



City Council
 WORK SESSION
 January 22, 2026
 5:15 p.m.

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

Note: Councilor Shepherd arrived at 5:18 p.m.

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

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

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

Ms. Park	aye	Mr. Shepherd	N/A
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 Councilor Overholtzer and carried as follows:

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

2. Joint Budget Work Session—City Council and School Board (Caucus Room)

The Staunton City School Board and City Council met in a joint work session, as in prior years, to discuss general items of mutual interest, such as capital improvement projects and budget development.

Kristin Siegel, Chair of the School Board, called the Board’s meeting to order. She thanked the Council for its adherence to the funding formula as well as for City staff’s assistance in the onboarding of Superintendent Eric Irizarry and the Board’s Finance Director, Katina Claytor-Frye.

Councilor Campbell, the Council’s liaison to the School Board, presented a PowerPoint slide deck about the Council’s upcoming capital improvement projects including the upcoming Uniontown water and sewer infrastructure project and the needed replacement of a raw water pipeline replacement at the North River.

Dr. Irizarry presented a PowerPoint slide deck about the School Division’s upcoming capital improvement projects. He stated that the Division’s capital needs are divided into three tiers with Shelburne Middle School renovations as the top tier need, followed by elementary school renovations in the second tier, and the Dixon Educational Center and Operations Center as the third tier. He also highlighted the Virginia School Construction Assistance Fund (SCAF) Program grants as a possible source of funding for school capital projects. The presentation concluded with a video featuring Shelburne Middle School teachers and students advocating for renovations at Shelburne.

After the presentations, the Council and Board discussed the importance of House Bill 334 in this year’s General Assembly which would permit a 1% sales tax increase to be used exclusively for school capital needs.

Mr. Campbell asked Dr. Irizarry how far along a project has to be to be eligible for a SCAF grant. Dr. Irizarry said that construction plans must be presented in order for a project to be eligible.

Mayor Edwards and Chair Siegel thanked both bodies for their participation in the Work Session and Chair Siegel adjourned the School Board meeting.

3. Update by Diversity, Equity and Inclusion Commission

On February 24, 2022, City Council adopted a resolution to establish an Equity and Diversity Commission, now known as the Diversity, Equity and Inclusion Commission. The Commission was tasked with objectively evaluating existing data, studies, and reports from available sources concerning social and racial equity in the City of Staunton that evaluate social determinants and inequitable outcomes within the City of Staunton. Following a public hearing in October 2023, the Commission presented its final report and recommendations to City Council on December 14, 2023.

A Public Hearing was held in February 2024 on the Commission’s recommendations and City Council authorized staff to proceed with implementation of the recommendations. On April 25,

2024, the Council approved a resolution to permanently establish the DEI Commission and appointed new members in the fall of 2024. As part of this resolution, the Commission will partner with the City to advance the report's recommendations and will provide an annual report to the Council.

DEI Commission Chair AnhThu Nguyen presented the update to Council. Ms. Nguyen explained that the Commission currently has two subcommittees, a Data and Research Subcommittee and a Community Connections Subcommittee. The Data and Research Subcommittee is focused on Goal B of the 2023 Report: Promote Values of DEI in City Policies, Procedures, and Staff Representation. That Subcommittee is currently examining the recruitment, hiring, and retention of City employees. The Community Connections Subcommittee is focused on education to increase resident engagement with various City initiatives including the Comprehensive Plan. The Subcommittee is currently conducting a “Who We Are” campaign about residents’ different backgrounds and shared goals.

Ms. Nguyen stated that in 2026, the Commission will focus on Board and Commission Outreach, conducting a Community Mutual Aid Fair, and a Youth Art Fair.

Mayor Edwards thanked Ms. Nguyen and others on the Commission in attendance for their work on behalf of the City.

4. Closed Meeting for Disposition of Publicly Held Real Property

Vice-Mayor Arrowood moved to enter a closed meeting for consideration of the disposition of publicly held real property located at the Staunton Crossing development site pursuant to Virginia Code Section 2.2-3711(A)(3) and to discuss the performance of the Staunton City Manager pursuant to Virginia Code Section 2.2-3711(A)(1).

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		

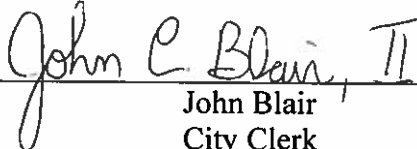
The Council reconvened after the closed meeting.

Councilor Woods 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 Park 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 22, 2026 Staunton City Council Work Session adjourned at 7:01 p.m.



John Blair
City Clerk

Ordinance No. 2026 - 03

AN ORDINANCE AMENDING SECTION 2.30.010, APPOINTMENT-GENERAL DUTIES, OF CHAPTER 2.30, CITY CLERK, OF TITLE 2, ADMINISTRATION, OF THE STAUNTON CITY CODE

Recitals

A. The Council of the City of Staunton, Virginia is empowered to hire a City Clerk and establish their duties pursuant to Section 10 of the Staunton City Charter.

B. The Council of the City of Staunton, Virginia desires to amend the duties of the City Clerk.

C. This matter has been properly heard and considered.

D. These recitals are deemed an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Section 2.30.010, Appointment-General Duties, of Chapter 2.10, City Council, of Title 2, Administration, of the Staunton City Code is hereby amended as follows:

**Chapter 2.10
CITY CLERK**

...

2.30.010 Appointment – General duties.

(1) The council shall appoint a city clerk, who shall serve as clerk of the council, ~~clerk of the planning commission, clerk of the board of zoning appeals and clerk to such other boards and commissions as the council may designate.~~

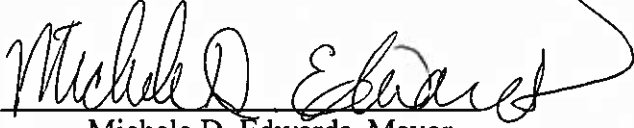
(2) If the clerk is unavailable for any reason, the city manager, in consultation with the mayor, shall designate an acting clerk to serve as clerk of the council planning ~~commission, clerk of the board of zoning appeals and clerk to such other boards and commissions as the council may designate.~~ The individual designated as acting clerk shall be vested with all the authority of the city clerk and may perform all acts which are required or permitted to be performed by the city clerk.

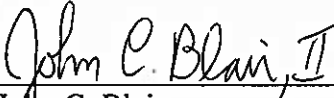
(3) The city clerk shall maintain an accurate record of the proceedings of the council and of the boards and commissions which he has been designated by the council to serve. The clerk shall attend all such meetings, unless excused by the mayor or the chairman of the respective board or commission. It shall be the duty of the clerk to index all such proceedings for easy reference, to maintain a record of the proceedings in permanent

record form, to file and maintain, in a secure manner, copies of franchise agreements, long-term contracts, contracts having major significance involving the city, written opinions of the city attorney for the benefit of the council, petitions, judicial decisions involving the city and other documents which may normally be considered long-term or permanent records of the city. He shall perform such other duties as properly appertain to the office or as are prescribed by the council.

In all other respects, the provisions of Title 2, Administration, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:


Michele D. Edwards, Mayor

ATTEST: 
John C. Blair,
Acting Clerk of Council

**RESOLUTION
FOR
ADOPTION OF THE STAUNTON-AUGUSTA-WAYNESBORO
EMERGENCY OPERATIONS PLAN**

WHEREAS, the Council of the City of Staunton, Virginia, recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

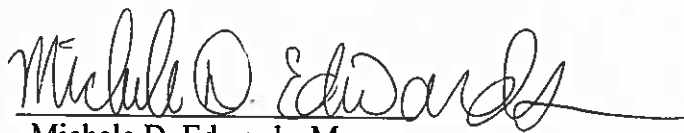
WHEREAS, the City of Staunton has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, the City of Staunton has established and appointed a Director and Coordinator of Emergency Management;

NOW, THEREFORE IT BE RESOLVED by the Governing Council of the City of Staunton, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Management, or his/her designee, is tasked and authorized to maintain and revise as necessary this document during the next four (4) year period or until such time it be ordered to come before this council.

Adopted this 22nd day of January 2026


Michele D. Edwards, Mayor

Attest: John C. Blair
John C. Blair,
Acting Clerk of Council

**A RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
AUTHORIZING THE REQUEST FOR THE STREET ADDITIONS OF ROLLING
RIDGE COURT AND THE RECENT EXTENSION OF STONEWALL JACKSON
BOULEVARD TO THE CITY'S LOCAL SYSTEM OF ROADS ELIGIBLE FOR
VIRGINIA DEPARTMENT OF TRANSPORTATION MAINTENANCE PAYMENTS**

Recitals

A. Whereas, pursuant to the provisions of Virginia Code § 33.2-319, the Virginia Department of Transportation (VDOT) makes payments to municipalities for the maintenance of qualifying highways; and

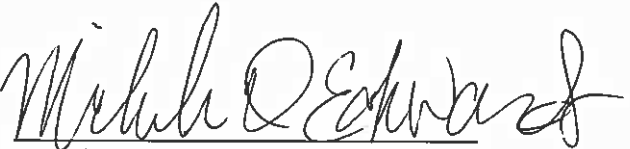
B. Whereas, VDOT procedures require that municipalities requesting lane mileage additions and deletions for payments pursuant to § 33.2-319 submit an Urban Inventory Change Request for Street Additions, Deletions or Conversions for Municipal Assistance Street Payments, as approved by the municipality's governing body;

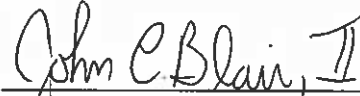
NOW, THEREFORE, BE IT RESOLVED that, the Council of the City of Staunton, Virginia, hereby petitions VDOT to accept those segments of streets listed on and further identified on the attached area sketch; a copy of said sketch also attached hereto and made part of this resolution and incorporated by reference as **Exhibit A**;

BE IT FURTHER RESOLVED that, the accompanying sketch, and a copy of this resolution, shall be electronically submitted to the Urban Inventory Change Request portal of VDOT's website;

BE IT FURTHER RESOLVED that, this resolution shall be in full force and effect upon its passage.

Introduced: 1/22/26
Adopted: 1/22/26
Effective Date: 1/22/26


Michele Edwards, Mayor

ATTEST: 
John Blair, Acting Clerk of Council



URBAN INVENTORY CHANGE REQUEST
 - STREET ADDITIONS -
**STONEWALL JACKSON BLVD &
 ROLLING RIDGE CT AREA SKETCH**

- Segment(s) of Road to be added to the Urban System
- Segment(s) of Road presently in Urban System

ACTION	SEGMENT	STREET NAME	FROM	TO	LENGTH (MI.)
ADD NEW ROAD	A-B	STONEWALL JACKSON BOULEVARD	0.02 MI WEST OF CHAMBERLAIN DR	0.02 MI WEST OF ROLLING RIDGE CT	0.12
ADD NEW ROAD	C-D	ROLLING RIDGE COURT	STONEWALL JACKSON BLVD	CUL-DE-SAC	0.09





REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 22, 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 Vice Mayor Arrowood.

MAYOR'S REPORT

Mayor Edwards thanked the City Manager's Office and the Department of Public Works for a recent mailer she received about the trash pick-up schedule as well as what materials can be recycled by the Staunton Recycling Center.

She also highlighted a letter she received commending the City Manager and Sheriff's Office.

Finally, she noted that she was happy to see progress on the Gypsy Hill Pool House.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Councilor Shepherd stated that he attended the Martin Luther King, Jr. Memorial Service at the First Presbyterian Church sponsored by Mary Baldwin University. He stated that he was happy to see the entire City Council in attendance.

Councilor Campbell highlighted the potential winter storm this weekend and asked residents to adhere to the Boy Scout motto of "Be Prepared." He also asked that residents be patient and try to help each other with the effects of the winter storm.

Councilor Park stated that the Martin Luther King, Jr. Memorial Service is a highlight of her year. She thanked the city departments for the work they will put in this weekend, and she asked that residents stay off city streets and check on their neighbors.

Councilor Overholtzer stated that he is pleased with the number of applicants for City boards and commissions. He also praised the enthusiasm of the board and commission applicants and continued to urge people to volunteer for these opportunities.

Councilor Woods thanked Josh Knight for his work on social media to encourage applicants for City boards and commissions.

Councilor Woods made the following motions out of the Nominations Committee:

I move that the Staunton City Council reappoint Isaac Grant to the Economic Development Authority for a four-year term commencing March 1, 2026 and ending February 28, 2030.

I move that the Staunton City Council reappoint Don Bosserman to the Economic Development Authority for a four-year term commencing April 1, 2026 and ending March 31, 2030.

I move that the Staunton City Council reappoint Suzie Dull to the Economic Development Authority for a four-year term commencing May 1, 2026 and ending April 30, 2030.

I move that the Staunton City Council appoint Kristina Arbogast to the Economic Development Authority for a four-year term commencing February 1, 2026 and ending January 31, 2030.

I move that the Staunton City Council appoint Hans Kettering, Robin Miller, and Isaac Izzillo to three-year terms on the Housing Commission commencing February 1, 2026 and ending January 31, 2029.

I move that the Staunton City Council appoint Brad Arrowood to serve as the Council Liaison to the Housing Commission.

The motion did not require a second, 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		

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Minutes

Work Session and Regular Meeting of January 8, 2026

A.2. Consideration of Ordinance Amending City Clerk Provisions in the Staunton City Code and Appointing John Blair as City Clerk

A.3. FY 2026 2nd Quarter Financial Report

A.4. Consideration of Marketing Support of Businesses During Downtown Tunnel and Street Repairs Project

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 Overholtzer moved to approve the Consent Agenda as presented.

The motion was seconded by Councilor Woods 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. Consideration of Basic Plan of the Regional Emergency Operations Plan

Chief Jason Ball stated as required by the Code of Virginia, Augusta County, and the cities of Staunton and Waynesboro, have recently completed a review and update of the regional Emergency Operations Plan (EOP). Staff with the Central Shenandoah Planning District facilitated the update. Virginia State Code requires localities to renew their Emergency Operations Plan on a four-year cycle. This updated plan will replace the 2020 plan, which was re-adopted by City Council on August 14, 2025 until the updates were completed.

Chief Ball highlighted that the Plan focuses on Emergency Services functions. He said there is still work to do on different annexes to the Plan.

Mayor Edwards asked what is the most difficult part of the plan to implement. Chief Ball stated that cooperation among various entities. However, he said that the City has great relationships with other agencies and community partners.

Mayor Edwards asked if the plan incorporates volunteer efforts. Chief Ball said it does include the Red Cross and the CERT team in Augusta County.

Councilor Campbell noted that it's interesting that the plan focuses on functions instead of emergency types.

Mayor Edwards asked Chief Ball to talk about emergency alerts. Chief Ball stated that Everbridge is the City's communications message service. This enables the City to communicate by text, phone, and email during emergencies.

Councilor Shepherd asked if there was still work to be done.

Chief Ball answered in the affirmative. He said there is still work to be done on the Plan's annexes.

Councilor Overholtzer moved that Council approve the Resolution as presented adopting the revised Staunton-Augusta-Waynesboro Emergency Operations Plan.

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		

C. Consideration of Resolution Authorizing Virginia Department of Transportation Inventory Adjustment

Lyle Hartt, City Engineer, stated construction of the public infrastructure of South View Section 4, including Rolling Ridge Court and the extension of Stonewall Jackson Boulevard, was accepted by the City into its public street system in September 2025. The City wishes to add these newly

constructed streets to the City’s Urban Maintenance Inventory registered with the Virginia Department of Transportation (VDOT), as is required to receive reimbursement from VDOT for the maintenance of such qualifying roads. To accomplish this, City Council needs to adopt the attached resolution. A sketch of the new sections of the streets is referenced in the resolution, and is also attached to the materials provided to Council.

Councilor Campbell said that there were a number of mark ups for the developer to correct. He asked if they have been corrected? Mr. Hartt stated that they have been remedied.

Councilor Overholtzer thanked City staff for working with the residents in the neighborhood.

Vice-Mayor Arrowood moved that City Council adopt the proposed resolution authorizing the Virginia Department of Transportation to add Rolling Ridge Court and the extension of Stonewall Jackson Boulevard, as shown on Exhibit A of the resolution, to the City’s local system of roads in the Urban Maintenance Inventory.

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		

D. Update on Phase I of the Downtown Tunnel and Street Repairs—Byers Street

Lyle Hartt, City Engineer, states that in response to the identified tunnel and street repairs needed downtown and at the Wharf following the August 2020 floods, the City has developed a comprehensive strategy that addresses fixing the infrastructure and mitigating the impacts on the City’s residents and businesses. In August 2020, two devastating floods, two weeks apart, impacted the City of Staunton, principally areas in downtown and at the Wharf. A summary of previous updates can be found in Attachment 1.

Phase I – Byers Street Repairs

The first phase will be to repair the tunnel section under Byers Street so that the street can be reopened to all modes of transportation and act as a detour when the work occurs on Johnson Street. Attachment 3 is the Byers Street traffic plan as presented by Wiley|Wilson. The entirety of the eastern portion of the Wharf parking lot will be closed, which means no vehicles will be able to enter onto Byers St. from Johnson St. And while much of the on-street parking on Byers St. will remain, some spaces may need to be closed off. There is a private residence with a driveway accessing their property on Byers St., and those property owners will maintain access during construction.

Phase I is expected to mobilize in early February. City staff will provide an update on the construction and answer questions.

Mr. Hartt concluded by thanking Josh Knight for establishing the project website for the public and stakeholders.

Vice-Mayor Arrowood asked if the timeline presented is subject to change. Mr. Hartt stated that the timeline is an estimate, but as the work gets underway in areas that haven't been touched in decades, it could change the timeline. However, this is the current best guess for the timeline of work.

Councilor Overholtzer stressed that great efforts are being taken in the marketing campaign and by City staff to inform residents and others that businesses at the Wharf will remain open and accessible during the construction.

Councilor Shepherd asked if the Byers Street U turn would still be available. Mr. Hartt replied in the affirmative.

MATTERS FROM THE CITY MANAGER

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

There will be a Comprehensive Plan stakeholder meeting for the deaf community at the Staunton Public Library on January 28, 2026 at 5:15 p.m. An ASL interpreter will be on sight.

She thanked Councilor Campbell for urging residents to be prepared for the coming winter storm. She noted that parking will be prohibited in parts of downtown in order for snow plows to operate. She said that parking in city lots and parking garages is free during the winter storm.

She also urged residents to stay off the roads on Sunday if at all possible. If residents need to be on the road, she asked that they take their time and have an emergency plan.

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.”

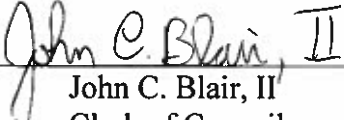
Erica Zipser stated that she is a twelve-year Staunton resident, the daughter of an immigrant, a mother, disabled, and queer. She stated that ICE is terrorizing the country and highlighted the murders of Minneapolis and Portland residents by federal agents. In both instances, she noted that

local police would not aid individuals who called the police. She stated that she emailed the Staunton Police Department on January 9, 2026 to ask if residents can call SPD for help if they are assaulted by ICE or DHS agents. She did not receive a response. She emailed the SPD again on January 15, 2026 with the same question and has not received a response. She noted Governor Spanberger's recent actions regarding ICE and the Virginia State Police and DOC. She said the Staunton Police Department should take this a step further and commit to protect residents and other people in their jurisdiction.

Aaron Barner thanked the Department of Public Works employees in advance for their work during the coming winter storm. He also urged Staunton residents to help each other and to stay off the roads during the coming winter storm. He thanks the Staunton Fire and Rescue Department as well as the Augusta Rescue Squad for their work during the upcoming winter storm and hoped that the Staunton Police Department and Sheriff's Office would have an uneventful winter storm. He congratulated Governor Spanberger, Lieutenant Governor Hashmi, and Attorney General Jones on their recent elections and said he and his neighbors would work with them to remove the foulness of Jim Crow from Virginia. He stated that the members of Council were abdicating their authority by not calling for a special session in which there could be discourse with members of the public. He also stated that Jim Williams and the Staunton Police Department would not keep Staunton safe if ICE comes to Staunton. He stated that ICE agents include J6ers, and unreformed, pardoned Proud Boys.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 7:56 p.m.


John C. Blair, II
Clerk of Council