



# CITY OF BUENA VISTA COUNCIL AGENDA

## REGULAR COUNCIL MEETING & PUBLIC HEARINGS

JUNE 18, 2026 | 6:00 PM

Council Chambers – 2039 Sycamore Avenue

**ADG #1: CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PRAYER**

**ADG #2: APPROVAL OF THE AGENDA**

**ADG #3: BUENA VISTA CITY COUNCIL PUBLIC HEARINGS**

Pursuant to Code of Virginia Sections 15.2-2100, 15.2-2204, and 15.2-1800 and the City of Buena Vista Land Development Regulations, notice is given that the Council of the City of Buena Vista will hold a public hearing to receive comment on the following matters:

1. Zoning Text Amendment to adopt new Section 702 Accessory Dwelling Units, for the purpose of allowing and regulating detached and attached accessory dwelling units.
2. Zoning Map Amendment and City Right-of-Way abandonment in the 100 block of South Hazel Avenue, consisting of all lots in Block 57, Section 1. The ROW abandonment would consist of 150' of undeveloped alley in the center of this block.
3. City Right-of-Way abandonment of alley in "Block 1, Forest Addition", 300 block of Longhollow Road. The alley is approximately 800' long by 15' wide; is not developed or in use; and has not been mapped on official City plat maps in many decades, if ever.

**ADG #4: APPROVAL OF MINUTES FROM THE JUNE 4, 2026, REGULAR COUNCIL MEETING & EXECUTIVE SESSION**

**ADG #5: RECOGNITION/COMMUNICATION FROM VISITORS**

Citizens who desire to speak to council regarding items **NOT listed** on the agenda will be recognized at this time. Please limit your statement to three (3) minutes.

**ADG #6: REPORTS:**

1. Mayor
2. City Manager
3. City Attorney
4. Council Committees/Members
5. Department Heads/Constitutional Officers/Court Clerks
6. Invited Community Organizations

**ADG #7: CONSIDER APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES**

None

**OLD BUSINESS**

**NONE**

## **NEW BUSINESS**

### **ADG #8: RECOGNITION/COMMUNICATION FROM VISITORS**

Citizens who desire to speak to council regarding items **listed under New Business** on the agenda will be recognized at this time. Please limit your statement to three (3) minutes.

### **NB #1: FIRST READING OF AN ORDINANCE FOR ZONING TEXT AMENDMENT TO ADOPT NEW SECTION 702 ACCESSORY DWELLING UNITS**

### **NB #2: FIRST READING OF AN ORDINANCE FOR ZONING MAP AMENDMENT IN THE 100 BLOCK OF SOUTH HAZEL AVENUE**

### **NB #3: FIRST READING OF AN ORDINANCE FOR RIGHT OF WAY ABANDONMENT IN THE 100 BLOCK OF SOUTH HAZEL AVENUE**

### **NB #4: FIRST READING OF AN ORDINANCE FOR ROW ABANDONMENT IN THE 300 BLOCK OF LONGHOLLOW ROAD**

### **NB #5: DISCUSSION & APPROVAL OF AN APPROPRIATION RESOLUTION**

### **NB #6: DISCUSSION & APPROVAL OF A RESOLUTION REQUESTING A REFERENDUM FOR A ONE PERCENT (1%) INCREASE IN THE SALES TAX TO PROVIDE REVENUE SOLELY FOR CAPITAL PROJECTS FOR THE CONSTRUCTION OR RENOVATION OF SCHOOLS IN THE CITY TO BE HELD ON THE NOVEMBER 3, 2026 ELECTION NIGHT, IF ALLOWED**

## **ADJOURNMENT**

### **UPCOMING MEETINGS**

- June 22 | 4:00 PM – Budget & Finance Committee
- July 8 | 6:00 PM – Glen Maury Park Committee
  - July 13 | 6:00 PM – Events Committee
- July 14 | 6:00 PM – Planning Commission
  - July 16 | 6:00 PM – City Council

### **UPCOMING EVENTS**

- Every Monday | 6:30 PM – Line Dancing @ The American Legion
- Every Friday | 3:00 PM – Farmers Market @ Magnolia Square
  - Every Friday | 6:00 PM – Friday Events @ Straws
- June 19-20 – Maury River Fiddler’s Convention @ GMP
- June 19 | 7:00 PM – Word Bridge Wright Night @ Leaf & Lore
  - June 22-26 – Norton Bike Rally
- June 25 | 9:00 PM – Outdoor Movie Night @ Magnolia Square
  - July 4 | 6:00 PM – Independence Day Concert & Fireworks
  - July 7 | 7:00 PM – Word Bridge Wright Night @ Leaf & Lore



# CITY OF BUENA VISTA CITY COUNCIL

## REGULAR COUNCIL MEETING & EXECUTIVE SESSION

June 4, 2026 | 6:00 PM

Council Chambers – 2039 Sycamore Avenue

The Buena Vista City Council met for a Regular Council Meeting and Executive Session on Thursday, June 4, 2026, at 6:00 p.m.

### Members Present:

Mayor Jesse Lineberry

William Kerr

Vice-Mayor Danny Staton

Stephanie Noel-Branch

Amy Gilliam

Ronald Cash

Michelle Poluikis

### Members Absent:

None

### ADG #1: CALL TO ORDER, PLEDGE OF ALLEGIANCE, & PRAYER

Mayor Lineberry called the meeting to order at 6:00 p.m.

### ADG #2: APPROVAL OF THE AGENDA

Councilmember Gilliam moved to approve the agenda, Councilmember Kerr seconded, and the motion carried.

### ADG #3: APPROVAL OF MINUTES FROM THE MAY 21, 2026, REGULAR COUNCIL MEETING & PUBLIC HEARING

Councilmember Noel-Branch moved to approve the minutes, Vice-Mayor Staton seconded, and the motion carried.

### ADG #4: RECOGNITION/COMMUNICATION FROM VISITORS – NON-AGENDA ITEMS

- Thomas DeSantis, 215 Vista Links Drive, provided an update on property damage caused by contractors installing Brightspeed fiber optic lines. He stated that trenches and cables were placed across his backyard and that the disturbed ground has not been adequately restored. He reported limited communication and follow-up from Brightspeed representatives despite prior discussions and assurances that the matter would be addressed. Mr. DeSantis also raised concerns about possible future work on the property and requested clarification regarding the sewer easement, including ownership, repair responsibility, and whether permits are required for fencing within the easement. He questioned whether Brightspeed and its contractors must obtain City business licenses and what notice property owners are entitled to receive before utility work occurs. He also noted that grass on adjacent City-owned property had not been mowed and expressed concern about potential damage to his mowing equipment due to ground conditions. He stated that he is still awaiting a response from Brightspeed regarding restoration of his property.
- Jeanne DeSantis, 215 Vista Links Drive, echoed Mr. DeSantis's concerns about contractors entering private property to perform utility work without prior notice. She stated that residents should be notified before such work occurs and asked who is responsible for ensuring property owners receive that information. Mrs. DeSantis also expressed concern about maintenance of the City-owned property adjacent to their home, noting that portions had not been mowed and that unmanaged vegetation can spread invasive plant species and create future maintenance issues. She emphasized

the need for routine mowing and vegetation maintenance on City property and encouraged the City to address the matter.

- Dianara Biaz spoke in support of the proposed Rockbridge Creative Institute project, stating that it would give young people valuable opportunities to learn practical trades and hands-on skills, including construction and equipment operation. She shared that her two sons, who attend RCI, have gained responsibility, work skills, and confidence through the program. Ms. Biaz said the institute would benefit local youth and students from across the country by supporting workforce development and preserving skilled trades. She also noted that the project could attract visitors to Buena Vista and have a positive impact on the community and local economy.
- Jordan Clark expressed concern about the recent increase in family pool membership fees, noting that the new rate is significantly higher than the prior year and may burden families already facing rising household costs. He stated that many families expected fees to remain unchanged based on prior communications and emphasized the pool's importance as an affordable recreational resource that supports public health, youth activities, and family engagement. Mr. Clark said higher fees could reduce participation or lead residents to seek recreation outside the City. He questioned the reason for the increase, how additional revenue would be used, whether impacts on membership had been evaluated, and whether alternatives such as other funding sources or phased increases had been considered. He also asked whether lifeguard compensation would be affected and requested clarification on the City's financial considerations. He urged Council to reconsider the increase, stating that many community members shared concerns about affordability and access.
- Austin Rehl provided an update on the Rockbridge Creative Institute project, stating that students and apprentices are gaining hands-on experience in areas such as electrical work, grounds maintenance, and sawmill operation. He reported that the organization received state approval for its internship program, allowing college students to participate in a state-sponsored Virginia initiative. He explained that college-age interns would work alongside high school-age assistants under the supervision of program staff and mentors. Mr. Rehl said the project continues to progress, expressed appreciation to those involved, and acknowledged that challenges are expected with any major undertaking. He emphasized the organization's goal of creating a program that is both beneficial and valuable to the community.

## **ADG #5: REPORTS:**

### **1. Mayor**

Mayor Lineberry expressed enthusiasm for the upcoming opening of the new visitor center and encouraged residents to visit and tour the facility once it opens. He also noted his attendance at the recent PMHS graduation and congratulated the local graduates.

### **2. Interim City Manager**

Mr. Handley reported continued progress on the wastewater treatment plant project, including coordination with the EPA regarding \$2.3 million in congressionally directed spending. He stated that required paperwork will be completed in the fall and that staff will meet with engineers and Public Works leadership to determine the most effective use of the funds.

He also reported that City staff, Public Works, and Finance recently conducted a citywide review of street conditions to develop a prioritized paving and maintenance plan. The plan will divide the City into grid sections to schedule roadway improvements within available funding. He noted that milling and paving costs are substantial, even for relatively small roadway sections.

Mr. Handley recognized staff in the Commissioner of Revenue and Treasurer's Offices for their work during the recent software transition and tax bill preparation. He announced that tax bills will be mailed soon and are due June 30.

He also recognized Public Works staff for responding to a weekend citizen service call and assisting with diagnosis and resolution of a reported sewer-related issue.

Lastly, Mr. Handley provided an update on the City Manager recruitment process. He stated that 16 candidates were initially reviewed, two finalists were selected for Council interviews on June 25, and a final selection is expected in July. A transition period is planned, with the new City Manager anticipated to begin duties in August.

### **3. City Attorney**

None.

### **4. Council Committees/Members**

#### ***Budget & Finance Committee***

Mrs. Poluikis responded to recent comments about pool fees. She acknowledged that the increase may be difficult for some residents but stated that raising fees for optional recreational services is preferable to increasing taxes, which would affect all residents. She compared Buena Vista's rates with Lexington's, noting that Lexington's base rate applies to two individuals and includes additional fees for larger families, making the overall costs comparable. She also shared personal observations about differences in rules and amenities between the Lexington and GMP pools and expressed a preference for GMP. Mrs. Poluikis acknowledged affordability concerns but reiterated that the current approach avoids a broader tax increase and its impact on the community.

#### ***Cemetery Committee***

Mr. Cash reported that the Cemetery Committee is reviewing and updating operational guidelines to address current needs and rising maintenance costs. He stated that future rate increases for cemetery lots and related services may be considered, noting that current rates are below those of comparable local cemeteries. He emphasized the need to strengthen the perpetual care fund to support long-term maintenance of Green Hill Cemetery, explaining that the fund is currently insufficient. Mr. Cash also discussed efforts to inventory decorations and items placed at grave sites, noting that some may interfere with maintenance. He said clearer standards may be needed to balance memorial practices with cemetery upkeep and emphasized that cemetery operations require long-term financial planning and sustained effort.

#### ***Events Committee***

Mr. Cash provided an update on preparations for the July 4<sup>th</sup> celebration. Planned activities include an 8:00 a.m. flag-raising ceremony with a new flagpole and large American flag, participation from local students, potential musical performances, speeches, community involvement, and a ceremonial dedication. He also described plans for a new flag display area and time capsule activity, including burial of a new capsule and opening of the existing one, with community input on items to include.

Mr. Cash also provided early planning updates for Mountain Day in October, including proposed community events, children's activities, and an outdoor movie screening. He requested assistance from Council members and volunteers with event coordination and youth programming.

### **5. Department Heads/Constitutional Officers/Court Clerks**

#### ***Kristina Ramsey – Economic Development***

Miss Ramsey reported on Business Appreciation Month, noting that City staff and partners distributed gifts and thank-you cards to nearly all 125 brick-and-mortar businesses. She thanked those involved and said feedback from local businesses was very positive.

Miss Ramsey announced that she will leave her position as Economic Development Director, with her last day scheduled for June 23. She stated that she has accepted a position with the Blue Ridge Parkway Foundation as Director of Engagement and External Affairs, where she will work with gateway

communities across Virginia while remaining connected to Buena Vista regionally. Reflecting on her tenure since 2019, she described the work as personally and professionally meaningful and emphasized the importance of collaboration among City staff, elected officials, business owners, nonprofit partners, and residents in advancing economic development.

She described economic development as relationship-driven work centered on coordination, problem-solving, and community-building, and credited collective community efforts for recent local progress. She encouraged continued investment, collaboration, and openness to new ideas as Buena Vista continues to grow.

Miss Ramsey outlined transition plans, noting that she will coordinate meetings with key employers, partners, and project stakeholders in the coming weeks. Economic Development and Marketing Assistant Ally Haney will serve as the primary office contact during the transition, with support from City leadership and partner organizations. Miss Ramsey said she will remain available to assist with continuity as needed and expressed gratitude to City Council, staff, partners, and the community for their support and collaboration.

Councilmember Cash recognized Miss Ramsey's contributions to the City's economic development efforts and commended her impact on local growth and business development initiatives.

## **6. Invited Community Organizations**

### ***Josh Elrod & Greg Hornback – Maury River Recovery Court***

Mr. Elrod provided an update on the Maury River Recovery Court and thanked Council for allocating approximately \$11,000 in opioid abatement funding to the initiative. He reported that the program currently serves 13 participants, with enrollment expected to increase to 15 or 16, approaching the original capacity goal of 20. He stated that faster-than-expected enrollment reflects ongoing community need related to substance use disorder. Recovery Court meets weekly on Tuesday mornings at the Rockbridge County Courthouse and is open to the public, and he encouraged Council members to attend.

Mr. Hornback, Director of Clinical Services at Rockbridge Area Community Services, offered additional comments. He said that although he initially had reservations about the program, he has been encouraged by participants' engagement and commitment to recovery. He explained that participants complete at least nine hours per week of intensive outpatient treatment, along with ongoing court supervision and support, and may remain in the program for up to two years. He emphasized that participants are choosing treatment and long-term recovery over shorter sentencing options, expressed strong support for the program's collaborative approach, and encouraged Council members to observe a session.

### ***Chad Coffey – RARO***

Mr. Coffey provided an end-of-year update on RARO programming, noting strong participation growth in spring and early summer sports. He thanked Public Works and Parks & Rec staff for maintaining athletic fields and facilities, stating that field conditions have improved significantly in recent years. He also recognized RARO staff, approximately 350 to 400 annual volunteers, and Buena Vista residents for their continued participation and support.

Mr. Coffey reported that participation is trending toward another record year, with more than 500 participants and an increase of approximately 60 percent since RARO's early years in Buena Vista. He said RARO continues to focus much of its programming in Buena Vista and is strengthening partnerships with the local school system to expand indoor and winter opportunities. He also reported progress toward installing a new scoreboard at Secrist Field through private fundraising and noted that proceeds from an upcoming Tri-Brook Club fundraiser will support improvements to Buena Vista recreation assets.

He also reported that RARO implemented new recreation management software to improve registration and program administration and continues to emphasize coach and official training. Looking ahead, Mr. Coffey emphasized continued collaboration with the City and school system, encouraged residents to contact RARO staff with program questions or concerns, and reaffirmed RARO's commitment to consistent, high-quality recreational programming.

### **Brooke Dalton – Main Street Buena Vista**

Mrs. Dalton reported that MSBV received a service award recognizing more than 1,000 volunteer hours, which will be accepted at the Virginia Economic Development Association conference. She also announced that MSBV received a \$2,000 tourism grant to support Mountain Day marketing, the largest grant received for that purpose to date. She noted continued momentum for Mountain Day, thanked Councilmember Cash for his involvement in planning, and reminded attendees of MSBV's rubber duck race at Rockbridge Outdoors Fest on June 13<sup>th</sup>.

Mrs. Dalton also expressed appreciation for Kristina Ramsey, stating that her leadership and guidance have significantly supported MSBV's progress and success.

## **ADG #6: CONSIDER APPOINTMENTS TO BOARDS, COMMISSIONS, & COMMITTEES**

### **Rockbridge Regional Library Board**

Mrs. Leece Bachman's term on the RRLB expires on June 30, 2026. Mrs. Bachman is unable to serve another term at this time. This appointment will be for a four-year term expiring on June 30, 2030.

*Applicant: Janice Burguires*

Councilmember Noel-Branch moved to appoint Ms. Burguires to the Library Board. Councilmember Cash seconded the motion, and it carried.

### **Public Recreational Facilities Authority**

The following terms on the PRFA expire on June 30, 2026: Mr. Bill Fitzgerald, Mrs. Deidra Dryden, Mr. Melvin Henson, Mr. Tim Petrie, and Mrs. Joanna Clark. They are all willing to continue serving if reappointed. These will all be four-year terms expiring on June 30, 2030.

Councilmember Poluikis made a motion to reappoint all five members of the PRFA. Councilmember Kerr seconded the motion, and it carried.

### **Planning Commission**

Ms. Lynette Johnson's term on the Planning Commission expires on June 30, 2026. Ms. Johnson is willing to continue serving if reappointed. This will be for a four-year term expiring on June 30, 2030.

Councilmember Gilliam moved to reappoint Ms. Johnson to the Planning Commission. Councilmember Noel-Branch seconded the motion, and it carried.

## **OLD BUSINESS**

### **OB #1: SECOND READING OF AN ORDINANCE TO GRANT A CONDITIONAL USE PERMIT FOR A CAMPGROUND AT 801 MERIDIAN PARKWAY**

There being no changes to the ordinance text, Vice-Mayor Staton motioned to read by title, seconded by Councilmember Poluikis, and carried by Council.

Councilmember Noel-Branch requested clarification regarding the RCI's residential program, specifically asking about the age of students who would participate in building and potentially residing in structures on-site.

Mr. Rehl explained that the primary residential program, including the “Master Builder” track, is intended for post-secondary participants, generally adults or individuals in their 18<sup>th</sup> year. He noted that in limited circumstances, minors may participate in short-term or specialized camps with parental consent and appropriate oversight. He clarified that residential spaces would primarily be used by students in post-secondary programs, visiting faculty, or short-term course participants rather than long-term minor residents. He further stated that students in the residential program would be high school graduates or otherwise of adult age for long-term participation.

Councilmember Cash moved to **approve** the ordinance. Vice-Mayor Staton seconded the motion, and Ms. Burch polled the Council as follows:

Member	Present	Absent	Yes	No	Abstain
Mrs. Poluikis	X		X		
Mrs. Gilliam	X		X		
Mr. Kerr	X		X		
Mrs. Noel-Branch	X		X		
Mr. Cash	X		X		
Vice-Mayor Staton	X		X		
Mayor Lineberry	X		X		

The following ordinance was unanimously approved:

**Conditional Use Permit for a Campground  
Rockbridge Creative Institute, 801 Meridian Parkway, Tax Map 8-1---1**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA**, that after a duly called public hearing, in accordance with the general welfare of the citizens of Buena Vista and in accordance with good zoning practices, pursuant to Section 617.03-3 of the Land Development Regulations, a Conditional Use Permit shall be issued for the operation of a campground with 20 spaces at the Rockbridge Creative Institute, 801 Meridian Parkway, Tax Map 8-1---1, in accordance with the staff report and site plan attached hereto as “Exhibit A”.

This ordinance shall be effective 30 days following adoption by City Council.

\_\_\_\_\_  
Jesse D. Lineberry, Mayor

Attest:

\_\_\_\_\_  
Sarah M. Burch, Clerk of Council

\_\_\_\_\_  
Date of Adoption

**NEW BUSINESS**

**ADG #7: RECOGNITION/COMMUNICATION FROM VISITORS – NEW BUSINESS ITEMS**

None.

## **NB #1: DISCUSSION & APPROVAL OF A REIMBURSEMENT RESOLUTION**

Mr. Handley presented a reimbursement resolution related to the planned capital project for the Perry McCluer school facility, which is being developed to consolidate two schools under one roof. He explained that the estimated project cost is approximately \$17 million and that the City will need to explore financing options for the project. He stated that the purpose of the reimbursement resolution is to allow the City, if it proceeds with the project, to reimburse itself for certain pre-development “soft costs”, such as financing consultation, engineering, and architectural services, by incorporating those expenses into future debt financing.

He noted that the City has engaged Davenport, a public finance advisory firm, to assist in evaluating financing options for the project. He explained that approval of the resolution would allow the City to include eligible project-related expenditures incurred within the prior 60 days in the overall financing package, if the project moves forward. He emphasized that the resolution does not obligate the City to proceed with the project or incur debt but instead preserves flexibility should the project advance. He further noted that without the resolution, the City would not be able to reimburse itself for these pre-development costs through future financing.

Mr. Kearney reiterated that the resolution is a standard mechanism used to preserve financing options and does not require the City to proceed with the project.

Ms. Burch presented the following Resolution:

### **Resolution of the City of Buena Vista, Virginia**

#### **Declaring Its Intention To Reimburse Itself From The Proceeds Of One Or More Tax-Exempt Financings For Certain Expenditures Made And/Or To Be Made In Connection With School Projects In The City Of Buena Vista, Virginia**

**WHEREAS** the Buena Vista School Board (**the “School Board”**) is a political subdivision organized and existing under the laws of the Commonwealth of Virginia and owns and operates certain school facilities in the City of Buena Vista, Virginia (**the “City”**); and

**WHEREAS** the City and the School Board have paid or may pay certain costs (**the “Expenditures”**) relating to the renovation of the School Board’s high school in the City to include the School Board’s middle school, including but not limited to financial consultants, legal and architectural, and engineering design costs relating to the same (**hereinafter, the “Project”**), beginning no earlier than 60 days prior to adoption of this resolution, and to be advanced on and after the date hereof (**the “Expenditures”**) in connection with the Project; and

**WHEREAS** the City has determined that those moneys previously advanced no more than 60 days prior to the date hereof and to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it may be necessary to reimburse the School Board or the City for the Expenditures from the proceeds of one or more issues of borrowings by the City through issuance of tax-exempt bonds (**the “Bonds”**).

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA, AS FOLLOWS:**

Section 1. The City hereby declares, in accordance with U.S. Treasury Regulation Section 1.150-2, as amended from time to time, the City’s intent to reimburse the City or the School Board with the proceeds of the Bonds for Expenditures with respect to the Project made on and after the date which is no more than 60 days prior to the date hereof, unless an exception applies to such timeframe.

Section 2. Each Expenditure was and will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditures),

(b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the City or School Board so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the School Board or the City.

Section 3. The City, based on representations of the School Board, at this time, estimates that the total costs of the Project may be up to \$17,000,000, which is expected to be paid for from significant grants from the Commonwealth of Virginia school construction program (approximately \$5,100,000) and potential borrowings by the City for the School Board in a maximum principal amount of the Bonds expected to be issued for the Project of \$11,900,000 (whether through programs such as the Literary Loan or the Virginia Public School Authority or from other borrowing sources).

Section 4. The City or School Board will make a reimbursement allocation, which is a written allocation by the School Board that evidences the School Board or the City's use of proceeds of the Bonds to reimburse and Expenditure, no later than 18 months after that later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The City recognizes that exceptions are available for certain "preliminary expenditures", costs of issuance, certain de minimis amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure), and expenditures for construction projects of at least 5 years.

Section 5. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED THIS 4<sup>th</sup> day of June 2026.

The Clerk of the City Council of the City of Buena Vista, Virginia hereby certifies that the above-referenced resolution was adopted by a majority vote of the City Council at a regular meeting, duly called and held on June 4, 2026, during an open meeting as follows:

AYES: Mrs. Poluikis, Mrs. Gilliam, Mr. Kerr, Mrs. Noel-Branch, Mr. Cash, Mr. Staton, Mr. Lineberry

NAYS: None

ABSTENTIONS: None

Attested to:

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Clerk, City Council of the City of Buena Vista, Virginia

## **NB #2: DISCUSSION & APPROVAL OF THE 'MAKE A SPLASH' PROGRAM**

Councilmember Noel-Branch presented the proposed Make a Splash program, a community-sponsored initiative designed to provide summer pool memberships to children in Buena Vista who face financial barriers. She explained that the program's goal is to raise \$12,500 to fund pool passes for up to 100 eligible children through donations from individuals, businesses, and community organizations. She stated that eligibility would be limited to Buena Vista residents age 17 and under who demonstrate financial need through participation in qualifying assistance programs. Applications will be reviewed confidentially, and all donated funds would be pooled to ensure fairness and privacy.

Lori Turner, Executive Director of The Community Foundation, explained that the Foundation will receive and administer donations, allowing contributions to be tax-deductible. She noted that donors have committed to covering any funding shortfall needed to reach the program's goal. She also clarified that

eligible applicants would receive assistance on a first-come, first-served basis and that additional children could be served if donations exceed the initial fundraising target.

Mr. Kearney clarified that this is a City-sponsored program administered through the Outdoor Spaces Committee, with The Community Foundation serving as the fiscal agent through a memorandum of understanding.

Councilmember Cash moved to **approve** the Make a Splash program, Councilmember Kerr seconded, and the motion carried.

## **EXECUTIVE SESSION**

According to Section 2.2-3711 (A) (1) of the 1950 Code of Virginia, as amended, for the purpose of discussing the hiring process and compensation for a new City Manager.

On motion by Councilmember Noel-Branch, seconded by Councilmember Cash, and carried unanimously, City Council convened in an Executive Session at 7:44 p.m.

## **REGULAR SESSION**

### **ADG #8: CERTIFICATION OF EXECUTIVE SESSION**

On motion by Councilmember Noel-Branch, seconded by Councilmember Cash, and carried by Council, the City Council reconvened in regular session at 8:12 p.m. with the following certification:

#### **Certification of Executive Meeting**

**WHEREAS** the Buena Vista City Council has convened in an Executive Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Freedom of Information Act; and

**WHEREAS** Section 2.1-344.1 of the Code of Virginia requires a certification by the Buena Vista City Council that such Executive Meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Buena Vista City Council hereby certifies to the best of each member's knowledge that: (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Executive Meeting to which this certification resolution applies; and (2) only such public business matters as were identified in the motion convening the Executive Meeting were heard, discussed, or considered by the Buena Vista City Council.

#### **VOTE:**

Councilmember Poluikis ✓

Councilmember Gilliam ✓

Councilmember Kerr ✓

Councilmember Noel-Branch ✓

Councilmember Cash ✓

Vice-Mayor Staton ✓

Mayor Lineberry ✓

**AYES – 7**

**NAYS – 0**

Members absent during vote: None

Members absent during meeting: None

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Sarah M. Burch, Clerk of Council

**ADJOURNMENT**

With no further business, the meeting adjourned at 8:15 p.m.

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Sarah M. Burch, Clerk of Council

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Jesse D. Lineberry, Mayor





# STAFF REPORT

TYPE: Zoning Text Amendment

PROJECT: Section 702 Accessory Dwelling Units

DATE: 6/15/2026

## SYNOPSIS

Adopt regulations allowing accessory dwelling units (ADUs).

## SUMMARY

This draft text and the analysis was presented and discussed earlier this spring to Planning Commission and City Council, and has now been scheduled for public hearing. The draft text has not changed. For in-depth analysis, please see earlier staff reports.

Currently, accessory dwelling units (ADUs) are generally not permitted in the City. ADUs represent an important piece of the housing stock, and many localities in recent years have updated their regulations to permit them. The recent regional housing study recommended that Buena Vista explore this. Additionally, Governor Spanberger has signed a bill, that would preempt local prohibitions of ADUs and permit them anywhere single-family dwellings are permitted beginning in 2027. The text of this included.

## ANALYSIS

### Proposed Policies

The draft text reflects staff recommendations, Planning Commission discussion and recommendations, and alignment with the bill in General Assembly.

Key policy points of draft text:

- Minimum lot size for house with ADU of 6,250 sf (one lot).
- Max square footage of ADU is 50% of the main house, minimum size is 320 sf (this will align with existing minimum sq ft for “efficiency” apartments in Mixed Use zone)
- Max of 2 people living in ADU
- Max of one bedroom in ADU
- Owner occupancy of either main house or ADU required
- Same setbacks for ADUs as other accessory buildings
- One off-street parking space required for ADU

## **EXHIBIT A - DRAFT TEXT**

### **Definitions**

302.XX *Accessory dwelling unit, or ADU*, a complete independent dwelling unit, with kitchen and bath, designed, arranged, used, or intended for occupancy by not more than two persons for living purposes and having a separate entrance and address, that is either (a) contained within the principal structure of a single-family dwelling (an “attached ADU”) or (b) in a separate, fully detached structure from the principal structure (a “detached ADU”).

### **Regulations**

#### 702.00 Accessory Dwelling Units

702.01 Purpose. The intent of this section is to regulate the construction and occupancy of accessory dwelling units (ADUs). ADUs shall be clearly secondary and accessory to the primary dwelling unit as to location, height, square footage, floor area ratio, and building coverage, and in keeping with the character of a single family neighborhood. The ADU must be integrated into or be compatible with the primary structure using features such as roof lines, exterior materials, window patterning or exterior color.

#### 702.02 Accessory dwelling units generally

702.02-1 A single accessory dwelling unit, both attached and detached, shall be considered a customary accessory use in all zones where single-family dwellings are permitted. A zoning permit must be obtained prior to construction or use of an accessory dwelling unit.

702.02-2 Use and occupancy of each dwelling unit must comply with all applicable building, property maintenance, and rental inspection code regulations including inspection requirements, as applicable. Accessory dwelling units must conform to the currently-adopted Virginia Uniform Statewide Building Code.

702.02-3 A primary dwelling unit may have no more than one accessory dwelling unit.

702.02-4 No accessory dwelling unit may be established on a lot with more than one dwelling unit.

702.02-5 Accessory dwelling units are subject to the dimensional regulations applicable to other accessory buildings within the same zoning district.

702.02-6 No accessory dwelling unit may be established or built on a non-conforming lot. To establish or build an accessory dwelling unit, its lot must meet the minimum lot size, if any, within the applicable zone.

702.02-7 At least one off-street parking space must be dedicated to the accessory dwelling unit.

702.02-8 Attached ADUs may be no larger than 50% of the square footage of the primary dwelling unit. Detached ADUs may be no larger than 50% of the square footage of the primary building.

702.02-9 The minimum square footage of the ADU is 320.

702.02-10 An accessory dwelling unit may have no more than one bedroom.

#### 702.03 Occupancy of accessory dwelling units

702.03-1 No more than two persons may occupy the ADU.

702.03-2 On a property with an accessory dwelling unit, the property owner must at all times be the permanent resident of either the primary or accessory dwelling. Determination of residency shall be made by the Zoning Administrator. Occupancy of an accessory dwelling unit when neither the primary dwelling nor the accessory dwelling unit is the permanent residence of the property owner shall constitute a zoning violation.

## CODE OF VIRGINIA AMENDMENT

Approved April 13, 2026

Be it enacted by the General Assembly of Virginia:

1. That the Code of Virginia is amended by adding a section numbered 15.2-2292.3 as follows:

*§ 15.2-2292.3. Development and use of accessory dwelling units.*

A. As used in this section, "accessory dwelling unit" or "ADU" means an attached or detached dwelling unit on a residential dwelling lot that:

1. Provides complete independent living facilities for one or more individuals;
2. Is located on the same lot as a proposed or existing primary residence; and
3. Includes facilities for living, sleeping, eating, cooking, and sanitation.

B. Zoning ordinances for single-family residential zoning districts shall be deemed to include accessory dwelling units as a permitted accessory use, and no locality shall require compliance with any other requirements except as provided in this section.

C. Any person proposing an ADU shall first obtain an ADU permit from the locality, for which the locality may charge a fee of no more than \$500. Such fee shall be in addition to any other applicable fees, including inspection, site, or building permit fees, that may be required in connection with the ADU. A locality shall issue the permit if the applicant demonstrates that the ADU complies with the requirements of this section and the local codes and ordinances referenced herein.

D. Localities may require the following:

1. A lease term for the rental of an ADU of 30 consecutive days or longer;
2. Replacement of a primary dwelling's required parking if the construction of the ADU eliminates such parking;
3. Dedicated parking for the ADU;
4. Limits on floor area, lot coverage, and impervious area of an ADU of no less than (i) 350 square feet on lots less than 2,500 square feet and (ii) 500 square feet on lots 2,500 square feet or greater;
5. Compliance with (i) building codes, including the requirements of the Uniform Statewide Building Code (§ 36-97 et seq.), for an accessory dwelling unit if the ADU is attached or for a dwelling unit if the ADU is detached; (ii) water, sewer, septic, emergency access, flood zone, and stormwater requirements; (iii) historic and architectural districts and corridor protection restrictions; and (iv) Air Installations Compatible Use Zone restrictions;
6. Owner occupancy of the ADU or the primary dwelling, but not both, only at the time an application is submitted to construct or convert an accessory dwelling unit;
7. That the ADU shall be no more than 500 feet from the primary dwelling;
8. No ADUs on a residential lot that has more than one dwelling unit; and
9. No ADUs sold separately or subdivided from the primary dwelling.

E. Localities shall not require the following:

1. Rear or side setbacks for the ADU that are greater than the setback required for the primary dwelling or the setback required for accessory structures on the residential lot, whichever is less;
2. Restrictions for ADUs that are more restrictive than those for single-family dwellings within the same zoning area with regard to height, rear or side setbacks, lot size or coverage, or building frontage;
3. A restrictive covenant concerning an ADU on a lot or parcel zoned for residential use by a single-family dwelling;
4. Improvements to public streets as a condition of allowing an ADU, except as necessary to reconstruct or repair a public street that is disturbed as a result of the construction of the ADU; or
5. Consanguinity or affinity between the occupants of an ADU and the primary dwelling.

F. Nothing in this section shall be construed to supersede or limit contracts or agreements between or among individuals or private entities related to the use of real property, including recorded declarations and covenants, the provisions of condominium instruments of a condominium created pursuant to the Virginia Condominium Act (§ 55.1-1900 et seq.), the declaration of a common interest community as defined in § 54.1-2345, the cooperative instruments of a cooperative created pursuant to the Virginia Real Estate Cooperative Act (§ 55.1-2100 et seq.), or any declaration of a property owners' association created pursuant to the Property Owners' Association Act (§ 55.1-1800 et seq.).

G. Nothing in this section shall apply to any existing permits for an ADU approved by the locality prior to July 1, 2027.

H. Nothing in this section shall be construed to restrict a locality's passage prior to July 1, 2027, of an ADU ordinance, or a subsequent amendment thereof, that substantially complies with the requirements of this section.

I. Nothing in this section shall apply to a locality that adopted an ADU ordinance prior to January 1, 2026.

2. That the provisions of this act shall become effective on July 1, 2027.



# ORDINANCE

Zoning Text Amendment  
Section 702 Accessory Dwelling Units  
6/4/2026

**AN ORDINANCE** to amend Section 302 and adopt new Section 702 of the Land Development Regulations of the Code of the City of Buena Vista, as amended, for the purpose of regulating Accessory Dwelling Units.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA**, that after a duly called public hearing, in accordance with the general welfare of the citizens of Buena Vista and in accordance with good zoning practices, Section 302 is hereby amended and Section 702 is hereby adopted as shown in the attached "Exhibit A."

This ordinance shall be effective 30 days following adoption by City Council.

---

Jesse Lineberry, Mayor

ATTEST:

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Sarah Burch, Clerk of Council

---

Date



# STAFF REPORT

**TYPE:** Zoning Map Amendment  
**PROJECT:** 100 block S Hazel Ave single family homes  
**DATE:** 6/4/2026

## SYNOPSIS

Applicant proposes rezoning, alley abandonment, and lot line adjustment to allow construction of new private street to access five single-family home lots.

## SITE INFORMATION

<b>Address/Tax Map:</b>	100 block of South Hazel Ave, portions of TMID 58-2--57-2 (lots 4-7 and 16-18)
<b>Existing Zoning:</b>	R2 Residential
<b>Existing land use:</b>	Vacant/forested
<b>Proposed Zoning:</b>	R3 Residential Limited
<b>Proposed land use:</b>	Single-family dwellings
<b>Size:</b>	46,000 sf (1.06 acres)
<b>Staff Recommendation:</b>	Approve

## Overview

This project would create a new five-home cul-de-sac off South Hazel Avenue. The necessary approvals are

- 1) Zoning Map Amendment (ZMA) – Planning Commission/City Council - the applicant proposes slightly smaller lot sizes than are permitted by the current R2 zoning. On May 12th 2026, the Planning Commission voted to recommend approval of the ZMA.
- 2) ROW Abandonment – Planning Commission/City Council - the alley will be abandoned to allow development of the rear (western) portion of the property, which otherwise does not have street frontage. On May 12<sup>th</sup> 2026, the Planning Commission voted to recommend approval of the abandonment.
- 3) Site plan – Staff - Any development involving a private street requires site plan approval. The site plan will include details on the street design, utilities, and structure locations.
- 4) Erosion & Sediment Control – Staff and our 3<sup>rd</sup> party engineer - This project will require ESC review because of the amount and type of land disturbance. This plan will provide details on how runoff and drainage will be managed.

## Analysis

1. Overall Layout and Design
  - a. Proposed new lots will generally conform to existing platted lots except that lots 16 & 17 (fronting on S Hazel Ave) will be merged to accommodate a new private street entrance, and alley will be abandoned and incorporated into the lots. The purpose of the new private street is to provide access and frontage for the lots on the rear of the property.
  - b. House designs have not been finalized but conceptual designs are included. The concept is a one-story, 3 bedroom, 2 bathroom, 1200 sq ft home.
  - c. The plat shows setback lines based on the R3 zoning.

## 2. Vehicular Circulation and Parking

- a. The new private street will extend from S Hazel Ave and wrap around behind the houses on lots 17 and 18 to serve the lots on the back (west) side of the property. The private street will be surfaced in gravel and will meet VDOT GS-4 standards for rural ditch & shoulder geometric design. The termination of the road will be either a rounded bulb cul-de-sac or a T to allow turnaround of emergency vehicles, per the standards, and the travel way will be sufficient to allow two-way traffic.
- b. All construction and maintenance of the street will be the responsibility of the developer and subsequently a homeowner's association or other legally-binding, recorded shared maintenance obligation. The City will not provide gravel or maintain the street. The only scenario in which the City would accept maintenance responsibility is if the developer or property owners paid to upgrade it to VDOT standards for public streets (including paving) and deeded it to the City, but this is not anticipated.
- c. At PC the width and condition of Hazel Ave was raised. To this site and beyond this road is paved with asphalt in good condition. It is not very wide, but staff believe that the small amount of additional traffic generated by the new homes can be supported by the existing street, especially because there is limited through traffic at this location given the very rough nature of Robinson Gap Rd.
- d. At PC, the traffic generated by the high school (now combined middle and high school) was raised as concern. People noted that drivers do not always heed the stop signs and drive fast. Staff will relay this to the Police Dept for enforcement.

## 3. Water and Sewer

- a. The previous owner (David Hickman) has worked with the City to install sanitary sewer in the ROW of Evergreen Ave to the west of the property. This is in progress. Water will be tapped from S Hazel Ave. The capacity of both is sufficient to serve the planned houses.
- b. At PC fire hydrant question was raised – Staff will ensure a fire hydrant is within maximum distance of the new homes. This will likely require a new hydrant near the new street entrance. The water line in Hazel is large enough to support a hydrant.

## 4. Storm Water Management

- a. The project will be subject to the Erosion & Sediment Control regulations. The site and ESC design has not been completed yet, but the new private street and the yards of the homes will be required to manage storm flows. This will likely involve a new ditch or pipe to Pedlar Gap Run nearby to the west.
- b. At PC drainage problems with existing roadside ditch on Hazel Ave was raised. Staff will work with Public Works on this to clean out the existing ditch and likely clean out the existing stormwater pipe under Hazel Ave. The new street and entrance will be designed to limit runoff onto the existing street or into the existing channels, instead funneling as much as possible into new drainage channels for proper management.

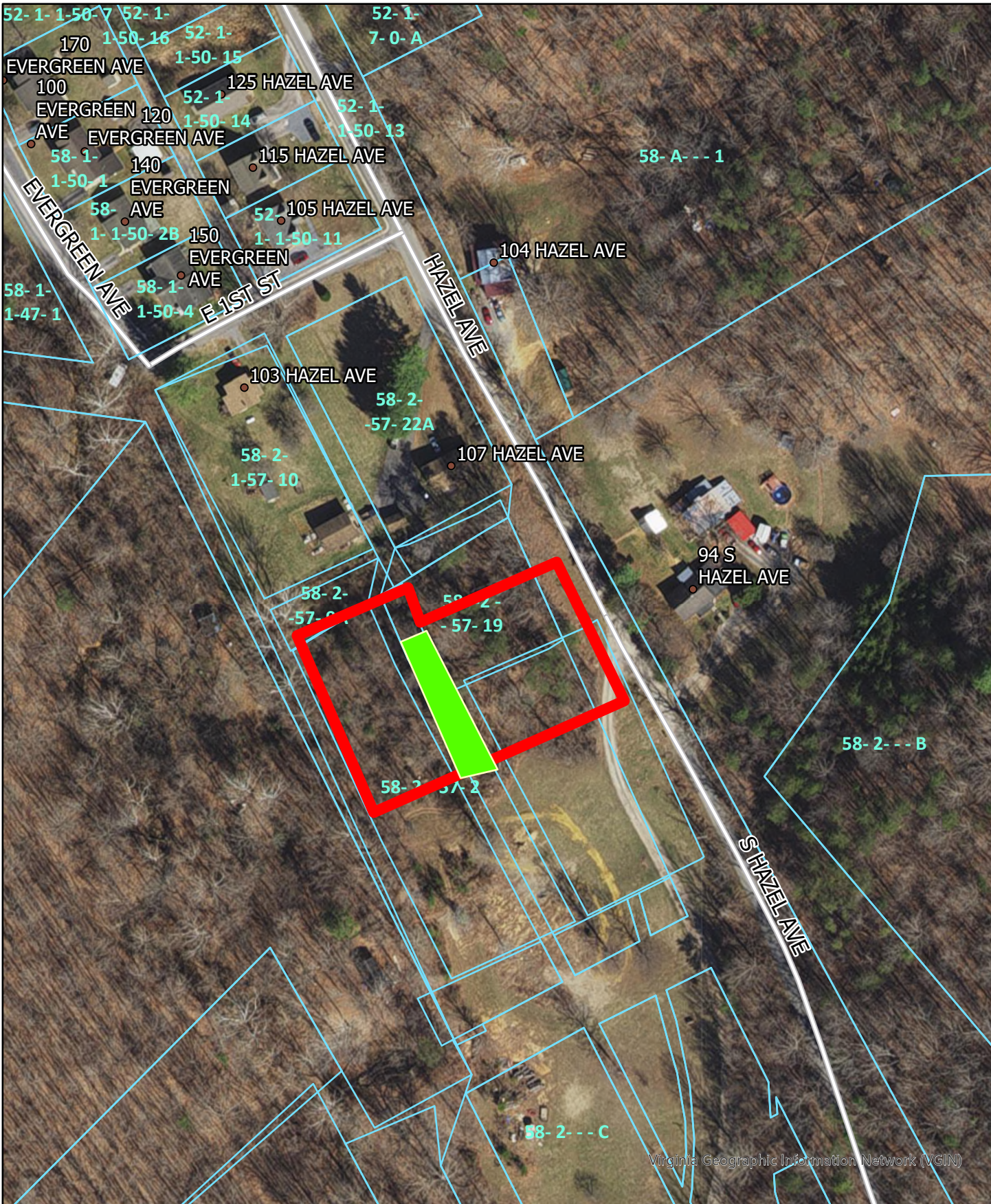
## 5. Zoning and Comprehensive Plan

- a. This block is currently zoned R2 Residential. The Future Land Use map of the Comprehensive Plan designates this for Medium Density Residential, which is described as 4.65-11.15 dwelling units per acre and as the “residential pattern that characterizes

most neighborhoods in Buena Vista. Residences are composed of single-family and two-to four-family homes.” This Medium Density Residential designation is used for neighborhoods zoned both R2 and R3 Residential Limited.

While this block and the next block going south of South Hazel Ave are zoned R2, the three blocks going north on Hazel Ave are zoned R3 Residential Limited. Additionally, there is a small portion (four lots) at the corner of Hazel Ave & 1<sup>st</sup> St that is zoned R4 Medium Density Residential. Based on old files, it appears that this property was rezoned from R3 to R4 in anticipation of apartments or townhouses that were never built. Instead, three single-family homes in the same pattern and spacing of R3 were built. The neighborhoods zoned R2 to the west of the project site are largely disconnected from the site by Pedlar Gap Run, especially the Savernake neighborhood on South Woodland Ave.

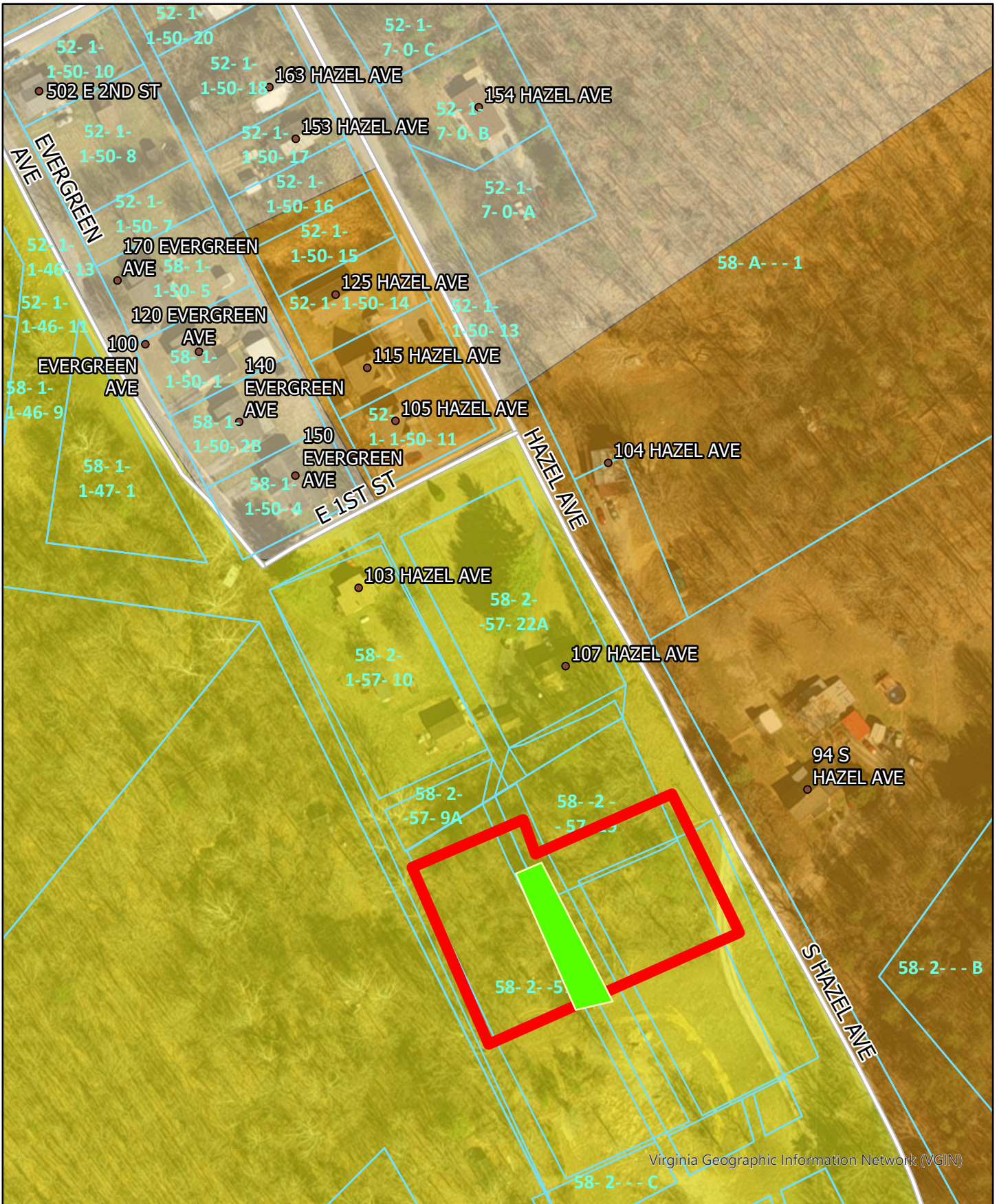
- b. R3 zoning is suitable for this site for the following reasons:
  - i. Proximity of existing R3 zoning
  - ii. The typical setbacks and lot sizes within that existing R3 zoning on Hazel Ave north of the site
  - iii. The disconnection from areas zoned R2 that are characterized by larger lot sizes and larger homes (especially Savernake)
  - iv. Consistency with the Medium Density Residential Future Land Use designation
  - v. Consistency of proposed single-family dwellings with existing single-family dwellings in the neighborhood. At PC, neighbors stated that they did not want to see multifamily dwellings here and would prefer single-family.
- 6. ROW Abandonment
  - a. The area of alley to be abandoned is 2,250 sq ft. At \$0.75 per square foot, the price is \$1,687.50.
  - b. At PC, it was questioned why the alley adjacent to Lot 7 is not being abandoned. Staff answered that it is not necessary and makes the abandonment transaction more complicated as it involves two adjacent parties not one. However, it was suggested that abandoning this portion of alley could make the development more neat and complete. Staff are in touch with the adjacent owner about their openness to this abandonment.



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 Miles

# 100 bl S Hazel Ave ZMA & ROW Abandonment

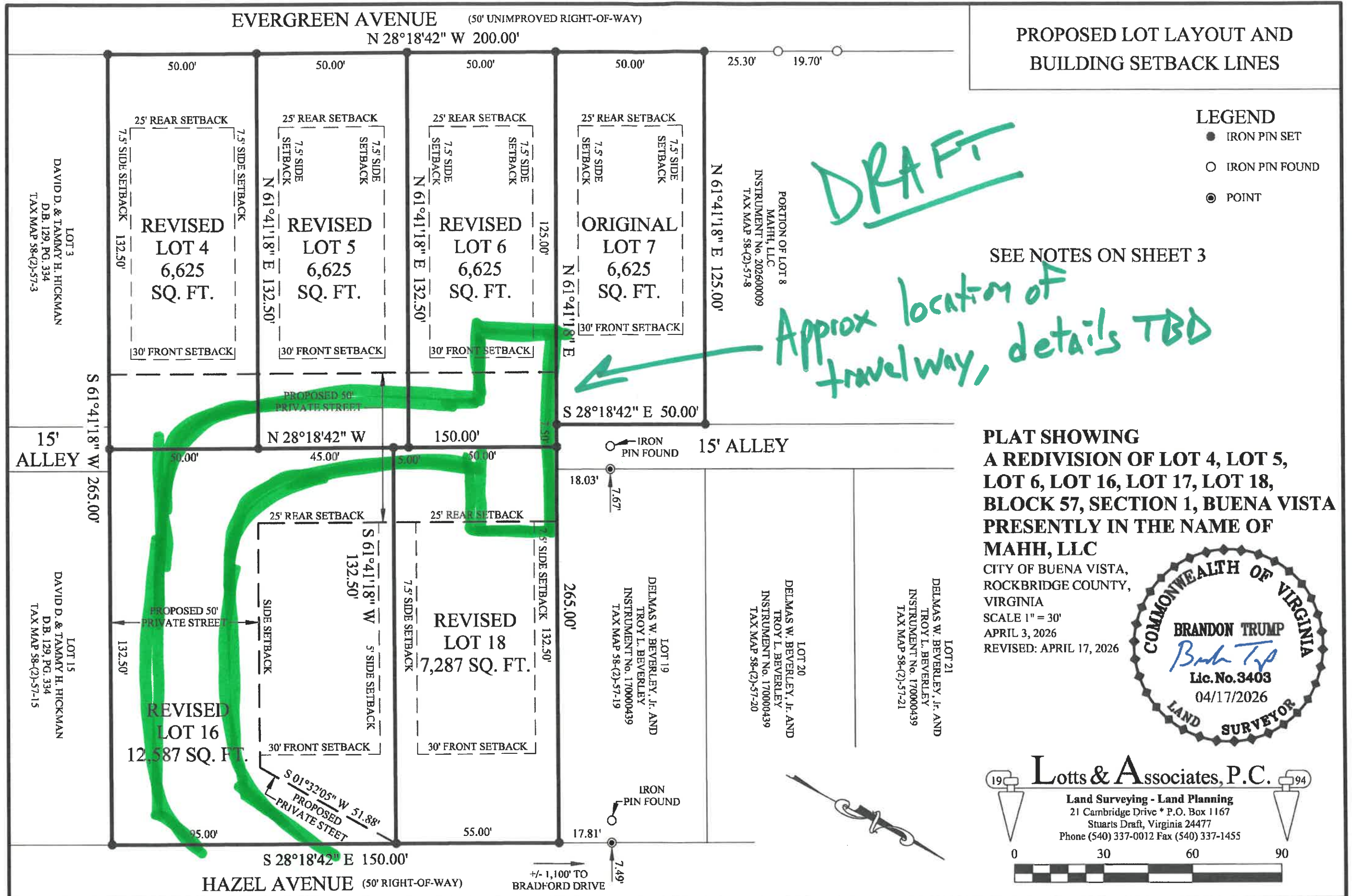
Note: GIS parcel boundaries are particularly inaccurate in this part of the City.



00.00 0.01 0.02 0.03 0.04  
 Miles

# 100 bl S Hazel Ave ZMA & ROW Abandonment

# EXHIBIT A



## PROPOSED LOT LAYOUT AND BUILDING SETBACK LINES

### LEGEND

- IRON PIN SET
- IRON PIN FOUND
- ⊙ POINT

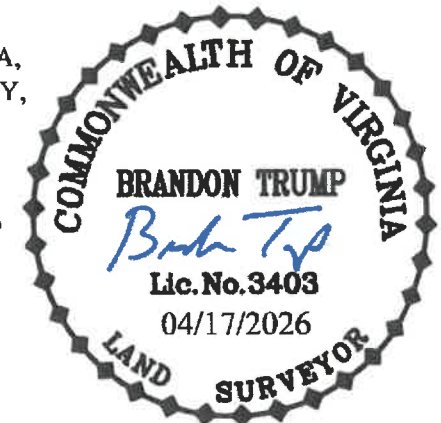
**DRAFT**

SEE NOTES ON SHEET 3

Approx location of travelway, details TBD

**PLAT SHOWING A REDIVISION OF LOT 4, LOT 5, LOT 6, LOT 16, LOT 17, LOT 18, BLOCK 57, SECTION 1, BUENA VISTA PRESENTLY IN THE NAME OF MAHH, LLC**

CITY OF BUENA VISTA,  
ROCKBRIDGE COUNTY,  
VIRGINIA  
SCALE 1" = 30'  
APRIL 3, 2026  
REVISED: APRIL 17, 2026

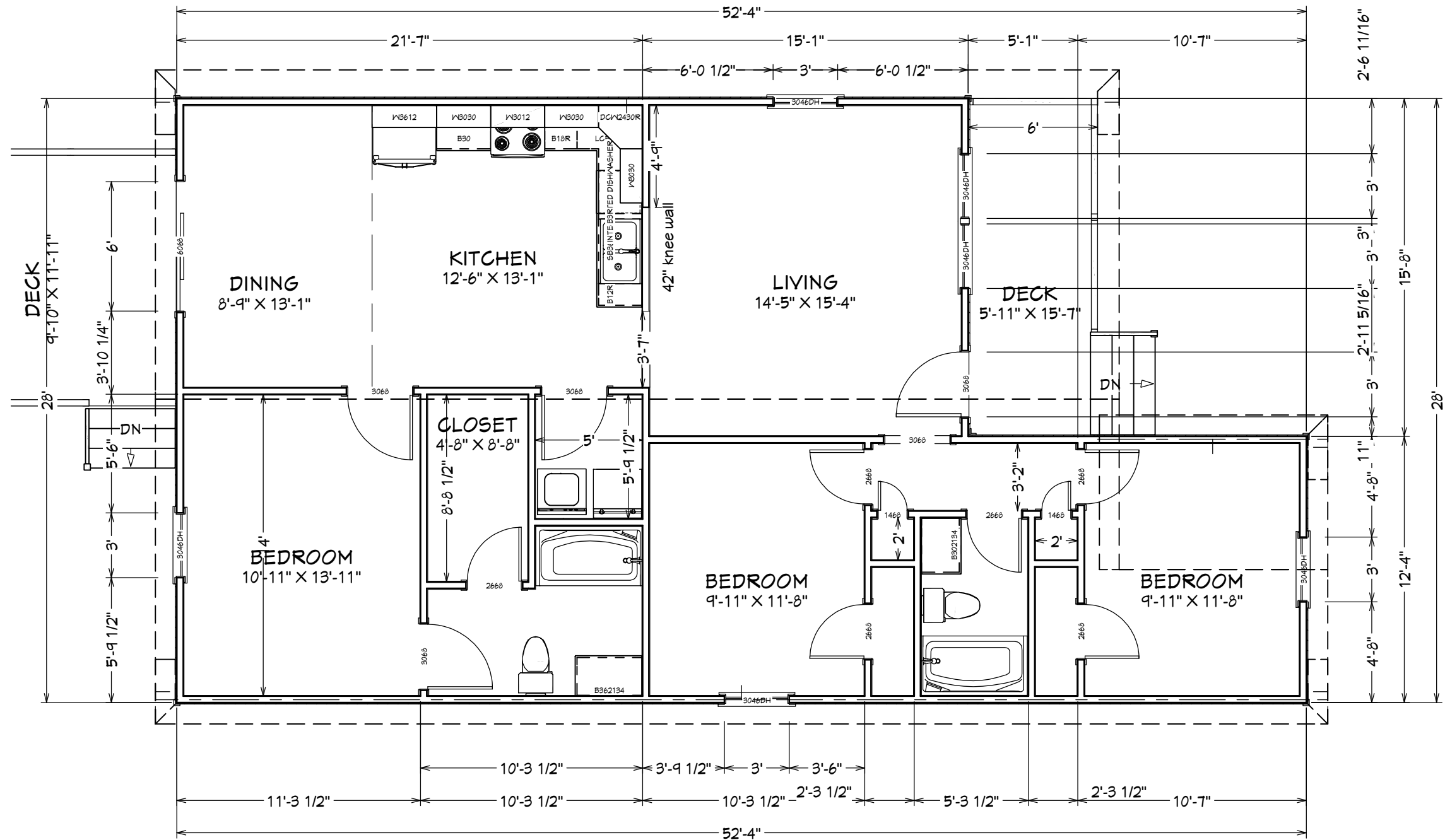


**Lotts & Associates, P.C.**

Land Surveying - Land Planning  
21 Cambridge Drive \* P.O. Box 1167  
Stuarts Draft, Virginia 24477  
Phone (540) 337-0012 Fax (540) 337-1455







LIVING AREA  
1220 SQ FT



Looking northwest, standing on the edge of the property (toward high school)



Looking south, standing in Hazel Ave, looking at the property



Looking west at location of entrance , this is David Hickman's driveway



Looking southwest directly at property corner



Hazel Ave looking northwest (toward high school)



# ORDINANCE

Zoning Map Amendment

100 block of Hazel Avenue, Lots 4, 5, 6, 7, 16, 17, and 18 of Block 57, Section 1

6/4/2026

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA**, that after a duly called public hearing, in accordance with the general welfare of the citizens of Buena Vista and in accordance with good zoning practices, the following property shall be rezoned from R2 Residential to R3 Residential Limited pursuant to Section 617.03-3 of the Land Development Regulations, and the zoning map for the City shall be amended to reflect this change: Lots 4, 5, 6, 7, 16, 17, and 18 of Block 57, Section 1, located in the 100 block of South Hazel Avenue; as shown on Exhibit A.

This ordinance shall be effective 30 days following adoption by City Council.

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Jesse Lineberry, Mayor

ATTEST:

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Sarah Burch, Clerk of Council

---

Date



## ORDINANCE

**Abandonment of Public Right of Way  
Portion of Alley in Block 57, Section 1  
6/4/2026**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA**, that in accordance with Section 15.2-2006 through 2008 of the Code of Virginia, as amended, that the public right of way described in "Exhibit A" and "Exhibit B" attached hereto ("the Property"), shall be vacated and abandoned upon receipt of the consideration noted in "Exhibit B".

BE IT FURTHER ORDAINED that this ordinance shall be recorded in the Clerk's Office of the Circuit Court for the City of Buena Vista, Virginia, and indexed under the names listed in Exhibit A.

This ordinance shall be effective 30 days after adoption.

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Jesse Lineberry, Mayor

ATTEST:

---

Sarah Burch, Clerk of Council

---

Date

## **EXHIBIT B**

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** MAHH, LLC, whose address is 250 Hammond Lane, Staunton VA 24401

**Consideration:** \$1,687.50

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 18-1-6-21-9

**Description of Property:** A 150' long portion of the alley located in Block 57, Section 1, located between lots 4, 5, 6 and lots 16, 17, 18, as shown on Exhibit B.



## ORDINANCE

**Abandonment of Public Right of Way  
Alley is Block 1, Forest Addition, 300 block of Longhollow Road  
6/15/2026**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BUENA VISTA, VIRGINIA**, that in accordance with Section 15.2-2006 through 2008 of the Code of Virginia, as amended, that the public right of way described in "Exhibit A" and "Exhibit B" attached hereto ("the Property"), shall be vacated and abandoned upon receipt of the consideration noted in "Exhibit B".

**BE IT FURTHER ORDAINED** that as a condition of the aforesaid abandonment and vacation, the City retains a perpetual easement over, under, and across the Property for the installation, maintenance, repair, or replacement of all utilities, including, but not limited to, water and sewer lines; electric; cable; telephone; and gas lines; and garbage pick-up.

**BE IT FURTHER ORDAINED** that this ordinance shall be recorded in the Clerk's Office of the Circuit Court for the City of Buena Vista, Virginia, and indexed under the names listed in Exhibit A.

This ordinance shall be effective 30 days after adoption.

---

Jesse Lineberry, Mayor

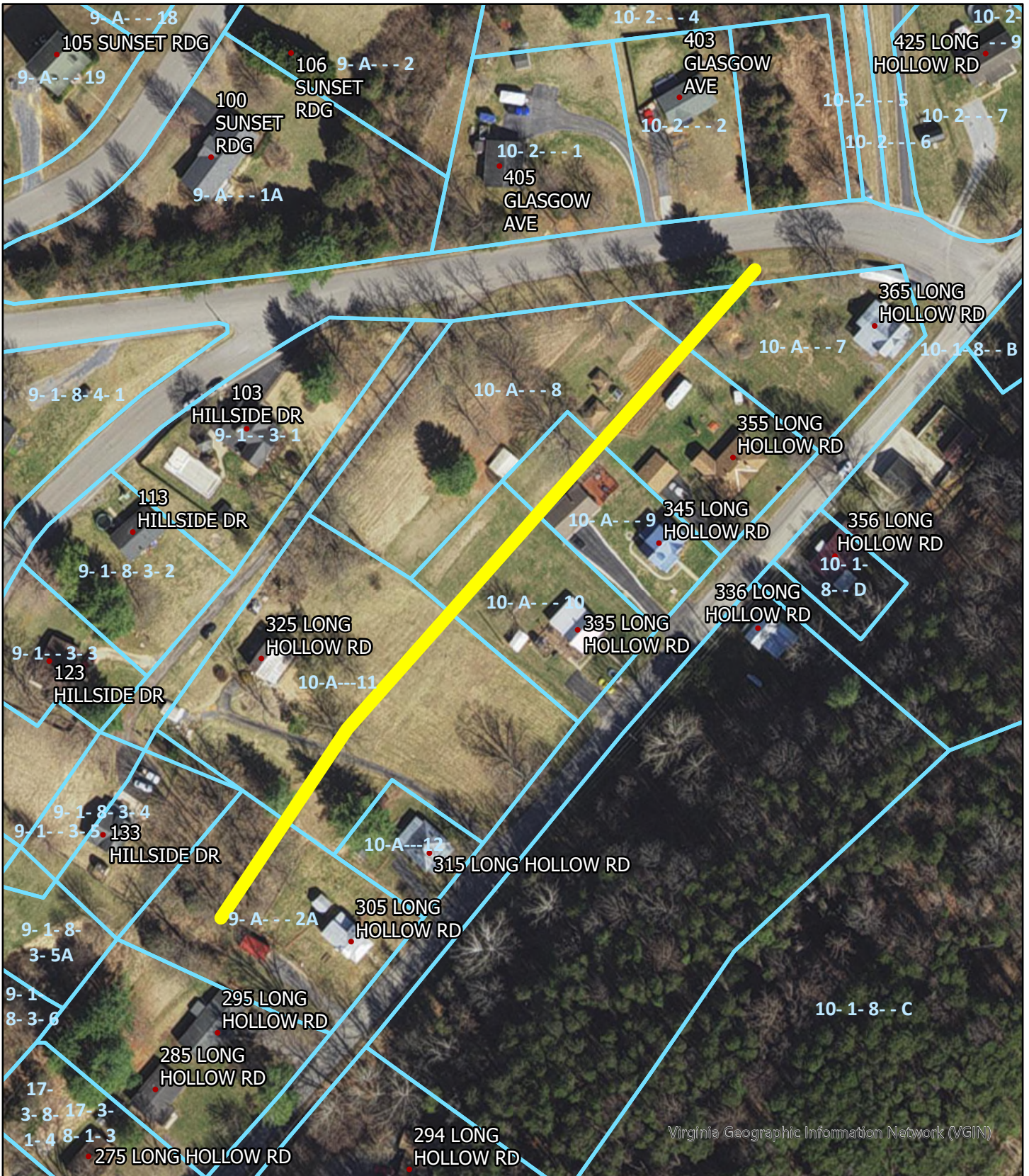
ATTEST:

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Sarah Burch, Clerk of Council

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Date



0 0.00 0.01 0.02 0.03 0.04 Miles

## 300 Block Longhollow Rd Alley Abandonment

# EXHIBIT A

2026

## EXHIBIT B

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** MOUNTAIN VALLEY RENTALS B LLC, whose address is 1317 Woodland Ave, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 9-A---2A (305 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** ROBYN C. LAWHORNE, whose address is 325 Long Hollow Road, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 10-A---11 (325 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** CYNTHIA STATON HARTBARGER and DALE R. HARTBARGER, husband and wife, as tenants by the entirety with the right of survivorship, whose address is 1715 Pine Ave, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 10-A---10 (335 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** TIMOTHY GLASS and KIMBERLY GLASS, husband and wife, as tenants by the entirety with the express right of survivorship as at common law, whose address is 345 Longhollow Road, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 10-A---9 (345 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** RANDALL DAVIS, whose address is 355 Longhollow Road, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 10-A---8 (355 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.

**Grantor (for recording purposes):** City of Buena Vista

**Grantee:** RANDALL DAVIS, whose address is 355 Longhollow Road, Buena Vista VA 24416

**Consideration:** \$0

**Tax Map Number:** Abandoned right-of-way shall be incorporated into 10-A---7 (365 Longhollow)

**Description of Property:** The portion of said alley, measuring 15' in width, running through the parcel depicted on Exhibit A.



**Agenda Item:** Review and Approval of an Appropriation Resolution

**Overview:**

1. City staff have taken strategic steps to replenish the Perpetual Care Fund (Fund 18) and support the long-term maintenance and fiscal sustainability of Green Hill Cemetery. The fund was previously drawn down over a 19-year period (FY 2003–2021) through transfers to the General Fund (Fund 10) to support cemetery operations, reaching a low balance of \$3,690 in FY 2022 without a formal replenishment plan. In September 2025, with Budget and Finance Committee support, a maturing \$125,665.87 certificate of deposit with no outstanding obligations was reallocated to the Perpetual Care Fund and reinvested to maximize returns while preserving principal. An additional \$89,334.13 from the General Fund was used to increase total CD investments to \$215,000 across 12-month and 3-year terms. These actions substantially restore the fund toward prior historical levels and position the City to continue building a sustainable reserve for future cemetery maintenance and post-closure needs. This appropriation request supports the previously coordinated effort to account for the transfer from the General Fund to the Perpetual Care Fund.

2. Upon further review of the February 2026 School Fund appropriation resolution and supporting documentation, it was determined that the transfer from the General Fund (Fund 10) was inadvertently omitted from the originally adopted resolution. This item is stated as “Transfer to School Fund” in the attached appropriation resolution. You may recall, the previous approved resolution involved the School Fund (Fund 19) only.

BV and BVCPS staff were provided with the FY 2025 School Division carryover calculation by the external auditor, Robinson, Farmer, Cox, earlier this year. A total of \$688,927 was identified as available carryover funding for FY 2026. Of this amount, \$97,128 is required to satisfy the mandated local match for FY 2026. In addition, \$555,153 in state funding must be expended by BVCPS during FY 2026 or returned to the Commonwealth. Both amounts are intended to support the School Division’s general operating fund. The remaining \$36,646 in local funds is designated for supporting the School Division’s capital improvement projects and equipment purchases for all BVCPS facilities. Approval of the appropriation resolution—and the inclusion of the previously omitted General Fund transfer—ensures that City staff can accurately update FY 2026 budget data within the financial management system and maintain alignment between the City and the School Division.

**Recommendation:** Receive staff report. Pose any questions you may have and discuss as desired. If in agreement, vote to approve the attached appropriation resolution.

**Attachments:**

1. FY 2026 Appropriation Resolution dated June 18, 2026.
2. Memorandum: CornerStone Bank Certificate of Deposit Accounts and the BV Perpetual Care Fund, dated October 1, 2025.



City of Buena Vista, Virginia  
Finance Department  
2039 Sycamore Avenue  
Buena Vista, VA 24416  
(540) 261-8602  
[steve.bolster@bvcity.org](mailto:steve.bolster@bvcity.org)

## Memorandum

To: Steve Webb, Council & Budget and Finance Committee Member  
Michelle Poluikis, Council & Budget and Finance Committee Member  
Jason Tyree, City Manager  
Amy Hudson, Treasurer

From: Steve Bolster, Finance Director *SJB*

Date: October 1, 2025

Subject: CornerStone Bank Certificate of Deposit Accounts and the BV Perpetual Care Fund (Fund 18)

Please use this memorandum as local documentation on recent steps taken to replenish the BV Perpetual Care Fund (Fund 18 – AKA Green Hill Cemetery Fund).

### Background:

The Perpetual Care Fund was established to ensure the long-term maintenance, upkeep, and fiscal sustainability of the Green Hill Cemetery when the final number of available burial plots are purchased, and no additional revenue stream is coming in. Currently, the City charges an additional \$150 for the Perpetual Care Fund when someone purchases a burial plot. This perpetual care fee and any interest earned from investment accounts supports the Perpetual Care Fund for future fiscal needs. There was a 19-year period (FYs 2003 to 2021) when an annual \$10,000 transfer out from the Green Hill Cemetery Fund was posted to the General Fund to support what is presumed to be the operational costs for Department 4306 (Green Hill Cemetery). There was nothing illegal about these transfers, but there should've been a plan on how to replenish the Perpetual Care Fund from the General Fund before drawing the fund down to its lowest level of **\$3,690 in FY 2022**. No other fund-to-fund transfers have occurred since this low point.

As of early September 2025, BV held a certificate of deposit (CD) at CornerStone Bank with a balance of ~\$125,666. This CD is linked to a previous arrangement involving the former Regional Industrial Development Authority (IDA) that included the cities of Buena Vista and Lexington, along with Rockbridge County. The Regional IDA began splintering in the early to mid-2000s. Council minutes provide insight on what led to this organizations demise: *"It was noted that \$100,000 from the loan is being placed in an escrow indemnification fund that can be used to cover the cost of litigation, if any, stemming from the situation with Mead Westvaco. The indemnification money will then be returned to the City of Buena Vista if no lawsuits have been filed by December 28, 2008."* No lawsuits occurred and the CD sat at City National Bank since 2006 before Amy and Brittany moved it to CornerStone Bank to gain a more competitive interest rate. The CD was up for renewal on September 6, 2025, having a balance of \$125,665.87. It made \$5,697.34 in interest during the prior year.

Actions:

At the September 23rd Budget and Finance Committee meeting, I provided the update stated above and included my recommendation to allocate the maturing CD (that had no financial commitments for BV as of December 29, 2008) as funding for the Perpetual Care Fund. This action will work to replenish the fund that resulted from 19 years of fund-to-fund transfers out of Fund 18 and continue steps to ensure the Green Hill Cemetery Fund will track towards a fiscally-sound fund balance for future post-closure activities. This recommendation met with support from the Budget and Finance Committee.

In preparation for this recommendation, Amy and I met with CornerStone Bank Branch Manager Eric Seaman on September 17, 2025 to discuss options available to BV for maximizing interest while ensuring no loss of invested principal.

The following investment moves were made after gaining Budget and Finance Committee support to improve the Perpetual Care Fund balance (with an effective date of September 10, 2025).

- Secured a 12-month CD with CornerStone Bank at a 3.55% interest for the balance of \$125,665.87 from the maturing CD.
- Amy and Brittany withdrew \$89,334.13 from the General Fund Account at City National Bank in the form of a cashier's check made payable to CornerStone Bank.
- Of the \$89,334.13 amount, \$29,334.13 was added to the 12-month CD balance of \$125,665.87, making it \$155,000.00.
- Of the \$89,334.13, the remaining \$60,000.00 was used to secure a 3-year CD with CornerStone Bank at a 3.35% interest rate.
- Total CornerStone Bank CD balances are \$215,000.00 for the Perpetual Care Fund.
- Note: According to the **June 30, 2001** annual audit, the Green Hill Cemetery Fund balance totaled **\$219,636**.

Each fiscal year staff will continue to evaluate opportunities to add available funding to the Perpetual Care Fund to reach an optimal fund balance level for post-closure activities at the Green Hill Cemetery. Please contact me if you have any questions.

Cc: Brittany Strowbridge, Assistant Finance Director



# CITY OF BUENA VISTA

## APPROPRIATION RESOLUTION

June 18, 2026

**BE IT RESOLVED** by the City Council of Buena Vista, Virginia, that the following appropriations are, and the same is hereby made, for the period ending **June 30, 2026**, from the UNAPPROPRIATED SURPLUS of the **GENERAL FUND** and expended as follows:

**General Fund – Transfers to Other Funds**

10.9314.67540	Transfer to Green Hill Cemetery Fund	\$215,000.00
10.9314.67590	Transfer to School Fund	<u>\$688,927.00</u>
<b>Sub-total 1</b>		<b>\$903,927.00</b>
<b>Total General Fund Appropriation</b>		<b>\$903,927.00</b>

**Approved:** This 18<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Jesse D. Lineberry, Mayor

Attest:

\_\_\_\_\_  
Sarah M. Burch, Clerk of Council

**RESOLUTION**

**WHEREAS** there is currently pending an amendment to 58.1-605.1 of the 1950 Code of Virginia that would allow the City of Buena Vista to hold a referendum to increase the local sales tax by one percent (1%) to provide revenue solely for capital projects for the construction, renovation, and or equipping of schools in the city and to finance such projects; and

**WHEREAS** Buena Vista anticipates that this proposed legislation will become effective upon the passage of the current budget for the Commonwealth of Virginia before the end of June 2026; and

**WHEREAS** in order to hold a referendum on November 3, 2026, a Circuit Court Order needs to be entered by July 22, 2026.

**NOW THEREFORE, BE IT RESOLVED**, that council for the City of Buena Vista hereby requests the Circuit Court for the City of Buena Vista enter an Order, subject to the pending legislation being finalized by the Commonwealth of Virginia, to allow the following referendum as part of the General Election for November 3, 2026:

**SALES TAX**

Should the City of Buena Vista be authorized to levy a general retail sales tax at a rate not to exceed one percent (1%) provided the revenue from the sales tax shall be used solely for capital projects for the construction, renovation, and or equipping of schools in the City of Buena Vista, to finance such projects and that the sales tax shall expire by June 17, 2046?

[ ] Yes

[ ] No

**BE IT FURTHER RESOLVED** that the City Attorney prepare the appropriate  
Petition and Order for such a referendum and to sign the same on behalf of the City.

This referendum shall take effect immediately.

\_\_\_\_\_  
Jesse Lineberry, Mayor

Attest:

\_\_\_\_\_  
Sarah Burch, Clerk of Council

\_\_\_\_\_  
Date of Adoption