efficiency and effectiveness. Initial collection was made using the curbside collection trucks which proved to be poorly suited to the task. Working with the city's dumpster provider, Ms. Beauregard stated that they have developed a way to secure their dumpsters and have moved mixed paper collection to ground level, which has been very popular. The same would also be done with aluminum and metal cans and potentially plastic. She described the ability to reliably operate extended hours as a function of labor and noted that the city was working to both improve labor supply (filling the vacancies) and reducing the labor demand (improving efficiency). As soon as it could reliably support extended hours, one or more "late days" would be added for citizens who cannot recycle during normal working hours and one-time cost for some additional lighting may also be required. She stated that Gypsy Hill Park was not an ideal location but that no current city property met the requirements, and added that staff would be actively seeking a more permanent location for the centralized recycling center in the near future.

Recreation, parks and the Staunton Library had an increase of almost \$300,000, driven mostly by Oct. 1, 2022 salary increases, health care and retirement costs. There were other targeted salary adjustments made to address compression, increase minimum wages and hire additional part time help at the golf course. The City is proposing funding half of the Virginia Cooperative Extension of Augusta County 4-H program request at \$2,673. The second new position request is for a park maintenance position that would perform general maintenance of parks and recreational areas. The position was mainly a response to a need that was previously filled by heavy usage of inmate labor.

The Capital Improvement Plan was approved by city council on Feb. 10, 2022 for \$13.52 million, would include funds from the FY 2022 budget amendment of \$3.3 million and \$8.7 million from the Virginia Department of Transportation for the road extension at Staunton Crossing. Ms. Beauregard stated that due to the demands of the 2023 budget, the General Fund transfer for CIP reserves had been eliminated and that funding consideration of those reserves would occur during the year end fund balance review.

Ms. Beauregard explained Staunton's budget process which begins with the submittal of each department's budget request in December, and each Director has to justify the request during budget review discussions. As part of the FY 2023 balancing, the City cut \$1.3 million in CIP reserves, a \$400,000 transfer to the debt service fund, and new department requests including \$399,000 in new positions and over \$900,000 in operational expenses. The proposal would use fund balance and health reserves of just over \$1 million to help balance the budget. Ms. Beauregard also highlighted some of the many accomplishments of the city in the past year.

Chief Finance Officer Phil Trayer began by outlining some of the pandemic adjustments made in FY2020 including: the freezing of vacant positions, the elimination of all unnecessary non-compensation expenditures, the deferral of CIP projects, delayed opening of summer park programs and services, and the involuntary termination of all part-time employees unable to work a scheduled shift. City staff had already prepared the 2021 budget and had to adjust. The undesignated fund balance in March 2020 was \$1.1 million and the safety net reserve of 15.5% was \$8.7 million, which amounted to less than two months of operating reserves. Given the uncertainty of the length of the shutdown the economic effects of those shutdowns, the city proceeded in a conservative manner. The FY 2021 budget was revised within 30 days, the 2% salary increase scheduled for Jan. 1 was eliminated and the local transfer to schools was reduced as per the traditional revenue share formula.

Mr. Trayer stated that the difference between the school's approach and the city's approach was that the school supplemented their budget with a federal grant and reserves while the city reduced staff compensation and part time positions. In FY 2021, the schools needed only to not draw down on their reserves, while the city required additional appropriations in order to offset the staff reductions built into their budgets. The discrepancy between the cuts to the city's operating departments in the year-on-year expense summary was that the city reduced its expenditures by \$2.9 million, most of which was a result of the reductions to the transfer to the education and CIP funds.

He continued by stating that outside agencies' year on year cost increases were entirely absorbed by the city, including: \$10,000 for juvenile detention, \$450,000 for Middle River Regional Jail, \$8,000 for the Office of Youth, \$50,000 for the Children's Services Act, \$257,000 for the Department of Social Services, and increases in Economic Development Agreement of \$367,000. Those costs have to be honored.

Mr. Trayer addressed the cost-per-pupil variance with Waynesboro. When the calculation takes resources used to fund the debt service for the new high school into consideration, the gap closes the variance by \$383 per student. He added that the city pays for 100% of the staff assigned to perform the school's accounts payable, procurement, payroll, audit preparation, and state reporting tasks, and when that was factored into the calculation, the gap closes by an additional \$109 per student. Based on Staunton's projected FY2023 increase in local transfer, he stated that gap may close even further.

Mr. Trayer summarized the increases in costs and past practice in regards to the education fund. He stated that he believed the city and the schools both agreed that it was time for a new methodology. He noted that the school fund balance was at record levels and the majority of the path to balancing the school funding gap was well within the school's control. He outlined a path which would potentially balance the school budget while leaving intact every single position that was currently budgeted and without the utilization of any additional reserves. Were this path taken, city staff believed the revised funding gap would be lowered from \$624,000 to \$152,000.

Ms. Beauregard added that she could identify that \$150,000 that same night.

Mr. Trayer closed by stating that city and school staff briefly discussed alternative methods for school allocation.

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

Ms. Darby asked Mr. Trayer to clarify the amount given to the schools in January from the Fund Balance. Mr. Trayer answered \$2.5 million.

Vice Mayor Robertson asked Mr. Trayer if funding had increased over the past year. Mr. Trayer stated that it was the high-water mark by \$850,000, and added that the school's budgeted economic development agreement costs were not budgeted correctly and were off by \$367,000.

Ms. Dull asked what the State Code says about school fund balances. Mr. Trayer said that school fund balances revert back to the localities unless there were provisions in the local code that called for alternative means of handling it. Staunton's policy is to allow schools to retain their fund balance, but that is not the practice in other localities. Ms. Dull asked who would be responsible were a disaster to happen where the schools needed more money to operate. Mr. Trayer said that would depend on the nature of the disaster and the locality. Some localities would just instruct schools to make the cuts, while other localities would work with their school system. Staunton would work with the school system.

City Attorney John Blair clarified that the fund balance that is the local portion of local dollars, reverts back to the locality. He emphasized that if there were state funds left over, the state would get that portion of the fund balance.

Mr. Holmes asked Mr. Trayer how many positions the city had eliminated over the last three years that really needed to be replaced. Mr. Trayer answered that there were three, largely driven by Public Works. Mr. Holmes stated that he was in support of helping the school board as much as possible, but that there are also other departments that have made cuts to consider. Mr. Trayer stated that he felt there was a path forward and reiterated the need for a new methodology.

Council members did not have any further questions.

3. Discussion about Voting Registrar Space and Storage Needs

On Jan. 28, 2022, the Interim City Manager met with Electoral Board Chair Thomas Long and Registrar Molly Goldsmith regarding several concerns and opportunities to make future elections more secure and welcoming to citizens. Ms. Beauregard agreed to follow up.

On Mar. 5, 2022, Councilmember Terry Holmes was also contacted by Mr. Long regarding these issues.

Electoral Board Chair Thomas Long addressed the following items with Council:

- Improving space, efficiency and citizen access to the registrar's office.
- Improving voter access, privacy and ease of voting during the early voting period.
- Providing secure, climate-controlled storage for voting machines and ballots, accessible to the registrar and staff.
- Improving the transport of voting equipment to and from polling places.

Vice Mayor Robertson asked Mr. Long and Ms. Goldsmith if they have identified any additional space in city hall that would meet their needs. Mr. Long stated that they have not, and it would likely need to be a team effort involving the Electoral Board, City Council and City staff.

Mr. Holmes added that the voting machines are very susceptible to moisture and really need to be stored in a climate-controlled environment.

Mr. Long stated that election security is important to all parties and involves not just the machines, but the storage of the ballots they receive in advance of the election and absentee ballots.

Mr. Claffey asked how many machines were being referred to. Mr. Long stated that there were five that they take out to the polling places and two that they will be using at City Hall. He noted that they were now required to have one machine on which they count the absentee votes and a different machine on which they count the early votes.

Mayor Oakes asked Council members if they had any further comments or questions.

Council members did not have any further questions.

4. Roll Call

Ms. Darby asked Ms. Beauregard for an update on the paving schedule. Ms. Beauregard stated they should have that very soon. Jeff Johnston stated that they are going to try and get started the following week.

5. Closed Meeting for Discussion of the Award of a Public Contract for Architectural Services

Mr. Holmes moved to enter a closed meeting for discussion of the award of a public contract for architectural services involving the expenditure of public funds, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy pursuant to Virginia Code Section 2.2-3711(A)(29).

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

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

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

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

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

The work session adjourned at 7:08 p.m.

Kiley A. Kesecker
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL**Thursday, March 24, 2022****7:30 p.m.****Rita S. Wilson Council Chambers**

PRESENT: Mayor Andrea Oakes
Mark Robertson, Vice Mayor
Stephen W. Claffey
Amy G. Darby
Carolyn W. Dull (remote participant)
R. Terry Holmes

ABSENT: Brenda O. Mead

ALSO PRESENT: Leslie Beauregard, Interim City Manager
John Blair, City Attorney
Kiley Kesecker, Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes called this meeting of Staunton City Council to order. She recognized School Board Chairman Kenneth Venable and other School Board members in attendance.

The Pledge of Allegiance was recited in unison.

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

MAYOR'S REPORT

Mayor Oakes read the following proclamation in recognition of National Public Health Week:

WHEREAS, The President of the United States traditionally designates the first full week of April as National Public Health Week; and,

WHEREAS, National Public Health Week is scheduled for April 4th to the 10th, 2022, and the theme is "Public Health is Where You Are"; and

WHEREAS, since 1995, the American Public Health Association, through its sponsorship of National Public Health Week, has educated the public, policymakers, and public health professionals about issues important to improving the public's health; and

WHEREAS, the Central Shenandoah Health District's mission is to protect and promote the health and well-being of residents in the Central Shenandoah Valley; and,

WHEREAS, the Central Shenandoah Health District serves the counties of Augusta,

Bath, Highland, Rockbridge, and Rockingham, and the cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro, with an estimated combined population of 308,875 citizens; and,

WHEREAS, the Central Shenandoah Health District's public health professionals help our communities prevent, prepare for, withstand, and recover from the impact of a full range of health threats, including disease outbreaks such as the COVID-19 pandemic, natural disasters, and disasters caused by human activity; and

WHEREAS, the Central Shenandoah Health District's public health professionals have, and continue to display, an unprecedented commitment to serve our communities in response to the COVID-19 pandemic by administering local and regional programs involving testing, contact tracing, case investigations, vaccinations, outbreak investigations, and informational campaigns to combat this public health crisis.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that April 4-10, 2022, in the City of Staunton, is hereby designated as **National Public Health Week** during which our residents may join in celebrating the dedication of our public health professionals, past and present, and their families whose support allows them to serve our communities.

Adopted this 24th day of March, 2022.

/s/Andrea W. Oakes

ANDREA W. OAKES, MAYOR

ATTEST: /s/Kiley Kesecker

CLERK OF COUNCIL

Mayor Oakes introduced and welcomed Kenneth Hearst, environmental health specialist, who accepted the proclamation on behalf of the Central Shenandoah Health District. Mr. Hearst thanked the Council.

Mayor Oakes read the following proclamation in recognition of Ms. Virginia Senior America Day:

WHEREAS, Ms. Senior America, LLC is an organization that honors and enriches the lives of the nation's senior women and others; and

WHEREAS, the Ms. Senior America philosophy is based upon the belief that seniors are the foundation of America, and our most valuable treasure; and

WHEREAS, the women of Ms. Senior America help others through their community service forums as an example to other seniors in order to educate, promote and dignify the value of America's senior citizens; and

WHEREAS, the Ms. Senior America Pageant is a search for the gracious lady who best

exemplifies the dignity, maturity and inner beauty of all senior Americans.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that April 2, 2022, in the City of Staunton, is hereby designated as **Ms. Virginia Senior America Day**.

Adopted this 24th day of March, 2022.

/s/Andrea W. Oakes

ANDREA W. OAKES, MAYOR

ATTEST: /s/Kiley Kesecker

CLERK OF COUNCIL

Mayor Oakes introduced and welcomed a representative from Ms. Senior America and former Ms. Virginia Senior America, Linda Huntley; current Ms. Virginia Senior America, Rhonda Howdyshell and former Ms. Virginia Senior America, Lilchy Huffman. Ms. Huffman stated that Ms. Howdyshell will be crowned the new Ms. Virginia Senior America on April 2 and will represent the state of Virginia at the national pageant in September.

Mayor Oakes read the following proclamation in recognition of Local Government Education Week:

WHEREAS, since the colonial period, the Commonwealth of Virginia has closely held the institutions of local government; and

WHEREAS, local governments throughout the Commonwealth provide valuable services to the citizens of the communities they serve; and

WHEREAS, citizen services, such as law enforcement, public health and safety, recreational opportunities, and educating local children, are most often delivered at the local level; and

WHEREAS, in recognition of the work performed by local governments, the Virginia General Assembly, on February 29, 2012, designated the first week in April as Local Government Education Week in Virginia; and

WHEREAS, April 2, 1908 was the date of establishment of the Council-Manager form of government in the City of Staunton, thereby making the first week in April appropriate for this designation.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that April 3-9, 2022, is hereby designated as **Local Government Education Week** in the City of Staunton, and that Staunton City Council will promote civic education and engagement in an effort to educate citizens about their local government, strengthen the sense of community, and engage the next generation of local government managers.

Adopted this 24th day of March, 2022.

148
149 /s/Andrea W. Oakes

150 **ANDREA W. OAKES, MAYOR**

151
152 ATTEST: /s/Kiley Kesecker

153 **CLERK OF COUNCIL**
154

155 Mayor Oakes introduced and welcomed Mary Baldwin University Political Science Professor
156 Dr. Laura van Assendelft and three students in her state and local politics class: Katie Keegan,
157 Anita Hiner and Aisha Muquit. Ms. van Assendelft thanked Mayor Oakes and members of City
158 Council, adding that her students have been coming to Council meetings and researching issues.

159
160 Katie Hiner reiterated why she was in attendance and thanked Council for allowing them to sit in
161 on these meetings virtually and in person.

162
163 Aisha Muquit stated that she lives in Prince Edward County, and she has been fascinated with
164 watching Council meetings as part of her class curriculum.

165
166 Anita Hiner stated that she had not followed local politics closely before, but appreciated learning
167 about what is going on in the community and more about politics.

168
169 Mayor Oakes stated that she had the honor of speaking to Ms. Linhares' class where she has a pen
170 pal. She spoke to the class about serving as Mayor and was given a book filled with pictures and
171 letters to the various civic leaders throughout Staunton. She also had the opportunity of being
172 interviewed that morning by Sophia Frey, a Mary Baldwin University student in Dr. van
173 Assendelft's class. She added that Sophia had been paying attention and asked some difficult
174 questions.

175
176
177 **ADDITIONAL ITEMS BY MEMBERS OF COUNCIL**
178

179
180 Mr. Claffey stated that "the Nominations Committee met on March 16, 2022 and would like to
181 make the following motions:

182
183 To appoint Ron Garber to the Economic Development Authority to fill the unexpired term of Greg
184 Campbell ending January 31, 2023.

185
186 To appoint Sandi Cararo to the Tourism Advisory Board for a 3-year term beginning April 1, 2022
187 and ending March 31, 2025.

188
189 To appoint Brian Gearhart as Hotel Representative for the Tourism Advisory Board to fill the
190 unexpired term of Damon Strickland ending February 28, 2024.

191
192 To appoint Rebecca Cochran to the Library Board for a 4-year term beginning April 1, 2022 and
193 ending February 28, 2026.

194
195 To nominate Carolyn Dull for the Central Shenandoah Planning District Commission Executive
196 Committee.

Ms. Dull asked that each appointment be voted on separately and added that she would be abstaining from the vote for her own nomination.

City Attorney John Blair stated that as an amendment to Mr. Claffey's motion, there would need to be a second and then a vote on Ms. Dull's proposal to take each appointment separately.

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

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

Mayor Oakes asked if Council had any further comments.

Ms. Dull reiterated that because she was one of the people nominated, she would need to abstain from her own vote. Since all are being voted on in one motion, she would have to abstain on all nominations. Mayor Oakes stated that she voted no so as to not embarrass any individual by voting separately if there were any votes against that individual.

The motion carried as follows:

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

APPROVAL OF MINUTES

Mr. Claffey moved to approve the Work Session and Regular Meeting minutes of March 10, 2022 as presented.

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

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

REGULAR MEETING

A. Recognition of Fire & Rescue Chief Scott Garber in Receipt of Virginia Fire Chief of the Year

Interim City Manager Leslie Beauregard welcomed and recognized Chief Scott Garber, Staunton Fire & Rescue, on the occasion of his receipt of the 2021 Governor's Fire Service Award. Mayor Oakes shared a portion of Governor Youngkin's statement, and thanked Chief Garber for his many years of dedication and for bringing such an honor to Staunton.

Mr. Garber stated that the honor was only made possible with the support of Council, City Staff, and the 35 firefighters that work behind him every single day, noting that one is only as good as one's staff. Mayor Oakes added that Mr. Garber is also a very talented grant writer.

B. Recognition of Matthew Robertson for Years of Service to the City of Staunton

Vice Mayor Robertson welcomed and recognized Matthew Robertson, former City Sheriff, for his service to the city. He thanked Former Sheriff Robertson for his service to the city and congratulated him on a well-deserved retirement. Mayor Oakes read the certificate being presented.

Mr. Robertson echoed the words of Chief Garber and stated that it was an honor serving the citizens of Staunton and thanked everyone for their support.

C. Recognition of Susan Sutton for Years of Service to the City of Staunton

City Treasurer Rick Johnson welcomed and recognized Susan Sutton, former Deputy Treasurer, for her retirement from 32 years of service to the city. Mayor Oakes read the certificate being presented.

Ms. Sutton stated that she has been honored to work for the City of Staunton for 32 years. She expressed her love of working with both coworkers and the public.

D. Introduction of an Ordinance Proposing a Budget for FY2023

Chief Finance Officer Phil Trayer stated that the FY 2023 budget ordinance totals \$142,967,876 and consists of the following: general fund appropriation \$65.2 million, debt service \$5.4 million CIP funds \$0, Blue Ridge Court Services \$1.3 million, water fund \$11 million, sewer fund \$9.9 million, parking fund \$551,000, stormwater fund \$1.9 million, environmental fund \$4.3 million, education fund \$37.9 million, cafeteria fund \$1.9 million, textbook fund \$341,000, school CIP \$100,000 and school state operated programs 3.3 million. He added that this ordinance includes an environmental fund rate increase of 15%, which raises the monthly residential rate from \$20.88 per month to \$24.01 per month, a \$3.13 increase on a monthly basis, \$6.26 on a semi-monthly basis, and a \$37.56 increase on an annual basis. The budget also includes real estate tax rates, with no change in personal property tax rates, water fund rates, sewer fund, or parking fund rates. Council is free to adjust this amendment as it sees fit. Mr. Trayer stated that the city manager's presentation of the FY 2023 budget occurred at the work session earlier that evening and additional budget work sessions are scheduled for April 7, April 14 and April 21. A properly

advertised public hearing is set for April 14, and the budget is scheduled for approval on April 28. The City Manager recommends this ordinance be introduced as presented.

Ms. Beauregard encouraged all those who were not present for the full budget presentation during the work session to go view it on the website. She reiterated that Mr. Trayer has presented a possible path for the schools to close the majority of the \$624,000 funding gap without eliminating any positions or utilizing any additional fund balance using a combination of revenue and expenditures. The revenue items are: the Perkins Federal Grant in the amount of \$16,614, Title Two Federal Grant \$90,489, SOP administration, which is the state operated program fund for \$99,773, in Medicaid for \$63,200. These total to \$322,000. She stated that there are two expense items that Mr. Trayer proposed can be reduced: the first is the VRS savings rate between the professional and non-professional position classifications. This is quantified as \$82,000 for trades and maintenance positions and the VRS rates for these positions are lower than what is budgeted currently. Another item is \$67,000 for transportation positions which are not eligible for VRS. These two items total \$149,000 and after accounting for these adjustments, Ms. Beauregard believed the funding gap would be lowered from \$624,000 to \$152,000. Which she stated she could find that night and balance the budget.

Mayor Oakes asked if Council had any questions or comments.

Vice Mayor Robertson stated Council had been inundated with emails saying the City is cutting the school budget when it is not. He asked Mr. Trayer how much more the City is actually giving the school board this year. Mr. Trayer answered that they are scheduled to give them an additional \$1.1 million over last year's \$850,000, which is above the 2020 high watermark. If they were to close the gap, that would be increased by an additional \$150,000. Vice Mayor Robertson asked if that refers to the 50/50 that the schools are asking for, plus. Mr. Trayer answered that it would have been close to or slightly above it, adding that it would certainly close the gap.

Mayor Oakes reminded everyone that the full budget presentation took place during the work session and encouraged people to view it online. She also reiterated that they are simply voting on introducing an ordinance and asked Mr. Blair to say a few words about the motion that will be made. Mr. Blair stated that ultimately, the budget process would play out for the better part of a month and the State Code mandates there be a public hearing, which must occur seven days before budget adoption. The public hearing is April 14, there will be an additional work session April 21 and then the budget adoption is scheduled for April 28. He again stated that the April 14 meeting is another opportunity for citizens to speak at a public hearing about what budget priorities and allocations they value most.

Ms. Darby thanked Mr. Trayer and Ms. Beauregard for the work they have done. She felt the presentations contained good information and were a step in the right direction.

Council members did not have any further questions.

Vice Mayor Robertson moved to introduce the Fiscal Year 2023 Budget Ordinance for the City of Staunton and to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 14, 2022.

The motion was seconded by Mr. Claffey 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	absent		

E. Introduction of Ordinance to Increase Environmental Fund Fee Rates

Mr. Trayer presented the proposed FY 2023 environmental fund rate increase. The proposed 15% rate increase was deferred by one year in 2022, which brings us to this year's request. Cost drivers for this increase are primarily scheduled projects and equipment at the landfill and replacement of heavy equipment used exclusively within the city's borders. The FY 2023 rate increase is projected to raise an additional \$388,000 in revenue which will allow the City to meet the CIP need to the environmental fund at both the landfill and within the city, and will allow the city to continue its current service model and improve the recycling program. Mr. Claffey asked Mr. Trayer what the projected life expectancy of the landfill would be to phase 5 and if there are any other phases. Mr. Trayer answered that there will be some additional phases, but he did not have that information ready at hand.

Mr. Trayer stated the ordinance increases the environmental fund rate by 15%. The rate will raise the monthly residential fee from \$20.88 to \$24.01. This equates to an additional \$3.13 per month increase or \$37.56 per year. Rate increases will primarily go towards retaining the level of services in the scheduled CIP projects at both the Augusta Regional Landfill and City of Staunton. Mr. Trayer stated that a properly advertised public hearing on the budget is scheduled to be held on April 14, 2022. The work sessions are scheduled for April 7, April 14 and April 21. The budget is scheduled for adoption on April 28 2022.

Ms. Beauregard recommended the ordinance be introduced as presented.

Council members did not have any questions.

Mr. Holmes moved to introduce an ordinance to increase refuse and recycling fees by 15%, effective July 1, 2022, and to schedule a public hearing on the proposed ordinance during Council's regular meeting on April 14, 2022.

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

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

F. Appointment of Interim City Manager as Representative to Select Public Bodies and Authorization for Interim City Manager to Designate an Alternate Representative to Select Public Bodies

City Attorney John Blair stated that the city manager represents the city on a number of regional policy boards and Council does not need to confirm these appointments. Three of these regional boards (BRITE Transit Advisory Committee, the Staunton Augusta Waynesboro Metropolitan Planning Organization and the Middle River Regional Jail Authority) allow an alternate to the city manager to represent the city during meetings when the city manager is not available. Pursuant to these resolutions, the interim city manager would be appointed to six bodies, three of which will have the authority to appoint an alternate to serve in her stead if she were unable to attend.

Ms. Beauregard recommended Council appoint Interim City Manager Leslie Beauregard as representative of the City to the policy board of the following regional agencies: BRITE Transit Advisory Committee, the Middle River Regional Jail Board, the Staunton Augusta Waynesboro Metropolitan Planning Organization, the Valley Alcohol Safety Action Program, the Shenandoah Valley Juvenile Detention Center Commission and the Augusta County Landfill Land Trust.

(6 RESOLUTIONS ATTACHMENT A)

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any further questions.

Ms. Darby moved to appoint Interim City Manager Leslie Beauregard as representative of the City to the policy board of the following regional agencies: BRITE Transit Advisory Committee, the Middle River Regional Jail Board, the Staunton Augusta Waynesboro Metropolitan Planning Organization, the Valley Alcohol Safety Action Program, the Shenandoah Valley Juvenile Detention Center Commission, and the Augusta County Landfill Land Trust.

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

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

G. Discussion and Consideration of Personal Policy Manual Update: Holidays and Holiday Pay

Chief Human Resources Officer Jonathan Venn stated that the City of Staunton observes 10 paid holidays annually, plus other holidays as designated by City Council. Since the approval of the FY 2022 holiday schedule, other neighboring localities have added additional paid holidays to their holiday schedule as a means to address employee retention and engagement. Mr. Venn noted that the city of Waynesboro has 14 paid holidays, Rockingham County has 14.5 paid holidays and the city of Harrisonburg has 13 paid holidays. He and the interim city manager recommended that City Council approve an update to Policy 5.3, Holidays and Holiday Pay, with the addition of Juneteenth Day, Veterans Day and one additional personal holiday as paid holidays for a total of 13 paid holidays.

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any questions.

Vice Mayor Robertson moved that City Council approve the proposed revisions to Policy 5.3, Holidays and Holiday Pay, of the City of Staunton Personnel Policy Manual and adopt the revised policy as presented.

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

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

H. Discussion and Consideration of FY2023 Holiday Schedule

Mr. Venn stated that with the adoption of the revised holiday policy, the City of Staunton would observe 13 paid holidays annually in FY 2023 plus other holidays, as designated by City Council. Ms. Beauregard recommended that City Council approve the FY 2023 holiday schedule as presented and observe the following 13 paid holidays, plus the one additional paid holiday granted by City Council for a total of 14 paid holidays in FY 2023.

Holiday	Date Observed
Independence Day	Monday, July 4, 2022
Labor Day	Monday, September 5, 2022
Veteran's Day	Friday, November 11, 2022
Thanksgiving Day	Thursday, November 24, 2022
Day After Thanksgiving	Friday, November 25, 2022
Additional Day Granted by City Council	Friday, December 23, 2022
Christmas Day	Monday, December 26, 2022
New Year's Day	Monday, January 2, 2023
Martin Luther King, Jr. Day	Monday, January 16, 2023
Presidents' Day	Monday, February 20, 2023
Memorial Day	Monday, May 29, 2023
Juneteenth Day	Monday, June 19, 2023
2 Personal Holiday*	Discretionary

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any questions.

Mr. Holmes moved to adopt the fiscal year 2023 holiday schedule as presented.

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

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

I. Discussion of Cancellation of Summer City Council Meeting(s)

Ms. Beauregard stated that in prior years, City Council has cancelled one or more meetings during the summer months in reflection of there being less business to be attended to and to permit staff to schedule vacations and other activities.

She noted staff can poll Council and bring back a future consideration to cancel one or more summer meetings.

Mayor Oakes asked Ms. Beauregard if she meant a meeting in both July and August. Ms. Beauregard replied that the previous year only the July meeting was cancelled and the year before that, no meetings were cancelled. She added that if Council were interested, she could have Mr. Kesecker conduct a poll to determine the most appropriate date or dates.

Mayor Oakes asked if Council had any questions or comments.

Mr. Holmes suggested cancellation of the July 14 meeting and indicated that the cancellation of another meeting in August would suit him as well. Mr. Claffey and Vice Mayor Robertson agreed.

Council members did not have any further questions.

Ms. Beauregard stated she would send out a poll regarding the cancellation of the July 14 meeting and an additional meeting in August.

MATTERS FROM THE INTERIM CITY MANAGER

Ms. Beauregard stated the City's homepage had a link that goes directly to the monthly activity report, which made it more visible and accessible to community members. The City of Staunton was notified last week that it has been awarded an industrial revitalization fund planning grant for \$100,000 through the Virginia Department of Housing and Community Development to support the Arcadia Project. She stated that Central Avenue is open to two-way traffic north of Frederick Street. The project finished ahead of schedule and the official ribbon cutting to celebrate the completion of the Central Avenue Streetscape Improvement Project would take place on April 1. Dine Out in Downtown would also be returning on April 1 and the new tourism website could be expected to be up by August or September. She continued that the public outreach portion of the update to the Entrance Corridor Guidelines will be continuing with a public workshop on Wednesday, April 6 at 7pm in City Hall. She closed by stating that applications were closed for the Shenandoah Valley Animal Shelter Director position and that the new commercial dishwasher would be installed on March 29.

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. A copy of the Staunton City Council's ‘Matters from the Public’ rules are available in paper form at the clerk's desk and online at the City of Staunton webpage. You are asked to familiarize yourself with those rules before commenting. Please come to the podium or begin your call, identify yourself and complete your remarks within five minutes.”

Jordan Zipser, College Circle, stated that the budget presentation contained too many numbers and had no context. They felt that the schools were being attacked for how they chose to spend their money.

Louella Hill, no address given, believed Mr. Trayer's presentation referred to capital funds that were actually operating funds and that the school's budget was cut in 2021 and never restored.

Pamela Wagner, North Coalter Street, urged Council to fully fund the schools and stated that we should want to prepare our young people for democratic citizenship.

Allison Profeta, Farrier Court, did not understand the budget presentation.

Thomas Wagner, North Coalter stated that children are our greatest resource and found it hard to believe that golf carts are more important than education.

Maria Miller, 471 Albemarle Avenue, stated that nothing is more important than giving children the opportunity to learn and have educated mentors.

Renee Clark from Cat's Cradle updated Council on the recent SVASC owners' meeting and requested regular and standard dates for those meetings. She also felt that some budget percentages given were low, and thanked Staunton animal control officers.

Pam Snyder, no address given, stated that a quality education in Staunton should be a top priority and is dependent on the ability to attract and retain qualified teachers through competitive salary and benefits.

Bridget Kane, a tenth-grade student at Staunton High School, expressed concern with the proposed budget when compared to other school districts in Virginia. She urged Council to fully fund the schools and stated this decision may affect how many will vote in future Council elections.

Carly Miller, Morris Mill Road, described many challenges special education teachers face, and stated that approving the budget will encourage growth in its fullest potential for children.

583

584 Billy Brown, Principal of Ware Elementary School, described the dedication and commitment of
585 his staff and urged council to make students, families and educators a priority.

586

587 Albino Fossa, 401 Bowling Street, asked Council to do the right thing and to know the difference
588 between right and wrong.

589

590 Yvonne Wilson, 2017 First Street, commended the large number of people in attendance at the
591 meeting. She wanted children to be productive, to have a safe place in the world, in their
592 environment and to have the freedom to be themselves.

593

594 Emily Sproul, North Madison Street, stated that it is the duty of council to invest in the future of
595 the community and that teachers deserve to be paid more.

596

597 Mia Hansen, a student at Staunton High School stated that she has benefitted greatly from the
598 opportunities that schools provide and it is crucial that the schools be fully funded.

599

600 Michelle Kelty, no address given, stated that the mental health needs of students have increased
601 dramatically and stressed that if schools are shortchanged, the community will suffer.

602

603 Christina Neil, Village Drive, an art teacher in Staunton, stated that the budget issue is about
604 resources for children, not salaries, and that the future of Staunton depends on making schools a
605 priority.

606

607 Ron Gilbert, Lancelot Lane, stated concern that citizens and teachers are fighting to persuade
608 leaders to fully fund the school system and asked Council to do so.

609

610 Samantha Hopkins, no address given, described fund raising difficulties within schools and stated
611 that people will move out of Staunton for a better school district.

612

613 Stacy Sheehy, Donaghy Street, stated that the budget presented was the compromise, that a 6%
614 raise is lower than neighboring schools and that schools are only asking for seven additional staff
615 when they need 27 at minimum.

616

617 Kristen Zeagle, 304 Rainbow Road, outlined how schools are much more than a place where
618 students are educated and stated that the City has more than enough money to fund the schools.

619

620 Amanda Campbell, 1013 East Beverley Street, stated that among other things, schools need
621 funding to provide a physically and emotionally safe environment for students and that education
622 should be a top priority regardless of political stance.

623

624 Carter Cox, a senior at Staunton High School, stated that connections with school staff are difficult
625 to form due to high staff turnover and outlined how thinly stretched existing staff already is.

Christine Holly, no address given, stated that school staff must be paid livable and fair wages that can keep up with inflation, which the currently proposed budget does not provide.

Krista Smith, 321 Glenn Avenue, a teacher at Ware Elementary School, stated that she has friends and colleagues who go above and beyond every day and asked council to fully fund the schools.

Karen Early, Librarian at Ware Elementary School, described the hard work of staff members and stated that more than money, the schools are in need of additional staff.

Kwadwo Donkor, athletic trainer at Staunton High School, stated that there is nothing more rewarding than watching a child learn and grow and asked Council to fully fund students, teachers, administrators and staff.

Ashley Kane, 311 Valley View Drive, urged council to make schools a priority and expressed concern over a lack of school funding.

Jelisa Wolfe, Fox Crest Ridge, expressed appreciation of the special educators in Staunton emphasized the importance of children in our society.

Shannon Brown, 616 Woodmont Drive, stated that young people will be able to vote in a few years and will remember the actions of Council when they do.

Tisha Moore, no address given, stated that to fully fund the budget request is the bare minimum and described the financial hardships many educators face.

Chris Ballinger, 143 Bellevue, stated that with the current inflation rates, a 6% raise is not actually a raise and described the financial difficulties of Staunton City Schools

There was no one else wishing to speak.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 10:39 p.m.

Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG, AS A MEMBER OF THE BLUE RIDGE INTER CITY
TRANSIT EXPRESS ADVISORY COMMITTEE AND CONCURRENTLY
APPOINT THE CURRENT INTERIM CITY MANAGER, LESLIE M.
BEAUREGARD, AS THE CITY'S REPRESENTATIVE MEMBER ON THE
BOARD, AND AUTHORIZING THE INTERIM CITY MANAGER TO APPOINT
AN ALTERNATE MEMBER ON THE BOARD AS MAY BE NECESSARY**

Recitals

A. The Central Shenandoah Planning District Commission is responsible for the operation of the Blue Ridge Inter City Transit Express (BRITE) which provides transportation in the areas of Staunton, Waynesboro, and Augusta County;

B. The BRITE funding partners and stakeholders consist of the City of Staunton, Virginia, the City of Waynesboro, Virginia, the County of Augusta, Virginia, Augusta Health, Blue Ridge Community College, Shenandoah Valley Social Services, Wilson Workforce Rehabilitation Center, and Staunton Downtown Development Association;

C. The BRITE Transit Advisory Committee (BTAC) consists of one (1) member from each of the funding partners;

D. Steven L. Rosenberg was the City representative member of BTAC;

E. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

F. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

G. It is appropriate for Staunton City Council to terminate Steven L. Rosenberg's appointment to BTAC and appoint Leslie M. Beauregard, Interim City Manager, as the representative BTAC member, and for the Interim City Manager to appoint an alternate BTAC member as may be necessary; and

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

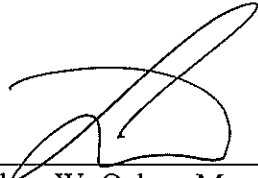
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

1. To the extent necessary, the appointment of Steven L. Rosenberg to the is terminated and Leslie M. Beauregard, Interim City Manager, is appointed as a City representative on the board, effective retroactively to and including January 19, 2022;

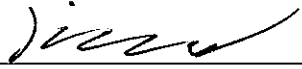
2. The Interim City Manager is authorized to appoint an alternate member to the board as may be necessary; and

3. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Board.

Adopted: March 24, 2022.



Andrea W. Oakes, Mayor

ATTEST: 

Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG, AS A TRUSTEE OF THE AUGUSTA COUNTY
LANDFILL LAND TRUST AND CONCURRENTLY APPOINT THE CURRENT
INTERIM CITY MANAGER, LESLIE M. BEAUREGARD, AS THE CITY'S
TRUSTEE**

Recitals

A. Pursuant to a Trust Agreement dated September 21, 1999, the County of Augusta, Virginia, the City of Staunton, Virginia, and the City of Waynesboro, Virginia are owners of the Augusta Landfill, with legal title of said property held in a trust designated as the Augusta County Landfill Land Trust;

B. The original trustees named in the Augusta County Landfill Land Trust were designated to serve unless their tenure as city manager or county administrator of a party to the Trust Agreement was terminated by removal, resignation, death, or incapacity to serve;

C. In the event of the removal, resignation, death, or inability to serve, the successor city manager or county administrator shall be the successor trustee;

D. Steven L. Rosenberg served as the City's trustee pursuant to the Trust Agreement;

E. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

F. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

G. The Trust Agreement does not take into consideration an acting or interim city manager or county administrator to serve as trustee, therefore it is appropriate for Staunton City Council to terminate Steven L. Rosenberg's designation as the City's trustee and appoint Leslie M. Beauregard, Interim City Manager, as trustee; and

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

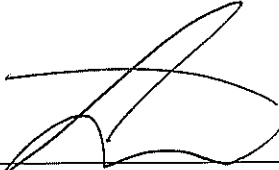
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

1. To the extent necessary, the appointment of Steven L. Rosenberg as trustee of the Augusta County Landfill Land Trust is terminated and Leslie M. Beauregard, Interim

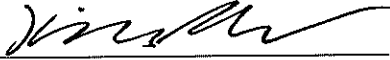
City Manager, is appointed as the City's trustee, effective retroactively to and including January 19, 2022, until such time a successor city manager is named;

2. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Trust.

Adopted: March 24, 2022.



Andrea W. Oakes, Mayor

ATTEST: 

Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG, AS A MEMBER OF THE MIDDLE RIVER
REGIONAL JAIL AUTHORITY AND CONCURRENTLY APPOINT THE
CURRENT INTERIM CITY MANAGER, LESLIE M. BEAUREGARD, AS THE
CITY'S REPRESENTATIVE MEMBER ON THE AUTHORITY, AND
AUTHORIZING THE INTERIM CITY MANAGER TO APPOINT AN
ALTERNATE MEMBER ON THE BOARD AS MAY BE NECESSARY**

Recitals

A. The County of Augusta, Virginia, the City of Staunton, Virginia, and the City of Waynesboro, Virginia (together, the Original Member Jurisdictions), established the Middle River Regional Jail Authority (Jail Authority), pursuant to the provisions of Section 53.1-95.2 of the Code of Virginia of 1950, as amended, to provide for the financing, construction, equipping, operation and maintenance of the Middle River Regional Jail. The City of Harrisonburg, Virginia, and the County of Rockingham, Virginia (together, the Additional Member Jurisdictions), became additional member jurisdictions of the Jail Authority, and together with the Original Member Jurisdictions and the Jail Authority, entered into an amended Service Agreement dated as of July 1, 2015, to set forth the terms under which the Jail will be operated and maintained for the benefit of the Original Member Jurisdictions and the Additional Member Jurisdictions (collectively, the Member Jurisdictions);

B. Pursuant to the July 1, 2015 Service Agreement, the powers of the Jail Authority shall be exercised by a board consisting of three representatives from each of the Member Jurisdictions, with the representatives being the jurisdiction's Sheriff, city manager or county administrator, and chief financial officer. Jurisdictions are also authorized to appoint alternate members to the board.

C. Steven L. Rosenberg was a City representative member of the Jail Authority board pursuant to the provisions of the Service Agreement;

D. Leslie M. Beauregard was designated as the City's alternate representative member of the Jail Authority board pursuant to a motion approved by City Council at its regular meeting on May 27, 2021.

E. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

F. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

G. It is appropriate for Staunton City Council to terminate Steven L. Rosenberg's appointment to the Jail Authority and appoint Leslie M. Beauregard, Interim City Manager, as a representative Jail Authority board member, and for the Interim City Manager to designate an alternate Jail Authority board member as may be necessary; and

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

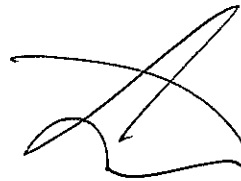
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

1. To the extent necessary, the appointment of Steven L. Rosenberg to the Middle River Regional Jail Authority board is terminated and Leslie M. Beauregard, Interim City Manager, is appointed as a City representative on the board, effective retroactively to and including January 19, 2022, until such time the City appoints a city manager;

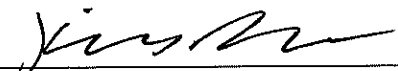
2. The Interim City Manager is authorized to appoint an alternate member to the jail authority board as may be necessary; and

3. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Board.

Adopted: March 24, 2022.



Andrea W. Oakes, Mayor

ATTEST: 
Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG, AS A MEMBER OF THE STAUNTON AUGUSTA
WAYNESBORO METROPOLITAN PLANNING ORGANIZATION POLICY
BOARD AND CONCURRENTLY APPOINT THE CURRENT INTERIM CITY
MANAGER, LESLIE M. BEAUREGARD, AS THE CITY'S REPRESENTATIVE
MEMBER ON THE BOARD; AND AUTHORIZING THE INTERIM CITY
MANAGER TO APPOINT AN ALTERNATE MEMBER ON THE BOARD AS
MAY BE NECESSARY**

Recitals

A. The Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was established as a result of the designation of the Staunton-Augusta-Waynesboro Urbanized Area by the U.S. Census on March 26, 2012. Federal regulations require an urbanized area to create and maintain an ongoing transportation planning process that is overseen by representatives of the local jurisdictions as well as state and federal transportation officials;

B. SAWMPO was created through a Memorandum of Understanding between the local jurisdictions in the urbanized area, including the Cities of Staunton and Waynesboro, Augusta County, and the Secretary of Transportation for the Commonwealth of Virginia. The MOU was adopted by SAWMPO at its first meeting, held on August 13, 2012, circulated to the local governments for adoption, and was executed on November 7, 2012. SAWMPO designated the Central Shenandoah Planning District Commission to serve as the staff to the SAWMPO;

C. Under the June 2016 Bylaws of SAWMPO, the voting membership of the SAWMPO shall be composed of two (2) voting representatives for the City of Staunton, and one (1) alternate member to serve in the absence of the regular representative. City Council designates the respective representatives;

D. Steven L. Rosenberg was a City representative member of SAWMPO;

E. Carolyn Dull also serves as a City representative member of SAWMPO pursuant to a motion approved by City Council at its regular meeting on June 25, 2020.

F. Leslie M. Beauregard was designated as the City's alternate representative member of SAWMPO pursuant to a motion approved by City Council at its regular meeting on May 27, 2021.

G. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

H. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

I. It is appropriate for Staunton City Council to terminate Steven L. Rosenberg's appointment to SAWMPO and appoint Leslie M. Beauregard, Interim City Manager, as a representative SAWMPO member, and for the Interim City Manager to appoint an alternate SAWMPO member as may be necessary; and

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

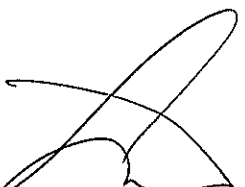
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

1. To the extent necessary, the appointment of Steven L. Rosenberg to the Staunton-Augusta-Waynesboro Metropolitan Planning Organization policy board is terminated and Leslie M. Beauregard, Interim City Manager, is appointed as a City representative on the board, effective retroactively to and including January 19, 2022, until such time a successor city manager is named;

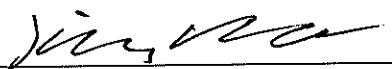
2. The Interim City Manager is authorized to appoint an alternate member to the policy board as may be necessary; and

3. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Board.

Adopted: March 24, 2022.



Andrea W. Oakes, Mayor

ATTEST: 

Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG AS SHENANDOAH VALLEY JUVENILE
DETENTION CENTER COMMISSION BOARD MEMBER AND
CONCURRENTLY APPOINT THE CURRENT INTERIM CITY MANAGER,
LESLIE M. BEAUREGARD, AS THE CITY'S REPRESENTATIVE MEMBER
ON THE COMMISSION BOARD**

Recitals

A. The Shenandoah Valley Juvenile Detention Center Commission (the Commission) is a public body corporate duly formed under the provisions of Article 13, Chapter 11, of Title 16.1 of the Code of Virginia to operate a juvenile detention center;

B. The City of Staunton, Virginia, is a member jurisdiction of the Commission;

C. Under the March 1, 2000 Restated and Amended Bylaws of the Commission (the Bylaws), “[a]ll Commission powers shall be exercised by or under the authority of, and the business and affairs of the Commission shall be managed under the direction of, the Commission Board,” and “[t]he Commission Board shall be comprised of one representative from each Member Jurisdiction,” with “each Member Jurisdiction giv[ing] due consideration to the appointment of the chief administrative officer of the unit of local government;”

D. The Bylaws authorize the local governing body of a member jurisdiction to remove its regular member at any time by written notice to the Commission, provided that a replacement member is appointed concurrently with the effectiveness of such removal;

E. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

F. Steven L. Rosenberg was the City's representative member on the Commission Board pursuant to a resolution adopted by City Council dated July 11, 2019;

G. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

H. It is appropriate for Staunton City Council to terminate Steven L. Rosenberg's appointment to the Commission Board and appoint Leslie M. Beauregard, Interim City Manager, as the City's Commission Board Member; and

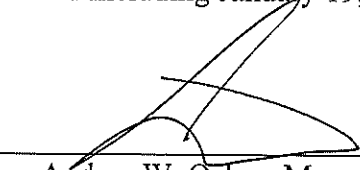
I. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

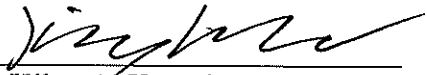
1. To the extent necessary, the appointment of Steven L. Rosenberg to the Shenandoah Valley Juvenile Detention Center Commission Board is terminated and Leslie M. Beauregard, Interim City Manager, is appointed as the City's representative on the Commission Board, effective retroactively to and including January 19, 2022, until such time a successor city manager is named; and

2. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Commission.

Adopted: March 24, 2022, effective retroactively to and including January 19, 2022.



Andrea W. Oakes, Mayor

ATTEST: 

Kiley A. Kesecker
Clerk of Council

**RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO TERMINATE THE APPOINTMENT OF THE FORMER CITY MANAGER,
STEVEN L. ROSENBERG, AS THE VALLEY ALCOHOL SAFETY ACTION
PROGRAM POLICY BOARD MEMBER AND CONCURRENTLY APPOINT
THE CURRENT INTERIM CITY MANAGER, LESLIE M. BEAUREGARD, AS
THE CITY'S REPRESENTATIVE MEMBER ON THE BOARD**

Recitals

A. The Valley Alcohol Safety Action Program (VASAP) is a public body corporate duly formed under the provisions of Article 2, Chapter 7, of Title 18.2 of the Code of Virginia to operate a program to provide public information, probation, education, prevention, and rehabilitation services for persons charged under the laws with operating motor vehicles while under the influence of alcohol or drugs;

B. The City of Staunton, Virginia, is a participating locality of VASAP;

C. Under the April 9, 2019 Bylaws of VASAP (the Bylaws), "[t]he Policy Board (Board) shall consist of not more than twelve members and shall develop policies for operation of the Program. One of such members shall be selected by the governing body of each participating locality for a term of three years and shall be either the Chief Operating Officer of the locality, or his/her designee;"

D. Steven L. Rosenberg resigned as City Manager for the City of Staunton, effective January 19, 2022;

E. Steven L. Rosenberg was the City's representative member on the Board pursuant to a resolution adopted by City Council dated August 22, 2019;

F. Leslie M. Beauregard was appointed Acting City Manager by Staunton City Council at its January 19, 2022 special meeting, effective that same day, and later appointed as Interim City Manager by City Council at its February 24, 2022 regular meeting;

G. It is appropriate for Staunton City Council to terminate Steven L. Rosenberg's appointment to the VASAP Board and appoint Leslie M. Beauregard, Interim City Manager, as the City's Board Member; and

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

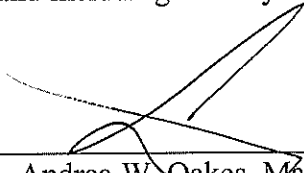
NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that:

1. To the extent necessary, the appointment of Steven L. Rosenberg to the Valley Alcohol Safety Action Program Policy Board is terminated and Leslie M. Beauregard, Interim City Manager, is appointed as the City's representative on the Board,

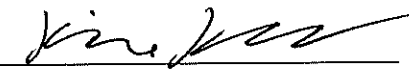
effective retroactively to and including January 19, 2022, until such time a successor city manager is named; and

2. It directs the Clerk of Council to transmit immediately an attested copy of this Resolution to the Board.

Adopted: March 24, 2022, effective retroactively to and including January 19, 2022.



Andrea W. Oakes, Mayor

ATTEST: 

Kiley A. Kesecker
Clerk of Council



CITY OF STAUNTON, VIRGINIA

Proclamation

Fair Housing Month

- WHEREAS,** the Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and
- WHEREAS,** the Fair Housing Act prohibits discrimination in housing based on race, color, religion, sex, familial status, national origin, and disability, and commits recipients of federal funding to affirmatively further fair housing in their communities; and
- WHEREAS,** the City of Staunton is committed to the mission and intent of the Fair Housing Act to provide fair and equal housing opportunities for all; and
- WHEREAS,** our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and
- WHEREAS,** housing is a critical component of family and community health and stability; and
- WHEREAS,** ongoing education, outreach and monitoring are key to raising awareness of fair housing principles, practices, rights and responsibilities.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that the month of April, 2022, is hereby designated as

Fair Housing Month

in the City of Staunton, an inclusive community committed to fair housing, and the promotion of appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of Staunton.

Adopted this 14th day of April, 2022.

ANDREA W. OAKES, MAYOR

ATTEST: _____
CLERK OF COUNCIL



CITY OF STAUNTON, VIRGINIA

Proclamation

Child Abuse Prevention Month April, 2022

- WHEREAS,** regardless of who they are or the circumstances of their birth, all children have the right to safe, secure, and supportive environments, free from abuse and neglect; and
- WHEREAS,** child abuse is one of our nation's most serious public health problems, with scientific studies documenting the link between child abuse and neglect and a wide range of medical, emotional, psychological, and behavioral disorders; and
- WHEREAS,** children are the foundation of a sustainable and prosperous society, and our prosperity as a state and nation is built on a foundation of healthy child development; and
- WHEREAS,** the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and
- WHEREAS,** creating communities where families can access an array of supports and resources to address the social, emotional and physical health of their children is the best way to combat child abuse; and
- WHEREAS,** effective child abuse prevention programs succeed because of partnerships created among Shenandoah Valley Social Services, the Valley Children's Advocacy Center, Blue Ridge Court Appointed Special Advocates, the Central Shenandoah Valley Office on Youth, schools, faith communities, civic organizations, law enforcement agencies and the business community; and
- WHEREAS,** displaying a pinwheel during the month of April will serve as a positive reminder that together, we can prevent child abuse and neglect, and by doing so, keep children safe.

NOW, THEREFORE, BE IT PROCLAIMED by Staunton City Council that April, 2022, is hereby designated as

Child Abuse Prevention Month

in the City of Staunton, and Staunton City Council calls upon all citizens, individually and through organizations with which they are affiliated, to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted this 14th day of April, 2022.

Andrea Oakes, Mayor

ATTEST: _____
Kiley Kesecker, Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	April 14, 2022	Leslie Beauregard Interim City Manager
Item #	A	
Department:	City Manager	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Staff Recognition	

Background: Cynthia Easterling, former Property Maintenance Inspector with Community Development, will attend Council's regular meeting to receive recognition of her retirement from service to the city.

Interim City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

Interim City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	April 14, 2022	Staff Member: Rodney Rhodes Tim Hartless
Item #	B	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Built Environment	
Subject:	Public Hearing and Consideration of an Amendment to Chapter 18.125, Minimum Off-Street Parking Requirements, of Title 18, Zoning, of the Staunton City Code to Allow Off-Street Parking in Certain Situations to be Exempted from the Sealed Surface Requirement	

Background: Currently, the zoning code requires all areas used for off-street parking to be constructed of a sealed surface. Developers often choose to use asphalt. From time to time, development has occurred which uses parking on an intermittent basis. Requiring these uses to spend thousands of dollars on an asphalt parking lot can be onerous and unnecessary. Staff is proposing an amendment to the zoning code's parking regulations that would allow an exemption for these uses. An example of such a use is a seasonal event venue.

Analysis: Proposed subsection 18.125.020 (5) (a) Provides that the Zoning Administrator may approve an exemption to the surface requirement for any use which uses intermittent parking. Intermittent Parking is then defined and a list of conditions are established which must be met if a use qualifies for the exemption. The definition and conditions are as follows:

Intermittent parking - parking which does not occur on a year-round weekly basis.

1. All spaces located on gravel or other non-sealed parking areas, except structured turf parking, shall be marked with concrete parking blocks, landscaped timbers, rail-road ties or similar devices. Spray paint on gravel or non-sealed surfaces does not constitute the marking of parking spaces and is prohibited.
2. The parking area shall be maintained so that there are no ruts, potholes, mud, and so there is no erosion of gravel, dust, or mud into the public right-of-way.
3. In cases where the unsealed parking area has direct access from the public right-of-way, there shall be a sealed surface drive which gives access to the unsealed parking area. Such drive shall be a minimum of 30 feet in length.
4. The parking area shall be landscaped and screened in accordance with the provisions of SCC 18.175, Landscape and Screening.
5. This exception to the sealed surface requirement shall not apply to shared parking arrangements or to cases where the parking is not provided on the same lot as the use that it serves.

Proposed subsection 18.125.020(5) (b) provides a blanket exemption for any use meeting the definition for “Agritourism Activities” found in Virginia Code §3.2-6400 (code section provided as part of Attachment 1).

Planning Commission Recommendation: At their March 17, 2022 meeting, the Planning Commission conducted a public hearing. During the public hearing one person spoke in favor of the amendment, opining that the proposed amendment would assist them in the use of their events venue. On a 5-0 vote, the Commission unanimously voted to recommend approval of the amendment.

Attachments:

Attachment 1—Draft Chapter 18.125, Minimum Off-Street Parking Requirements

Attachment 2—Draft Ordinance

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt the ordinance and approve the amendment to the Zoning Code as recommended by the Planning Commission.

Interim City Manager: Leslie Beauregard

Attachment 1

Chapter 18.125

MINIMUM OFF-STREET PARKING REQUIREMENTS

Sections:

18.125.010 Off-street parking requirements – General.

18.125.011 Exceptions to off-street parking requirements.

18.125.020 Off-street parking lot layout, construction, and maintenance.

18.125.010 Off-street parking requirements – General.

In all districts there shall be provided, at any time any building or structure is erected or enlarged or increased in capacity, off-street parking spaces for automobiles in accordance with the following requirements:

(1) Off-street parking for other than residential use shall be either on the same lot, or within 400 feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot, along a public sidewalk and without crossing any major thoroughfares. Churches may establish joint parking facilities not to exceed 50 percent of the required spaces, with institutions and agencies that do not have a time conflict in parking demand.

(2) Residential off-street parking spaces shall consist of a parking lot, driveway, garage, or combination thereof, and shall be located on the lot they are intended to serve.

(3) For uses not specifically mentioned herein, off-street parking requirements shall be interpreted by the planning commission.

(4) Any area once designed as required off-street parking shall not be changed to any other use unless and until equal facilities are provided elsewhere.

(5) Off-street parking existing at effective date of these regulations in connection with the operation of an existing building or use, shall not be reduced to an amount less than hereinafter required for a similar new building or use.

(6) Two or more buildings or uses may collectively provide the required off-street parking, in which case the required number of parking spaces shall be not less than the sum of the requirements for the several individual uses computed separately.

(7) The required off-street parking shall be for occupants, employees, visitors, patrons, and shall be limited in use to motor vehicles. The storage of merchandise, motor vehicles for sale, or the repair of vehicles on such parking area is prohibited.

(8) Every company car, truck, tractor, and trailer normally stored at the plant site shall be provided with off-street parking space in an area reserved for the use as determined by the planning commission.

(9) In cases of dual functioning of off-street parking where operating hours do not overlap, the planning commission may grant an exception.

(10) The minimum number of off-street parking spaces shall be determined in accordance with the following:

Table of Parking Spaces Required

USES	PARKING SPACES REQUIRED
Automobile wrecking, junk, or salvage yard which offers for sale to the public any new or used merchandise	One space for each two employees, plus one space for each 10,000 square feet of lot area, or two spaces for each 100 square feet of floor area, whichever is the greater.
Banks, business, or professional offices	One per 300 square feet of usable floor area, plus one per each three employees.
Barbershop or beauty parlor	Two per barber or beauty shop chair.
Boarding or rooming house	One space for the resident family. One space for each two guests.
Bowling alleys	Five per alley.
Churches	One per four seats, or one per 30 square feet of usable floor area of auditorium, whichever is greater.
Commercial recreation uses	One per three patrons, based on the design capacity of the facility.
Commercial or trade schools	One per three students plus two per three employees.
Country club	One per five members.
Dormitories, fraternity, or sorority	One per each three permanent residents.
Dwellings (single- and two-family)	One per dwelling unit.
Dwellings (multifamily and attached)	Two spaces per dwelling unit.
Establishments for sale and consumption on the premises of beverages, food, or refreshments	One per three employees, plus one per 100 square feet of usable floor space, or one per three fixed seats, whichever is the greater.
Gasoline service station	One parking space for each employee, plus two spaces for each service bay.
Governmental office building	One per 300 square feet of usable floor area, plus one per each three employees. Every governmental vehicle shall be provided with a reserved off-street parking space.

USES	PARKING SPACES REQUIRED
Group house	One space for each three individuals, plus one space for each supervisor, plus one space for each two employees.
Housing for elderly and/or physically handicapped	One for each two dwelling units per each unit actually housing elderly and/or physically handicapped and two spaces per dwelling unit housing individuals not elderly or handicapped.
Hospitals	One per three patient beds, exclusive of bassinets, plus one space for each two employees including nurses on the maximum working shift, plus adequate area for parking emergency vehicles.
Hotel, motel, etc.	One per each room or suite. When a restaurant is included that may serve the outside public, parking shall be calculated at the same rate as "Establishments for sale and consumption on the premises of beverages, food, or refreshments." For conference or meeting facilities, add one additional space for every four persons based on the design capacity of the conference or meeting area.
Industrial establishments	One per two employees on the combined two largest successive shifts, plus adequate parking space for customer and visitor vehicles as determined by the planning commission.
Library	One for each 400 square feet of floor space.
Manufactured home	Two spaces per stand or lot.
Medical clinics	Three patient parking spaces per staff doctor, plus one per staff doctor, plus two per three other employees.
Mortuaries or funeral parlors	Five spaces per parlor or chapel unit, or one per four seats, whichever is greater.
Private clubs, lodge, or union headquarters	One per three members based on the design capacity of the facility.
Retail stores, supermarkets, department stores, and personal service establishments except as otherwise specified herein	One per 100 square feet of retail floor space.
Schools shall be provided with parking spaces per the following schedule:	
Elementary, junior high, and the equivalent private or parochial schools	Two spaces per three teachers and employees normally engaged in or about the building or grounds, plus one space for each 150 square feet of seating area, including aisles, in any auditorium.
Senior high schools and the equivalent private or parochial schools	Two spaces per three teachers and employees normally engaged in or about the building or grounds, plus one space per five students or one space for each 150 square feet of seating area,

USES	PARKING SPACES REQUIRED
	including aisles, in any auditorium, gymnasium, or cafeteria intended to be used as an auditorium, whichever is the greater.
Kindergartens, day schools, and the equivalent private or parochial schools	Two parking spaces per three teachers and employees normally engaged in or about the building or grounds plus one off-street loading space per eight pupils.
Shopping centers	Five and one-half parking spaces per 1,000 square feet of gross leasable area; provided, however, that if more than two-thirds of the gross retail and customer service area for all business establishments is devoted to or occupied by retail food stores and department stores, the parking requirements shall be as provided for supermarkets and department stores. Hardware and furniture stores and all other retail and personal service establishments except as otherwise provided: one space for each 200 square feet of retail space.
Special care facility	One space for each four patient beds plus one space for each staff doctor plus one space for each two employees including nurses.
Stadiums and sports arenas	One per eight seats or 12 feet of benches.
Supermarkets and department stores	One parking space for each 100 square feet of floor area used for retail sales for the first 5,000 square feet and one space for each 200 square feet of retail area above 5,000 square feet.
Swimming pools	One per 30 square feet of water area.
Theaters, auditoriums, and places of assembly without fixed seats	One per three people based on the design capacity of the structure.
Wholesale establishments and business services	One for every 50 square feet of customer service area, plus two per three employees based on the design capacity of the largest shift.

(Ord. 2019-15; Ord. 2017-10; Ord. 2009-12; Ord. 2004-23. Zoning ordinance Art. 5, § 5).

18.125.011 Exceptions to off-street parking requirements.

The requirements of SCC 18.125.010 shall not be applicable to the following:

- (1) Any lot or parcel in the core business district, beginning at the intersection of Baldwin Street and Lewis Street, thence with Baldwin Street to Central Avenue, thence with the line (center line) of existing Baldwin Street to New Street, thence with New Street to Frederick Street, thence with Frederick Street to Coalter Street, thence with Coalter Street to its intersection with the C&O Railroad, thence with the C&O Railroad to its intersection with Middlebrook Avenue,

thence with Middlebrook Avenue to its intersection with Lewis Street, thence with Lewis Street to Baldwin Street to the point of beginning.

(2) All that certain lot of parcel of land, with all improvements thereon and appurtenances thereto belonging, situate in the city of Staunton, Virginia, known by present house numbering as 300 Church Street and described as containing 1.435 acres and being in all respects the same property shown on plat entitled "Plat Showing Smith Fuel Company Lands, Church Street, Staunton, Virginia," dated January 20, 1970, made by Higgs and Shumate, Engineers – Surveyors, said plat being recorded in the clerk's office of the circuit court of the city of Staunton, Virginia, in Deed Book 173, page 225, less however, that portion containing 0.002 acre, more or less, which was conveyed to the commonwealth of Virginia by deed dated October 13, 1988, recorded in Deed Book 290, page 512.

(3) All those two certain lots or parcels of land, together with all improvements thereon, and all rights, privileges and appurtenances thereunto belonging, situate in the city of Staunton, Virginia, more particularly described as Lot 6 (PIN 1611) and Lot 7 (PIN 1612), Block ZZ and designated by present street numbering as 220 and 222 S. Washington Street, Staunton, Virginia.

(4) Any lot or parcel, in addition to that permitted in subsections (1), (2), (3) of this section, with existing commercial buildings and zoned B-1, B-2, B-3, or P-1, with new or continuing business uses, where any of the following conditions already exist exclusive of adjacent unaccepted alleyways and/or streets:

(a) Slopes greater than 15 percent;

(b) Front yard less than 25 feet, side yard(s) less than 40 feet and a rear yard less than 40 feet; or

(c) The new or continuing business use occupies only the existing structure(s) without any additions or conversion of unfinished space for business use. Existing parking lots shall be maintained and not be reduced except in conformance with this chapter. (Ord. 2019-15; Ord. 2009-12).

18.125.020 Off-street parking lot layout, construction, and maintenance.

Where the required off-street parking requires the building of a parking lot, and wherever a parking lot is built, such parking shall be laid out, constructed, and maintained in accordance with the following regulations:

(1) Except for parcels of land devoted to one- and two-family uses, all areas devoted to off-street parking shall be so designed, constructed, and be of such size that no vehicle is required to back into a public street to obtain egress.

(2) Each parking space shall be not less than nine feet in width and 18 feet in length and shall be a specifically designated stall.

(3) In any determination of parking requirements as set forth in this chapter, where the resultant figure contains a fraction, any fraction less than one-half or more shall be counted as one parking space.

(4) Clearly defined driveways used for ingress and egress shall be designed in general conformance with the standards of the Virginia Department of Transportation.

(5) All areas devoted to permanent off-street parking as required under this chapter shall be of a sealed-surface construction, and maintained in such a manner that no dust will result from continuous use.

(a) In cases where a business use would require intermittent parking, the Zoning Administrator may approve surfaces which are not sealed. Such surfaces shall include, but not be limited to, structured turf, gravel or crush and run, asphalt millings or recycled asphalt.

1. All spaces located on gravel or other non-sealed parking areas, except structured turf parking, shall be marked with concrete parking blocks, landscaped timbers, rail-road ties or similar devices. Spray paint on gravel or non-sealed surfaces does not constitute the marking of parking spaces and is prohibited.

2. The parking area shall be maintained so that there are no ruts, potholes, mud, and also so there is no erosion of gravel, dust, or mud into the public right-of-way.

3. In cases where the unsealed parking area has direct access from the public right-of-way, there shall be a sealed surface drive which gives access to the unsealed parking area. The drive shall be a minimum of 30 feet in length.

4. The parking area shall be landscaped and screened in accordance with the provisions of SCC 18.175, Landscape and Screening.

5. This exception to the sealed surface requirement shall not apply to shared parking arrangements or to cases where the parking is not provided on the same lot as the use that it serves.

For the purposes of this section “intermittent parking” shall be defined as parking which does not occur on a year-round weekly basis.

(b) Businesses conducting agritourism activities as defined in Virginia Code § 3.2-6400, shall be exempt from the sealed surface requirement of the chapter.

(6) The parking lot shall be drained to eliminate surface water.

(7) For any parking lot, except on parcels of land devoted to single-family dwellings or no more than one two-family dwelling, there shall be a minimum setback of five feet from any property line. The minimum setback may be greater in cases where Chapter 18.175 SCC requires a larger planting or screening area. In cases of shared parking or where parking lots are connected, side and rear setbacks may be reduced or eliminated at the discretion of the zoning administrator.

(8) Plans for the layout of a parking lot must be approved by the zoning administrator, based on the Infrastructure Design and Construction Standards of the City of Staunton, maintained in the office of the city engineer. (Ord. 2018-01. Zoning ordinance Art. 5, § 5).

§ 3.2-6400. Definitions

As used in this chapter, unless the context requires a different meaning:

"Agricultural products" means any livestock, aquaculture, poultry, horticultural, floricultural, viticulture, silvicultural, or other farm crops.

"Agritourism activity" means any activity carried out on a farm or ranch that allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy rural activities, including farming, wineries, ranching, horseback riding, historical, cultural, harvest-your-own activities, or natural activities and attractions. An activity is an agritourism activity whether or not the participant paid to participate in the activity.

"Agritourism professional" means any person who is engaged in the business of providing one or more agritourism activities, whether or not for compensation.

"Farm or ranch" means one or more areas of land used for the production, cultivation, growing, harvesting or processing of agricultural products.

"Inherent risks of agritourism activity" mean those dangers or conditions that are an integral part of an agritourism activity including certain hazards, including surface and subsurface conditions; natural conditions of land, vegetation, and waters; the behavior of wild or domestic animals; and ordinary dangers of structures or equipment ordinarily used in farming and ranching operations. Inherent risks of agritourism activity also include the potential of a participant to act in a negligent manner that may contribute to injury to the participant or others, including failing to follow instructions given by the agritourism professional or failing to exercise reasonable caution while engaging in the agritourism activity.

"Participant" means any person, other than an agritourism professional, who engages in an agritourism activity.

2006, c. 710, § 3.1-796.137; 2008, c. 860; 2020, c. 411.

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

Ordinance No. 2022-____

**AN ORDINANCE AMENDING SECTION 18.125.020,
OFF-STREET PARKING LOT LAYOUT, CONSTRUCTION, AND
MAINTENANCE,
OF CHAPTER 18.125, MINIMUM OFF-STREET PARKING REQUIREMENTS,
OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE
TO ALLOW PARKING IN CERTAIN SITUATIONS TO BE EXEMPT FROM
THE SEALED SURFACE REQUIREMENT**

Recitals

A. Staunton City Code requires all areas devoted to permanent off-street parking to be constructed of a sealed surface and maintained in such a manner that no dust will result from continuous use;

B. Staff has determined that the sealed surface requirement could be overly burdensome for certain uses that may use parking only on an intermittent basis;

C. The proposed amendment would provide an exception to allow uses which utilize intermittent parking to be exempted from the sealed surface requirement with certain conditions;

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

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

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

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 18.125.020, Off-Street Parking Lot Layout, Construction, and Maintenance, of Chapter 18.125, Minimum Off-Street Parking Requirements, of Title 18, Zoning, of the Staunton City Code, is **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows:

18.125.020 Off-street parking lot layout, construction, and maintenance.

Where the required off-street parking requires the building of a parking lot, and wherever a parking lot is built, such parking shall be laid out, constructed, and maintained in accordance with the following regulations:

(1)

(2)

(3)

(4)

(5) All areas devoted to permanent off-street parking as required under this chapter shall be of a sealed-surface construction, and maintained in such a manner that no dust will result from continuous use.

(a) In cases where a business use would require intermittent parking, the Zoning Administrator may approve surfaces which are not sealed. Such surfaces shall include, but not be limited to, structured turf, gravel or crush and run, asphalt millings or recycled asphalt.

1. All spaces located on gravel or other non-sealed parking areas, except structured turf parking, shall be marked with concrete parking blocks, landscaped timbers, rail-road ties or similar devices. Spray paint on gravel or non-sealed surfaces does not constitute the marking of parking spaces and is prohibited.

2. The parking area shall be maintained so that there are no ruts, potholes, mud, and also so there is no erosion of gravel, dust, or mud into the public right-of-way.

3. In cases where the unsealed parking area has direct access from the public right-of-way, there shall be a sealed surface drive which gives access to the unsealed parking area. The drive shall be a minimum of 30 feet in length.

4. The parking area shall be landscaped and screened in accordance with the provisions of SCC 18.175, Landscape and Screening.

5. This exception to the sealed surface requirement shall not apply to shared parking arrangements or to cases where the parking is not provided on the same lot as the use that it serves.

For the purposes of this section “intermittent parking” shall be defined as parking which does not occur on a year-round weekly basis.

(b) Businesses conducting agritourism activities as defined in Virginia Code § 3.2-6400, shall be exempt from the sealed surface requirement of the chapter.

In all other respects, the provisions of Chapter 18.125, Off-Street Parking Requirements, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:

Adopted:

Effective Date:

ATTEST: _____

Kiley A. Kesecker,
Clerk of Council

Andrea W. Oakes, Mayor

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	April 14, 2022	Leslie Beauregard Interim City Manager Phil Trayer Chief Finance Officer
Item #	C	
Department:	City Manager Finance Department	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Public Hearing of an Ordinance to Establish a Budget for FY 2023 (July 1, 2022—June 30, 2023)	

Background: The Interim City Manager's proposed FY 2023 budget was presented at the regular meeting on March 24, 2022. The attached FY 2023 budget ordinance was introduced at the same meeting. A public hearing is scheduled for the regular meeting on April 14, 2022. Notice of the public hearing, attached, was advertised in *The News Leader* on April 6, 2022.

Attachments:

Attachment 1—FY2023 Budget Ordinance

Attachment 2—Notice of Public Hearing

Interim City Manager's Recommendation: Conduct the public hearing.

Suggested Motion: Not applicable.

Interim City Manager: Leslie Beauregard

Ordinance No. 2022-

**AN ORDINANCE ESTABLISHING A BUDGET FOR THE
CITY OF STAUNTON, VIRGINIA, FOR THE FISCAL YEAR
BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023,
APPROPRIATING FUNDS FOR PUBLIC PURPOSES FOR SUCH FISCAL YEAR;
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 **\$142,967,876** for the City of Staunton, Virginia for the fiscal year beginning July 1, 2022 and ending June 30, 2023 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, 2022, and ending June 30, 2023, 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, 2022 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, 2022, which shall be and is fixed at \$0.15 (fifteen cents) per \$100.00 of assessed value of such property for calendar year 2022. Assessed values for the Downtown Service District, as established in Staunton City Code Section 3.60.010 et seq., 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, 2022, 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, 2022 shall be and is fixed at \$1.24 per \$100.00 of assessed value per year.

SECTION 5. For the period of July 1, 2022, through June 30, 2023, 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 \$0.49 per annum per \$100.00 of assessed value for faculty and staff housing of an educational institution for the 2022 calendar year. The service charge shall be and is payable in one installment on December 15, 2022. Any service charge not paid when due shall bear interest computed at the rate of 10% per annum from the due date until paid.

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

SECTION 8. It is the intention of Sections 5, 6 and 7 of this ordinance to conform to and meet all the requirements of Section 58.1-3400 et seq. of the Code of Virginia, as amended, and 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 24, 2022

PUBLIC HEARING ADVERTISE DATE: April 6, 2022

PUBLIC HEARING DATE: April 14, 2022

ADOPTED:

EFFECTIVE DATE: July 1, 2022

Andrea W. Oakes, Mayor

ATTEST:

Kiley A. Kesecker
Clerk of Council

**CITY OF STAUNTON, VIRGINIA
FY 2023 PROPOSED BUDGET**

GENERAL FUND

ANTICIPATED REVENUE

	BUDGET
General Property Taxes	\$ 28,501,011
Other Local Taxes	17,233,830
Commonwealth of Virginia	13,218,468
Current Service Charges	1,896,693
Federal Revenue	1,580,640
Recovered Costs	1,177,000
Licenses and Permits	201,950
Use of Money and Property	109,200
Fines and Forfeitures	237,500
Miscellaneous	<u>1,036,648</u>
Total Revenue	\$ 65,192,940

APPROPRIATIONS

Transfer to Education Fund	\$ 14,700,000
Public Safety	14,950,796
Health and Welfare	7,946,604
Public Works	7,058,816
General Government Administration	6,385,690
Transfer to Debt Service Sinking Fund	4,160,736
Parks, Recreation, Library, and Cultural	4,444,415
Judicial Administration	2,734,688
Community Development	2,802,195
Transfer to the City CIP Fund	-
Educational Agency Contributions	<u>9,000</u>
Total Appropriations	\$ 65,192,940

DEBT SERVICE SINKING FUND

ANTICIPATED REVENUE

Transfer from the General Fund	\$ 5,386,569
Total Revenue	<u>\$ 5,386,569</u>

APPROPRIATIONS

Debt	<u>\$ 5,386,569</u>
Total Appropriations	\$ 5,386,569

BLUE RIDGE COURT SERVICES FUND

ANTICIPATED REVENUE

Non Capital Grants/ Contributions	\$ 952,935
Miscellaneous	132,806
Charges for Services	207,115
Total Revenue	<u>\$ 1,292,856</u>

APPROPRIATIONS

Operations	<u>\$ 1,292,856</u>
Total Appropriations	\$ 1,292,856

WATER FUND**ANTICIPATED REVENUE**

Charges for Service	\$	4,386,001
General Revenues		3,113,870
Proceeds from Debt Issuance		3,450,000
Total Revenue	\$	10,949,871

APPROPRIATIONS

Operations	\$	4,259,037
Debt		525,834
Capital		6,165,000
Total Appropriations	\$	10,949,871

SEWER FUND**ANTICIPATED REVENUE**

Charges for Services	\$	3,908,177
General Revenues		2,207,020
Grant Contributions		3,750,000
Total Revenue	\$	9,865,197

APPROPRIATIONS

Operations	\$	3,423,470
Debt		872,762
Capital		5,568,965
Total Appropriations	\$	9,865,197

PARKING FUND**ANTICIPATED REVENUE**

Charges for Services	\$	318,200
General Revenues		233,243
Total Revenue	\$	551,443

APPROPRIATIONS

Operations	\$	373,278
Debt		178,165
Total Appropriations	\$	551,443

STORMWATER FUND**ANTICIPATED REVENUE**

Charges for Services	\$	773,900
General Revenues		1,139,101
Total Revenue	\$	1,913,001

APPROPRIATIONS

Operations	\$	963,001
Capital		950,000
Total Appropriations	\$	1,913,001

ENVIRONMENTAL FUND**ANTICIPATED REVENUE**

Charges for Services	\$	3,664,434
General Revenues		623,311
Non Capital Grants/ Contributions		10,000
Total Revenue	\$	4,297,745

APPROPRIATIONS

Operations	\$	3,127,725
Capital		1,170,020
Total Appropriations	\$	4,297,745

EDUCATION FUND**ANTICIPATED REVENUE**

Commonwealth of Virginia	\$	20,119,360
Transfer from the General Fund		14,700,000
Federal Government		1,613,036
Charges for Services		216,271
General Revenues		1,262,171
Total Revenue	\$	37,910,838

APPROPRIATIONS

Administration and Operation of Schools	\$	37,910,838
Total Appropriations	\$	37,910,838

CAFETERIA FUND

ANTICIPATED REVENUE

Operating Grants	\$ 1,684,356
Charges for Service	4,900
General Revenues	184,839
Total Revenue	<u>\$ 1,874,095</u>

APPROPRIATIONS

Operations	<u>\$ 1,874,095</u>
Total Appropriations	<u>\$ 1,874,095</u>

SCHOOL TEXTBOOK FUND

ANTICIPATED REVENUE

Commonwealth of Virginia	\$ 205,788
General Revenues	135,316
Total Revenue	<u>\$ 341,104</u>

APPROPRIATIONS

Operations	<u>\$ 341,104</u>
Total Appropriations	<u>\$ 341,104</u>

SCHOOL CAPITAL IMPROVEMENTS PROJECT FUND

ANTICIPATED REVENUE

General Revenues	<u>\$ 100,000</u>
Total Revenue	<u>\$ 100,000</u>

APPROPRIATIONS

Capital Improvements	<u>\$ 100,000</u>
Total Appropriations	<u>\$ 100,000</u>

STATE OPERATED PROGRAMS

ANTICIPATED REVENUE

Operating Grants	\$ 2,812,915
General Revenues	479,302
Total Revenue	<u>\$ 3,292,217</u>

APPROPRIATIONS

Operations	<u>\$ 3,292,217</u>
Total Appropriations	<u>\$ 3,292,217</u>

Grand Total Revenues	\$ 142,967,876
Grand Total Expenditures	\$ 142,967,876
Balance	(\$0)

INTRODUCED: March 24, 2022

Approved this _____ day of ____ 2022

Effective Date: _____

ATTEST: _____ Kiley

A. Kesecker

Clerk of Council

CERTIFIED: _____

Andrea W. Oakes

Mayor of Council

City of Staunton

PROPOSED FISCAL YEAR (FY) 2023 (2022-2023) BUDGET

**NOTICE OF PUBLIC HEARING OF STAUNTON CITY COUNCIL
ON THE PROPOSED FY 2023 BUDGET FOR THE
CITY OF STAUNTON AND STAUNTON CITY PUBLIC SCHOOLS**

Pursuant to Virginia Code Section 15.2-2506, the public is hereby given notice of a meeting of the Staunton City Council to conduct a **PUBLIC HEARING** on the proposed FY 2023 budget as presented by the City Manager. The public hearing will be held on Thursday, April 14, 2022, at 7:30 p.m.

Following is a brief synopsis of the proposed FY 2023 Budget:

City Governmental Funds:	Revenues	Expenditures
General Fund	\$65,192,940	\$65,192,940
Debt Service Sinking Fund	\$5,386,569	\$5,386,569
City Capital Improvements Fund	\$0	\$0
Blue Ridge Court Services Fund	\$1,292,856	\$1,292,856
City Proprietary Funds:		
Water Fund	\$10,949,871	\$10,949,871
Sewer Fund	\$9,865,197	\$9,865,197
Environmental Fund	\$4,297,745	\$4,297,745
Storm Water Fund	\$1,913,001	\$1,913,001
Parking Fund	\$551,443	\$551,443
School Operating Funds:		
Education Fund	\$37,910,838	\$37,910,838
State Operated Programs	\$3,292,217	\$3,292,217
Cafeteria Fund	\$1,874,095	\$1,874,095
School Capital Improvements Fund	\$100,000	\$100,000
School Textbook Fund	\$341,104	\$341,104
Total All Funds	\$142,967,876	\$142,967,876

Proposed Property Tax Rates:	Current Tax Rate as of January 1, 2022	Proposed Tax Rates for January 1, 2023
Real Estate	\$0.92	\$0.92
Personal Property –motor vehicles	\$2.90	\$2.90
Personal Property – business tangible property	\$2.90	\$2.90
Personal Property – machinery and tools	\$1.24	\$1.24

After holding its own public hearing, the Staunton School Board approved and proposes to Council, pursuant to Virginia Code Section 22.1-92, a public schools budget totaling \$43,518,254. Council is required to prepare and approve an annual budget for the educational purposes by May 15 or within thirty days of the receipt by the City of the estimates of state funds, whichever is later, in accordance with Virginia Code Section 22.1-93.

The FY 2023 Budget is available on the City's website at www.staunton.va.us/budget.

The public is strongly encouraged to participate in the budget process. The meeting will be audio streamed live on Cable Channel 7 and on the City's internet site at <https://www.ci.staunton.va.us/government/city-council/access-city-council-meetings>. Specific guidelines for participation, including in-person participation, can be found at <https://www.ci.staunton.va.us/government/city-council/access-city-council-meetings>. Questions regarding participation may be directed to Clerk of Council, Kiley Kesecker at keseckerka@ci.staunton.va.us or 540.332.3810.

Kiley A. Kesecker
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	April 14, 2022	Staff Member: Phil Trayer
Item #	D	
Department:	Finance	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence Strategic Area: Responsive, Efficient Government	
Subject:	Ordinance to Increase Environmental Fund Fee Rates	

Background: The FY2023 budget proposal includes a 15% increase in Environmental Fund fee rates, effective July 1, 2022, to provide sufficient revenue for operating and capital expenses for the Environmental Fund. This increase follows the plan first introduced to Council in 2019 during the FY2020 Budget process. With the increase, the increased rate will generate \$2,972,741 in revenues for FY2023. The budget proposes to use \$588,311 from fund balance to cover the remaining deficit and to reduce the amount of the rate increase needed to fund the operation. The total expenditure budget for FY2023 equals \$4,297,745. The 15% rate increase will generate an additional \$387,749 for FY2023. Rates were last increased effective July 1, 2020, for fiscal year 2021.

Bi-monthly customers will be billed at the new rates beginning with utility bills issued on September 10. The proposed increase for residential customers is \$3.13 per month, or \$6.26 per bi-monthly billing cycle.

Introduction of the proposed ordinance is scheduled for Council's regular meeting on March 24, 2022, with consideration of the ordinance scheduled for the meeting on April 28, 2022. A public hearing was properly advertised and is scheduled for April 14, 2022.

The FY2023 Environmental Fund budget includes the following expenditures:

Environmental Office	\$151,328	Handling citizen complaints due to sanitary conditions and health hazards; enforcement of City Code requirements
Street Cleaning	\$499,117	Cleaning of all City streets
Refuse Collection	\$1,330,578	Residential and commercial trash collection
Recycling Collection	\$132,089	Collection of recyclables and capital equipment
Landfill	\$1,398,261	20.18% City share of landfill operations and capital
Billing and Collections	\$13,900	Bad debt expense and annual software fees for billing
Risk Management	\$76,500	Property and liability insurance; workers' compensation insurance
Transfers to Other Funds	\$685,972	Payment to General Fund and Water Fund for administrative support functions
Litter Control Grant	\$10,000	Commonwealth of Virginia grant for litter control programs
Total FY2023 Budget	\$4,297,745	Increase of \$1,032,318 over FY2022

Environmental Fund Proposed Rate Increases:

	Current Rate	Proposed Rate	Schedule
Residential Refuse Fee	\$20.88	\$24.01	Once/week
Recycling Fee	\$20.88	\$24.01	Once/week
Light Commercial Fee	\$47.40	\$54.51	Once/week
Heavy Commercial—Outside CBD	\$100.28	\$115.32	Once/week
Heavy Commercial—Inside CBD	\$127.41	\$146.52	5 days/Week
Special Unscheduled Pickup	\$105.00	\$120.75	As requested

Attachment: Proposed Ordinance

Interim City Manager's Recommendation: Conduct the public hearing.

Suggested Motion: Not applicable.

Interim City Manager: Leslie M. Beauregard

DRAFT 3.9.22

Ordinance No. 2022-_____

AN ORDINANCE AMENDING, RESTATING AND REORDAINING
SECTION 8.30.110, FEES – PRESCRIBED,
OF ARTICLE II, COLLECTION OF REFUSE BY CITY,
OF CHAPTER 8.30, SOLID WASTE,
OF TITLE 8, HEALTH AND SAFETY,
OF THE STAUNTON CITY CODE

BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 8.30.110 of the Staunton City Code is hereby amended to read as follows:

8.30.110 Fees – Prescribed.

(1) Residential. For a mandatory fee of \$ 24.01 per month for each single-family unit (to include each unit in a multifamily structure), the city shall provide one weekly pickup of refuse from each residential unit in the city, whether inside or outside the central business district, the basis of computation of the fee being a single-family unit. The fee for refuse collection service for all other than single-family units shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with the approval of the city manager, but such fee shall not be less than \$24.01 per month per unit.

(2) Light Commercial. The mandatory fee for refuse collection service to light commercial customers, whether inside or outside the central business district, shall be \$ 54.51 per month. The light commercial designation shall apply to those customers which place the equivalent of four or fewer bags/containers of refuse at the curb for collection.

(3) Heavy Commercial. The mandatory fee for refuse collection service to heavy commercial customers within the central business district shall be \$146.52 and \$115.32 for those outside the central business district. The heavy commercial designation shall apply to those customers which place the equivalent of five or more bags/containers at the curb for collection. All full-time restaurants shall be deemed heavy commercial customers.

(4) Special Unscheduled Pickup. When refuse is stored or placed curbside in a manner not otherwise in accordance with the city's solid waste policy, it shall be deemed a request for a

special unscheduled pickup and a crew may be dispatched to collect the refuse. The fee for pickup shall be in an amount adequate to cover all costs to the city for such service, such amount to be established by the director of public works as part of the city's solid waste policy, with approval of the city manager, but such fee shall not be less than \$120.75 and shall be charged to the property owner or tenant.

(5) Recyclables

(a) The mandatory fee for the collection of recyclable materials from customers not otherwise charged a refuse collection service fee shall be \$24.01 per month.

(b)

(6) Collection Outside City Limits. The fee for refuse collection service rendered outside of the city limits shall be in an amount equal to 200 percent of the fee charged for such service in the city limits.

(7) Exemption, Deferral, Modification or Waiver of Fee.

(a) By ordinance, persons may be exempted, deferred, or charged a lesser amount from paying any charges and fees authorized for the collection and disposal of garbage and refuse only if based on the income criteria, as provided by Section 58.1-3211 of the Virginia Code.

(b) The director of public works may waive all or part of the fees for any multifamily structure or commercial customer if contractual arrangements are made and maintained by that customer for adequate containerized service as determined satisfactory by the director of public works.

In all other respects, the provisions of Chapter 8.30 of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

This ordinance shall be effective _____, 2022

Introduced:

Adopted:

Effective Date:

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Andrea W. Oakes, Mayor

ATTEST: _____
Kiley A. Kesecker Clerk of Council

DRAFT