



**REGULAR MEETING OF STAUNTON CITY COUNCIL**  
**Thursday, January 8, 2026**  
**7:00 p.m.**  
**Rita S. Wilson Council Chambers**

**PRESENT:** Mayor Michele D. Edwards  
Vice Mayor Brad D. Arrowood  
Adam F. Campbell  
Jeff L. Overholtzer  
Corrie R. Park  
Blake N. Shepherd  
Alice L. Woods

**ABSENT:** None

**ALSO PRESENT:** Leslie Beauregard, City Manager  
John Blair, City Attorney

**Mayor Edwards called the meeting to order:** Mayor Edwards called this meeting of Staunton City Council to order.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Councilor Woods.

The City Manager introduced Anna Leavitt as Staunton's Economic Mobility and Opportunity Special Assistant.

**MAYOR'S REPORT**

Mayor Edwards highlighted the Council's accomplishments in 2026 including: the development of a Housing Strategy and Commission, a completed water tower with an artistic depiction of the city, the construction of a new juvenile court on time and under budget, a new Gypsy Hill Park pool house, the enactment of a bee ordinance, establishing a new picture book pathway at Montgomery Hall Park, the refuse modernization project, stream restoration at Gypsy Hill Park, a new Wawa, and coming in second in the national Stamp Out Hunger contest.

### **ADDITIONAL ITEMS BY MEMBERS OF COUNCIL**

Councilor Overholtzer stated that he was proud of the adoption of the new Staunton Plan and continuously making improvements rather than just maintaining the status quo.

Councilor Campbell stated that he was appreciative of the public's support of the Comprehensive Plan update and that he hopes a draft is available for public review this coming Spring.

Vice-Mayor Arrowood stated the he was happy to see progress on Uniontown and wanted to continue the improvements in that area.

### **REGULAR MEETING**

**A. Consent Agenda (Note: All Resolutions and Ordinances adopted by the Council shall appear at the conclusion of these Meeting Minutes.)**

**A.1. Approval of Minutes**

**Work Session and Regular Meeting of December 11, 2025**

**A.2. Approval of Transfer of Already Appropriated Funds Within the Capital Improvement Fund**

**A.3. Consideration of Ordinance Amendment for Snow and Ice Removal From Sidewalks**

**A.4. Consideration of 2026-2028 Staunton Plan**

Mayor Edwards made the following statement:

“Per Procedure Memorandum No. 14, it is the policy of City Council to have routine, non-controversial items placed on a Consent Agenda. All items on the Consent Agenda will be voted on in one motion. If separate discussion of an item is requested by any member of Council, that item shall be removed and considered separately at the end of the regular meeting agenda.”

Mayor Edwards asked if any Councilmembers desired to remove any item from the Consent Agenda to be placed on the regular meeting agenda for separate consideration.

Councilor Campbell stated that he wanted to acknowledge two pieces of feedback the Council received concerning the snow removal ordinance. First, he wanted to state that enforcement of the ordinance would be mostly complaint based. He also stated that state law did not permit the City to establish different standards for sidewalks in different parts of the City.

Councilor Campbell moved to approve the Consent Agenda as presented.

The motion was seconded by Councilor Park and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

**B. Public Hearing and Consideration of a Request by River Rock Properties, LLC, to Vacate, Discontinue, and Abandon that Portion of a 12-Foot Alley Lying Between Lots 9–12 of Block D and Lots 10–13 of Block B of the Rose Crest Addition**

Tim Hartless, Planning Manager, stated the following: Thomas Wilkinson, representing River Rock Properties, LLC, is requesting to vacate approximately 200 feet of a 12-foot-wide alley which runs from Steffey Street north and terminates at the side property line of 208 Straith Street. The alley was created as part of the Rose Crest Addition which was recorded in Augusta County in 1925. The area was annexed into the City in 1948.

At the northern end of the alley is the Evergreen Townhouse Apartment Complex at 208 Straith Street. It does not appear that anyone from the apartment complex uses this alley. All other properties adjoining the subject portion of the alley are owned by the applicant.

At its meeting on December 18, 2025, the Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request and on a 4-0 vote, the Commission unanimously voted to recommend approval of the vacation.

Mayor Edwards stated the following:

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

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

For our Zoom participants, please raise your hand now if you wish to speak on this particular matter. If you raise your hand during this Public Hearing, you will also be able to raise your hand during this Council meeting for other Public Hearings and Matters from the Public. Please keep your comments to five minutes. Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

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

The public hearing was opened.

Daniel Hansen, representing the property owner, stated that the alley dead ends at the end of the owner’s property and does not affect any other property owner.

Mayor Edwards closed the public hearing.

Councilor Woods moved that Council adopt the ordinance and approve the alley vacation as recommended by the Planning Commission.

The motion was seconded by Councilor Overholtzer and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

**C. Consideration of a Request by RCP 2, LLC, for a Special Use Permit at 126 Guy Street, Under the Provisions of Staunton City Code Section 18.30.030(6) to Allow a Planned Residential Development Consisting of Four Single-Family Attached Dwellings and a Common Parking Area**

Tim Harless, Planning Manager, stated the following: RCP 2, LLC, is requesting a Special Use Permit at 126 Guy Street to construct four single-family attached dwellings (townhouses). The property is located on Guy Street near the intersection with Ranson Street and Straith Street. RCP 2, LLC, acquired the property in July 2024, and is now requesting a Special Use Permit for a Planned Residential Development (PRD) for single-family attached dwellings with a common parking lot. The common parking arrangement is permitted only within a PRD. The property is zoned R-3, Medium Density Residential District, and a PRD can only be approved through the Special Use Permit process. As proposed, the parking lot will have two points of access to Guy Street with eight parking spaces.

On a 4-0 vote, the Commission unanimously voted, on December 18, 2025, to recommend approval of the special use permit with the following conditions:

1. No more than four single-family attached dwellings are permitted.
2. All work must be done in general conformance with the approved master plan and strict conformance with the approved special use permit.
3. All common areas, shared parking areas, and associated landscape (landscape required by SCC Chapter 18.175) must be owned and maintained by a Home Owners Association.
4. A site plan of development will be required and must be approved by the City of Staunton before work shall commence on the Property.
5. A final subdivision plat will be required to create lots for the common area, parking area, and individual building lots

Vice-Mayor Arrowood complimented the Planning Commission’s proposed conditions.

Mayor Edwards asked if there was a timeline associated with the site plan.

Mr. Hartless stated that a site plan usually takes four to six months to approve. He stated that once approved, the site plan is in effect for five years.

Mayor Edwards stated the following:

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

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

For our Zoom participants, please raise your hand now if you wish to speak on this particular matter. If you raise your hand during this Public Hearing, you will also be able to raise your hand during this Council meeting for other Public Hearings and Matters from the Public. Please keep your comments to five minutes. Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

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

The public hearing was opened.

Justin Shimp, one of the co-owners of the project, stated that he lives in Nelson County but is happy to be doing an infill project in Staunton.

Mayor Edwards asked Mr. Shimp if he had his eyes on any other infill projects in the City. Mr. Shimp stated that he didn't have any specific projects, but he would like to do more business in Staunton.

Councilor Woods asked how large the units would be. Mr. Shimp stated approximately fourteen hundred square feet with three bedrooms and two bathrooms.

Vice-Mayor Arrowood asked if the units would be modular or stick built. Mr. Shimp stated stick built.

Mayor Edwards and Councilor Overholtzer thanked Mr. Shimp for investing in Staunton.

Mayor Edwards closed the public hearing.

Vice-Mayor Arrowood moved that Council adopt the resolution and approve the Special Use Permit with its conditions as recommended by the Planning Commission.

The motion was seconded by Councilor Shepherd and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

### **MATTERS FROM THE CITY MANAGER**

Ms. Beauregard presented updates and information on the following items:

The Arcadia Project received the Virginia Brownfields Restoration and Economic Development Assistance Fund grant that it applied for in conjunction with the City.

City facilities will be closed on January 19, 2026 in honor of the Martin Luther King, Jr. holiday. Additionally, trash pick up scheduled for that day will occur on January 21.

### **MATTERS FROM THE PUBLIC**

Mayor Edwards read the following statement:

“This part of City Council’s agenda is entitled matters from the public. It is a time that Council sets aside to hear from citizens and others about a wide variety of subjects. A copy of the Staunton City Council's ‘Matters from the Public’ rules is available in paper form at the Clerk’s desk and online at the City of Staunton webpage. You are asked to familiarize yourself with those rules before commenting. Please come to the podium or raise your hand, identify yourself, and complete your remarks within five minutes.”

Constance Birch thanked the Council for passing the snow and ice ordinance and she hopes the ordinance is enforced.

Randolph Burton stated that pedestrian infrastructure is woeful downtown. He said it is encouraging that the City is looking to improve pedestrian conditions downtown. He encouraged the Council to enhance Beverley Street as a destination space.

Deborah Kushner applauded Chief Williams for adhering to democracy in action. She asked to make public the date on which the City ended its contract with Flock. She mentioned other examples of democracy in action such as Uniontown and avoiding the loss of the Hardy parking lot. She asked for the City to have a transparent process for future consideration of surveillance technology. She also stated that the City’s You Are Welcome Here sign just doesn’t ring true.

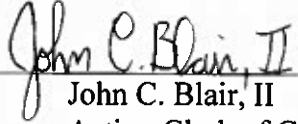
Mark Hopp stated that the City’s water tower looks great. He thanked the Council for agreeing to remove the license plate readers. He stated that surveillance technologies put a chill on people exercising First Amendment rights. He identified other cities that have recently removed or paused the use of surveillance technologies such as Salt Lake City, Flagstaff, Arizona, and Ypsilanti,

Michigan. He also highlighted a New York state senator's recent bill to stop Wegman's from using facial recognition technology.

Councilor Woods stated that the annual Martin Luther King, Jr. Memorial Service will be on January 19, 2026 at First Presbyterian Church.

**ADJOURNMENT**

There being no further business to come before Council, the meeting adjourned at 7:46 p.m.

  
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John C. Blair, II  
Acting Clerk of Council

# Ordinance 2026-01

## AN ORDINANCE AMENDING TITLE 12, CHAPTER 12.05. SECTION 12.05.150 OF THE STAUNTON CITY CODE TO AMEND SNOW REMOVAL REQUIREMENTS

### Recitals

- A. The City of Staunton's Streets, Sidewalks, and Public Places Title establishes the duties of property owners to remove snow and ice from the City's sidewalks;
- B. The Staunton City Council desires to amend the Staunton City Code to alter time requirements and penalties for the failure to remove snow and ice from the City's sidewalks;
- C. The Staunton City Charter authorizes the Staunton City Council "to establish any penalty for the violation of any city ordinance";
- C. This matter has been properly advertised, heard, and considered; and
- D. These recitals are an integral part of this ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Staunton, Virginia that Title 12, Chapter 12.05, Section 12.05.150 of the Staunton City Code is **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows and indicated by the underlined text:

### **Chapter 12.05 IN GENERAL**

#### **12.05.150 Duty of property owners or occupants to remove snow and ice from sidewalks.**

It shall be the duty of every person occupying any property abutting on a paved sidewalk to remove snow, sleet or ice from such sidewalk, within ~~six~~ twelve hours after the snow or sleet ceases to fall or the ice ceases to form, ~~unless the snow or sleet fell or the ice formed during the night, in which case it shall be removed by 12:00 noon on the following day.~~ If any such property is unoccupied, it shall be the duty of the owner or the person having charge thereof to comply with the requirements of this section.

If the total accumulation of snow, sleet and ice exceeds six (6) inches or more, the aforementioned twelve (12) hour time limit to remove snow, sleet and ice from such sidewalk shall be extended to twenty-four (24) hours after the snow or sleet ceases to fall or the ice ceases to form. If the total accumulation of snow, sleet, and ice exceeds twelve (12) inches or more, the aforementioned twenty-four (24) hour time limit to remove snow sleet or ice from such sidewalk

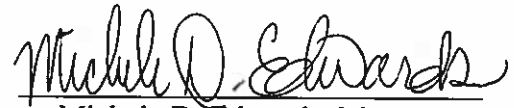
may be extended by the city manager up to thirty-six (36) hours after the snow or sleet ceases to fall or the ice ceases to form. The duration of the extension, as determined by the city manager, shall be based on the total amount of accumulation of snow and ice, the projected temperatures in the city, and any other relevant weather conditions.

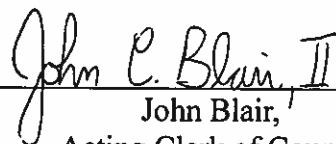
For purposes of this ordinance, the city manager shall declare when the snow or sleet ceases to fall or the ice ceases to form by using any communication method the city manager deems appropriate to communicate the declaration. However, if (i) the accumulation of the snow, sleet, and ice does not exceed six (6) inches or more; and (ii) if the city manager determines that the snow or sleet ceased to form during the night, then the snow, sleet and ice shall be removed from the sidewalk by 6:00 p.m. the following day.

A violation of the prohibition contained herein shall be punishable by a civil penalty of not more than \$50.00.

In all other respects, the provisions of Title 12 of the Staunton City Code remain the same and are hereby restated, confirmed, and reordained.

Introduced: 12-11-25  
Adopted: 1-8-26  
Effective Date: 1-8-26

  
Michele D. Edwards, Mayor

ATTEST:   
John Blair,  
Acting Clerk of Council

**Ordinance No. 2026-02**

**ORDINANCE VACATING, DISCONTINUING, AND ABANDONING  
A PORTION OF THAT DESIGNATED, UNDEVELOPED ALLEY LYING WITHIN  
BLOCK B AND BLOCK D, ROSE CREST ADDITION SUBDIVISION  
STAUNTON, VIRGINIA**

**Recitals:**

WHEREAS, An alley in the City of Staunton appears to have been created by the May 1, 1925 recordation of the Plat of Rose Crest Addition recorded in Augusta County Deed Book 222, Page 302. Rose Crest Addition was then located in Augusta County but is now part of the City of Staunton; and

WHEREAS, the portion of the alley shown on the Plat of Rose Crest Addition that bisects Block B and Block D from the northern right-of-way line of Rose Street (now Steffey Street) to the northernmost property line of the said subdivision has remained undeveloped from 1925 to the present. As shown on the Plat of Rose Crest Addition, the undeveloped alley is 12 feet in width along the described corridor for a distance of approximately 300 feet; and

WHEREAS, the portion of the alley proposed and now designated for vacation begins at the southern property lines of Lot 9, Block D extended and Lot 10, Block B extended and extends generally northerly to northern property lines of Lot 12, Block D extended and Lot 13, Block B extended (also the northern boundary line of the Rose Crest Addition Subdivision) of the said subdivision as shown on attached exhibit by Balzer and Associates, a Westwood Company entitled "Plat Showing an Alley Through Lots 10-13, Block B & Lots 9-12, Block D, Rose Crest" dated October 28, 2025; and

WHEREAS, an application to vacate the now designated, undeveloped portion of the alley described in the previous paragraph has been filed by apparent property owner, Thomas Wilkinson on behalf of River Rock Properties LLC, who owns Parcels 2768, 2769, and 2770 and resides at 120 Samuel Bears Road, Weyers Cave, VA; and

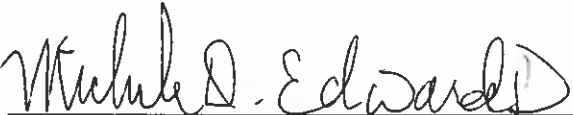
WHEREAS, public hearings were held by the Staunton Planning Commission and the Staunton City Council after proper advertisement and notice for the vacation and abandonment of the designated, undeveloped portion of alley as described above and depicted on the attached and incorporated exhibit and

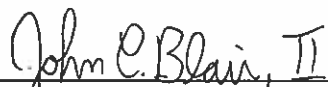
WHEREAS, these recitals are an integral part of this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Staunton, Virginia, that subject to and contingent upon the approval by the Staunton Subdivision Agent and the recordation of the herein described exhibit just after and with the recordation of this Ordinance so that there results no street-inaccessible lot, the designated, undeveloped portion of alley as described above and depicted on the attached and incorporated exhibit is hereby vacated and abandoned, provided that there is reserved to the City of Staunton an easement for any existing utility lines

located in the portions of the alley now vacated, with ownership of the vacated portion determined in accordance with applicable law.

Introduced: 1-8-26  
Adopted: 1-8-26  
Effective Date: 1-8-26

  
\_\_\_\_\_  
Michele D. Edwards, Mayor

ATTEST:   
\_\_\_\_\_  
John C. Blair, Acting Clerk of Council

**RESOLUTION  
OF THE  
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA  
GRANTING A SPECIAL USE PERMIT FOR  
A PLANNED RESIDENTIAL DEVELOPMENT  
AT 126 GUY STREET (PIN 11162)**

**Recitals**

A. RCP 2, LLC, (Applicant), has requested a Special Use Permit at 126 Guy Street, identified as parcel identification number (PIN) 11162, in the City of Staunton, Virginia (the Property), for a Planned Residential Development consisting of four single-family attached dwellings and a common parking area (the Project);

B. The Applicant seeks a Special Use Permit pursuant to Staunton City Code (SCC) Section 18.30.030(6) to establish the Project;

C. The Property is located within a R-3, Medium Density Residential District, which, according to SCC Section 18.30.030(6) a Planned Residential Development may be permitted on review;

D. The Staunton Planning Commission conducted a public hearing on the request, after notice and advertisement as required by law on November 20, 2025 and at its meeting on December 18, 2025, recommended approval of the Special Use Permit;

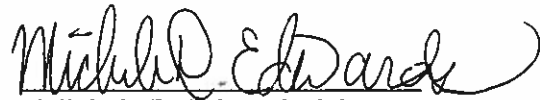
E. Upon consideration of comments received at the public hearing, as well as the factors set forth within Section 18.30.030 and Chapter 18.210 of the SCC, Staunton City Council finds and determines that granting the proposed Special Use Permit would serve the public necessity, convenience, general welfare and good zoning practice; and

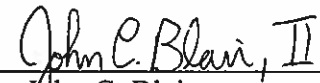
F. These recitals are an integral part of this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Staunton, Virginia that a Special Use Permit is hereby granted to allow the Project to be established on the Property, subject to the following conditions:

1. No more than four single-family attached dwellings are permitted.
2. All work must be done in general conformance with the approved master plan and strict conformance with the approved special use permit.
3. All common areas, shared parking areas, and associated landscape (landscape required by SCC Chapter 18.175) must be owned and maintained by a Home Owners Association.
4. A site plan of development will be required and must be approved by the City of Staunton before work shall commence on the Property.
5. A final subdivision plat will be required to create lots for the common area, parking area, and individual building lots.

Introduced: 1-8-26  
Adopted: 1-8-26  
Effective: 1-8-26

  
Michele D. Edwards, Mayor

Attest:   
John C. Blair,  
Acting Clerk of Council



City Council  
 WORK SESSION  
 January 8, 2026  
 5:00 p.m.

Council Members present: Mayor Edwards, Vice Mayor Arrowood, and Councilors Campbell, Overholtzer, Park, Shepherd, and Woods.

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

Councilor Woods moved to approve John Blair as Acting City Clerk.

The motion was seconded by Councilor Overholtzer and carried as follows:

Ms. Park	aye	Mr. Shepherd	aye
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	aye		

**1. Consideration of Work Session and Regular Meeting Agendas**

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

Councilor Woods moved to approve the work session and regular meeting agendas as presented.

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

Ms. Park	aye	Mr. Shepherd	aye
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	aye		

## **2. Presentation by Shenandoah Community Capital Fund**

Ryan Hall, Executive Director of the Shenandoah Community Capital Fund, provided the following update to Council: Since its founding in 2008, the Shenandoah Community Capital Fund (SCCF), formerly known as the Staunton Creative Community Fund, has been dedicated to helping entrepreneurs start, sustain, and grow businesses in the Shenandoah Valley. The organization serves as a regional hub for entrepreneurial innovation, connecting talent, creativity, information, capital, and technical resources to support a vibrant regional economy.

The Fund’s mission is to build a more accessible and equitable ecosystem for entrepreneurs and small business owners throughout the Shenandoah Valley. Recognizing that starting or expanding a business can be challenging, the organization helps individuals navigate the complexities, risks, and opportunities of entrepreneurship. Through flexible capital, technical assistance, and relationship-based support, the Fund provides an alternative to traditional, high-interest financing and serves as a trusted resource for emerging and growing businesses.

Headquartered in Staunton, the Shenandoah Community Capital Fund now serves the entire Central Shenandoah Valley, including Augusta, Rockingham, Rockbridge, Highland, Bath, Albemarle, and Nelson counties, as well as the cities of Staunton, Harrisonburg, Waynesboro, Lexington, and Buena Vista.

He highlighted the Fund’s Small Business Intensive (SBI) Program and noted that eight Staunton-based businesses participated in the initial cohort.

He also noted the Fund’s assistance to the Staunton Black Business Collective. The Fund provided financial support to the Collective’s Profiles of Success booklet.

Councilor Overholtzer asked if the Fund had provided any capital for economic development authority projects within its footprint. Mr. Hall noted that the Fund had financially assisted the Highland County EDA in its development of a Highland County Community Center.

Councilor Woods asked if the Fund still ran the business boot camp. Mr. Hall stated that the Fund did not have a business boot camp in 2025, but it expected to conduct one in 2026 in an in-person format.

Councilor Park noted that her business in Staunton received assistance from the Fund and thanked Mr. Hall for the assistance. She also noted that her business is now in its 13th year of operation.

## **3. Presentation of HSIP (Highway Safety Improvement Program) Intersections along Beverley Street**

Susan Wilson, Transportation Planner, stated the following: In February 2022, VDOT completed the final report of a study of ten downtown intersections that analyzed their traffic, safety, pedestrian and bicyclist, and geometric conditions as having Potential for Safety Improvement (PSI). The report was completed through the Strategically Targeted and Affordable Roadway

Solutions (STARS) program and provided safety improvement options for the short-, intermediate-, and long-term. The ten analyzed intersections were primarily downtown, along Johnson Street and Beverley Street, while also including three intersections along West Beverley Street west of downtown.

Following the STARS Study, the city applied for and received a total of \$2,184,534 in funding during two VDOT HSIP (Highway Safety Improvement Program) grant applications cycles (2022 and 2023) for pedestrian improvements at a total of nine intersections (Attachment 1). Six of these intersections were part of the STARS Study, while the three other intersections included in the HSIP applications are along Beverley Street, so that all the Beverley Street intersections between Lewis and Coalter Streets will be improved.

The City's Public Works staff applied for the HSIP funding to upgrade or install pedestrian signal heads with countdown signals and install high visibility crosswalks to improve pedestrian safety within downtown. Projects funded with federal funding, which is the original funding source for HSIP, are required to ensure that pedestrian facilities within the project area, specifically curb ramps, are ADA (Americans with Disabilities Act) compliant.

Traffic volumes and turn movements at the intersections were analyzed as part of the STARS Study's data collection that informed its recommendations. Two of the intersections included in the Study were recommended to be converted from signalized to all-way-stop-controlled, as traffic signals are unnecessary due to low volumes on the side streets. The HSIP designs include removing the traffic signals at Beverley Street and Central Avenue and Beverley Street and New Street. Additionally, the Study's design alternatives included recommendations to reduce the number of travel lanes on Beverley Street from two lanes to a single lane between Lewis Street and Market Street. The low traffic volumes on Beverley Street would accommodate design changes that the STARS Study discusses as benefitting pedestrians and are proven countermeasures for vehicle and pedestrian crashes.

The highest traffic volumes along Beverley Street within the downtown are on the blocks between Lewis Street and New Street with average daily volumes of 1,800 vehicles. Between New Street and Coalter Street, the volume dips to 1,400 vehicles. Comparatively, on Beverley Street between Jefferson Street and Lewis Street, the average volume is 2,300 vehicles, and in the West End where West Beverley Street is a two-lane street, the highest volumes are 7,600 vehicles. Additional context shows that Johnson Street, which already has only one lane in each direction, currently carries up to 10,000 vehicles daily between Augusta Street and the Commerce/ Coalter/ Greenville intersection. These volumes, from 2024, are consistent with past traffic volumes that VDOT collects annually, showing no notable increase or decrease along Beverley Street. Anecdotally, the right lane along Beverley Street is often used for loading and unloading by delivery trucks and vans, which often block the lane from vehicle travel for extended periods.

Beverley Street within downtown does not serve as a primary route for drivers connecting to other parts of the city. Instead, it serves more as a destination: City Hall and locally-owned shops, restaurants, and businesses. It is a place of pedestrian activity but lacking in ample pedestrian space on most blocks. The sidewalk width varies from six feet up to nine feet in places, measuring from the back of curb to the face of the building; it narrows to less than four feet in other places between

light poles and store entrances. Exterior decorations, trash cans, sandwich board signs, and shy distances from both the roadway and building faces also narrow useable space of the sidewalk.

The HSIP projects are currently being designed and are expected to be advertised for construction April 2027, once the tunnel/street repairs are completed. These projects provide the city the opportunity to revisit the recommendations of the STARS Study, especially for the Beverley Street corridor—and implement them as funding allows. The alternatives identified in the study for Beverley Street all recommend intersection modifications that would improve pedestrian safety and accommodations, including bulb outs (also called curb extensions) that reduce pedestrian crossing distances, improve their visibility to drivers, and provide a larger pedestrian waiting area for crossing, along with higher visibility crosswalks and pedestrian signals. The STARS Study takes the improvements for Beverley Street one step further than just improving the intersections; it recommends reducing the number of travel lanes from two to one—referred to in the study as the Single Travel Lane concept—and repurposing the gained space for other uses. This lane reduction recommendation was included in the study because it provides safety benefits to drivers and pedestrians and operational benefits to the corridor.

Once the HSIP project improvements are completed, the city will have the flexibility to leave Beverley Street as-is or incrementally continue to improve it, as funding allows. The Single Travel Lane concept presented in the STARS Study recommended repurposing the reclaimed travel lane for on-street parking and delivery vehicle loading/unloading. Staff is interested in exploring options that would enhance the pedestrian space along Beverley Street, rather than add more space for cars. The improvements being considered would provide more space for pedestrians and pedestrian-level amenities, including additional seating and street trees while still providing space for delivery vehicles. The existing on-street parking and one travel lane would be maintained, but the right-side travel lane could be repurposed for pedestrian amenities that provide shade, create opportunities for lingering, and give more space for strolling.

Vibrant and welcoming downtowns are a mix of great businesses as well as public spaces that invite people to stay and also explore.

Mayor Edwards asked what a bulb out is. Ms. Wilson explained that it is an extension of the sidewalk into the roadway.

Vice-Mayor Arrowood asked Ms. Wilson to clarify about the two to one lane transition and stressed that he did not want to create a game of chicken as lanes narrowed at cross throughs. Ms. Wilson clarified that HSIP would be focused on funding pedestrian improvements at cross throughs such as signaling and bulb outs. She also stated that there would merge arrows and signage at mid-block to indicate the narrowing to one lane at the cross throughs.

Councilor Overholtzer noted that the Staunton Plan is presenting a holistic vision for downtown including making Beverley Street a one lane road and potentially extending the Shop and Dine Out program permanently. He wanted to make sure that the HSIP program would not lead to duplicative spending. Ms. Wilson noted that the HSIP improvements could be “one and done”, but that they could also be furthered such as making Beverley Street one lane. However, she noted

that the configuration of downtown still required vehicular traffic and stressed balance rather than a pedestrian mall situation. Vice-Mayor Arrowood noted the lack of alleys for deliveries as well.

Mayor Edwardds concluded the presentation by noting that this is the first part of the process and that there would be many more opportunities for public and Council input. She also noted that she enjoyed the AI rendering presented in Ms. Wilson’s presentation.

#### **4. Discussion of Proposal for Marketing Support of Businesses During Downtown Tunnel and Street Repairs Project**

Jessica Blythe, Assistant Director of Economic Development, presented the following information: The Wharf District and New Street Business Marketing Support Program provides direct financial assistance to help businesses maintain customer awareness and drive traffic during the 15-month Downtown Tunnel Repairs project that will be adjacent to the Wharf District and on New Street. This marketing-focused grant program enables businesses to communicate their continued operations, promote access routes, and sustain customer relationships during extended construction disruptions.

Ms. Blythe highlighted how the grant program can address the three threats posed by Wharf construction: lack of parking, access confusion, and reduced visibility.

Councilor Overholtzer noted that he applauded the proactive approach. He asked if staff had looked at the “Big Dig” in Staunton or other local projects when it developed the proposed grant program.

Ms. Blythe stated that staff did. She noted that she and Amanda DiMeo, the Director of Economic Development, spoke with Albemarle County officials about a similar program instituted when the Route 29 improvements project was being constructed. Albemarle County officials stressed the importance of being proactive and the importance of marketing. She stated that Albemarle had 15 businesses take part in its grant program and only one of the businesses closed during the program’s timeframe. That closure was unrelated to the construction. She also noted that the Albemarle businesses that participated in the program saw little to no revenue reduction.

Mayor Edwards asked if this information had been presented to the Wharf stakeholder group. Ms. Blythe replied that it had and that it received positive feedback.

#### **5. Discussion of FY 2025 End of Year General Fund Financial Overview and Fund Analysis and FY 2026 Adopted Capital Improvement Program**

Jessie Moyers, the city’s Chief Financial Officer, presented the following information: The FY2025 year-end process has been completed. Recommendations for the use of the unassigned fund balance will be introduced at the February 26, 2026 council meeting as part of fiscal year 2026 budget amendment #2. The unassigned general fund balance as of June 30, 2025 is \$5,646,988, of which \$250,000 is a contingency reserve that is not available to be spent and \$50,000 is for the city council contingency from FY2025. The FY2025 general fund capital plan

is \$3,628,050 and includes one change from the adopted plan. The \$100,000 for the Gypsy Hill Park lighting will be directed to the CAD/RMS upgrade.

Recommended uses:

- \$3,628,050 - FY2026 General Fund Capital Plan
- \$811,730 - Infrastructure Improvements CIP – Tunnel Repairs
- \$100,000 - City Hall Improvements (accessible doors and wayfinding signage)
- \$200,000 - Wharf District and New Street Business Marketing Support & Signage/Wayfinding/Placemaking During Downtown Tunnel Repairs

Other considerations for discussion:

- Undesignated CIP
- Leave any remaining in the fund balance

Vice-Mayor Arrowood stated that he hoped the city could use the funds and not put them into the fund balance given the needs of public facilities in the city.

Ms. Moyers suggested that placing the funds in the Undesignated CIP fund would allow those funds to be transferred to a specific project with just one vote. She also stated that she does not anticipate an FY26 surplus, so next year’s capital improvement budget may not be fully funded.

The City Manager stated that the final decision will be made at the Council’s February 26 meeting.

**6. Closed Meeting for Consultation with Legal Counsel Concerning a Public Contract as Well as Matters Related to Title 18 of the Staunton City Code**

Councilor Overholtzer moved to enter a closed meeting for (i) consultation with legal counsel, the Staunton City Attorney, for specific legal matters related to Title 18 of the Staunton City Code regarding the Historic Preservation District requiring the provision of legal advice pursuant to Virginia Code Section 2.2-3711(A)(8); and (ii) discussion of a prospective candidate for the position of Clerk of Council pursuant to Virginia Code Section 2.2-3711(A)(1).

The motion was seconded by Councilor Woods and carried as follows:

Ms. Park	aye	Mr. Shepherd	aye
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	aye		

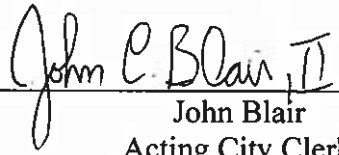
The Council reconvened after the closed meeting.

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

The motion was seconded by Councilor Woods and carried as follows:

Ms. Park	aye	Mr. Shepherd	aye
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	aye
Mr. Campbell	aye		

The January 8, 2026 Staunton City Council Work Session adjourned at 7:01 p.m.

  
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John Blair  
Acting City Clerk