

**Work Session Agenda
Staunton City Council
Caucus Room
January 12, 2017
6:15 p.m.**

Invocation/Moment of Silence—Oakes

- | | | |
|------------------|-------------------|---|
| 6:15 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 6:20 p.m. | 2. & D | Discussion of a Resolution to Authorize a Performance Agreement with the Virginia Economic Development Partnership for the Purposes /Virginia Business Ready Sites Program Site Characterization Grant |
| 6:30 p.m. | 3. | Review and Discussion of the Capital Investment Plan |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Council Chambers
January 12, 2017
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 December 8, 2016

REGULAR MEETING

- A. Public Hearing to Consider Issues Regarding the Possible Renewal of the Cable Television Franchise to Comcast**

- B. Public Hearing and Consideration of a Request by BIT Properties LLC to Rezone 1728A Churchville Avenue, 1730 Churchville Avenue, 1728 Englewood Drive and 1730 Englewood Drive from B-1, Local Business District, to R-4, High Density Residential District Conditional**

- C. Consideration of an Ordinance to Amend the FY2017 Budget**

- D. Consideration of a Resolution to Authorize a Performance Agreement with the Virginia Economic Development Partnership for the Purposes /Virginia Business Ready Sites Program Site Characterization Grant**

Matters from the City Manager

Matters from the Public

Adjournment

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	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

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	Staff Member: Billy Vaughn
Item #	2 & D	
Ordinance #		
Department:	Economic Development	
Subject:	Resolution to Authorize a Performance Agreement with the Virginia Economic Development Partnership for the Purposes/Virginia Business Ready Sites Program Site Characterization Grant	

Background: The Virginia Business Ready Sites Program (VBRSP) was established to identify and assess the readiness of potential industrial or commercial sites in Virginia for marketing for industrial or commercial economic development purposes, thereby enhancing Virginia's infrastructure and promoting its competitive business environment.

Through VBRSP, localities may obtain grants, the purpose of which is to conduct a site assessment to quantify the level of existing development and the additional development required to bring a site to a level that will enable it to be marketed for industrial or commercial economic development purposes.

The City submitted an application for such a grant to the Virginia Economic Development Partnership (VEDP) to assist with the costs of assessment of Staunton Crossing and has been awarded a grant in the amount of \$5,000.

The proposed performance agreement required by VEDP, together with a resolution authorizing the agreement, are attached for Council's consideration.

City Manager's Recommendation: Recommend approval of the performance agreement and adoption of the resolution, as presented.

Suggested Motion: I move that City Council (i) approve the performance agreement between the City of Staunton and the Virginia Economic Development Partnership for a Virginia Business

Ready Sites Program grant totaling \$5,000.00, to assess the readiness of Staunton Crossing, and (ii) adopt the resolution authorizing the execution of the agreement by the City Manager.

City Manager: Stephen F. Owen

DRAFT 12-27-2016

**RESOLUTION OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA,
TO AUTHORIZE A PERFORMANCE AGREEMENT WITH THE
VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP
FOR THE PURPOSE OF A VIRGINIA BUSINESS READY SITES PROGRAM GRANT**

WHEREAS, the City of Staunton places a high priority on the location of private capital investment in the City of Staunton and the creation of manufacturing jobs in Staunton as part of an effort to promote commerce and economic prosperity within the City of Staunton, both directly and indirectly; and

WHEREAS, the Virginia Economic Development Partnership (VEDP) established the Virginia Business Ready Sites Program ("VBRSP") to identify and assess the readiness of potential industrial or commercial sites in the Commonwealth for marketing for economic development purposes; and

WHEREAS, the purpose of the VBRSP is to provide for the assessment of an industrial or commercial site to quantify the level of existing development and additional efforts required to bring a site to a level that will enable it to be marketed for economic development purposes; and

WHEREAS, the City of Staunton has submitted an application for a grant to assist with the costs associated with the assessment of Staunton Crossing, and has been awarded a grant in the amount of \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA, THAT the City of Staunton, Virginia, hereby authorizes the City Manager to enter, subject to the approval of the City Attorney, into a performance agreement with the Virginia Economic Development Partnership for a Virginia Business Ready Sites Program grant totaling \$5,000.00, to assess the readiness of Staunton Crossing.

Adopted this 12th of January 2017.

Carolyn W. Dull, Mayor

ATTESTED BY: _____

Linda L. Little
Clerk of Council

DRAFT 12-21-2016

VIRGINIA BUSINESS READY SITES PROGRAM

SITE CHARACTERIZATION GRANT

PERFORMANCE AGREEMENT

This **PERFORMANCE AGREEMENT** made and entered this 1st day of November, 2016, by and between the **VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHIP AUTHORITY** (“VEDP”), a political subdivision of the Commonwealth of Virginia (the “Commonwealth”) and the **CITY OF STAUNTON, VIRGINIA** (the “Grantee”), a municipal corporation of the Commonwealth of Virginia.

WITNESSETH:

WHEREAS, the Virginia Business Ready Sites Program (“VBRSP”) was established pursuant to § 2.2-2238 C. of the Code of Virginia of 1950, as amended, to identify and assess the readiness of potential industrial or commercial sites in the Commonwealth for marketing for economic development purposes;

WHEREAS, the initial step under the VBRSP for a potential industrial or commercial site is (i) an assessment to quantify the level of existing development at the site and the additional development required to bring the site to a level that will enable such site to be marketed for economic development purposes, and (ii) a designation of a tier level of readiness to the site (“Site Characterization”);

WHEREAS, the Grantee has submitted an application for a grant to assist with the costs associated with Site Characterization at property known as Staunton Crossing located at 1249 Richmond Avenue in Staunton, Virginia (the “Site”) and has been awarded a grant in the amount of \$5,000.00 (the “Site Characterization Grant”);

WHEREAS, VEDP and the Grantee desire to set forth their understanding and agreement as to the payout of the Site Characterization Grant, the use of the Site Characterization Grant proceeds, the obligations of the Grantee, and the repayment by the Grantee of all or part of the Grant under certain circumstances; and

WHEREAS, Site Characterization constitutes a valid public purpose for the expenditure of public funds and is the animating purpose for the Site Characterization Grant:

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree as follows.

Section 1. Disbursement of Grant; Use of Proceeds; Responsibility for Costs

(a) *Disbursement:* The Site Characterization Grant will be paid to the Grantee promptly after the execution and delivery of this Agreement.

(b) *Use of Proceeds:* The Grantee will use the Site Characterization Grant proceeds to pay or reimburse itself for costs associated with Site Characterization at the Site. The proceeds of the Site Characterization Grant must be expended within 30 days of the expected completion date set forth in Section 2(a) below.

(c) *Responsibility for Costs:* The Grantee is responsible for one-to-one cash match of the amount of the Site Characterization Grant (“Local Match”). This Local Match may be made from public and/or private sources. The Grantee is responsible for any remaining costs of the Site Characterization.

Section 2. Performance; Reporting

(a) *Performance:* The Grantee is expected to cause the completion of Site Characterization at the Site on or before February 1, 2017 (the “Completion Date”). If VEDP, in consultation with the VBRSP Review Committee, deems that good faith and reasonable efforts have been made by the Grantee to have Site Characterization completed, the Completion Date may be extended by up to 60 days. If it is determined that the Grantee is unable or unwilling to cause Site Characterization to be completed by the Completion Date, then the entire Site Characterization Grant must be repaid to VEDP in accordance with Section 3(d).

(b) *Reporting:* Within 30 days of the completion of Site Characterization, but no later than 30 days after the Completion Date, as such date may be extended, the Grantee must submit to VEDP a report summarizing the results of Site Characterization, indicating that the Site Characterization Grant proceeds have been expended and demonstrating that the balance of the costs associated with Site Characterization at the Site, including the Local Match, has been paid (the “Grant Report”).

Section 3. Reduction of Grant Amount; Repayment Obligation.

(a) *If Costs are Less than Anticipated:* If the Grant Report indicates that the costs of Site Characterization were less than anticipated, such that the amount of the Site Characterization Grant proceeds exceeds the Local Match made by the Grantee or that the Grantee will not need all of the Site Characterization Grant proceeds disbursed to the Grantee, the Grantee shall repay to VEDP an amount equal to the excess amount or the amount of the proceeds no longer required.

(b) *If Grant Proceeds are Misspent:* If the Site Characterization Report indicates, or any evidence gathered by VEDP reveals, that any Site Characterization Grant proceeds have been expended on anything other than the costs associated with Site Characterization at the Site, the Grantee shall repay to VEDP the amount of the proceeds so misspent.

(c) *Failure to Complete by Completion Date:* As noted in Section 2(a), if it is determined that the Grantee is unable or unwilling to cause Site Characterization to be completed by the Completion Date, the Grantee shall repay to VEDP the entire Site Characterization Grant.

(d) *Repayment Date; Cure Period:* VEDP will provide written notification to the Grantee if any repayment is due from the Grantee to VEDP under this Agreement. Within 60 days of receiving such notification, the Grantee will make the repayment to VEDP.

Section 4. Notices.

Formal notices and communications among the Parties shall be given either by (i) personal service, (ii) delivery by a reputable document delivery service that provides a receipt showing date and time of delivery, (iii) mailing utilizing a certified or first class mail postage prepaid service of the United States Postal Service that provides a receipt showing date and time of delivery or (iv) delivery by facsimile or electronic mail (email) with transmittal confirmation and confirmation of delivery, addressed as noted below. Notices and communications personally delivered or delivered by document delivery service shall be deemed effective upon receipt. Notices and communications mailed shall be deemed effective on the second business day following deposit in the United States mail. Notices and communications delivered by facsimile or email shall be deemed effective the next business day, not less than 24 hours, following the date of transmittal and confirmation of delivery to the intended recipient. Such written notices and communications shall be addressed to:

if to the Grantee, to:

William "Billy" Vaughn
Director of Economic Development
City of Staunton
116 E. Beverly Street
Staunton, Virginia 24401
Email: vaughnwl@ci.staunton.va.us

with a copy to:

Jeanne R. Colvin
Chief Financial Officer
City of Staunton
116 E. Beverly Street
Staunton, Virginia 24401
Email: Colvinjr@ci.staunton.va.us

if to VEDP, to:

Virginia Economic Development Partnership
901 East Cary Street, Suite 900
Post Office Box 798 (zip: 23218-0798)
Richmond, Virginia 23219
Facsimile: 804.545.5611
Email: dgundersen@yesvirginia.org
Attention: Interim President & CEO and COO

with a copy to:

Virginia Economic Development Partnership
901 East Cary Street, Suite 900
Post Office Box 798 (zip: 23218-0798)
Richmond, Virginia 23219
Facsimile: 804.545.5617
Email: smcninch@yesvirginia.org
Attention: General Counsel

Section 5. Miscellaneous.

(a) *Entire Agreement; Amendments:* This Agreement constitutes the entire agreement between the parties hereto as to the Site Characterization Grant, and may not be amended or modified, except in writing, signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Grantee may not assign its rights and obligations under this Agreement without the prior written consent of VEDP.

(b) *Governing Law; Venue:* This Agreement is made, and is intended to be performed, in the Commonwealth and shall be construed and enforced by the laws of the Commonwealth. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court of the City of Staunton, and such litigation shall be brought only in such court. In the event this Agreement is subject to litigation, each party shall be responsible for its own attorney's fees.

(c) *Counterparts:* This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.

(d) *Severability:* If any provision of this Agreement is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have executed this Performance Agreement as of the date first written above.

**VIRGINIA ECONOMIC
DEVELOPMENT PARTNERSHIP
AUTHORITY**

By _____
Name: Daniel C. Gundersen
Title: Chief Operating Officer

Date: _____, 2017

CITY OF STAUNTON, VIRGINIA,
a municipal corporation of the
Commonwealth of Virginia

By _____
Name: Stephen F. Owen
Title: City Manager

Date: _____, 2017

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	Staff Member: Steve Owen Jeanne Colvin
Item #	3	
Ordinance #		
Department:	Finance	
Subject:	Capital Investment Plan FY2017—FY2021	

Background: The Chief Financial Officer will provide a review of the annual update to the Capital Investment Plan for all City funds and the Education Fund. City and School Board staff updated the plan to review existing projects and revise projects, and to include new projects.

The plan will be presented initially to City Council at its work session on January 12, 2017, with additional review and discussion planned for work sessions on January 26, 2017, and February 9, 2017.

The School Board reviewed the school capital projects on December 12, 2016, and is scheduled to consider the Education Fund CIP on January 9, 2017.

On January 19, 2017, an overview of the plan will be presented to the Planning Commission, which will conduct a public hearing and consider the plan at its meeting on February 16, 2017.

Final consideration of the CIP Plan is scheduled for City Council on February 23, 2017.

City Manager's Recommendation: For review and discussion only.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

City Council
WORK SESSION
December 8, 2016
6:30 p.m.

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

Council Member Absent: Mayor Dull.

The Vice Mayor called the work session of City Council to order. The invocation/moment of silence was given by Mr. Holmes.

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. Harrington moved to approve the Work Session and the Regular Meeting agendas as presented.

The motion was seconded by Ms. Oakes and carried unanimously.

2. Discussion of 2017 Legislative Program

A revised draft legislative program for 2017 was presented for Council's consideration, following Council discussion at its meeting in November. Mr. Steve Owen, City Manager, reviewed the revisions including a more generalized statement in opposition to exemptions from the stormwater utility fee and the addition of the Staunton City Schools' proposal concerning sales and use tax revenue distribution.

Once adopted, the program will be transmitted to the Governor, local General Assembly members, the Virginia Municipal League, the Virginia Association of Counties and Virginia First Cities.

3. FY2016 End of Year Financial Analysis

Mr. Owen began by reviewing the additions to this year's audit report. Ms. Jeanne Colvin, Chief Financial Officer, presented an overview of FY2016 General Fund revenues and expenditures, reserves and recommendations for the use of fund balance.

4. Discussion of an Ordinance Amending the FY2017 Budget

The first budget amendment for fiscal year 2017 was prepared for review and discussion. The total budget amendment equals \$6,832,838. Of that amount \$4,726,954 is the total City amendment and \$2,105,884 is the total School Board amendment.

5. Discussion of Comcast Franchise Agreement

Mr. Greg Cook, Chair of the Cable Television Commission, explained that in January 2002, the City entered into a non-exclusive franchise agreement with Comcast to construct, operate and maintain a broadband cable communications system in the City. The Agreement had an initial 10-year term, which was extended for an additional five years when Comcast exercised its right of extension in 2012. The term of the current agreement will expire early in 2017.

The Cable Television Commission is currently reviewing a newly proposed franchise agreement with Comcast. As part of the review process, the Commission has recommended that Council conduct a public hearing in January to obtain public input on Comcast's performance during the term of the current agreement. Such input will inform the Commission and City staff as the new agreement is finalized.

The Commission expects to have a new agreement ready for the franchise process required under the state code early in 2017.

The work session adjourned at 7:05 p.m.

Linda L. Little, CMC
Clerk of Council

REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, December 8, 2016
7:30 p.m.
Council Chambers

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

ABSENT: **Carolyn W. Dull, Mayor**

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

PLANNING **Nathaniel Burress, Chairman**
COMMISSION **Judith Wiegand, Vice Chair**
PRESENT: **Brad Arrowood**
 Jessica Robinson

RECREATIONAL **Geraldine Hamilton**
ADVISORY **Travis Cason**
COMMISSION **Michael Keatts**
PRESENT:

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

A. Presentation and Joint Public Hearing of Staunton Greenways Plan 2016

Vice Mayor Kier asked the Planning Commission Chair to convene the Planning Commission meeting and open the joint public hearing.

Nathaniel Burress, Chair of the Planning Commission, declared the Planning Commission convened and opened the joint public hearing.

Vice Mayor Kier then asked the Recreational Advisory Commission to do the same.

Geraldine Hamilton, Vice Chair of the Recreational Advisory Commission, declared the Recreational Advisory Commission convened and opened the joint public hearing.

Vice Mayor Kier opened the joint public hearing.

Mr. Steve Owen, City Manager, called on Ms. Sharon Angle, Director of Planning, to present this item. He further noted that this was Ms. Angle's last meeting as she will be retiring at the end of the year after approximately 30 years of service to the City.

Ms. Angle stated that in 2014, City Council directed the Planning Commission and the Recreational Advisory Commission to develop a *Staunton Greenways Plan* with a list of implementable priority greenway/trail projects. Council desired to identify a Capital Investment Plan (CIP) project and dedicate funding for the construction of a keystone trail to be a part of an eventual greenways trail system throughout the City.

The Central Shenandoah Planning District Commission provided staff support for this project. The process first involved the review of a master's thesis prepared by a Virginia Commonwealth University urban planning graduate student, who first conceptualized a greenways plan for the City in 2005. The scope of work for this planning process included updating the description of the conceptual greenway/trail network to reflect existing conditions and identifying a short list of trail projects for near-term construction. Since the Planning Commission and Recreational Advisory Commission began these tasks, Council established a Bicycle and Pedestrian Advisory Committee, and committee members were invited to participate.

Together, members of both commissions and staff have been evaluating available greenway/trail sites; holding joint workshops and field trips; and surveying and meeting with owners of potentially affected properties.

Conclusions:

Short Term Priorities

The scope of work for this planning process included updating the description of the conceptual trail network, identifying a short list of trail projects and applying evaluation criteria to the short list to aid Council in identifying a keystone project for near-term construction. After thorough investigation, at a joint meeting in September, the commissions voted to recommend the following trail projects for implementation in priority order:

1. Montgomery Hall Park Trail
2. Montgomery Hall Park to Gypsy Hill Park Trail
3. The Villages Trail

Long Term Priorities

In terms of future trails in the City, the commissions found that existing land uses and topography are limiting factors in developing trails that are useable by all citizens, whether for walking, running or biking. The commissions recommended that additional segments of trails should be located throughout the City at the following locations (without any prioritization or ranking):

- Union Town Trail from Statler Boulevard to Greenville Avenue, utilizing the improvements of the "road diet" project as well as planned improvements to the Statler Boulevard/Richmond Avenue intersection
- Frontier Culture Museum to Mary Gray and Betsy Bell
- Betsy Bell Trail to The Villages Trail
- The Villages Trail/Greenway (Priority 3 above)

- The Villages to Downtown
- Downtown to Gypsy Hill Park
- Montgomery Hall Park to Gypsy Hill Park (Priority 2 above)
- Montgomery Hall Park to Downtown via rails-to-trails and on-street facilities
- Downtown to New Hope Road via Lewis Creek

The priority projects and the draft *Staunton Greenways Plan 2016* will be scheduled for Council's consideration during Council's meeting on January 12, 2017. Prior to that date, the commissions will provide their final recommendations to Council.

The public hearing was opened.

Mr. Ben Brewer, 316 Hendren Avenue, stated that he was in favor of the trail from Gypsy Hill Park to Montgomery Hall Park.

Mr. Mark Russell, 106 Williams Street, stated that he appreciated all the effort that was put into this plan. He also suggested that linking the two parks was the most favorable.

Mr. Joel Hodson, 224 Institute Street, asked why the City didn't consider including bike lanes or sharrows in the Central Avenue improvements. He also questioned what short term or long term projects meant.

Sharon Angle explained that the Central Avenue project is being funded by the federal government as a special designation for Staunton. She noted that property owners along Central Avenue were not in favor of bike lines or sharrows because of the lack of parking spaces if those were put in. She further explained that the short term and long term projects were based on the money available and Council desired projects in the CIP.

Ms. Sara Hollberg, 24 Church Street, thanked Council for considering this and stated that her preference would be the trail from Gypsy Hill Park to Montgomery Hall Park.

There being no one further wishing to speak, the Recreational Advisory Commission and the Planning Commission declared their public hearings closed and adjourned.

Vice Mayor Kier then declared the public hearing closed.

MAYOR'S REPORT

The Vice Mayor had nothing to report.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

No additional items by members of Council.

APPROVAL OF MINUTES

Ms. Oakes moved to approve the work session and regular meeting minutes of November 10, 2016.

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

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

REGULAR MEETING**B. Introduction and Public Hearing of an Ordinance Amending the FY2017 Budget**

Mr. Steve Owen, City Manager, called on Jeanne Colvin, Chief Financial Officer, to present this item to Council.

Ms. Colvin stated that the first budget amendment for fiscal year 2017 has been prepared for review and discussion. The total budget amendment equals \$6,832,838. The introduction and public hearing of this ordinance is scheduled for this meeting and consideration is scheduled for January 12, 2017.

City Budget Amendment—\$ 4,726,954

The General Fund amendment includes \$88,104 for appropriations from prior year funds for mandated carry-forward expenditure/revenue balances for various grants and programs, and carry-forward funds for projects not completed at June 30, 2016. The amendment also includes appropriations of \$1,369,430 for other grant funds, donations and recovered costs for various departments. The total General Fund amendment is \$1,457,534.

The Debt Service Fund appropriates funds transferred from the General Fund, \$1,250,000, and the School CIP Fund, \$50,000, for debt payments to be reserved for the 2012 and 2013 General Obligation Bonds for the land purchase at Staunton Crossing, and the 2008 Literary Loans for school projects.

The Blue Ridge Court Services Grant Fund includes \$34,336 in additional grant funds received in FY2017 for Blue Ridge Court Services for mental health and substance abuse services.

The Community Development Fund appropriates \$250,000 received from the Commonwealth's Opportunity Fund for the Graphic Packaging expansion project.

The Grants Fund appropriates \$272,728 for a grant awarded to the Fire and Rescue Department from the Department of Homeland Security to purchase fire breathing apparatus equipment.

The Water Fund appropriates \$350,000 from prior year funds to complete the Lewis Street water line project and the Gardner Spring engineering study.

The Sewer Fund appropriates \$127,320 from prior year funds to complete the installation of a sewer line under the railroad at Staunton Crossing.

The Environmental Fund appropriates \$242 for additional grant funds received for the Litter Control grant program.

The Storm Water Fund appropriates \$67,401 from prior year funds to complete the Meadowbrook Road storm drain project.

The Capital Investment Fund appropriates \$867,393 for two CIP projects. A grant of \$283,646 was awarded from the Virginia Department of Transportation to the City for the Bessie Weller School safety access project. An additional \$583,747 is appropriated for the Frontier Center development project for the road and infrastructure project.

School Budget Amendment—\$2,105,884

The Education Fund amendment totaling \$419,294, appropriates \$275,224 for federal and state instructional programs for grant balances remaining at June 30, 2016 and additional grants awarded for FY2017, and \$144,070 in general revenues and expenditures for various programs and local grants awarded.

The State Operated Programs Fund amendment, \$5,000, appropriates additional Title I grant funds awarded to the Shenandoah Valley Juvenile Detention Center for education supplies.

School CIP Fund 940: To close the School CIP Fund 940, reserves and fund balances are appropriated in the amount of \$815,795 to transfer these funds to the new School CIP Fund 966. The Adopted FY2017 Budget for the School CIP Fund 940 will also be closed and moved to the new School CIP Fund 966, resulting in a decrease in the fund of \$250,000. The net amendment to the School CIP Fund 940 equals \$565,795.

School CIP Fund 966: The School Capital Improvements Fund 966 (multi-year fund) amendment totaling \$1,115,795 includes additional Commonwealth of Virginia funds, \$100,000, for the School Security Grant awarded in FY2017 and local funds to complete the project of \$25,259. The grant will be used to purchase lights, cameras, radios and technology equipment for security systems for all school buildings.

The reserves and fund balance of the School CIP Fund 940, \$815,795, are appropriated as a transfer to the new multi-year School CIP Fund 966 to establish the School Bus Reserve and appropriate funds to complete the CIP projects approved in FY2016, including roof projects, technology projects, building improvements and parking lot improvements at McSwain Elementary School. Funds are also appropriated to move the FY2017 Adopted Budget in the School CIP Fund 940 to the new multi-year School CIP Fund 966.

Dr. Harrington moved to introduce an ordinance amending the fiscal year 2017 budget by adding Budget Amendment No. 1, totaling \$6,832,838, and that Council conduct a public hearing of the ordinance.

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

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

The Public Hearing was opened.

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

C. Presentation of the Comprehensive Annual Financial Report—FY2016

Mr. Billy Robinson, Brown, Edwards & Company, L.L.P., the City's auditors, presented the FY2016 Comprehensive Annual Financial Report (CAFR) and findings to City Council.

The CAFR is prepared by the Finance Department and reviewed by the auditors. The auditors expressed an unmodified opinion on the financial statements for FY2016. An unmodified opinion basically means that the City's financial procedures and records are in accordance with generally accepted accounting principles.

The CAFR is divided into four sections: (1) Introductory Section, (2) Financial Section, (3) Statistical Section, and (4) Compliance Section.

The Financial Section contains Management's Discussion and Analysis of the City's financial performance during FY2016 with some comparisons to FY2015. This analysis summarizes financial statements of the City's general operating funds and the enterprise funds for the year.

Statement of Activities

The Statement of Activities is presented on pages 6 and 7 of the CAFR. The statement basically displays all of the operating revenues and expenditures for the entire City government. Education expenditures required the highest tax revenue support of \$12,792,065, and public safety was second at \$10,622,194.

The Compliance Section contains the report on internal controls, compliance matters, and schedules of findings and questioned costs starting on page 151.

The auditors noted the following compliance and internal control matters in the CAFR:

- a) no instances of noncompliance material to the financial statements were disclosed;
- b) no significant deficiencies relating to the audit of the major federal award programs;
- c) no audit findings relating to major programs; and
- d) no deficiencies in internal control over financial reporting considered to be a material weakness.

Schedule of Findings and Questioned Costs, page 152:

- a) Financial Statement Audit—none.
- b) Major Federal Award Programs Audit—none.
- c) Commonwealth of Virginia—

- The City entered \$568,894 for total emergency snow removal expenditures on the Weldon Cooper survey report submitted in March 2016. The correct amount was \$468,894.
- Management concurs with this comment. Although the total eligible emergency snow removal expenditures were reported correctly, the total expenditure figure contained a typographical error resulting in the amount being reported incorrectly. We will implement additional review processes to prevent such errors in the future.

Dr. Curren moved that City Council accept the Fiscal Year 2016 Comprehensive Annual Financial Report, as presented.

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

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

D. Consideration of 2017 Legislative Agenda

Mr. Owen stated that a revised draft legislative program for 2017 was presented for Council's consideration, following Council discussion at its meeting in November. The revisions include a more generalized statement in opposition to exemptions from the stormwater utility fee and the addition of the Staunton City Schools' proposal concerning sales and use tax revenue distribution.

Once adopted, the program will be transmitted to the Governor, local General Assembly members, the Virginia Municipal League, the Virginia Association of Counties and Virginia First Cities.

Dr. Harrington moved that City Council adopt the resolution establishing the City of Staunton's 2017 Legislative Program.

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

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

RESOLUTION ESTABLISHING THE CITY OF STAUNTON'S 2017 LEGISLATIVE PROGRAM

The Mayor and City Council of the City of Staunton, Virginia, governing from a position closest to the City's citizens and desiring to make City government more responsive to Staunton citizens, believe it is important to advise the City's representatives in the Virginia General Assembly of the City's legislative positions.

THEREFORE, BE IT RESOLVED by the Council of the City of Staunton that the legislative principles adopted by the Virginia Municipal League (VML) are hereby endorsed:

The Governor and General Assembly should not:

- Restrict further local revenue authority or sources.
- Impose new funding requirements or expand existing ones on services delivered by local governments.
- Shift state funding responsibilities onto local governments.
- Impose state fees, taxes or surcharges on local government services.
- Place additional **unfunded mandates and** other administrative burdens on local governments.

BE IT FURTHER RESOLVED that City Council respectfully requests that the General Assembly **support** legislation regarding the following issues:

A. Education

1. The General Assembly should fully fund public education—funding all mandated programs and services of education on the basis of realistic costs; increasing Standards of Quality funding, coming from general fund revenues, appropriated to elementary and secondary education; providing for flexibility in the use of those funds to meet unique local needs; and supporting specialized training, professional development and extended contracts for staff in challenged schools.
2. The General Assembly should fully fund the Virginia Preschool Initiative, removing and/or significantly reducing the required local share, demonstrating its commitment and investment in arguably the greatest resource we have—our children.
3. The General Assembly should continue to support the revisions of the system of accountability to encompass balanced assessments and expand the implementation of problem based assessments for greater validity, more cost effective sampling techniques, and continue the implementation of expedited test retakes to more accurately reflect student achievement, sense of inquiry, and love of learning.
4. The General Assembly should enact legislation to double the sales and use tax revenue distribution statewide to provide funding for capital for new or renovated school building projects, using the same formula for sales and use tax distribution as is used currently for distribution for Standards of Quality funding.

B. Pediatric Cancer Research

City Council is appalled by the lack of cancer research coordination, the glacially slow FDA new treatment approval process, and the totally inadequate level of federal funding for pediatric cancer research. Less than 4% of all cancer research

spending is for pediatric cancer and only two treatments are currently approved by the FDA. Council requests that the Virginia General Assembly petition the federal government to make pediatric cancer a real priority in order to save the lives of countless children who cannot speak for themselves or vote.

C. Certificate of Public Need

Council supports Virginia's Certificate of Public Need (COPN) program as an important component of the Commonwealth's health care system and encourages the General Assembly to retain COPN in its current form with process reforms similar to those recommended by the state work group led by the Secretary of Health and Human Services in 2015. Any legislation to deregulate COPN must be coupled with policies to promote access to care, ensure provision of essential human services, fund graduate medical education and maintain the fiscal stability of Virginia's community hospitals.

D. Stormwater Local Assistance Funding

The Commonwealth of Virginia and its MS4 communities are required under the Chesapeake Bay TMDL to meet specific reductions in stormwater pollution. Recent cost estimates for such compliance exceed \$10 billion, with the majority of the costs falling on local governments. Last year, the Virginia Department of Environmental Quality (DEQ) granted only \$8.5 million in Stormwater Local Assistance Fund (SLAF) funding to local governments, to defray their costs of compliance. This year, DEQ states that only \$20 million will be granted through the SLAF program. City Council requests that the Commonwealth increase SLAF funding to at least \$50 million.

E. Transportation

1. City Council supports improvements to railroad infrastructure to increase freight shipment capacity and reduce truck traffic and impacts on Interstate 81.
2. City Council supports a Primary Seatbelt Law, which research and other states' experiences have proven will save lives.
3. City Council supports a ban on handheld cell phone use by operators of moving motor vehicles.
4. City Council supports the use of non-motorized transportation for health, energy conservation and cost reasons for all Virginians, including trails, pathways and green corridors as an essential element of Virginia's transportation system.

F. Libraries

City Council supports efforts to maintain and increase State Aid to Public Libraries to strengthen funding for public library materials and programs that target childhood literacy and STEM instruction.

G. Virginia State Parks

City Council encourages the Governor and General Assembly to support additional land acquisition for state parks, outdoor recreation and natural areas. Towards that end, should the federal government expand the authorization of offshore energy exploration, City Council supports a plan to reinvest a portion of the royalties in the conservation of land for public access for outdoor recreation.

H. Regional Greenhouse Gas Initiative and Commonwealth Resilience Fund

Staunton City Council joins VML in supporting the Commonwealth of Virginia's application for membership to the Regional Greenhouse Gas Inventory (RGGI) to cap and trade CO₂ emissions from power plants to specifically address the impacts of sea-level rise and climate change using an estimated \$200 million in annual auction revenues through 2030, and to comply with the EPA's Clean Power Plan.

I. Solar Tax Incentives

City Council supports state tax incentives for private homeowners, businesses and the solar energy industry to incentivize an increase in the use of clean solar energy systems, to reduce dependence on extractive fossil fuels and emissions and increase energy independence.

J. Predatory Lending

The City of Staunton has been joined in its six-year long fight against predatory lending by VML, Virginia Association of Counties and Virginia First Cities, as well as 98 individual city, town and county governments. Despite the efforts of countless civil rights organizations, hundreds of churches, and dozens of newspaper editorial boards, legal aid societies and senior advocates, the protection the City seeks for its citizens is ignored. In spite of a Virginia Supreme Court ruling that called these practices "a vicious cycle of debt" and produced evidence that an estimated 9 million illegal loans had been made in the Commonwealth between 2002 and 2009, the General Assembly refuses to act to provide protections to Virginia families that the federal government provides for military members and their families.

The cost to the Commonwealth is staggering. The capital flight from Virginia is estimated to be over \$150 million every year. Allowing lenders to charge fees and interest amounting to 200%-680% APR is crippling the efforts of charities and social services trying to get people back on their feet. The damage to the economy of Virginia is incalculable.

City Council asks now for three things:

- A return to the usury law (36% interest rate cap inclusive of all fees) that Virginia had prior to 2002.

- Vigorous enforcement of the ban on illegal internet loans by the Attorney General.
- If the Senate and the House refuse to act, swift approval by the General Assembly of a statewide referendum on an interest rate cap.

BE IT ALSO RESOLVED that City Council respectfully requests that the General Assembly **oppose** the following legislation:

A. AirBnB

Virginia localities vary widely in size and character and should not all be grouped as the same to satisfy the desires of any one corporation or business enterprise. Accordingly, City Council opposes statewide legislation concerning limited residential lodging in Virginia.

B. Eminent Domain by Private Utilities for Surveying

City Council opposes the eminent domain rights extended to Dominion Virginia Power and other private utilities to enter onto private property without the consent of the landowner for the purpose of surveying for proposed projects before agreements have been reached with such property owners.

C. Stormwater Utility Exemptions

City Council opposes legislation which would exempt any property owner from the payment of local stormwater utility fees. Passage of a bill for one or more classes of property owners would certainly result in exemption requests from other classes of property owners (e.g., non-profit organizations and the federal and state governments). If considered favorably, those requests would further diminish fee collections. Council believes that all property owners should be required to pay fees for stormwater utility service, just as they pay for other utility services (including telephone, cable television, electric, gas, water and sewer services). As noted above, localities in Virginia already have limited financial resources available to comply with significant federal and state stormwater requirements. Any state-mandated reductions to stormwater utility fee collections—a limited source of funds for local governments to finance costly, mandated projects—will subject localities to additional financial burdens.

The Clerk of Council shall mail or deliver a copy of this Resolution to the Governor, the City's representatives in the General Assembly, other selected members of the General Assembly and area local governments; to the Virginia Municipal League, Virginia Association of Counties and Virginia First Cities and to other interested persons, as appropriate.

Adopted this 8th day of December, 2016.

s/Ophie A. Kier

Ophie A. Kier, Vice Mayor

s/Linda L. Little
Linda L. Little, CMC
Clerk of Council

Matters from the City Manager

Mr. Owen noted that earlier in the day the Shelburne Middle School 7th and 8th grade band presented a short concert to City employees.

Matters from the Public

Mr. Carl Hensley, 226 Meadowbrook Road, asked that Council include in their legislative agenda that it be recommended that the denial of appeals to zoning boards around the state be stopped. He also mentioned that he was concerned about the new school going into Gypsy Hill Park.

Mr. Nat Lawrence, 726 Opie Street, presented Council with a brief slide show of his thoughts on a new high school.

Mr. Tom Brooks, 891 Preston Drive, spoke in favor of a new high school.

Ms. Barbara Whipple, 111 Madison Place, asked that a public hearing be held on this subject.

Ms. Laurie Van Asendel, 19½ Fayette Street, spoke in favor of a new high school and a public hearing on the matter.

Mr. Baldwin Jennings, 332 Sharon Lane, spoke against a new high school.

Dr. Harrington called a point of order asking the Vice Mayor to direct the speaker to address the chair, not a previous speaker.

Ms. Ann Fitzgerald, 261 Thornrose Avenue, spoke in favor of a public hearing on this matter.

Ms. Sara Hollberg, 24 Church Street, asked that the site location of the school be separated from the funding aspect and was in agreement with having a public hearing.

Mr. Paul Kazarov, 111 Madison Place, opined that he agrees with the proposal of increasing the level of education, but was also concerned about the tax burden. He was also in favor of a public hearing.

Adjournment

There being no further business to come before Council, the meeting adjourned at 8:51 p.m.

Linda L. Little, CMC
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	Greg Cook, Chair Cable Television Commission Kurt Plowman, Chief Technology Officer
Item #	A	
Ordinance #		
Department:	Information Technology	
Subject:	Public Hearing to Consider Issues Regarding the Possible Renewal of the Cable Television Franchise to Comcast	

Background: In January 2002, the City entered into a non-exclusive franchise agreement with Comcast to construct, operate and maintain a broadband cable communications system in the city. The Agreement had an initial 10-year term, which was extended for an additional five years when Comcast exercised its right of extension in 2012. The term of the current agreement will expire early in 2017.

The Cable Television Commission is currently reviewing a newly proposed franchise agreement with Comcast. As part of the review process, the Commission has recommended that Council conduct a public hearing to obtain public input on Comcast's performance during the term of the current agreement. Such input will inform the Commission and city staff as the new agreement is finalized.

The Commission expects to have a new agreement ready for the franchise process required under the state code early in 2017.

City Manager's Recommendation: Conduct the public hearing.

Suggested Motion: Not applicable.

City Manager: Stephen F. Owen

**CITY OF STAUNTON
PUBLIC HEARING
TO CONSIDER ISSUES REGARDING
THE POSSIBLE RENEWAL OF THE CABLE TELEVISION
FRANCHISE TO COMCAST**

A public hearing will be held during the regular meeting of Staunton City Council at 7:30 p.m. on Thursday, January 12, 2017, to consider issues regarding the possible renewal of the cable television franchise to Comcast.

Any person may speak to the City Council and Cable Commission concerning the possible renewal of Comcast's cable television franchise at the time of the public hearing. Topics of interest to the City include customer service, quality and reliability of cable signals, use of the right-of-way by Comcast to install its cable system facilities, local community programming, and related issues regarding the delivery of cable services in the Staunton area. Comments regarding the rates charged by Comcast for cable services and the type of programming to be carried on Comcast's cable system are not encouraged as federal law limits the City's regulatory authority in these areas. Any person may submit written comments by addressing those comments to the Cable Commission at 116 West Beverley Street, Staunton, VA 24401.

The hearing will be held in Council Chambers, first floor of City Hall, 116 West Beverley Street, Staunton, Virginia.

Copies of the existing Cable Television Franchise are available for review by the public during normal working hours at the office of the Clerk of Council and at the office of the City Manager.

All persons wishing to be heard at the public hearings are invited to attend. Hearing impaired persons desiring to attend the public hearing should call the TDD at 332-3968 to request an interpreter.

Linda L. Little, CMC
Clerk of Council

Please publish on Tuesday, January 3, 2017 as a boxed ad in the classified "Legal Notice" section of the paper.

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	Staff Members: Rodney Rhodes Tim Hartless
Item #	B	
Ordinance #		
Department:	Community Development—Division of Planning	
Subject:	Public Hearing and Consideration of a Request by BIT Properties LLC to Rezone 1728A Churchville Avenue, 1730 Churchville Avenue, 1728 Englewood Drive and 1730 Englewood Drive from B-1, Local Business District, to R-4, High Density Residential District Conditional	

Background: BIT Properties LLC, is requesting to rezone 1728A Churchville Avenue, 1730 Churchville Avenue, 1728 Englewood Drive and 1730 Englewood Drive from B-1, Local Business District, to R-4, High Density Residential District Conditional. A location map, map of the current zoning, map of proposed zoning and draft ordinance of rezoning of the requested area are attached. Also attached is a plat of the property indicating the area to be rezoned and an attachment which includes a zoning narrative (including traffic analysis and two examples of potential development).

The applicant previously submitted an application for rezoning to R-4, High Density Residential District, which had no conditions. That application was considered by Planning Commission in October, and was continued until November, when it was continued again. Prior to the December meeting of Planning Commission, the applicant revised the application, and a new ordinance of rezoning was submitted, to provide for rezoning to R-4, High Density Residential District Conditional. The new ordinance was advertised and the request was heard by Planning Commission at its December meeting. The conditions set forth in the new ordinance are:

Condition No. 1: The R-4 zoned property will be limited to no more than 59 units.

Condition No. 2: The rezoning shall not take effect until a minor subdivision plat is submitted and approved creating lots lines which match the zoning boundaries depicted

in the above referenced "Rezoning Plat" and recorded in the Clerk's Office of the Circuit Court for the City of Staunton.

The property is located between Englewood Drive and Churchville Avenue and was previously the site of Staunton Manor Nursing Home. The topography of the area consists of elevation decreases, west to east, from 1,570 feet to 1,545 feet. This is a decrease of 25 feet across the site. Adjacent zoning to the north is R-4, High Density Residential District, to the south is B-1, Local Business District, and to the east and west is R-2, Low Density Residential District. The "Generalized Land Use and Development Guide," *Staunton, Virginia Comprehensive Plan 2010 – 2030*, designates this general area as Commercial with no specific density shown, and as High Density Residential with density of more than 20 units per acre. The site contains 3.387 acres and once developed, subject to the limit of 59 units, would have a density of 17.4 units per acre.

The proposed rezoning, if approved, would result in split zoning of the properties located at 1728A Churchville Avenue and 1728 Englewood Drive, with a portion as R-4, High Density Residential District Conditional, and a portion as B-1, Local Business District. During the rezoning process, staff expressed concerns with the creation of split-zoned parcels. The applicant addressed these concerns in the proposed ordinance of rezoning by requiring, as a condition of the effectiveness of the rezoning, approval and recordation of a new plat creating lot lines to match the proposed zoning boundaries.

The zoning narrative provided by Hamrick Engineering (Attachment 6) shows a multi-family development with 48 units and parking based on that same number of units.

During its review of the original rezoning application, which requested rezoning of the properties to R-4, High Density Residential District, City Engineering staff raised concerns about traffic and its potential impact on the surrounding neighborhood. The original Hamrick Engineering exhibit showed the only parking lot access from Englewood Drive. Englewood Drive is a narrow, substandard street. A revised exhibit from Hamrick Engineering (included as a part of Attachment 7) was submitted, showing parking lot access from both Englewood Drive and Churchville Avenue. The traffic analysis provided by Hamrick Engineering (Attachment 7) estimates 348 trips per day, based on a mixed-use development of 48 residential units and retail use. Attachment 8 is a table from the Virginia Department of Transportation (VDOT), showing the most current estimated average annual daily traffic volume for Churchville Avenue. The traffic increase estimated by Hamrick Engineering would be in addition to the estimates provided by VDOT. City Engineering staff reviewed the revised request and determined that the proposed number of residential units would result in a manageable amount of increased traffic for both Englewood Drive and Churchville Avenue.

Prior to the Planning Commission's public hearing, conducted on December 15, 2106, staff recommended approval of the request. At the public hearing, several individuals spoke in opposition to the request, citing concerns with the potential increase in traffic and the high density of development.

The Planning Commission, based on the proposed rezoning's compliance with the *Comprehensive Plan* and consistency with good zoning practice, recommended approval of the proposed rezoning on a 3-1 vote.

Attachments:

1. Location Map
2. Map of Current Zoning

3. Map of Proposed Zoning
4. Draft Ordinance of Rezoning
5. Plat—Prepared by Hamrick Engineering
6. Narrative and Exhibits of Example Developments
7. Traffic Analysis provided by Hamrick Engineering
8. Table—VDOT Annual Average Daily Traffic Estimates

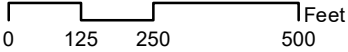
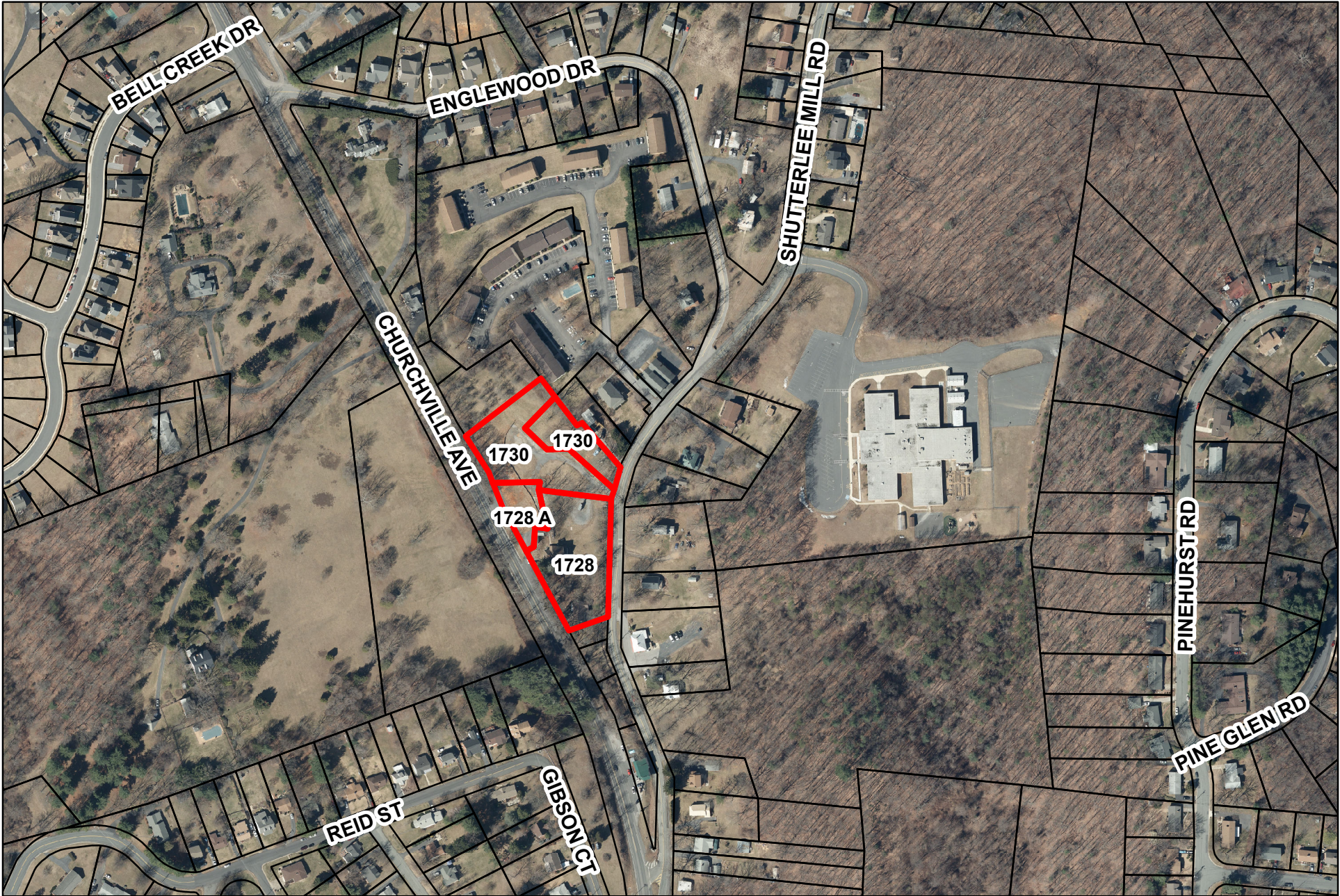
City Manager's Recommendation: Conduct the public hearing. Recommend City Council accept the recommendation of the Planning Commission.

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the conditional rezoning and adopt the ordinance as submitted.

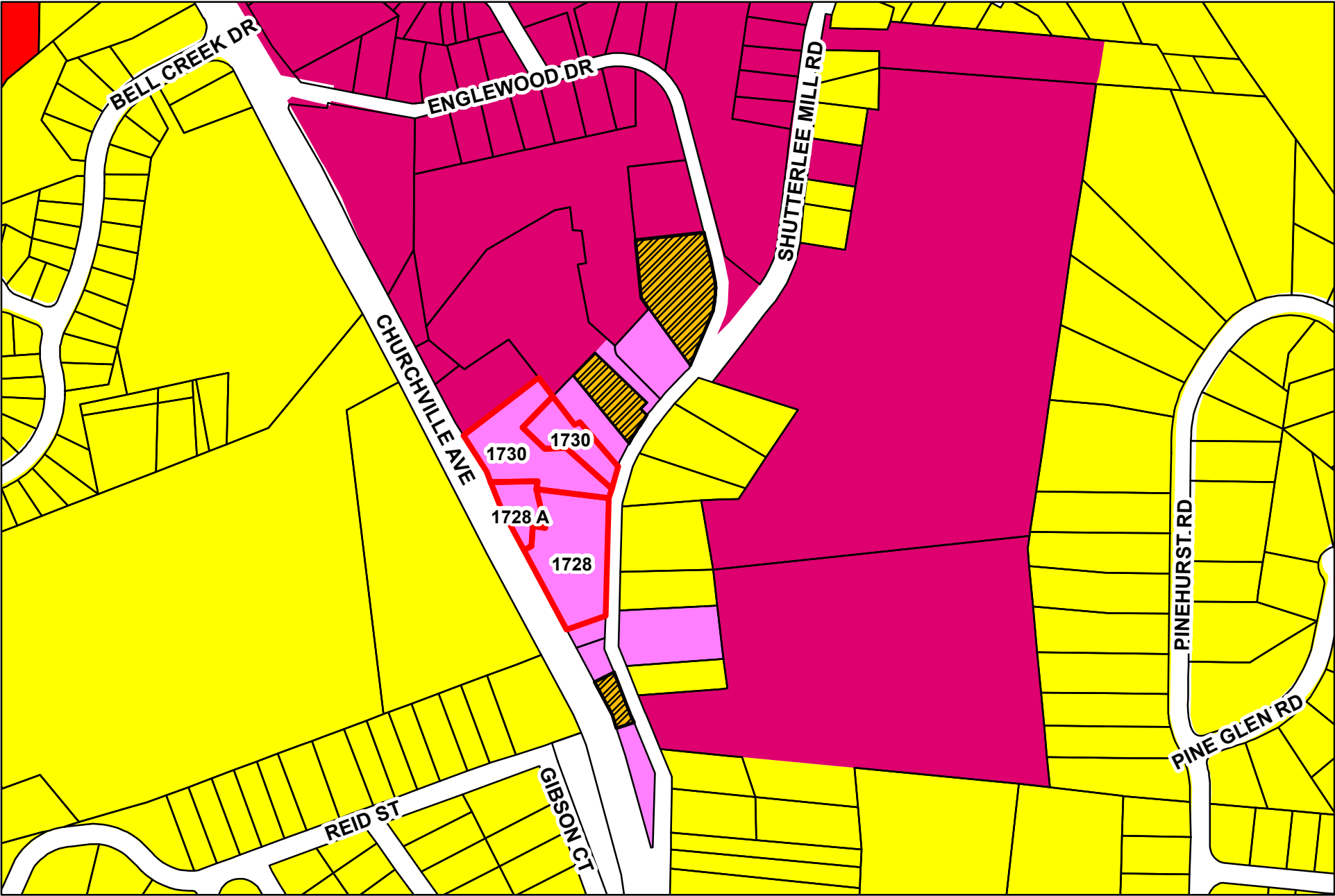
City Manager: Stephen F. Owen

Attachment 1

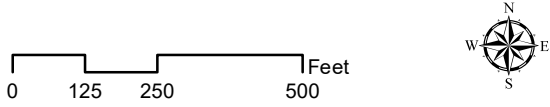
Location Map



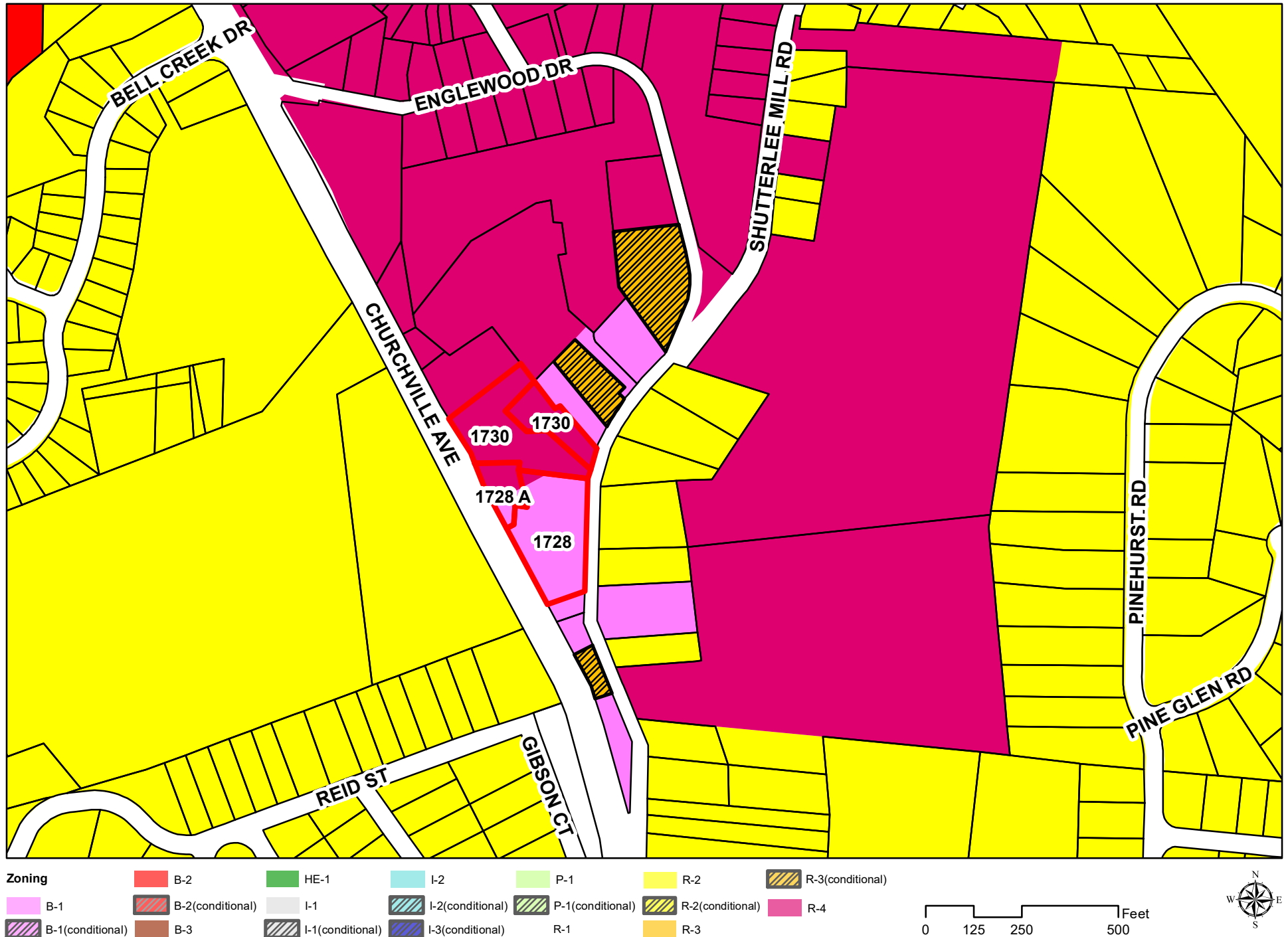
Current Zoning



Zoning	B-2	HE-1	I-2	P-1	R-2	R-3(conditional)
B-1	B-2(conditional)	I-1	I-2(conditional)	P-1(conditional)	R-2(conditional)	R-4
B-1(conditional)	B-3	I-1(conditional)	I-3(conditional)	R-1	R-3	



Proposed Rezoning



DRAFT 11.18.16

Ordinance No. 2016-

**AN ORDINANCE TO REZONE
FROM B-1, LOCAL BUSINESS DISTRICT,
TO R-4, HIGH DENSITY RESIDENTIAL DISTRICT CONDITIONAL
CERTAIN TRACTS OF LAND LOCATED BETWEEN CHURCHVILLE AVENUE AND
ENGLEWOOD DRIVE**

WHEREAS, BIT Properties LLC (the “Owner”) is the Owner of the real property located at 1728A Churchville Avenue (PID 7615), 1730 Churchville Avenue (PID 7614), 1728 Englewood Drive (PID 7617), and 1730 Englewood Drive (PID 3941), in the City of Staunton, Virginia, apparently having acquired all of such parcels by Deed dated November 19, 2015, of record in the Clerk’s Office of the Circuit Court of the City of Staunton as Instrument #150002509;

WHEREAS, the aforesaid parcels contain in the aggregate 1.656 acres, more or less, as more particularly shown and described on the “Rezoning Plat” dated July 14, 2016, made by Hamrick Engineering, P.C. (the “Plat”), attached hereto and made a part hereof as **Exhibit 1**;

WHEREAS, the aforesaid parcels currently are zoned by the City of Staunton as “B-1 Local Business District”;

WHEREAS, the Owner has applied for a zoning classification change for 1730 Englewood Drive (PID 3941) and 1730 Churchville Avenue (PID 7614) and portions of 1728A Churchville Avenue (PID 7615) and 1728 Englewood Drive (PID 7617), as shown on the Plat, now annexed and incorporated as **Exhibit 1**, from their current zoning of B-1, Local Business District, to R-4, High Density Residential District Conditional with the following conditions;

Condition No. 1: The R-4 zoned property will be limited to no more than 59 units.

Condition No. 2: The rezoning shall not take effect until a minor subdivision plat is submitted and approved creating lots lines which match the zoning boundaries depicted in the above referenced “Rezoning Plat” and recorded in the Clerk’s Office of the Circuit Court for the City of Staunton.

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

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

WHEREAS, these recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Staunton, Virginia that the following described property be, and the same hereby is, rezoned from B-1, Local Business District, to R-4, High Density Residential District Conditional, as set forth in the Zoning Code of the City of Staunton, to-wit:

51 All those certain tracts of land containing in the aggregate 1.656 acres, more or
52 less, situated in the City of Staunton, Virginia, located on the east side of
53 Churchville Avenue and the west side of Englewood Drive, as more particularly
54 shown and described on the “Rezoning Plat” dated July 14, 2016, made by
55 Hamrick Engineering, P.C., attached hereto as **Exhibit 1**.
56

57 **AND BE IT FURTHER ORDAINED THAT** all provisions of Chapter 18.35, “R-4
58 High Density Residential District,” of Title 18 of the Staunton City Code shall apply to the
59 foregoing property, along with the following conditions:
60

61	Condition No. 1:	The R-4 zoned property will be limited to no more than 59 units.
62	Condition No. 2:	The rezoning shall not take effect until a minor subdivision plat is
63		submitted and approved creating lots lines which match the zoning
64		boundaries depicted in the above referenced “Rezoning Plat” and
65		recorded in the Clerk’s Office of the Circuit Court for the City of
66		Staunton.
67		
68		

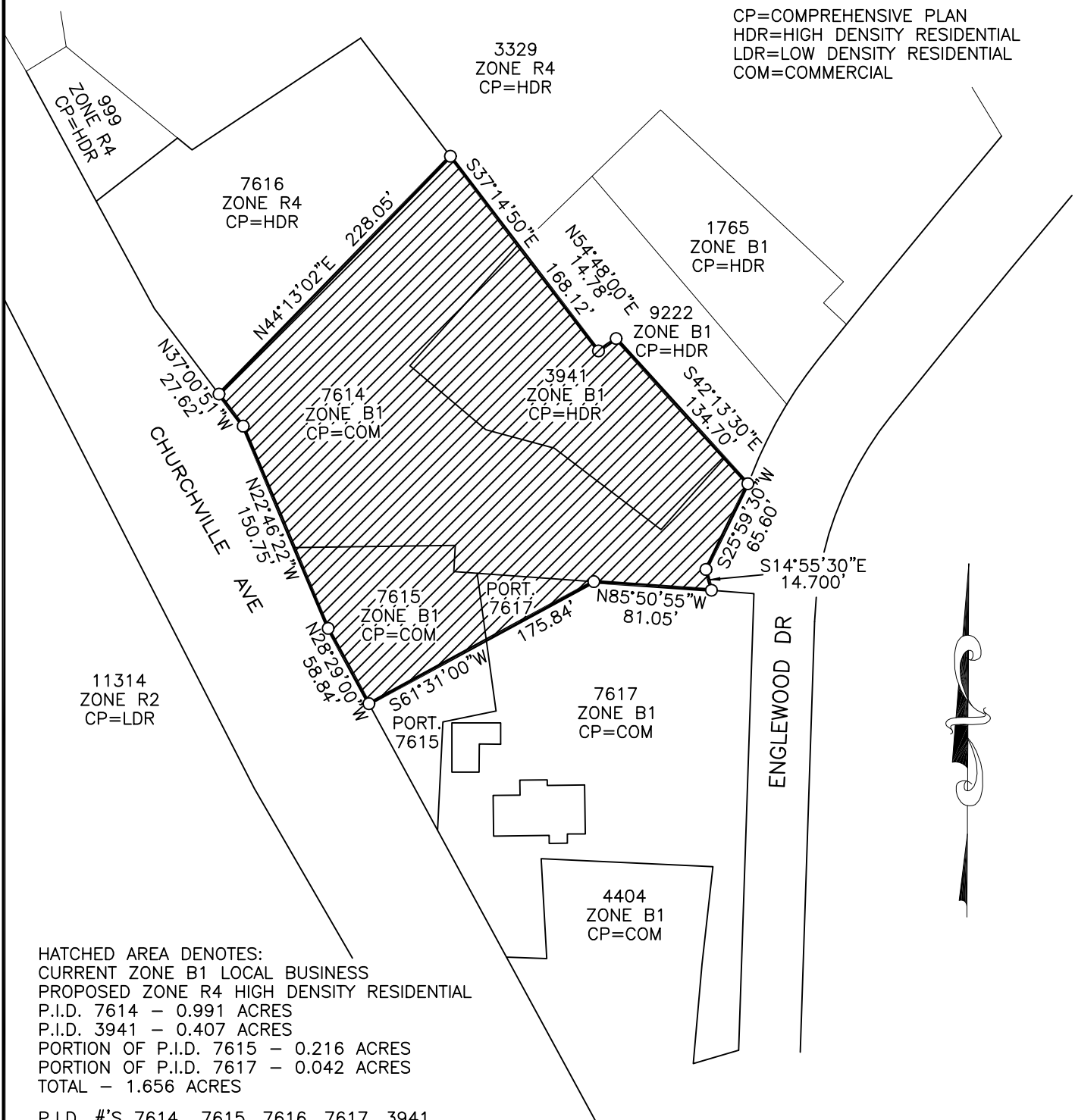
69 Introduced:
70 Adopted:
71 Effective Date:
72
73
74
75

Carolyn W. Dull, Mayor

78 ATTEST: _____
79 Linda L. Little, CMC
80 Clerk of Council
81
82
83
84
85

86 **THIS ORDINANCE** is to be indexed in the names of the **CITY OF STAUNTON** and **BIT**
87 **Properties LLC**, Grantors and Grantees.

Attachment 5



HE HAMRICK
ENGINEERING, P.C.

Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.

156 Laurel Hill Road
Route 612 East
Verona, VA 24482

540-248-7407
bwheng@verizon.net

REZONING PLAT

JULY 14, 2016

SCALE 1" = 100'

Attachment 6

ZONING NARRATIVE

The property consists of 3.387 acres and is a combination of five (5) different tax parcels.

Exhibit 1

This exhibit shows the different tax parcels and indicates the current zoning and the current comprehensive plan (CP) designation. As shown, the property is a combination of R-4 high density residential and B-1 commercial. The high density residential is shown as cyan and the commercial is shown in red.

Exhibit 2

This exhibit shows how the property would be zoned upon approval by the City of the owners request. The high density residential is shown as cyan and the commercial is shown in red.

Exhibit 3

This exhibit shows a potential development scheme based on how the owner desires the property to be rezoned. A total of 48 apartments units could potentially be developed. The existing 2,180 s.f. house footprint would be preserved as a business use most likely a single tenant office building. The expected average weekday traffic count (ADT) from this development scheme as determined from the ITE manual would be as follows

$$ADT = (48 \times 6.72) + (11.57 \times (2180/1000)) = 348 \text{ average daily traffic.}$$

Exhibit 4

This exhibit shows a potential development scheme based on the entire property rezoned to general business. A two story retail strip center with a total square footage of 38,000 s.f. could potentially be developed. The expected average weekday traffic count (ADT) from this development scheme as determined from the ITE manual would be as follows

$$ADT = 42.94 \times (38,000/1,000) = 1,632 \text{ average daily traffic.}$$



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR

7616
ZONE R4
CP=HIGH DENSITY RESIDENTIAL

7614
ZONE B1
CP = COMMERCIAL

7615
ZONE B1
CP=COMMERCIAL

7617
ZONE B1
CP = COMMERCIAL

4404
ZONE B1
COMMERCIAL

CHURCHVILLE AVE

ENGLEWOOD DR

3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

3941
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

EXHIBIT 1

SCALE: 1" = 100'

HE

HAMRICK

ENGINEERING, P.C.
Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.
156 Laurel Hill Road
Route 612 East
Verona, VA 24482

540-248-7407
bwheng@verizon.net



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR

2.314 ACRES

3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

1.073 ACRES

4404
ZONE B1
COMMERCIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

ENGLEWOOD DR

CHURCHVILLE AVE

HE HAMRICK
ENGINEERING, P.C.

Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.

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540-248-7407
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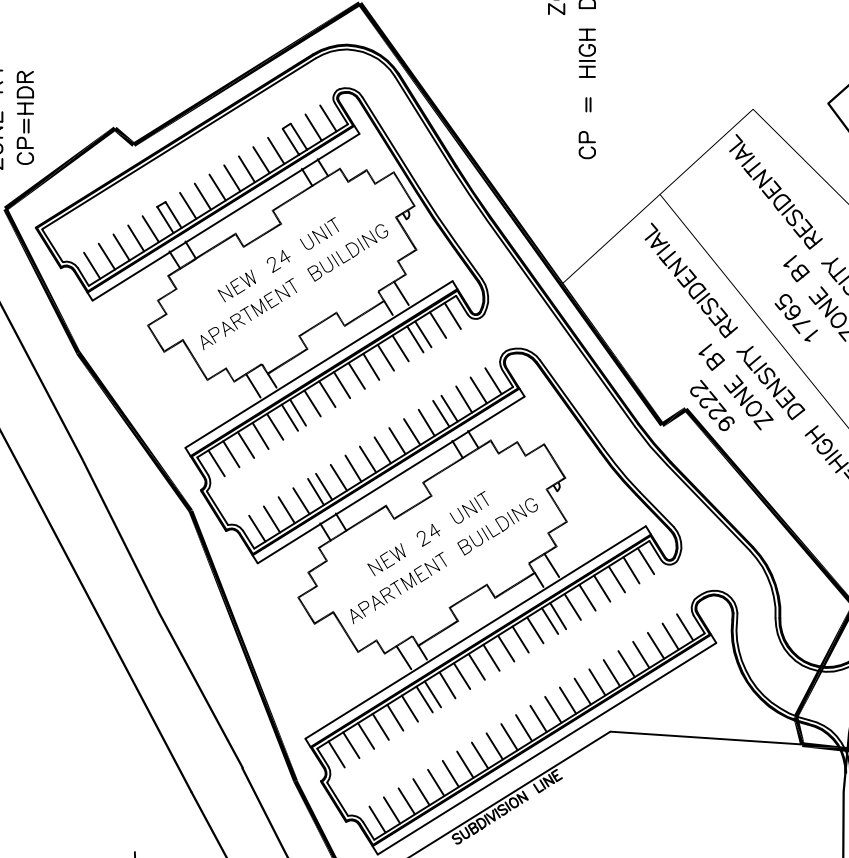
EXHIBIT 2

SCALE: 1" = 100'



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR



3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

4404
ZONE B1
COMMERCIAL

EXHIBIT 3

SCALE: 1" = 100'

HE HAMRICK
ENGINEERING, P.C.

Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.

156 Laurel Hill Road
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Verona, VA 24482

540-248-7407

bwheng@verizon.net



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR

38,000 S.F. RETAIL

3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

4404
ZONE B1
COMMERCIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

ENGLEWOOD DR

CHURCHVILLE AVE

HE HAMRICK
ENGINEERING, P.C.

Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.

156 Laurel Hill Road
Route 612 East
Verona, VA 24482

540-248-7407
bwheng@verizon.net

EXHIBIT 4

SCALE: 1" = 100'

October 19, 2016

Mr. Tim Hartless
City Planner
City of Staunton
P.O. Box 58
Staunton, Virginia 24402

RE: BIT Properties, LLC Rezoning

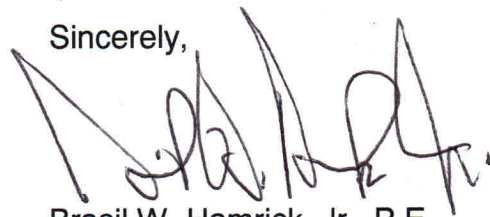
Dear Tim:

Enclosed you will find a detailed traffic analysis of the entrances associated with the BIT Properties, LLC rezoning. In addition, based on our conversations with Commissioner Wiegand, you will also find a revised concept plan that places the internal access road adjacent to Churchville Avenue rather than along the adjacent property to the east. We agree with Commissioner Wiegand this change will direct more of the project traffic to the Churchville Avenue entrance. Our traffic study reflects this concept in the distribution of traffic between the Churchville Avenue and Englewood Drive entrances.

The traffic study also reflects the knowledge Commission Chairman Burress has of the original Staunton Manor Nursing Home. In our conversations with Commission Chairman Burress, he indicated the nursing home was operational well before the construction of Route 262 and noted the majority of the parking was accessed off Englewood Drive. He indicated the existing Churchville Avenue was not used as much as the Englewood Drive entrance. This is reflected in our distribution of the original Staunton Manor Nursing Home traffic between the Churchville Avenue and Englewood Drive entrances.

All of the traffic numbers are based on data from the Institute of Transportation Engineers (ITE) trip generation manual. Based on our analysis, it is expected that although the average daily traffic volumes will increase with this development, the peak hour traffic onto Englewood Drive will decrease. If you should have any questions, or need additional information, please contact me at your earliest convenience.

Sincerely,



Brasil W. Hamrick, Jr., P.E.

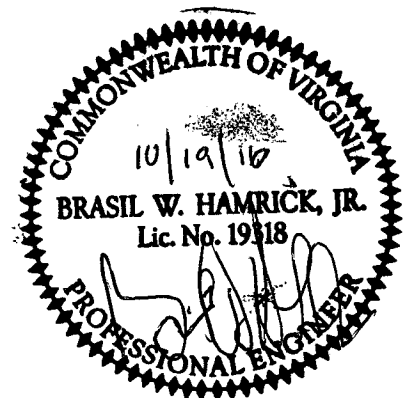
Cc: Staunton Planning Commission

**TRAFFIC STUDY FOR
BIT Properties, LLC**

Prepared By:

Hamrick Engineering, P.C.
156 Laurel Hill Road
Verona, Virginia 24482

October 19, 2016



TRAFFIC STUDY FOR BIT PROPERTIES, LLC

Background

The property was historically used as Staunton Manor Nursing Home. The nursing home complex consisted of 36,885 square feet of building area with associated parking and entrances onto both Churchville Avenue and Englewood Drive. Given the nursing home operated for years without the benefit of Route 262, and per conversations with individuals who visited the nursing home during its operative days, the following traffic analysis will consider the use of the Englewood entrance at 75 percent and the Churchville entrance at 25 percent.

Exhibit 1 shows a potential apartment complex consisting of 48 units and associated parking with entrances onto both Churchville Avenue and Englewood Drive. This exhibit is provided as an example of a maximum residential development. The exhibit does not consider the marketability of the residential complex. It is expected 85 percent of the traffic will be bound for Route 262 toward employment with the remaining 15 percent toward central Staunton. Route 262 is 45 seconds away using the Churchville Avenue route and 2.5 minutes via Shutterlee Mill Road. In addition, Churchville Avenue is a straight road with a 35 mph speed limit. Shutterlee Mill Road is a winding residential street with a 25 mph speed limit. Thus, of the 85 percent traveling toward Route 262 it is expected 80 percent will use the Churchville Avenue entrance and 20 percent will use the Englewood Drive entrance. Of the 15 percent traveling toward central Staunton it is expected 65 percent will use the Churchville Avenue entrance and the remaining 35 percent will use the Englewood Drive entrance.

Exhibit 2 shows a potential retail development consisting of 38,000 s.f. of retail space that is provided as an example of maximum commercial development. The exhibit does not consider the marketability of the retail complex. The traffic analysis will consider 75 percent of the traffic to use the Churchville Avenue entrance and 25 percent to use the Englewood Drive entrance.

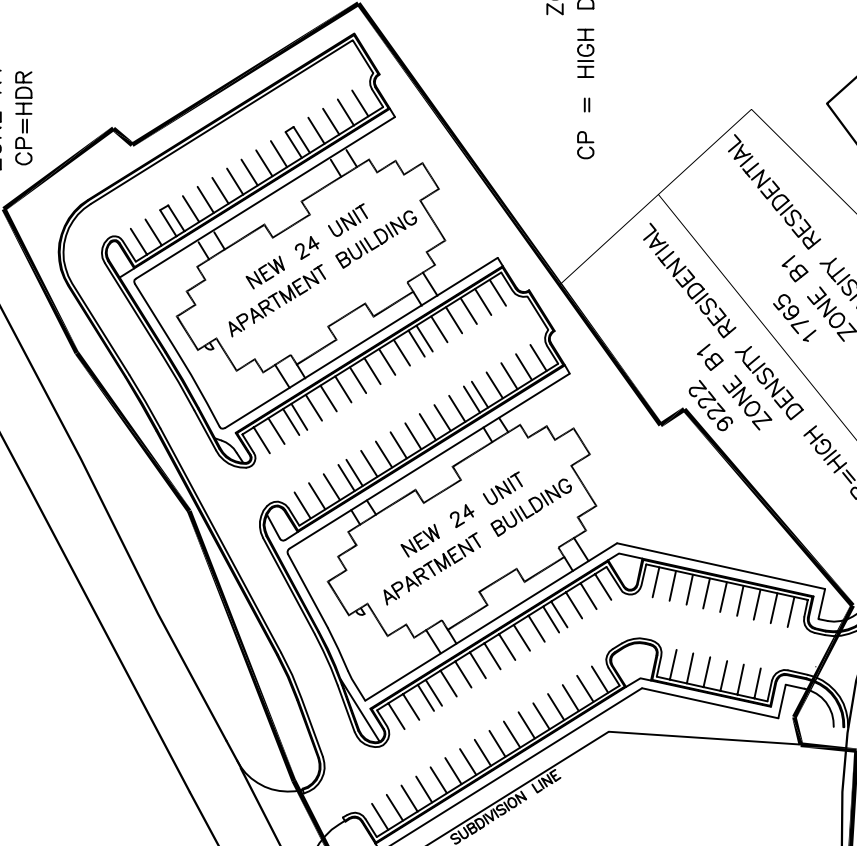
Entrance design

Entrance design is based on peak hour traffic counts. The following chart provides the expected average weekday traffic volumes and the am and pm peak hour volumes. The traffic counts are based on the Institute of Transportation Engineers (ITE) Manual. The distribution of entering and exiting vehicles is also based on the ITE Manual. The peak hour volume distribution between the Churchville Avenue and the Englewood Drive entrances are per the discussed percentages above.



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR



3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

4404
ZONE B1
COMMERCIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

SHUTTERLEE MILL

EXHIBIT 1

SCALE: 1" = 100'

HE

HAMRICK

ENGINEERING, P.C.

Land Planning • Public Works • Environmental

Brasil W. Hamrick, Jr., P.E.

156 Laurel Hill Road
Route 612 East
Verona, VA 24482

540-248-7407
bwheng@verizon.net



11314
ZONE R2
LOW DENSITY RESIDENTIAL

999
ZONE R4
CP=HDR

38,000 S.F. RETAIL

3329
ZONE R4
CP = HIGH DENSITY RESIDENTIAL

4404
ZONE B1
COMMERCIAL

9222
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

1765
ZONE B1
CP=HIGH DENSITY RESIDENTIAL

ENGLEWOOD DR

CHURCHVILLE AVE

HE HAMRICK
ENGINEERING, P.C.

Land Planning • Public Works • Environmental
Brasil W. Hamrick, Jr., P.E.

156 Laurel Hill Road
Route 612 East
Verona, VA 24482

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EXHIBIT 2

SCALE: 1" = 100'

BIT PROPERTIES, LLC TRAFFIC ANALYSIS													
DEVELOPMENT TYPE	AVERAGE DAILY TRAFFIC	PEAK HOUR TRAFFIC				CHURCHVILLE AVENUE ENTRANCE				ENGLEWOOD DRIVE ENTRANCE			
		AM PEAK		PM PEAK		AM PEAK		PM PEAK		AM PEAK		PM PEAK	
		EXIT	ENTER	EXIT	ENTER	EXIT	ENTER	EXIT	ENTER	EXIT	ENTER	EXIT	ENTER
STAUNTON MANOR NURSING HOME	225	7 (16 total)	9	15 (27 total)	12	2 (4 total)	2	4 (7 total)	3	7 (12 total)	5	11 (20 total)	9
MIXED USE APARTMENTS AND BUSINESS	348	19 (30 total)	11	16 (36 total)	20	15 (24 total)	9	12 (28 total)	16	4 (6 total)	2	4 (8 total)	4
RETAIL	1,632	15 (39 total)	24	74 (143 total)	69	11 (29 total)	18	55 (107 total)	52	4 (10 total)	6	19 (36 total)	17

Attachment 8

Virginia Department of Transportation

Traffic Engineering Division

2015

Annual Average Daily Traffic Volume Estimates By Section of Route

City of Staunton

Link ID	Route Prefix	Route Number	Route Label	Route Alias	Physical Jurisdiction	Maintenance Jurisdiction	Link Length	Start Label	End Label	AADT	AADT Quality	Percent 2 and 4 Tire Vehicles	Percent Busses
080596	US	00250	US 250	Churchville Ave	132 City	132 City	0.04	WCL Staunton	SR 262 Woodrow Wilson	7200	N	97%	1%
672224	US	00250	US 250	Churchville Ave	132 City	132 City	0.79	SR 262 Woodrow Wilson Pk	Englewood Dr Near Hev	4100	G	98%	1%
672201	US	00250	US 250	Churchville Ave	132 City	132 City	0.40	Englewood Dr Near Hevene	Grubert Ave	7000	G	98%	1%
672203	US	00250	US 250	Churchville Ave	132 City	132 City	0.99	Grubert Ave	Thornrose Ave	8400	G	98%	1%
672213	US	00250	US 250	Churchville Ave	132 City	132 City	0.32	Thornrose Ave	Augusta St	9800	G	99%	0%
672782	132	04931	132-4931	Shutterlee Mill Rd	132 City	132 City	0.95	Englewood Dr	NCL Staunton	1400	G	98%	2%

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	January 12, 2017	Staff Member: Jeanne Colvin
Item #	C	
Ordinance #		
Department:	Finance	
Subject:	Consideration of an Ordinance to Amend the FY2017 Budget Attachment: PDF Budget Amendment	

Background: The first budget amendment for fiscal year 2017 has been prepared for City Council's review and discussion. The total budget amendment equals \$6,832,838. The ordinance was introduced at Council's December 8 meeting, during which Council conducted a public hearing. The ordinance is scheduled for Council's consideration at its January 12 meeting.

City Budget Amendment—\$4,726,954

The General Fund amendment includes \$88,104 for appropriations from prior year funds for mandated carry-forward expenditure/revenue balances for various grants and programs, and carry-forward funds for projects not completed at June 30, 2016. The amendment also includes appropriations of \$1,369,430 for other grant funds, donations and recovered costs for various departments. The total General Fund amendment is \$1,457,534.

The Debt Service Fund appropriates funds transferred from the General Fund, \$1,250,000, and the School CIP Fund, \$50,000, for debt payments to be reserved for the 2012 and 2013 General Obligation Bonds for the land purchase at Staunton Crossing, and the 2008 Literary Loans for school projects.

The Blue Ridge Court Services Grant Fund includes \$34,336 in additional grant funds received in FY2017 for Blue Ridge Court Services for mental health and substance abuse services.

The Community Development Fund appropriates \$250,000 received from the Commonwealth's Opportunity Fund for the Graphic Packaging expansion project.

The Grants Fund appropriates \$272,728 for a grant awarded to the Fire and Rescue Department from the Department of Homeland Security to purchase fire breathing apparatus equipment.

The Water Fund appropriates \$350,000 from prior year funds to complete the Lewis Street water line project and the Gardner Spring engineering study.

The Sewer Fund appropriates \$127,320 from prior year funds to complete the installation of a sewer line under the railroad at Staunton Crossing.

The Environmental Fund appropriates \$242 for additional grant funds received for the Litter Control grant program.

The Storm Water Fund appropriates \$67,401 from prior year funds to complete the Meadowbrook Road storm drain project.

The Capital Investment Fund appropriates \$867,393 for two CIP projects. A grant of \$283,646 was awarded from the Virginia Department of Transportation to the City for the Bessie Weller School safety access project. An additional \$583,747 is appropriated for the Frontier Center development project for the road and infrastructure project.

School Budget Amendment—\$2,105,884

The Education Fund amendment totaling \$419,294, appropriates \$275,224 for federal and state instructional programs for grant balances remaining at June 30, 2016 and additional grants awarded for FY2017, and \$144,070 in general revenues and expenditures for various programs and local grants awarded.

The State Operated Programs Fund amendment, \$5,000, appropriates additional Title I grant funds awarded to the Shenandoah Valley Juvenile Detention Center for education supplies.

School CIP Fund 940: To close the School CIP Fund 940, reserves and fund balances are appropriated in the amount of \$815,795 to transfer these funds to the new School CIP Fund 966. The Adopted FY2017 Budget for the School CIP Fund 940 will also be closed and moved to the new School CIP Fund 966, resulting in a decrease in the fund of \$250,000. The net amendment to the School CIP Fund 940 equals \$565,795.

School CIP Fund 966: The School Capital Improvements Fund 966 (multi-year fund) amendment totaling \$1,115,795 includes additional Commonwealth of Virginia funds, \$100,000, for the School Security Grant awarded in FY2017 and local funds to complete the project of \$25,259. The grant will be used to purchase lights, cameras, radios and technology equipment for security systems for all school buildings.

The reserves and fund balance of the School CIP Fund 940, \$815,795, are appropriated as a transfer to the new multi-year School CIP Fund 966 to establish the School Bus Reserve and appropriate funds to complete the CIP projects approved in FY2016, including roof projects, technology projects, building improvements, and parking lot improvements at McSwain Elementary School. Funds are also appropriated to move the FY2017 Adopted Budget in the School CIP Fund 940 to the new multi-year School CIP Fund 966.

Budget Amendment No. 1 is attached.

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

Suggested Motion: I move to adopt an ordinance amending the fiscal year 2017 budget by adding Budget Amendment No. 1, totaling \$6,832,838.

City Manager: Stephen F. Owen

Ordinance No. 2017-
AN ORDINANCE TO AMEND
THE FY 2017 BUDGET ORDINANCE
FOR THE CITY OF STAUNTON
BY ADDING BUDGET AMENDMENT NUMBER ONE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2017 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue

General Revenue	\$	88,104
Charges for Services		2,750
Recovered Costs		1,250,000
Miscellaneous Revenue		2,830
Capital Grants and Contributions		113,850
Total Revenue	\$	1,457,534

Appropriations

Judicial Administration	\$	47,845
Public Safety		81,089
Public Works		62,527
Parks, Recreation, Cultural		11,925
Community Development		4,148
Transfers to Other Funds		1,250,000
Total Appropriations	\$	1,457,534

DEBT SERVICE SINKING FUND

Anticipated Revenue

General Revenue	\$	1,300,000
Total Revenue	\$	1,300,000

Appropriations

Debt Service	\$	1,300,000
Total Appropriations	\$	1,300,000

BLUE RIDGE COURT SERVICES

Anticipated Revenue

Recovered Costs	\$	32,965
Capital Grants and Contributions		1,371
Total Revenue	\$	34,336

Appropriations

Operations	\$	34,336
Total Appropriations	\$	34,336

COMMUNITY DEVELOPMENT FUND

Anticipated Revenue

Capital Grants and Contributions	\$	250,000
Total Revenue	\$	250,000

Appropriations

Operations	\$	250,000
Total Appropriations	\$	250,000

GRANTS FUND

Anticipated Revenue

Capital Grants and Contributions	\$	272,728
Total Revenue	\$	272,728

Appropriations

Operations	\$	272,728
Total Appropriations	\$	272,728

WATER FUND

Anticipated Revenue

General Revenues	\$	350,000
Total Revenue	\$	350,000

Appropriations

Operations	\$	350,000
Total Appropriations	\$	350,000

SEWER FUND

Anticipated Revenue

General Revenues	\$	127,320
Total Revenue	\$	127,320

Appropriations

Operations	\$	127,320
Total Appropriations	\$	127,320

ENVIRONMENTAL FUND

Anticipated Revenue

Capital Grants and Contributions	\$	242
Total Revenue	\$	242

Appropriations

Operations	\$	242
Total Appropriations	\$	242

STORMWATER FUND

Anticipated Revenue

General Revenue	\$	67,401
Total Revenue	\$	67,401

Appropriations

Operations	\$	67,401
Total Appropriations	\$	67,401

CAPITAL INVESTMENT FUND

Anticipated Revenue

Recovered Costs	\$	583,747
Capital Grants and Contributions		283,646
Total Revenue	\$	867,393

Appropriations

Capital Projects	\$	867,393
Total Appropriations	\$	867,393

EDUCATION FUND**Anticipated Revenue**

General Revenue	\$	144,070
Capital Grants and Contributions	\$	275,224
Total Revenue	\$	419,294

Appropriations

Operations	\$	419,294
Total Appropriations	\$	419,294

SCHOOL CIP FUND- 940**Anticipated Revenue**

General Revenue	\$	565,795
Total Revenue	\$	565,795

Appropriations

Capital Projects	\$	565,795
Total Appropriations	\$	565,795

SCHOOL CIP FUND- 966**Anticipated Revenue**

General Revenue	\$	1,015,795
Capital Grants and Contributions	\$	100,000
Total Revenue	\$	1,115,795

Appropriations

Capital Projects	\$	1,115,795
Total Appropriations	\$	1,115,795

STATE OPERATED PROGRAMS FUND**Anticipated Revenue**

Capital Grants and Contributions	\$	5,000
Total Revenue	\$	5,000

Appropriations

Operations	\$	5,000
Total Appropriations	\$	5,000

GRAND TOTAL BUDGET AMENDMENT NO 1	\$	6,832,838
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INTRODUCED: December 8, 2016

PUBLIC HEARING: December 8, 2016

Public Hearing Advertisement Date: November 29, 2016

Approved this _____ day of _____ 2017

Effective Date: __January 12, 2017

CERTIFIED: _____

ATTEST: _____

Linda L. Little

Clerk of Council

Carolyn W. Dull

Mayor of Council

FY 2017 BUDGET AMENDMENT NO. 1

GENERAL FUND		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
JUDICIAL ADMINISTRATION			
<u>COMMONWEALTH ATTORNEY</u>			
Prior Year Fund Balance	11001-41930	\$ 5,274	
To carry forward the balance of the state forfeited assets confiscated as a result of criminal drug operations, as mandated by state requirements	11022210-55472		\$ 5,274
<u>VICTIM WITNESS OFFICE</u>			
To appropriate additional grant funds from the Department of Criminal Justice for federal and state funds			
To appropriate additional federal grant funds	11023-46204	\$ 39,356	
To appropriate additional state grant funds	11023-45567	\$ 3,215	
To appropriate additional grant funds for equipment	11022190-55486		\$ 36,658
To appropriate additional grant funds for training/travel	11022190-55005		\$ 5,913
PUBLIC SAFETY			
<u>POLICE DEPARTMENT</u>			
Prior Year Fund Balance	11001-41930	\$ 38,701	
To carry forward the balance of the state forfeited asset funds. Carry forward is mandated by state regulations.	11033110-55472		\$ 24,707
To carry forward the balance of the federal forfeited asset funds. Carry forward is mandated by federal regulations.	11033110-55473		\$ 13,994
To appropriate additional federal and state funds from forfeited assets received in FY2016			
State Forfeited Assets Revenue	11033-45427	\$ 4,623	
State Forfeited Assets Expenditures	11033110-55472		\$ 4,623
<u>FIRE DEPARTMENT</u>			
Prior Year Fund Balance	11001-41930	\$ 37,765	
FOUR for LIFE Funds -To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55602		\$ 17,092
FIRE PROGRAMS FUND - To carry forward the balance of state funds received, as mandated by state requirements.	11033290-55639		\$ 20,673
FIRE PROGRAMS FUND- To transfer funds for the FEMA grant match required for the fire breathing apparatus equipment	11033290-55639		\$ (27,272)
FIRE PROGRAMS FUND - To reserve funds for the FEMA grant match for fire breathing apparatus replacement equipment	11033290-55639-40241		\$ 27,272

FY 2017 BUDGET AMENDMENT NO. 1

GENERAL FUND		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
PUBLIC WORKS			
<u>STREET MAINTENANCE</u>			
To appropriate additional state revenue for street maintenance	11043-45530	\$ 62,527	
To appropriate additional paving expenditures for street maintenance	11044130-53225-18300		\$ 62,527
PARKS, RECREATION, CULTURAL			
<u>LIBRARY</u>			
To appropriate additional Comm of VA funds for the Library for STEM and children's summer reading resources	11073-45550	\$ 4,129	
Books	11077510-55423		\$ 2,129
Media	11077510-55426		\$ 2,000
<u>RECREATION</u>			
To carry forward the balance of donated funds to build a nature park	11001-41930	\$ 4,966	
To appropriate additional donated funds received for the nature park in FY2017	11073-41730	\$ 2,830	
Materials and Supplies	11077110-53011-31200		\$ 7,796
COMMUNITY DEVELOPMENT			
<u>TOURISM OFFICE</u>			
Prior Year Fund Balance	11001-41930	\$ 1,398	
To carry forward the balance of TAB Board funds from the balance of lodging tax receipts for the one cent share for the TAB Board	11088210-55669		\$ 1,398
To appropriate additional funds to be recovered for the Partnership Program for advertising lodging properties located outside City limits	11082-41670	\$ 2,750	
Advertising	11088210-53001		\$ 2,750
TRANSFERS TO OTHER FUNDS			
<u>DEBT SERVICE FUND</u>			
To appropriate recovered costs received from the Economic Development Authority from the proceeds for the sale of land at Staunton Crossing	11101-41925-46006	\$ 1,250,000	
To appropriate the transfer of funds to the Debt Service Fund for the 2012 and 2013 GO Bonds FY2018 debt payments	11099600-59312		\$ 1,250,000
TOTAL GENERAL FUND		\$ 1,457,534	\$ 1,457,534

BUDGET AMENDMENT NO. 1 GENERAL FUND SUMMARY**GENERAL FUND REVENUE SUMMARY**General Revenues

<u>Appropriation of Prior Year Fund Balance</u>	\$	88,104
Forfeited Assets for Police - State	24,707	
Forfeited Assets for Comm Attorney	5,274	
Forfeited Assets for Police - Federal	13,994	
EMS Four for Life Funds for Fire Department	17,092	
Fire Programs Fund	20,673	
Tourism	1,398	
Recreation	4,966	

<u>Charges for Services</u>	\$	2,750
Tourism	2,750	

<u>Recovered Costs</u>	\$	1,250,000
Economic Development Authority	1,250,000	

<u>Miscellaneous Revenue</u>	\$	2,830
Recreation	2,830	

<u>Capital Grants and Contributions</u>	\$	113,850
Police Department	4,623	
Victim Witness Office	42,571	
Library	4,129	
Street Maintenance	62,527	

Total General Fund Revenues	\$	1,457,534
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GENERAL FUND EXPENDITURE SUMMARY

Judicial Administration	\$	47,845
Public Safety	\$	81,089
Public Works	\$	62,527
Parks, Recreation, Cultural	\$	11,925
Community Development	\$	4,148
Transfers to Other Funds	\$	1,250,000

Total General Fund Expenditures	\$	1,457,534
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FY 2017 BUDGET AMENDMENT NO. 1

DEBT SERVICE FUND	LEDGER CODE	REVENUE	EXPENDITURE
To appropriate funds transferred from the School CIP Fund 966 in FY2016 for school debt for the McSwain and Ware School projects			
Transfer from the School CIP Fund 966	11101-49296	\$ 50,000	
McSwain/Ware Debt	11199500-59602		\$ 50,000
 To appropriate funds transferred from the General Fund from the proceeds from the sale of land at Staunton Crossing for the FY2018 debt payment for the 2012 and 2013 GO Bond debt issues for the purchase of the Western State property from the State			
	11101-49211	\$ 1,250,000	
2012 GO Bond Principal	11199500-59613		\$ 664,000
2012 GO Bond Interest	11199500-59614		\$ 179,773
2013 GO Bond Principal	11199500-59615		\$ 307,000
2013 GO Bond Interest	11199500-59616		\$ 99,227
TOTAL DEBT SERVICE FUND		\$ 1,300,000	\$ 1,300,000
 BLUE RIDGE COURT SERVICES			
To appropriate additional grant funds and expenditures from the Comm of VA Department of Criminal Justice Services for Blue Ridge Court Services			
Comm of VA grant funds	21033-45556	\$ 1,371	
Wages	21033340-51009		\$ 1,371
 To appropriate additional grant funds for a therapeutic docket coordinator			
Other Grants- VCSB / DBHDS	21033-44122	\$ 32,965	
Wages	21033341-51009		\$ 26,698
VRS Life Insurance	21033341-52001		\$ 348
FiCA	21033341-52010		\$ 2,008
VRS Retirement	21033341-52020		\$ 3,911
TOTAL BLUE RIDGE COURT SERVICES FUND		\$ 34,336	\$ 34,336
 GRANTS FUND			
<u>FIRE DEPARTMENT</u>			
To appropriate grant funds awarded from the U.S. Department of Homeland Security, FEMA for the purchase of fire equipment	21534-46250-40241	\$ 272,728	
To appropriate grant funds to purchase breathing apparatus equipment	21533210-58341-40241		\$ 272,728
TOTAL GRANTS FUND		\$ 272,728	\$ 272,728

FY 2017 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
WATER FUND			
<u>WATER LINES</u>			
Prior Year Funds- To appropriate prior year funds to complete projects:		\$ 350,000	
Lewis Street cathodic protection			\$ 100,000
Gardner Springs Engineering Study			\$ 250,000
TOTAL WATER FUND		\$ 350,000	\$ 350,000
COMMUNITY DEVELOPMENT FUND			
<u>ECONOMIC DEVELOPMENT</u>			
To appropriate grant funds received from the Commonwealth's Opportunity Fund	22083-45120	\$ 250,000	
To appropriate grant expenditures as a transfer to the Economic Development Authority for the grant awarded to Graphic Packaging	22088150-55675		\$ 250,000
TOTAL COMMUNITY DEVELOPMENT FUND		\$ 250,000	\$ 250,000
SEWER FUND			
To appropriate fund balance to complete the installation of the sewer line under the railroad at Staunton Crossing			
Appropriation of Fund Balance	54001-41930	\$ 127,320	
Sewer Line Construction	5400420-58366		\$ 127,320
TOTAL SEWER FUND		\$ 127,320	\$ 127,320
ENVIRONMENTAL FUND			
<u>Litter Prevention and Recycling Program</u>			
To appropriate additional Comm of VA grant funds from the Department of Environmental Quality			
Comm of VA grant funds	58003-45540	\$ 242	
Litter Control Grant materials & supplies	58004822-55415		\$ 242
TOTAL ENVIRONMENTAL FUND		\$ 242	\$ 242
STORMWATER FUND			
Prior Year Funds	57001-41930	67,401	
To carry forward funds from FY2016 to complete the Meadowbrook Road Storm Drain Project	57004799-58364-14300		67,401
TOTAL STORMWATER FUND		\$ 67,401	\$ 67,401

FY 2017 BUDGET AMENDMENT NO. 1

	LEDGER CODE	REVENUE	EXPENDITURE
CIP FUND			
To appropriate grant funds awarded from the Comm of VA Department of Transportation for Bessie Weller Elementary School infrastructure improvements for sidewalks, crosswalks, and lighting to improve safety and access to the school	39044-46250-73114	\$ 283,646	
Bessie Weller Safe Route to School VDOT/CIP Project	39044130-58489-73114		\$ 283,646
To appropriate additional funds received from the developer of the Frontier Museum development site for infrastructure improvements	39044-41925-70021	\$ 583,747	
Cochran/Richmond Road Parkway CIP Project	39044130-58493-70021		\$ 583,747
TOTAL CIP FUND		\$ 867,393	\$ 867,393

GRAND TOTAL CITY BUDGET AMENDMENT NO. 1	\$ 4,726,954	\$ 4,726,954
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FY 2017 BUDGET AMENDMENT NUMBER ONE SUMMARY

CITY GOVERNMENT FUNDS

GENERAL FUND	\$ 1,457,534
DEBT SERVICE SINKING FUND	\$ 1,300,000
GRANTS FUND	\$ 272,728
BLUE RIDGE COURT SERVICES FUND	\$ 34,336
COMMUNITY DEVELOPMENT FUND	\$ 250,000
WATER FUND	\$ 350,000
SEWER FUND	\$ 127,320
ENVIRONMENTAL FUND	\$ 242
STORMWATER FUND	\$ 67,401
CAPITAL INVESTMENT FUND	\$ 867,393

TOTAL CITY GOVERNMENT FUNDS	\$ 4,726,954
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EDUCATION FUNDS

EDUCATION FUND	\$ 419,294
SCHOOL CIP FUND 966	\$ 1,115,795
SCHOOL CIP FUND 940	\$ 565,795
STATE OPERATED PROGRAMS FUND	\$ 5,000

TOTAL EDUCATION FUNDS	\$ 2,105,884
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TOTAL FY2017 BUDGET AMENDMENT NO. 1	\$ 6,832,838
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STAUNTON CITY SCHOOLS

FY 2017 BUDGET

AMENDMENT NO. 1

EDUCATION FUND		REVENUES	EXPENDITURES
STATE AND FEDERAL GRANT REVENUE/PROGRAMS			
<u>Excellence in Co-Teaching Demonstration Grant</u>			
To appropriate additional Comm of VA funds for the Excellence in Co-Teaching Demonstration Site Grant	900300-43027-EXCEL	\$ 15,000	
Instruction- Teacher Stipends	91101295-51620-EXCEL		\$ 2,500
Instruction- Teacher Stipends	91103295-51620-EXCEL		\$ 5,000
Educational Supplies	91101295-56210-EXCEL		\$ 2,500
Educational Supplies	91103295-56210-EXCEL		\$ 5,000
<u>TITLE I, Part G, Advanced Placement Test Fee Program</u>			
To appropriate additional federal grant funds to increase the participation of low-income students in Advanced Placement/International Baccalaureate classes and testing	900300-43390	\$ 950	
Instructional Supplies	91103188-53563-APTST		\$ 950
<u>Virginia Middle School Teacher Corps</u>			
To appropriate additional Comm of VA funds for the Middle School Teacher Corps Grant	900300-43275-VMSTC	\$ 10,000	
Teacher Stipends	91102187-51620-VMSTC		\$ 10,000
<u>Special Education Preschool Program</u>			
To appropriate the balance of grant funds from the 2015 federal award for the preschool program and modify the 2016 Federal award amount			
Special Education Preschool 619 Funds - 2015 award	900300-43173-PRE00	\$ 15,515	
PRESCHOOL Contingency-Grant Balance	91101100-59100-PRE00		\$ 15,515
Special Education Preschool 619 Funds - 2016 award		\$ 820	
PRESCHOOL Contingency-Grant Balance			\$ 820
<u>TITLE III, Part A, Language Instruction Grant</u>			
To appropriate additional federal grant funds for english language instruction to limited english proficient and immigrant students	900300-43375	\$ 5,106	
Teacher Stipend	91103188-51620		\$ 216
Educational Supplies- ESL	91102195-56205-ESL		\$ 695
Educational Supplies- ESL	91103195-56205-ESL		\$ 695
Educational Supplies- ESL	91101195-56205-ESL		\$ 210
Educational Supplies- ESL	91102195-56205-ESL		\$ 70
Educational Supplies- ESL	91103195-56205-ESL		\$ 70
Purchased Services -ESL	91101195-53569-ESL		\$ 3,150
<u>TITLE VIB Federal Grant</u>			
To appropriate remaining grant funds from prior year grant funds awarded for T6B00			
Federal Revenue	900300-43027-T6B00	\$ 129,140	
T6B00 Contingency	91101100-59100-T6B00		\$ 129,140
<u>TITLE 1 Federal Funds</u>			
To appropriate remaining grant funds from prior years for TITLE 1	900300-43010-T1-00	\$ 208,886	
TITLE 1 Contingency -Grant Balances	91101100-59100-T1-00		\$ 208,886
<u>Commonwealth of Virginia Compensation Supplement</u>			
To decrease appropriations due to the FY2017 State budget cuts			
Compensation Supplement	900300-42258	\$ (110,193)	
Teacher Salaries	91101100-51120		\$ (110,193)
TOTAL STATE AND FEDERAL GRANT PROGRAMS		\$ 275,224	\$ 275,224

FY2017 BUDGET AMENDMENT NO. 1		REVENUES	EXPENDITURES
LOCAL GENERAL REVENUE/PROGRAMS			
<u>Shenandoah Valley Regional Program</u>			
To appropriate prior year funds held for additional regional expenditures			
Prior Year funds		\$ 34,941	
SVRP Special Education expenditures -elementary schools	91101295-57810		\$ 11,647
SVRP Special Education expenditures- middle school	91102295-57810		\$ 11,647
SVRP Special Education expenditures- high school	91103295-57810		\$ 11,647
<u>Transfer to Health Insurance Fund</u>			
To appropriate prior year funds reserved from the SAW Health Insurance Account held at Union Bank until June 30, 2016 for a self-funded consortium trust.			
Prior Year Reserve	900100-49302	\$ 89,718	
Transfer to the Health Insurance Fund	98909095-58350		\$ 89,718
<u>Lee High Band Instruments</u>			
To appropriate the balance of funds donated by the Fortune/Williams group for band instruments			
Prior Year Reserved Fund Balance	900100-49302	\$ 4,816	
Lee High Band Instruments	91103588-58108		\$ 4,816
<u>Community Foundation Career and Technical Ed Grant</u>			
To appropriate the balance of grant funds from the Community Foundation's Cadence, Inc. Community Giving Program for career/ readiness/ problem based learning			
Donations	900100-40508-PBL00	\$ 1,823	
Improve Instruction Elementary Education Supplies	91311195-56013-PBL00		\$ 607
Improve Instruction Middle School Education Supplies	91312195-56013-PBL00		\$ 608
Improve Instruction High School Education Supplies	91313195-56013-PBL00		\$ 608
<u>Bessie Weller Elementary Thacker Fund</u>			
To appropriate the balance of donated funds received from the Thacker Fund for Bessie Weller Elementary School			
Prior Year Donated Funds	900100-49302	\$ 12,772	
Bessie Weller Elementary Thacker Fund	91101181-56109		\$ 12,772
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		\$ 144,070	\$ 144,070
TOTAL EDUCATION FUND		\$ 419,294	\$ 419,294
		REVENUES	EXPENDITURES
STATE OPERATED PROGRAMS FUND			
<u>Shenandoah Valley Juvenile Detention Center</u>			
To appropriate additional federal TITLE 1, Part D grant funds	920391-43015-T1D00	\$ 5,000	
Educational Supplies	S1109991-56013-T1D00		\$ 5,000
TOTAL STATE OPERATED PROGRAMS FUND		\$ 5,000	\$ 5,000

FY2017 BUDGET AMENDMENT NO. 1		REVENUES	EXPENDITURES
SCHOOL CIP MULTI-YEAR FUND 966			
To appropriate funds transferred from the School CIP Fund 940	966100-4	\$ 815,795	
School Bus/Transportation Reserve	K6009096-58110		\$ 152,220
<u>To appropriate funds to complete prior year projects:</u>			
LCD Project Completion - Ware Elementary School	K6609083-		\$ 28,188
LCD Project Completion - McSwain Elementary School	K6609082-		\$ 28,188
Bessie Weller Elementary technology project	K6609081		\$ 10,000
McSwain Elementary technology project	K6609082		\$ 10,000
Ware Elementary technology project	K6609083		\$ 10,000
Dixon Education Center technology project	K6609084		\$ 1,815
Shelburne Middle School technology project	K6609087		\$ 10,000
Lee High School technology project	K6609088		\$ 11,000
Lee High School Chiller Project	K6609088		\$ 15,500
McSwain Elementary School - parking lot	K6209082-		\$ 65,000
<u>To appropriate funds to complete roof projects:</u>			
McSwain Roof Project	K6609082-58109		\$ 64,003
Ware Roof Project	K6609083-58109		\$ 58,075
Lee High Roof Project	K6609088-58109		\$ 22,594
Shelburne Roof Project	K6609087-58109		\$ 196,925
CIP Undesignated Account	K9009000-58100		\$ 82,287
<u>To appropriate the FY2017 Adopted Budget School CIP Fund 966</u>			
Transfer from the Education Fund	966100-49290	\$ 50,000	
Transfer from the General Fund	966100-49211	\$ 150,000	
CIP Undesignated Account	K9009000-58100		\$ 150,000
FY2017 Addition to School Bus Reserve	K6009096-58110		\$ 50,000
Transfer to the Debt Service Fund	K8909095-59312		\$ 50,000
<u>School Security Grant FY2017</u>			
To appropriate grant funds from the Comm of VA Department of Education for the School Security Equipment Grant	966400-42999-SSE	\$ 100,000	
To transfer the 25% match for the SSE Grant from the CIP Undesignated Account	K9009000-58100-SSE		\$ (25,259)
School Security Grant -Bessie Weller Elementary School	K6609081-58215-SSE		\$ 6,615
School Security Grant -McSwain Elementary School	K6609082-58215-SSE		\$ 20,693
School Security Grant -Ware Elementary School	K6609083-58215-SSE		\$ 29,951
School Security Grant -Dixon Education Center	K6609084-58215-SSE		\$ 9,495
School Security Grant -Shelburne Middle School	K6609087-58215-SSE		\$ 19,515
School Security Grant-Lee High School	K6609088-58215-SSE		\$ 38,990
TOTAL SCHOOL CIP MULTI-YEAR FUND 966		\$ 1,115,795	\$ 1,115,795

FY2017 BUDGET AMENDMENT NO. 1		REVENUES	EXPENDITURES
SCHOOL CIP FUND 940			
To appropriate balances and reserves to transfer to the multi-year School CIP Fund 966			
Appropriation Prior Year Reserves and Fund Balance	940100-41932	\$ 815,795	
Transfer to School CIP Fund 966	C8909095-59		\$ 815,795
To close FY2017 Adopted School CIP Fund 940 Budget			
<u>School CIP Fund 940</u>			
Transfer from the Education Fund	940100-49290	\$ (50,000)	
Transfer from the General Fund	940100-49211	\$ (150,000)	
Appropriation of Prior Year Balance	940100-41930	\$ (50,000)	
Replace- Buildings	C6609000-58198		\$ (150,000)
Replace- School Bus vehicles	C6009096-58105		\$ (50,000)
Transfer to the Debt Service Fund	C8909095-59312		\$ (50,000)
TOTAL SCHOOL CIP FUND 940		\$ 565,795	\$ 565,795
GRAND TOTAL BUDGET AMENDMENT NO. 1		\$ 2,105,884	\$ 2,105,884

Total FY2017 Budget Amendment No 1 Summary

\$	1,457,534	General Fund:
\$	88,104	Carry forward of funds from prior year balances from State programs for asset forfeiture funds, fire programs funds, four for life funds, tourism funds, and recreation funds for the nature park project
\$	62,527	Additional State street maintenance funds from the Comm of VA
\$	5,580	Additional funds from Charges for Services from Tourism and Donations for the Recreation Dept for the nature park
\$	51,323	Additional grant funds for the Victim Witness Office, additional Asset Forfeiture funds received this year, and Library funds
\$	1,250,000	Recovered costs received from the sale of land at Staunton Crossing development to be transferred to the Debt Service Fund
\$	1,300,000	Debt Service Fund
\$	1,300,000	To appropriate funds transferred from the General Fund and the Education CIP Fund for debt payments
\$	34,336	Blue Ridge Court Services Fund
\$	34,336	To appropriate additional grant funds for Blue Ridge Court Services for mental health and re-entry services for adults and juvenile defendants
\$	272,728	Grants Fund
\$	272,728	Grant funds awarded to the Fire Department from the U.S. Department of Homeland Security for fire breathing equipment
\$	250,000	Community Development Fund:
\$	250,000	Commonwealth's Opportunity Fund awarded to the City for Graphic Packaging development/expansion
\$	350,000	Water Fund
\$	350,000	Appropriation of prior year funds to complete water line projects for Lewis Street and the Gardner Springs Engineering Study
\$	127,320	Sewer Fund
\$	127,320	Appropriation of prior year funds to complete the installation of the sewer line under the railroad at Staunton Crossing
\$	242	Environmental Fund
\$	242	Additional state grant funds for the Litter Control Grant
\$	67,401	Stormwater Fund
\$	67,401	Appropriation of prior year funds to complete the Meadowbrook Road Storm Drain Project
\$	867,393	City CIP Fund
\$	283,646	Appropriate grant funds from VDOT for the Bessie Weller Elementary School safety access project
\$	583,747	Appropriate additional funds from the developer for the Frontier Center development road/infrastructure project
\$	419,294	Education Fund
\$	275,224	Additional federal and state revenues for various grant programs
\$	34,941	Appropriation of prior year funds reserved for the Shenandoah Valley Regional Program for Special Education
\$	94,534	Appropriation prior year funds received for Lee High band instruments and health insurance funds from the SAW Consortium
\$	12,772	Appropriation of reserve funds from the Thacker Fund for Bessie Weller
\$	1,823	Additional grant funds from local sources
\$	1,115,795	School CIP Fund 966
\$	815,795	Funds transferred from the School CIP Fund 940 for the new multi-year School CIP Fund
\$	200,000	To move the adopted FY2017 School CIP Budget from the old School CIP Fund 940 to the new School CIP Fund 966
\$	100,000	Grant funds awarded from the Commonwealth of Virginia for the School Security Equipment Grant
\$	565,795	School CIP Fund 940
\$	815,795	Appropriation of prior year funds to be transferred to the new multi-year School CIP Fund 966
\$	(250,000)	To decrease appropriations to close the old School CIP Fund and move revenues and expenditures to the new School CIP Fund 966
\$	5,000	State Operated Programs
\$	5,000	Additional funds from the federal Title I Program for the Shenandoah Valley Juvenile Detention Center
\$	4,726,954	TOTAL CITY AMENDMENT
\$	2,105,884	TOTAL EDUCATION FUND AMENDMENT
\$	6,832,838	TOTAL BUDGET AMENDMENT NO 1 FY2017