



MEMORANDUM

To: Members, Staunton Economic Development Authority
Alison Denbigh, Chair
Wilson Fauber, Vice Chair
Billy Sowers
Ron Garber
Joe Sprangel

From: Billy Vaughn, Executive Director, Staunton EDA

Re: Meeting of the Economic Development Authority, August 10, 2023 at **8:30 a.m.**

Date: August 4, 2023

The Staunton Economic Development Authority will hold a meeting on Thursday, August 10, 2023 at **8:30 a.m.** in the **CITY COUNCIL CAUCUS ROOM** on the **1st floor of City Hall**. The agenda and briefing materials are attached.

Please RSVP to Kim Cormier at cormierkb@ci.staunton.va.us.

Please contact me at 332-3869 or vaughnwl@ci.staunton.va.us if you have questions before the meeting.

We look forward to seeing you on Thursday.

Billy

cc: Amanda DiMeo, EDA Secretary
John Blair, EDA Attorney
Jessie Moyers, EDA Treasurer
Robin Wallace, Legal Manager & FOIA Officer
Leslie Beauregard, City Manager ICMA-CM
Steve Claffey, City Council EDA Liaison

MEETING AGENDA
Staunton Economic Development Authority
City Council Caucus Room
Thursday, August 10, 2023
8:30 am

Call to Order

1. Consideration of Minutes from the EDA Meeting on May 25, 2023
2. Treasurer's Financial Report
3. Update on Status of Staunton Crossing Marketing Plan
4. Update on Status of Staunton Crossing Site Preparation Efforts
5. Monthly Activity Reports
 - a. Community Development Department
 - b. Economic Development Department
6. Other Business
7. Closed Meeting
8. Adjournment

Agenda Item No. 1

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Amanda DiMeo, Secretary, Staunton EDA

RE: Consideration of the Minutes

DATE: August 4, 2023

This item on your agenda is consideration of the minutes from the EDA's May 25, 2023 meeting.

**MINUTES OF THE ECONOMIC DEVELOPMENT AUTHORITY MEETING
CITY OF STAUNTON, VIRGINIA**

**Thursday, May 25, 2023 8:30 a.m.
In Person Meeting**

Members Present: Alison Denbigh
 Wilson Fauber
 Billy Sowers
 Joe Sprangel

Members Absent: Rusty Ashby
 William Dod
 Ron Garber

Others Present: John Blair, City and EDA Attorney
 Steve Claffey, City Council Liaison
 Tim Davey, Principal at Timmons Group
 Amanda DiMeo, Economic Development Specialist
 Lee Downey, Hunton Andrews Kurth
 Jessie Moyers, Chief Financial Officer
 Billy Vaughn, Economic Development and Community Development Director

Ms. Denbigh called the meeting to order.

1) Election of Officers

Mr. Blair called for nominations:

Mr. Sowers nominated Ms. Denbigh as chair. Mr. Fauber seconded the nomination, and the motion carried unanimously by the members present. There were no further nominations. Mr. Sowers made a motion to close the nominations. Mr. Fauber seconded the motion. The motion carried unanimously by the members present. All members present were polled and stated the name of the person they wanted to serve as chair. Each member present stated "Ms. Denbigh."

Ms. Denbigh nominated Mr. Fauber as vice-chair. Mr. Sowers seconded the nomination, and the motion carried unanimously by the members present. There were no further nominations. Mr. Sowers made a motion to close the nominations. Ms. Denbigh seconded the motion. The motion carried unanimously by the members present. All members present were polled and stated the name of the person they wanted to serve as vice-chair. Each member present stated "Mr. Fauber."

Ms. Denbigh nominated the existing slate of officers to continue in their same positions:

Treasurer, Jessie Moyers

Secretary, Amanda DiMeo

Executive Director, Billy Vaughn

Mr. Fauber seconded the nomination. The motion carried unanimously by the members present.

2) Consideration of Meeting Minutes from March 23, 2023

Motion: A motion was made by Mr. Sowers, and seconded by Mr. Fauber to approve the minutes as presented. The motion carried unanimously by the members present.

3) Treasurer's Financial Report

Ms. Moyers passed around the Financial reports and said there is very little activity throughout the year, and get recorded at the end of the FY. So far in 2023 the EDA has \$60,237 in revenue and \$24,153 in expenses. That does not include depreciation. Ms. Denbigh asked about the footnote regarding overstatement in value. Ms. Moyers said it was related to 2021's economic development agreement payment of \$722,763 that was miscalculated and corrected in 2022. There were no further questions or comments.

4) Update on the Status of the Staunton Crossing Marketing Plan

Mr. Davey was present with Mr. Downey and Jill Vaughan on Zoom. Mr. Downey reported they have worked with Whittington Consulting and Staunton Crossing now has a dedicated launch site for Staunton Crossing that can also be accessed through the Staunton Economic Development website. Through optimization, the site is more searchable. A locality can be eliminated before they even know they were being prospected if they do not have a place to drive the traffic to. Many site selectors use LinkedIn, and Staunton Economic Development now has a page there to get the word out. There is also a downloadable site fact sheet that has been created and posted on the site. Mr. Downey attended ICSC, which is a large developer conference in Las Vegas. He marketed Staunton Crossing there using this fact sheet to introduce the sight. Jill Vaughan has previously worked in Economic Development with both Mr. Davey and Mr. Downey. She showed a slide deck of the LinkedIn site and some of the metrics. She asked everyone share and to invite people to follow the page. One of the top performing posts was a business highlight on Gretchen Long. This is an organic campaign right now, but there will be a paid campaign later. They are also actively posting to Twitter which was an existing site. Mr. Downey reiterated we are actively able now to reach out to site selectors, and the more we are out their social media wise, the better. Impressions, likes, shares, and comments all reach out to more and more people. Ms. Denbigh suggested highlighting businesses such as Federated and other similar type businesses that we are looking to attract. Mr. Downey suggested getting boots on the ground as often as possible to visit the sight, be it VEDP or others. Ms. Denbigh asked what the board could to help. Mr. Downey said they will be working with Mr. Vaughn and Ms. DiMeo to choose a strong internal team to help unify the message.

5) Update on Status of Staunton Crossing Site Preparation Efforts

Mr. Vaughn said the status of funds awarded for FY 22 are in the packet, and the due diligence has been completed. The design for the water storage tank and wastewater collection system is 75% complete. Mr. Davey talked about the design of the wastewater collection system and that we also successfully received construction money for this project. We are in the last round of comments and plan to go to bid this fall. Mr. Claffey asked if there was any word on the Governor releasing a second round of funding. Mr. Davey said the Governor has proposed more funding and is in negotiations in the current budget cycle. Mr. Vaughn said we need to reapply for the water portion in the next funding cycle. From a water perspective we are technically considered a Tier 4. Publicly owned sites are getting most of the funding. There was discussion on who makes the decisions on what projects get funded. Mr. Davey added that projects they have been involved with sometimes offer free land and a free pad, but municipalities really do not do that. Mr. Claffey asked about the original site being 275 acres, but the available land is listed as 160.9 acres. Mr. Davey responded in the site selection world there is a strategy that talks about keeping the largest acreage as possible, but also what is truly developable as well. There are some companies that would want all the land, but only develop part and use

remaining acreage for another purpose. Mr. Blair asked if it makes a more attractive sight if you can provide on-site renewable energy. Mr. Davey noted that Lego could have fit here, except there was not enough acreage to build enough solar panels to actually be carbon neutral. There are a lot of companies that just like the optics of solar panels, because it means (we all know) this power from the solar panels does not go to the plant, it goes to the grid, and then you buy your power through another switch. Facebook, Meta, Microsoft, and Google all are in for the optics of it. They made Dominion promise that they got a better tariff than everybody else. Then Dominion would go build solar panels around their network to offset every kilowatt that they buy. So, it is an offset credit kind of thing. But as we talk to different customers about it, the strategy is always to say yes, that is how you do not get eliminated. You figure out a way to answer every question with a yes. If somebody were to ask to put solar panels on the rest of this property, to keep us in play? I would say yes, if you meet the other terms of our business plan, you create the jobs, because we need to create the tax revenue we need. Mr. Davey gave other scenarios of how we would want to work this way with other companies.

Mr. Vaughn continued the update by saying the City Engineer attends the monthly VDOT meetings about the road. Grading and excavation in the basins are complete and they are stabilized. Blasting has been completed so we now have access to the site again. Grading continues throughout the site. There is a significant cut they have to make to get the parking lot for the park and ride at the same grade as the road itself. Mr. Davey said that was something we asked to be moved because they had it in a more prominent position that was in our way. They moved it and it cost them more money. But it is more consistent with our business plan.

There was a question about a developer at the public forum who mentioned an agreement that was made due to some change in the road. Mr. Vaughn showed on the map where the road was headed at one point, and this developer owned a building that was there, and they were trying to figure out a way to configure their purchase acquisition, and just stay right along the road. Then the road was shifted, and we worked out an agreement with them. Mr. Vaughn added it was not an afterthought. This was during the process, that they had the option to acquire another 900 feet along the road, up to an acre, acre and a half. They had the option of coming to the EDA, and requesting the purchase of that acre and a half at the same price per acre. It was along the road, not along the rail.

6) Monthly Activity Reports

Ms. Denbigh said it is helpful having the first section of the site plans and submissions that have been reviewed and what is approved. She added the Holy Cross project going in at the old Dices' is a nice use for the property. She asked if the Dunkin Donuts going in the old Wendy's on Greenville will be an added location, or did they plan to stay open at Staunton Crossing too, on Richmond Road. Ms. DiMeo said that was unknown. She commented it was nice to see Cookout starting to move dirt. Mr. Claffey asked about the size of Micah's Coffee. Ms. DiMeo answered this will also be headquarters of his storage. She thinks he may also be putting in kitchen equipment to do some baked goods. Ms. Denbigh inquired about a new hire, and Mr. Vaughn said Rebecca Joyce had been hired in Community Development as the new housing planner. Ms. DiMeo added she will be listed on the next monthly report, because she was hired after the last report went out.

7) Other Business

Mr. Fauber asked about what interest we are getting in Staunton Crossing. Mr. Vaughn said there are different levels of interest, and they are responding to RFI's monthly. We also get direct calls. We can not get into a lot of detail. Mr. Fauber would like to expand on this as far as industry type as well. He

said there are those who are very much in favor of Staunton Crossing and those who are less favorable that the city purchased the property. Those people in particular would really like to know are we really on track. Mr. Vaughn said we are just getting to the point where we are in the phase of site preparation, with a marketing strategy to come next. Once the road and utilities are in place, we will have even more prospects. Mr. Davey also cautioned against talking about projects prematurely.

8) Closed Meeting

Motion: Mr. Sowers moved that the Staunton Economic Development Authority convene in a closed session pursuant to the possible disposition of publicly held real property in Staunton Crossing, where discussion in an open meeting would adversely affect the bargaining position or negotiating position or negotiating strategy of the public body, pursuant to Virginia Code Section 2.2-3711(A)(3). Mr. Fauber seconded the motion. The motion carried unanimously by the members present.

Motion: Following the closed meeting discussion, Mr. Sowers moved that the EDA 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. Mr. Fauber seconded the motion. The motion carried unanimously by the members present.

9) Adjournment

With no further business, the meeting was adjourned at 10:11 am.

APPROVED:

Chairperson

DATE: August 10, 2023

Secretary

DATE: August 10, 2023

Agenda Item No. 2

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Treasurer's/Financial Report

DATE: August 4, 2023

Jessie Moyers, Chief Financial Officer, will report on the EDA's financial status.

Agenda Item No. 3

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Update on the Status of Staunton Crossing Marketing Plan

DATE: August 4, 2023

The Timmons Team, which includes Hunton-Andrews-Kurth, JLV Communications and Whittington Consulting, is implementing the marketing plan strategy for Staunton Crossing. The marketing effort includes the development of the social media campaign, as well as the construction of a new webpage. Amanda DiMeo will provide an update on this effort.

Ms. DiMeo met with partners to review monthly progress on the website and social media plans for Staunton Crossing. The Staunton Crossing website went live on June 27. Here is the [link](#). LinkedIn presence is still building followers as we continue to post department updates along with feature spotlights on local businesses and leaders. If you haven't already, please follow our new LinkedIn account, [Staunton Virginia Economic Development](#).

Agenda Item No. 4

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Update on the Status of Staunton Crossing Site Preparation Efforts

DATE: August 4, 2023

Staff will provide an update on the implementation efforts for Virginia Business Ready Site Program FY22 and FY23 Grant awards, the status of Crossing Way extension road project, and site ground maintenance.

Virginia Business Ready Sites Program Grants

Understanding the importance of Staunton Crossing in the State's efforts, Virginia Economic Development Partnership (VEDP) awarded the City \$850,780 in FY2022 VBRSP Grant funds to help elevate the site towards a Tier 4/5 status. The funds are currently being expended by the Timmons Group, Draper Aden, and RK&K firms, to complete required due diligence reports, and engineering and construction design plans for water and wastewater system to serve the site. This effort played a key role in the successful submission of a FY2023 VBRSP grant application to install the needed utilities as referenced above.

Environmental Due Diligence - \$318,280		Percent Complete
ALTA / NSPS Land Title Survey		100%
Phase I Environmental Site Assessment		100%
Phase I Archaeological or Cultural Resource Study		100%
Topographic Survey		100%
Floodplain Study (Stormwater/Environmental)		100%
Wetlands Delineation and Determination		100%
Preliminary Geotechnical Services and Soils Borings		100%
Wetland Impact Permitting with Mitigation		100%
Engineering Design - \$532,500		Percent Complete
Water System Design		90%
Water Storage Tank Design (1MG capacity)		90%
Wastewater Collection System Design		90%
Wastewater Pump Station Design		90%

Last September, the City, on behalf of the EDA, applied for a VBRSP grant for the installation of water and wastewater system expansion at Staunton Crossing at an estimated cost of the \$12.2 million. On January 16, the City was awarded a \$4.55 million grant to install the wastewater system portion of the project.

Crossing Way Road Extension

The VDOT Crossing Way extension project was awarded to Caton Construction Group, Inc. Currently, the contractor is undertaking earthwork/grading, blasting for the new round-about, and installing stormwater management systems along the project right-of-way. The project completion date in May 2024. Engineering staff attends VDOT's monthly meetings on the project.

The 3,960 linear foot extension will connect Richmond Avenue and Valley Center Drive. The project will include a 100-space park and ride facility and a 10' shared use path. However, the originally proposed bus shelter, electric car charging stations, parking lot lighting, and associated infrastructure, has been eliminated as a result of project costs exceeding the original budget by \$2 million. Since this is a VDOT funded and administered project, City participation and decision-making is very limited. Staff will continue to push VDOT to fully fund the original concept.

Ground Maintenance

On June 28, staff conducted a mandatory pre-bid meeting along with Finance procurement staff regarding the ground maintenance of the Staunton Crossing property. With the buildings out of the way and more frequent prospect visits the brush and dead trees will need to be removed and grass levels maintained. Bids were due on July 17, with 6 companies submitting proposals. J&D Landscaping Services, Inc. was select with the lowest bid. Ground maintenance began on July 28.

Agenda Item No. 5

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Monthly Activity Reports and Project Updates

DATE: August 4, 2023

Attached are activity reports summarizing local projects and economic updates from the City's Community and Economic Development departments.

COMMUNITY DEVELOPMENT DEPARTMENT – JUNE 2023 REPORT

Department Overview

The department consists of four (4) major functional areas that are interdependent and mutually supportive.

Building Services Division responds to questions about building codes, property maintenance, construction and permit requirements, and reviews building plans for code compliance. Staff also assist with the understanding and enforcing of federal floodplain regulations.

Division Staff

- Building Official (*John Glover, C.B.O.*)
- Building Plan Reviewer (*David Smithgall*)
- Plumbing & Mechanical Inspector (*Lloyd Otte*)
- Building & Electrical Inspector (*Mark Wade*)
- Property Maintenance Inspector (*Mary Tyler*)

Planning & Zoning Division processes and evaluates applications for land use development plans. The Division implements land use policies including the preservation of the City's historic districts and structures.

Division Staff

- Senior Planner (*Rodney Rhodes, CZA, CTM*)
- Planner (*Tim Hartless, CZA*)
- Zoning Technician (*Linda Nesselrodt, CZA*)
- Permit Technician (*Jay Lancaster*)

Environmental Programs Division is responsible for all state and federal mandates to provide water quality and quantity protection to local rivers, streams, and tributaries in the effort to protect our local watersheds and ultimately the Chesapeake Bay.

Division Staff

- Environmental Program Administrator (*Pete Kesecker*)
- Environmental Program Specialist (*Willow Hughes*)

Housing Programs Division is responsible for directing the City's HUD Entitlement Program including the oversight of the City's housing program, as well as providing assistance in the application and administration of grant-associated activities, and special projects.

Division Staff

- Housing Planner and Grants Coordinator (*Rebecca Joyce*)

Department Director (*Billy Vaughn*)

Reports

Site Plans

Currently Under Review:

- 8 Woodlee Rd – High Tunnels for flower growth – Comments sent 6/12/2023
- 111 Lacy B King Way – E-Z Self Storage Phase 3 – Comments are due 7/19/2023
- 511 A Street – Construction Plan for A Street Workforce Townhomes – Comments are due 7/5/2023
- 1012 Richmond Ave - Firestone Complete Auto Care Center – Comments sent 6/30/2023
- 2311 Morris Mill Rd – Morris Mill Subdivision (17 Townhomes) – Comments sent 6/1/2023

Environmental Inspections Report

Staff completed erosion and sediment control inspections on construction sites as follows:

- Residential Construction - 34 active sites with 67 inspections in June 2023
- Commercial Construction - 8 active sites with 16 inspections in June 2023

Flood Awareness System

The Flood Awareness System is now live! Citizens can view the reporting dashboard or sign up to get notifications regarding possible flooding alerts at www.staunton.va.us/floodawareness.

Entrance Corridor Design Guidelines

Frazier Associates have prepared a detailed and cohesive set of design guidelines for the City's Entrance Corridor Overlay Districts. The final draft of the guidelines will be presented to the Planning Commission and City Council at their July meetings. The design guidelines are intended to assist property owners, developers, and contractors as they plan new development, redevelopment, or alterations to their properties.

Uniontown Neighborhood Action Plan

A neighborhood action plan for the Uniontown Neighborhood is nearing completion. The draft plan will be under review by the steering committee in July and the final draft will be presented to the Planning Commission and City Council at their August meetings. The plan establishes goals and objectives for the community, with a focus on areas of concern (i.e. preservation, revitalization, redevelopment, economic impact and infrastructure needs). The plan has clearly articulated action-oriented strategies for addressing the community's greatest development needs.

West End Revitalization Strategy

The City has entered into a contract with Charlottesville based consulting firm, EPR, pc, to develop a revitalization strategy for the City's West End Community to; evaluate existing conditions, identify revitalization needs and priorities, develop a vision and improvement strategy, and create a marketing approach. A kick-off meeting with the consultant will be conducted in July and the revitalization strategy is expected to be completed in the spring of 2024.

Planning Commission

The following public hearings and considerations are on the July 20 meeting agenda for the Planning Commission.

- Public Hearing and Consideration of a Request by Ian Boden to Rezone 1106 N Augusta Street from P-1, Professional District, to B-1, Local Business District Conditional. The Proffers Associated with the Rezoning Allow the Use of 1106 N Augusta Street as an Eating and Drinking Establishment with Seating for No More than 24 Guests and a Hotel with Four Guest Rooms in the Main Building and One Guest Unit in the Detached Cottage which Fronts on Overlook Road.
- Public Hearing and Consideration of a Request by Arcadia Building LLC, for a Special Use Permit Under the Provisions of SCC 18.60.070(3) to Allow Living and/or Sleeping Quarters on the Ground and Basement Levels of a Building Located at 119 E Beverley Street.

Housing and Grants Coordination

On June 14, City staff attended the U.S. Department of Housing and Urban Development (HUD)'s Western Virginia Regional Meeting for Community Development Block Grant (CDBG) Entitlement communities. The City of Staunton has been a CDBG Entitlement Community since 2019. During the meeting, HUD staff gave a briefing on the latest program policies and local communities shared best practices.

In June, meetings were held between City staff and the nonprofit organizations that serve persons with low-to-moderate incomes that are subrecipients of CDBG grant funds. The purpose of these meetings was to introduce new City staff, discuss subrecipient requirements, and learn more about the services these organizations provide. Meetings were held with Blue Ridge CASA, Blue Ridge Legal Services, Salvation Army, SAW Habitat for Humanity, the Valley Mission, Valley Program for Aging Services, and Valley Supportive Housing. The draft CDBG Annual Action Plan (AAP) was completed in June and put on display for public comment in City Hall in the Economic Development Office, at the Staunton Public Library, and the Staunton Redevelopment and Housing Authority Office. The AAP can also be viewed on the City's Website on the Community Development Department's webpage, [here](#). The Thirty-Day Public Comment period started June 27th and ends July 26th. Communities in the CDBG Entitlement Program must submit an Annual Action Plan each year in order to receive that year's funding allocation.

Key Construction Project Updates

FedEx Distribution

Expansion of the current loading dock adding a 10x10 loading floor at the FedEx Distribution Facility located at 7 Industry Way in Green Hills Technology Park has been completed.

Firestone Complete Auto Care Center

Building plan review has been completed for new construction of a 5,969 square foot building at 1012 Richmond Avenue to create a new Firestone Complete Auto Care Center.

Grand Furniture Showroom

Framing inspections are currently being scheduled for renovations to the Grand Warehouse 29,542 square foot space located at 550 Richmond Avenue to convert the space from storage to mercantile.

Micah's Coffee

Interior renovations and exterior façade changes at 704 Richmond Avenue to the 7,368 square foot space to create offices, coffee and bakery sales area for Micah's Coffee. Final inspections are being scheduled.



Walmart

Building permit issued for interior renovations to the original 201,788 square foot building in the offices, breakroom, bathrooms and add a 7,800 square foot exterior pick-up addition area to the building located at 1028C Richmond Avenue. No change since last report.

Dunkin Donuts

The building plan review has been completed for construction of a 1,770 square foot building to house Dunkin Donuts at 704 Greenville Avenue to replace the currently closed Wendy's. No change since last report.

Holy Cross Presbyterian Church

Rough-in inspections are being scheduled for the former 4,200 square foot restaurant/night club located at 216 Frontier Drive. Plans include a 8,280 square foot addition for sanctuary

space to create Holy Cross Presbyterian Church. No change since last report.



Overnight Residential Suites

Building permit has been issued for renovations to the existing 4,376 square foot space at 5 Lawyer's Row to create an eight-unit hotel-type suites. No change since last report.

Middlebrook Trace

A building permit issued for two three-story apartment buildings each consisting of forty-one units to be located at 601 Moore Street. No change since last report.



Middlebrook Trace II

Building permit application submitted for review for a new construction of a single, four-story apartment building consisting of forty-eight units and a common area with a total of 62,011 square feet to be located at 914 Middlebrook Avenue.

Valley Supportive Housing

Interior renovations of the 4,978 square foot lower level, formerly Staunton Glass at 111 Pump Street, to create six apartments and an office area for Valley Supportive Housing. Rough

in plumbing and electrical inspections are currently being scheduled. No change since last report.



Nail Salon

Framing and rough in inspections being scheduled for interior renovations to the 1,600 square foot former retail sales at 1027 Richmond Ave, Suite 103 to create a nail salon. No change since last report.

Cook Out

Footer and under-slab inspections are currently being scheduled for a new 3,099 square foot building for Cook Out Restaurant to be located at 109 George Cochran Parkway.



St. Francis of Assisi Catholic Church

Building permit issued for interior renovations for the 6,720 square foot space at St. Francis Catholic Church, located at 121 N. Augusta Street.

Dixie Theatre Building

Pre-application plans are under review for the former Dixie theatre building to renovate and update the 8,004 square foot building as a theatre venue.

Planet Fitness

Framing and rough in inspections being scheduled for interior renovations to the 19,462 square foot space located at 1106-D Greenville Avenue to create Planet Fitness Gym. No change since last report.



Middlebrook Mini Storage

Footer inspections being scheduled for construction of three new storage buildings for Phase III of the Middlebrook Mini Storage site located at Lacy B King Way. The three buildings total 28,800 square feet of storage space. No change since last report.



Staunton Steam – Phase #1

Rough in inspections are being scheduled for renovations to existing buildings at Old Staunton Steam Laundry Building at 704 Hall Street. The Laundry Building is two stories with 29,298 gross square feet will become mixed occupancy to include 28 apartments and future retail or restaurant space (3,868 square feet). The Armory Building is two stories with 12,293 gross square feet will become 20 apartments. No change since last report.

Staunton Apartment II

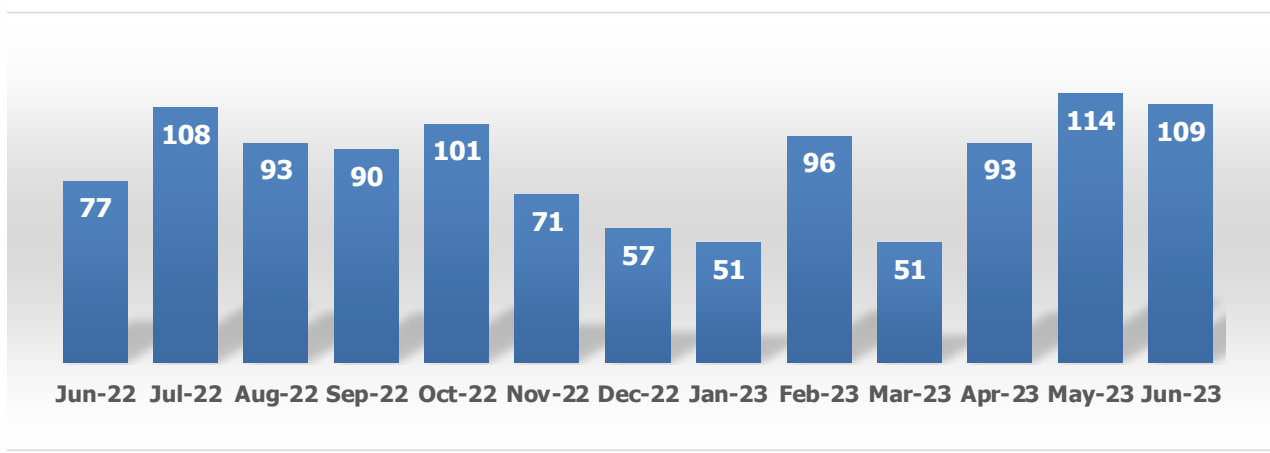
New apartment complex located at 1013 Seth Dr. consisting of eight buildings housing 72 units. Footer inspections are currently being scheduled for building 100. Permit application for building 200 is complete.

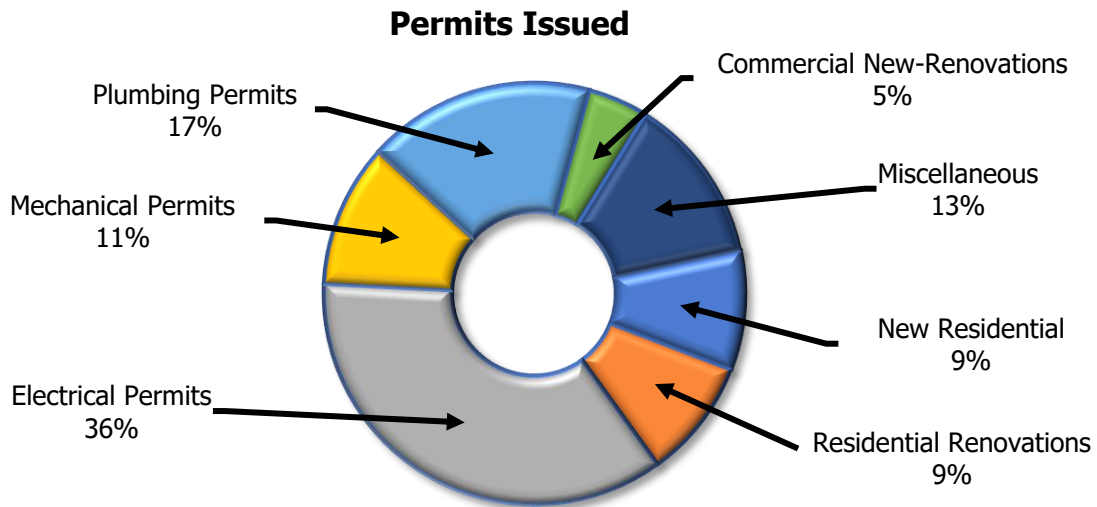


Building Construction and Related Activity

Permits Issued	Jun-23	Jun-22	# Chg	% Chg
New Residential	10	6	4	66.7%
Residential Renovations	10	12	-2	-16.7%
Electrical Permits	39	22	17	77.3%
Mechanical Permits	12	10	2	20.0%
Plumbing Permits	19	12	7	58.3%
Commercial New-Renovations	5	6	-1	-16.7%
Miscellaneous	14	9	5	55.6%
Total	109	77	32	41.6%

Total Monthly Building Permits Issued





Permit Fees Collected	Jun-23	Jun-22	# Chg	% Chg
New Residential	\$5,546	\$3,260	\$2,286	70.1%
Residential Renovations	\$1,002	\$1,148	-\$146	-12.7%
Electrical Permits	\$3,601	\$1,928	\$1,673	86.8%
Mechanical Permits	\$1,122	\$918	\$204	22.2%
Plumbing Permits	\$1,816	\$1,107	\$709	64.1%
Commercial New-Renovations	\$1,331	\$1,994	-\$663	-33.3%
Miscellaneous	\$452	\$454	-\$2	-0.3%
Total	\$14,869	\$10,808	\$4,061	37.6%

ECONOMIC DEVELOPMENT DEPARTMENT – JULY 2023 REPORT

Shenandoah Valley Partnership (SVP)

On June 16, Ms. DiMeo attended the regular SVP meeting held at the Cub Run Dairy Farm. With June being National Dairy month, this was a fun way to highlight one of the 377 total dairy farms in Virginia located here in the Shenandoah Valley. A complete farm tour was given by owners, Gerald and Anita Heatwole, following a presentation by Jeremy Daubert, VA Cooperative Extension Agent, representatives from the USDA, VEDP and the Virginia Department of Agriculture and Consumer Services. They highlighted the dairy industry and the significant impact it has on the local economy. The tour provided a peek at this impressive operation with the many technology integrations and how important it is for partnerships on the local and state level to keep the economy moo-ving! This event was in part sponsored by Farm Credit of the Virginias.



Virginia Economic Development Association (VEDA)

On June 27, Ms. DiMeo participated in the VEDA programming committee meeting for the upcoming Fall Conference. The conference will be in Portsmouth this year at the Norfolk Waterfront Hotel.

Department of Housing and Community Development (DHCD)

On June 14, Ms. DiMeo attended the Annual Enterprise Zone training. Annual EZ reports are due to the state by July 15 every year. The agency reviewed the changes for this upcoming cycle and were available to answer questions.

Staunton Crossing Marketing Plan

On June 21, Ms. DiMeo met with partners to review monthly progress on the website and social media plans for Staunton Crossing. The Staunton Crossing website is scheduled to go live on June 27 [Staunton Crossing - 300 Acre Site in Staunton, Virginia](#). LinkedIn presence is still building followers as we continue to post department updates along with feature spotlights on local businesses and leaders. If you haven't already, please follow our new LinkedIn account, [Staunton Virginia Economic Development](#).

Staunton Crossing Ground Maintenance

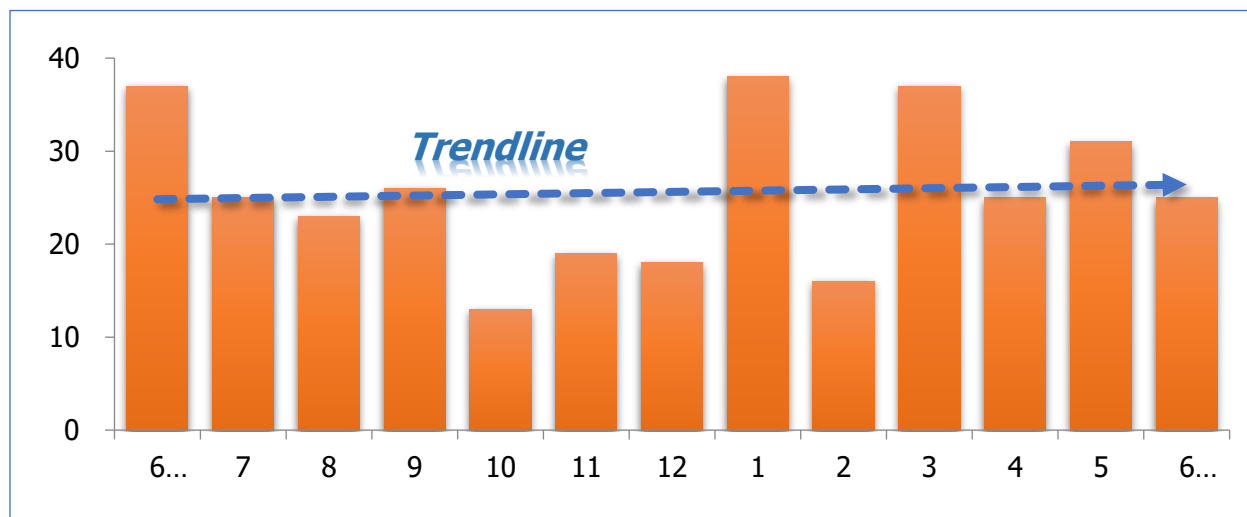
On June 28, staff conducted a mandatory pre-bid meeting along with Finance procurement staff regarding the ground maintenance of the Staunton Crossing property. With the buildings out of the way and more frequent prospect visits the brush and dead trees will need to be removed and grass levels maintained. Bids are due to be reviewed by 2:00 on July 17 with work scheduled to begin July 24.

Prospect Activity

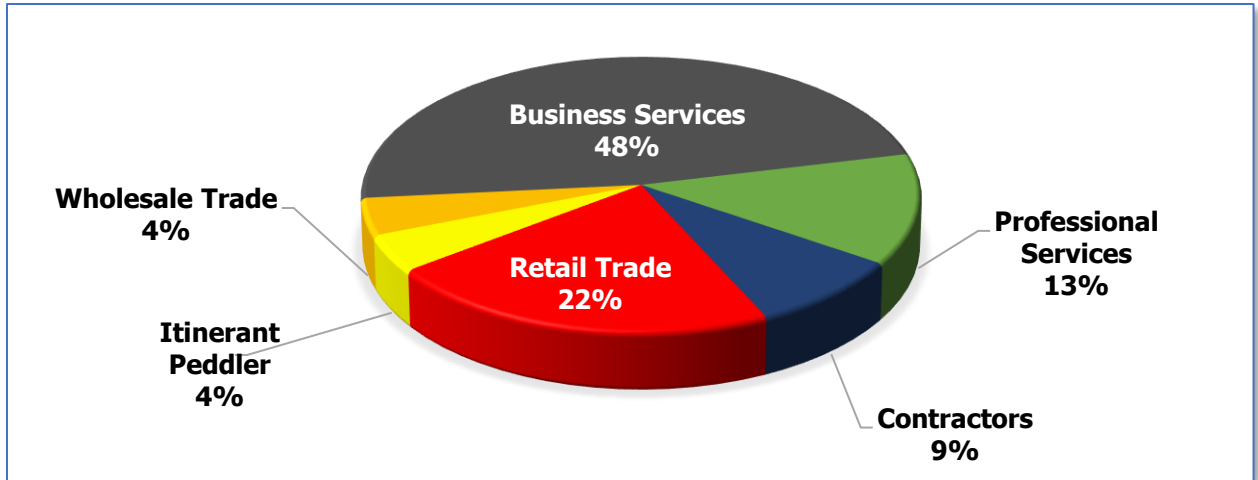
On June 29, staff met with a prospect interested in relocating and expanding their business in Staunton.

Business License Activity

During the month of June 2023, the Commissioner's office issued 25 business licenses compared to 31 the previous month, representing a 19.4% decrease. This month a year ago, 37 business licenses were issued. The following bar chart provides a monthly comparison for the total number of business licenses issued for the past year.



As seen in the following pie chart, the services sector accounted for 64% of the total licenses issued in June 2023.



Agenda Item No. 6

MEMORANDUM

TO: Members, Staunton Economic Development Authority

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Other Business

DATE: August 4, 2023

Agenda Item No. 7

MEMORANDUM

TO: Members, Staunton Economic Development Authority (EDA)

FROM: Billy Vaughn, Executive Director, Staunton EDA

RE: Closed Meeting

DATE: August 4, 2023

This item is a request for a Closed Meeting for discussion or consideration of: the possible disposition of publicly held real property in Staunton Crossing, where discussion in an open meeting would adversely affect the bargaining position or negotiating position or negotiating strategy of the public body, pursuant to Virginia Code Section 2.2-3711(A)(3)

Suggested Motion(s): Before the closed meeting: I move to enter a closed meeting for discussion or consideration of: the possible disposition of publicly held real property in Staunton Crossing, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code Section 2.2-3711(A)(3).

Second. Discussion. Vote – Secretary to poll EDA members.

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

Second. Discussion. Vote – Secretary to poll EDA members.