

**Work Session Agenda
Staunton City Council
Caucus Room
October 27, 2016
5:45 p.m.**

Invocation/Moment of Silence—Dull

- | | | |
|------------------|-----------|---|
| 5:45 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 5:50 p.m. | 2. | Discussion of High School Project |
| 6:30 p.m. | | Break |
| 6:40 p.m. | 3. | Closed Meeting for Discussion or Consideration of the Possible Acquisition of Real Property for Public Purposes and/or of the Possible Disposition of Publicly Held Real Property Related to Education and Other Facilities Pursuant to Virginia Code § 2.2-3711(A)(3) |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Council Chambers
October 27, 2016
7:30 p.m.**

Call to Order

Pledge of Allegiance

Mayor's Report

Additional Items by Members of Council

Approval of Minutes

Work Session and Regular Meeting of October 13, 2016

REGULAR MEETING

- A. Recognition of Chris Ashby and Samuel Burns for Years of Service to the City of Staunton**
- B. Transportation Capital Improvement Projects Update**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	October 27, 2016	City Council
Item #	1	
Ordinance #		
Department:	City Council	
Subject:	Work Session and Regular Meeting Agendas	

Background: Consistent with Procedural Memorandum No. 3, recently amended by Council at its organizational meeting on July 1, 2016, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

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

City Manager: Stephen F. Owen

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Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	October 27, 2016	Mayor Carolyn Dull
Item #	2	
Ordinance #		
Department:	City Council	
Subject:	High School Project	

Background: At the request of Mayor Dull, this item has been added to City Council's work session agenda for continuation of Council's discussion at its work session on October 13, 2016. Discussion materials will be provided to members of Council during the work session.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	October 27, 2016	City Council
Item #	3	
Ordinance #		
Department:		
Subject:	Closed Meeting for Discussion or Consideration of the Possible Acquisition of Real Property for Public Purposes and/or of the Possible Disposition of Publicly Held Real Property Related to Education and Other Facilities	

Suggested Motion:

Before the closed meeting: I move to enter a closed meeting for discussion or consideration of the possible acquisition of real property for public purposes and/or of the possible disposition of publicly held real property related to existing and future education and other facilities, pursuant to Virginia Code § 2.2-3711(A)(3).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

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

Second. Discussion. Vote – Clerk of Council to poll members of Council.

City Council
WORK SESSION
October 13, 2016
5:30 p.m.

Council Members Present: Mayor Dull, Vice Mayor Kier, Council Members Curren, Harrington, Holmes, Oakes and Obenschain.

The Mayor called the work session of City Council to order. The invocation/moment of silence was given by Dr. Curren.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, amended by Council at its organization meeting on July 1, 2016, the agendas were presented for Council consideration.

Dr. Curren moved to approve the Work Session agenda, with the addition of an item concerning his attendance of the 2016 Governor's Infrastructure Financing Conference, December 14-16 in Williamsburg, and the Regular Meeting agenda.

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Dr. Harrington	aye	Ms. Oakes	aye
Mr. Obenschain	aye	Dr. Curren	aye
Vice Mayor Kier	aye	Mr. Holmes	aye
Mayor Dull	aye		

2. Presentation of Staunton Creative Community Fund Annual Report

Ms. Christina Cain, Executive Director of the Staunton Creative Community Fund (SCCF), presented SCCF's annual report for fiscal year 2016. She highlighted the following:

- o SCCF helped 10 businesses start or expand in the City of Staunton and helped create 33 jobs
- o SCCF served 242 clients and offered 595.75 hours of 1:1 technical assistance
- o SCCF provided more than 650 hours of classroom and outreach educational programming from 7/1/2015 – 6/30/2016
- o SCCF underwrote 1 small business loan for \$18,000 and local investment of over \$250,000 for 3 businesses
- o 55 individual volunteers gave over 700 volunteer hours
- o Virginia Individual Development Accounts (VIDA): SCCF manages 9 VIDA matched savings accounts for residents of the City of Staunton, making the total now 22 savers. Each saver can save up to \$500 and that VIDA account can be matched at a 8:1 rate up to \$4,000. Each saver took 8 hours of financial literacy training. This year, over \$24,000 was saved to go into small business or post-secondary education. In FY 2016, \$13,669.62 in VIDA funds was used to help 4 businesses expand or start in Staunton

3. Discussion of High School Project

Ms. Jeanne Colvin, Chief Financial Officer, presented Council with the following information:

1. Financing Assumptions:
 - a. \$1,250,000 from sale of land at Staunton Crossing reserved in the Debt Fund for Staunton Crossing debt in FY 2018
 - b. \$1,300,000 to be transferred to the Debt Fund from the CIP Fund from the Lee High Project
 - c. \$800,000 tax revenue increment from Staunton Crossing development
 - d. 5% Interest Rate
 - e. 30 Year Debt Term
 - f. Real Estate Value – One cent = \$180,600
2. School Project Concepts:
 - a. Concept 1-\$13-\$20 million – Mechanical Systems/ADA/Minor Renovation
 - b. Concept 2-\$20-\$35 million – Mechanical Systems – New Instruction Addition
 - c. Concept 3-\$40-\$45 million – Mechanical Systems/Extensive Renovation/New Addition
 - d. Concept 4-\$50-\$55 million – New School on Existing Site
 - e. Concept 5-\$60-\$75 million – New School on New Site
3. When should the tax rate increase be implemented? – January 1, 2018
 - a. Fiscal Year 2018 Budget cycle
 - b. Why – Need to implement tax rate increase and reserve the funds for the debt service to lower the rate increase needed at the time bonds are issued
4. When should the project start?
 - Architect design – 18-24 months. Architectural design could begin July 2017. Costs can be reimbursed to the City when the bonds are issued. City will need to cash flow the cost until bonds are issued.
5. Bond Issue/Construction – timing based on design completion, but not before May 2019

G.O. BONDS	DEBT PAYMENT	TAX RATE INCREASE	CONSTRUCTION START	DELAYED START DATE	TAX RATE INCREASE
\$20 MILLION	\$(1,305,000)	3 CENTS	2018		
\$30 MILLION	\$(1,951,555)	5 CENTS	2019	2019	5 CENTS
\$35 MILLION	\$(2,276,800)	7 CENTS	2019	2021	5 CENTS
\$40 MILLION	\$(2,602,057)	8 CENTS	2019	2022	5 CENTS
\$45 MILLION	\$(2,927,315)	9.5 CENTS	2019	2022	5 CENTS
\$50 MILLION	\$(3,252,752)	11 CENTS	2019	2023	5 CENTS
\$60 MILLION	\$(3,903,086)	14 CENTS	2019	2024	5 CENTS
\$75 MILLION	\$(4,878,858)	18 CENTS	2019	2026	5 CENTS

After review, discussion ensued.

4. Closed Meeting for Discussion or Consideration of the Possible Acquisition of Real Property for Public Purposes and/or of the Possible Disposition of Publicly Held Real Property Related to Education and Other Facilities Pursuant to Virginia Code § 2.2-3711(A)(3)

Ms. Oakes moved to enter a closed meeting for discussion or consideration of the possible acquisition of real property for public purposes and/or of the possible disposition of publicly held real property related to existing and future education and other facilities, pursuant to Virginia Code § 2.2-3711(A)(3).

The motion was seconded by Dr. Harrington and carried unanimously as follows:

Mr. Obenschain	aye	Dr. Curren	aye
Vice Mayor Kier	aye	Mr. Holmes	aye
Mayor Dull	aye	Dr. Harrington	aye
Ms. Oakes	aye		

Ms. Oakes 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 Dr. Curren and carried unanimously as follows:

Vice Mayor Kier	aye	Mr. Holmes	aye
Mayor Dull	aye	Dr. Harrington	aye
Ms. Oakes	aye	Mr. Obenschain	aye
Dr. Curren	aye		

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

Linda L. Little, CMC
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, October 13, 2016
7:30 p.m.
Council Chambers

PRESENT: **Carolyn W. Dull, Mayor**
 Ophie A. Kier, Vice Mayor
 Erik D. Curren
 James J. Harrington
 R. Terry Holmes
 Andrea W. Oakes
 Walter J. Obenschain

ALSO PRESENT: **Stephen F. Owen, City Manager**
 Steven L. Rosenberg, Deputy City Manager
 Douglas L. Guynn, City Attorney
 Linda L. Little, Clerk of Council

Mayor Dull called the meeting to order. The Pledge of Allegiance was recited in unison.

MAYOR'S REPORT

The Mayor noted that she attended the Governor's Local Government Policy Council meeting in September. She also mentioned the groundbreaking at Staunton Crossing, which was attended by all Council members.

The Mayor presented Certificates of Appreciation for the successful Queen City Potter Party to Sarah Lynch, Erin Blanton, Susan Felton and Erinn Paris.

Ms. Lynch thanked City Council and provided information on next year's event.

The Mayor also mentioned that Council attended the Virginia Municipal League Annual Conference in Virginia Beach recently.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Dr. Curren asked for Council approval of his attendance of the Governor's Infrastructure Financing Conference, December 14 – 16, in Williamsburg. He noted that the purpose of the event is to bring staff and elected officials together with experts in finance to talk about sources of money for infrastructure projects from outside the community.

Dr. Harrington moved that Dr. Curren's request be approved.

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

Dr. Harrington	aye	Ms. Oakes	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Mr. Obenschain	aye	Mayor Dull	aye
Mr. Holmes	aye		

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of September 22, 2016.

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

Mayor Dull	aye	Mr. Holmes	aye
Dr. Harrington	aye	Ms. Oakes	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Mr. Obenschain	aye		

REGULAR MEETING

A. Public Hearing and Consideration of a Request by Michael and Amy Broderick and the City of Staunton to Rezone 803 W. Beverley Street, 807 W. Beverley Street, 811 W. Beverley Street, 815 W. Beverley Street, and 10 N. Jefferson Street, from B-1, Local Business District, to R-4, High Density Residential District.

Mr. Steve Owen, City Manager, called on Mr. Tim Hartless, City Planner, to present this matter. Mr. Tim Hartless stated that Michael and Amy Broderick and the City of Staunton are requesting to rezone four properties on W. Beverley Street and one property on N. Jefferson Street from B-1, Local Business District, to R-4, High Density Residential District. The property is located on the northwest side of the intersection of W. Beverley Street and N. Jefferson Street. One of the lots is vacant; the other four lots have been developed as residential uses, with small lot size and placement of buildings typical of other residences built during this time, i.e. located close to the front of the parcel. During its review, staff did not identify any issues with this request.

The purpose of the rezonings is to adjust the zoning classification of the properties to reflect their existing uses, so that the properties are no longer non-conforming. The “Generalized Land Use and Development Guide,” *Staunton, Virginia Comprehensive Plan 2010 – 2030*, designates these properties as Neighborhood Residential, with no specific density shown. Because of the small size of the lots proposed to be rezoned and the residential character of the majority of the adjacent parcels, the lots are better suited to an R-4, High Density Residential District classification to encourage their continued residential use.

Adjacent zoning is B-1, Local Business District, to the south and east, and R-4, High Density Residential District, to the north and west.

At the Planning Commission public hearing, on September 18, 2016, no one spoke in opposition to the request. The Planning Commission, based on the proposed rezonings’ compliance with the *Comprehensive Plan* and consistency with good zoning practice, unanimously recommended approval of the proposed rezonings.

The Public Hearing was opened.

There being no one to speak to this matter, the Public Hearing was closed.

Dr. Harrington moved that Council approve the rezonings and adopt the ordinance as submitted.

The motion was seconded by Dr. Curren and carried unanimously as follows:

Dr. Harrington	aye	Ms. Oakes	aye
Dr. Curren	aye	Vice Mayor Kier	aye
Mr. Obenschain	aye	Mayor Dull	aye
Mr. Holmes	aye		

Ordinance No. 2016-25

**AN ORDINANCE TO REZONE
FROM B-1, LOCAL BUSINESS DISTRICT
TO R-4, HIGH DENSITY RESIDENTIAL
VARIOUS PARCELS WITH DESIGNATED
W. BEVERLEY STREET AND N. JEFFERSON STREET ADDRESSES
IN THE CITY OF STAUNTON, VIRGINIA**

WHEREAS, upon review, the Planning Department staff ascertained that apparently as part of the 1969 comprehensive rezoning of the City, the zoning of properties with the following designated street addresses (“Parcels”) were zoned B-1 Local Business District under the provisions of the Staunton City Code (the “Code”); and

803 W. Beverley Street	PIN 6619
807 W. Beverley Street	PIN 100481
811 W. Beverley Street	PIN 6669
815 W. Beverley Street	PIN 9002
10 N. Jefferson Street	PIN 4817

WHEREAS, upon further review, the Planning Department staff ascertained that the Parcels are currently developed as residential use, constituting a non-conforming use under current B-1, Local Business District zoning under the Code; and

WHEREAS, the current B-1 Local Business District zoning has caused or may cause one or more property owners associated with such Parcels and/or their prospective purchasers complications in obtaining mortgage financing or modification of the buildings for their existing non-conforming business use; and

WHEREAS, the rezoning to R-4, High Density Residential of the Parcels is consistent with the Staunton, Virginia 2010–2030 Comprehensive Plan; and

WHEREAS, given the Staunton, Virginia 2010–2030 Comprehensive Plan reflects priorities such as to redevelop older, high density areas within the City where infrastructure already exists, enables and encourages more compact, mixed use designs, takes steps to preserve the architectural character of older neighborhoods that may not be included under the “historical” category, but are sufficiently important to the look and feel of the city, especially pre–and post–WWII neighborhoods, protect historic structures in changing areas, and support the expressed

desire for Staunton's future, conserve and/or protect the City's natural resources, historic character, and scenic qualities, and, therefore, such rezoning would be in the public interest; and

WHEREAS, the Planning Commission of the City of Staunton has considered the matter and recommended rezoning; and

WHEREAS, these recitals are an integral part of this ordinance; and

WHEREAS, this matter has been properly advertised, heard and considered.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that each of the Parcels shall be and is **HEREBY REZONED** from B-1, Local Business to R-4, High Density Residential.

Introduced: October 13, 2016

Adopted: October 13, 2016

Effective: October 13, 2016

s/Carolyn W. Dull

Carolyn W. Dull, Mayor

ATTEST: s/Linda L. Little

Linda L. Little, CMC
Clerk of Council

Matters from the City Manager

Mr. Owen had nothing to report.

Matters from the Public

Ms. Doris Fretwell, 228 Meadowbrook Road, thanked Council for the music at the Boards and Commissions picnic recently.

Ms. Clayton Brooks, 891 Preston Drive, was present to support construction of a new high school.

Ms. Natasha McCurdy, 1312 Lyle Avenue, was present to speak about the children and how a new school would impact them.

Ms. Christine Poulson, 315 Sherwood Avenue, stated that she felt that Staunton needs strong schools in order to have a diverse community.

Ms. Beverly Riddell, 307 Valley View Drive, stated that she is asking Staunton to make an investment in the future. She requested that her taxes be raised in order for her to make an investment in the future of the children.

Mr. Steven Poulson, 315 Sherwood Avenue, stated that the existing high school is antiquated and it is time for something to be done. He stated that he is willing to pay more taxes and asked Council to make a decision soon.

Ms. Carol Kipp, 16 Church Street, stated that she agrees with what everyone has said, but would like to see this decision made very carefully and broadly. She stated that she would support raising taxes.

Mr. Baldwin Jennings, 332 Sharon Lane, stated that the school needs to be upgraded but the money needed to be put into quality teachers and leaders. He stated that the school needs to be remodeled but Staunton doesn't need a new high school.

Ms. Hailey Roberts, 36 Oak Lane, stated that she is interested in the ability to use what is already available. She noted that she lives near the high school and wondered what it will be used for if abandoned. She noted that she was not against raising taxes as long as the taxes went toward education.

Mr. Francis Beale Newman, Jr., 1318 Ashby St., stated that he was raised in Staunton and went to third class schools in Staunton. He noted that it is not the building that matters – it's the parents and then the teachers that are in that building.

Mayor Dull stated that there has been no discussion amongst City Council about delaying this decision. She further stated that City Council's only function is to set the amount of funds available, and it is the School Board that decides what gets built and what it looks like. She asked that citizens email Council and let them know how much tax increase they would be willing to pay.

Adjournment

There being no further business to come before Council, the meeting adjourned at 8:14 p.m.

Linda L. Little, CMC
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	October 27, 2016	Staff Member: Steve Owen
Item #	A	
Ordinance #		
Department:	City Manager	
Subject:	Staff Recognitions	

Background: Chris Ashby, who recently retired from the Public Works Department, and Sam Burns, who will retire from the Engineering Department at the end of October, will attend Council's regular meeting to receive recognition on the occasion of their retirements from City service.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	October 27, 2016	Staff Members: Sharon Angle Nickie Mills
Item #	B	
Ordinance #		
Department:	Planning and Inspections Engineering	
Subject:	Transportation Capital Projects Update	

Introduction: City Engineer Nickie Mills and Planning Director Sharon Angle will attend Council's regular meeting to provide updates on the following transportation capital projects:

- Central Avenue Streetscape Project
- Smartscale Grant Application for Staunton Crossing Extension
- Smartscale Grant Application for Richmond Road Diet and Traffic Circle
- Smartscale Grant Application for Richmond Road-Statler Boulevard Intersection Improvements

Central Avenue Streetscape Project: In 2009, the City of Staunton received a Transportation Enhancement Grant in the amount of \$1,074,676 for the Central Avenue Streetscape Project. The estimated total project cost was \$1,343,345, with a local match in the amount of \$268,669, previously approved by City Council. The latest cost projection is for a total project cost of \$1,669,827. Staff expects to use Greenville Avenue Virginia Department of Transportation (VDOT) six-year plan funds to make up the shortfall.

The Transportation Enhancement Grant program is administered by VDOT. Enhancement activities are activities or improvements which increase the value or worth of a project or make it more aesthetically pleasing. They should provide a “quality-of-life” benefit. A project is “enhanced” by doing something that is not a common transportation practice. The City has received several such grants previously, including grants for similar projects on South Augusta and South Market streets. The project will also benefit from a grant from the Chesapeake Bay Trust, in the amount of \$75,000, which will fund the installation of permeable pavers.

The current project will enhance the portion of Central Avenue from Frederick Street to Pump Street. The enhancements planned are streetscape elements including: underground wiring, brick sidewalks, brick crosswalks, historic light poles and landscaping. Draper Aden Associates has designed the project, consistent with the City’s *Streetscape Plan*. Input on the design has also been provided by the Staunton Downtown Development Association’s Design Committee. This committee worked with the City to assist in the design of the initial streetscape as well as the formal plan.

Smartscale Grant Application for Staunton Crossing Extension: A grant application has been submitted to VDOT for Crossing Way. The proposed project will extend Crossing Way through the Staunton Crossing development site and connect to Valley Center Drive. Project elements include:

- 3,960 linear feet of street between Crossing Way and Valley Center Drive with a posted 35 mph speed limit;
- construction of a roundabout;
- construction of a 100 space park and ride facility and transit stop;
- construction of an electric car charging station;
- construction of a bus shelter; and
- construction of a 10' shared use path with buffer.

The total estimated project cost is \$8,765,000. Engineering is anticipated to start in 2017, with construction from 2021 through 2023.

Smartscale Grant Application for Richmond Road Diet and Traffic Circle: A grant application has also been submitted to VDOT for Richmond Road Diet and Traffic Circle that will create an urban boulevard with a new roundabout, all within an urban form to reinforce a transition into downtown Staunton and calm traffic. Improvements include:

- transition of existing Richmond Avenue travel lanes from 4-lane, divided, to 2-lane, divided, both east and westbound;
- transition of existing Greenville Avenue travel lanes from 5-lane, undivided, to 2-lane, divided;
- improvement of access management at each existing median cut;
- construction of 12' shared use path with 5' grass buffer from curb on Richmond Avenue;
- transition of shared use path to existing sidewalk at Commerce Road and at Richmond Avenue;

- construction of 5' sidewalk adjacent to The Villages at Staunton development on Richmond Avenue;
- improvement of pedestrian facilities at intersection of Commerce Road and Greenville Avenue with pedestrian signal heads and crosswalks;
- landscaping;
- improvement of turning movements into The Villages at Staunton by providing a full-width left turn lane from Richmond Avenue into the development;
- enhancement of pedestrian and traffic movement at the intersection of Greenville Avenue, Garber Street and Richmond Avenue by a combination of geometric layout and pedestrian signals within a new roundabout;
- improvement of delay/operations at the Greenville Avenue and Richmond Avenue intersection; and
- improvement of signalization at the Greenville Avenue and Commerce Road intersection.

The total estimated project cost is \$2,245,800. Engineering is expected to begin in 2021, with construction from 2024 through 2026.

Smartscale Grant Application for Richmond Road-Statler Boulevard Intersection Improvements: This grant application has been submitted to VDOT for intersection improvements at Richmond Road and Statler Boulevard. The project will address concerns with safety and traffic congestion, and pedestrian safety. Project elements include:

- addition of a second southbound left turn lane from Statler Boulevard onto Richmond Avenue by converting the southbound through lane to a through-left combination with split-phased signal operation, and reconstruction of traffic signal with mast arm poles, pedestrian signals and luminaires;
- median modifications on Richmond Avenue to include reconstruction of median on Richmond Avenue to accommodate the dual left turn movement from Statler Boulevard; and
- installation of raised concrete island for pedestrian refuge and right turn channelization to make right turns a free flow movement from Richmond Avenue to Statler Boulevard.

Total estimated project cost is \$573,000. Engineering is scheduled in 2021, with construction following in from 2024 to 2026.

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen