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NOTICE:

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The records of City Council and City Clerk's Office will be maintained pursuant to Section 42.1-82 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia, Library of Virginia Records Management and Imaging Services Division, Records Retention and Disposition Schedules, for compliance with Guidelines provided by the Library of Virginia.



LEA
40449-030716

**ROANOKE CITY COUNCIL
INFORMAL SESSION
MARCH 7, 2016**

9:00 A.M.

**CITY COUNCIL CHAMBER
ROOM 450**

AGENDA

Call to Order – Roll Call. Council Member Price was absent.

Welcome – Mayor David A. Bowers

NOTICE

This morning's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, March 10 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, March 12 at 4:00 p.m.; and video streamed by internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ITEMS FOR ACTION:

A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting.

(6-0)

A communication from Council Member Sherman P. Lea, Chair, City Council Personnel Committee, requesting that Council convene in a Closed Meeting to discuss a personnel matter, being the annual performances of the Council-Appointed Officers, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended.

(6-0)

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned properties together with buildings and improvements thereon, situated at 119 and 117 Norfolk Avenue, S. W., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

(6-0)

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 2100 Countryside Road, N. W., an approximately 20-acre portion, where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

(6-0)

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 1015 Jamison Avenue, S. E., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

(6-0)

ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA. **NONE.**

TOPICS FOR DISCUSSION BY THE MAYOR AND MEMBERS OF COUNCIL. **NONE.**

BRIEFINGS:

- Star City Reads Program Update - 15 minutes
- Citizen Survey Results 2015 - 30 minutes
- FY17 Budget/Financial Planning Work Session - 90 minutes

AT 12:14 P.M., THE MAYOR DECLARED THE COUNCIL MEETING IN RECESS FOR A CLOSED MEETING IN THE COUNCIL'S CONFERENCE ROOM, ROOM 451, NOEL C. TAYLOR MUNICIPAL BUILDING; AND THEREAFTER RECONVENE AT 2:00 P.M., IN THE COUNCIL CHAMBER.



ROANOKE CITY COUNCIL REGULAR SESSION

**MARCH 7, 2016
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call. Council Member Price was absent.

The Invocation was delivered by The Reverend Kenneth P. Lane, Pastor, Trinity Lutheran Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor David A. Bowers.

Welcome. Mayor Bowers.

NOTICE:

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, March 10 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, March 12 at 4:00 p.m.; and video streamed by internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

THE PUBLIC IS ADVISED THAT MEMBERS OF COUNCIL RECEIVE THE CITY COUNCIL AGENDA AND RELATED COMMUNICATIONS, REPORTS, ORDINANCES AND RESOLUTIONS, ETC., ON THE THURSDAY PRIOR TO THE COUNCIL MEETING TO PROVIDE SUFFICIENT TIME FOR REVIEW OF INFORMATION.

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NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT. SPECIAL ASSISTANCE IS AVAILABLE FOR DISABLED PERSONS ADDRESSING CITY COUNCIL. EFFORTS WILL BE MADE TO PROVIDE ADAPTATIONS OR ACCOMMODATIONS BASED ON INDIVIDUAL NEEDS OF QUALIFIED INDIVIDUALS WITH DISABILITIES, PROVIDED THAT REASONABLE ADVANCE NOTIFICATION HAS BEEN RECEIVED BY THE CITY CLERK'S OFFICE.

PERSONS WISHING TO ADDRESS COUNCIL WILL BE REQUIRED TO CONTACT THE CITY CLERK'S OFFICE PRIOR TO THE MONDAY COUNCIL MEETING, OR REGISTER WITH THE STAFF ASSISTANT AT THE ENTRANCE TO THE COUNCIL CHAMBER PRIOR TO COMMENCEMENT OF THE COUNCIL MEETING. ONCE THE COUNCIL MEETING HAS CONVENED, THERE WILL BE NO FURTHER REGISTRATION OF SPEAKERS, EXCEPT FOR PUBLIC HEARING MATTERS. ON THE SAME AGENDA ITEM, ONE TO FOUR SPEAKERS WILL BE ALLOTTED FIVE MINUTES EACH; HOWEVER, IF THERE ARE MORE THAN FOUR SPEAKERS, EACH SPEAKER WILL BE ALLOTTED THREE MINUTES.

ANY PERSON WHO IS INTERESTED IN SERVING ON A CITY COUNCIL-APPOINTED AUTHORITY, BOARD, COMMISSION OR COMMITTEE MAY CONTACT THE CITY CLERK'S OFFICE AT 853-2541, OR ACCESS THE CITY'S HOMEPAGE TO COMPLETE AN ONLINE APPLICATION.

THE COUNCIL OF THE CITY OF ROANOKE IS SEEKING APPLICATIONS FOR THE FOLLOWING CURRENT VACANCIES AND/OR UPCOMING EXPIRATIONS OF TERMS OF OFFICE:

**BUILDING AND FIRE CODE OF APPEALS/AT-LARGE – ONE VACANCY
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2018**

**CITY OF ROANOKE FINANCE BOARD – ONE VACANCY
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2016**

**FAIR HOUSING BOARD – ONE VACANCY
THREE-YEAR TERM OF OFFICE ENDING MARCH 31, 2019**

**PARKS AND RECREATION ADVISORY BOARD – ONE VACANCY
UNEXPIRED TERM OF OFFICE ENDING MARCH 31, 2017**

EXPIRATION OF THE THREE-YEAR TERMS OF OFFICE OF SUZANNE P. MOORE AND ANNETTE LEWIS AS TRUSTEES OF THE ROANOKE CITY SCHOOL BOARD ENDING JUNE 30, 2016. TRUSTEE MOORE IS NOT ELIGIBLE FOR REAPPOINTMENT. DEADLINE FOR RECEIPT OF APPLICATIONS WAS EXTENDED UNTIL THURSDAY, MARCH 31, 2016 AT 5:00 P.M., IN THE CITY CLERK'S OFFICE. APPLICATIONS, QUESTIONS AND/OR ADDITIONAL INFORMATION, PLEASE CONTACT CITY CLERK'S OFFICE AT 853-2541.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS:

A proclamation declaring March 7 as Andolyn Medina Day.

The Mayor presented a ceremonial copy to Andolyn Medina, 2016 Miss Roanoke Valley.

Recognition of students from Boston University hosted by the Roanoke Valley Chapter of Friends of the Blue Ridge Parkway and students from Holy Cross hosted by Mt. Zion A.M.E. Church for a week of "alternative break" community service.

The Mayor presented certificates to the students.

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. ALL MATTERS WILL BE REFERRED TO THE CITY MANAGER FOR RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL, AS HE MAY DEEM APPROPRIATE.

Dave Wertz, 430 Walnut Avenue, S. E.; Mary Newbold, 2833 Avenham Avenue, S. W., and Paul Anderson, resident of 1335 Ivy Street, S. W., appeared before Council to share concern regarding the volume of music from Dr. Pepper Park events.

Cara Price, Leadership Roanoke Valley representative, appeared before Council requesting City Council's endorsement of an Ambassador Program in downtown Roanoke.

Chris Craft, 1501 East Gate, N. E., appeared before Council to request traffic improvements on Route 460 and King Street, N. E.; and urged the Council not to relocate the Registrar's Office from the City's Municipal Building.

Robert Gravely, 3360 Hershberger Road, N. W., appeared before Council to reiterate the importance of prayer.

Terry Huxhold, 1125 16th Street, S. E., appeared before Council to share his concern regarding decline in property tax assessments.

**4. CONSENT AGENDA:
(APPROVED 6-0)**

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY. Mayor Bowers called attention to three requests for public hearing by the City Manager.

C-1 Minutes of the regular meetings of City Council held on Monday, May 4, 2015; recessed until Monday, May 11, 2015; Monday, May 18, 2015; Monday, June 1, 2015; Monday December 7, 2015; and Monday December 21, 2015.
RECOMMENDED ACTION: Dispensed with the reading of the minutes and approved as recorded.

C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the sale of City-owned property located at 2206 Countryside Road, N. W., to Mr. and Mrs. Walter C. Evans, Jr.
RECOMMENDED ACTION: Concurred in the request.

C-3 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the request of 416 Campbell Avenue, LLC, for a pedestrian access easement across City-owned property located at 416 Campbell Avenue, S. W.
RECOMMENDED ACTION: Concurred in the request.

C-4 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the sale of City-owned property located in the Coyner Springs area of Botetourt County to Straight Street Roanoke Valley, Inc.
RECOMMENDED ACTION: Concurred in the request.

C-5 Reports of qualification of the following individuals:

Heather S. Shepardson as a Citizen at Large member of the Personnel and Employment Practices Commission for a term of office ending June 30, 2017;

Wayne Bowers and Robert Ledger (Alternate) as City representatives of the Western Virginia Regional Industrial Facility Authority for four-year terms of office, each, ending February 3, 2020;

Robert D. Edwards as a City representative of the Roanoke Valley Resource Authority for a term office ending December 31, 2019; and

William J. Modica as a member of the Parks and Recreation Advisory Board for a three-year term of office ending March 31, 2019.

RECOMMENDED ACTION: Received and filed.

REGULAR AGENDA:

5. PUBLIC HEARINGS: NONE.

6. PETITIONS AND COMMUNICATIONS:

- a. Presentation of annual update on activities of the Roanoke Regional Partnership. Beth Doughty, Executive Director, Spokesperson. (Sponsored by the City Manager)
Presentation was received and filed.
- b. Joint communication from Council Members William D. Bestpitch and Raphael E. Ferris in support of a regional brand "VIRGINIA'S BLUE RIDGE".
Adopted Resolution No. 40449-030716. (6-0)

7. REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

- a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Acceptance of the 2016 AmeriCorps Vista Grant from the Corporation for National and Community Service (CNCS) to build and expand social capital in the Loudon-Melrose community.
Adopted Resolution No. 40450-030716 and Budget Ordinance No. 40451-030616. (6-0)

2. Appropriation of Department of Technology Retained Earnings for technology projects.
Adopted Budget Ordinance No. 40452-030716. (6-0)
3. Adoption of the revised Emergency Operations Plan for the City of Roanoke.
Adopted Resolution No. 40453-030716. (6-0)
4. Acquisition of real property rights for the Narrows Lane Drainage Improvements Project.
Adopted Ordinance No. 40454-030716. (6-0)

COMMENTS OF CITY MANAGER.

The City Manager shared the following comments:

City to Collect Paper Bags Containing Leaves This Week

- For one week only, March 7-11, the city's Solid Waste Management Division will conduct "Spring Paper Bag Collection."
- Crews will collect leaves placed in 30-gallon biodegradable paper bags.
- Residents are invited to place as many paper bags as desired to the curb for collection on their regular trash collection day; there is no limit.
- Plastic bags will not be collected.
- For more information, call 853-2000, Option 1.

McDonald's St. Patrick's Day Parade and Shamrock Festival

- Saturday, March 12, 2016
- Parade begins at 11:00 a.m. on Jefferson Street at Elm Avenue, S. W. continues to Campbell Avenue, S. W., and ends at Williamson Road, S. E.

Shamrock Festival

- Begins at 12:00 Noon behind the City Market Building
- 12:00 Noon to 1:00 p.m. - Dancing Chicken Band
- 1:30 p.m. to 2:30 p.m. - Funky Bones
- 3:00 p.m. to 5:00 p.m. - Seven Mile Ford

McDonald's Kid's Zone

- 12:00 Noon to 5:00 p.m. in two locations
- In front of the Taubman Museum of Art on Salem Avenue, S. W., and in Market Square along Market Street, S. W.

Corned Beef & Co. Celtic Celebration

- 10:00 a.m. to 5:00 p.m., featuring Second Wynde

Raleigh Court Branch Library Re-opening Ceremony

- March 15 at 11:00 a.m.
- The City will hold a re-opening ceremony for the Raleigh Court Branch Library, located at 2112 Grandin Rd SW.
- The public is invited to attend and help celebrate the completed renovation and expansion of this popular neighborhood branch.

"Implement Lean" Conference was a Success

- Last Thursday and Friday, the city and the Virginia Tech Roanoke Center hosted "Implementing Lean" at Hotel Roanoke and Conference Center
- There were 120 people in attendance. The City's Lean "Greenbelts" played a big role in the conference.
- The next step for this program is the Lean Training Academy, which will be held in the fall.
- Thank you to the City staff who presented their projects at the conference. Also thanks to Kay Dunkley with the Virginia Tech Roanoke Center and Eileen Van Aken with the Virginia Tech College of Engineering, ISE program.
- There is discussion that Roanoke may become a national center for Lean.

b. DIRECTOR OF FINANCE:

1. Appropriation of additional funding General Registrar's Office relocation and tenant upfit.
Adopted Budget Ordinance No. 40455-030716. (5-1, with Mayor Bowers voting no)
2. Financial report for the seven months ended January 31, 2016 for the City of Roanoke; and Roanoke City Public Schools for the six months ended December 31, 2015.
Presentation received and filed.

8. REPORTS OF COMMITTEES: NONE.

9. UNFINISHED BUSINESS: NONE.

10. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

11. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor and Members of City Council.

Council Member Rosen moved to ratify authorization provided to Rob Catron, Legislative Liaison for the City, to represent the interest of the City in supporting legislation requested by Botetourt County to increase funding to Virginia Economic Development Partnership to support development of a new manufacturing business in Botetourt County. The motion was seconded by Council Member Ferris and adopted.

Council Member Bestpitch announced UBU Honors 2016: “Together We Stand”, at Shaftman Performance Hall on March 25, 2016, at 7:30 p.m.

- b. Vacancies on certain authorities, boards, commissions and committees appointed by Council.

CERTIFICATION OF CLOSED MEETING. (6-0)

12. ADJOURNED – 4:35 P.M.



**ROANOKE CITY COUNCIL
INFORMAL SESSION
MARCH 7, 2016**

9:00 A.M.

**CITY COUNCIL CHAMBER
ROOM 450**

AGENDA

Call to Order – Roll Call

Welcome – Mayor David A. Bowers

NOTICE

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ITEMS FOR ACTION:

A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting.

P 9

A communication from Council Member Sherman P. Lea, Chair, City Council Personnel Committee, requesting that Council convene in a Closed Meeting to discuss a personnel matter, being the annual performances of the Council-Appointed Officers, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended.

P 11

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned properties together with buildings and improvements thereon, situated at 119 and 117 Norfolk Avenue, S. W., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

P 12

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 2100 Countryside Road, N. W., an approximately 20-acre portion, where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

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A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 1015 Jamison Avenue, S. E., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended.

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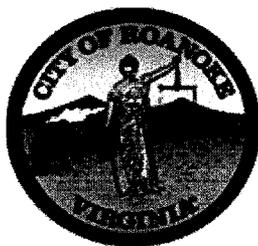
ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA. (5 MINUTES)

TOPICS FOR DISCUSSION BY THE MAYOR AND MEMBERS OF COUNCIL. (5 MINUTES)

BRIEFINGS:

- Star City Reads Program Update - 15 minutes
- Citizen Survey Results 2015 - 30 minutes
- FY 17 Budget/Financial Planning Work Session - 90 minutes

THE COUNCIL MEETING WILL STAND IN RECESS FOR A CLOSED MEETING IN THE COUNCIL'S CONFERENCE ROOM, ROOM 451, NOEL C. TAYLOR MUNICIPAL BUILDING; AND WILL RECONVENE AT 2:00 P.M., IN THE COUNCIL CHAMBER.



**ROANOKE CITY COUNCIL
REGULAR SESSION**

**MARCH 7, 2016
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

The Invocation will be delivered by The Reverend Kenneth P. Lane, Pastor, Trinity Lutheran Church.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor David A. Bowers.

Welcome. Mayor Bowers.

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THE COUNCIL OF THE CITY OF ROANOKE IS SEEKING APPLICATIONS FOR THE FOLLOWING CURRENT VACANCIES AND/OR UPCOMING EXPIRATIONS OF TERMS OF OFFICE:

**BUILDING AND FIRE CODE OF APPEALS/AT-LARGE – ONE VACANCY
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2018**

**CITY OF ROANOKE FINANCE BOARD – ONE VACANCY
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2016**

**FAIR HOUSING BOARD – ONE VACANCY
THREE-YEAR TERM OF OFFICE ENDING MARCH 31, 2019**

**PARKS AND RECREATION ADVISORY BOARD – ONE VACANCY
UNEXPIRED TERM OF OFFICE ENDING MARCH 31, 2017**

EXPIRATION OF THE THREE-YEAR TERMS OF OFFICE OF SUZANNE P. MOORE AND ANNETTE LEWIS AS TRUSTEES OF THE ROANOKE CITY SCHOOL BOARD ENDING JUNE 30, 2016. TRUSTEE MOORE IS NOT ELIGIBLE FOR REAPPOINTMENT. DEADLINE FOR RECEIPT OF APPLICATIONS IS THURSDAY, MARCH 10, 2016. APPLICATIONS, QUESTIONS AND/OR ADDITIONAL INFORMATION, PLEASE CONTACT CITY CLERK'S OFFICE AT 853-2541.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS:

A proclamation declaring March 7 as Andolyn Medina Day.

P 15

Recognition of students from Boston University hosted by the Roanoke Valley Chapter of Friends of the Blue Ridge Parkway, for a week of "alternative break" community service.

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

CITY COUNCIL SETS THIS TIME AS A PRIORITY FOR CITIZENS TO BE HEARD. ALL MATTERS WILL BE REFERRED TO THE CITY MANAGER FOR RESPONSE, RECOMMENDATION OR REPORT TO COUNCIL, AS HE MAY DEEM APPROPRIATE.

4. CONSENT AGENDA:

ALL MATTERS LISTED UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE MEMBERS OF CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

C-1 Minutes of the regular meetings of City Council held on Monday, May 4, 2015; recessed until Monday, May 11, 2015; Monday, May 18, 2015; Monday, June 1, 2015; Monday December 7, 2015; and Monday December 21, 2015.

RECOMMENDED ACTION: Dispense with the reading of the minutes and approve as recorded.

C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the sale of City-owned property located at 2206 Countryside Road, N. W., to Mr. and Mrs. Walter C. Evans, Jr.

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RECOMMENDED ACTION: Concur in request.

C-3 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the request of 416 Campbell Avenue, LLC, for a pedestrian access easement across City-owned property located at 416 Campbell Avenue, S. W.

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RECOMMENDED ACTION: Concur in request.

C-4 A communication from the City Manager requesting that Council schedule a public hearing for Monday, March 21, 2016, at 7:00 p.m., or at such later date as the City Manager may determine, to consider the sale of City-owned property located in the Coyner Springs area of Botetourt County to Straight Street Roanoke Valley, Inc.

P 19

RECOMMENDED ACTION: Concur in request.

C-5 Reports of qualification of the following individuals:

Heather S. Shepardson as a Citizen at Large member of the Personnel and Employment Practices Commission for a term of office ending June 30, 2017;

Wayne Bowers and Robert Ledger (Alternate) as City representatives of the Western Virginia Regional Industrial Facility Authority for four-year terms of office, each, ending February 3, 2020;

Robert D. Edwards as a City representative of the Roanoke Valley Resource Authority for a term office ending December 31, 2019; and

William J. Modica as a member of the Parks and Recreation Advisory Board for a three-year term of office ending March 31, 2019.

REGULAR AGENDA:

5. PUBLIC HEARINGS: NONE.

6. PETITIONS AND COMMUNICATIONS:

a. Presentation of annual update on activities of the Roanoke Regional Partnership. Beth Doughty, Executive Director, Spokesperson. (Sponsored by the City Manager)

P 21 P 22

b. Joint communication from Council Members William D. Bestpitch and Raphael E. Ferris in support of a regional brand "VIRGINIA'S BLUE RIDGE".

P 23 R 24

7. REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Acceptance of the 2016 AmeriCorps Vista Grant from the Corporation for National and Community Service (CNCS) to build and expand social capital in the Loudon-Melrose community.

P 26 R 36 B/O 37

2. Appropriation of Department of Technology Retained Earnings for technology projects.

P 38 B/O 40

3. Adoption of the revised Emergency Operations Plan for the City of Roanoke.

P 41 R 82

4. Acquisition of real property rights for the Narrows Lane Drainage Improvements Project.

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COMMENTS OF CITY MANAGER.

b. **DIRECTOR OF FINANCE:**

1. Appropriation of additional funding General Registrar's Office relocation and tenant upfit.
2. Financial report for the seven months ended January 31, 2016 for the City of Roanoke; and Roanoke City Public Schools for the six months ended December 31, 2015.

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B/O 89

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8. REPORTS OF COMMITTEES: NONE.

9. UNFINISHED BUSINESS: NONE.

10. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

11. MOTIONS AND MISCELLANEOUS BUSINESS:

- a. Inquiries and/or comments by the Mayor and Members of City Council.
- b. Vacancies on certain authorities, boards, commissions and committees appointed by Council.

CERTIFICATION OF CLOSED MEETING.

12. ADJOURN.



DAVID A. BOWERS
Mayor

CITY OF ROANOKE
OFFICE OF THE MAYOR

215 CHURCH AVENUE, S.W., SUITE 452
ROANOKE, VIRGINIA 24011-1594
TELEPHONE: (540) 853-2444
FAX: (540) 853-1145

March 7, 2016

The Honorable Vice-Mayor David B. Trinkle and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Vice-Mayor Trinkle and Members of Council:

This is to request a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting.

Sincerely,

David A. Bowers
Mayor

DAB:ctw

COMMITTEE VACANCIES/REAPPOINTMENTS
March 7, 2016
Public

VACANCIES:

Four-year term of office on the Building and Fire Code Board of Appeals ending June 30, 2019.

Unexpired term of office on the Parks and Recreation Advisory Board ending March 31, 2017.

Unexpired term of office on the City of Roanoke Finance Board ending and June 30, 2016.

Three-year term of office on the Fair Housing Board ending March 31, 2019.

Three-year terms of office on the Roanoke City School Board ending June 30, 2019.



DAVID A. BOWERS
Mayor

CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Suite 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

Council Members
William D. Bestpitch
Raphael E. "Ray" Ferris
Sherman P. Lea
Anita J. Price
Court G. Rosen
David B. Trinkle

March 7, 2016

The Honorable Mayor and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Mayor Bowers and Members of Council:

I wish to request a Closed Meeting to discuss the annual performances of the Council-Appointed Officers, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

Sincerely,

A handwritten signature in black ink that reads "Sherman Lea".

Sherman P. Lea, Chair
City Council Personnel Committee

SPL:ctw



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request for Closed Meeting

This is to request that City Council convene a closed meeting to discuss the disposition of publicly-owned property, located at 117-119 Norfolk Avenue, S.W., identified as Official Tax Map Nos. 1010307 and 1010306, respectively, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to §2.2-3711.A.3, Code of Virginia (1950), as amended.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Brian Townsend, Assistant City Manager
Barbara A. Dameron, Director of Finance
Wayne Bowers, Director of Economic Development



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request for Closed Meeting

This is to request that City Council convene a closed meeting to discuss the disposition of an approximately 20 acre portion of City-owned property located at 2100 Countryside Road, N.W. bearing Official Tax Map No. 6472302 where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to §2.2-3711.A.3, Code of Virginia (1950), as amended.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request for Closed Meeting

This is to request that City Council convene a closed meeting to discuss the disposition of City-owned property located at 1015 Jamison Avenue, S.E. bearing Official Tax Map No. 4120808 where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to §2.2-3711.A.3, Code of Virginia (1950), as amended.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Brian Townsend, Assistant City Manager for Community
Development
Sherman M. Stovall, Assistant City Manager for Operations
Barbara A. Dameron, Director of Finance

Office of the Mayor

CITY OF  ROANOKE

Proclamation

WHEREAS, Andolyn Medina is a senior and the recipient of a full four-year scholarship to Hollins University. And after an ambitious first semester, she was accepted into the University's three-year accelerated program;

WHEREAS, Andolyn is scheduled to graduate on May 22, 2016 with a Bachelor of Art degree in Psychology and as well as a minor in Music;

WHEREAS, an accomplished classical vocalist and pianist, Andolyn was selected to sing the National Anthem at the campaign rally for President Barack Obama in 2012 and the Miss America Pageant in 2013;

WHEREAS, Andolyn has volunteered at numerous agencies in the Roanoke Valley; and was awarded the Presidential Life-time Achievement Award for volunteering with excess of 4,000 community service hours;

WHEREAS, Andolyn served as mentor and an Assistant to the Dean of Academic Affairs at the University; and received the President's Volunteer Service Award signed by President Obama;

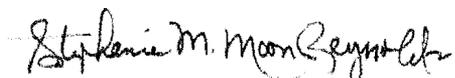
WHEREAS, Andolyn was crowned Miss Roanoke Valley 2016 and will compete for the title of Miss Virginia in June 2016.

NOW, THEREFORE, I, David A. Bowers, Mayor of the City of Roanoke, Virginia, do hereby proclaim March 7 throughout this great, six-time All-America City, as

ANDOLYN MEDINA DAY.

Given under our hands and the Seal of the City of Roanoke this seventh day of March in the year two thousand and sixteen.

ATTEST:


Stephanie M. Moon Reynolds
City Clerk


David A. Bowers
Mayor





CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request Public Hearing for Sale of City-Owned Property, Known as 2206 Countryside Road, N.W., Tax Map No. #6431501

Background:

Walter C. Evans, Jr. and Margaret Renee Evans currently reside in the City on Gladies Street, NW. They have expressed their interest to city staff regarding the purchase of 2206 Countryside Road., N.W., identified by Official Tax Map No. 6431501 to construct a single dwelling. (See attached exhibit).

The sale of this portion of city-owned property was specifically recommended by the Countryside Master Plan. The proposed action would have no identifiable adverse impact on future use of the remaining Countryside properties. The Evans' have agreed to assume all costs related to the property conveyance.

The proposed sale price of \$22,500 reflects the current assessed value of this portion of the former golf course property.

Recommended Action:

Authorize the scheduling of a public hearing to consider the sale of the aforementioned property, for March 21, 2016, at 7:00 p.m., or at such time thereafter as the matter may be reached, or at such later date and time as the City Manager may determine.



CHRISTOPHER P. MORRILL
City Manager

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Susan Lower, Director of Real Estate Valuation
Wayne F. Bowers, Director of Economic Development
Barbara A. Dameron, Director of Finance
Chris Chittum, Director of Planning, Building, and Development
Cassandra L. Turner, Economic Development Specialist



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request Public Hearing for a Pedestrian Access Easement
Across City-Owned Property, Official Tax Map No. 1011204

Background:

416 Campbell Avenue, LLC, is requesting a pedestrian access easement across City-owned property located at Campbell Avenue, S.W., depicted as Official Tax Map No. 1011204. The purpose of the easement is to provide pedestrian access and egress from the public way to a new entry proposed on the eastern side of the adjoining building located at 416 Campbell Avenue, S.W., Official Tax Map No. 1011203. Please see Exhibit #1 for a sketch detailing the extent and location of the easement requested. The requested access easement will provide enhanced building safety and function by providing a secondary access and egress location to the building at 416 Campbell Avenue, S.W.

Recommended Action:

Authorize the scheduling of a public hearing to consider the grant of the pedestrian access easement across the aforementioned City-owned property, for March 21, 2016, at 7:00 p.m., or at such time thereafter as the matter may be reached, or at such later date and time as the City Manager may determine.



Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community
Development
Wayne F. Bowers, Director of Economic Development
Barbara A. Dameron, Director of Finance
Cassandra L. Turner, Economic Development Specialist



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Request Public Hearing for Sale of City-Owned Property Located in Coyner Springs Area of Botetourt County, bearing Parcel ID Nos. 108(9)1B and 108(9)1A

Background:

Straight Street Roanoke Valley, Inc. (Buyer) has expressed interest in acquiring two City-owned properties located in the Coyner Springs Area of Botetourt County, a 6.92 acre parcel (Parcel ID No. 108(9)1B) which contains the former Crisis Intervention Center and an adjacent 23.48 acre parcel site (Parcel ID No. 108(9)1A) which is currently vacant. Buyer intends on renovating the 6,500 square feet former Crisis Intervention Center for the treatment and care of girls who are victims of human trafficking or runaway or homeless teenage children regardless of gender. The City closed the Crisis Intervention Center in 2010.

Buyer proposes to obtain the property from the City for a nominal fee (\$10.00) subject to specific performance-based terms and conditions of a Contract for Purchase and Sale of Real Property (Contract). The performance terms and conditions of the proposed Contract would survive closing and require the reimbursement of the respective value of the parcels as set forth in the proposed Contract to the City should the Buyer sell either or transfer an interest in a parcel prior to the end of an initial ten year period beginning with the issuance of a Certificate of Occupancy on the property. If either of the parcels is sold, or an interest therein is transferred, during a subsequent five year period, the repayment due to the City for the affected parcel would be reduced proportionately annually. For the purposes of the Contract, the value of the land comprising the two parcels, together with the value of the improvements in their current condition is \$970,200. The aggregate 2016 assessed value of the land and improvements for both parcels, as determined by Botetourt County is \$1,192,000. A public hearing is required prior to City Council authorizing execution of the contract for the conveyance of the City-owned property.

Recommended Action:

Authorize the scheduling of a public hearing to consider the sale of the aforementioned property, for March 21, 2016, at 7:00 p.m., or at such time

thereafter as the matter may be reached, or at such later date and time as the City Manager may determine.



CHRISTOPHER P. MORRILL
City Manager

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Wayne F. Bowers, Director of Economic Development
Barbara A. Dameron, Director of Finance
Cassandra L. Turner, Economic Development Specialist



**ROANOKE REGIONAL
PARTNERSHIP**

111 Franklin Plaza, Suite 333 • Roanoke, VA 24011-2111
540-343-1550
www.roanoke.org • info@roanoke.org

l.a.

March 2, 2016

Ms. Cecelia Webb
City Clerk's Office
Roanoke City Council
215 Church Ave, SW, Rm 456
Roanoke, VA 24011

Dear Ms. Webb:

I am writing to request that Beth Doughty be included on the March 7, 2016 Roanoke City Council Agenda. As is customary, Ms. Doughty will present an annual update to Council on the activities of the Roanoke Regional Partnership.

The presentation (in PowerPoint presentation) will take approximately 20 minutes, and an electronic copy will be forwarded to Wanda McGill in the city manager's office.

If you have any questions, or need any additional information, please contact me at 540.343.1550 x 101.

Sincerely,

Lisa A. Link
Director of Administration and Investor Relations



b.o.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Presentation Regarding the Roanoke Regional Partnership's Annual Report for 2015

I would like to sponsor a presentation by Beth Doughty, Executive Director of the Roanoke Regional Partnership, to provide an overview of the activities of the organization during 2015 by highlighting not only their recent accomplishments but also future actions and initiatives to be accomplished with our economic development partners.

Handwritten signature of Christopher P. Morrill in cursive script.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

C.B.



CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Suite 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

DAVID A. BOWERS
Mayor

Council Members
William D. Bestpitch
Raphael E. "Ray" Ferris
Sherman P. Lea
Anita J. Price
Court G. Rosen
David B. Trinkle

March 7, 2016

The Honorable Mayor and
Members of City Council
Roanoke, Virginia

Re: Branding our Region as Virginia's Blue Ridge

Mayor Bowers and Members of Council:

For several months, businesses and local governments within our region have been considering a brand for our region. The purpose of this brand is to create a regional identity for the Commonwealth of Virginia, the United States, and the world. This brand will serve as the catalyst for providing a focus for visitors, businesses, and our residents to the place where we live, work, and play. The Roanoke Valley Convention & Visitors Bureau has coordinated these efforts and produced the brand: VIRGINIA'S BLUE RIDGE. This brand encompasses all of the assets and attributes of our region in a succinct and clear message. In order to establish our brand, we, the City Council, need to endorse this concept and encourage the full implementation of this brand throughout our City.

The Roanoke Valley Convention Center & Visitors Bureau has asked Botetourt County, Roanoke County, the Town of Vinton, the City of Salem, and the City of Roanoke to adopt measures endorsing this brand. We agree that a consistent branding/marketing message is an important element in our overall effort to grow our regional economy. Attached to this letter is a proposed Resolution for your consideration. We ask City Council to embrace VIRGINIA'S BLUE RIDGE as the brand for our region and adopt this Resolution.

Sincerely,

William D. Bestpitch
Member of Council

Raphael E. Ferris
Member of Council

H. Calhoun

6.6.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION supporting the designation of the Roanoke Valley region as Virginia's Blue Ridge and directing the use of the Virginia's Blue Ridge brand by the City on promotional and marketing materials in support of expanded destination travel and tourism.

WHEREAS, travel in Virginia's Blue Ridge generates nearly \$784 million in travel expenditures annually by visitors and supports over 7,600 jobs; and provides more than \$55 million in direct state and local tax revenue;

WHEREAS, leisure travel, which accounts for more than three-quarters of all trips taken in the United States, supports our region's arts, entertainment, and recreation sectors of tourism and spurs local job creation;

WHEREAS, traveler spending in our region enhances the lives of local residents through sales taxes paid by out-of-town guests, thereby decreasing residents' taxes to cover services enjoyed by all;

WHEREAS, travel and tourism are vital components of Virginia's diverse economy, a cornerstone of our vibrant quality of life, and a catalyst for entrepreneurship, cultural enrichment, historic preservation, community revitalization and economic growth;

WHEREAS, the goal of the Roanoke Valley Convention & Visitors Bureau is to promote the travel and tourism industry in our region, direct the development of local tourism marketing programs, and increase the prosperity and welfare of the people of the City of Roanoke and our region;

WHEREAS, in an effort to market Virginia's Blue Ridge as a premier travel destination, the Roanoke Valley Convention & Visitors Bureau works in partnership with localities,

businesses, and non-profit institutions to extend the appeal, reach and impact of the “Virginia’s Blue Ridge” brand;

WHEREAS, the Virginia’s Blue Ridge brand promotes a positive and attractive image, regionally, nationally and globally;

WHEREAS, the City of Roanoke desires to work with other regional governments and private businesses to unite under one regional brand, Virginia’s Blue Ridge; and

WHEREAS, the City of Roanoke, in cooperation with other localities within our region, desires to cooperate, collaborate, develop, and maintain a consistent message that supports the Virginia’s Blue Ridge brand.

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Roanoke, Virginia as follows:

1. The City of Roanoke joins its regional partners in designating our region as Virginia’s Blue Ridge.
2. The Council directs that Roanoke marketing and promotional materials support the Virginia’s Blue Ridge brand, to promote, encourage and sustain the growth of destination travel and tourism within the greater Roanoke Valley region.
3. The Council directs the City Clerk to provide an attested copy of this Resolution to the Roanoke Valley Convention & Visitors Bureau, the Botetourt County Board of Supervisors, the Roanoke County Board of Supervisors, the Vinton Town Council, and the Salem City Council.

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: 2016 AmeriCorps Volunteers in Service to America (VISTA) Grant

Background:

The Corporation for National and Community Service (CNCS) has awarded the Roanoke Police Department and Total Action for Progress an AmeriCorps VISTA Grant. The CNCS is an independent, federal grant-making government agency whose mission is to improve lives, strengthen communities, and foster civic participation through service and volunteering. For almost 20 years, CNCS—through its programs: Senior Corps, AmeriCorps, Volunteer Generation Fund (VGF), and Social Innovation Fund (SIF)—has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action. CNCS provides grants to national and local nonprofits, schools, government agencies, faith-based and other community organizations and other groups committed to strengthening their communities through volunteering.

The Roanoke Police Department and Total Action for Progress will utilize the grants' AmeriCorps VISTA member to build and expand social capital in the Loudon-Melrose DMI area. This joint community effort will initially focus on improving access to education by providing JumpstART pre-school early childhood development resources. This educational intervention is critical because educational success has been shown to have a direct inverse correlation to interaction with the criminal justice system.

JumpstART is a national early education organization that recruits and trains college students and community Corps members to serve preschool children in low-income neighborhoods. The JumpstART curriculum helps children develop the language and literacy skills they need to be ready for kindergarten, setting them on a path to close the achievement gap.

The VISTA member will plan the JumpstART program for the Loudon-Melrose community, develop community resources to support the JumpstART program, build a curriculum and initiate the JumpstART program. The VISTA member will develop and recruit a volunteer program to support and sustain the JumpstART program. The VISTA member will raise awareness of the resources available to low-income youth in the Loudon-Melrose neighborhood. They will fundraise for donations and grants to sustain JumpstART. The Vista member will also develop and implement a formative and summative evaluation of JumpstART, to

determine its impact on educational achievement and delinquent behavior and identify program areas for further development.

The 2016 AmeriCorps VISTA grant requires a \$7,200 contribution from the City of Roanoke to pay for administrative expenses related to the VISTA volunteer position. The volunteer will be based at and directly supervised by Total Action for Progress, but will work closely with the Roanoke Police Department. Total Action for Progress will also serve as the fiscal agent for this grant.

Recommended Action:

Accept the 2016 AmeriCorps Vista Grant described above and authorize the City Manager to execute the grant agreement and any related documents; all such documents to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance and transfer funding in the amount of \$7,200 from the Grant Match account (35-300-9700-5415) to provide local match funding, and appropriate total funding of \$7,200 for administrative fees to an account to be established by the Director of Finance in the Grant Fund.



CHRISTOPHER P. MORRILL
City Manager

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager
Timothy S. Jones, Acting Chief of Police
Barbara A. Dameron, Director of Finance
Amelia C. Merchant, Director of Management and Budget



**Subrecipient Agreement Between
The Advancement Foundation
and
Total Action Against Poverty in Roanoke Valley**



This Subrecipient Agreement, hereinafter referred to as “the Agreement,” between the following two parties: **1) The Advancement Foundation**; hereafter referred to as “The Advancement Foundation” and **2) Total Action Against Poverty in Roanoke Valley, Inc. (TAP)**; hereafter referred to as “Subrecipient,” sets forth the parties’ understanding concerning the establishment and operation of a local project under the Corporation for National and Community Service’s (Corporation’s) AmeriCorps VISTA program, pursuant to Title I, Part A of the Domestic Volunteer Service Act of 1973, as amended, (42 U.S.C. §§4950 et seq.), hereinafter referred to as “the Act”. The primary purpose of this Agreement is for The Advancement Foundation to provide the Subrecipient with **ONE** AmeriCorps VISTA member to perform volunteer service to strengthen and supplement efforts to eliminate poverty and poverty-related human, social, and environmental problems as specified in the Project Application. Neither the Corporation nor the AmeriCorps VISTA program is a party to this Agreement.

I. GENERAL PROVISIONS

1. Duration of This Agreement

This Agreement shall become effective on the date of **February 22, 2016** and shall end thereafter on **February 21, 2017**, unless terminated sooner by either or both of the parties. Termination of that agreement may occur if the Subrecipient materially fails to comply with any of this agreement’s terms.

2. Status of VISTA Members During Service

The AmeriCorps VISTA member, in the course of their volunteer service, shall not be considered an employee of either the Subrecipient or The Advancement Foundation. Because members serve under the authority of federal statute, their rather limited employment relationship is with the federal government not The Advancement Foundation, and is governed by federal law, not state law. An AmeriCorps VISTA member is a federal resource on loan to a local organization. AmeriCorps VISTA members are regarded as federal employees only for rather limited purposes, as defined under 42 U.S.C. § 5055 of the Act; specifically members are considered Federal employees for purposes of the Hatch Act, the Federal Employees’ Compensation Act (worker’s compensation), the Federal Tort Claims Act, certain provisions of the IRS Code, and Title II of the Social Security Act. They are not regarded as federal employees for any other purposes, including for purposes of unemployment compensation. Monetary allowances paid by the Corporation to AmeriCorps VISTA members are not regarded as wages. Monetary allowances are considered income for income tax and Social Security purposes.

II. STATEMENT OF WORK

The Subrecipient shall adhere to the Statement of Work below, including the description of the work to be performed, the budget, and the schedule for completing the work.

1. Description of Work & Schedule

Over the course of one year, the Program Development VISTA serving at Total Action for Progress (TAP) will develop and pilot an after-school arts program called JumpstART. To support JumpstART, the VISTA will develop program curriculum, establish a volunteer program with at least 20 volunteers, conduct community outreach, raise at least \$10,000, and conduct program evaluation. Modeled after the YouthARTS program and other successful models, JumpstART will increase the educational achievement and decrease the delinquent behavior of low-income youth in Roanoke's Loudon-Melrose neighborhood, which has struggled for decades with high rates of poverty and narcotics-related crime. VISTA **Kimberly Mitchell** will perform the following service activities:

1. Develop a curriculum, resources, and implementation plan for the pilot JumpstART program. (To be completed February 2016 – April 2016)
2. Develop a volunteer program with at least 20 volunteers to support and sustain the JumpstART program. (To be completed April 2016 – February 2017)
3. Raise awareness of educational resources, including JumpstART, available to low-income youth in Roanoke's Loudon-Melrose neighborhood. (To be completed May 2016 - September 2016)
4. Raise at least \$10,000 in donations and grants to support and sustain JumpstART. (To be completed February 2016 – February 2017)
5. Develop and implement formative and summative evaluation of JumpstART, to determine its impact on educational achievement and delinquent behavior and identify program areas for further development. (To be completed February 2016 – February 2017)

The steps the AmeriCorps VISTA member will take to accomplish these activities are outlined in the attached VISTA Assignment Description (VAD). Changes to the Statement of Work or VAD must be discussed and received prior written approval by The Advancement Foundation and the Corporation.

2. Budget for completing the work

Admin fee:	\$ 7,200	} <i>FYI, this is for your awareness, no financial report is required</i>
Supervision:	6,000	
Supplies/Equipment:	650	
Telephone/Internet	305	
Office space	375	
<u>Travel Reimbursement:</u>	<u>250</u>	
Total Subrecipient expenses:	\$14,780	

II. RECORDS AND REPORTING

The Subrecipient will:

1. Maintain such records and accounts, and make such reports and investigations concerning matters involving AmeriCorps VISTA members and the project as The Advancement Foundation may require. The Subrecipient agrees to retain such records as The Advancement Foundation may require for a period of three years after completion or termination of the project, or longer if required for administrative proceedings and/or litigation purposes, and to provide access to such records to The Advancement Foundation for the purpose of litigation, audit or examination.
 - a. The Subrecipient will provide contact information for the professional staff that the AmeriCorps VISTA member is working directly with.
 - b. Any annual budget information, financial documentation, receipts for services, or other documents that affect the support of the VISTA member and his/her service ability, can be requested at any time by The Advancement Foundation. Those documents must be delivered within two (2) business days of the request.
2. Provide information to The Advancement Foundation on the use of all VISTA resources.
3. Submit quarterly Project Progress Report summaries. Progress reports shall be due to The Advancement Foundation on the final Friday of each quarter, beginning December 2015. Additional reports, weekly or otherwise, can be added at any time to the requirements as specified by The Advancement Foundation. Progress reports shall include the following:
 - a. Count the number of unduplicated community volunteers completing at least 3 hours of service recruited by the VISTA during the program year with a separate count for the Education focus area.
 - b. A count of cash resources raised as a result of capacity building activities provided by the VISTA intended to support or enhance the program delivery model. A count of dollars raised for the Education focus area will be reported.

III. FURTHER RESPONSIBILITIES OF THE PARTIES

1. The Advancement Foundation Responsibilities

The Advancement Foundation will:

- a. Assign ONE (1) AmeriCorps VISTA member to the Subrecipient at its discretion and assign replacements for any AmeriCorps VISTA members who resign, transfer, to other projects or are terminated.
- b. Provide technical and professional nonprofit management assistance to the Subrecipient in planning, development, and implementation of the project.
- c. Periodically review and assist the Subrecipient's use of AmeriCorps VISTA members to achieve the objectives and perform the task(s) specified in the Statement of Work.

- d. Promptly respond to written requests by the Subrecipient to move any AmeriCorps VISTA member from the project in accordance with the AmeriCorps VISTA program's policies and procedures.

2. Subrecipient Obligations

The Subrecipient will:

- a. Assist in the recruitment of applicants to become ONE (1) AmeriCorps VISTA member.
- b. Arrange and be responsible for providing on-site orientation and training for all incoming AmeriCorps VISTA members within the first month of their service. The Subrecipient must also commit to participating in a Subsite Supervisor Orientation as dictated by The Advancement Foundation.
- c. Assist in the provision of in-service training, as specified in the Statement of Work above.
- d. Operate the project in accordance with the provisions of the Act, applicable program policies and regulations, and other federal laws, regulations, and policies which are, or become, applicable to the program.
- e. Provide on-the-job transportation and other project support as specified in the VISTA Assignment Description and other job related resources as described in the organization's concept paper.
- f. Ensure that the Subrecipient's AmeriCorps VISTA Supervisor(s) participate(s) in AmeriCorps VISTA training provided by The Advancement Foundation and the Corporation.
- g. Make every reasonable effort to ensure that the health and safety of AmeriCorps VISTA members are protected during the performance of their assigned duties. The Subrecipient shall not assign or require AmeriCorps VISTA members to perform duties which would jeopardize their safety or cause them to sustain injuries.
- h. Report to The Advancement Foundation, within 24 hours, the unscheduled departure or unexcused/unexpected absence of AmeriCorps VISTA members. The Advancement Foundation must also be kept informed as soon as possible of unscheduled changes of status and conditions of AmeriCorps VISTA members, such as: absence without leave, arrests, hospitalization, work related injuries, family emergencies that require the VISTA return to their home of record, and discrimination claims. The Subrecipient must further indicate to The Advancement Foundation the actual departure date(s) of AmeriCorps VISTA member(s) who leave prior to completion of service date(s).
- i. Allow AmeriCorps VISTA members opportunities to participate in local and/or national emergency disaster relief efforts if needed in the event of a disaster. All AmeriCorps VISTA Program policies, terms and conditions remain in effect and benefits and protections afforded and provided to AmeriCorps VISTA members and The Advancement Foundation and Subrecipients shall continue while on special disaster relief assignment as if the AmeriCorps VISTA members are in traditional service at the originally assigned Subrecipient.
- j. Allow AmeriCorps VISTA members to participate in Days of Service, e.g., Martin Luther King, Jr. Holiday, National Volunteer Week, Mayors' Day, and 9/11 Day of

Service, should activities be organized in the communities where the members are in service.

- k. Reimburse all AmeriCorps VISTA members for job related travel expenses a rate of at least \$.40 per mile. In addition, all supplemental training seminars, activities, or events, shall be financially covered by the Subrecipient, and reported to The Advancement Foundation.
- l. Ensure that persons selected as AmeriCorps VISTA members to serve at the Subrecipient are not related by blood or marriage to project staff, The Advancement Foundation or Subrecipient staff, officers or members of The Advancement Foundation or Subrecipient's Board of Directors, or responsible Corporation program staff.
- m. An administrative fee of \$7,200 will be paid to The Advancement Foundation beginning in March 2016. The Subrecipient will therefore be responsible for \$600 a month for 12 months, to be paid by the 10th of each calendar month (or the first business day thereafter should the 10th fall on a holiday or weekend). A \$35 late fee will be assessed for payments received after the due date.
 - i. Should the AmeriCorps VISTA member depart before his/her service term is scheduled to end, the Subrecipient will be responsible to pay the administrative fee only through the duration of the VISTA's departure month. If/when the Subrecipient is provided a replacement AmeriCorps VISTA member, a new MOU will be created.
 - ii. The Subrecipient is embedded into the grant awarded by the Corporation. It is not possible to replace the Subrecipient in the grant. Therefore, if the Subrecipient withdraws from the VISTA program or elects to dismiss the assigned VISTA, not in accordance with the AmeriCorps VISTA program's policies and procedures, before the duration of the agreement, the Subrecipient is financially responsible to pay the administrative fee through the duration of this agreement.
- n. Training fee charges totaling \$85 will be paid upon receipt of invoices from The Advancement Foundation. Trainings are typically spring and fall.
- o. The Subrecipient is required to ensure that all VISTA resources that are provided to the Subrecipient are properly used at all times. If the Subrecipient has misused any VISTA resources provided by either the Corporation or The Advancement Foundation, in violation of Federal law, Federal regulation, or the terms or conditions of this Agreement, the Subrecipient may be held financially responsible to reimburse the Corporation for VISTA living allowances, and, if applicable, end of service awards and other Corporation funds provided in support of a VISTA member.

3. Nondiscrimination

a. General Prohibition

No person with responsibilities in the operation of the project, whether affiliated with The Advancement Foundation or the Subrecipient, shall discriminate against any

AmeriCorps VISTA member, or member of the staff of, or beneficiary of the project, with respect to any aspect of the project on the basis of race, religion, color, national origin, sex, sexual orientation, age, disability, political affiliation, marital or parental status, or military service.

b. **Sexual Harassment**

Sexual harassment is a form of discrimination based on sex, which is prohibited as addressed directly above. The Subrecipient must prohibit sexual harassment and take immediate corrective action and/or disciplinary action if violations occur. Such sexual harassment violations include:

- i. Acts of “quid pro quo” sexual harassment where a supervisor demands sexual favors for service benefits, regardless of whether the Subrecipient, its agents or supervisory employees should have known of the acts.
- ii. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of sexual nature which have the purpose or effect of creating an intimidating, hostile or offensive service environment.
- iii. Acts of sexual harassment toward fellow AmeriCorps VISTA members or non-employees, where The Advancement Foundation or Subrecipient, its agent or its supervisory employees knew or should have known of the conduct, unless it took immediate and appropriate corrective action.

4. Delegation and Subcontracting

The Subrecipient is prohibited from delegating or assigning any of its obligations or duties contained in this Agreement. AmeriCorps VISTA members may not be assigned by the Subrecipient to perform duties with other public or private non-profit agencies or organizations.

5. Supplemental Payments Prohibited

Monetary subsistence allowances provided to AmeriCorps VISTA members are designed to permit AmeriCorps VISTA members to live at or below the economic level of the persons served, as required by law. The Advancement Foundation and the Subrecipient are strictly prohibited from supplementing these allowances and must ensure that others do not do so.

6. Prohibitions of Use of Corporation Assistance by The Advancement Foundation and Subrecipient

The Advancement Foundation and Subrecipient both agree that no AmeriCorps VISTA member assigned to the Subrecipient, and no other federal financial assistance provided by the Corporation, under this Agreement, shall be used to assist, provide or participate in:

- a. Partisan and non-partisan political activities associated with a candidate, including voter registration.

AmeriCorps VISTA Assignment Description (VAD)
TAP DMI (1st year)

VISTA Project: The Advancement Foundation	VISTA Member Name: Kimberly Mitchell	
Site Name: Total Action for Progress	Assignment Area: Program Development	Date: February 22, 2016
VISTA Member Activities and Steps Checklist		Planned Period of Work
Goals: Over the course of one year, the Program Development VISTA serving at Total Action for Progress (TAP) will develop and pilot an after-school arts program called JumpstART. To support JumpstART, the VISTA will develop program curriculum, establish a volunteer program with at least 20 volunteers, conduct community outreach, raise at least \$10,000, and conduct program evaluation. Modeled after the YouthARTS program and other successful models, JumpstART will increase the educational achievement and decrease the delinquent behavior of low-income youth in Roanoke's Loudon-Melrose neighborhood, which has struggled for decades with high rates of poverty and narcotics-related crime.		Feb 2016 - Feb 2017
Objective 1: Develop a curriculum, resources, and implementation plan for the pilot JumpstART program. 1: Assess the community assets, programs, and needs of Roanoke's Loudon-Melrose neighborhood. 2: Through research, identify best practices of arts programs that serve at-risk youth, including the YouthARTS program model. 3: Using best practices identified, develop an engaging curriculum unique for JumpstART and the target audience that will increase the educational achievement and decrease the delinquent behavior of low-income youth in Roanoke's Loudon-Melrose neighborhood. 4: Identify and secure the resources needed to pilot JumpstART. 5: Develop a volunteer-driven implementation plan for JumpstART.		Feb 2016 - April 2016
Objective 1 Comments/Summary of Accomplishments:		Completed (date):
Objective 2: Develop a volunteer program with at least 20 volunteers to support and sustain the JumpstART program. 1: Based on research, develop the infrastructure for a volunteer program to support and sustain JumpstART, including policies and procedures for volunteer recruitment, tracking, management, and retention. 2: Develop JumpstART volunteer recruitment and training materials, including an application and job descriptions. 3: Recruit at least 20 volunteers to support JumpstART, through making presentations to at least 5 civic organizations, businesses, and churches.		April 2016 - Feb 2017

CS

7.a.1.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION accepting the AmeriCorps VISTA (Volunteers in Service to America) Grant from the Corporation for National and Community Service (CNCS), and authorizing execution of any required documents on behalf of the City in connection with such grant.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The City Manager is hereby authorized on behalf of the City to accept from CNCS, a grant that provides the services of an AmeriCorps VISTA member, with a \$7,200 local match from the City, to build and expand social capital in the Loudon-Melrose community, all of which is more particularly described in the City Council Agenda Report dated March 7, 2016.

2. The City Manager and the City Clerk are hereby authorized to execute and attest, respectively, for and on behalf of the City, any and all requisite documents pertaining to the City's acceptance of the grant, such documents to be approved as to form by the City Attorney.

3. The City Manager is hereby authorized to take such further actions and execute such other documents as may be necessary to implement and administer such grant, consistent with the terms of this resolution, with any such documents being approved as to form by the City Attorney.

ATTEST:

City Clerk.



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE appropriating funding for the AmeriCorps VISTA grant funded by the Corporation for National and Community Service, amending and reordaining certain sections of the 2015-2016 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2015-2016 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations			
Fees for Professional Services	35-640-3490-2010	\$	7,200
Revenues			
AmeriCorps VISTA FY16-Local	35-640-3490-3490		7,200

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



T.a. 2.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Appropriation of Department of Technology Retained Earnings for Technology Projects

Background:

The Information Technology Committee (ITC), the Department of Technology's steering committee, is comprised of members representing twelve (12) City departments. The ITC heard a request by the Department of Technology regarding the need for funding for important information technology initiatives.

Considerations:

Funds totaling \$100,000 have been requested to build capacity to purchase a replacement to our Computer Aided Dispatch (CAD) system.

\$30,000 has been requested to implement a contract management system for enterprise oversight of all Roanoke contracts.

\$220,000 has been planned for PC replacement and desk top software licenses.

An upgrade to the City's Lawson Human Resources/Payroll Management System will require \$78,000 to completely fund.

The City's public safety mobile PC fleet requires replacing units that have met or exceeded their useful life. Funding of \$100,000 has been requested.

The mobile computer wireless connectivity management software requires a software and hardware refresh at a cost of \$100,000.

The funding total of \$628,000 for these critical upgrades is available in the Technology Fund Retained Earnings account (13-3348).

Recommendation: Standard template shows Recommended Action

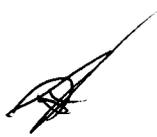
Adopt the accompanying budget ordinance to appropriate the funding as follows from Department of Technology Fund Retained Earnings:

- \$100,000 13-430-9949 - CAD Replacement
- \$ 30,000 13-430-9445 - Contract Management System
- \$220,000 13-430-9845 - PC Replacement
- \$ 78,000 13-430-9442 - Lawson Upgrade
- \$100,000 13-430-9546 - Mobile PC Replacement
- \$100,000 13-430-9441 - Mobile Connectivity Software



CHRISTOPHER P. MORRILL
City Manager

Distribution: Barbara A. Dameron, Director of Finance
Sherman Stovall, Assistant City Manager for Operations
Daniel Callaghan, City Attorney
Stephanie Moon, City Clerk
Drew Harmon, City Auditor



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Department of Technology Retained Earnings to the CAD Replacement, Contract Management System, PC Replacement, Lawson Upgrade, Mobile PC Replacement, and Mobile Connectivity Software projects, amending and reordaining certain sections of the 2015-2016 Department of Technology Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2015-2016 Department of Technology Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Appropriated from General Revenue	13-430-9949-9003	\$ 100,000
Appropriated from General Revenue	13-430-9445-9003	30,000
Appropriated from General Revenue	13-430-9845-9003	220,000
Appropriated from General Revenue	13-430-9442-9003	78,000
Appropriated from General Revenue	13-430-9546-9003	100,000
Appropriated from General Revenue	13-430-9441-9003	100,000
Fund Balance		
Retained Earnings - Available	13-3348	(628,000)

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



1.a.3.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: March 7, 2016

Subject: Emergency Operations Plan Reauthorization

Background:

The City of Roanoke prepares and maintains the Emergency Operations Plan, hereafter referred to as the Plan, in accordance with the Code of the City of Roanoke, Virginia, Section 2-126 and the Commonwealth of Virginia Emergency Services and Disaster Laws, Title 44, Chapter 3.2. City Council adopted the current Plan on March 19, 2012. In accordance with the Local Partnership Performance Agreement with the Virginia Department of Emergency Management, the Plan requires reauthorization.

Considerations:

The Plan provides an organizational framework and response capability from which the City can respond to any type of disaster or large-scale emergency. Associated departments have reviewed and revised the applicable sections of the Plan and those revisions have been incorporated into the document.

The Plan provides that emergency services operations should be structured around existing constitutional governments and that the City Council in the event of an emergency confer upon the City Manager, as Emergency Management Director, the Emergency Management Coordinator, or any other Emergency Management representative, in the absence of the City Manager, the authority to act in accordance with Code of Virginia, Section 44-146.21, Declaration of local emergency.

Recommended Action:

Authorize the 2016 Edition of the Emergency Operations Plan for the City of Roanoke.



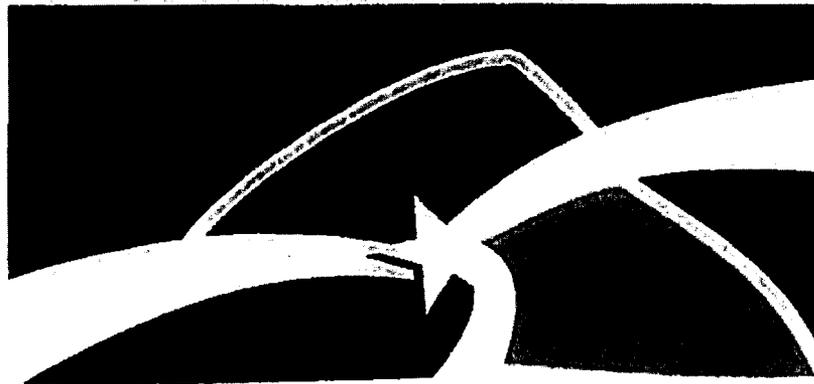
Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Sherman M. Stovall, Assistant City Manager for Operations
H. David Hoback, Chief, Fire-EMS
Marci Stone, Emergency Management Coordinator

2016

EMERGENCY OPERATIONS PLAN

CITY OF ROANOKE, VIRGINIA



ROANOKE

2016 Emergency Operations Plan

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I. Introduction

The City of Roanoke is vulnerable to a variety of hazards including flash flooding, river flooding, hurricanes, winter storms, tornadoes, hazardous materials incidents, epidemic or infectious disease outbreaks, power failures, high wind events, resource shortages and terrorism. To respond effectively to any emergency of size or complexity beyond a routine response, it is critical that all City of Roanoke public officials, departments and agencies, non-governmental emergency organizations and the general public understand their role and responsibilities explained in this document. These responsibilities begin as soon as the incident is recognized and response ensues, and become particularly important as command organizes to effectively manage an incident. A prepared and coordinated response on the part of local officials in support of in-the-field emergency responders can save lives, protect property, and more quickly restore essential services. The foundation for this coordinated response is established through this document known as the City of Roanoke Emergency Operations Plan. The "Commonwealth of Virginia Emergency Services and Disaster Laws of 2000" (Code of Virginia, § 44-146.13 to 44-146.29:2) requires that state and local governments develop and maintain current Emergency Operations Plans (EOP) in order to be prepared for incidents. To comply, The City of Roanoke Emergency Operations Plan (EOP) has been developed and consists of a Basic Plan followed by the Emergency Support Functions, Support Annexes, and Incident Annexes.

A. Purpose

The purpose of the Basic Plan is to establish the legal and organizational basis for operations in the City of Roanoke to effectively respond to and recover from all-hazards emergency and/or disaster situations. It assigns broad responsibilities to the City of Roanoke and support organizations for disaster prevention, preparedness, response, and recovery. These responsibilities are generally extensions of normal, day-to-day functions position and generally involve the same personnel and material resources. Planning for all-hazards incidents sets the concepts and procedures that the City of Roanoke can effectively apply during disasters and large scale emergencies and allows available resources to insure that casualties and property damage will be minimized and essential services will be restored as soon as possible following the emergency or disaster situation.

B. Scope and Applicability

The EOP identifies a range of disasters that could possibly occur in or near the City of Roanoke, anticipates the needs the jurisdiction might experience during an incident, and provides guidance across departments, agencies, and response organizations by describing an overall emergency response system that addresses the items outlined below:

1. How City departments/agencies will be organized during response to an event, including command authorities;
2. Critical actions and interfaces during response and recovery;
3. How the interaction between the City and regional, state, and federal authorities is managed;
4. How the interaction between the City and private partner organizations (hospitals, non-governmental emergency organizations and others) is managed during emergencies, and;
5. How to handle and manage needs with the resources available.

The plan is applicable to all agencies that may be requested to provide support.

C. Emergency Management Activities and Key Concepts

1. This plan addresses the full spectrum of activities related to local emergency management, including mitigation, preparedness, response, and recovery actions. Attention is paid to those activities that are directly related to an evolving or potential incident. Examples of emergency management actions include:
 - a. Increasing public awareness of vulnerabilities and preparedness measures;
 - b. Coordinating protective measures across jurisdictions and disciplines;
 - c. Conducting assessments and a wide range of prevention measures;
 - d. Providing coordination of immediate and long-term public health and medical response assets;
 - e. Providing strategies for coordination of resources;
 - f. Coordinating logistics and support in the aftermath of an incident;
 - g. Enabling immediate recovery activities identifying long-term consequences in the impacted area.
2. Key Concepts
 - a. Systematic and coordinated incident management, including protocols for:
 - 1) Incident reporting;
 - 2) Coordinated action;
 - 3) Alert and notification;
 - 4) Mobilization of resources
 - 5) Operating under differing threats; and
 - 6) Integration of crisis and consequence management functions.
 - b. Providing proactive notification and deployment of resources in anticipation of or in response to catastrophic events in coordination and collaboration with Federal, State, private entities, and other local governments when possible.
 - c. Organizing interagency efforts to minimize damage, restore impacted areas to pre-incident conditions, if feasible, and/or implement programs to mitigate vulnerability to future events.
 - d. Coordinating incident communication, worker safety and health, and other activities that is common to the majority of incidents.
 - e. Organizing Emergency Support Functions (ESFs), to facilitate the delivery of critical resources, assets, and assistance. Departments and agencies are assigned to lead or support ESFs based on authorities, resources, and capabilities.
 - f. Providing mechanisms for coordination, communications, and information sharing in response to threats or incidents. These mechanisms facilitate coordination between Federal, State, and local entities of government, as well as between the public and private sectors.

- g. Facilitating support to departments and agencies.
- h. Developing detailed supplemental operations and hazard-specific contingency plans and procedures.
- i. Providing the basis for coordination of interagency and intergovernmental planning, training, exercising, assessment, coordination, and information exchange.

II. Planning Assumptions & Considerations

- A. Incidents are typically managed at the lowest possible level of government.
- B. Incident Management activities will be initiated and conducted using the principles contained in the National Incident Management System (NIMS).
- C. The combined expertise and capabilities of government at all levels, private sector, and non-governmental organizations will be required to mitigate, prepare for, respond to, and recover from disasters.
- D. Incidents requiring local government to coordinate operations and/or resources may:
 - 1. Occur at any time with little or no warning;
 - 2. Require significant information sharing across multiple jurisdictions and between the public and private sectors;
 - 3. Involve single or multiple geographic areas and jurisdictions;
 - 4. Have significant impact and/or require resource coordination and/or assistance;
 - 5. Span the spectrum of incident management to include mitigation, preparedness, response, and recovery;
 - 6. Involve multiple, varied hazards or threats on a local or regional scale;
 - 7. Result in numerous casualties, fatalities, displaced people, property loss, disruption of normal life support systems (essential public services and basic infrastructure), or cause significant damage to the environment;
 - 8. Attract a sizeable influx of independent, spontaneous volunteers, donations and supplies;
 - 9. Require short notice for state and Federal asset coordination;
 - 10. Require prolonged, sustained incident management operations and support activities.
 - 11. Result in the need for additional assistance to the pediatric, elderly, functional need and homeless populations.
- E. The City of Roanoke has established top priority for these areas in times of disaster and emergency they include but are not limited to:
 - 1. Save lives and protect the health and safety of public, responders, and recovery workers;
 - 2. Ensure security of the City;
 - 3. When possible, prevent an imminent incident from occurring;
 - 4. Protect and restore critical infrastructure and key resources;

5. Ensure that local essential government services continues to function throughout the incident;
6. Protect property and mitigate damages and impacts to individuals, communities, and the environment; and
7. Facilitate recovery of individuals, families, businesses, government, and the environment.

III. Roles and Responsibilities

A. Director of Emergency Management

Referencing the "Commonwealth of Virginia Emergency Services and Disaster Laws" § 44-146.19. Powers and duties of political subdivisions; The City Manager, serving as the City's chief executive, is responsible for the public safety and welfare of the people of the jurisdiction. The City Manager:

1. Is responsible for coordinating local resources to address the full spectrum of actions to mitigate, prepare for, respond to, and recover from incidents involving all hazards including terrorism, natural disasters, accidents, and other contingencies;
2. Has authority to suspend local laws and ordinances, such as to establish a curfew, direct evacuations, and in coordination with the local health authority, to order a quarantine;
3. Provides leadership and plays a key role in communicating to the public, and in helping people, businesses, and organizations cope with the consequences of emergency incident within the jurisdiction; and
4. The City Manager shall appoint a coordinator of emergency management with the consent of council.

Departments and agencies participate in the Incident Command System, the Emergency Operations Center, and Emergency Support Function (ESF) structure and may act as Branch Directors, Group Supervisors, primary operations departments, and/or support agencies as required to support incident management activities.

B. Emergency Support Functions

The Emergency Support Function (ESF) is a grouping of government and certain private-sector capabilities into an organizational structure to provide support, resources, program implementation, and emergency services that are most likely to be needed during incidents.

Each ESF is composed of primary and support agencies. The City of Roanoke identifies primary departments on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area (See Annex 4 – Matrix of Responsibilities page 21 of 33). The scope of each ESF is summarized in the ESF Introduction and detailed in subsequent ESF sections and they are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on roles and responsibilities of Branch Directors, Group Supervisors, primary departments, and/or support agencies can be found in the introduction to the ESF annexes.

Note: Not all incidents result in the activation of the ESFs. It is possible an incident may be addressed without activating the ESFs.

C. Non-governmental and Volunteer Organizations

Non-governmental organizations collaborate with first responders, governments (at all levels), and other agencies and organizations providing relief services to sustain life, reduce physical

and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, the Roanoke Chapter of the American Red Cross provides relief at the local level and also provides staffing of ESF #6 – Mass Care.

D. Private Sector

Primary and support governmental departments coordinate with the private sector to effectively share information, develop strategies, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters. The roles, responsibilities and participation of the private sector during disaster vary based on the nature of the organization and the type and impact of the disaster on the community.

Private sector organizations support emergency management by sharing information with the local government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response and recovery activities.

Private sector organizations are encouraged to develop and maintain capabilities to respond and to manage a wide variety of incidents and emergencies, discussion about these plans often occurs at the Roanoke Valley Local Emergency Planning Committee where a variety of public sector stakeholders come together to prepare for disasters and emergencies. The City of Roanoke maintains ongoing interaction with the critical infrastructure and key resources and industries to provide coordination of prevention, preparedness, and response and recovery activities. Private sector representatives are invited to participate planning and exercises.

E. Citizen Involvement

Strong partnerships with citizen groups and organizations provide support for prevention, preparedness, response, recovery, and mitigation.

The Council of Community Services serves as the point of contact for the Citizen Corps Council. This group brings together the focused efforts of individuals through education, training, and volunteer services to help make communities safer, stronger, and better prepared to address all-hazards incidents. The Citizen Corps works through a national network of state and local Citizen Corp Councils. The Citizens Corps brings together leaders from law enforcement, fire, emergency medical, and other emergency management volunteer organizations, local elected officials, the private sector, and other community stakeholders.

The Citizen Corps Council implements the Community Emergency Response Teams (CERT), Medical Reserve Corps (MRC), Neighborhood Watch, Volunteers In Police Service, and provides opportunities for special skills and interests. These programs develop targeted outreach for special needs groups and organize special projects and community events.

The City of Roanoke participates in the Roanoke Valley CERT with partner jurisdictions including Roanoke County, Botetourt County, Craig County, and the City of Salem. The Council of Community Services serves as CERT Volunteer Coordinator.

IV. Concept of Operations

A. General

This section describes the local coordinating structures, processes, and protocols employed to manage incidents. These coordinating structures and processes are designed to enable execution of the responsibilities of local government through the appropriate departments and agencies, and to integrate State, Federal, non-governmental organizations and private sector efforts into a comprehensive approach to incident management.

1. *The Commonwealth of Virginia Emergency Services and Disaster Law*, as amended, provide that emergency services organizations and operations will be structured around existing constitutional government. The City of Roanoke organization for emergency operations consists of existing government departments, non-governmental, and private sector emergency response organizations.
2. The Director of Emergency Management is the City Manager. The day-to-day activities of the emergency preparedness program have been delegated to the Coordinator of Emergency Management. The Director, in conjunction with the Coordinator of Emergency Management, will support and coordinate emergency operations in time of emergency and issue directives to other services and organizations concerning disaster preparedness. The City Manager's Office will be responsible for dissemination of emergency public information through the Public Information Officer identified for the incident.
3. The Coordinator of Emergency Management, assisted by department leadership and/or ESF functions, will develop and maintain a primary Emergency Operations Center (EOC) to coordinate operations in times of emergency. The primary EOC is currently located on the ground floor of the Noel Taylor Building, 215 Church Avenue Roanoke, Virginia. The alternate EOC facility is located in the Roanoke Police Academy at 5401-B Barnes Ave NW Roanoke, Virginia 24019.
4. The day-to-day activities of the emergency management program, for which the Coordinator of Emergency Management is responsible, include developing and maintaining an Emergency Operations Plan, maintaining the Primary EOC in a constant state of readiness, and other responsibilities as outlined in local and state regulations.
5. The Director of Emergency Management or, in his/her absence, the Coordinator of Emergency Management will determine the need to evacuate large areas and will issue orders for evacuation or other protective action as needed. Local Law Enforcement will implement evacuation and provide security for the evacuated area. In the event of a hazardous materials incident, the Fire Chief or his/her representative on the scene should implement immediate protective action to include evacuation as appropriate.
6. Succession to the Director of Emergency Management will be the Assistant City Manager (Operations), the Assistant City Manager (Community Development), the Coordinator of Emergency Management, and the Deputy Coordinator of Emergency Management, respectively.
7. Department Directors will maintain plans and procedures in order to be prepared to effectively accomplish their assigned responsibilities.
8. The Coordinator of Emergency Management, assisted by the Deputy Coordinator, will assure compatibility between the locality's Emergency Operations Plan and the plans and procedures of key facilities and private organizations within the City as appropriate.

9. The City must be prepared to bear the initial impact of a disaster. Help may not be immediately available from the state or federal government after a natural or man-made disaster; therefore it is essential that the Coordinator of Emergency Management establish relationships with other localities as well as non-governmental stakeholders that could aid in times of disaster. All appropriate locally available resources will be requested through mutual aid agreements before requesting assistance from the state when possible. Requests for assistance for state mutual aid will be made through the State WebEOC to the State Emergency Management Coordinator (see instructions in Tab ____).
10. The Director of Emergency Management or, in his/her absence, the Coordinator of Emergency Management, with support from designated City officials, will support emergency operations and provide direction and control for City operations from the Emergency Operations Center (EOC) during times of disaster or significant emergency. The EOC staffing levels are dependent upon the type and scope of the emergency at hand. Suggestions on activation levels for the EOC are covered in Support Annex 1 of this document. The EOC will provide logistical and administrative support to response personnel deployed to the disaster site(s).
11. The Department Directors or managers will develop and maintain detailed plans and standing operating procedures necessary to effectively accomplish their operational tasks. These plans shall include information where emergency supplies, equipment, and transportation may be obtained during a disaster or emergency on short notice. Department Directors or managers will be responsible for insuring that accurate records of disaster-related expenditures are maintained, this will provide a basis for reimbursement if disaster assistance becomes available. Departments and agencies will continue to be responsible for the protection and preservation of records essential for the continuity of government operations as well as establishing lists of succession of key personnel and essential functions.
12. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency if deemed necessary by the City Manager or his/her successor. Efforts that would normally be required of those functions may be redirected to accomplish emergency tasks related to the disaster.
13. Declaration of a Local Emergency
 - a. The City Council, by resolution, should declare an emergency to exist whenever the threat or actual occurrence of a disaster is, or threatens to be, of sufficient severity and magnitude to require significant expenditures and a coordinated response in order to prevent or alleviate damage, loss, hardship, or suffering.
 - b. A local emergency may be declared by the Director of Emergency Management with the consent of the City Council (see Section 44-146.21, Virginia Emergency Services and Disaster Law).
 - c. A declaration of a local emergency activates the response and recovery programs of applicable local and inter-jurisdictional Emergency Operations Plans and authorizes the furnishing of aid and assistance in accordance with those plans.
 - d. In the event the City Council cannot convene due to the disaster, the Director of Emergency Management, the Coordinator, or any other Emergency Management staff in his/her absence, may declare a local emergency to exist subject to confirmation of the Council, within fourteen days. The Director of Emergency

Management or, in his/her absence, the Coordinator will advise the Virginia EOC immediately following the declaration of a local emergency (process found in Tab ___). All disaster-related expenditures must be documented in order to be eligible for post-disaster reimbursement should a reimbursement become available or a federal disaster be declared.

- e. When local resources are insufficient to cope with the effects of a disaster and the City requests state assistance, the following procedures will apply: The Director of Emergency Management, by letter to the State Coordinator of Emergency Management, will indicate that a local emergency has been declared, the local Emergency Operations Plan has been implemented, available resources have been committed and if there is a need for state assistance is being requested. A copy of the resolution declaring a local emergency to exist should accompany the letter submitted to the state.

14. The Virginia Emergency Operations Plan requires the submission of the following reports by local government in time of emergency.

- a. Daily Situation Report
- b. Initial Damage Assessment Report
- c. Request for Assistance Form

These reports are available using the online WebEOC.

15. Emergency assistance may be made available from neighboring jurisdictions in accordance with established mutual aid agreements. In the absence of official agreements, directed by the Director of Emergency Management or, in his/her absence; the Coordinator of Emergency Management mutual assistance can be requested.

Emergency resources may also be sent from the City to assist adjoining jurisdictions if a request is made and resources are available.

17. Support by military units may be requested through the State EOC. Military forces, when made available, may support and assist local resources and may receive mission-type requests, priorities, and other information necessary to accomplish established objectives from the local Director of Emergency Management or his/her designated representative.

18. The Director of Emergency Management, the Emergency Management Coordinator, the Department of Human and Social Services, with assistance from local private non-profit agencies including 'Housing and Community Development' (Total Action for Progress at 145 Campbell Ave SW, Suite 700, Roanoke, Va), and the Roanoke Redevelopment and Housing Authority may assist disaster victims in obtaining post-disaster assistance, such as temporary housing and low-interest loans if these resources are available.

19. This plan is effective as a basis for training and pre-disaster preparedness upon receipt. It is effective for execution when:

- a. Any disaster threatens or occurs in the City and a local disaster is declared under the provisions of Section 44-146.21, the Commonwealth of Virginia Emergency Services and Disaster Law, as amended.
- b. A State of Emergency is declared by the Governor.

19. The Director of Emergency Management, assisted by the Coordinator and Deputy Coordinator of Emergency Management, has overall responsibility for maintaining and

updating this plan. The plan should be updated and improved based on lessons learned, and republished following an actual or threatened emergency situation where changes to the document are necessary. At minimum the plan should be reviewed annually, preferably after a training exercise, drill or activation.. The Emergency Management Coordinator will have the EOP readopted by City Council every four years.

A plan distribution list is maintained and all parties identified are notified when updates are available. The Director or the Coordinator of Emergency Management should be notified if improvements or changes are needed based on personnel experiences in emergencies or deficiencies are identified through drills and exercises, or changes are made to the government structure.

B. Concurrent Implementation of Other Plans

The Emergency Operations Plan is the core plan for managing incidents and details the coordinating structures and processes used during disasters and large scale emergencies. Other supplemental departmental, agency and interagency plans and procedures provide details on the authorities, response protocols, and technical guidance for responding to and managing specific contingency situations (such as hazardous materials spills, wild land fires, acts of violence, etc.). In many cases, City Departments manage incidents under these plans using their own authorities. These supplemental agency or interagency plans and procedures may be implemented concurrently with the Emergency Operations Plan (EOP) but are subordinated to the overarching core coordinating structures, processes, and protocols detailed in the EOP.

C. Organizational Structure

In accordance with NIMS process, incidents are managed at the lowest organizational level and as the incident expands additional resources and positions are appointed based on the needs identified. Reflecting the NIMS construct, and in alignment with the National Response Framework, the Emergency Operations Plan includes the following command and coordination structures:

1. Incident Commander
2. Incident Command Posts, on-scene using the Incident Command System;
3. Unified Command and/or Area Command (if needed);
4. Local Department of Emergency Management;
5. Director of Emergency Management;
6. Coordinator of Emergency Management / Deputy Coordinator;
7. Emergency Operations Center;
8. Joint Information Center (JIC);
9. Joint Field Office, which is responsible for coordinating Federal assistance and supporting incident management activities locally;

V. Incident Management Components

This section describes, in further detail, the concept of operations through incident management elements ranging from initial threat notification, early coordination efforts, assess and disruption of the threat, preparatory activation of the EOC and ESF structure, to deployment of resources in support of incident response and recovery operations. These actions do not necessarily occur in sequential order and many may be undertaken concurrently in response to single or multiple threats or incidents. These components are revised and detailed from the phases of Emergency Management: Preparedness, Response, Recovery, and Mitigation.

A. Notification and Assessment

City and non-governmental organizations report threats, incidents, and potential incidents using established communications and reporting channels. Typically the 9-1-1 Communication Center is the first point of contact, however, it is often not confirmed on the magnitude of resources needed until first responders arrive onsite and assess the situation. Once a significant threat or incident has occurred it is critical for first responders and Communication Officers to alert the Emergency Management Coordinator of the anticipated impacts on the City of Roanoke related to the event. Once notified the Director of Emergency Management and the Emergency Management Coordinator will make an initial determination as to whether or not to initiate and coordinate support for the incident management activities through activation of the EOC, as well as information-sharing activities with the community, public and other stakeholders.

B. Reporting Requirements

If it is determined to activate the local EOC, the City is required to report a Declaration of Emergency to the Virginia EOC. In most situations, incident information is reported to Virginia EOC using WebEOC technology using existing mechanisms and may include:

1. Information on implementation of incident management or emergency response plan and details of the current conditions, actions and needs that will be taken to mitigate, respond to, or recover from the incident at hand; and
2. Activation of local and state mutual-aid agreements in response to the incident

C. Dissemination of Warnings and Bulletins

Watches, warnings, and other emergency bulletins are issued by various agencies based on their statutory missions and authorities. Information on dissemination of public information is found in the Public Affairs Support Annex and ESF # 15 External Affairs, specific instructions for activating some of these resources is found in the Emergency Management processes section. A variety of communications systems are used to disseminate information to the public during disasters and large scale emergencies these include:

1. National Warning System (NAWAS): NAWAS is the primary system for emergency communications from the Federal Government to both State and local warning points;
2. National Emergency Alert System (EAS): Formerly known as the Emergency Broadcast System, the National EAS is a nationwide network of readily available and reliable means to communicate emergency information to populations throughout the country;
3. Integrated Public Alert and Warning System (IPAWS): IPAWS is an internet-based capability that Federal, State, territorial, tribal, and local authorities can use to issue critical public alerts and warnings. This technology aids the City of Roanoke in the notification of persons with cellular devices that are not necessarily registered with the

Reverse 9-1-1 database but are located within the area receiving notice when that notification is issued.

4. Virginia State and Local EAS: the National Weather Service has the ability to broadcast information related to the disasters or emergency on behalf of the City of Roanoke, and
5. The Airbus Reverse 911 system can be utilized for emergency notification and warning of citizens with landline and registered cell phones within the City of Roanoke during the time of the disaster or emergency
6. Electronic and Social media products including the City website, a variety of City operated social media outlets including Facebook and Twitter can also be used to disseminate information.

D. Pre-Incident Actions

The majority of initial actions in the hazard area are taken by first responders and include efforts to protect the public and minimize damage to property are as follows:

1. **Public Health and Safety:** Initial safety efforts focus on actions to detect, prevent, or reduce the impact to public health and safety. Such actions can include environmental analysis, plume modeling, evacuations, emergency sheltering, air monitoring, decontamination, emerging infectious disease tracking, emergency broadcasts, etc. These efforts may also include public health education; site and public health surveillance and testing procedures; and immunizations; prophylaxis, and isolation or quarantine for biological threats.
2. **Responder Health and Safety:** The safety and health of responders is also a priority. Actions essential to limit their risks include full integration of deployed health and safety assets and expertise; risk assessments based upon timely and accurate data, and situational awareness that considers responder and recovery worker safety.
3. **Property and Environment:** Responders may also take incident management actions to protect the public, property and the environment. .

E. Response Actions

Once an incident occurs, the priorities shift from mitigation and preparedness to immediate and short-term response activities that preserve life, property, the environment and the social/economic/political structures of the community.

Response actions include immediate law enforcement, fire, emergency medical services; emergency flood fighting; evacuations; transportation system detours; emergency public information; urban search and rescue; the provision of public health and medical services and protection of responder health and safety.

Food, ice, water, and other emergency essentials; debris clearance; the emergency restoration of critical infrastructure; control, containment, and removal of environmental contamination also become a priority for response. Once immediate response missions and life-saving activities conclude, the emphasis shifts from response to recovery operations, and if applicable, hazard mitigation.

F. Recovery Actions

Recovery involves actions needed to help individuals and communities return to normal when feasible. The Joint Field Office (JFO) is the central coordination point among Federal, State, City, and voluntary organizations for delivering recovery assistance programs.

The JFO Operations Section includes the Human Services Branch, Infrastructure Support Branch, and the Community Recovery and Mitigation Branch. The Human Services and Infrastructure Support Branches assess state and local recovery needs at the outset of an incident and develop relevant timeframes for program delivery. These groups assess the long-term impacts of the incident, define available resources, and facilitate the development of a course of action to most efficiently apply available resources to restore and revitalize the community as well as reduce the impact from future disasters.

These groups identify appropriate agency assistance programs to meet applicant needs. Hazard Mitigation measures are identified in concert with congressionally-mandated locally developed plans. Hazard Mitigation Risk Analysis; technical assistance to state and local governments, citizens, and businesses; and grant assistance are included with the mitigation framework. These agencies work in tandem to track overall progress of the recovery effort, particularly noting potential program deficiencies and problem areas.

Long-term environmental recovery may include cleanup and restoration of public facilities, businesses, and residences; re-establishment of habitats and prevention of subsequent damage to natural resources; protection of cultural or archeological sites; and protection of natural, cultural, and historical resources from intentional damage during other recovery operations.

G. Mitigation Actions

Hazard Mitigation involves reducing or eliminating long-term risk to people and property from hazards and their effects. The JFO is the central coordination point among Federal, State, City, and non-governmental organizations for beginning the process that leads to the delivery of mitigation assistance programs.

The JFO is responsible for coordinating the delivery of all mitigation programs within the affected area, including hazard mitigation for:

1. Grant programs for loss reduction measures (if available);
2. Delivery of loss reduction building-science expertise;
3. Coordination of Federal Flood Insurance operations and integration of mitigation with other program efforts;
4. Conducting flood recovery mapping to permit expedited and accurate implementation of both recovery and mitigation programs;
5. Predictive modeling to protect critical assets;
6. Early documentation of losses avoided due to previous hazard mitigation measures; and
7. Community education and outreach necessary to foster loss reduction.

The Community Recovery and Mitigation Branch works with the Infrastructure and Human Services Branches and with state and City officials to facilitate the development of a long-term recovery strategy for the impacted area.

VI. Plan Management and Maintenance

A. Coordination

The City should conduct a comprehensive plan review and revision, and exercise prior to formal adoption by City council every four years in order to maintain plan currency. It is also suggested that plans be updated and reviewed as part of training exercises and updated when need for changes are found.

1. *The Virginia Emergency Services and Disaster Law*, as amended, require that each city prepare and keep current an emergency operations plan.

The Emergency Management Coordinator will review the Emergency Operations Plan annually and will coordinate with each emergency resource organization and assure the development and maintenance of appropriate emergency response capabilities.

2. The Emergency Operations Plan will be available in PDF format in the Lotus Notes Employee Portal.

In the event an incident exceeds City emergency response capabilities outside assistance is available either through mutual support agreements with nearby jurisdictions and volunteer emergency organizations or through the Virginia Emergency Operations Center (VEOC).

City resources must be fully committed before state and federal assistance is requested.

Appendix 1 – Glossary of Key Terms

Amateur Radio Emergency Services

A public service organization of licensed amateur radio operators who have voluntarily registered their qualifications and equipment to provide emergency communications for public service events as needed.

American Red Cross

An organization charged by statute and agreements with the responsibility of helping meet the human needs of disaster victims.

Command Section

The function of command section in the Incident Command System is to direct, control, or order resources, including people and equipment, to the best possible advantage.

Command Post

That location at which primary Command functions are executed; usually collocated with the Incident Base (also referred to as the Incident Command Post).

Comprehensive Resource Management

Maximizes the use of available resources, consolidates like resources and reduces the communications load on the Incident Command Operation.

Coordination

The process of systemically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Declaration of Emergency

Whenever, in the opinion of the Governor, the safety and welfare of the people of the Commonwealth require the exercise of extreme emergency measures due to a threatened or actual disaster, he may declare a state of emergency to exist.

Decontamination

The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the Hazardous Material from the person, object or environment.

Emergency/Disaster/Incident

An event that demands a crisis response beyond the scope of any single line agency or service and that presents a threat to a community or larger area. An emergency is usually an event that can be controlled within the scope of City capabilities; a major emergency or disaster usually requires resources beyond what is available locally.

Emergency Alert System

A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

Emergency Operations Center

A facility from which government directs and controls its emergency operations; where information about the status of the emergency situation is officially collected, assimilated, and

reported on; where coordination among response agencies takes place; and from which outside assistance is officially requested.

Emergency Operations Plan

A document which provides guidance for a preplanned and coordinated response in the event of an emergency or disaster situation.

Emergency Management

The function responsible for mitigation, preparedness, response and recovery to all natural and man-made incidents that effect the operations of the locality; coordinating the functions including firefighting, law enforcement, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.

Emergency Support Function

Supporting functions in which agencies or departments provide or coordinate certain resources in support of the response to emergencies or disasters.

Exercise

An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three specific types of exercises: tabletop, functional, and full scale.

Evacuation

Assisting people to move from the path or threat of a disaster to an area of relative safety.

Federal Disaster Assistance

Aid to disaster victims and/or state and local governments by federal agencies under provisions of the Robert T. Stafford Relief and Emergency Assistance Act of 1988 (PL 93-288).

National Response Plan

A federal document which establishes a process and structure for the systematic, coordinated, and effective delivery of federal assistance to address the consequences of any major disaster or emergency.

Geographic Information System

A computer system capable of assembling, storing, manipulating, and displaying geographically referenced information, i.e.-data identified according to their locations.

Hazardous Materials

Substances or materials which may pose unreasonable risks to health, safety, property, or the environment when used, transported, stored or disposed of, which may include materials which are solid, liquid, or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, or corrosive materials, and radioactive materials.

Hazardous Materials Emergency Response Plan

The plan was developed in response to the requirements of Section 303 (a) of the Emergency Planning and Community Right-to-Know Act (Title III) of Superfund Amendments and Reauthorization Act of 1986. It is intended to be a tool for our community's use in recognizing the risks of a hazardous materials release, in evaluating our preparedness for such an event,

and in planning response and recovery actions. This plan is separate from the Emergency Operations Plan.

Incident Command System

A model for disaster response that uses common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span of control, pre-designed facilities, and comprehensive resource management. In ICS there are five functional elements: Command, Operations, Logistics, Planning and Finance/Administration.

Incident Commander

The individual responsible for the directing, ordering and managing all incident objectives.

Initial Damage Assessment Report

A report that provides initial information regarding overall damage impacts to public and private property following an incident and thereby providing a basis for emergency declaration and/or disaster assistance.

Integrated Communications Plan

This plan coordinates the use of available communications means and establishes frequency assignments for certain functions.

Integrated Public Alert and Warning System

Integrated Public Alert and Warning System (IPAWS): IPAWS is an internet-based capability that Federal, State, territorial, tribal, and local authorities can use to issue critical public alerts and warnings.

Local Emergency

The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent, or alleviate loss of life, property damage, or hardship. Only the Governor, upon petition of a local governing body, may declare a local emergency arising wholly or substantially out of a resource shortage when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

Local Emergency Planning Committee

Appointed representatives of local government, private industry, business, environmental groups, and emergency response organizations responsible for ensuring hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) compliance.

Mitigation

Activities that reduce or eliminate the impacts or chance occurrence of a disaster. Examples of mitigation measures include, but are not limited to, the development of zoning laws and land use ordinances, state building code provisions, regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such ordinances, codes and regulations.

Mutual Aid Agreement

A written agreement between agencies and/or jurisdictions to assist one another upon request by furnishing personnel, equipment and resources in an emergency situation.

National Weather Service

The federal agency which provides localized weather information to the population, and during a weather-related emergency, to state and local emergency management officials.

Operational Period

The period of time scheduled for execution of a given set of operation actions as specified in the Incident Action Plan. Operational Periods can be various lengths, usually not over 24 hours. As it pertains to the City of Roanoke, an Operational Period shall last 12 hours.

Preparedness

The development of plans to ensure the most effective, efficient response to a disaster or emergency. Preparedness activities are designed to help save lives and minimize damage by preparing people to respond appropriately when an emergency is imminent. Preparedness also includes establishing training, exercises and resources necessary to achieve readiness for all hazards, including Weapons of Mass destruction incidents.

Presidential Declaration

A presidential declaration frees up various sources of assistance from the Federal government based on the nature of the request from the governor.

Primary Agency

While several City departments will be performing varied and critical tasks during a disaster, in most cases only one agency will be considered the 'primary agency.' The primary agency shall be responsible for detailed planning, testing, and evaluation of their respective emergency support function. The Department Director of the primary agency shall serve as the principle advisor to the Emergency Management Director during the response and recovery phase. In addition, the primary agency must assure that essential operations of his/her agency will continue, unless otherwise directed by the Incident Commander.

Regional Information Coordination Center

The center facilitates communications and coordination among local, state, and federal government authorities to ensure an effective and timely response to regional emergencies and incidents, including coordination of decision-making regarding events such as closings, early release of employees, evacuation, transportation decisions, health response, etc.

Situation Report

A form, which, when completed at the end of each Operational Period, will provide an official daily summary of the status of an emergency and local emergency response to be submitted to the State EOC via fax or submitted through the Virginia Department of Emergency Management website.

Span of Control

As defined in the Incident Command System, Span of Control is the number of subordinates one supervisor can manage effectively. Guidelines for the desirable span of control recommend three to seven persons with the optimal number of subordinates being five.

State of Emergency

The condition declared by the Governor when, in his judgment, a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and property damage.

Superfund Amendments and Reauthorization Act of 1986
Established Federal regulations for the handling of hazardous materials.

Unified Command

When stakeholders involved in the incident response have shared responsibility for establishing overall incident management objectives, this is typically a result of a multi-jurisdictional or multi-agency incidents. In the event of conflicting priorities or goals, or where resources are scarce, there must be a clear line of authority for decision-making. Agencies contribute to unified command by determining overall goals and objectives, jointly planning for tactical activities, conducting integrated tactical operations and maximizing the use of all assigned resources.

Weapons of Mass Destruction

Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or mine or device similar to the above; poison gas; weapon involving a disease organism; or weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a as referenced in 18 USC 921).

Appendix 2 – List of Acronyms

APHIS	Animal and Plant Health Inspection Service
CART	City Animal Response Team
CERT	Community Emergency Response Team
CFO	Chief Financial Officer
CR	Community Relations
DSCO	Deputy State Coordinating Officer
DHS	Department of Homeland Security
DRC	Disaster Recovery Center
DMME	Department of Mines, Minerals, and Energy
DRM	Disaster Recovery Manager
DMORT	Disaster Mortuary Recovery Team
EAS	Emergency Alert System
EOC	Emergency Operations Center
ESF	Emergency Support Function
EPA	Environmental Protection Agency
ERT-A	Emergency Response Team – Advance Element
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
ICS	Incident Command System
IPAWS	Integrated Public Alert Warning System
JIC	Joint Information Center
JFO	Joint Field Office
MACC	Multi-agency Command Center
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NAWAS	National Warning System
NCR	National Capital Region
NGO	Non-governmental Organization
NIMS	National Incident Management System

NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRP	National Response Plan
NWS	National Weather Service
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
POC	Point of Contact
RACES	Radio Amateur Civil Emergency Services
SAR	Search and Rescue
SCC	State Corporation Commission
SOP	Standard Operating Procedures
USACE	U.S. Army Corps of Engineers
USAR	Urban Search and Rescue
USCG	U.S. Coast Guard
USDA	U.S. Department of Agriculture
VDEM	Virginia Department of Emergency Management
VDEQ	Virginia Department of Environmental Quality
VDH	Virginia Department of Health
VOAD	Voluntary Organizations Active in Disaster
WAWAS	Washington Area Warning System
WMD	Weapons of Mass Destruction

Appendix 3 – Authorities and References

Federal

1. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended
2. The Homeland Security Act of 2002
3. National Response Framework
4. Developing and Maintaining Emergency Operations Plans; Comprehensive Preparedness Guide 101 v.2
5. Americans with Disabilities Act of 2010

State

1. Commonwealth of Virginia Emergency Services and Disaster Law of 2000, as amended
2. The Commonwealth of Virginia Emergency Operations Plan (COVEOP) available on the VDEM website: <http://www.vaemergency.com/em-community/plans/coveop>

Appendix 4 – Matrix of Responsibilities-Emergency Support Function (ESF)

	● Primary Responsibility		○ Secondary or Support Responsibility		Emergency Management	Police Department	Fire/EMS	Public Works Department	Sheriff	Human Services/Social Services	City Schools	General Services	Health Department	Human Resources	Office of Communications (PIO)	Parks and Recreation	Emergency Communications Center	Department of Technology	Planning, Building, and Development	Economic Development	Finance/OMB/	City Attorney	Real Estate Valuation	Libraries	Civic Center	Hospitals	American Red Cross	Utilities (Electric, Gas, Phone)	Western Virginia Water Authority	Amateur Radio Services	Valley Metro/RADAR	State Agency Support
ESF 1- Transportation	○	○	○	●	○					○	●			○	○	○	○				○									○	○	
ESF 2- Communications	○	○	○		○										○		●	○				○								○	○	
ESF 3- Public Works	○	○	○	●					○	○	○				○	○	○	○	○	○		○						○			○	○
ESF 4- Firefighting	○		●												○		○	○				○										
ESF 5- Emergency Management	●	○	○	○											○		○	○	○	○	○	○				○					○	○
ESF 6- Mass Care	○	○	○	○	○				●	○		○			○	○	○	○	○			○		○		○					○	○
ESF 7- Resource Support All	○								○		●				○		○	○			○	○	○								○	○
ESF 8- Public Health & Medical	○	○	●	○	○							●			○		○	○				○			○	○		○			○	○
ESF 9- Urban Search & Rescue	○	○	●		○										○		○	○				○									○	○
ESF 10- Oil & Hazardous Materials	○	○	●	○								○			○		○	○				○									○	○
ESF 11- Agriculture & Natural Resources	○											●			○		○	○	○		○	○				○					○	○
ESF 12- Energy	○			●											○		○	○				○					○	○			○	○
ESF 13- Public Safety & Security	○	●	○	○	○					○	○				○		○	○				○									○	○
ESF 14- Long Term Community Recovery	○	○	○	○					○		○				○	○	○	○	○	●		○	○			○			○		○	○
ESF 15- External Affairs	○	○	○		○	○	○	○	○		○				●		○	○				○									○	○

Appendix 3- Annex Matrix of Responsibilities

- Primary Responsibility
- Secondary or Support Responsibility

	Emergency Management	Police Department	Fire/EMS	Public Works Department	Sheriff	Human Services/Social Services	City Schools	General Services	Health Department	Human Resources	Office of Communications (PIC)	Parks and Recreation	Emergency Communications Center	Department of Technology	Planning, Building, and Development	Economic Development	Finance/OMB/	City Attorney	Real Estate Valuation	Libraries	Civic Center	Hospitals	American Red Cross	Utilities (Electric, Gas, Phone)	Western Virginia Water Authority	Amateur Radio Services	Valley Metro/RADAR	State Agency Support
<u>Animal Care Support Annex</u>																												
Damage Assessment Support Annex	○	○	○	○	○		○	○	○		○	○	●	○	●	●	○	○	●				○	○	○	○	○	○
Debris Management Support Annex	○			●			○	○			○	○	○		○		○	○		○	○							
<u>Evacuation Support Annex</u>											○	○							○									
Financial Management Support Annex								○			○	○					●	○										
Information Technology Support Annex <u>ALL</u>											○	○	●					○										
Logistics Management Support Annex	○	○	○	○	○	○	○	●	○		○	○	○					○		○	○							
Public Affairs Support Annex <u>ALL</u>											●	○	○					○										
Vol. & Donations Mgmt Support Annex						●				○	○	○					○	○		○			○					
Worker Safety & Health Support Annex		○	○	○	○			○	○	●	○	○	○					○					○					
Airport Incident Specific Annex																			○									
Catastrophic Incident Specific Annex <u>ALL</u>	●	●	●	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Dam Safety Incident Specific Annex	●	○	○	○	○								○	○				○							○			○
Flooding Incident Specific Annex	●	○	○	○	○		○	○	○			○	○	○	○				○									
Hazardous Materials Incident Specific Annex	○	○	●	○	○		○	○	○		○	○	○					○										○
Severe Weather Incident Specific Annex	●	○	○	○	○		○				○	○	○					○										
<u>Terrorism Incident Specific Annex</u>																			○									
Warning Incident Specific Annex	○	○	○	○	○		○	○	○		○	○	●					○										

Appendix 6 – Succession of Authority

Continuity of emergency operations is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each Department or service function is listed below by position in decreasing order.

Function	Lead Title	Successor 1 Title	Successor 2 Title	Successor 3 Title
City Manager	City Manager	Assistant City Manager for Community Development	Assistant City Manager for Operations	
Communications	Communications & Media Officer	Communications & Media Coordinator		
City Attorney	City Attorney	Assistant City Attorney (Assigned)	Assistant City Attorney (Assigned)	Assistant City Attorney (Assigned)
Fire/EMS	Fire-EMS Chief	Deputy Chief Operations	Deputy Chief Technical Services	Fire Marshal
Emergency Management	Emergency Management Director	Emergency Management Coordinator	Deputy Emergency Management Coordinator	
Health Department	Director			
Police Department	Chief of Police	Deputy Chief-Operations	Deputy Chief- Services	
Sheriff's Department	Sheriff	Major	Captain- Court Security	
Public Works	Director	City Engineer	Transportation Division Manager	Solid Waste Management Division Manager
Engineering	City Engineer	Architect II (Facilities Engineering)	Civil Engineer II (Infrastructure Engineering)	Civil Engineer II (Special Project Engineering)
Transportation Division	Division Manager	Street Maintenance Supervisor	Landscape Maintenance Supervisor	City Traffic Engineer
Solid Waste Management	Division Manager	Supervisor (Assigned)	Supervisor (Assigned)	Collections Supervisor
Parks & Recreation	Director			
Planning, Building, and Economic Development	Director	Planning Administrator	Economic Development Administrator	
Technology	Director	Assistant Director	Administrator of Technical Support	
ECC	Telecommunication Administrator	Project Coordinator for Telecommunications		
Radio Systems Maintenance	Communications Superintendent	Communications Supervisor		
Information Technology	Director	Assistant Director	Administrator, Tech Support	
Human Services	Director	Chief Social Work Supervisor	Chief of Eligibility	Chief Benefit Program Supervisor
Management & Budget	Director	Budget Administrator	Budget Management Analyst	
Finance	Director	Deputy Director		
Real Estate Valuation	Director	Deputy Director		
Billings & Collections	Manager	Senior Tax Compliance Administrator		

Human Resources	Director	Human Resources Administrator-Employee Relations	Human Resources Administrator- Comp. and Benefits	Organizational Development Manager
Risk Management	Risk Manager	Claims Specialist	Safety Specialist	
Public Schools	Superintendent			
General Services	Director	Facilities Manager	Fleet Manager	Senior Buyer
Facilities Management	Facilities Manager	Facilities Superintendent	HVAC Supervisor	Buyer
Fleet Management	Fleet Manager	Maintenance Supervisor	Maintenance Supervisor	Parts Supervisor
Purchasing	Senior Buyer			
Civic Facilities	Director	Assistant Director	Facilities Operations Manager	Event Services Manager
Libraries	Director	Assistant Director	Circulation Manager	Youth Services Manager
Planning, Building & Development	Director	Zoning Administrator	Senior Planner	
Code Enforcement	Codes Compliance Coordinator	Senior Inspector	Building Commissioner	
Planning and Neighborhood Services	Planning Administrator	Senior Planner	Planner II	
Clerical Support	Planning Coordinator	Administrative Assistant Supervisor	Administrative Assistant III	
HUD Budget Team	Budget Team Leader	Budget Business Analyst	Budget Analyst	
Building	Building Commissioner	Deputy Building Commissioner	Deputy Building Commissioner	

Appendix 7 – Emergency Operations Plan Distribution List

City Council (11)

Director of Emergency Management/City Manager

Deputy Director/Assistant City Manager

Building Commissioner

City Attorney

City Clerk

City Engineer

City Sheriff

Coordinator of Emergency Management

Director of Communications (PIO)

Director of Economic Development

Director of Finance

Director of General Services

Director of Libraries

Director of Management and Budget

Director of Parks and Recreation

Director of Planning, Building

And Development

Director of Public Works

Transportation Division Manager

Director of Real Estate Valuation

Director of Technology

Emergency Operations Center

Environmental Administrator

Executive Director, Roanoke Regional

Airport

Fire-EMS Chief

Risk Management

Roanoke Valley Emergency Planning

Committee (RVEPC)

Superintendent of Schools

American Red Cross

Virginia Cooperative Extension

Roanoke County- Emergency Management

City of Salem- Emergency Management

Town of Vinton- Emergency Management

VDEM-Richmond

VDEM Region VI Coordinator

Virginia Department of Emergency Management

Virginia Department of Health-Roanoke

Virginia Department of Environmental Quality

Va. National Guard

Valley Metro

Va. State Police

Appendix 8 – Continuity of Government

Court Records

The preservation of essential records for the City resides with each Department. All matters dealing with the City Council are the responsibility of the City Clerk. All essential records are to be stored or archived in the predetermined location. These records include the following:

Real Estate Records*

Criminal Records

Wills

Tax and Valuation Records

Finance and Budgetary Records

Civil Records

Chancery Records

Marriage Licenses

The evacuation of records in the event of an emergency will be accomplished only by approval of the Clerk of the Circuit Court.

The loading and transportation of these records is the responsibility of the Sheriff's Department.

* A microfilm copy of all real estate records for the locality is stored in the Archives, State Library, Richmond, Virginia.

Agencies/Organizations

Each agency/organization within the structure of the City of Roanoke government should establish its own records protection program. Those records deemed essential for continuing government functions should be identified and procedures should be established for their protection, such as duplicate copies in a separate location and/or the use of safe and secure storage facilities. Provisions should be made for the continued operations of automated data processing systems and records.

Appendix 9 – Sample Declaration of Local Emergency

(SAMPLE)
Local Resolution

DECLARATION OF LOCAL EMERGENCY

WHEREAS the City of Roanoke City Council does hereby find:

1. That, due to the (heavy damage, area and population affected, loss of life, potentially dangerous conditions, etc.), the City of Roanoke (has suffered, could suffer) from the (flood, severe weather, accident, etc.); and

2. That, due to the extreme peril to life and property necessitates the proclamation of the existence of an emergency;

NOW THEREFORE, IT IS HEREBY PROCLAIMED that an emergency now exists throughout the City; and

IT IS FURTHER PROCLAIMED AND ORDERED that, during the existence of said emergency, the powers, functions, and duties of the Director of Emergency Management - City Manager, and the Coordinator of Emergency Management, shall be those prescribed by State Law, and to ordinances, resolutions, and approved plans of the City of Roanoke in order to mitigate the effects of said emergency.

Dated: _____

City Council, City of Roanoke

Attested: _____

(SAMPLE)

CITY ORDER TO TERMINATE LOCAL EMERGENCY

WHEREAS, on _____, the Director of Emergency Management, City Manager, pursuant to the Virginia Emergency Services Disaster Laws Title 44, Chapter 3.2, (the "Emergency Services Disaster Law"), issued a proclamation declaring a local state of local emergency for the City of Roanoke resulting from:

[Describe the situation that occasioned the disaster declaration];

WHEREAS, the conditions necessitating the proclamation of a local state of disaster have ceased to exist; and

WHEREAS, the Emergency Services Disaster Laws provide that a local state of emergency may be terminated by the governing body of the political subdivision.

NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL:

1. The City Council, as the governing body of the City of Roanoke hereby terminates the proclamation of a local state of emergency described in the preamble above.

2. A public emergency exists requiring that this ordinance be passed formally on the date of its introduction; therefore, this order shall take effect immediately upon its passage and approval by the City Council.

PASSED AND ADOPTED, this ____ day of _____, 201__.

APPROVED, this ____ day of _____, 201__.

(SAMPLE)

**CITY ORDINANCE
TO RESTRICT, ALLOCATE, REGULATE ACTIVITIES AND COMMODITIES**

WHEREAS, by proclamation issued [date of emergency declaration], the Director of Emergency Management, City Manager, declared a state of emergency for the City of Roanoke resulting from

[Briefly describe the situation]; and

WHEREAS, said state of emergency requires that certain emergency measures be taken pursuant to the Executive Order of the Governor Relating to Emergency Management; now, therefore, the following regulations shall take effect immediately upon issuance, and shall remain in effect until the state of disaster is terminated:

[Eliminate sections below describing measures that will not be used.]

1. CURFEW

- (a) A person shall not remain or travel upon any public or private property in the following area(s) between the hours of _____ and _____:

[Insert description of applicable areas]

- (b) Subsection (a) shall not apply to:
- (1) a person authorized by the Emergency Management Director to assist in the production of the health, safety, or welfare of the public; or
 - (2) a person who remains or travels upon private property which is owned by him or upon which the person has been invited.

2. MOVEMENT OF PEOPLE AND OCCUPANCY OF PREMISES

- (a) A person shall not remain or travel upon any public or private property in the following area(s):

[Insert description of applicable areas]

- (b) Subsection (a) shall not apply to a person authorized by local government officials to assist in the protection of the health, safety, or welfare of the public.

3. UTILITIES

All utility services shall be discontinued in the following area(s):

[Insert description of applicable areas]

4. FLAMMABLE PRODUCTS

- (a) A person shall not sell or give away gasoline or other flammable or combustible products in the following area(s):

[Insert description of applicable areas]

- (b) All gasoline stations shall be closed in the following area(s):

[Insert description of applicable areas]

5. EXPLOSIVES

- (a) A person shall not sell, barter, loan, or give away arms, ammunition, dynamite, or other explosives in the following area(s):

[Insert description of applicable areas]

- (b) All establishments where arms, ammunition, dynamite, or other explosives are sold shall be closed in the following area(s):

[Insert description of applicable areas]

6. ALCOHOLIC BEVERAGES

- (a) A person shall not sell or distribute beer, wine, liquor, or alcoholic beverages of any kind in the following area(s):

[Insert description of applicable areas]

- (b) Subsection (a) shall not apply to the sale of medicine which contains alcohol.

7. PRICE CONTROLS

A person shall not sell any of the following goods or services for more than the price the person charged for the goods or services on (date of disaster declaration):

- (a) Groceries, beverages, toilet articles, ice;
- (b) Construction and building materials and supplies, and earthmoving equipment and machinery;
- (c) Electrical and gas generating and transmission equipment, parts and accessories;
- (d) Charcoal briquettes, matches, candles, lamp illumination and heat unit carbides, dry batteries, light bulbs, flashlights, and hand lanterns;
- (e) Hand tools (manual and power), hardware and household supplies, and equipment rental;
- (f) Automotive parts, supplies, and accessories;
- (g) Plumbing and electrical tools and supplies;
- (h) Apartment, duplex, multi-family dwelling, rooming house, hotel and motel rental;
- (i) Gasoline, diesel oil, motor oil, kerosene, grease, and automotive lubricants;
- (j) Restaurant, cafeteria, and boarding-house meals;
- (k) Services of roofing and building contractors, plumbers, electricians, mechanics, tree surgeons, and automobile wrecker companies;
- (l) Medicine, pharmaceutical and medical equipment and supplies;
- (m) Blankets, quilts, bedspreads, bed linens, mattresses, bedsprings, bedsteads, towels, and toilet paper; and
- (n) Furniture and clothing.

8. SUSPENSION AND MODIFICATION OF ORDINANCES

- (a) The following ordinances and regulations are hereby suspended or modified as indicated:

[List the relevant ordinances and regulations]

- (b) The suspension or modifications of the ordinances and regulations listed in Subsection (a) shall remain in effect until (date 60 days from the date these regulations are issued), or until the state of disaster is terminated, whichever is sooner.

9. PENALTIES

- (a) These regulations shall have the effect of ordinances when duly filed with the City Clerk.

(b) A person who violates any provision of these regulations, upon conviction, is punishable by a fine of not more than _____ dollars, \$_____.

10. EMERGENCY

This [ordinance/order] shall take effect immediately from and after its passage and publication, and it is accordingly so ordained.

PASSED AND ADOPTED, this ____ day of _____, 201__.

APPROVED, this ____ day of _____, 201__.

OWS

7.a.3.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION readopting an Emergency Operations Plan for the City of Roanoke.

WHEREAS, this Council is concerned about the health, safety, and well-being of its citizens and desires that the best possible emergency services be made available to them;

WHEREAS, the Commonwealth of Virginia Emergency Services and Disaster Law of 1973, Chapter 3.2 of Title 44 of the Code of Virginia (1950), as amended, requires that each city and county in the Commonwealth maintain an Emergency Operations Plan which addresses its planned response to emergency situations;

WHEREAS, such an Emergency Operations Plan was developed by City staff in coordination with the Virginia Department of Emergency Services, and City Council, by Resolution No. 35688-121701, authorized the adoption of an Emergency Operations Plan; and

WHEREAS, the Emergency Operations Plan has been revised and updated and State law requires the readoption of emergency operations plans every four years;

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that this Council does hereby adopt the revised Emergency Operations Plan for the City of Roanoke in accordance with the recommendation contained in the City Council Agenda Report dated March 7, 2016.

ATTEST:

City Clerk.



7.a.4.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Acquisition of Real Property Rights for Narrows Lane Drainage Improvements Project

Background:

As part of the FY2016 Capital Improvement Program, City Council had appropriated \$1.92 million for Storm Drain Improvement Projects. These appropriated funds will be matched with \$1.62 million in Virginia Department of Transportation Revenue Sharing funds plus an additional \$500,000 in Stormwater Utility Operating Funds. A portion of this funding will be utilized to acquire all necessary property rights.

One of the projects to be funded by this combined FY2016 funding appropriation is the Narrows Lane Drainage Improvement Project which includes the installation of storm drain pipes and structures. This project is in the general vicinity of the 4500 block of Narrows Lane and 4600 block of Van Winkle Road within the Southern Hills neighborhood.

This neighborhood suffers from an existing substandard drainage system which conveys stormwater runoff from a quarry located upstream of the problem area and overloading runoff from the Pheasant Ridge development to a roadside ditch located on Van Winkle Road, evidenced by significant erosion and flooding on private property. Runoff from the public right of way also contributes to flooding of private properties. Constructing the proposed storm drain system for this project would correct known drainage problems in this neighborhood.

In order to construct, operate, and maintain the proposed storm drain system, the city will need to acquire real property rights from private owners.

Considerations:

City Council action is necessary to authorize the acquisition of real property rights needed for the Narrows Lane Drainage Improvements Project. The real property rights needed are outlined below, but are subject to minor variation of location and extent pending final engineering design details.

Funding for acquisition of the real property rights is available in project account 03-530-3014, Stormwater Improvements.

Permanent drainage and temporary construction easements of variable length and width are required to accommodate construction activities and will affect six (6) properties in the general vicinity identified above. The City may also need to acquire various other property rights involving the properties listed below and other properties which have not yet been identified for this project. The properties that have been identified so far are as follows:

Tax Map Parcel Number	Address	Owner	Required Property Rights
5460118	4513 Narrows Lane, SW	Heirs of Thurman M. Epperly	Permanent Drainage Easement
5460119	4517 Narrows Lane, SW	Marissa D. Hambrick	Permanent Drainage Easement
5460131	4521 Narrows Lane, SW	Wallace G. Williams, Jr. and Karisha A. Williams	Permanent Drainage Easement
5460120	4532 Old Rocky Mount Rd., SW	Wilmington Savings Fund Society FSB	Permanent Drainage Easement
5460101	4355 Pheasant Ridge Rd., SW	Madison Health Care Center, LC	Temporary Construction Easement
5460164	4439 Pheasant Ridge Rd., SW	Pheasant Ridge Wellness Center, LLC	Temporary Construction Easement

Recommended Action:

Authorize the acquisition of any real property rights needed to construct the proposed Narrows Lane Drainage Improvements Project, including but not limited to the specific property rights identified in the City Council Agenda Report, by negotiation and execution of the appropriate acquisition documents by the City Manager, such documents to be approved as to form by the City Attorney.



Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Sherman M. Stovall, Assistant City Manager for Operations
Robert K. Bengtson, P.E., Director of Public Works
Philip C. Schirmer, P.E., City Engineer
Dwayne D'Ardenne, CGM, PWM, Stormwater Division Manager
Josephus Johnson-Koroma, P.E., Civil Engineer II
Cassandra L. Turner, Economic Development Specialist

DR

7.a.4.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE providing for the acquisition of real property rights needed by the City in connection with the Narrows Lane Drainage Improvements Project (“Project”); authorizing City staff to acquire such property rights by negotiation for the City; authorizing the City Manager to execute appropriate acquisition documents; and dispensing with the second reading of this Ordinance by title.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. The City wants and needs certain real property rights, to include permanent and/or temporary easements of variable length and width, and such other real property interests as needed, located in the general vicinity of the 4500 Block of Narrows Lane, S.W., Roanoke, Virginia, and the 4600 Block of Van Winkle Road, S.W., Roanoke, Virginia, and surrounding streets, all as more particularly described in the City Council Agenda Report dated March 7, 2016, in order to complete the Project. The proper City officials and City staff are hereby authorized to acquire by negotiation for the City the necessary real property interests and appropriate ancillary rights with respect to the real property parcels referred to in the above mentioned City Council Agenda Report and any other real property parcels needed for the Project. All requisite documents shall be approved as to form by the City Attorney.

2. The City Manager is further authorized to execute appropriate acquisition documents for the above mentioned parcel(s) for such consideration as the City Manager may deem appropriate for the necessary interests, provided, however, the total consideration offered or expended, including costs, title search fees, appraisal costs, recordation fees, and other related costs shall not exceed the funds available in the Project’s account for such purposes, without

further authorization of Council. Upon the acceptance of any offer and upon delivery to the City of appropriate acquisition documents, approved as to form by the City Attorney, the Director of Finance is authorized to pay the respective consideration to the owners of the real property interests conveyed, certified by the City Attorney to be entitled to the same.

3. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this Ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



7.6.1.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 7, 2016
Subject: Additional Appropriation for General Registrar's Office Relocation and Tenant Upfit

Background:

On February 16, 2016, Council approved the appropriation of funding for the relocation and tenant upfit for the General Registrar's office to be located at 317 Kimball Avenue, S.E., after separate action by City Council later this year. The total cost of the project was \$150,000 available from capital project contingency. Budget Ordinance #40440-021616 appropriating \$48,000 for furniture, fixtures and equipment was adopted. An additional ordinance is required to appropriate \$102,000 for tenant upfit of the leased space to completely fund the project from capital project contingency.

Recommended Action:

Adopt the accompanying budget ordinance in the amount of \$102,000 to completely fund the relocation and upfit project appropriating funding from Capital Project Contingency into the General Registrar's Office Tenant Upfit account established by the Director of Finance.

Barbara A. Dameron
Director of Finance

Distribution: Council Appointed Officers



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to transfer funding from the Capital Improvement Reserve to the Registrar's Office Tenant Upfit and Furniture, Fixtures, and Equipment (FFE) project, amending and reordaining certain sections of the 2015-2016 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2015-2016 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Appropriated from General Revenue	08-440-9466-9003	\$ 102,000
Appropriated from Contingency	08-530-9575-9220	(102,000)

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



**CITY OF ROANOKE
DEPARTMENT OF FINANCE**

215 Church Avenue, SW, Suite 461
Roanoke, Virginia 24011-1220
Telephone: (540) 853-2821
Fax: (540) 853-6142

BARBARA A. DAMERON
Director of Finance

ANDREA F. TRENT
Assistant Director of Finance

March 7, 2016

Dear Mayor Bowers and Members of City Council:

Subject: January FY16 Financial Report – City of Roanoke
December FY16 Financial Report – Roanoke City Public Schools

The following financial report provides commentary on the City's financial results for the seven months ended January 31, 2016 and Roanoke City Public Schools for the six months ended December 31, 2015.

General Fund

Through January, FY16 year-to-date revenues were \$114.3 million, or 42.0% of the current revenue estimate for the year. Significant tax revenues, such as Personal Property and Business License taxes are not due until later in the year. Year-to-date revenues increased 0.8% or \$853,000 compared to the same period in FY15. The increase was primarily due to higher current real estate tax and several local tax revenues, such as sales, meals and lodging taxes.

Through January, expenditures were \$164.6 million, or 60.1% of the current expenditure budget for the year. Year-to-date expenditures were 1.0% or \$1.6 million higher compared to the prior year mainly due to the increased funding to Schools. Also contributing to the increase were the timing of payments on recycling and street maintenance contracts.

Stormwater Utility Fund

Stormwater fee revenue year-to-date as of January 31, 2016 was \$1.9 million, or 51.8% of FY16 anticipated revenues. Operating expenses were \$1.8 million, or 41.9% of the expense budget, resulting in an operating gain of \$118,000. Change in net position, after transfers and contributions, was approximately \$83,000. Stormwater fees are being charged using a phased-in approach. In FY15, which was the first year of implementing the fee, the approved fee was 30 cents per billing unit of impervious service. In FY16 the approved fee increased to 60 cents per billing unit.

Civic Center Fund

FY16 year-to-date change in net position was a loss of \$342,000 compared to the budgeted loss of \$372,000. The year-to-date operating revenue through January was \$609,000 lower than the budgeted revenue primarily due to lower than expected ticket

7.6.2.

revenue as a result of the timing of events. Correspondingly, operating expenses were \$581,000 lower than budgeted. The operating loss was approximately \$28,000 more than the fiscal year-to-date budgeted operating loss. The current forecast indicates the center's performance will be a \$393,000 greater loss than budgeted.

Parking Fund

Through January, approximately 56.6% of anticipated operating revenue has been realized. Operating revenues increased compared to the prior fiscal year due in part to fee enhancements that became effective July 1, 2015. Due to the transient nature of parking customers, it is difficult to isolate the amount of revenue that is directly related to fee increases. Revenues for the Elmwood Park garage decreased due to payment timing and Market garage revenues are down due to the current hotel construction and Norfolk Southern relocation. Church Avenue garage has increased occupancy in addition to an enhancement in fees. Gainsboro garage revenues increased due to an increase in monthly parking revenues. A reduction in revenue from the Williamson Lot was due to the sale of that lot in FY15. Revenues from the on-street parking program have exceeded budget expectations. Operating expenses decreased 5.4% or \$87,000. Operating income, before the net decrease of non-operating expenses and transfers was approximately \$461,000. After non-operating expenses and transfers, the fund's change in net position was approximately \$200,000.

Roanoke City Public Schools

Financial performance on Roanoke City Public Schools is reported to City Council on a quarterly basis. These results are reported on a one-month lag compared to City results based on the timing of School Board and City Council meetings. Accordingly, this report includes results through December. The School General Fund amounts as presented in this report correspond with amounts reported to the School Board on February 9, 2016.

Revenues:

Through December, 2015, revenues were slightly under budget at 47.7% however School Fund revenues increased 0.3% or \$207,000 when compared to FY15. Revenues increased due to additional funding received from the City and an increase in state sales tax revenue.

Expenditures:

School Fund expenditures decreased 2.2% or \$1.8 million compared to FY15 and were under budget primarily due to timing of payments. The decrease was primarily due to the purchase of English textbooks in the prior fiscal year. Also contributing to the decrease were the tuition costs for the Regional Special Education Program, which were reported in the general fund last year but were reported in the Grant Fund in the current year.

Closing

In January, the U.S. unemployment rate fell to an eight-year low of 4.9%. Consumer spending regained momentum in January as households increased purchases, a sign that economic growth was picking up after slowing to a crawl at the end of 2015. It is expected that economic activity should accelerate in 2016 as rising employment, income, home values and confidence drive more spending. However, volatile financial markets, falling oil prices and sluggish manufacturing sector performance remain warning signs of the 2016 U.S. economy.

The local economy has continued to grow at a moderate pace in the fiscal year 2016.

The City's financial performance will continue to be carefully monitored by the various departments which are involved with oversight of the City's budgeting and financial processes.

Please contact me with any questions you have on these financial statements.

Sincerely,



Barbara A. Dameron
Director of Finance

Attachments

- c: Christopher P. Morrill, City Manager
- Daniel J. Callaghan, City Attorney
- Drew Harmon, Municipal Auditor
- Stephanie M. Moon Reynolds, City Clerk
- Sherman M. Stovall, Assistant City Manager
- R. Brian Townsend, Assistant City Manager
- Amelia C. Merchant, Director of Management and Budget
- Deborah J. Moses, Parking Facilities Manager
- Robyn L. Schon, General Manager, Global Spectrum

CITY OF ROANOKE, VIRGINIA
GENERAL FUND
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2016

STATEMENT OF REVENUE
(UNAUDITED)

Revenue Source	Current Revenue Budget	Revenue Budget Variance	Actual Jul 1 - Jan 31 2015 - 2016	Actual Jul 1 - Jan 31 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Received
General Property Taxes	\$ 109,827,000	\$ (65,276,627)	\$ 44,550,373	\$ 43,241,801	3.0%	40.6%
Other Local Taxes	78,120,000	(45,266,006)	32,853,994	32,172,348	2.1%	42.1%
Permits, Fees and Licenses	1,195,000	(641,807)	553,193	679,108	(18.5%)	46.3%
Fines and Forfeitures	1,284,000	(870,113)	413,887	577,083	(28.3%)	32.2%
Revenue from Use of Money and Property	235,000	(116,607)	118,393	108,776	8.8%	50.4%
Intergovernmental	69,872,200	(39,700,349)	30,171,851	29,908,935	0.9%	43.2%
Charges for Services	8,427,000	(4,327,479)	4,099,521	4,365,563	(6.1%)	48.6%
Internal Services	2,520,000	(1,085,051)	1,434,949	2,052,314	(30.1%)	56.9%
Transfers From Other Funds	45,301	-	45,301	28,930	56.6%	100.0%
Miscellaneous Revenue	652,169	(611,790)	40,379	294,074	(86.3%)	6.2%
Total	\$ 272,177,670	\$ (157,895,829)	\$ 114,281,841	\$ 113,428,932	0.8%	42.0%

STATEMENT OF EXPENDITURES AND ENCUMBRANCES
(UNAUDITED)

Expenditures	Current Expenditure Budget	Uncommitted Balance	Actual Jul 1 - Jan 31 2015 - 2016	Actual Jul 1 - Jan 31 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Obligated
General Government	\$ 15,536,189	\$ 5,594,887	\$ 9,941,302	\$ 8,958,532	11.0%	64.0%
Judicial Administration	8,675,007	3,547,484	5,127,523	4,894,226	4.8%	59.1%
Public Safety	65,703,941	24,623,485	41,080,456	41,195,097	(0.3%)	62.5%
Public Works	26,085,725	8,674,817	17,410,908	16,242,656	7.2%	66.7%
Health and Welfare	39,346,419	18,344,414	21,002,005	21,458,505	(2.1%)	53.4%
Parks, Recreation and Cultural	10,564,572	4,062,681	6,501,891	6,549,587	(0.7%)	61.5%
Community Development	7,962,561	3,355,118	4,607,443	4,680,616	(1.6%)	57.9%
Transfer to Debt Service Fund	12,716,023	2,825,339	9,890,684	10,577,913	(6.5%)	77.8%
Transfer to School Fund	77,794,000	32,414,169	45,379,831	43,482,369	4.4%	58.3%
Nondepartmental	9,543,857	5,908,855	3,635,002	4,918,022	(26.1%)	38.1%
Total	\$ 273,928,294	\$ 109,351,250	\$ 164,577,044	\$ 162,957,524	1.0%	60.1%

**CITY OF ROANOKE, VIRGINIA
STORMWATER UTILITY FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2016
(UNAUDITED)**

	<u>FY 2016 Adopted Budget</u>	<u>FY 2016</u>	<u>FY 2015</u>
<u>Operating Revenues</u>			
Stormwater Utility Fees	\$ 3,741,985	\$ 1,938,721	\$ 993,109
Total Operating Revenues	3,741,985	1,938,721	993,109
<u>Operating Expenses</u>			
Operating Expenses	4,347,911	1,820,666	1,066,320
Total Operating Expenses	4,347,911	1,820,666	1,066,320
Operating Income/(Loss)	(605,926)	118,055	(73,211)
<u>Nonoperating Revenues/(Expenses)</u>			
Investment Income	-	4,725	353
Interest Expense	(74,825)	(20,057)	-
Net Nonoperating Revenues	(74,825)	(15,332)	353
Income/(Loss) Before Transfers and Contributions	(680,751)	102,723	(72,858)
<u>Transfers and Contributions</u>			
Transfer from General Fund	806,588	278,316	624,845
Transfer from Capital Projects Fund	-	-	75,000
Transfer to Capital Projects Fund	-	(20,500)	-
Transfer to Debt Service Fund	(421,723)	(277,068)	(207,863)
Net Transfers and Contributions	384,865	(19,252)	491,982
Change in Net Position	<u>\$ (295,886)</u>	<u>\$ 83,471</u>	<u>\$ 419,124</u>

CITY OF ROANOKE, VIRGINIA
CIVIC CENTER FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2016
(UNAUDITED)

	<u>FY 2016 Budget YTD</u>	<u>FY 2016</u>	<u>FY 2015</u>
<u>Operating Revenues</u>			
Rentals	\$ 2,183,278	\$ 2,042,923	\$ 1,594,922
Event Expenses	960,835	684,475	862,096
Advertising	297,197	244,820	248,295
Admissions Tax	231,088	200,903	207,478
Facility Surcharge/Ticket Rebate	201,722	142,886	197,151
Commissions	107,000	31,789	92,928
Ancillary	89,494	116,032	43,912
Miscellaneous	59,325	57,446	44,485
Total Operating Revenues	4,129,939	3,521,274	3,291,267
<u>Operating Expenses</u>			
Personal Services	724,701	659,613	656,766
Operating Expenses	3,763,611	3,255,559	3,030,226
Management Fees	232,512	224,581	224,581
Depreciation	552,129	552,129	534,072
Total Operating Expenses	5,272,953	4,691,882	4,445,645
Operating Loss	(1,143,014)	(1,170,608)	(1,154,378)
<u>Nonoperating Revenues/(Expenses)</u>			
Investment Income	-	52,155	57,170
Interest Expense	(298,681)	(293,107)	(314,170)
Net Nonoperating Expenses	(298,681)	(240,952)	(257,000)
Net Loss	(1,441,695)	(1,411,560)	(1,411,378)
<u>Transfers and Contributions</u>			
Transfer from General Fund	1,069,445	1,069,445	1,070,555
Net Transfers and Contributions	1,069,445	1,069,445	1,070,555
Change in Net Position	\$ (372,250)	\$ (342,115)	\$ (340,823)

CITY OF ROANOKE, VIRGINIA
PARKING FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2016
(UNAUDITED)

	FY 2016 Adopted Budget	FY 2016 Budget YTD	FY 2016	FY 2015
<u>Operating Revenues</u>				
Market Garage	\$ 448,000	\$ 261,333	\$ 200,306	\$ 231,125
Elmwood Park Garage	642,000	374,500	317,930	361,225
Center in the Square Garage	371,000	216,417	231,104	207,895
Church Avenue Garage	675,000	393,750	390,003	354,096
Tower Garage	437,000	254,917	250,659	247,536
Gainsboro Garage	103,000	60,083	91,197	49,374
Campbell Garage	168,000	98,000	98,234	78,547
Williamson Lot	-	-	(275)	47,561
Higher Ed Center Lot	45,000	26,250	27,325	27,200
Market Lot	39,000	22,750	27,363	21,365
Elmwood Lot	80,000	46,667	57,815	44,436
Warehouse Row Lot	41,000	23,917	21,653	19,660
West Church/YMCA Lots	26,000	15,167	13,135	13,135
Off Street Parking Violations (All Locations)	55,000	32,083	32,955	36,799
On Street Parking Violations	365,000	212,917	218,566	196,423
Total Operating Revenues	3,495,000	2,038,751	1,977,970	1,936,377
<u>Operating Expenses</u>				
Operating Expenses	2,104,445	1,227,593	956,219	1,027,555
Depreciation	961,698	560,991	560,991	576,150
Total Operating Expenses	3,066,143	1,788,584	1,517,210	1,603,705
Operating Income	428,857	250,168	460,761	332,672
<u>Nonoperating Revenues/(Expenses)</u>				
Investment Income	-	-	45,542	44,133
Interest Expense	(452,055)	(263,699)	(307,036)	(338,655)
Net Nonoperating Expenses	(452,055)	(263,699)	(261,494)	(294,522)
Income/(Loss) Before Transfers and Contributions	(23,198)	(13,532)	199,267	38,150
<u>Transfers and Contributions</u>				
Transfer from Capital Projects Fund	-	-	-	125,000
Transfer to DoT Fund	-	-	-	(917)
Net Transfers and Contributions	-	-	-	124,083
Change in Net Position	\$ (23,198)	\$ (13,532)	\$ 199,267	\$ 162,233

CITY OF ROANOKE, VIRGINIA
 CITY TREASURER'S OFFICE
 GENERAL STATEMENT OF ACCOUNTABILITY
 FOR THE MONTH ENDED JANUARY 31, 2016

TO THE DIRECTOR OF FINANCE:

GENERAL STATEMENT OF ACCOUNTABILITY OF THE CITY TREASURER OF THE CITY OF ROANOKE, VIRGINIA
 FOR THE FUNDS OF SAID CITY FOR THE MONTH ENDED JANUARY 31, 2016.

	BALANCE AT DECEMBER 31, 2015	RECEIPTS	DISBURSEMENTS	BALANCE AT JANUARY 31, 2016	BALANCE AT JANUARY 31, 2015
CONSOLIDATED FUNDS	47,876,177.40	17,211,479.66	24,921,778.17	40,165,878.89	35,309,395.23

CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE STATEMENT OF MY ACCOUNTABILITY
 TO THE CITY OF ROANOKE, VIRGINIA, FOR THE FUNDS OF THE VARIOUS ACCOUNTS THEREOF
 FOR THE MONTH ENDING JANUARY 31, 2016. THAT SAID FOREGOING:

CASH

DEPOSITS IN TRANSIT	53,850.86
CASH IN WELLS FARGO BANK	6,904,646.05

INVESTMENTS:

LOCAL GOVERNMENT INVESTMENT POOL	834,142.37
BNC PUBLIC FUNDS MONEY MARKET	5,208,918.70
VIRGINIA INVESTMENT POOL	15,054,351.10
HRCCC - VIRGINIA INVESTMENT POOL	3,767,159.50
VIRGINIA SNAP PROGRAM (U.S. SECURITIES)	8,342,810.31
TOTAL	40,165,878.89

March 1, 2016

Evelyn M. Powers

 EVELYN POWERS, TREASURER

**CITY OF ROANOKE, VIRGINIA
SCHOOL GENERAL FUND
FOR THE SIX MONTHS ENDED DECEMBER 31, 2015**

**STATEMENT OF REVENUE
(UNAUDITED)**

<u>Revenue Source</u>	Current Revenue Budget	Actual July 1 - Dec 30 2015-2016	Actual July 1 - Dec 30 2014-2015	Percent of Budget Received	FY15 vs FY14 Variance
State, Excluding Sales Tax	\$ 61,541,560	\$ 25,734,854	\$ 25,616,469	41.8%	0.5%
State Sales Tax	14,318,974	7,219,991	6,773,949	50.4%	6.6%
Other Revenue	2,000,000	1,489,087	2,827,350	74.5%	(47.3%)
Transfer from the City of Roanoke	76,579,200	39,278,840	38,297,794	51.3%	2.6%
Transfer from Food Service Fund	300,000	150,000	150,000	50.0%	0.0%
Total	\$ 154,739,734	\$ 73,872,772	\$ 73,665,562	47.7%	0.3%

**STATEMENT OF EXPENDITURES AND ENCUMBRANCES
(UNAUDITED)**

<u>Expenditures</u>	Current Expenditure Budget	Actual July 1 - Dec 30 2015-2016	Actual July 1 - Dec 30 2014-2015	Percent of Budget Obligated	FY15 vs FY14 Variance
Instruction	\$ 106,166,244	49,156,545	\$ 53,990,391	46.3%	(9.0%)
Administration, Attendance and Health	13,079,666	7,158,152	5,178,509	54.7%	38.2%
Transportation	10,862,050	4,858,809	4,372,140	44.7%	11.1%
Operations and Facilities	15,513,119	7,148,453	8,505,128	46.1%	(16.0%)
Debt Service	15,254,124	10,277,122	8,378,879	67.4%	22.7%
Transfer to Athletics Fund	1,700,000	850,000	800,000	50.0%	6.3%
Total	\$ 162,575,203	79,449,081	\$ 81,225,047	48.9%	(2.2%)

Note: The Food Services and Athletics Funds are not included in this financial statement.

7.b.2.

**City of Roanoke
Financial Report
Seven Months Ended
January 31, 2016**

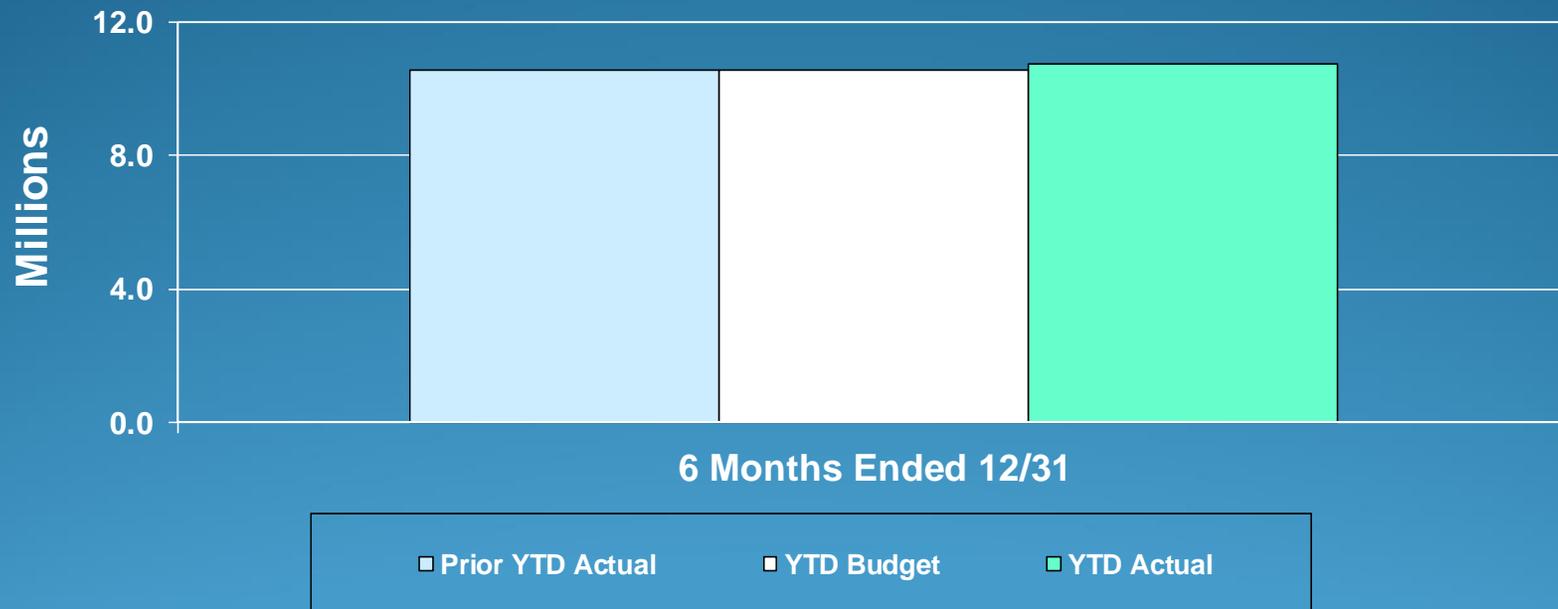
FY16 General Fund Overview

- Through January, FY16 recognized revenues were 42.0% of the current revenue estimate. This was an increase of 0.8% compared to the same period in FY15.
- Current real estate tax increased 3.1% or \$1.2 million primarily due to the .03 rate increase in FY16.
- Other local taxes were up 2.1%, or \$682,000 compared to last year due to the strong performance in meals, sales, and lodging tax revenues.
- YTD expenditures were 60.1% of FY16 budgeted expenditures, and were 1.0% higher than the same period last year due to increased funding for schools and the timing of payments for recycling and street maintenance contracts.

Sales Tax Growth



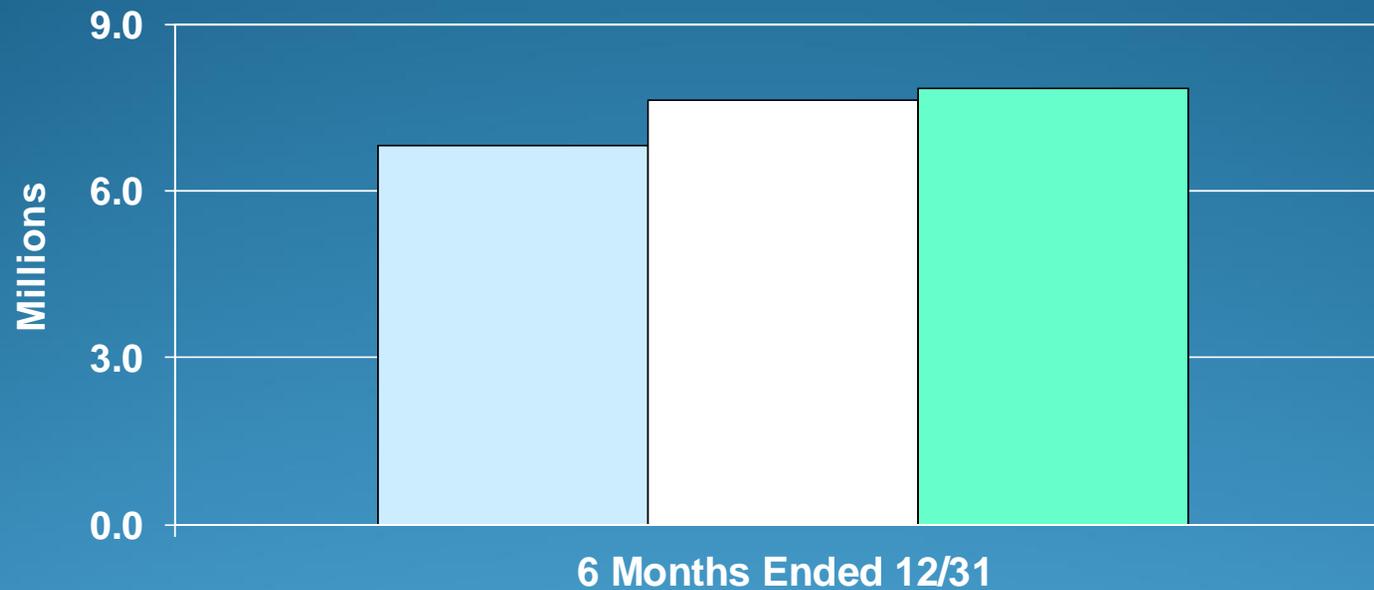
FY16 Revenue Estimate \$20.5 M



Sales tax revenue increased 1.9% over same period in FY15, and is 1.9% higher than YTD budget.

Meals Tax

FY16 Revenue Estimate \$15.476 M

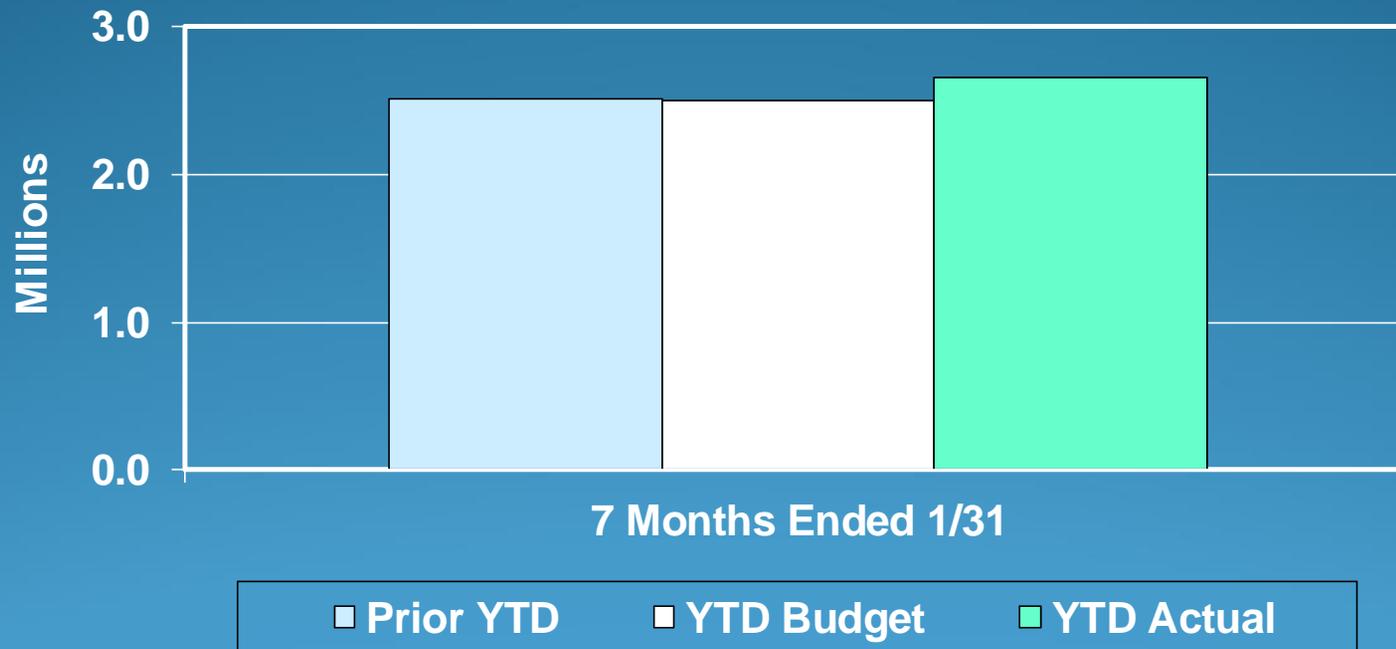


FY16 revenue is 2.6 % higher than budget YTD. The tax rate increased from 5.0% to 5.5%, effective July 1, 2015. Adjusting for this, revenues grew 4.4% over the prior year.

Lodging Tax Exceeding Budget and Prior Year

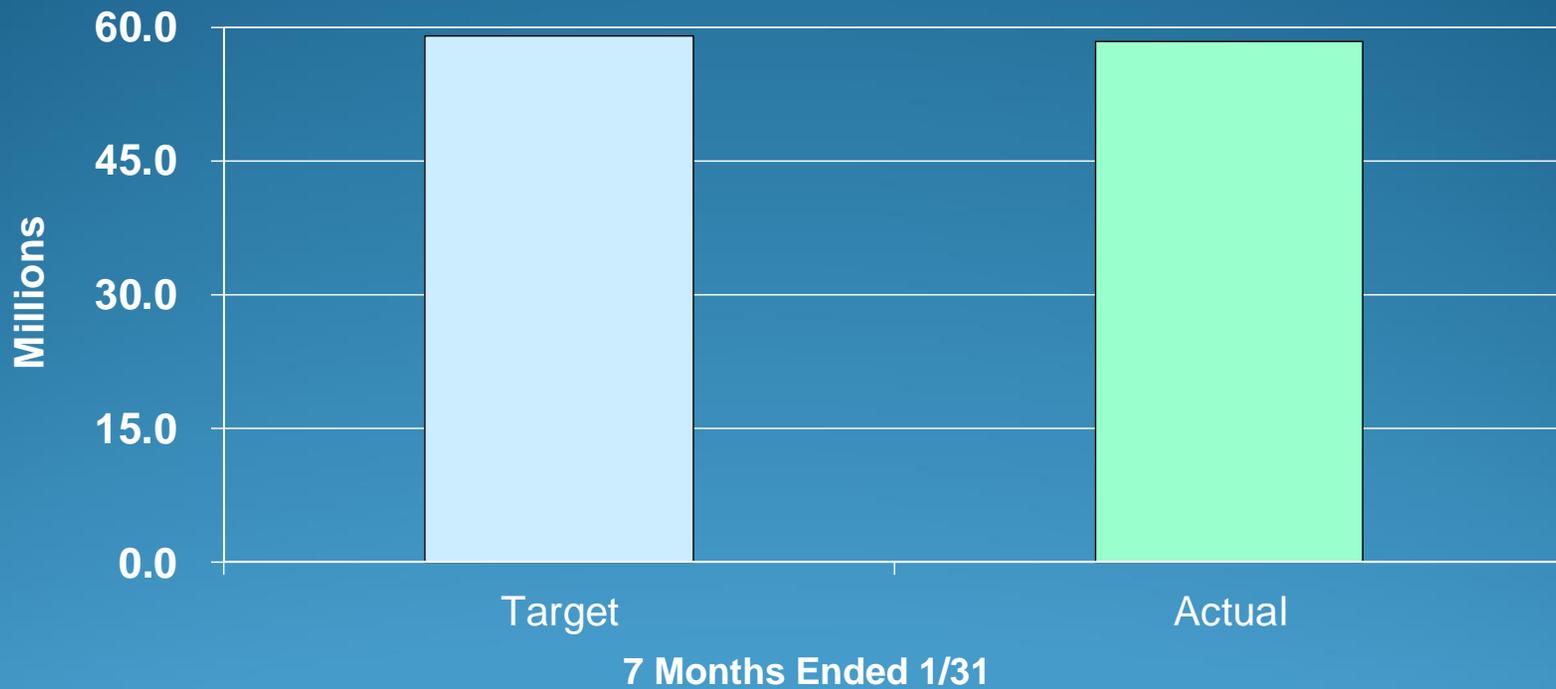
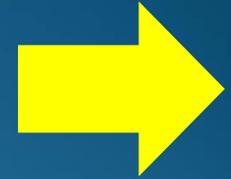


FY16 Revenue Estimate \$4.267 M



Lodging tax revenue increased 5.8% over FY15, and is 6.3% higher than budget YTD.

Personnel (Salary/Benefit) Lapse



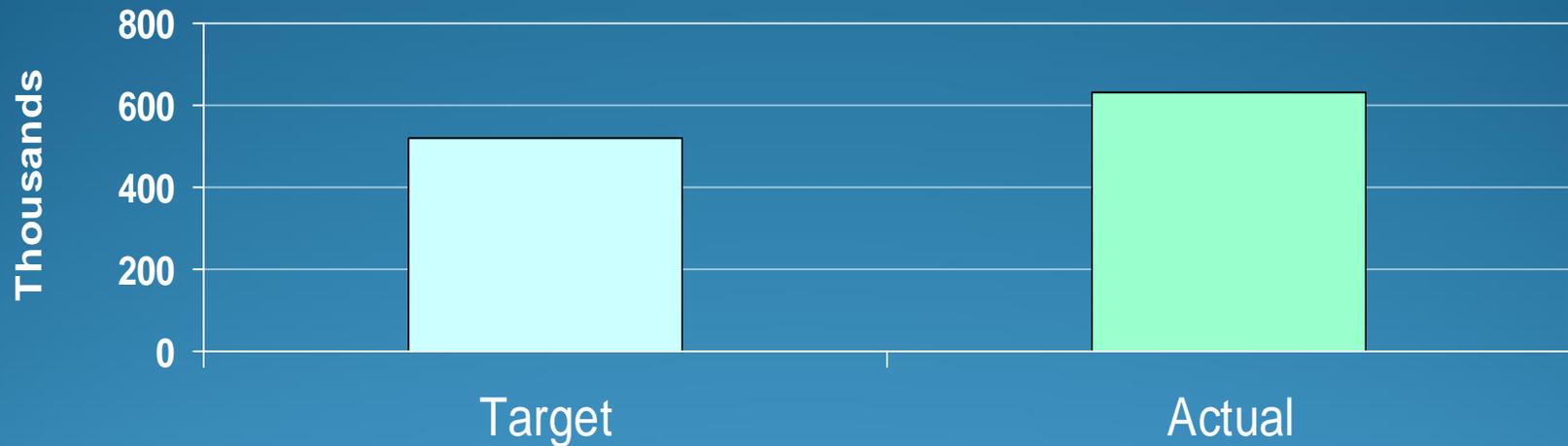
YTD generated personnel lapse is 1.2% or \$692k ahead of target.

Children's Services Act (CSA)



YTD expenses are 14.3% or \$694k below target of \$4.8M.

Residential Juvenile Detention



7 Months Ended 1/31

YTD expenses are 20.9% or \$109.1k above target of \$520.6k.

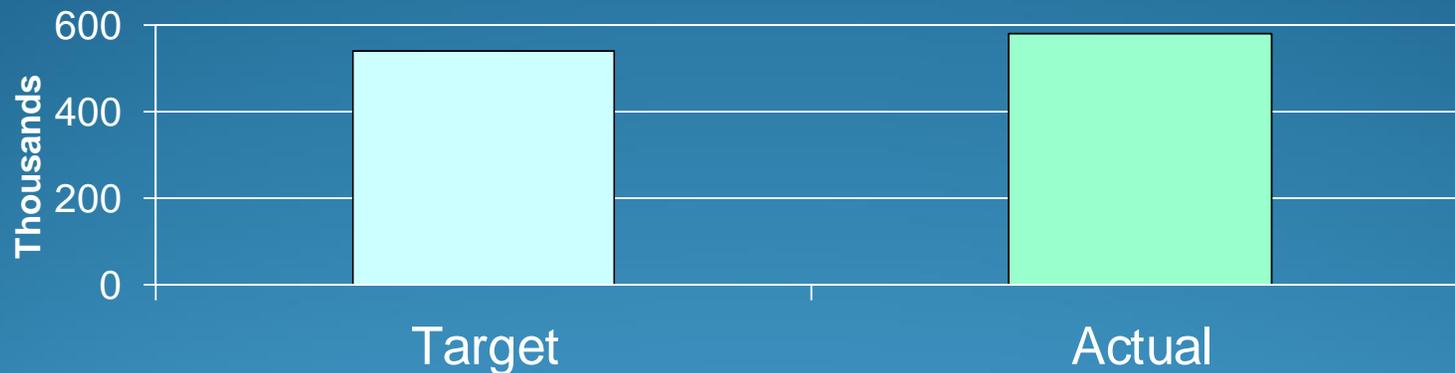
Solid Waste Tipping Fees



7 Months Ended 1/31

YTD costs are 9.5% or \$123k below target of \$1.3M.

Motor Fuel Expenses



7 Months Ended 1/31

YTD expenses are 6.8% or \$37K above a non-seasonally adjusted target of \$542K.

City Performance Through January

- Total revenues through January were 0.8% higher than the prior year. Revenue growth in current year Real Estate tax and certain local taxes contributed to the revenue increase.
- YTD expenditures were 1.0% higher than the same period in the prior year mainly attributed to timing of payments and increased funding to Schools. Expenditures will continue to be monitored by management.
- In January, the national unemployment rate fell to 4.9%, the lowest in eight years. However, hiring is slowing down. Volatile financial markets, falling oil prices and sluggish manufacturing sector performance remain warning signs of the 2016 U.S. economy.
- Local economy continued to grow at a moderate pace.



ROANOKE REGIONAL
PARTNERSHIP

l.o.a.

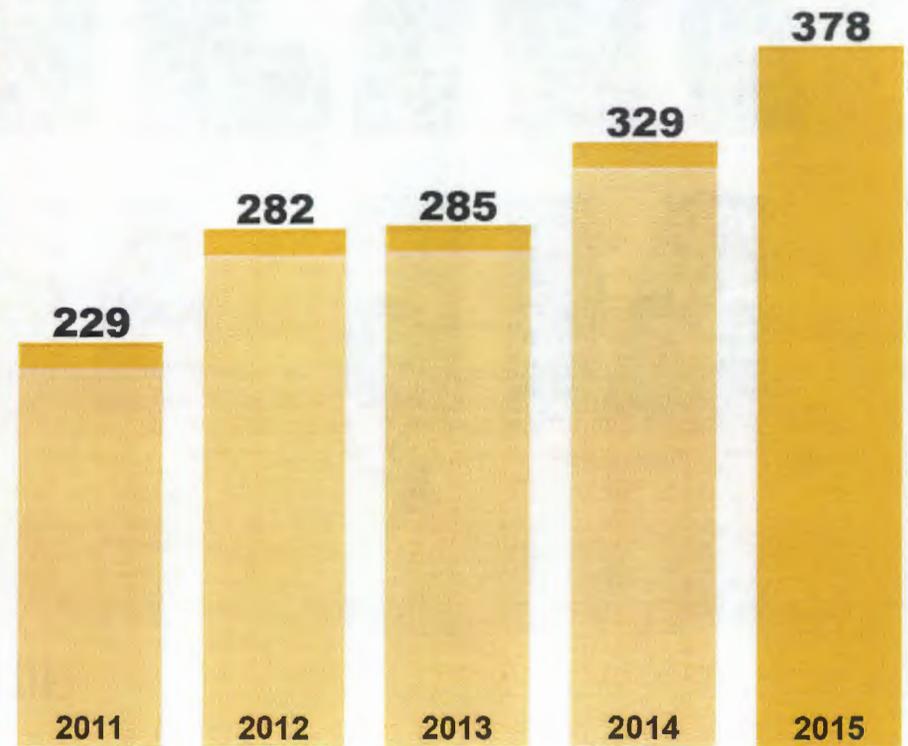
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ROANOKE REGIONAL PARTNERSHIP

YEAR IN REVIEW

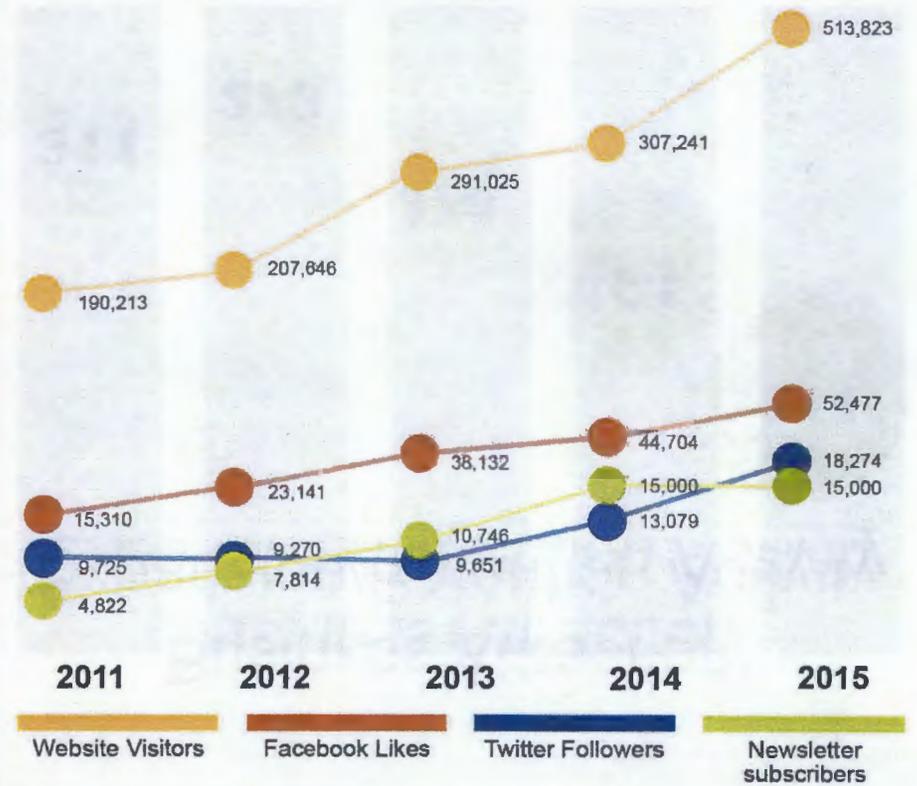


Information Requests by Year



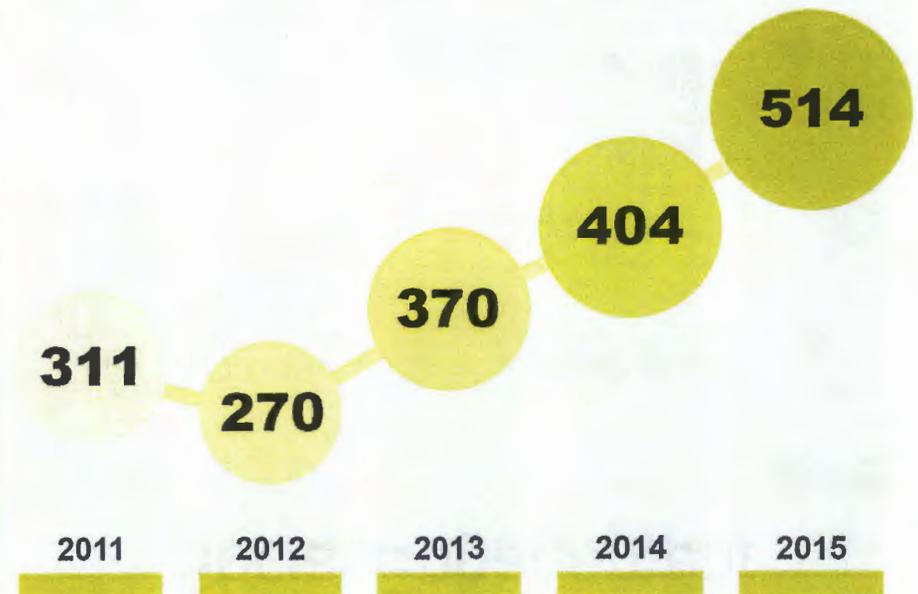


Social Engagement





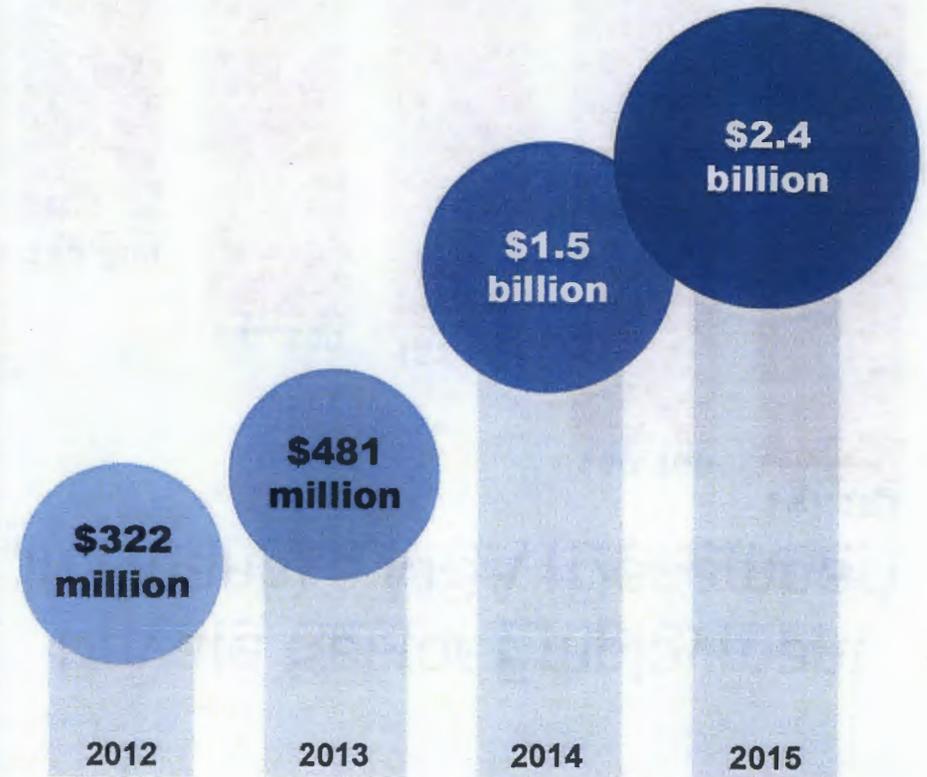
Business Attraction/ Expansion/Retention Activity



(by Project Files Created)

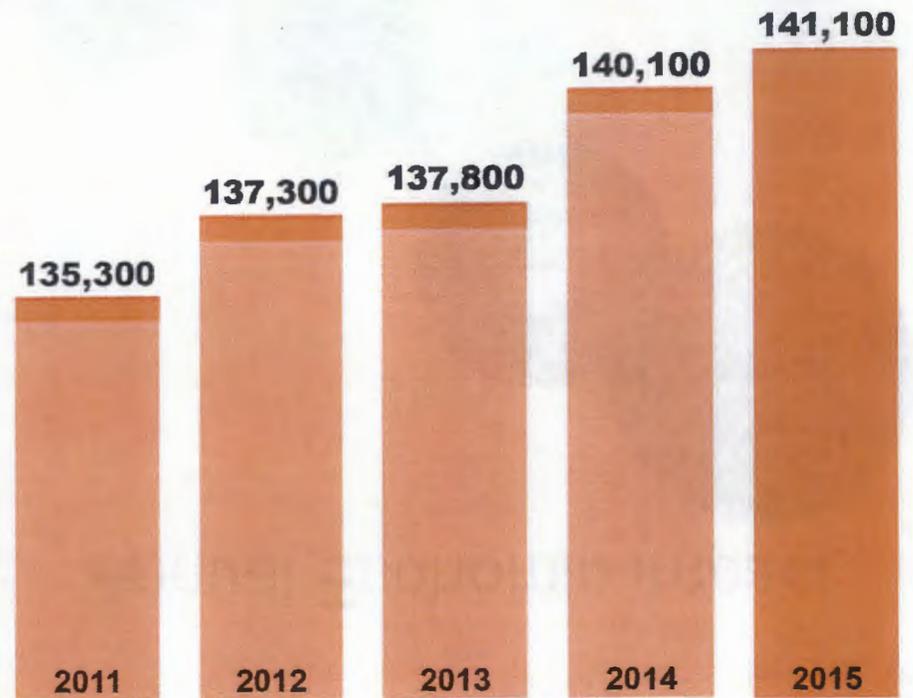


Annual Economic Impact



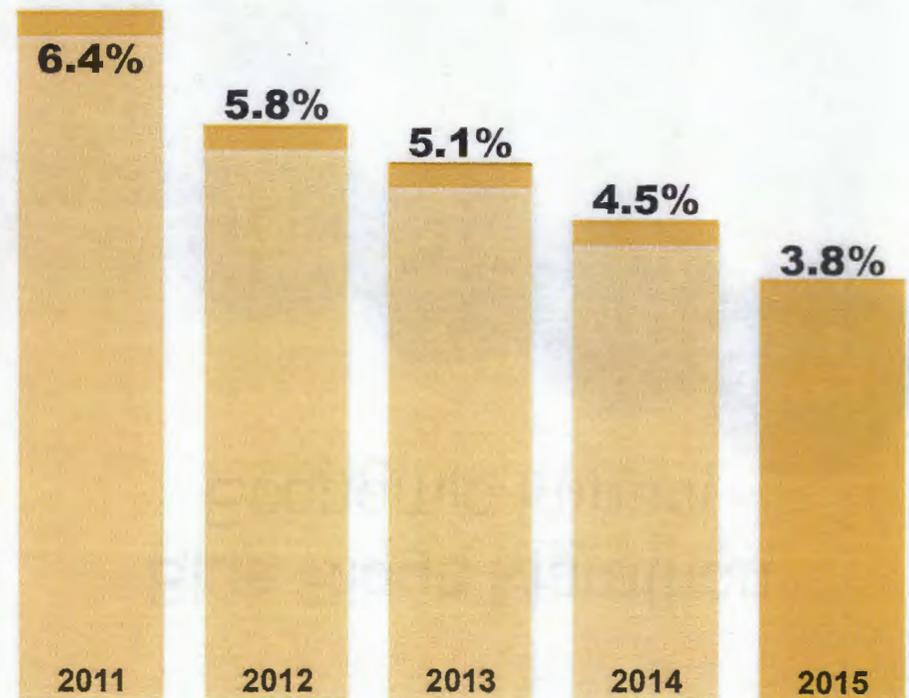


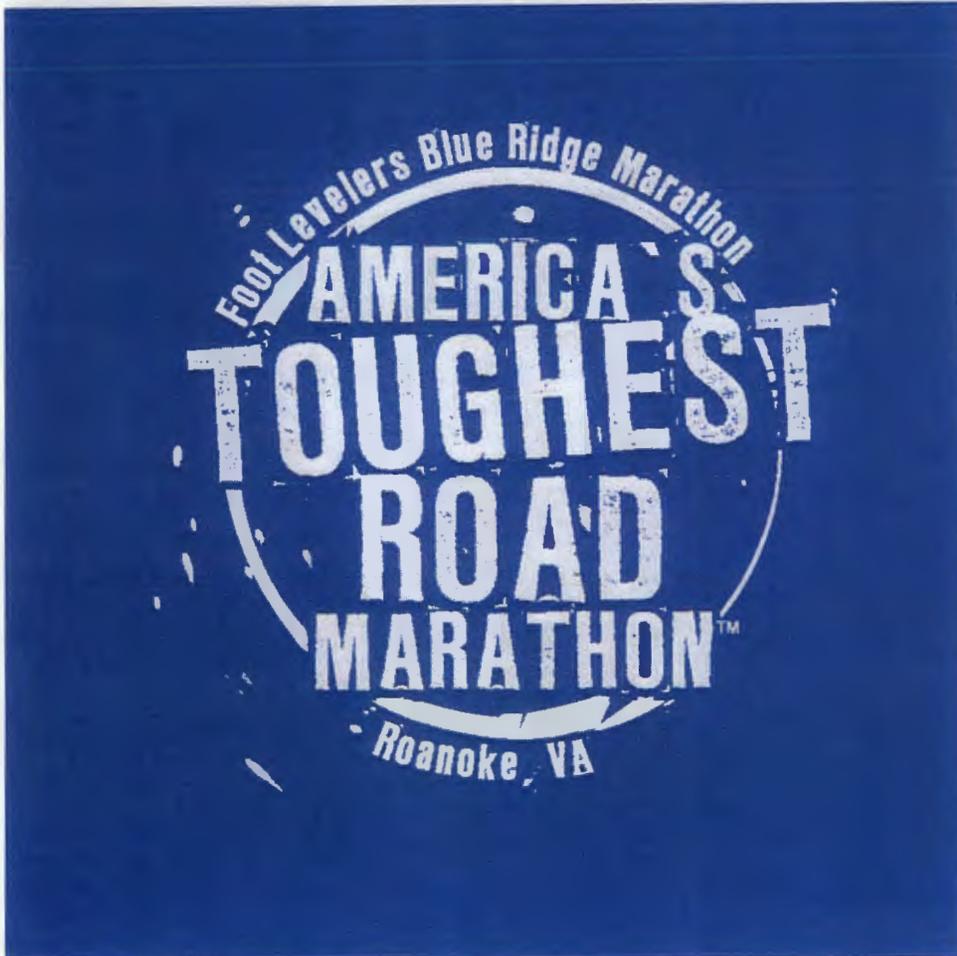
Private Sector Employment in Roanoke MSA (December)



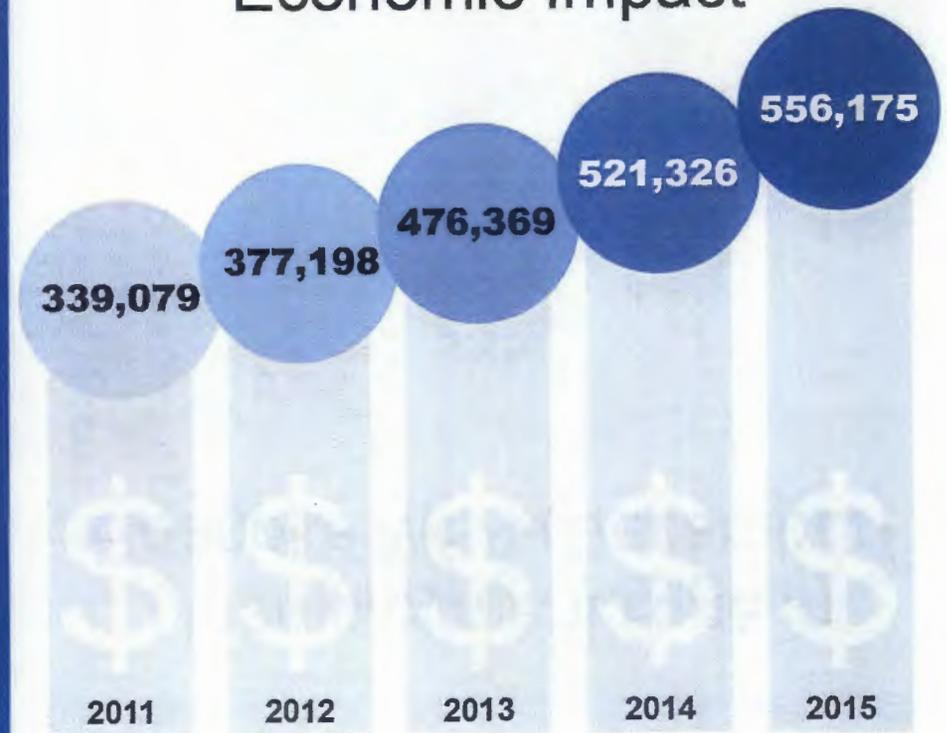


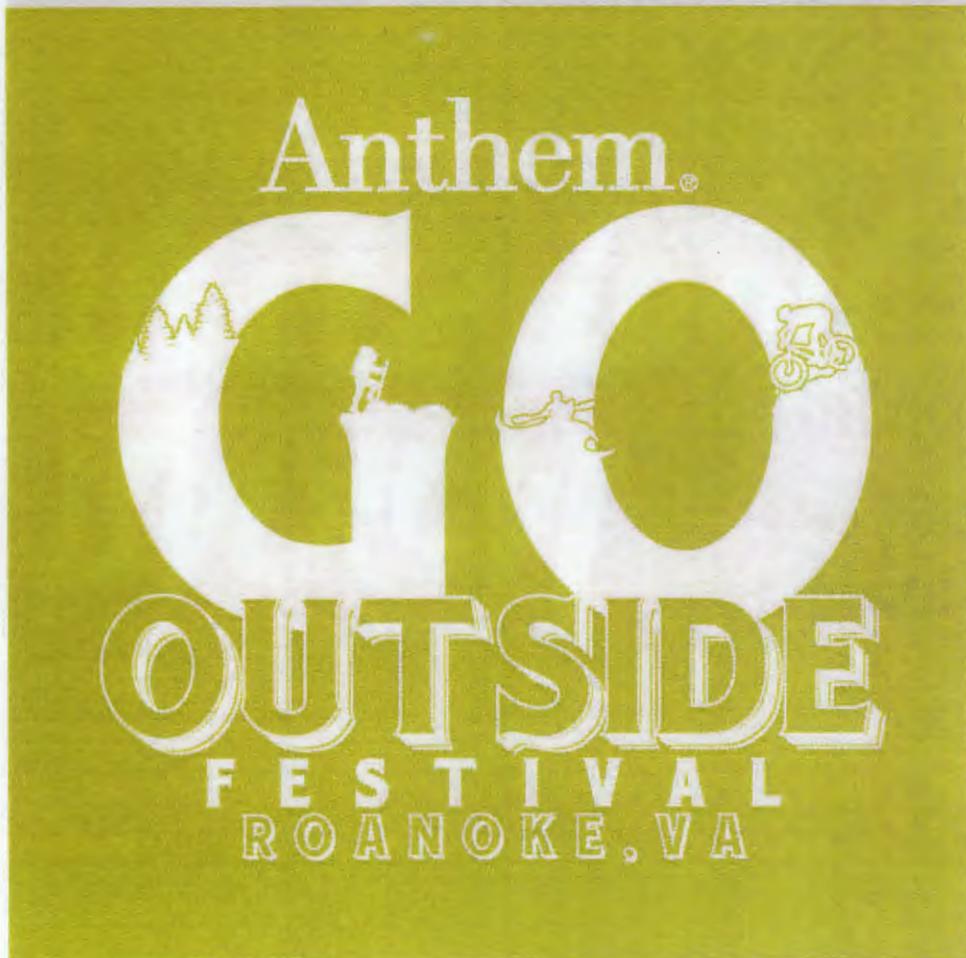
Unemployment Rate in Roanoke MSA (December)



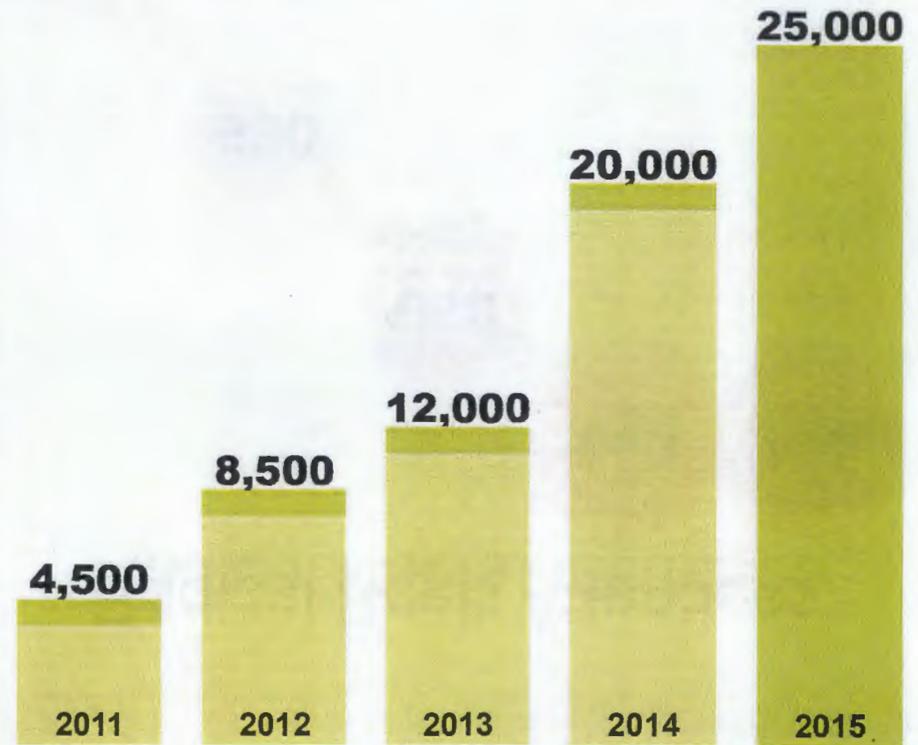


Blue Ridge Marathon Economic Impact





GO Outside Festival Attendees

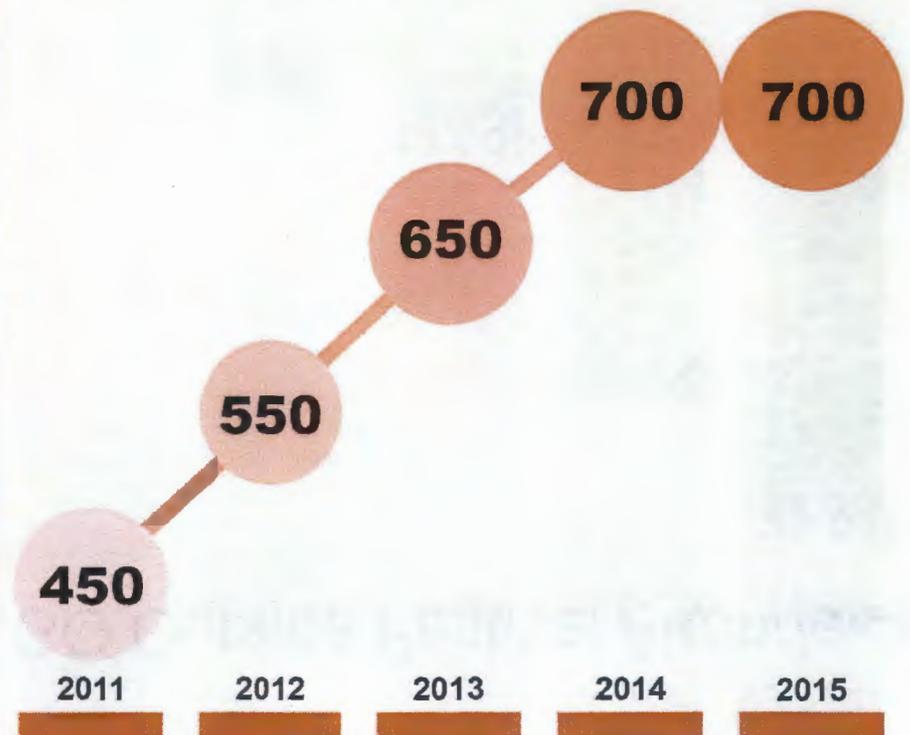




RADICAL REELS TOUR

ACTION • SPORTS • FILMS

Radical Reels Attendees





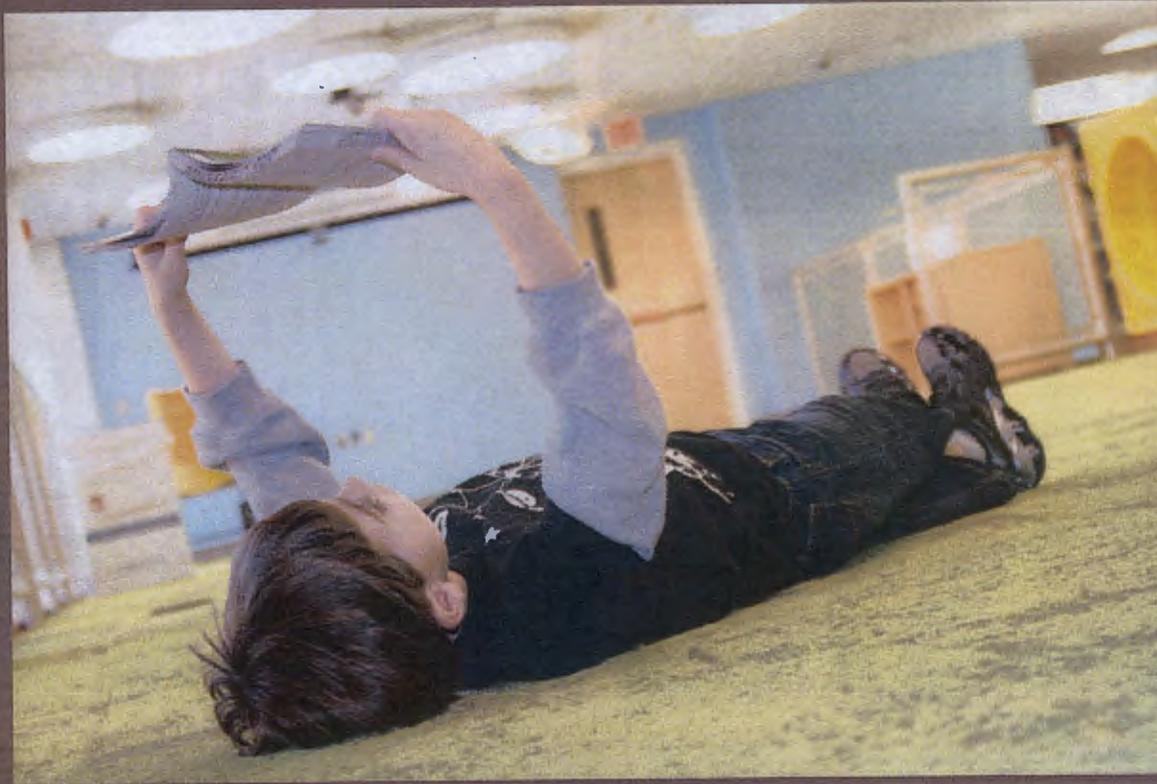
ROANOKE REGIONAL
PARTNERSHIP

www.roanoke.org

ROANOKE REGIONAL PARTNERSHIP

YEAR IN REVIEW

2016 Update on Star City Reads!



All-America City Winners

1952 * 1979 * 1982 * 1988 * 1996 * 2012



Star City
Reads

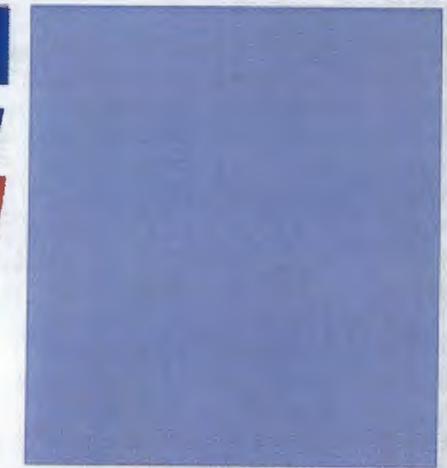


PHOTO 10-1

Star City Reads Success

- Partners
- Data Collection and Analysis
- Exemplary Programs
- Sharing our knowledge



Star City Reads Partners

From 6 Partners in 2012 to 19 Partners in 2016

Blue Ridge Literacy

Child Health Investment Partnership (CHIP)

City of Roanoke

Congregations in Action

LifeRing Foundation

Mill Mountain Theatre

Reach out and Read

Roanoke Children's Theatre

Roanoke City Public Schools

Roanoke City Police Department

Roanoke Public Library Foundation

Roanoke Symphony and Orchestra

Smart Beginnings of Greater Roanoke

Total Action For Progress (TAP) - Head Start

Turn the Page Foundation

United Way of the Roanoke Valley

Valley Metro

Virginia Tech Carilion Research Institute

YMCA of Roanoke Valley

Data Collection and Analysis

The screenshot displays the 'Scorecards' application interface. At the top, there is a navigation bar with 'Star City Reads' on the left, a user profile 'Shella Limberger' and location 'Roanoke' on the right, and buttons for 'Download List' and '+Add New'. Below the navigation bar, the main content area features 'Expand All' and 'Collapse All' buttons, followed by a search input field. The primary data is presented in a table with 15 rows, each representing a different organization or program. Each row includes a name and a 'View Edit' dropdown menu.

Organization/Program	View Edit
Star City Reads	View Edit
Blue Ridge Literacy	View Edit
Child Health Investment Partnership	View Edit
CSAP & Mid-Course Self-Assessment Desired Outcomes	View Edit
Demographics	View Edit
Life Ring Foundation	View Edit
Reach Out and Read	View Edit
Roanoke City Public Schools	View Edit
Roanoke Police Department	View Edit
Roanoke Public Libraries	View Edit
Smart Beginnings Greater Roanoke	View Edit
Star City Reads Program	View Edit
TAP Head Start	View Edit
Turn the Page	View Edit
United Way of Roanoke Valley	View Edit
UUCR Reading Seeds	View Edit
Virginia Tech Carilion School of Medicine and Research Institute	View Edit

Data Collection and Analysis

- More and more Roanoke children are entering kindergarten ready to learn. In 2013, 80% of kindergarteners met their Fall PALS reading benchmarks. In 2014, that number was 83.7%.
- Roanoke has increased the percent of 3rd graders passing the reading SOL from 60% in 2013 to 72.3% in 2015. For low-income third graders, the pass rate has grown from 53.1% to 67.2%
- Star City Reads has distributed over 25,000 books to Roanoke children since the program began. Reading Seeds has given out over 2,000 of those books to Pack-a-Snack and TAP Head Start children

Exemplary Programs - Books on Buses

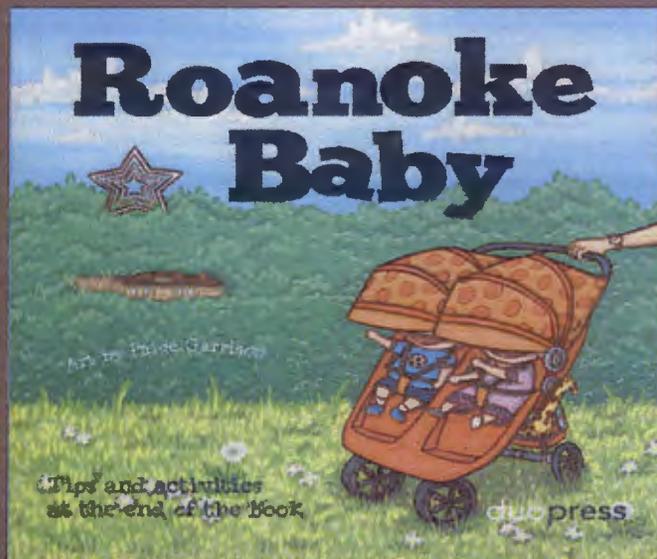


Free books are placed on Valley Metro bus lines for families to read together while they commute. Over **2,000** books have been placed on the buses since the program began in June 2015.



Exemplary Programs – Roanoke Baby

- In partnership with the LifeRing Foundation, Turn the Page Foundation distributes the Roanoke Baby Board Book to every child born in a Roanoke City hospital. Over **2,100** newborns have received the book!



Exemplary Programs – Feed and Read

In partnership with the YMCA of Roanoke Valley, 4,124 USDA-approved meals were served to children at five library locations between June 15 and August 14, 2015. Children participated in literacy and health instruction during each session of Feed and Read.



Sharing our Knowledge

- **Campaign for Grade - Level Reading Pacesetter Awards**
 - San Francisco, CA – April 2015
- **National Smart Start Conference**
 - Greensboro, NC – May 2015
- **Campaign for Grade - Level Reading Virginia State Meeting**
 - Richmond, VA – 2015
- **Virginia Library Association Conference**
 - Richmond, VA - October 2015
- **Annual VPOST Conference**
 - Charlottesville, VA - October 2015
- **Campaign for Grade - Level Reading's New England Regional meeting**
 - Boston, MA - January 2016
- **2016 Campaign for Grade - Level Reading Funder-to-Funder Huddle (upcoming)**
 - Washington, DC – April 2016
- **National Smart Start Conference (upcoming)**
 - Greensboro, NC – May 2016



City Council
Budget Briefing
FY 2016-2017

Monday, March 7, 2016

Agenda

- Budgeting for Outcomes Update
- Ranked Offers by Priority
- Capital Project Planning

BFO Process Update

- Where We Are Now
 - Priority Teams reviewed, scored and ranked offers
 - Budget Committee prepared preliminary capital budget recommendation
- Next Steps
 - Priority Teams make funding recommendations to Budget Committee
 - Budget Committee balances Recommended Budget

3

Summary – February 1st

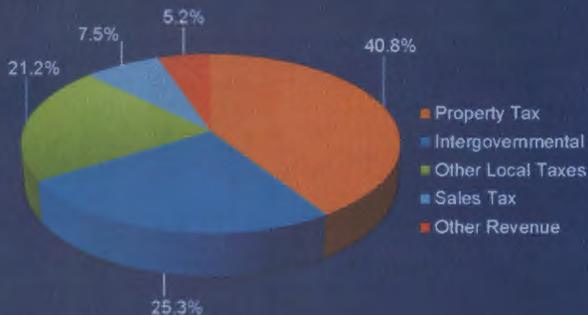
Priority	FY 17 Offer Total Including Increase from FY16	Change from FY 16 Base
Economy	\$1,453,896	\$261,477
Education	\$1,836,070	\$63,902
RCPS	\$79,462,800	\$1,668,800
Good Government	\$18,384,247	\$414,668
Human Services	\$37,728,441	\$895,855
Infrastructure	\$23,103,158	\$1,655,052
Livability	\$16,129,943	\$751,586
Safety	\$68,467,634	\$1,840,062
Outside Agencies	\$8,624,060	\$870,988
Budget Committee Review	\$5,435,940	\$1,328,863
Reserved Allocation	\$26,297,530	\$3,885,274
TOTALS:	\$286,928,719	\$13,636,527
Price of Government:	\$277,330,000	N/A
Variance	(\$9,598,719)	N/A

4

Revenue Estimate by Major Category Fiscal Year 2017

(In Millions)

Property Tax	113.7
Intergovernmental	70.5
Other Local Taxes	59.1
Sales Tax	20.9
Other Revenue	14.4
Total \$	\$278.6



Growth of 2.4% when comparing FY16 estimate to the FY15 adopted budget

\$6.6 Million Increase in FY17 Revenues over FY16 Adopted Budget

	FY 16 Adopted	2/1/2016 Preliminary Estimate	3/7/2016 Revised Estimate	\$ Growth/ (Decline) From 2/1 Estimate	% Growth/ (Decline)
General Property Tax	\$ 109,827,000	\$ 112,728,000	\$ 113,728,000	\$ 1,000,000	0.9%
Other Local Taxes	78,120,000	79,694,000	80,094,000	400,000	0.5%
Permits Fees and Licenses	1,195,000	1,125,000	1,147,000	22,000	2.0%
Fines and Forfeitures	1,284,000	1,284,000	1,284,000	-	0.0%
Revenue from Use of Money/Property	206,000	217,000	221,000	4,000	1.8%
Health and Welfare Funding from Commonwealth	29,177,000	29,785,000	29,785,000	-	0.0%
Other Funding from Federal and State	40,614,000	40,873,000	40,683,000	(190,000)	(0.5%)
Charges for Services	8,486,000	8,308,000	8,308,000	-	0.0%
Internal Services	2,520,000	2,738,000	2,738,000	-	0.0%
Other Revenues	652,000	578,000	633,000	55,000	9.5%
Total General Fund Revenues	\$ 272,051,000	\$ 277,330,000	\$ 278,621,000	\$ 1,291,000	0.5%

FY17 School Funding over FY16 Adopted Budget

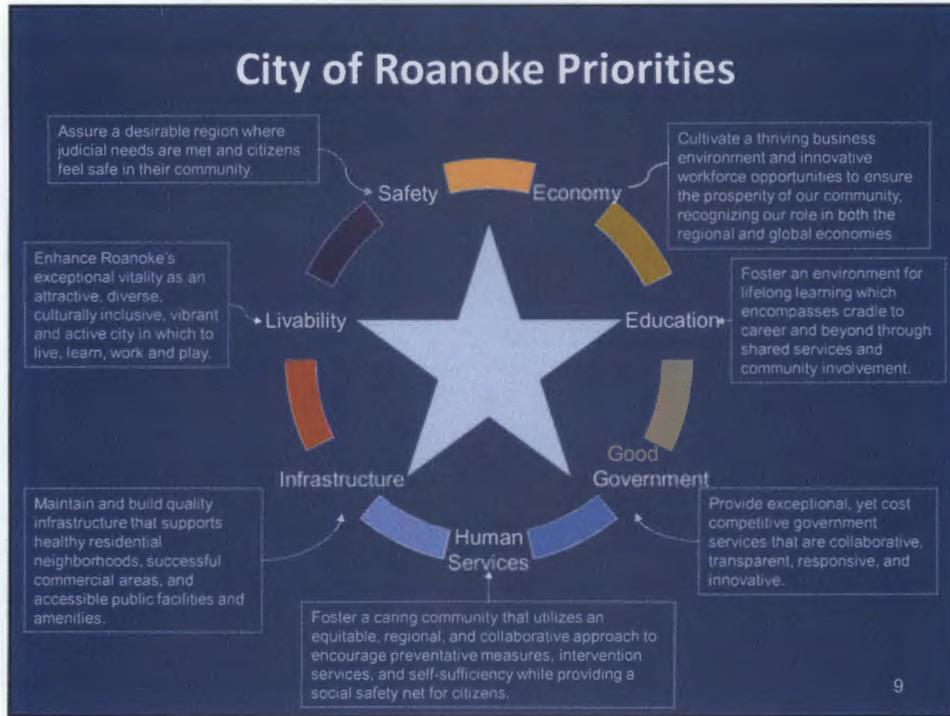
Category	Adopted Budget FY 2016	2/1/16 Revised Estimate FY 2017	3/1/16 Revised Estimate FY 2017	\$Growth (Decline) from 2/1 Estimate	Percent Difference
Local Tax Estimate	\$ 187,947,000	\$ 192,422,000	\$ 193,822,000	\$ 1,400,000	0.7%
Personal Property Tax Relief Provided by Commonwealth	8,076,000	8,076,000	8,076,000	-	0.0%
Total Revenue Subject to Sharing with Schools	196,023,000	200,498,000	201,898,000	1,400,000	0.7%
Deduct Dedicated Taxes					
Service District Taxes - Downtown and Williamson Road Districts	695,000	697,000	697,000	-	0.0%
Local Taxes Dedicated to Regional Tourism Marketing	533,000	563,000	563,000	-	0.2%
Local Taxes Dedicated to Ivy Market Performance Agreement	120,000	190,000	190,000	-	0.2%
Local Taxes Dedicated to Roanoke River Investments	-	170,000	170,000	-	0.0%
Local Taxes Dedicated to South Commonwealth Partners	-	221,000	221,000	-	0.0%
Local Taxes Dedicated to Carerra Suites Performance Agreement	200,000	-	-	-	-
Total Deductions	1,538,000	1,841,000	1,841,000	-	0.0%
Adjusted Revenue Subject to Sharing with Schools	194,485,000	198,657,000	200,057,000	1,400,000	0.7%
Percentage Allocated to Schools	40.00%	40.00%	40.00%	40.00%	0.7%
Funding of Schools	\$ 77,794,000	\$ 79,462,800	\$ 80,022,800	\$ 560,000	0.7%

7

The Vision

The City of Roanoke is a safe, caring
and economically vibrant community
in which to live, learn, grow, play and
prosper.

8



Education

	Team Reviewed Offer Total	Change from FY16 Base
Library Core Community Services	\$1,297,053	\$4,440
- Temporary Wage and Supplies Support for the Virginia Room	29,512	29,512
Library Services to K-12	265,451	10,000
Library Early Literacy Services	190,721	11,450
Summer Reading Camp	27,332	6,500
Youth Services Initiative	26,000	1,000
TOTALS	\$1,836,069	\$62,902

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Safety

	Team Reviewed Offer Total	Change from FY16 Base
Police Patrol	\$12,298,345	\$101,340
Building Safety	710,479	31,748
Traffic Signals	662,015	0
Fire Prevention/ Inspection/ Investigation Division	543,846	52,200
- Administrative Assistant III	36,513	36,513
Police Investigation and Support	4,727,300	0
Signs and Pavement Markings	670,311	519
Jail Operations	13,612,611	227,052
Emergency Management	122,621	12,237
Police Academy	648,463	52,000

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Safety (continued)

	Team Reviewed Offer Total	Change from FY16 Base
Police Administration	\$2,350,576	\$118,198
- Digital Evidence Technician	36,513	36,513
Fire and Emergency Medical Services Operations	17,352,051	49,513
- FF/EMT Position Funding Currently Unfunded	173,803	173,803
- Peak-Time Ambulance Staffing	129,180	129,180
- Logistics Officer	59,873	59,873
DARE Program	209,006	0
Street Lighting	1,133,989	0
Sheriff's Office Operations	3,377,010	21,530
- Career Development Program- Deputy Sheriff II	171,032	171,032
- Reinstatement of Vacant (unfunded) Deputy Sheriff Positions	351,990	351,990

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Safety (continued)

	Team Reviewed Offer Total	Change from FY16 Base
911 Operations	\$2,983,805	\$7,679
City Prosecutors	1,738,373	10,310
Police School Resource Officer	544,029	0
Drug Prosecutor	63,955	8,580
Fire-EMS Training Division	536,943	0
Fire/EMS – Support and Administration Services	827,092	29,281
Administrative Support of Juvenile & Domestic Relations District Court	65,795	34,306
Police Animal Control & Protection Unit	366,836	0
Roanoke City Victim Witness Program	40,386	1,685

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Safety (continued)

	Team Reviewed Offer Total	Change from FY16 Base
Office of the Magistrate	\$6,510	\$0
Administrative Support of Roanoke City General District Court	97,860	70,000
Residential Juvenile Detention Services	1,096,954	146,722
Support Circuit Judges	555,344	6,770
Roanoke Emergency Medical Services (REMS)	110,000	10,000
TOTALS	\$68,411,409	\$1,950,574

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Human Services

	Team Reviewed Offer Total	Change from FY16 Base
Benefit Programs Division	\$5,235,728	(\$50,000)
Social Services – Family Services Division	15,009,579	9,818
- Family Services Specialist – Adult Protective Services	43,191	43,191
- Foster Care Prevention Outstationed Positions	92,170	92,170
Employment Services Programs	1,551,766	(2,191)
Comprehensive Services Act	11,632,055	735,734
- CSA – Senior Family Services Specialist	48,159	48,159
Outreach Detention/ Electronic Monitoring	287,264	8,000
Youth Haven	583,254	(6,000)

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Human Services (continued)

	Team Reviewed Offer Total	Change from FY16 Base
Human Services Support	\$123,490	\$0
Resource Parent Training	195,562	0
Homeless Assistance Team HUD Grant – Match	45,320	0
Probation, Parole and Intake Services	81,663	(11,437)
Social Services – Administration	2,625,642	(21,642)
- Social Services Office Security	34,320	34,320
Enhanced Community Services (VJCCA)	79,239	7,085
Substance Abuse Counselor (VJCCA)	57,494	2,268
TOTALS	\$37,725,896	\$889,475

16

Infrastructure

	Team Reviewed Offer Total	Change from FY16 Base
Bridge Safety Inspection Program	\$296,248	\$0
Bridge Rehabilitation and Renovation	649,132	0
- Civil Engineer I - Bridge Program Supplemental	60,363	60,363
Street Maintenance	903,122	0
- Asset Management System Personnel	68,508	68,508
Paving Program	3,883,553	115,245
Fleet Maintenance and Repair	2,873,820	353,867
Technology Infrastructure Support	1,037,519	0
Facilities Management - City Utilities and Work Order Management	1,083,441	0

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Infrastructure (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Enterprise Technology Support	\$1,505,501	\$89,371
Facilities Management - Mechanical (Electrical, Plumbing & Welding)	670,780	18,723
Fleet Motor Fuel	64,767	25,000
Facilities Management - Contracts & Service Agreements	696,525	64,504
Snow Removal	268,033	50,000
- Route Optimization & Tracking Expansion	10,000	10,000
Facilities Management - HVAC	1,294,252	416,851
Radio Technology Support	728,036	54,278
Development Review & Inspection	364,402	500
Sidewalk Repair & Maintenance	460,908	0

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Infrastructure (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Facilities Management - Structural Maintenance	\$920,435	\$99,830
Capital Project Management Services	735,528	0
Facilities Management - Municipal Complex Maintenance	326,615	0
Berglund Center HVAC Required Frequency Preventive Maintenance Measures	70,232	0
Environmental Compliance and Best Management Practice	240,284	4,585
Median and Right of Way Landscape Maintenance	1,347,577	11,665
Facilities Management - Custodial Services; Cleaning of City Facilities	790,370	33,883
Central Business District Sealed Compactor Program	388,424	178,595

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Infrastructure (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Map and Graphics Production	\$100,817	\$0
SWM Containers and Distribution	253,310	112,007
Alley Maintenance	423,603	0
Fleet Vehicle Wash Program	47,269	0
Library Technology and Innovation	149,780	0
Stormwater Permitting - General Fund	163,253	0
TOTALS	\$22,896,399	\$1,787,766

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Good Government

	Team Reviewed Offer Total	Change from FY16 Base
Real Estate Taxation	\$1,752,497	\$12,124
- Reinstate Treasurer Clerk I Position	27,986	27,986
Personal Property Tax Administration and Motor Vehicle License	890,302	10,254
- Tax Systems Analyst	48,545	48,545
Other Local Trust Taxes	146,225	649
Accounts Receivable Billing and Collections Services	501,442	0
Permit Center	266,410	3,000
Miscellaneous Revenue Collections and Administration	122,748	0

21

Good Government (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Payroll	\$270,173	\$1,198
Accounts Payable	254,851	4,615
Set Off Debt Collection Program	53,835	0
Business Applications Support	1,440,087	2,977
Business License Taxation	343,500	1,382
Taxation Programs Commonwealth of Virginia	182,089	565
Human Resources - Salary Administration	221,646	4,690
Budget Development	280,368	0
Risk Management and Worker's Compensation Administration	776,957	0
Retirement Plans Administration	520,486	0

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Good Government (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Procurement Services	\$376,774	\$2,814
Cash Management and Investment Services	268,548	12,195
Human Resources - Employment Services	313,328	1,975
Budget Administration	138,641	0
Legal Counsel	998,451	7,573
Human Resources - Benefits Administration	1,080,297	2,484
Contract Management Services	89,039	0
Fund Accounting & Financial Reporting	618,015	3,195
Auto and General Liability Claims Administration	70,673	53,293
Leadership, Management and Oversight	898,067	14,759

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Good Government (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Conduct of Elections - Local/State/Federal	\$279,217	\$38,684
Safety Training/Loss Prevention and Control	77,859	0
Capital and Financial Planning	213,920	0
Handle Collection of Court Costs and/or Fines for the Roanoke City Courts	87,810	0
Human Resources - Organizational Development	657,572	109,549
Learning Specialist	28,545	26,545
Employee Customer Service Recognition Program	40,000	40,000
Performance Auditing	567,838	4,679
Circuit Court Clerk Performance of State Mandated Duties	1,623,917	13,661
Board of Equalization	11,501	0
Dog Licensing	33,979	0

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Good Government (Continued)

	Team Reviewed Offer Total	Change from FY16 Base
Voter Registration Services	\$125,102	\$4,000
Technical support and administrative services to Constituents	455,266	6,310
City Council	264,215	826
Provide Management, General Administrative, and Departmental Support Services	167,385	2,000
- Lean/Six Sigma Coordinator	76,011	76,011
Coordinate Annual Independent Audit of City CAFR	171,192	3,745
Travel Policy Administration	29,245	0
Fraud, Waste and Abuse Hotline	25,976	500
Public Information; Make City News Accessible and Promote the City of Roanoke	233,057	52,224
TOTALS	\$18,119,445	\$595,011

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Livability

	Team Reviewed Offer Total	Change from FY16 Base
Planning and Urban Design Services	\$873,645	\$23,246
- Administrative Assistant III	36,513	36,513
- City Planner II	53,698	53,698
Traffic Engineering, Transportation Planning, and Project Management	760,237	0
- Additional Public Infrastructure Inspectors (2)	80,700	80,700
Books and Materials	662,777	25,000
Code Enforcement	1,165,613	715
Athletics	739,737	0
Landscape Management	1,016,411	1,671
Park Management	922,949	3,494
- Supplemental Park Management Needs 4 Full-time Maintenance Technicians 4 Seasonal Maintenance Workers Overtime Wages Equipment & Supplies	399,671	268,971
Urban Forestry	851,473	845
Community Recreation	504,376	0

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Livability (continued)

	Team Reviewed Offer Total	Change from FY16 Base
Neighborhood Library Services	\$1,293,928	\$12,600
- Library Associate I	36,513	36,513
Outdoor Education	570,466	0
SWM Recycling Collection	1,021,193	274,160
Youth Development	609,149	0
SWM Trash Collection	2,748,531	(80,126)
SWM Collection Inspectors	210,047	5,150

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Livability (continued)

	Team Reviewed Offer Total	Change from FY16 Base
HUD General Administration and Internally-Operated Housing Programs	\$25,750	\$0
SWM Physically and Topographically Challenged Solid Waste Collection Services	182,101	6,972
SWM Bulk Collection	808,609	(73,524)
Community Sustainability Programming	195,780	8,400
SWM Brush Collection/Leaf Collection	252,076	(102,664)
SWM Operations (Call Center)	99,591	0
TOTALS	\$16,121,534	\$582,635

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Economy

	Team Reviewed Offer Total	Change from FY16 Base
Business and Workforce Development	\$1,187,764	\$149,452
Asset Development for the Economy	115,650	0
Asset Promotion for Economic Development	67,987	0
Asset Development for Economy and Education – Roanoke Arts Commission	28,060	0
Percent (%) for the Arts	19,435	0
TOTALS	\$1,418,896	\$149,452

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Budget Committee Review

	Offer Total	Change from FY16 Base
Technology Capital	\$1,500,000	600,000
Radio Capital	435,940	0
Fleet Capital	3,500,000	728,863
TOTALS	\$5,435,940	\$1,328,863

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Outside Agencies

	Requested Offer Total	Change from FY16 Base
Blue Ridge Behavioral Healthcare	\$706,656	\$257,806
Blue Ridge Soil & Water Conservation District	3,000	0
Center in the Square	297,191	11,431
City of Salem – NCAA Championships	2,580	0
CityWorks / KIPQ and CoLab for Economic Development Support (new)	65,000	65,000
Community College Access Program (CCAP)	100,000	0
Council of Community Services 2-1-1 Marketing Efforts (new)	8,500	8,500
District Taxes (Williamson Road and Downtown Service Districts)	697,000	12,000
DRI – Special Event Coordination	135,000	0
- DRI – Special Events Coordination – Restrooms (new)	18,000	15,000
Health Department	1,555,792	80,792
Human Services Advisory Board	409,052	0
Interstate 73 Coalition, LLC (new)	24,000	24,000
LEAP (new)	24,786	24,786
Market Building Support	300,000	0
Memberships Supplemental	50,000	50,000

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Outside Agencies – (Continued)

	Requested Offer Total	Change from FY16 Base
Mill Mountain Zoo	\$33,120	\$0
Mill Mountain Zoo – Bathroom Renovation (new)	10,000	10,000
Miss Virginia Pageant	9,600	0
Mountain View Humane Spay/Neuter (new)	23,000	23,000
New Century Technology Council	2,000	0
New River Valley Commercial Park	35,000	0
Regional Center for Animal Care and Protection	880,371	0
Renovation Alliance (formerly Rebuilding America)	2,800	800
Roanoke Arts Commission	269,220	0
Roanoke Community Garden Association	10,000	0
Roanoke Outside Foundation (new)	48,000	48,000
Roanoke Regional Chamber of Commerce (new)	7,640	7,640
Roanoke Regional Partnership	215,828	1,078
Roanoke Regional Small Business Development Center	17,500	7,500
Roanoke Valley – Alleghany Regional Commission	89,388	5,312
Roanoke Valley – Alleghany Regional Commission – Regional Bicycle Coordinator Supplemental (new)	12,000	12,000

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Outside Agencies – (Continued)

	Requested Offer Total	Change from FY16 Base
Roanoke Valley – Alleghany Regional Commission – Roanoke River Blueway Local Govt Contribution Supplemental (new)	\$5,200	\$5,200
Roanoke Valley Broadband Authority (Debt Service)	334,570	247,070
Roanoke Valley Broadband Authority (Operating Expense)	312,198	235,173
Roanoke Valley Convention and Visitors Bureau	1,637,500	87,375
Roanoke Valley Greenway Commission	42,880	0
Roanoke Valley Sister Cities	10,800	0
Roanoke Valley Television (RVTV)	211,361	4,321
Roanoke Valley Transportation Planning Organization (new)	14,837	0
Science Museum of Western Virginia – Youth Programs (new)	60,000	60,000
Taubman Museum	96,488	26,488
Total Action for Progress (TAP)	180,000	0
Transdominion Express	2,000	0
Virginia Cooperative Extension	83,599	11,332
Virginia Municipal League	28,657	0
VWCC – Scholarships	10,303	0
Western Virginia Education Classic	3,600	0
TOTALS	\$9,115,858	\$1,373,605

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Reserved Allocations

	Requested Offer Total	Change from FY16 Base
Transfer to Schools	\$80,022,800	\$2,228,800
Transfer to Debt Service	14,219,256	250,000
Personnel Lapse (Salary, FICA, Retirement)	(2,258,633)	0
Budget Contingency	1,297,566	0
Other (Medical, Dental, Affordable Care Act, Civic Center Subsidy, GRTC Subsidy, Stormwater Utility, Grant Fund, W/C, Misc Contingencies, Reserves, OPEB, Line of Duty, CCAP)	10,508,150	1,104,083
Compensation Increase	1,900,000	1,900,000
Budgeting for Outcomes Contingency	250,000	250,000
TOTAL:	\$105,939,139	\$5,732,883

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Summary – March 7th

	Team Reviewed Offer Total	Change from FY 16 Base
Education	\$1,836,069	\$62,902
Safety	\$68,411,409	\$1,950,574
Human Services	\$37,725,896	\$889,475
Infrastructure	\$22,896,399	\$1,787,766
Good Government	\$18,119,445	\$595,011
Livability	\$16,121,534	\$582,635
Economy	\$1,418,896	\$149,452
Outside Agencies	\$9,115,858	\$1,373,605
Budget Committee Review	\$5,435,940	\$1,328,863
Reserved Allocation	\$105,939,139	\$5,732,883
TOTALS	\$287,095,585	\$14,488,166
Revenue Estimate – March 7	\$278,621,000	
Variance	(\$8,474,585)	

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Capital Project Planning

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Capital Project Planning

- Maintain Current Capital Assets
- Infrastructure Investment for Livability and Economic Development
 - Bridge Renovation/Replacement
 - Curb, Gutter and Sidewalk
 - Streetscape Projects
 - Storm Drains
 - Civic Center
 - School Maintenance
- Targeted Livability Investments
 - Parks and Recreation Master Plan
 - Libraries

Investments made within parameters of debt policy.

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Debt Issuance Planning FY 2017-2021

Project	2017	2018	2019	2020	2021	Total
RCPS	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 25,000,000
Bridge Renovation	8,050,000	-	-	11,000,000	11,000,000	30,050,000
Library Master Plan	2,845,000	2,769,000	550,000	5,000,000	-	11,164,000
P&R Master Plan	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	12,500,000
Civic Center	-	1,500,000	1,500,000	1,500,000	1,500,000	6,000,000
Stormwater Management	1,620,000	1,120,000	1,120,000	1,120,000	1,120,000	6,100,000
Curb, Gutter and Sidewalk	1,000,000	1,500,000	1,500,000	1,500,000	1,500,000	7,000,000
Street Scapes	500,000	500,000	500,000	500,000	500,000	2,500,000
Fire Facility Master Plan	-	810,000	5,400,000	645,000	7,255,000	14,110,000
911 Center	1,500,000	10,000,000	-	-	-	11,500,000
Colonial Avenue Street Improvements	2,500,000	-	-	-	-	2,500,000
10th Street Improvements	1,200,000	1,200,000	-	-	-	2,400,000
Total	\$ 28,275,000	\$ 28,999,000	\$ 18,070,000	\$ 28,785,000	\$ 30,375,000	\$ 138,524,000

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One-Time Funding Requests

Total: \$1,200,744

Percent for Art	\$ 21,500
Equipment:	\$542,874
Presidential Election Expenses:	\$ 42,689
Departmental Building Upgrades:	\$ 48,031
Technology Server Room Upgrades:	\$113,000
One-time Training Needs:	\$ 15,100
Market Building Capital Improvements:	\$ 75,000
Classification & Compensation Study:	\$200,000
Park Maintenance Equipment Needs:	\$130,700
Other Requests:	\$ 11,850

To be funded from one-time sources

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Council Discussion

FY 2016-2017 Balancing

Draft 2017-2021 CIP and Capital Plan

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Next Steps

- Priority Teams
 - Make final funding recommendations to Budget Committee
- Budget Committee
 - Receive final recommendations from Priority Teams
 - Balance Recommended Budget
 - Prepare Capital Plan recommendation
- April 4th Briefing

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Operating and Capital Budget Development Next Steps

- Council Briefing – April 4, 2016
- Recommended Budget Presentation – April 18, 2016
- Public Hearing – April 28, 2016
- Council Briefing/Budget Study – May 5, 2016
- Budget Adoption – May 12, 2016

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ROANOKE CITY COUNCIL-REGULAR SESSION

May 4, 2015

9:00 a.m.

The Council of the City of Roanoke met in joint session with the Roanoke City School Board on Monday, May 4, 2015, at 9:00 a.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Rule 1, Code of the City of Roanoke (1979), as amended, and Resolution No. 39982-070714 adopted by the Council on Monday, July 7, 2014, with Mayor David A. Bowers presiding.

PRESENT: Council Members David B. Trinkle, William D. Bestpitch, Raphael E. Ferris, Sherman P. Lea (arrived late), Anita J. Price, Court G. Rosen (arrived late), and Mayor David A. Bowers-7.

ABSENT: None-0.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

SCHOOL BOARD TRUSTEES PRESENT: William B. Hopkins, Jr., Mae G. Huff, Annette M. Lewis, Lori E. Vaught and Richard M. Willis, Jr.-5.

SCHOOL BOARD TRUSTEES ABSENT: Vice-Chair Suzanne P. Moore and Chair Todd A. Putney-2.

OTHERS PRESENT: Dr. Rita D. Bishop, Superintendent of Roanoke City Schools; P. Steve Barnett, Deputy Superintendent of Roanoke City Schools; Timothy R. Spencer, Senior City Attorney and Legal Counsel of Roanoke City Schools; and Cindy H. Poulton, Clerk of the Roanoke City School Board.

Mayor Bowers stated that during the year, the Roanoke City School Board and City Council meet jointly to discuss matters of mutual interest and concern. He noted that neither the Chairman nor the Vice-Chairman could be present today, and called upon Trustee Huff, senior member of the School Board, to call the School Board meeting to order.

At this point, Council Member Rosen entered the meeting 9:01 a.m.

Mayor Bowers announced that School Board Trustee Mae Huff and School Board Chair Putney having served three consecutive three-year terms of office as members of the Roanoke City School Board are not eligible for another term, respectively, and in Chairman Putney's absence and to Acting Chair Huff, he expressed appreciation for their services to the Roanoke City Public Schools and citizens of Roanoke City.

In response to the Mayor's comments, Acting Chair Huff noted that she was looking forward to continuing her work in the City public schools system in either another volunteer capacity or a working capacity, adding her sincerest appreciation for the opportunity to have served as a School Board Trustee.

At this point, Council Member Lea entered the meeting (9:02 a.m.).

Grounds Inventory and Maintenance Program

The City Manager advised that the Virginia Tech Senior Design Teams worked to complete a capstone project with an outside organization using the skills acquired through their program at Virginia Tech; adding all teams had to present findings to their organization, as well as to faculty, peers and families. He noted that this was the third year of involvement by the City of Roanoke with the Virginia Tech School of Industrial and Systems Engineering, and the first year working with Roanoke City Public Schools.

He further advised that Team One worked with the School's Maintenance Operations Department on a Grounds Inventory and Maintenance Program to find a way to better document the School Division's ground assets and track the work of the contracted landscaping company. It was noted that the team formed a solution using various Google Drive resources to increase awareness and accountability of grounds assets and landscaping work.

(For full text, see copy of presentation on file in the City Clerk's Office.)

In response to an inquiry by School Board Trustee Vaught about security, it was remarked that there were no specifics given concerning security.

In response to an inquiry by Council Member Price regarding training in using the system, it was reported that a training manual had been created, consisting of lengthy documentation, with pictures for use by administrators and building maintenance personnel.

Following additional comments by School Board Trustee Hopkins and Mayor Bowers, the presentation was received and filed.

(For full text, see copy of presentation on file in the City Clerk's Office.)

Electronic Summons Implementation Study

Team two worked with the Roanoke City Police Department on an Electronic Summons System because the previous traffic summons system contained excessive and redundant data entries with many errors; the electronic system will eliminate data entry time, reduce errors and increase overall efficiency of the ticketing system. During a six-month pilot launch program, five police cruisers will be equipped with software, tablets, printers and scanning devices to evaluate the new system.

(For full text, see copy of presentation on file in the City Clerk's Office.)

Following favorable comments by Members of City Council and the City Manager, the presentation was received and filed.

Update on use of school facilities for recreation and sports

Dr. Bishop advised that under the leadership of the, Assistant Superintendent for Operations, the Schools Division had improved the relationship with the City with respect to use of facilities and stated that the schools' opens all facilities to the Department of Parks and Recreation free of charge with RCPS absorbing the overtime, but the school's do request advance notice of events for scheduling. She further advised that only private individuals pay for use of facilities on weekends, when there are no scheduled workers at the facility.

Council Member Price requested a copy of the card containing the contact information of employees in the event of emergencies involving facilities; whereupon, Dr. Bishop replied that a copy would be provided to all members of the Council.

Update on Round Hill Construction Project

Dr. Bishop stated that the project was going really well and that the classrooms would be completed by the opening of school making an impact on class size, contributing to a more comfortable learning environment for the students.

She pointed out that the 2015 - 2016 School Year would be the last the schools would lease space from the church for preschool classes because during the summer of 2017 the renovation will be completed and the students will move back to Round Hill for classes.

Council Member Price inquired as to when the modular classrooms would be removed; whereupon, Dr. Bishop advised that once the construction of the new classrooms was complete, the modular would be removed and possibly relocated to Monterey Elementary School in an effort to upgrade their existing modular classrooms.

She further inquired if the preschools at Round Hill and Monterey Elementary Schools would be combined. Dr. Bishop replied that the school division was researching the options and would evaluate the budgetary numbers involved.

Lastly, Council Member Price asked about a buffer for the Round Hill playground next to I-581; whereupon, Dr. Bishop advised that there was an opportunity to provide a major tree buffer that would be reviewed as construction continued.

In response to an inquiry of the long range plan to eliminate all temporary classrooms, Dr. Bishop referenced the Capital Improvement Plan; advised that choices would be to have the preschool at Round Hill to eliminate the modular problem at Monterey; and pointed out that the kids who attend to preschool were reading on grade level by third grade.

Status report on outsourcing of substitute teachers

The Superintendent advised that outsourcing substitute teachers was not something anyone wanted to do, but under the Affordable Health Care Act, the School must provide benefits to employees working 29 hours or more and the cost of providing benefits was cost prohibitive to the district, so outsourcing was in the best interest of education. She added that last year, using the system in RCPS, the substitute fill rate was 92 percent and during the last month, Source4Teachers had a 90 percent fill rate.

Dr. Bishop further advised that when RCPS used EROP, many people helped as substitutes and assisted with testing, but the EROP Program was ended due to financial reasons and commented that testing time was the worst time of the year to locate substitutes, but the company was doing a good job and remained in constant communication with Sandra Burks, Executive Director for Roanoke City Public Schools Human Resources.

Council Member Price asked what measures were being taken to address the matter, for example; a person may be called to be sent to Richmond, Virginia, as opposed to being assigned to Roanoke; whereupon, Dr. Bishop responded stating that she heard those stories but had found none were true and encouraged anyone with concerns to contact her directly by email.

Council Member Bestpitch inquired if the substitutes worked over 29 hours, if the company still had to provide them with the same benefits; whereupon, the Superintendent advised that the schools cannot place substitutes on their health insurance plan, due to the high cost; however, Source4Teachers has an insurance plan.

He further inquired if the plan offered by the company was of a lower quality than RCPS, and could the company retain good quality employees with a lower quality insurance plan. Dr. Bishop replied that before Source4Teachers, the substitutes had no benefits at all.

Council Member Lea asked if other school districts were outsourcing; whereupon, Dr. Bishop advised that information would be provided to the Council.

Purchase of additional laptops and the lack of Internet service in homes of students with laptops

Dr. Bishop stated that 8th graders received laptops in October 2014, and the School Division was seeing improvements in preliminary writing scores where four out of five middle school students placed higher than before. She noted that a study was currently being conducted on Internet access and noted that the School Division was actively working with City libraries to possibly expand hours and use wireless access in the libraries.

Dr. Bishop explained possible computer issues for next year, stating that if possible, the plan was to have the 8th graders take their laptops with them to high school and purchase additional laptops for the new 8th graders. She pointed out that William Fleming High School has now qualified for the purchase of new laptops for 9th graders.

Trustee Vaught stated that basically all 8th and 9th graders would have laptops and the School Division would purchase new cases for the 9th graders who received 8th grade laptops.

Comments by Council/School Board Trustees

Vice-Mayor Trinkle inquired if there were to be any changes in the Advance Placement Curriculum in the high schools and if foreign language was to be eliminated; whereupon, the Superintendent replied in the negative.

He further inquired about coordinating the calendars and Dr. Bishop stated that she approached colleagues in neighboring school divisions and it was difficult to coordinate calendars; she also noted that the school start date would commence before Labor Day and invited City Council to attend the Convocation scheduled for August 10, 2015.

In conclusion, Council Members Lea and Price expressed appreciation to School Trustee Huff and stated public service was a difficult venue and her accessibility was greatly appreciated and publicly acknowledged her service.

There being no additional matters of mutual interest to come before the Council and School Board, Mayor Bowers thanked the Council and School Board for its participation in the discussion of all the agenda items.

There being no further business, Acting Chair Huff declared the School Board meeting adjourned at 10:37 a.m.

There being no further business, Mayor Bowers declared the Council Meeting in recess at 10:37 a.m.

At 10:52 a.m., the Council meeting reconvened in the Council Chamber or consideration of the following agenda items, with Mayor Bowers presiding, with all Members of the Council in attendance.

ANNOUNCEMENTS:

TAXES: The Honorable Evelyn Powers, City Treasurer, shared information regarding personal property tax bills that will be due on June 1, 2015.

ITEMS RECOMMENDED FOR ACTION:

CITY COUNCIL: A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle moved that Council concur in the request of the Mayor to convene in a Closed Meeting as above described. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA: NONE.

TOPICS FOR DISCUSSION BY THE MAYOR AND MEMBERS OF COUNCIL: NONE.

BRIEFINGS:

Fiscal Year 2016 Budget Study:

The City Manager advised that the purpose of the briefing was to provide an update on the budget as it enters the final phase. He introduced Michael Shockley, Budget Administrator, who highlighted the following information:

Agenda:

- Budget balancing discussion
- Follow-up items:
 - Virginia First Cities
 - Parking Fund Fee Adjustments

Mr. Shockley demonstrated a budget balancing calculator with various scenarios and strategies in an effort to balance the 2016 Fiscal Year budget. Mr. Shockley provided background explaining that the City had \$3.467 million in expenditures over revenues, with no adjustment in the real estate tax, a proposed increase of \$5.00 on the motor vehicle tax, which was split 60/40 with the school system, and a proposed increase in the meal tax from 3 percent to 5.7 percent, with the net amount of \$1.3 million coming back to the City. He further explained that a monthly solid waste fee of \$7.00 was proposed and all of that would revert to the City, totaling approximately \$2.2 Million. So in order to balance the budget, the additional \$240,000.00 was placed into a contingency to address any unforeseen service issues that may occur.

He continued stating that to address salary lapse it was normally budgeted for turnover savings of about \$180,000.00 experienced in a given year with a three percent base increase in pay, a five percent pension contribution and 1 percent to hold harmless in total a nine percent increase in pay for next year.

Following extensive dialogue with regard to the budget balancing demonstration, Council Member Lea commented that many citizens were opposed to the monthly solid waste fee for various reasons and expressed concern with the overall implementation of the fee. He added that the addition of \$8.00 for the motor vehicle license tax was doable because it would be a one-time payment of \$28.00 per year. Following his comments, further discussion ensued with regard to the real estate and motor vehicle license taxes.

Council Member Rosen commented that the Virginia First Cities (VFC) membership was not worthwhile at \$25,000.00 per year plus traveling expenses and moved that the membership for the City of Roanoke be cancelled. He asked the City Manager to provide background information with regard to the program; whereupon the City Manager presented the following information:

Virginia First Cities (VFC)

- In existence since 1999
- Originally formed to promote blight legislation
- Mission since evolved to include advocating "...for increased support and better policies from the state while sharing best practices among members."
- Current member cities: Charlottesville, Hampton, Hopewell, Lynchburg, Martinsville, Newport News, Norfolk, Petersburg, Portsmouth, Richmond, Roanoke, Staunton, and Winchester
- Former member cities: Danville, Fredericksburg, and Harrisonburg

Memberships

Virginia First Cities (VFC)

- Cost: \$24,050.40
- Established in 1999
- Membership currently includes 13 cities
- Publishes information on VFC web site regarding General Assembly Sessions

Virginia Municipal League (VML)

- Cost: \$28,657.00
- Established in 1905
- Membership currently includes all 38 cities in Virginia, 160 towns, and eight counties
- Publications: VMLeNews, Virginia Town & City Magazine, reports and responses to questions, and Local Officials' Resource Series

In connection with possible elimination of the City's membership with Virginia First Cities, Council Member Rosen moved that the matter be referred to the City Attorney for study and report to the Council. The motion was seconded by Council Member Price.

Council Member Rosen further commented that the Virginia Municipal League (VML) had a membership of 38 cities, 160 towns and 8 counties versus the VFC which currently has 13 members and expressed how cohesion among localities was more effective through the VML. He added that the VML spent more time lobbying for legislation and worth the funds allocated.

Council Member Price inquired if the VFC had evolved any since its creation in 1999 and what was its real purpose and pointed out that the VML membership covered lobbying, promotion, and many other things. She seconded the motion on the table to cease membership.

Council Member Bestpitch commented that out of the other 12 membership localities of the VFC, the City of Roanoke had more shared interest and things in common with only six localities being--Hampton, Newport News, Norfolk, Petersburg, Portsmouth, and Richmond.

Council Member Lea explained that he had been involved with the Virginia First Cities for eleven years and previously the VFC had an agenda and met with member City Manager's to discuss issues and lobbying because the VML did not represent localities like the City of Roanoke and was more focused on big urban areas and many smaller localities got lost in the shuffle.

Dialogue ensued with regard to cancelling the City of Roanoke's membership with the VFC; whereupon, the City Attorney advised that if Council wished to withdraw from the VFC, their annual board meeting was scheduled for May 29th, and that he would look into how the City could withdraw effective at the end of the fiscal year as opposed to deferring it. He added that he would check with the VFC about notice provisions and advise the Council.

There being no further discussion of the matter, the motion which was offered by Council Member Rosen and seconded by Council Member Price to refer the matter to the City Attorney for study and report all findings regarding the City's withdrawal from Virginia First Cities organization was unanimously adopted.

Several Council Members and the Mayor shared their views regarding the proposed increases in the real estate, motor vehicle, and food and beverage taxes, respectively, and a proposed solid waste fee.

After extensive ongoing dialogue regarding the tax increases and solid waste fee, the City Manager commented that if the motor vehicle license tax remained at \$8.00 and the Virginia First Cities membership fee was removed, approximately \$25,000.00 would remain, which was doable. Council Member Price added that she was in support of the City Manager's suggestion.

At this point, Mr. Shockley continued with the presentation:

Parking Fund Fee Adjustments

- Delay monthly parking rate increase at Market Garage until January 1, 2016
- Reduce monthly parking rate increase at Center in the Square to \$15.00

The Assistant City Manager for Community Development advised that the unreserved monthly parking fee in the Center in the Square Garage would increase from \$70.00 to \$85.00 in response to the goal of generating additional revenue of \$250,000.00 for capital needs.

Budget Calendar

Budget Adoption

- May 11, 2015
- 2:00 p.m. (Council Chamber)

Mayor Bowers pointed out that due to the lateness of the hour, with the Council still having to convene in a Closed Meeting, ongoing discussion with regard to remaining budgetary items and adoption of appropriate measures will be conducted under Motions and Miscellaneous Business during the 2:00 p.m. session.

At 12:24 p.m., the Council meeting was recessed for a Closed Meeting in the Council's Conference Room, Room 451, fourth floor, Noel C. Taylor Municipal Building to be reconvened at 2:00 p.m., in the Council Chamber.

(Council Member Rosen left following the adjournment of the Closed Meeting.)

At 2:00 p.m., the Council meeting reconvened in the Council Chamber, with Mayor David Bowers presiding.

PRESENT: Council Members David B. Trinkle William D. Bestpitch, Raphael E. Ferris, Sherman P. Lea (arrived late), Anita J. Price and Mayor David A. Bowers-6.

ABSENT: Council Member Court G. Rosen-1.

The Mayor declared the existence of a quorum.

The Invocation was delivered by The Reverend Jamal L. Jackson, Associate Minister, Abundant Grace Assembly.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

ANNOUNCEMENTS:

TAXES: The Honorable Evelyn Powers, City Treasurer, shared information regarding personal property tax bills that will be due on June 1, 2015.

PRESENTATIONS AND ACKNOWLEDGEMENTS:

AIR-QUALITY-PROCLAMATIONS: The Mayor declared the month of May 2015 as Asthma Awareness Month.

(See ceremonial copy of proclamation on file in the City Clerk's Office.)

Mayor Bowers presented ceremonial copy of the proclamation to Laura Wasko, member of the Greater Roanoke Valley Asthma and Air Quality Coalition.

DIVERSITY: The Mayor declared the month of May 2015 as Diversity and Inclusion Awareness Month.

(See ceremonial copy of proclamation on file in the City clerk's Office.)

Mayor Bowers presented ceremonial copy of the proclamation to Michele Vineyard, Director, Human Resources, and members of the Diversity Advisory Committee.

ACTS OF ACKNOWLEDGEMENT-HOTEL ROANOKE: Mayor Bowers called attention to the 20th Anniversary of the Re-opening of The Hotel Roanoke, adding that an Art Print had been presented to the City by the Hotel Roanoke Conference Center Commission in recognition of the 20th Anniversary of the Re-opening of The Hotel Roanoke at a dinner at the Hotel Roanoke on Wednesday, April 22, 2015.

HEARING OF CITIZENS UPON PUBLIC MATTER: The Mayor advised that City Council sets this time as a priority for citizens to be heard, and that all matters will be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

TAXIS: Ben Early, 1415 Antrium Street, Salem, Virginia, appeared again before the Council with regard to proposed regulations for taxi-cabs doing business at the Roanoke-Blacksburg Regional Airport.

Council Member Ferris requested that the matter be referred to the City Manager and City Attorney for a more global review of the City's taxi-cab regulations and report their findings to the Council, as well as begin dialogue with airport representatives.

The City Attorney mentioned that a report was provided to the Council at its April 20 meeting regarding the process by which taxicabs fares may be increased for taxicabs licensed and operating within the City of Roanoke, adding that he contacted Mark Williams, General Counsel for the Airport, regarding concerns alluded to by Mr. Early.

Following additional comments by Mr. Early, Mayor Bowers asked that a recommendation as to the City's position regarding the matter be presented to the Council at July 6, 2015 Council meeting.

Jeff Campbell, 70 Tinker Mill Road, Daleville, Virginia, appeared before the Council in support of the comments made by Ben Early about changes effecting local taxi-cab drivers doing business at the Roanoke-Blacksburg Regional Airport, and noted that the situation at the Airport had become confrontational. He urged the Council to investigate the matter and to support area taxi-cab drivers.

The City Attorney called attention to recent action taken by the General Assembly with regard to a bill signed by the Governor earlier this year, the Network Transportation Company, which preempts localities from regulating the taxi-cab company; and questions and/or concerns may be addressed through the Department of Motor Vehicles since all taxi-cab company must be licensed through said Department.

Following dialogue between the City Attorney and Mr. Campbell, Mayor Bowers reiterated his request for a report to the Council at its July 6 Council meeting.

CITY GOVERNMENT: Robert Gravely, 3360 Hershberger Road, N. W., appeared before Council to express concern about livability in the City of Roanoke.

ECONOMIC DEVELOPMENT-CITY GOVERNMENT: Khalid Jones, 215 Gilmer Avenue, N. E., appeared before the Council and spoke about some of the needs of young black men and women in the northwest community; and urged the Council and City Administration to support outreach through offering trades to learn work skills.

The City Manager noted that a workforce workshop was being offered at Virginia Western Community College in the Whitmore Auditorium on May 27 from 9:30 a.m. – 10:45 a.m.; and Roanoke City Public Schools offer a ROTECH program for its high school students.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda are considered to be routine by the Members of Council and will be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion are desired, the item would be removed from the Consent Agenda and considered separately. Mayor Bowers called attention to a request from the City Manager for a public hearing.

CITY-OWNED PROPERTY-TAXES: A communication from the City Manager requesting that Council schedule a public hearing for Monday, May 18, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, to consider a request of Child Health Investment Partnership for tax exemption of real property located at 1215 3rd Street, S. W., designated as Official Tax Map No. 1023008, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Bestpitch moved that the Council concur in the request of the City Manager as above described. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

HUMAN SERVICES: A communication from the Assistant City Manager for Community Development transmitting the Annual Homeless Winter Shelter Survey Report for 2015 prepared by the Blue Ridge Continuum of Care, was before the Council.

(See communication on file in the City Clerk's Office.)

Council Member Bestpitch moved that the communication be received and filed. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

OATHS OF OFFICE-PARKS AND RECREATION–FAIR HOUSING BOARD:
Reports of qualification of the following individuals were before the Council:

Joshua T. Dietz as a member of the Parks and Recreation Advisory Board for a three-year term of office ending March 31, 2018; and

Dennis B. Light and Lisa Y. Barksdale as members of the Fair Housing Board for three-year terms of office, each, ending March 31, 2018.

(See Oaths or Affirmations of Office on file in the City Clerk's Office.)

Council Member Bestpitch moved that the reports of qualification be received and filed. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

REGULAR AGENDA

PUBLIC HEARINGS:

TAXES: Pursuant to instructions by the Council, the City Clerk having advertised a public hearing for Monday May 4, 2015, at 2:00 p.m., or as soon thereafter as the matter may be heard, proposal of the City of Roanoke to amend the City Code to increase the applicable vehicle license tax rates on categories of motor vehicles, trailers and semitrailers operating within the City of Roanoke, and in no event shall the proposed increase for each category exceed the lesser of (i) a \$13.00 increase over the applicable tax rate for such category, or (ii) the maximum applicable tax rate permitted and authorized by state law for such category, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Friday, April 24, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

Mayor Bowers announced that inasmuch as an incorrect date had been published in the newspaper, an additional public hearing was scheduled to receive citizen comments.

The Mayor inquired if there were persons present who wished to speak on the matter. There being no speakers, the Mayor declared the public hearing closed.

He advised that no action was required to be taken and that matters involving the budget had been previously discussed by the Council at a recessed meeting on Thursday, April 23, 2015.

PETITIONS AND COMMUNICATIONS:

PARKS AND RECREATION-YOUTH: Carlos Minnix, Owner/Head Coach, Virginia Lady Hawks, appeared before the Council to request gym access in City and School facilities for inner-city youth to play basketball.

Following comments by the Council, the matter was referred to the City of Roanoke/Roanoke City Public Schools Joint Services Committee; and Mr. Minnix was requested to submit information, in writing, in order for the City to evaluate its options in moving forward.

Martin Jeffrey, 421 Fairfax Avenue, N. W., also appeared before the Council, in connection with the above stated matter and the ongoing Inner-City Athletic Association issue involving the City's Youth Athletic Council.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

BRIDGES: The City Manager submitted a written communication recommending authorization to acquire real property rights in connection with the Franklin Road Bridge Replacement Project.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40216-050415) AN ORDINANCE providing for the acquisition of real property rights needed by the City in connection with the Franklin Road over NSRW – Bridge Replacement Project ("Project"); authorizing City staff to acquire such property rights by negotiation for the City; authorizing the City Manager to execute appropriate acquisition documents; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 438.)

Council Member Bestpitch moved the adoption of Ordinance No. 40216-050415. The motion was seconded by Council Member Ferris.

Vice-Mayor Trinkle noted a conflict of Interest due to a personal interest and read the following statement into the record:

"STATEMENT OF CONFLICT OF INTEREST

I, David B. Trinkle, state that I have a personal interest in Agenda Item 7a.1 for the Regular Session of City Council set for Monday, May 4, 2015, at 2:00 p.m., regarding the request for authorization to enter into negotiations with several property owners for the acquisition of property rights by the City for the Franklin Bridge Project, because my employer, Carilion Clinic, is affiliated with two of the property owners, Carilion Clinic Physicians, LLC, and Carilion Clinic Properties, LLC. My only interest with Carilion Clinics is an employment interest and I will not participate in any part of the negotiations between the property owners and the City regarding this matter. Therefore, pursuant to Virginia Code Section 2.2-3112, I must refrain from participation in this matter. I ask that the City Clerk accept this statement and ask that it be made a part of the minutes of this meeting.

Witness the following signature made this 4th day of May, 2015.

S/David B. Trinkle
David B. Trinkle
Vice-Mayor and Council Member"

(See Statement on file in the City Clerk's Office.)

There being no additional comments, Ordinance No. 40216-050415 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price and Mayor Bowers-5.

NAYS: None-0.

(Council Member Rosen was absent.)(Vice-Mayor Trinkle abstained from voting.)

STREET IMPROVEMENTS: The City Manager submitted a written communication recommending authorization to acquire real property rights in connection with the West End Target Area 13th Street Improvement Project.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40217-050415) AN ORDINANCE providing for the acquisition of real property rights needed by the City in connection with the West End Target Area 13th Street Improvement Project ("Project"); authorizing City staff to acquire such property rights by negotiation for the City; authorizing the City Manager to execute appropriate acquisition documents; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 439.)

Council Member Bestpitch moved the adoption of Ordinance No. 40217-050415. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

ENCROACHMENTS-SPECIAL PERMITS: The City Manager submitted a written communication recommending approval and authorization of an encroachment permit for portions of a proposed building foundation system within the right-of-way located at 206 Williamson Road, S. E.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40218-050415) AN ORDINANCE allowing certain encroachments requested by Tazewell Development, LLC ("Tazewell"), a Virginia limited liability company, the owner of a parcel of real estate located at 206 Williamson Road, S. E., Roanoke, Virginia, known as Official Tax Map No. 4013803 ("Property"), for the placement of piles, concrete pile caps, and concrete grade beams, into and underneath portions of the public right of way located along Williamson Road, S. E. and adjacent to the Property, which portions, in the aggregate, encompass approximately 252 square feet of the public right of way, for portions of the foundation system of a building to be constructed on the Property in connection with the development of the Property, subject to revocation by the City and upon certain terms and conditions; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 440.)

Council Member Bestpitch moved the adoption of Ordinance No. 40218-050415. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

COMMENTS OF CITY MANAGER:

The City Manager shared the following comments:

Roanoke Main Library Featured in *Virginia Town & City* magazine

- City Council should have received a copy of the recent article published in *Virginia Town & City Magazine* about Roanoke's Main Library.
- Lots of great pictures and good visibility for Roanoke through VML.
- With a circulation of about 5,000 and a readership of about 16,000, the magazine is distributed to elected and appointed local government officials and their staff across the Commonwealth.
- Proud to show off our state-of-the-art library facility in downtown.

Neighborhood Month Activities Have Begun

- Reminder: During May, neighborhood groups are sponsoring events to come together as one community to celebrate unity and neighborhood pride.
- Details about specific events are posted on the city's website www.roanokeva.gov/neighborhoodmonth

Upcoming Events

Saturday, May 9

- Gallop 4 the Greenway, 5:00 p.m., Wiley Drive near River's Edge Sports Complex, register at www.gallop4thegreenways.com.
 - Post-race festivities include live music, food and beverages.
 - This is an annual fundraising event to support our growing network of pedestrian and bicycle trails.

Saturday, May 16

- Local Colors Festival, 11:00 a.m. to 6:00 p.m., Elmwood Park and Amphitheater.
- Kids to Park Day, 1:00 p.m. to 4:00 p.m., Wasena Park.

Facebook Award

- Last week, Roanoke received the 2015 Golden Post Award for the Best Use of Humor on Social Media at the Government Social Media Conference & Expo (GSMCON) in Reno, Nevada.
- The award recognized the City of Roanoke, Virginia – Communications Facebook page for its 2014 April Fools prank.
- Golden Post is the first major awards program exclusively designed to recognize the outstanding use of social media by U.S. local and state government agencies.

DIRECTOR OF FINANCE:

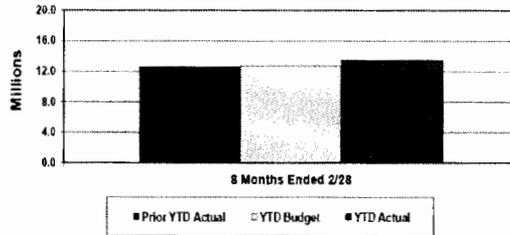
FINANCIAL REPORTS: The Director of Finance submitted the Financial Report for the nine months ended March 31, 2015. Ms. Dameron provided commentary and overview on the City's financial results for the period ended March 2015:

FY15 General Fund Overview

- Year-to-date general fund revenue recognized was 65.3% of FY15 estimated revenue, however, significant tax revenues, such as personal property revenue have not yet been received.
- Through March, actual FY15 revenues have increased 4.5% compared to FY14. The projected FY15 revenue by year-end is 1.7% or \$4.5 million higher than FY15 adopted budget.
- The City's sales, lodging and meals taxes performed well and contributed to strong local tax revenue growth.
- Reimbursement from the Commonwealth for Street Maintenance and the timing of Social Services reimbursements positively affected revenue.
- Expenditures increased 1.3% compared to FY14 primarily due to the timing of departmental expenditures.

Sales Tax

FY15 Revenue Estimate \$19.238 M

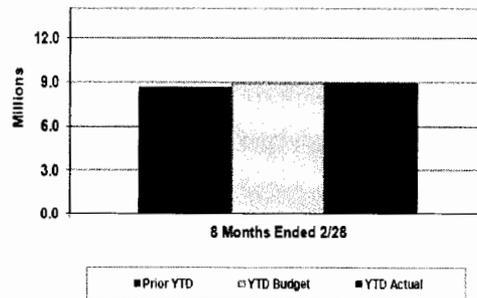


Sales tax revenue increased 6.4% over FY14 and is 5.5% higher than YTD budget.

3

Meals Tax

FY15 Revenue Estimate \$13.659 M

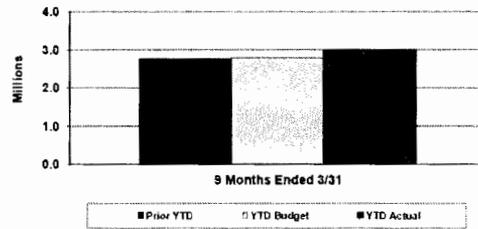


FY15 revenue is 3.8% higher than FY14, and 0.4% higher than YTD budget.

4

Transient Occupancy (Lodging) Tax

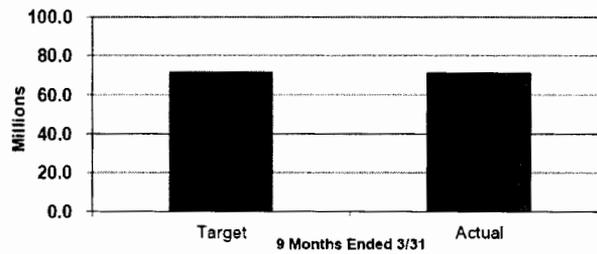
FY15 Revenue Estimate \$3.881 M



Lodging tax revenue increased 8.7% over FY14, and is 7.4% higher than budget.

5

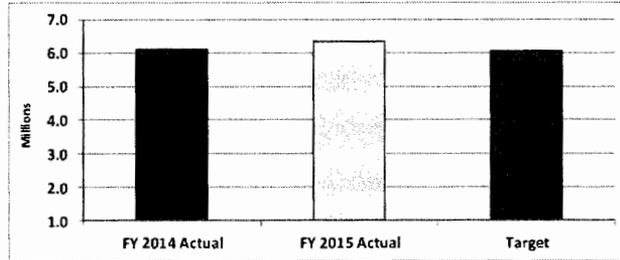
Personnel (Salary/Benefit) Lapse



YTD expenditure is 0.6% or \$481k ahead of target.

6

Comprehensive Services Act (CSA)

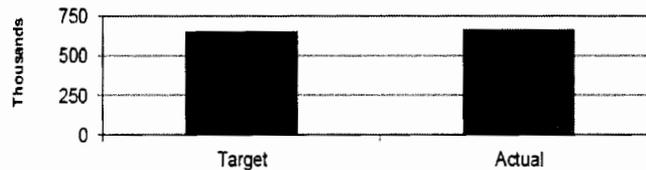


9 Months Ended 3/31

YTD expenses are 4.0% or \$260k above target of \$6.02M.

7

Residential Juvenile Detention

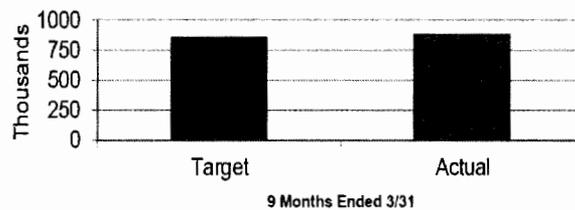


9 Months Ended 3/31

Expenses expected to remain at budget.

8

Motor Fuel Expenses



YTD expense 2.8% or \$25K above a non-seasonally adjusted target of \$861K.

10

City Performance Strong Through March

- Total revenues through March were 4.5% higher than the prior year. Total general property and local taxes were up 2.3% compared to last year, indicating a growing local economy.
- Total expenditures were 1.3% higher than the prior year due to the timing of expenditures. Departmental expenditures continue to be monitored and are expected to remain within budget.
- The national unemployment rate held at 5.5% in March, while job creation slowed down abruptly. Sluggish wage growth and weak consumer spending remain threats.
- The Federal Reserve chairwoman warned about the fragile recovery, suggesting a slow move to raise interest rates during the year.

11

(See copy of Financial Report and presentation on file in the City Clerk's Office.)

Without objection by the Council, the Mayor advised that the Financial Report and presentation would be received and filed.

REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCE AND RESOLUTIONS:

CITY CLERK-AUDITING: Council Member Lea offered the following resolution recommending increases in the annual salaries of the City Clerk and Municipal Auditor:

(#40219-050415) A RESOLUTION amending the salaries of the City Clerk, Stephanie Moon Reynolds and the Municipal Auditor, Troy Andrew Harmon.

(For full text of resolution, see Resolution Book No. 77, page 444.)

Council Member Lea moved the adoption of Resolution No. 40219-050415. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF CITY COUNCIL:

TAXES: As part of the ongoing discussions regarding Code amendments to increase tax rates on certain taxes, Council Member Ferris moved that the prepared food and beverages tax rate increase by 0.5 percent, the motor vehicle license tax increase to \$8.00, and the real estate tax rate levied increase by \$0.03 by referred to the City Manager and City Attorney. The motion was seconded by Council Members Price and Bestpitch.

Council Member Lea inquired if the taxes of senior citizens were frozen; whereupon, the City Manager explained that because of the low income elderly program, some tax assessments for seniors were frozen, but if the tax rate was increased seniors would be required to pay.

Mayor Bowers advised that he was not in support of the increases or revenue enhancements; and therefore, would be voting no.

There being no further discussion regarding the proposed increases, the motion offered by Council Member Ferris and seconded by Council Members Price and Bestpitch was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price and Vice-Mayor Trinkle-5.

NAYS: Mayor Bowers-1.

(Council Member Rosen was absent.)

ARTS ENDOWMENT: Vice-Mayor Trinkle commented about the \$125,000.00 for the arts endowment was to be issued as one-time debt; whereupon, the City Manager advised the \$125,000.00 was kept in the reserves for appropriation and would be acted on at the May 18, 2015 Council Meeting. He asked if the Council wished to budget \$125,000.00 for next year in anticipation of the request, there being no objection, Vice-Mayor Trinkle moved that \$125,000.00 be allocated as a one-time funding. The motion was seconded by Council Member Ferris.

The City Attorney inquired if the private funding match would be required of the \$125,000.00 for the Arts Endowment; whereupon, the Vice-Mayor preferred that the funds not be connected to a private funding match. Mayor Bowers interjected his concurrence in the comments of the Vice-Mayor.

There being no additional discussion with regard to the Arts Endowment being included in the one-time funding allocation, the motion offered by Vice-Mayor Trinkle and seconded by Council Member Ferris was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

VIRGINIA FIRST CITITES: Council Member Price asked for clarification with regard to the Virginia First Cities Membership; whereupon, the City Attorney advised that given that City Council decided to examine the timing and process for withdrawal of its membership from Virginia First Cities; and thereafter, he will report his findings to the Council. Mayor Bowers noted that the dues should be removed from the budget by measure.

VACANCIES ON CERTAIN AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES APPOINTED BY COUNCIL:

OATHS OF OFFICE-FAIR HOUSING BOARD: The Mayor called attention to a vacancy created by the expiration of the three-year term of office of Gail Kinzer Lewis as a member of the Fair Housing Board ending March 31, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of Charlotte Davis.

There being no further nominations, Ms. Davis was appointed to replace Gail Kinzer Lewis as a member of the Fair Housing Board for a term of office ending March 31, 2018, by the following vote:

FOR MS. DAVIS: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ARCHITECTURAL REVIEW BOARD: The Mayor called attention to a vacancy created by the expiration of the four-year term of office of Warner N. Dalhouse ending October 1, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of D. David Parr, Jr.

There being no further nominations, Mr. Parr was appointed to replace Warner N. Dalhouse as a member of the Architectural Review Board for a term of office ending October 1, 2018, by the following vote:

FOR MR. PARR: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

VIRGINIA MUNICIPAL LEAGUE POLICY COMMITTEES: The Mayor announced the following appointments/reappointments to the 2015 - 2016 Virginia Municipal League Policy Committees for one-year terms of office:

Finance – Finance Director Barbara Dameron/Council Member Court G. Rosen
Human Development and Education - Council Member Anita J. Price/City Clerk
Stephanie Moon Reynolds

Economic Development - Council Member Court G. Rosen/Economic Development Director Wayne Bowers
General Laws – City Attorney Daniel J. Callaghan
Environmental Quality – Environmental Administrator Christopher Blakeman
Transportation –Street and Traffic Manager Mark Jamison

OATHS OF OFFICE-COURT COMMUNITY CORRECTIONS PROGRAM REGIONAL COMMUNITY CRIMINAL JUSTICE BOARD: The Mayor called attention to the upcoming expirations of the three-year terms of office of R. Gail Burruss and Judge Charles Dorsey as City representatives of the Court Community Corrections Program, Regional Community Criminal Justice Board ending June 30, 2015, whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of R. Gail Burruss and Judge Charles Dorsey.

There being no further nominations, Ms. Burruss and Judge Dorsey were reappointed as City representatives of the Court Community Corrections Program Regional Community Criminal Justice Board for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MS. BURRUSS AND JUDGE DORSEY: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-MILL MOUNTAIN ADVISORY COMMITTEE: The Mayor called attention to the upcoming expirations of the three-year terms of office of J. Mathew Bullington, John Montgomery and Thomas Turner (Zoo representative) as members of the Mill Mountain Advisory Committee ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of J. Matthew Bullington, John Montgomery and Thomas Turner.

There being no further nominations, Messrs. Bullington, Montgomery and Turner (Zoo representative) were reappointed as members of the Mill Mountain Advisory Committee for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MESSRS. BULLINGTON, MONTGOMERY AND TURNER: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-PERSONNEL AND EMPLOYMENT PRACTICES COMMISSION: The Mayor called attention to the upcoming expirations of the three-year terms of office of Gerardo (Jerry) Manuel Correa, Jr., Katina Hamlar and Dr. William L. Lee as members of the Personnel and Employment Practices Commission ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Gerardo (Jerry) Manuel Correa, Jr., Katina Hamlar and Dr. William L. Lee.

There being no further nominations, Mr. Correa, Ms. Hamlar and Dr. Lee were reappointed as members of the Personnel and Employment Practices Commission for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MR. CORREA, DR. LEE AND MS. HAMLAR: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

Council Member Bestpitch moved that the City residency requirement for Ms. Hamlar be waived in this instance. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE ARTS COMMISSION: The Mayor called attention to the upcoming expirations of the three-year terms of office of Jeanne Fishwick, Margaret Hannapel, Amy Moorefield, Lucy H. Lee, and Greg Webster as members of the Roanoke Arts Commission ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Jeanne Fishwick, Margaret Hannapel, Amy Moorefield, Lucy H. Lee, and Greg Webster.

There being no further nominations, Ms. Fishwick, Ms. Hannapel, Ms. Moorefield, Ms. Lee, and Mr. Webster were reappointed members of the Roanoke Arts Commission for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MS. FISHWICK, MS. HANNAPEL, MS. MOOREFIELD, MS. LEE AND MR. WEBSTER: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE NEIGHBORHOOD ADVOCATES: The Mayor called attention the upcoming expirations of the three-year terms of office of Brenda A. Allen and Charles J. Medlinger as members of the Roanoke Neighborhood Advocates ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Brenda A. Allen and Charles J. Medlinger.

There being no further nominations, Ms. Allen and Mr. Medlinger were reappointed as a members of the Roanoke Neighborhood Advocates for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MS. ALLEN AND MR. MEDLINGER: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE PUBLIC LIBRARY BOARD: The Mayor called attention to the upcoming expirations of the three-year terms of office of Jean Bollendorf, Marlene Preston and Sharon L. Ramey as members of the Roanoke Public Library Board ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Jean Bollendorf, Marlene Preston and Sharon L. Ramey.

There being no further nominations, Ms. Bollendorf, Ms. Preston and Ms. Ramey were reappointed to the Roanoke Public Library Board for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR MS. BOLLENDORF, MS. PRESTON AND MS. RAMEY: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION: The Mayor called attention to the upcoming expiration of the three-year terms of office of Council Members William D. Bestpitch and Raphael E. Ferris – Elected Officials, Christopher P. Morrill – City Official, Braxton Naff and James M. Bullington – Citizen Representatives of the Roanoke Valley-Allegheny Regional Commission ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Council Members William D. Bestpitch and Raphael E. Ferris–Elected Officials, Christopher P. Morrill–City Official, Braxton Naff and James M. Bullington.

There being no further nominations, Council Members Bestpitch and Ferris as Elected Officials, Messrs. Morrill as the City Official, and Naff and Bullington as City representatives were reappointed to the Roanoke Valley-Allegheny Regional Commission for three-year terms of office, each, ending June 30, 2018, by the following vote:

FOR COUNCIL MEMBERS BESTPITCH AND FERRIS AND MESSRS. MORRILL, NAFF, AND BULLINGTON: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE VALLEY CONVENTION AND VISITORS BUREAU : The Mayor called attention to the upcoming expirations of one-year terms of office of Renee “Butch” Craft, Jeffrey Marks, Douglas Robison, and Gary Walton as City Representatives of the Roanoke Valley Convention and Visitors Bureau, Board of Directors, ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Renee Butch” Craft, Jeffrey Marks, Douglas Robison, and Gary Walton.

There being no further nominations, Ms. Craft, Mr. Marks, Mr. Robison, and Mr. Walton were reappointed as City Representatives of the Roanoke Valley Convention and Visitors Bureau, Board of Directors, for one-year terms of office, each, ending June 30, 2016, by the following vote:

FOR MS. CRAFT AND MESSRS. MARKS, ROBISON, AND WALTON: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL ADVISORY BOARD: The Mayor called attention to the upcoming expirations of the four-year terms of office of Mark Lawrence and J. Granger Macfarlane as City Representatives of the Virginia Western Community College Local Advisory Board ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Mark Lawrence and J. Granger Macfarlane.

There being no further nominations, Messrs. Lawrence and Macfarlane were reappointed as City representatives of the Virginia Western Community College Local Advisory Board for four-year terms of office, each, ending June 30, 2019, by the following vote:

FOR MESSRS. LAWRENCE AND MACFARLANE: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

OATHS OF OFFICE-ROANOKE CULTURAL ENDOWMENT: Pursuant to the By-laws of the Roanoke Cultural Endowment, the Mayor called attention to the Article I, Directors, Section 2, Number, that two directors shall be appointed by the Council of the City of Roanoke, Virginia, one of which will serve initially a two year term and the second of which will serve initially a three year term, with their successors to be appointed for three year terms; adding that Sherman P. Lea, Jr., was appointed as a City representative to the Endowment at the April 6, 2015 Council meeting for an initial three-term of office; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of Patice Holland.

There being no further nominations, Ms. Holland was appointed as an At-large Citizen Representative of the Roanoke Cultural Endowment Board of Directors for a two-year term of office ending December 31, 2017, by the following vote:

FOR MS. HOLLAND: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

(Council Member Rosen was absent.)

Council Member Bestpitch moved that the City residency requirement for Ms. Holland be waived in this instance. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

CITY COUNCIL: With respect to the Closed Meeting just concluded Council Member Price moved that each Member of City Council certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was absent.)

There being no further business, the Mayor declared the meeting in recess at 4:36 p.m., until Monday, May 11, 2015, at 2:00 p.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, at which time the Council will adopt the City of Roanoke Recommended Fiscal Year 2015 - 2016 Budget.

The recessed meeting of Roanoke City Council, was called to order on, Monday, May 11, 2015 at 2:00 p.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., with Mayor David A. Bowers presiding.

PRESENT: Council Members David B. Trinkle, William D. Bestpitch, Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen, and Mayor David A. Bowers-7.

ABSENT: None-0.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by Council Member Sherman P. Lea.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

BUDGET: The Mayor advised that the purpose of the meeting was to adopt measures in connection with the City's Recommended 2015 - 2016 Fiscal Year Budget.

BUDGET: The Director of Finance submitted a Certificate of Funding certifying that funds required for the 2015 - 2016 General Fund, Stormwater Utility Fund, Civic Facilities Fund, Parking Fund, Department of Technology Fund, Fleet Management Fund, Risk Management Fund, School Fund, School Food Services Fund, School Athletics Fund and Grant Fund budgets were available for appropriation.

(See Certification on file in the City Clerk's Office.)

Without objection by the Council, the Mayor advised that the Certificate of Funding would be received and filed.

GARAGES-LIBRARIES-FEE COMPENDIUM: The City Manager submitted a written communication recommending amendment of the City's Fee Compendium for fees charged at the City-owned and/or controlled parking facilities; and certain library rate adjustments.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Lea offered the following resolution:

(#40249-051115) A RESOLUTION providing for an amendment of the fees charged at the City owned and/or controlled parking facilities, namely: Campbell Garage, Center in the Square Garage, Church Avenue Garage, Elmwood Park Garage, Gainsboro Garage, Market Garage, Tower Garage, Elmwood Lot, Higher Ed Center Lot, Market Lot, and Warehouse Row Lot; authorizing the City Manager to modify, waive, or reduce such parking fees under certain conditions; providing for assessment of certain fees for late payment or nonpayment of such parking fees; establishing an effective date; authorizing the City Manager to issue guidelines to implement, administer, and enforce such fees; and directing amendment of the Fee Compendium.

(For full text of resolution, see Resolution Book No. 77, page 446.)

Council Member Lea moved the adoption of Resolution No. 40249-051115. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

Council Member Lea offered the following resolution:

(#40220-051115) A RESOLUTION amending certain fees as set out below to be charged for after hour use of the community rooms at certain branches of the Roanoke Public Libraries; providing for an effective date; and directing amendment of the Fee Compendium.

(For full text of resolution, see Resolution Book No. 77, page 452.)

Council Member Lea moved the adoption of Resolution No. 40220-051115. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

Council Member Lea offered the following resolution:

(#40221-051115) A RESOLUTION establishing certain fees for the Main Library Reading Porch; directing amendment of the Fee Compendium; and providing for an effective date.

(For full text of resolution, see Resolution Book No. 77, page 453.)

Council Member Lea moved the adoption of Resolution No. 40221-051115. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

Council Member Lea offered the following resolution:

(#40222-051115) A RESOLUTION establishing certain fees for sending and receiving facsimiles at the Roanoke Public Libraries; directing amendment of the Fee Compendium; and providing for an effective date.

(For full text of resolution, see Resolution Book No. 77, page 454.)

Council Member Lea moved the adoption of Resolution No. 40222-051115. The motion was seconded by Council Member Ferris and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

Council Member Lea offered the following resolution:

(#40223-051115) A RESOLUTION updating and providing for adjustment of fees charged by the Roanoke Public Libraries for damaged or lost library materials, as set out below; directing amendment of the Fee Compendium; and establishing an effective date.

(For full text of resolution, see Resolution Book No. 77, page 455.)

Council Member Lea moved the adoption of Resolution No. 40223-051115. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

CITY CODE-TAXES-VEHICLES: The City Manager submitted a written communication recommending amendment of the City Code to increase the motor vehicle license tax on certain vehicles, trailers, and semitrailers operating within the City.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following ordinance:

(#40224-051115) AN ORDINANCE amending Section 20-28, Tax imposed, of Article II, Vehicle Licenses, of Chapter 20, Motor Vehicles and Traffic, of the Code of the City of Roanoke (1979), as amended, to increase the vehicle license tax rate on certain motor vehicles, trailers, and semitrailers operating within the City of Roanoke, as authorized pursuant to Section 46.2-752 of the Code of Virginia (1950) as amended, consistent with the rates and limits authorized by the laws of the Commonwealth of Virginia; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 457.)

Vice-Mayor Trinkle moved the adoption of Ordinance No. 40224-051115. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

CITY CODE-TAXES-FOOD: The City Manager submitted a written communication recommending amendment of the City Code to increase the tax rate on the tax on prepared food and beverages.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40225-051115) AN ORDINANCE amending Section 32-284, Levy of tax; amount, of Article XIV, Tax on Prepared Food and Beverage, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, to increase the tax rate on the tax on prepared food and beverage from the rate of five percent (5%) to the rate of five and 1/2 percent (5.50 %) on the purchase of all food and beverages sold in the city in or from a restaurant, whether prepared in such restaurant or not, and whether consumed on the premises or not, as authorized by Section 58.1-3840 of the Code of Virginia(1950), as amended; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 461.)

Council Member Bestpitch moved the adoption of Ordinance No. 40225- 051115. The motion was seconded by Council Member Ferris.

Vice-Mayor Trinkle reminded the Council that although he is a restaurant owner, he does not believe a personal conflict exists, and therefore he plans to vote on the proposed measure.

There being no additional comments by the Council Members, Ordinance No. 40225-05115 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen and Vice-Mayor Trinkle-6.

NAYS: Mayor Bowers-1.

CITY CODE-TAXES: The City Manager submitted a written communication recommending amendment of the City Code to increase the tax rate levied on real property, improvements and the special rate for certain energy-efficient buildings.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Ferris offered the following ordinance:

(#40226-051115) AN ORDINANCE amending Section 32-16, Levied; Rate, of Division I, Generally, of Article II, Real Estate Taxes Generally, of Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to increase the tax rate levied on real property and improvements from the rate of one dollar and nineteen cents (\$1.19) on every one hundred dollars (\$100.00) of the fair market value of such property, to a rate of one dollar and twenty two cents (\$1.22) on every one hundred dollars (\$100.00) of the fair market value of such property, and to increase the tax rate levied on buildings that qualify for the special rate for certain energy-efficient buildings pursuant to Division 9, Tax Rate for Certain Energy-Efficient Buildings, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979) as amended, from the rate of one dollar and seven cents (\$1.07) on every one hundred dollars (\$100.00) of the fair market value of such buildings, to the rate of one dollar and ten cents (\$1.10) on every one hundred dollars (\$100.00) of the fair market value on such buildings; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 462.)

Council Member Ferris moved the adoption of Ordinance No.40226-051115. The motion was seconded by Council Member Bestpitch.

Mayor Bowers recognized the following citizens who appeared before the Council in opposition of the increase in the real estate tax rate increase:

Elaine C. Niemann, 5040 Old Mountain Road, N. W.
Dan Cullather, 3002 Rosalind Avenue, S. W.
John Brill, 1727 Memorial Avenue, S. W.
Sue Bocker, 5214 Woodbury Street, N. W.
Dallas Powell, 501 Bullitt Avenue, S. E.
Wayne Heine, 4615 Elva Road, N. W.

Following lengthy discussion regarding the proposed increase in the real estate tax rate to \$1.22 on every 100.00 of the fair market value of real property and improvements; and \$1.10 on every \$100.00 of the fair market value on buildings that qualify for the special rate for certain energy-efficient buildings, effective July 1, 2015, Ordinance No. 40226-051115 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen and Vice-Mayor Trinkle-6.

NAYS: Mayor Bowers-1.

INSURANCE-GRANTS-BUDGET-TECHNOLOGY-EQUIPMENT-STORMWATER-PARKING-CIVIC CENTER-SCHOOLS: Vice Mayor Trinkle offered the following budget ordinance, in connection with the City's allocation for Fiscal Year 2015 - 1026:

(#40227-051115) AN ORDINANCE adopting the annual General, Stormwater Utility, Civic Facilities, Parking, Department of Technology, Fleet Management, Risk Management, School General, School Food Services, School Athletics, Grant Funds, and State Asset Sharing Program Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2015, and ending June 30, 2016; and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 464.)

Vice-Mayor Trinkle moved the adoption of Budget Ordinance No. 40227- 051115. The motion was seconded by Council Member Bestpitch and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen and Vice-Mayor Trinkle-6.

NAYS: Mayor Bowers-1.

BUDGET-CAPITAL IMPROVEMENTS PROGRAM: The City Manager submitted a written communication recommending an endorsement of an update to the Five-year Capital Improvement Program for Fiscal Years 2016 – 2020.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following resolution:

(#40228-051115) A RESOLUTION endorsing the update to the Capital Improvement Program submitted by the City Manager by letter dated May 11, 2015.

(For full text of resolution, see Resolution Book No. 77, page 472.)

Council Member Bestpitch moved the adoption of Resolution No. 40228-051115. The motion was seconded by Vice-Mayor Trinkle and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

Council Member Bestpitch offered the following budget ordinance:

(#40229-051115) AN ORDINANCE to appropriate funding for the FY 2016-2020 Update to the Capital Improvement Program, amending and reordaining certain sections of the 2015-2016 General, Capital Projects, and Risk Management Funds Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 472.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40229-051115. The motion was seconded by Vice-Mayor Trinkle and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

BUDGET-GRANTS-ECONOMIC DEVELOPMENT: The City Manager submitted a written communication recommending appropriation of FY 2016 funds for Enterprise Zone.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following budget ordinance:

(#40230-051115) AN ORDINANCE to appropriate funding from the Economic and Community Development Reserve for the Enterprise Zone Projects, amending and reordaining certain sections of the 2015 - 2016 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 473.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40230-051115. The motion was seconded by Vice-Mayor Trinkle and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

BUDGET-GRANTS-HOUSING: The City Manager submitted a written communication recommending approval of the 2015 - 2019 HUD Consolidated Plan and 2015 Annual Plan; and authorization to submit documentation to HUD for final review.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Price offered the following resolution:

(#40231-051115) A RESOLUTION approving the 2015 - 2019 Consolidated Plan and authorizing the City Manager, or the City Manager's designee, to submit the approved Consolidated Plan, and to execute and submit any necessary documents pertaining thereto, to the United States Department of Housing and Urban Development (HUD) for final review and approval; and authorizing the execution of all necessary documents pertaining to such Consolidated Plan.

(For full text of resolution, see Resolution Book No. 77, page 474.)

Council Member Price moved the adoption of Resolution No. 40231-051115. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

CITY EMPLOYEES-PAY PLAN: Council Member Ferris offered the following ordinance recommending adoption of a Pay Plan for officers, employees and constitutional officers; and salary adjustments/increments, merit increases, and monthly stipends for certain Council-appointed boards and commissions:

(#40232-051115) AN ORDINANCE to adopt and establish a Pay Plan for officers, employees and Constitutional Officers of the City effective July 1, 2015; providing for certain salary adjustments; authorizing various annual salary supplements for certain officers and employees; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 476.)

Council Member Ferris moved the adoption of Ordinance No. 40232-051115. The motion was seconded by Council Member Bestpitch and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

CITY MANAGER-MUNICIPAL AUDITOR-CITY ATTORNEY-CITY CLERK-DIRECTOR OF FINANCE: Council Member Ferris offered the following ordinance approving compensation for Council-Appointed officials and certain compensation benefits for the Director of Finance:

(#40233-051115) AN ORDINANCE establishing compensation for the City Manager, City Attorney, Municipal Auditor, and City Clerk, for the fiscal year beginning July 1, 2015; establishing and confirming certain compensation benefits for the Director of Finance; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 481.)

Council Member Ferris moved the adoption of Ordinance No. 40233-051115. The motion was seconded by Council Member Price and was adopted by the following vote:

AYES: Council Members Trinkle, Bestpitch, Ferris, Lea, Price, Rosen and Mayor Bowers-7.

NAYS: None-0.

There being no further business, the Mayor declared the recessed meeting adjourned at 2:47 p.m.

A P P R O V E D

ATTEST:

Stephanie M. Moon Reynolds, MMC
City Clerk

David A. Bowers
Mayor

ROANOKE CITY COUNCIL—REGULAR SESSION

May 18, 2015

2:00 p.m.

The Council of the City of Roanoke met in regular session on Monday, May 18, 2015, at 2:00 p.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 39982-070714 adopted by the Council on Monday, July 7, 2014, with Mayor David A. Bowers presiding.

PRESENT: Council Members William D. Bestpitch, Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen (arrived late), David B. Trinkle, and Mayor David A. Bowers-7.

ABSENT: None-0.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Cecelia T. Webb, Assistant Deputy City Clerk.

The Invocation was delivered by Council Member Sherman P. Lea.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor David A. Bowers.

PRESENTATIONS AND ACKNOWLEDGEMENTS:

ACTS OF ACKNOWLEDGEMENT: The Mayor recognized Limame Barbouchi from Morocco and Yomna Karoui from Tunisia visiting from North Africa; and Amy Hatheway, Co-Vice President for Planning and Resource Development, Total Action for Progress.

ACTS OF ACKNOWLEDGMENT: Virginia Delegate Sam Rasoul presented the Mayor with a Resolution from the General Assembly in recognition of the 100th Anniversary of the Municipal North (Old Roanoke City Courthouse).

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

James Lynch, 503 Rutherford Avenue, N. W., appeared before the Council and thanked the Police Department and City Council for supporting the youth athletic initiative; and he announced that two summer basketball leagues and the Twin Hoops Summer Camp will begin soon.

George Riles, 1925 Andrews Road, N. W., appeared before the Council and again expressed concern with the Youth Athletic Council guidelines, recalling Inner City being the oldest athletic organization in the City of Roanoke.

Margie Lucas, 2259 Sewell Lane, S. W., representing the Mill Mountain Garden Club, appeared before the Council to announce a new campaign entitled "Scoop the Poop," an ongoing process to educate the public as to pet waste in waterways. She noted that the Garden Club of Virginia awarded the Club over \$5,000.00 to create additional pet waste stations and interpretive signage on the Mill Mountain Greenway.

Robert Gravely, 3360 Hershberger Road, N. W., appeared before the Council and spoke about change and prosperity for young people.

Martin Jeffrey, 421 Fairfax Avenue, N. W., appeared before the Council and thanked Susan Jennings, Arts and Culture Coordinator, for her efforts with the Public Art Program; and appreciation to Chris Perkins, Chief of Police, for the police body cameras. He concluded that the routes of Valley Metro buses needed to be extended to serve more citizens in the City of Roanoke.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda were considered to be routine by the Members of Council and would be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion was desired, the item would be removed from the Consent Agenda and considered separately. The Mayor called attention to two requests for Closed Meeting and a request from the Director of Finance for public hearing.

CITY COUNCIL: A communication from the Mayor requesting that the Council convene in a Closed Meeting to discuss appointments of three School Trustees to serve on the Roanoke City School Board, for three-year terms, each, commencing July 1, 2015 and ending June 30, 2018, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the Council concur in the request of the Mayor as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

BONDS-CAPITAL IMPROVEMENT PROGRAM: A communication from the Director of Finance requesting that Council schedule a public hearing for Monday, June 15, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, on the issuance of General Obligation Bonds, not to exceed \$27 million, for qualifying Capital Improvement Projects, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the Council concur in the request of the Director of Finance as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

AUDIT COMMITTEE: Minutes of the Audit Committee held on Wednesday, April 15, 2015, was before the body.

(See Minutes on file in the City Clerk's Office.)

Council Member Ferris moved that the minutes of the Audit Committee be received and filed. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

TAXES: A report from the City Attorney regarding personal property tax exemption for disabled veterans, was before the Council.

(See copy of report on file in the City Clerk's Office.)

Council Member Ferris moved that the report be received and filed. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

CITY CODE-ANIMALS AND FOWL: A communication from the City Manager with regard to the regulation of roosters within the City, was before the Council.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the communication be received and filed. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

OATHS OF OFFICE-BLUE RIDGE BEHAVIORAL HEALTHCARE BOARD OF DIRECTORS-PARKS AND RECREATION ADVISORY BOARD: Report of qualifications of Edward Garner as a Citizen City representative of the Blue Ridge Behavioral Healthcare Board of Directors for a term ending December 31, 2016; and Gordie L. Zeigler as a member of the Parks and Recreation Advisory Board for a three-year term of office ending March 31, 2017, were before the Council.

(See Oaths or Affirmations of Office on file in the City Clerk's Office.)

Council Member Ferris moved that the reports of qualification be received and filed. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

CITY-OWNED PROPERTY: A communication from the City Manager requesting that Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 120 Church Avenue, S. E., where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(3), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the Council concur in the request of the City Manager as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS:

BUDGET-ROANOKE VALLEY RESOURCE AUTHORITY: Daniel D. Miles, Chief Executive Officer, Roanoke Valley Resource Authority, appeared before the Council and presented its proposed 2015 - 2016 Annual Budget.

(For full text, see copies of the report and proposed FY 2015 - 2016 Budget on file in the City Clerk's Office.)

Mr. Miles advised that the proposed budget represented a \$22,971.00 increase for the upcoming year and pointed out that the tipping fee increased to \$48.00 per ton which equated to ten cents per household, per month for each City resident, but still projected an annual decrease of \$100,000.00 in the amount of revenue from the City to the Resource Authority in the amount of waste brought to the transfer station.

Vice-Mayor Trinkle offered the following resolution:

(#40234-051815) A RESOLUTION approving the annual budget of the Roanoke Valley Resource Authority for Fiscal Year 2015 - 2016, upon certain terms and conditions.

(For full text of resolution, see Resolution Book No. 77, page 484.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40234-051815. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

PUBLIC ART-VALLEY METRO: Melanie Almeder, Associate Professor of Creative Writing and Literature, Roanoke College, appeared before the Council to share information with regard to the Art by Bus Writing Program.

(See copy of presentation on file in the City Clerk's Office.)

Ms. Almeder thanked Ride Solutions, The Roanoke Arts Commission and Valley Metro for the opportunity to be included in the Arts by Bus initiative. She pointed out that she rode on a public bus and wrote poems about the happenings on the bus ride. She recited a poem titled "Vernacular Number One, The Necessary Invocation."

Vice-Mayor Trinkle commended Ms. Almeder, the Arts Commission and Valley Metro on the collaborative effort in putting art front and center for the citizens and community.

Council Member Bestpitch commended all involved in the installation of the art along the Artwalk at the Bullitt Avenue between S. Jefferson Street and Williamson Road, S. W. He was pleased with the sculpture that used wood from the expired oak tree, which was removed during the renovations at Elmwood Park.

Mayor Bowers concurred in the comments about the Artwalk and commended Ms. Jennings and the Arts Commission for their efforts.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

CITY MANAGER:

BRIEFINGS:

2013 Community Carbon Emissions and Energy Summary

Dr. Sean McGinnis, Director, Virginia Tech's Green Engineering Program, shared with the Council the results of the 2013 Community Carbon Emissions and Energy Summary. He explained that the presentation highlighted the 2013 data and the data for 2014 and 2015 by the Virginia Department of Transportation was delayed. He highlighted the following information:

Roanoke GHG Emissions – Scale of Reduction

- Greenhouse gas emissions are measured using carbon dioxide as the reference, though these emissions include other gases
- 10% Carbon Dioxide Reduction = 230,000 tons
- City of Roanoke ~ 45,000 households
- 1 ton per household savings – “Save a Ton” Regional Campaign

1 ton CO₂
26 feet
26 feet
26 feet
1,500 cubes = 7.5 miles
Virginia Tech
Center for Energy

City of Roanoke Electricity Usage

Sector	2005 (kWh)	2013 (kWh)
Residential	502,467,664	481,753,007
Commercial	616,360,103	611,367,951
Industrial	487,843,077	423,842,823
Other	145,349,802	121,429,959
Totals	1,752,020,648	1,638,393,740
Year-to-Year Change		-6.5%
Year-to-2005 Change		-6.5%

2013 Roanoke Electrical Usage (kWh)
Residential 34%
Commercial 35%
Industrial 25%
Other 6%

Electricity Usage - City of Roanoke

Virginia Tech
Supporting the Future

He advised that carbon dioxide was the gas used for reference and the 10 percent reduction equaled 230,000 tons and divided by the 45,000 households in the City of Roanoke, requiring every household to save one ton of emissions.

City of Roanoke Natural Gas Usage

Sector	2005 (therms)	2013 (therms)
Residential	19,967,493	19,233,865
Commercial	13,087,409	12,233,766
Industrial	15,435,141	15,715,510
Totals	48,490,043	47,183,141
Year-to-Year Change		-2.7%
Year-to-2005 Change		-2.7%

2013 Roanoke Natural Gas Usage (Therms)
Residential 40%
Commercial 25%
Industrial 35%
Other 0%

Natural Gas Usage - City of Roanoke

Virginia Tech
Center for Energy

City of Roanoke VDOT Transportation Analysis

Year	MI	Change from Baseline (2005)
2005	736,548,004	0%
2006	744,814,285	+1.1%
2009	792,675,392	+7.6%
2010	816,696,741	+10.0%
2011	776,822,009	+5.3%
2012	751,636,635	+2.0%
2013	749,328,655	0.6%

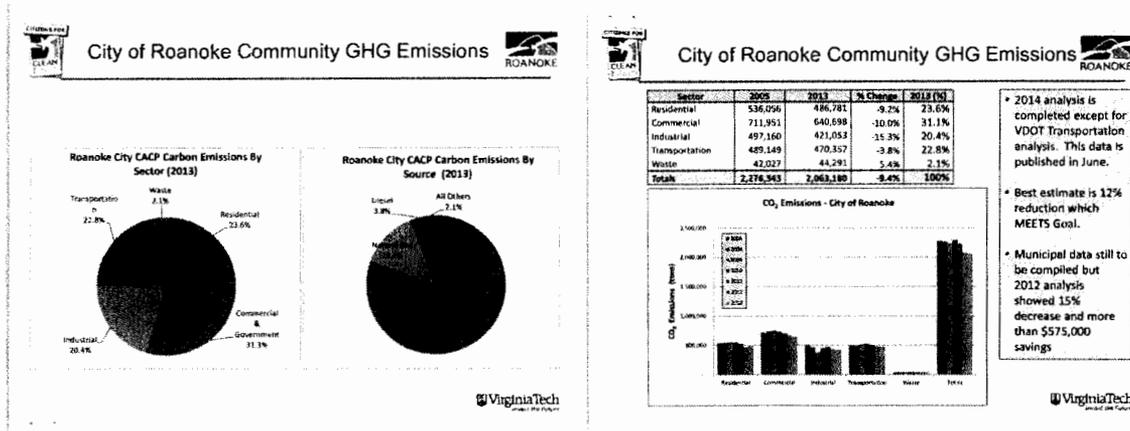
While most of the road miles in the City of Roanoke are secondary, the relative percentage of miles traveled on the primary and interstate roads is much higher due to traffic volume.

Roanoke City Road Miles by Category
Interstate 1.2%
Primary 10.7%
Secondary 88.1%

Roanoke City Vehicle Miles Traveled (VMT) By Road Type (2013)
Interstate 1.2%
Primary 10.7%
Secondary 88.1%

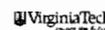
Virginia Tech
Center for Energy

He further advised that in terms of roads traveled within the Roanoke City limits, approximately 88 percent were secondary and primary roads actually carried more traffic including trucks.



Conclusions

- 2013 analysis indicates a decrease in Community greenhouse gas emissions of 9.4%. The City is currently on track to meet its City Council Resolution targets at the end of 2014.
- Municipal emissions are even lower and based on 2012 data will meet the higher goal for City Government.
- These GHG reductions also correspond to significant economic savings from decreased fuel usage and reduced environmental and health effects related to air and water quality.
- Sustainability requires continued leadership and initiatives in order to improve the environmental, health, and economics of the City for the future. As such, it is recommended that City Council should pass another resolution with a new target for the next 5 years.



(See presentation on file in the City Clerk's Office.)

Discussion:

Mayor Bowers inquired if the 12 percent reduction was from the last report or since 2009; whereupon, Dr. McGinnis replied that it was a 12 percent reduction from the baseline of 2005 when overall measurements began.

The City Manager thanked Dr. McGinnis for his efforts and recognized Ken Cronin, Director of General Services, and Nell Boyle, Sustainability Outreach Coordinator, who worked closely with the departments.

Mayor Bowers thanked Dr. McGinnis for the presentation and advised that the briefing would be received and filed.

ITEMS RECOMMENDED FOR ACTION:

HUMAN SERVICES-BUDGET-GRANTS: The City Manager submitted a written communication recommending acceptance and appropriation of funds from the Virginia Department of Social Services for the Southwest Virginia Regional Employment Coalition to maintain existing services for Temporary Assistance to Needy Families (TANF) population.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Price offered the following resolution:

(#40235-051815) A RESOLUTION authorizing the acceptance of an Employment Advancement for Temporary Assistance to Needy Families (TANF) Participants grant from the Virginia Department of Social Services (VDSS); authorizing the City of Roanoke to serve as the primary fiscal agent for the distribution of such funds to the provider agencies for services provided to the local departments of social services (DSS) in Roanoke City, Roanoke County, Franklin County, Botetourt County, and Craig County; and authorizing execution of any and all necessary documents to comply with the terms and conditions of the grant.

(For full text of resolution, see Resolution Book No. 77, page 484.)

Council Member Price moved the adoption of Resolution No. 40235-051815. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

Council Member Price offered the following budget ordinance:

(#40236-051815) AN ORDINANCE to appropriate funding from the Federal Government through the Commonwealth of Virginia Department of Social Services for the Southwest Virginia Regional Employment Coalition Grant, amending and reordaining certain sections of the 2015 - 2016 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 485.)

Council Member Price moved the adoption of Budget Ordinance No. 40236-051815. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

EQUIPMENT-BUDGET-POLICE-GRANTS: The City Manager submitted a written communication recommending appropriation of funds in the connection with the Federal Asset Forfeiture Sharing Program and the Department of Treasury Federal Asset Sharing Program, in order to replace equipment in the Police Department.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following budget ordinance:

(#40237-051815) AN ORDINANCE to appropriate funding from the Department of Justice Federal Asset Sharing Program and the Department of Treasury Federal Asset Sharing Program for enhancing law enforcement operations, amending and reordaining certain sections of the 2014 - 2015 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 486.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40237-051815. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

EQUIPMENT-BUDGET-POLICE-GRANTS: The City Manager submitted a written communication recommending appropriation of funds in connection with the State Asset Forfeiture Sharing Program in order to acquire new and replacement equipment in the Police Department.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following budget ordinance:

(#40238-051815) AN ORDINANCE to appropriate funding from the State Asset Sharing Program for enhancing law enforcement operations, amending and reordaining certain sections of the 2014 - 2015 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 487.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40238-051815. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

EQUIPMENT-BUDGET-FLEET MANAGEMENT: The City Manager submitted a written communication recommending appropriation of Fleet Management Retained Earnings in connection with the completion of alternative fuel initiatives at the Public Works Service Center.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following budget ordinance:

(#40239-051815) AN ORDINANCE to appropriate funding from the Fleet Management Fund Retained Earnings to Capital Improvements for the installation of propane autogas fuel infrastructure, amending and reordaining certain sections of the 2014-2015 Fleet Management Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 488.)

Vice-Mayor Trinkle moved the adoption of Budget Ordinance No. 40239-051815. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

CITY CODE-PENSION PLAN: The City Manager submitted a written communication recommending amendment of the City Code in connection with retirement benefits for Roanoke City employees, effective July 1, 2015.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following ordinance:

(#40240-051815) AN ORDINANCE amending and reordaining Section 22.3-27, Contributions and member's contribution account, Article IV, Contributions, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; Section 22.3-42, ESRS definitions, Division 1, ESRS, Article VII, Determination of Benefits, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; Section 22.3-43, Normal service retirement, Division 1, ESRS, Article VII, Determination of Benefits, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; Section 22.3-44, Early service retirement allowance, Division 1, ESRS, Article VII, Determination of Benefits, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; Section 22.3-45, Vested allowance, Division 1, ESRS, Article VII, Determination of Benefits, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; Section 22.3-76, Member Elections, Article XIII, Member Elections and Hybrid Program, of Chapter 22.3, Pensions and Retirement, Code of the City of Roanoke (1979), as amended; providing for effective dates; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 489.)

Vice-Mayor Trinkle moved the adoption of Ordinance No. 40240-051815. The motion was seconded by Council Member Bestpitch and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

BUDGET-EQUIPMENT-PARKING GARAGES: The City Manager submitted a written communication authorizing execution of Amendment No. 2 to the contract between the City of Roanoke and ThyssenKrupp for elevator/escalator maintenance and repair.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following resolution:

(#40241-051815) A RESOLUTION authorizing the City Manager's issuance and execution of an additional Amendment to the City's Contract with ThyssenKrupp Elevator Corporation ("ThyssenKrupp") for additional professional services for repairs to the Elmwood Park Parking Garage elevator; and authorizing the City Manager to take certain other actions in connection with such Amendment.

(For full text of resolution, see Resolution Book No. 77, page 494.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40241-051815. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

COMMENTS BY THE CITY MANAGER.

The City Manager shared the following comments:

Carillon Clinic Children's Hospital Playground

- Grand opening was held on Friday, May 15, in Elmwood Park to officially welcome citizens to the playground, which has a Peter Pan narrative.
- First themed playground constructed in a Roanoke city park.
- Features include:
 - Captain Hook's ship with a rope bridge spanning to the Peter Pan and the Lost Boys' treehouse.
 - Historically designed treasure maps that highlight several of Roanoke's local amenities.
 - A sponge-like, rubberized surface that adds fall resistance and mimics the colors of the sea, beach and forest.
 - An expansive and custom crocodile head that breaks through the blue, ocean-like surface.
- Special thanks to Roanoke Parks and Recreation staff for all the great work done for the playground.
- Kudos to the Library staff for planning Peter Pan-related activities in conjunction with the grand opening – face painting, balloon animals, children's theater, and more.

Leadership College Reception & Graduation

- On May 18, a catered reception will be held in the Municipal Building Lobby from 6:15 p.m. to 6:45 p.m. Council is invited to attend and greet the graduates.
- Awarding of certificates will be done during 7:00 p.m. Council meeting.

Festivals and Activities Continue

- Local Colors event was held on Saturday, May 16.
- Several Neighborhood Month events occurred over the weekend.

Coming soon: Festival in the Park

- May 22 – 24, Friday through Sunday, in Elmwood Park.
- Information on specific events and performances available at www.roanokefestival.com.

Police to Conduct Community Walk

- DMI Community Walk in the Melrose area.
- Wednesday, May 27, at 6:00 p.m.
- Walk will begin at Fire Station #2 (1920 Orange Avenue, N. W.).
- The two respective neighborhood groups –Melrose/Loudon and Melrose/Rugby will participate.
- The focus of this walk will be to identify problems in the specific areas such as trash, abandoned properties, graffiti removal, and any other issues that need to be addressed to enhance the quality of life for the community. City departments have been invited to participate in the walk as well.

Food Co-Op Recognized

- The National Co-op Grocers recently recognized Roanoke Natural Foods Co-op's, downtown co-op grocery store as one of the fastest growing in the nation.
 - News of this success comes as the downtown co-op celebrates its second anniversary on the Historic City Market in Downtown Roanoke. In the first quarter of 2015, sales growth averaged 35 percent for the downtown co-op, which operates out of the first floor of Center in the Square

CITY ATTORNEY:

CAPITAL IMPROVEMENT PROGRAM: The City Attorney submitted a written communication recommending correction of scrivener's error in Resolution No. 40228-051115.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Price offered the following resolution:

(#40242-051815) A RESOLUTION endorsing the update to the Capital Improvement Program submitted by the City Manager by City Council Agenda Report dated May 11, 2015.

(For full text of resolution, see Resolution Book No. 77 page 495.)

Council Member Price moved the adoption of Resolution No. 40242-051815. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded.)

REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF CITY COUNCIL:

Council Member Ferris invited the public to attend the Annual Lebanese Festival on May 29 – 31, 2015, from 11:00 a.m. to 8:00 p.m., at St. Elias Church.

At 3:14 p.m., the Council meeting was declared in recess for a Closed Meeting in the Council's Conference Room, Room 451, Fourth Floor, Noel C. Taylor Municipal Building.

(Council Member Rosen entered during the Closed Meeting. (3:28 p.m.).

At 4:24 p.m., the Council meeting reconvened in the Council Chamber, with Mayor Bowers presiding and all Members of Council in attendance.

OATHS OF OFFICE-ROANOKE CITY SCHOOL BOARD: The Mayor called attention to the upcoming expiration of the three-year terms of office of Mae G. Huff, Todd A. Putney and Richard M. "Dick" Willis as Trustees of the Roanoke City School Board ending June 30, 2015. Inasmuch as Ms. Huff and Mr. Putney having served three consecutive terms of office, each, they were not eligible for reappointment; whereupon, Mayor Bowers opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the names of Richard M. "Dick" Willis, Jr., Laura Day Rottenborn and Mark K. Cathey.

There being no further nominations, Richard M. "Dick" Willis was reappointed and Laura Day Rottenborn and Mark K. Cathey were appointed as Trustees of the Roanoke City School Board for three-year terms of office, each, commencing July 1, 2015 and ending June 30, 2018, by the following vote:

FOR MESSRS. WILLIS AND CATHEY AND MS. ROTTENBORN: Bestpitch, Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-7.

The City Attorney was instructed to prepare a resolution for adoption at the 7:00 p.m. session appointing the abovementioned Trustees.

CITY COUNCIL: With respect to the Closed Meeting just concluded Council Member Rosen moved that each Member of City Council certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-7.

NAYS: None-0.

At 4:28 p.m., Mayor Bowers declared the Council meeting in recess to be reconvened at 7:00 p.m., in the City Council Chamber, Room 450, Noel C. Taylor Municipal Building.

At 7:00 p.m., the Council meeting reconvened in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, with Mayor David A. Bowers presiding.

PRESENT: Council Members William D. Bestpitch, Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen, David B. Trinkle, and Mayor David A. Bowers-7.

ABSENT: None-0.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Cecelia T. Webb, Assistant Deputy City Clerk.

The Invocation was delivered by Mayor Bowers.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

ROANOKE CITY SCHOOL BOARD: Vice-Mayor Trinkle offered the following resolution appointing three School Board Trustees on the Roanoke City School Board for three-year terms of office, commencing July 1, 2015 and ending June 30, 2018:

(#40243-051815) A RESOLUTION appointing Mark K. Cathey, Laura Day Rottenborn, and Richard M. "Dick" Willis, Jr., as School Board Trustees of the Roanoke City School Board for terms commencing July 1, 2015, and ending June 30, 2018.

(For full text of resolution, see Resolution Book No. 76, page 496.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40243-051815. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-7.

NAYS: None-0.

PRESENTATIONS AND ACKNOWLEDGEMENTS:

ACTS OF ACKNOWLEDGEMENT-SCHOOLS: The Mayor recognized the Patrick Henry High School Forensic Team.

ACTS OF ACKNOWLEDGEMENT-LEADERSHIP COLLEGE: The Mayor recognized the graduates of the Leadership College and presented each with a Certificate of Appreciation.

He mentioned that a reception was held in the Main Lobby on the Second Floor of the Noel C. Taylor Municipal Building in honor of the graduates.

PUBLIC HEARINGS:

ZONING: Pursuant to Resolution No. 25523 adopted by the Council on Monday, April 6, 1981, the City Clerk having advertised a public hearing for Monday, May 18, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, on a request of Shakers Restaurant Corporation to rezone property located at 1909 Valley View Boulevard, N. W., from CG, Commercial General, to CLS, Commercial Large Site, subject to certain proffered conditions, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Tuesday, April 28, 2015 and Tuesday, May 5, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Planning Commission submitted a written report recommending approval of the rezoning request, finding that the Amended Application No. 1 is consistent with the overall goals of the City's Comprehensive Plan, Williamson Road Area Plan, and Zoning Ordinance as the subject property will be redeveloped for an active use in a manner compatible with the surrounding area, as amended.

(For full text, see report on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40244-051815) AN ORDINANCE to rezone certain property located at 1909 Valley View Boulevard, N. W., from CG, Commercial-General District, to CLS, Commercial-Large Site District, subject to certain conditions proffered by the applicant; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 497.)

Council Member Bestpitch moved the adoption of Ordinance No. 40244-051815. The motion was seconded by Council Member Ferris.

The Mayor inquired if there were persons present who wished to speak on the matter. There being none, he declared the public hearing closed.

There being no questions and/or comments by the Council Members, Ordinance No. 40244-051815 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-7.

NAYS: None-0.

ZONING: Pursuant to Resolution No. 25523 adopted by the Council on Monday, April 6, 1981, the City Clerk having advertised a public hearing for Monday, May 18, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, on a request of the Western Virginia Water Authority and Carilion Clinic Properties, LLC, to rezone three portions of property located at 2012 Jefferson Street, S. E., bearing Official Tax Map No. 4060502; a 2.0379 acre portion of property from ROS, Recreation and Open Space District, to INPUD, Institutional Planned Unit Development District; a 0.2518 acre portion of the property in the northwest corner adjoining Jefferson Street, S. E., from ROS, Recreation Open Space, to IN, Institutional District; and a 0.4453 acre portion of the property in the northwest corner adjoining Jefferson Street, S. E., from ROS, Recreation Open Space, to I-2, Heavy Industrial District, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Tuesday, April 28, 2015 and Tuesday, May 5, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Planning Commission submitted a written report recommending approval of the rezoning request, finding that the Amended Application No. 3 for rezoning from ROS (Recreation and Open Space District) to INPUD (Institutional Planned Unit Development District), IN (Institutional District), and I-2 (Heavy Industrial District) is consistent with the overall goals of the City's Comprehensive Plan and Zoning Ordinance, as amended.

(For full text, see report on file in the City Clerk's Office.)

Council Member Rosen offered the following ordinance:

(#40245-051815) AN ORDINANCE to amend § 36.2-100, Code of the City of Roanoke (1979), as amended, and the Official Zoning Map, City of Roanoke, Virginia, dated December 5, 2005, as amended, to rezone certain property located at 2012 Jefferson Street, S. E.; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 498.)

Council Member Rosen moved the adoption of Ordinance No. 40245-051815. The motion was seconded by Council Members Ferris and Lea.

Due to having a personal interest in the above-mentioned rezoning matter, Vice-Mayor Trinkle advised he would refrain from participating in any discussions; and read the following statement for the record:

"STATEMENT OF CONFLICT OF INTEREST

I, David B. Trinkle, state that I have a personal interest in agenda item B.2., regarding the request to rezone portions of property owned by the Western Virginia Water Authority, situated at 2012 Jefferson Street, S. E., bearing Official Tax Map No. 4060502, because my employer, Carilion Clinic, is affiliated with Carilion Clinic Properties, LLC, the entity that has an agreement to acquire a portion of this property. My only interest with Carilion Clinics is an employment interest.

Therefore, pursuant to Virginia Code Section 2.2-3112, I must refrain from participation in this matter. I ask that the City Clerk accept this statement and ask that it be made a part of the minutes of this meeting.

Witness the following signature made this 18th day of May, 2015.

S/David B. Trinkle
David B. Trinkle
Vice-Mayor and Member of Council

(See copy of Statement of Conflict of Interest on file in the City Clerk's Office.)

Maryellen F. Goodlatte, Esquire; Curtis Mills, Senior Vice-President for Facility Services, Carilion Clinic; and Gary Robertson, Executive Director, Water Operations, Western Virginia Water, appeared before the Council in support of the request.

The Mayor inquired if there were persons present who wished to speak on the matter.

Barbara Duerk, 2607 Rosalind Avenue, S. W., appeared before the Council and voiced concerns about the traffic in the area and encouraged the use of a roundabout.

There being no additional speakers, the Mayor declared the public hearing closed.

There being no questions and/or comments by the Council Members, Ordinance No. 40245-051815 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle abstained from the vote.)

ZONING: Pursuant to Resolution No. 25523 adopted by the Council on Monday, April 6, 1981, the City Clerk having advertised a public hearing for Monday, May 18, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, on a request of the City of Roanoke to vacate and release the public's right to use said portion of real property located at 2012 Jefferson Street, S. E., designated as Official Tax Map No. 4060502, known as Crystal Spring Park, owned by the Western Virginia Water Authority, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Tuesday, April 28, 2015 and Tuesday, May 5, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Planning Commission submitted a written report recommending approval of the vacation and release request, finding that the application for vacation of Crystal Spring Park located between Roanoke Memorial Hospital and the Western Virginia Water Authority Crystal Spring water treatment facility is a reasonable request, as amended.

(For full text, see report on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40246-051815) AN ORDINANCE vacating Crystal Spring Park as a public park for recreational and open space uses and releasing the public's right to use Crystal Spring Park; authorizing the City Manager to execute documents and to take any and all actions necessary to effect City Council's intent as evidenced by the adoption of this Ordinance; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 500.)

Council Member Bestpitch moved the adoption of Ordinance No. 40246-051815. The motion was seconded by Council Member Rosen.

Having a personal interest in the above-mentioned matter, Vice-Mayor Trinkle advised he would refrain from participating in any discussions; and read the following statement for the record:

"STATEMENT OF CONFLICT OF INTEREST

I, David B. Trinkle, state that I have a personal interest in agenda item B.3., regarding the request to vacate and release the public's right to use Crystal Spring Park located on property owned by the Western Virginia Water Authority, situated at 2012 Jefferson Street, S. E., bearing Official Tax Map No. 4060502, because my employer, Carilion Clinic, is affiliated with Carilion Clinic Properties, LLC, the entity that has an agreement to acquire a portion of this property from the Western Virginia Water Authority. My only interest with Carilion Clinics is an employment interest.

Therefore, pursuant to Virginia Code Section 2.2-3112, I must refrain from participation in this matter. I ask that the City Clerk accept this statement and ask that it be made a part of the minutes of this meeting.

Witness the following signature made this 18th day of May, 2015.

S/David B. Trinkle
David B. Trinkle
Vice-Mayor and Member of Council"

(See copy of Statement of Conflict of Interest on file in the City Clerk's Office.)

Maryellen F. Goodlatte, Esquire; Curtis Mills, Senior Vice-President for Facility Services, Carilion Clinic; Gary Robertson, Executive Director, Water Operations; and Mike McEvoy, Executive Director, Wastewater Operations, Western Virginia Water Authority, appeared before the Council in support of the request.

The Mayor inquired if there were persons present who wished to speak on the matter.

Barbara Duerk, 2607 Rosalind Avenue, S. W., appeared before the Council and inquired if the tennis courts could be relocated to another site for citizen use and if the Water Authority trucks at the entrance of the neighborhood could be relocated as well.

There being no additional speakers, the Mayor declared the public hearing closed.

The City Attorney advised that the Ordinance was revised to correct the date of the public hearing, which was incorrectly listed as April 20, 2015 instead of May 18, 2015.

R. Brian Townsend, Assistant City Manager for Community Development, provided background information, stating that in 2004 the City transferred its rights for the Crystal Springs facility to the Western Virginia Water Authority, but retained the rights to the tennis courts. He further advised that although the City disposed of the water feature, the rights that were transferred in 2004 must be vacated and Carilion has paid \$250,000.00 to replace the six tennis courts.

There being no questions and/or comments by the Council Members, Ordinance No. 40246-051815 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle abstained from the vote.)

WESTERN VIRGINIA WATER AUTHORITY: Pursuant to instructions by the Council, the City Clerk having advertised a public hearing for Monday, May 18, 2015 at 7:00 p.m., or as soon thereafter as the matter may be heard, to receive citizen comments with regard to Botetourt County becoming a member locality with the Western Virginia Water Authority, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Thursday, April 16, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Attorney submitted a written report recommending approval of the reorganization and expansion of the Western Virginia Water Authority ("Authority) by providing that Botetourt County, Virginia, join the Authority; and execute a Second Amended and Restated Articles of Incorporation of the Western Virginia Water Authority to accomplish such joinder, following comments from citizens and other interested parties regarding the proposed joinder of Botetourt County to the Authority.

(For full text, see report on file in the City Clerk's Office.)

Council Member Lea offered the following resolution:

(#40247-051815) A RESOLUTION approving the reorganization and expansion of the Western Virginia Water Authority (“Authority”) by providing that Botetourt County, Virginia, join the Authority; approving and authorizing the execution of a Second Amended and Restated Articles of Incorporation of the Western Virginia Water Authority to accomplish such joinder; and authorizing the appropriate public officials to take any actions and execute any documents necessary to accomplish such matters, all in accordance with Virginia Code Section 15.2-5112.

(For full text of resolution, see Resolution Book No. 77, page 502.)

Council Member Lea moved the adoption of Resolution No. 40247-051815. The motion was seconded by Council Member Bestpitch.

The City Attorney explained that the advertisement in the newspaper identified the City of Roanoke representatives of the Water Authority as Marc Fink, John P. Bradshaw, Jr., and Harvey Brookins; and if the reorganization ordinance was adopted, Roanoke City would be required to appoint three members to the newly constituted Water Authority, being John P. Bradshaw Jr., Harvey Brookins and Wayne Bowers who will replace Marc Fink. He further explained that if the matter did not proceed, Mr. Fink’s current term would expire on June 30, 2015, and an appointment to extend his term under the currently structured Water Authority would come before the Council at a future Council meeting.

Council Member Bestpitch inquired if the City residency requirement for Mr. Brookins had to be waived upon reappointment; whereupon, the City Attorney replied in the affirmative.

Mike McEvoy, Executive Director, Wastewater Operations, Western Virginia Water Authority, appeared before the Council and advised that under the proposal, nine employees from Botetourt County would be employed with the Authority, adding the Botetourt County utilities were worth approximately \$19 million, encompassing 1,200 water customers and 25 sewer customers; and as part of the joinder agreement, Botetourt County provides \$1.2 million in cash for system improvements with the Botetourt County customers paying a higher water rate for a period of five years.

Council Member Ferris commented that the joinder was a great example of regional cooperation.

Following additional dialogue regarding the boundaries of the Botetourt County utilities, Gary Robertson, Executive Director, Water Operations, Western Virginia Water, appeared before the Council and commented that a distribution system interconnecting the Roanoke area and Smith Mountain Lake was coming soon with only a six mile gap separating those areas.

In response to inquiry from the Mayor with regard to the City's involvement in discussions regarding water supply, the City Manager confirmed the City's involvement in the discussions.

The Mayor inquired if there were persons present who wished to speak on the matter. There being none, he declared the public hearing closed.

There being no additional questions and/or comments by the Council, Resolution No. 40247-051815 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-7.

NAYS: None-0.

At this point, Council Member Rosen left the meeting (8:38 p.m.)

CITY PROPERTY-TAXES: Pursuant to instructions by the Council, the City Clerk having advertised a public hearing for Monday, May 18, 2015 at 7:00 p.m., or as soon thereafter as the matter may be heard, on the request of Child Health Investment Partnership (commonly known as CHIP), for designation of its real property located at 1215 3rd Street, S. W., known as Official Tax Map No. 1023008, as exempt from taxation, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Monday, May 11, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Manager submitted a written report recommending adoption of an ordinance to authorize the Child Health Investment Partnership's exemption from real property taxation, pursuant to Article X, Section 6(a)6 of the Constitution of Virginia, effective July 1, 2015.

(For full text, see report on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following ordinance:

(#40248-051815) AN ORDINANCE exempting from real estate property taxation certain property located at 1215 3rd Street, S.W., Roanoke, Virginia, and depicted as Official Tax Map No. 1023008, owned by Child Health Investment Partnership (commonly known as CHIP) (hereinafter "the Applicant"), an organization devoted exclusively to charitable or benevolent purposes on a non-profit basis; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 509.)

Vice-Mayor Trinkle moved the adoption of Ordinance No. 40248-051815. The motion was seconded by Council Member Price.

The Mayor inquired if there were persons present who wished to speak on the matter. There being none, he declared the public hearing closed.

There being no questions and/or comments by the Council Members, Ordinance No. 40248-051815 was adopted by the following vote:

AYES: Council Members Bestpitch, Ferris, Lea, Price, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Rosen was not present when vote was recorded).

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

Jeff Artis, 1420 Rorer Avenue, S. W., appeared before the Council and announced the Juneteenth Festival to be held on June 13, 2015, at Washington Park, from 12:00 p.m. to 3:00 p.m. with a gospel concert from 3:00 p.m. to 6:00 p.m. He advised that inasmuch as he has been named the new Assistant Principal of Patrick Henry High School, this would be his last year as Chair of the Festival and thanked the Council for their continued support of the event.

Several Members of the Council congratulated Mr. Artis on his new position as Assistant Principal.

Carrie Poff, 2473 Highland Road, S. E., representing the Riverdale Farm Neighborhood Association, appeared before the Council and presented the Vision of Southeast Roanoke, noting that the cottages would be wonderful vacation rentals for out of town guests, visiting the Carilion Roanoke Memorial Hospital or sports complex and asked for Council's support in transforming the neighborhood.

The Mayor referred the matter to the City Manager for review and report back to the Council.

Jim Thompson, 1328 Chapman Avenue, S. W., appeared before the Council and expressed concern about a nuisance rooster located in his neighborhood, noting that the rooster crowed all day and at night as early as 2:00 a.m. He inquired as to what could be done about the rooster.

David Hess, 509 14th Street, S. W., appeared before the Council expressed concern about a nuisance rooster, noting that the chicken coop faced his property. He asked if an ordinance could be adopted to address the rooster issue.

Council Member Ferris asked for clarity on the options with regard to the complaint against the inconsiderate neighbor with the rooster.

The City Attorney explained that to change the City Code would be an involved process; however the first option is to call the police while witnessing the misdemeanor taking place, file for a warrant with the Magistrate and be subpoenaed to appear in court or pursue a civil nuisance action, which requires the hiring of an attorney. He noted that although Police Chief Perkins was empathetic, he had not received any complaints, but would take any complaints on the matter seriously.

There being no further business to come before the Council, Mayor Bowers declared the Council meeting adjourned at 9:19 p.m.

A P P R O V E D

ATTEST:

Cecelia T. Webb, CMC
Assistant Deputy City Clerk

David A. Bowers
Mayor

ROANOKE CITY COUNCIL-REGULAR SESSION

June 1, 2015

9:00 a.m.

The Council of the City of Roanoke met in regular session on Monday, June 1, 2015, at 9:00 a.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Rule 1, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 39982-070714 adopted by the Council on Monday, July 7, 2014, with Mayor David A. Bowers presiding.

PRESENT: Council Members Raphael E. Ferris, Sherman P. Lea, Anita J. Price (arrived late), Court G. Rosen (arrived late), David B. Trinkle, and Mayor David A. Bowers-6.

ABSENT: Council Member William D. Bestpitch-1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Sherman M. Stovall, Assistant City Manager for Operations; Daniel J. Callaghan, City Attorney; Andrea Trent, Assistant Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

CITY COUNCIL: A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of the Mayors as abovementioned. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Ferris, Lea, Trinkle, and Mayor Bowers-4.

NAYS: None-0.

(Council Member Bestpitch was absent.)(Council Member Price and Rosen were not present when the vote was recorded.)

CITY COUNCIL: A communication from Council Member Sherman P. Lea, Chair, City Council Personnel Committee, requesting that Council convene in a Closed Meeting to discuss a personnel matter, being the mid-year performances of Council-Appointed Officers, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Lea moved that Council concur in the request as abovementioned. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Ferris, Lea, Trinkle, and Mayor Bowers-4.

NAYS: None-0.

(Council Member Bestpitch was absent.)(Council Member Price and Rosen were not present when the vote was recorded.)

ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA: NONE.

TOPICS FOR DISCUSSION BY THE MAYOR AND MEMBERS OF COUNCIL: NONE.

BRIEFINGS:

Western Virginia Regional Industrial Facility Authority Site Study Results

Beth Doherty, Executive Director Regional Partnership of Roanoke Valley, gave an overview of the results with regard to the Western Virginia Regional Industrial Facility Authority Site Study:



REAL ESTATE DEMAND

	50 Acres or More	Less than 50 Acres
Jobs	500	150
Investment	\$200M	\$40M



REAL ESTATE SUPPLY

Location	Contiguous	Shovel Ready	Pad Sizes	Interstate	Rail	Gas
Botetourt Center at Greenfield	100	Yes	8.5	3	No	Yes
Roanoke Co. Center for Res. & Tech.	57	Yes	11.0	-2	No	Yes
Roanoke Centre for Indus. & Tech.	54	Yes	7.2 - 18.6	3	No	Yes
Franklin Rocky Mount Industrial Park	49	No	-	+5	Yes	No
Copty Property	18	No	-	3	No	Yes
Vinton Business Park	18	Yes	6.5	4.5	No	Yes
Tripple Creek Industrial Site	18	No	-	+5	No	No
Valley Tech Park	8.4	Yes	8.4	2	No	Yes

"In regards to real estate, the Roanoke Region is not competitive for projects that require 40+ acres of developable, ready-to-go property." - quote from VEDP



ROANOKE REGIONAL
PARTNERSHIP

REGIONAL ANALYSIS

Goal: Identify Single User Industrial Site
Opportunities of At Least 100 Acres

Locality	Parcels	# 50+ acres
Botetourt County	20,282	1,058
Roanoke County*	46,412	607
City of Roanoke	44,499	29
City of Salem	10,594	8
Franklin County	43,726	2,235
Total Parcels	165,530	3,937

* Town of Vinton is included in Roanoke County figures



ROANOKE REGIONAL
PARTNERSHIP

SITE SELECTION

Stage 1	165,530	Criteria
Slope Analysis	157,979	Less than 30% of the parcel is covered by slope that is greater than 10%
Karst Features	155,883	Parcels that do not contain any Karst Features
Wetland Coverage	155,297	Parcels that have less than 25% of area covered by a wetland
Zoning	34,901	parcels that are not zoned Residential, and are 1500' feet from residential zoning
Threatened & Endangered Species	34,821	Parcels that do not contain any Threatened and Endangered Species
Major Roads	19,406	Parcels that are 3 miles from a 4 lane road
National Forest	19,310	Parcels that do not contain any National Forests
Stage 2	19,310	Criteria
Electric	16,848	Parcel must be within two miles
Water	3,614	Parcel must be within two miles
Sanitary Sewer	1,996	Parcel must be within two miles



EVALUATION CRITERIA

- 100 acres minimum
- Limited number of landowners
- Avoid floodplain locations
- Average slope <5% for minimum 80 acre pad
- Maximize buffer from residential areas
- Regular configuration (square or rectangular shape)
- Preference for high visibility/highway access
- Utilities (power, water, sewer, fiber, natural gas) within 2 miles



SITES BY SIZE

Site Size Range	Number
< 100 acres	0
100 to 200	6
200 to 500	2
>500 acres	2
Total Sites	10



ROANOKE REGIONAL
PARTNERSHIP

TOP THREE SITE SUMMARY

	Site 1	Site 2	Site 3
Acreage	135	153	860
Developable Acreage	119	139	579
Total Cost Estimate	\$18,950,000	\$21,070,000	\$53,478,000
Annual Revenue Projection at Build Out	\$2,404,800	\$2,606,475	\$1,652,813
Potential Yield	8,890 SF/acre	7,520 SF/acre	3,580 SF/acre
Closest Water	12" adjacent	16" adjacent	12" adjacent
Closest Sewer	8" adjacent	10" and 8" adjacent	8" adjacent
Property Owners	11	1	4



ROANOKE REGIONAL
PARTNERSHIP

NEXT STEPS

- Funding model
 - Ongoing administrative costs
 - Additional characterization/due diligence
- Due diligence
- Site control
- Site improvement and preparation
- Marketing

(See copy of presentation on file in the City Clerk's Office.)

In her concluding remarks, Ms. Doherty expressed appreciation for the City's active participation in the business venture.

Following comments by Council Members, Mayor Bowers advised that the presentation would be received and filed.

Single Stream Recycling

Skip Decker, Manager, Solid Waste Management, gave an overview presentation on the rollout of a Single Stream Recycling Program:



Solid Waste Management Services

- Trash Collection
- Bulk Collection
- Brush Collection
- Physically Challenged Collection
- Recycling Collection
- Downtown Trash Compactor Program

TOTAL OPERATING BUDGET FY 15-16: **\$6,734,727**



Solid Waste Management Customers

- **33,327** households receive all collection services
- **652** small businesses and churches that receive trash and recycling collection services





Solid Waste Management Recycling Statistics



In the last 12 months:

- Total recycling collected is **3,182.18 tons**
- Current monthly average of recycling is **259.68 tons**
- Household participation rate is **40%**



Single Stream Recycling Single Stream: How does it work?



All recyclables in a single container:

- Plastics 1 – 7
- Glass
- Cans
- Mixed Paper
- Newspaper
- Cardboard





Request For Proposal



Recycling Disposal Solutions - sole bidder

- 35,000 – 96 gallon containers
- 3,500 – 64 gallon containers
- RFID products, readers and software
- Processing of materials
- Educational assistance to market the program
- Container Distribution for an October 5th target start date

Recycling Bins



RFID Tags



Single Stream Recycling Cost of the Program



Proposed Rates:

- \$34.85 per ton for single stream based upon a minimum of 700 tons per month
- Term of Contract – 5 years, with an option to renew for another 5 years

Current Rates:

\$19.00 per ton of mixed paper
\$37.00 per ton bottles & cans
\$27.50 per ton single stream pilot



Single Stream Recycling



Projected Tonnage

Communities that convert from dual stream to single stream typically double the amount of recycling collected.

<u>Current</u>	<u>Projected</u>	<u>Goal</u>
250 tons	500 tons	700 tons



Single Stream Recycling



Cost / Savings Variables

	Expenses	Savings
Temporary labor savings		\$130,000
Tip fee reductions (1st year)		\$147,000
Miscellaneous personnel	\$33,000	
Marketing costs	<u>\$45,000</u>	
TOTALS:	\$88,000	\$277,000



Single Stream Recycling Net Cost Savings over 10 year Period



Single Stream Recycling Assumptions

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Assuming Recycling Through increases to 700 tons per month										
Real Monthly Fee at 700 tons	\$762,740	\$752,740	\$742,740	\$732,740	\$722,740	\$712,740	\$702,740	\$692,740	\$682,740	\$672,740
Total FY16 Budget Recycling Fees	\$91,145	\$91,150	\$91,155	\$91,160	\$91,165	\$91,170	\$91,175	\$91,180	\$91,185	\$91,190
Additional Budget Required	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145	\$199,145
Trash Fee for FY 2016	\$49	\$50	\$51	\$52	\$53	\$54	\$55	\$56	\$57	\$58
Total Data Curbside Recycled (average)	190	200	210	220	230	240	250	260	270	280
Single Stream Kinds to be Recycled (average)	400	405	410	415	420	425	430	435	440	445
Additional Fees (average)	290	295	300	305	310	315	320	325	330	335
Cost Avoidance of Trash	(\$147,900)	(\$148,000)	(\$148,100)	(\$148,200)	(\$148,300)	(\$148,400)	(\$148,500)	(\$148,600)	(\$148,700)	(\$148,800)
Temporary Labor Savings	(\$180,000)	(\$176,000)	(\$172,000)	(\$168,000)	(\$164,000)	(\$160,000)	(\$156,000)	(\$152,000)	(\$148,000)	(\$144,000)
One Time Marketing and Promotion Costs	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Recyclability of Driver Leadership to Assist Tech 20 ¹	\$23,990	\$44,470	\$74,950	\$105,430	\$135,910	\$166,390	\$196,870	\$227,350	\$257,830	\$288,310
Responsible Funding for Position 1309 ²	\$46,750	\$45,820	\$44,890	\$43,960	\$43,030	\$42,100	\$41,170	\$40,240	\$39,310	\$38,380
Overtime	\$13,150	\$11,730	\$10,310	\$8,890	\$7,470	\$6,050	\$4,630	\$3,210	\$1,790	\$3,000
Net Cost (Savings)	\$57,021	\$10,777	\$9,383	(\$3,799)	(\$2,308)	(\$803)	\$1,835	\$2,908	\$4,717	\$6,562

¹ Conservative estimate of 500 tons per month.
² Driver leader reclassification adjusted up 2% for pay increase in FY 2016. Assuming 2% salary growth in each year following FY 2016.
³ Position 1309 adjusted up 4.5% for FY 2016. Assuming 2% salary growth in each year following FY 2016.



Single Stream Recycling Proposed Changes to Service



Return to "A" Week and "B" Week:
Service half of each quadrant each week

100 Main St—A Week Pick up trash and single stream
 100 Main St—B Week Pick up trash only





Single Stream Recycling Proposed Changes to Service



- Bulk and Brush collected every week
- Brush piles no smaller than 4' x 4' x 4' and no larger than 6' x 6' x 6' and limited to one bundle per week
- Bulk collected weekly and limited to 3 items per week
- Bagged trash no longer allowed as a bulk item



THE RECYCLING PARTNERSHIP Grant Opportunity



The Curbside Value Partnership is a 501(c)(3) organization that currently administers three distinct programs.

CVP
CONNECT

Outreach support for smaller communities

CVP
Classic

Community marketing campaigns

 THE RECYCLING
PARTNERSHIP

Infrastructure, education & technical assistance

Over a decade's experience in more than 35 partner communities



Single Stream Recycling



Grant

- Recycling Partnership was created to lend that support to improve recycling participation with tools and support for small cities
- Grant is funded by corporations that are vested in improved packaging and interested in seeing increased recycling by providing support to local governments
- Roanoke has been offered a grant valued at \$179,000 for the following activities:
 - A professionally created marketing/ outreach campaign (FREE)
 - Creation of an outreach and implementation plan with technical support
 - Implementation of curbside single stream recycling



Single Stream Recycling



QUESTIONS?

(See copy of presentation on file in the City Clerk's Office.)

In his concluding remarks, Mr. Decker announced that the Kick-off date for the Single Stream Recycling will be October 5, 2015.

Following concurrence by the Council in support of the recycling program, with the commencement of a Kick-off Date of October 5, 2015, the Mayor noted that the presentation would be received and filed.

At 9:55 a.m., the Council meeting was declared in recess.

At 10:30 a.m., the Council meeting reconvened in the Council Chamber, Mayor Bowers presiding, with all Members of the Council in attendance, with the exception of Council Member Bestpitch.

Real Estate Rehabilitation Tax Abatement Program

Susan Lower, Director of Real Estate Valuation, provided an update on the Real Estate Rehabilitation Tax Abatement Program:

WHAT IS THE REHAB PROGRAM?

- A city-wide program that was developed to encourage rehabilitation, repair, and/or replacement of buildings in the City of Roanoke by providing an incentive through an abatement on real property taxes.
- The amount of the tax abatement is based on the increase in assessed value of each building that has been repaired, renovated, or replaced.
- Example:

	Assessed Value	Tax @ \$1.22 p/ 100% of Value
Before Rehab	\$100,000	\$1,220
After Rehab	\$250,000	\$3,050
Difference	\$150,000	\$1,830 (Credit p/year)

$\$3,050 - \$1,830 \text{ (credit)} = \$1,220 \text{ Tax owed per year!}$

2

BACKGROUND / OVERVIEW

- Established Rehab Program in 1981
- Revised Rehab Program in 2000, 2005, 2010
- Established a Marketing Program
- Target Neighborhoods - (Historic, Conservation and Rehab Districts)
- Established a Timeline for Rehab Completion
- Program "sunsets" in 5 year intervals (Expires June 2015).

3

Qualifications

	RESIDENTIAL	COMMERCIAL
Age Of Structure	40	25
Minimum Assessment Increase to Qualify	40%	60%
Square Foot Restrictions	None	Less than 100%
Rehab Application Fee	\$50	\$50

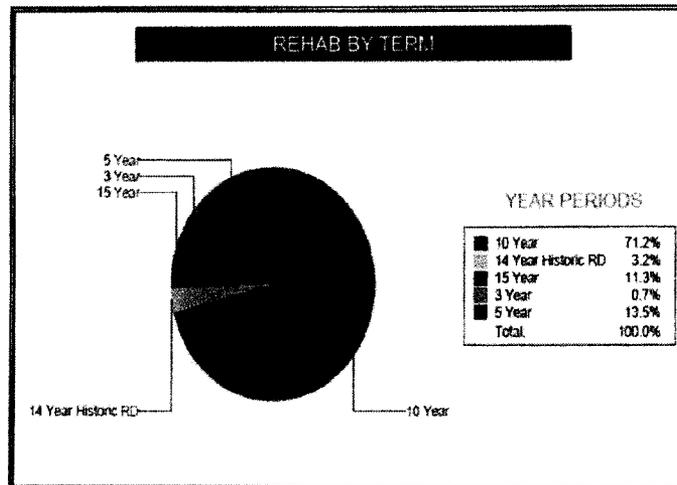
- To apply for rehab, owner must be current on all real estate taxes.
- To remain in the rehab program, taxes must be kept current.
- To remain in the rehab program, the buildings must comply with the City's building, zoning, and nuisance codes.

TERMS FOR REHAB ABATEMENT

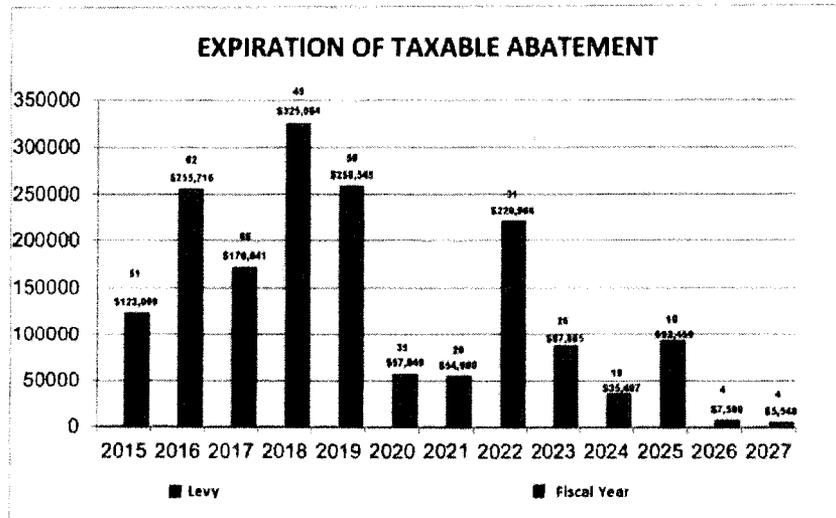
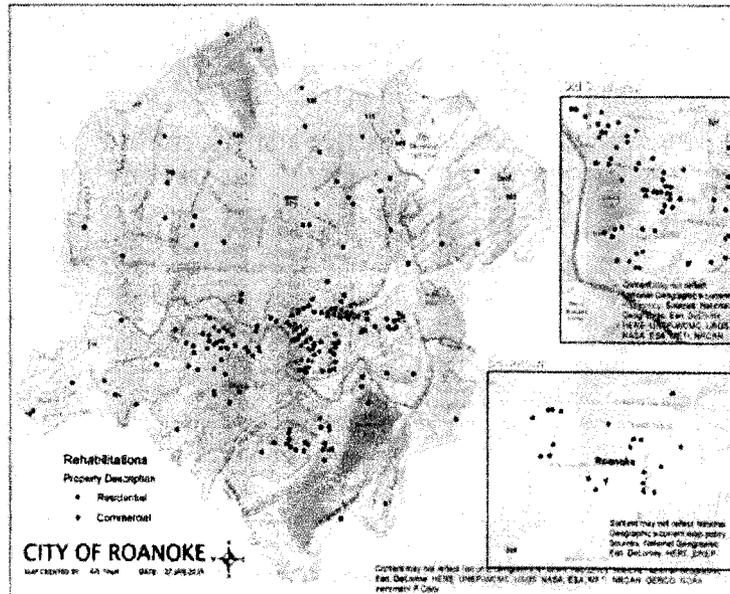
- 3 years: If before value of the Residential Building is greater than or equal to \$300,000
- 5 years: City wide for both Commercial and Residential Buildings
- 10 years: Commercial and Residential Buildings in H1, H2 Historic Districts, Conservation Districts, Rehab Districts
- Additional 4 years: 50% reduction in the number of residential units*

(*20% gradual percentage reduction in the abatement over the additional 4 years)

5



6



RECOMMENDATIONS AND NEXT STEPS?

- **No change to program**
- **Extend for 5 additional years**
- **Adopt Ordinance on June 15, 2015**

ANY QUESTIONS?

(See copy of presentation on file in the City Clerk's Office.)

At the conclusion of the presentation, Council was asked to adopt an ordinance at its June 15, 2015 meeting to amend the City Code to extend the expiration date in order to allow partial tax exemptions on the rehabilitation of residential, commercial and industrial real property. City Council concurred in the recommendation and the City Attorney was instructed to prepare the proper measure for action by the Council at its meeting on June 15.

There being no comments and/or questions by the Council Members, the Mayor advised that the presentation would be received and filed.

At 10:45 a.m., the Council meeting was declared in recess until 2:00 p.m., for a Closed Meeting in the Council's Conference Room, Room 451, Fourth Floor, Noel C. Taylor Municipal Building.

(Council Member Rosen arrived at 12:45 p.m.; and Council Member Price arrived at 1:25 p.m., during the Closed Meeting.)

At 2:00 p.m., the Council meeting reconvened in the Council Chamber, with Mayor David A. Bowers presiding.

PRESENT: Council Members Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen, David B. Trinkle and Mayor David A. Bowers-6.

ABSENT: Council Member William D. Bestpitch-1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Sherman M. Stovall, Assistant City Manager for Operation; Daniel J. Callaghan, City Attorney; Andrea Trent, Assistant Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Dr. Edward T. Burton, Pastor Emerities, Sweet Union Baptist Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

CITY COUNCIL: With respect to the Closed Meeting just concluded Council Member Ferris moved that each Member of City Council certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

PRESENTATIONS AND ACKNOWLEDGEMENTS:

ACTS OF ACKNOWLEDGEMENT-PUBLIC WORKS: Mayor Bowers recognized Joe Brewer, Kenny Lang and Edria Wimmer as recipients of the American Public Works Association 2015 Mid-Atlantic Regional Awards; and Billy Basham as recipient of the Recycler of the Year Award.

FINANCE-ACTS OF ACKNOWLEDGEMENT: Mayor Bowers advised that the presentation of the Government Finance Officers Certificate and Award of Financial Reporting Achievement to the Finance Department was withdrawn and would be presented at a future Council Meeting.

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

Robert Gravely, 3360 Hershberger Road, N. W., appeared before the Council and again spoke about the termination of his employment with the City of Roanoke.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda are considered to be routine by the Members of Council and would be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion were desired, the item would be removed from the Consent Agenda and considered separately. The Mayor called attention to three requests for public hearings by the City Manager scheduled to be held on Monday, July 20 at 7:00 p.m.

MINUTES: Minutes of the regular meeting of Council held on Monday, January 5, 2015, were before the body.

(See Minutes on file in the City Clerk's Office.)

Council Member Ferris moved that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

CITY-OWNED PROPERTY: A communication from the City Manager requesting that Council schedule a public hearing for Monday, July 20, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, or at such later date and time as the City Manager shall determine, to consider whether acquisition of real property interests by eminent domain for the Fresno Street-Aspen Street Drainage Improvements Project constitutes a public use with the meaning of Section 1-219.1, Code of Virginia (1950), as amended; and whether eminent domain may be used by the City to acquire the real estate interests needed for the Project, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of the City Manager as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

CITY-OWNED PROPERTY: A communication from the City Manager requesting that Council schedule a public hearing for Monday, July 20, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, or at such later date and time as the City Manager shall determine, to consider whether acquisition of real property interests by eminent domain for the Queen Avenue – Courtland Road Drainage Improvements Project constitutes a public use with the meaning of Section 1-219.1, Code of Virginia (1950), as amended; and whether eminent domain may be used by the City to acquire the real estate interests needed for the Project, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of the City Manager as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

CITY-OWNED PROPERTY: A communication from the City Manager requesting that Council schedule a public hearing for Monday, July 20, 2015, at 7:00 p.m., or as soon thereafter as the matter may be heard, or at such later date and time as the City Manager shall determine, to consider whether acquisition of real property interests by eminent domain for the Cove Road – Andrews Road Drainage Improvements Project constitutes a public use with the meaning of Section 1-219.1, Code of Virginia (1950), as amended; and whether eminent domain may be used by the City to acquire the real estate interests needed for the Project; was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of the City Manager as above described. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

ROANOKE NEIGHBORHOOD ADVOCATES: The Annual Roanoke Neighborhood Advocates FY2014-2015 State of the Neighborhood Report, was before the body.

(See report on file in the City Clerk's Office.)

Council Member Ferris moved that the Annual Report be received and filed. The motion was seconded by Vice-Mayor Trinkle adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION-ROANOKE ARTS COMMISSION-PERSONNEL AND EMPLOYMENT PRACTICES COMMISSION-FAIR HOUSING BOARD-VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL ADVISORY BOARD-ARCHITECTURAL REVIEW BOARD: Report of qualifications of the following individuals were before the Council:

The Honorable William D. Bestpitch as an Elected representative and Braxton Naff as a Citizen At-Large representative of the Roanoke Valley-Alleghany Regional Commission for three-year terms of office, each, ending June 30, 2018;

Lucy H. Lee and Greg Webster as members of the Roanoke Arts Commission for three-year terms of office, each, ending June 30, 2018;

The Reverend Dr. William L. Lee as a member of the Personnel and Employment Practices Commission for a three-year term of office ending June 30, 2018;

Charlotte H. Davis as a member of the Fair Housing Board for a term of office ending March 31, 2018;

J. Granger Macfarlane as a City representative of the Virginia Western Community College Local Advisory Board for a four-year term of office ending June 30, 2019; and

D. David Parr, Jr., as a member of the Architectural Review Board for a term of office ending October 1, 2018.

(See Oaths of Affirmations of Office on file in the City Clerk's Office.)

Council Member Ferris moved that the report of qualifications be received and filed. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

REGULAR AGENDA

PUBLIC HEARING: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

BUDGET-GRANTS-EMERGENCY SOLUTIONS: The City Manager submitted a written communication recommending acceptance and appropriation of certain entitlement funding for the 2015 - 2016 fiscal year from the U. S. Department of Housing and Urban Development in connection with the Community Development Block Grant, Home Investment Partnerships Program Grant and Emergency Solutions Grant.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Rosen offered the following resolution:

(#40250-060115) A RESOLUTION authorizing acceptance of certain entitlement funding for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) Grant, and the Emergency Solutions Grant (ESG), from the U. S. Department of Housing and Urban Development; upon certain terms and conditions, and authorizing the execution of the necessary grant documents required to accept such funding.

(For full text of resolution, see Resolution Book No. 77, page 512.)

Council Member Rosen moved the adoption of Resolution No. 40250-060115. The motion was seconded by Vice-Mayor Trinkle and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Rosen offered the following budget ordinance:

(#40251-060115) AN ORDINANCE to appropriate funding from the Department of Housing and Urban Development (HUD) for the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program, and Emergency Solutions Grant (ESG), amending and reordaining certain sections of the 2015 - 2016 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 513.)

Council Member Rosen moved the adoption of Budget Ordinance No. 40251-060115. The motion was seconded by Vice-Mayor Trinkle and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

BUDGET-HUMAN SERVICES: The City Manager submitted a written communication recommending approval of recommendations of the Human Services Advisory Board's allocations for funding of various qualified agencies for Fiscal Year 2015 - 2016; and execution of a contract with the Council of Community Services to perform the necessary audits of all funded programs by such agencies.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Price offered the following resolution:

(#40252-060115) A RESOLUTION concurring in the recommendations of the Human Services Advisory Board ("Board") for allocation of City funds to various qualified agencies to assist such agencies in the performance of their programs for Fiscal Year 2015 - 2016, and authorizing the City Manager or his designee to execute a contract with the Council of Community Services to perform the necessary performance audits to evaluate the effectiveness and efficiency of all the funded programs by such agencies.

(For full text of resolution, see Resolution Book No. 77, page 517.)

Council Member Price moved the adoption of Resolution No. 40252-060115. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Price offered the following budget ordinance:

(#40253-060115) AN ORDINANCE to transfer funding to specific Human Services Committee agencies, amending and reordaining certain sections of the 2015 - 2016 General Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 518.)

Council Member Price moved the adoption of Budget Ordinance No. 40253-060115. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

BUDGET-ROANOKE ARTS: The City Manager submitted a written communication recommending approval of recommendations of the Roanoke Arts Commission's allocations for funding of various nonprofit agencies for Fiscal Year 2015 – 2016.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following resolution:

(#40254-060115) A RESOLUTION concurring with and approving the recommendations of the Roanoke Arts Commission's ("Arts Commission") allocation of City funds to various nonprofit agencies for Fiscal Year 2015 - 2016.

(For full text of resolution, see Resolution Book No. 77, page 520.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40254-060115. The motion was seconded by Council Member Price and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Vice-Mayor Trinkle offered the following budget ordinance:

(#40255-060115) AN ORDINANCE to transfer funding to specific Art Commission agencies, amending and reordaining certain sections of the 2015 - 2016 General Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 77, page 521.)

Vice-Mayor Trinkle moved the adoption of Budget Ordinance No. 40255-060115. The motion was seconded by Council Member Price and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

CITY PROPERTY-HOUSING: The City Manager submitted a written communication recommending authorization to designate property at 425 Church Avenue, S. W., 0 Church Avenue, S. W., 407 Church Avenue, S. W., and 420 Campbell Avenue, S. W., as being a revitalization area in order to facilitate project financing by the Virginia Housing Development Authority.

(For full text, see communication on file in the City Clerk's Office.)

Vice-Mayor Trinkle offered the following resolution:

(#40256-060115) A RESOLUTION designating the area of the City of Roanoke, Virginia situated at 425 Church, S. W., Roanoke, Virginia, 0 Church Avenue, S. W., Roanoke, Virginia, 407 Church Avenue, S. W., Roanoke, Virginia, and 420 Campbell Avenue, S. W., Roanoke, Virginia, as a revitalization area in accordance with Section 36-55.30:2.A, Code of Virginia (1950), as amended; and authorizing the City Manager to execute the necessary documents, provide any additional information, and to take any necessary actions to advise the Virginia Housing Development Authority (VHDA) of such designation.

(For full text of resolution, see Resolution Book No. 77, page 522.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40256-060115. The motion was seconded by Council Member Price and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

LEASES-EQUIPMENT: The City Manager submitted a written communication recommending execution of an Intergovernmental for the operation and maintenance of a joint public safety radio system Agreement with the Counties of Roanoke and Franklin.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Ferris offered the following ordinance:

(#40257-060115) AN ORDINANCE authorizing the City Manager to enter into and execute an Intergovernmental Agreement for a Joint Public Radio System ("Agreement") with Roanoke County and Franklin County pursuant to Section 15.2-1300 of the Code of Virginia (1950) as amended, for the establishment, maintenance, and operation of the Roanoke Valley Radio System; terminating the existing intergovernmental agreement between the City and Roanoke County for the operation of such system, upon certain terms and conditions, and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 77, page 524.)

Council Member Ferris moved the adoption of Ordinance No. 40257-060115. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

COMMENTS OF CITY MANAGER:

The City Manager offered the following comments:

Upcoming Events

Big and Rich

- Friday, June 5
- Elmwood Park, 7:30 p.m.
- Part of the 2015 Budweiser Summer Concert Series.
- General Admission tickets are available through the Berglund Center Ticket Office.

2nd Sunday Art Market

- Sunday, June 14
- City Market Building, 11:00 a.m. – 3:00 p.m.
- Sponsored by the Market Building Foundation, Downtown Roanoke Inc., and Big Lick Entertainment.
- Future events will be held the second Sunday of each month through December, featuring artists from around the region displaying works of fine art, crafts, and music performances.

City Pools Opening Soon

- Fallon Park Swimming Pool – opens June 5
 - Hours: Friday and Saturday: Noon – 7:00 p.m., Sunday: Noon – 6:00 p.m.
- Washington Park Swimming Pool – opens June 8
 - Hours: Monday, Tuesday, and Thursday: Noon – 6:00 p.m.
- Pools will offer Swim Camps and Aquatic Programs
- Swim lessons are also provided at a minimal fee.
- Admission:
 - Ages 4 and under FREE
 - Ages 5-15: \$2.00; Ages 16+: \$3.00
- Both facilities are available for private party rentals on weekend evenings
- Pools will close on August 9.

CITY ATTORNEY-INTERNET-FIRE/EMS: The City Attorney submitted a written report recommending authorization to waive the City's sovereign immunity with regard to the a service agreement between the City of Roanoke and Comcast Cable Communications Management, LLC, d/b/a Comcast for the provision of internet services to City of Salem Fire/EMS Station No. 2 for use in mutual aid response via the City's fire dispatching system.

(For full text, see report on file in the City Clerk's Office.)

Council Member Ferris offered the following resolution:

(#40258-060115) A RESOLUTION authorizing the waiver of the City of Roanoke's ("City") sovereign immunity in connection with a service agreement between the City and Comcast Cable Communications Management, LLC, d/b/a Comcast Business, and its operating affiliates ("Comcast"), for the provision of internet services to City of Salem Fire/EMS Station No. 2, located at 415 Electric Road, Salem, Virginia, for use in mutual aid response via the City's fire dispatching system; and authorizing execution of the service agreement between the City and Comcast in connection with the provision of such services.

(For full text of resolution, see Resolution Book No. 77, page 526.)

Council Member Ferris moved the adoption of Resolution No. 40258-060115. The motion was seconded by Vice-Mayor Trinkle.

Following comment by Council Member Ferris calling attention to another example of regional cooperation, in this instance being the City of Salem, whereby recognizing that the agreement will benefit both jurisdictions, Resolution No. 40258-06015 was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

DIRECTOR OF FINANCE:

FINANCIAL REPORTS: The Assistant Director of Finance submitted an overview of April FY15 Financial Reports of City of Roanoke and March FY15 Roanoke City Public Schools, highlighting the following categories:

FY15 General Fund Overview

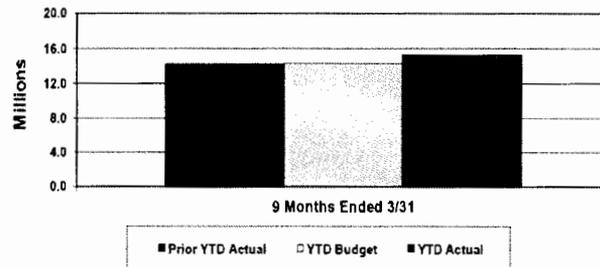
- Year-to-date general fund revenue recognized was 82.1% of FY15 estimated revenue.
- Through April, actual FY15 revenues have increased 2.8% compared to FY14. The projected FY15 revenue by year-end is 1.9% or \$4.9 million higher than FY15 adopted budget.
- An additional appropriation of \$2.4 million in revenues for FY15 forthcoming.
- The City's sales, lodging and meals taxes performed well and contributed to strong local tax revenue growth.
- Reimbursement from the Commonwealth for Street Maintenance and the timing of Social Services reimbursements positively affected revenue.
- Expenditures increased 1.2% compared to FY14 primarily due to the timing of departmental expenditures. Departmental expenditures are expected to remain within budget.

2

Sales Tax



FY15 Revenue Estimate \$19.238 M

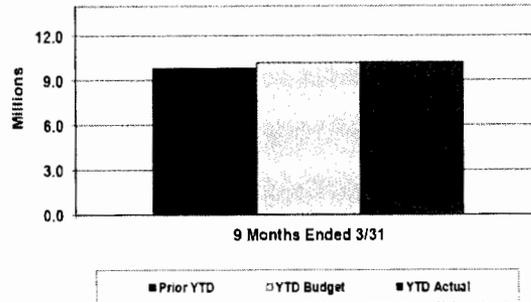


Sales tax revenue increased 6.8% over FY14, and is 6.2% higher than YTD budget.

3

Meals Tax

FY15 Revenue Estimate \$13.659 M

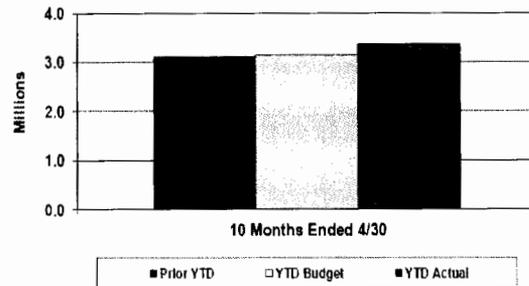


FY15 revenue is 3.9% higher than FY14, and is 0.4% higher than YTD budget.

4

Transient Occupancy (Lodging) Tax

FY15 Revenue Estimate \$3.881 M



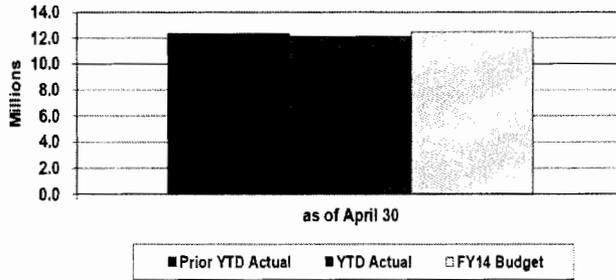
Lodging tax revenue increased 8.0% over FY14, and is 7.0% higher than budget.

5

Business and Professional Occupational License (BPOL) Tax

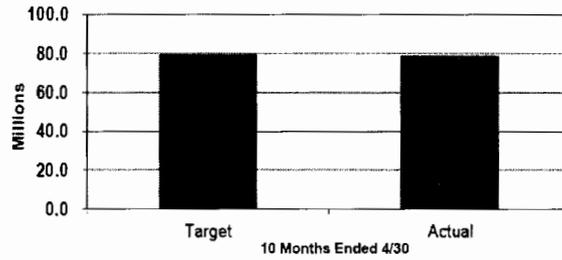


FY15 Revenue Budget \$12.478M



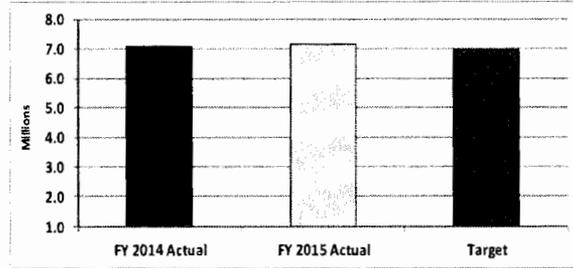
Tax due date was March 1st
 Revenues are 1.6% below last year with 97.2% of the FY15 estimate collected.
 Subsequent information received in May indicated we have exceeded budget for FY15.

Personnel (Salary/Benefit) Lapse



YTD expenditure is 0.6% or \$496k ahead of target.

Comprehensive Services Act (CSA)

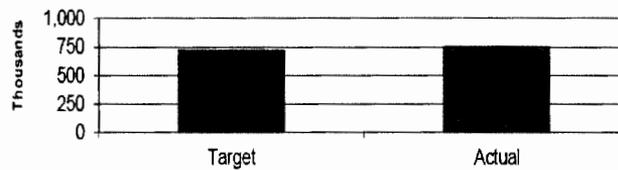


10 Months Ended 4/30

YTD expenses are 2.7% or \$188k above target of \$6.9M.

8

Residential Juvenile Detention

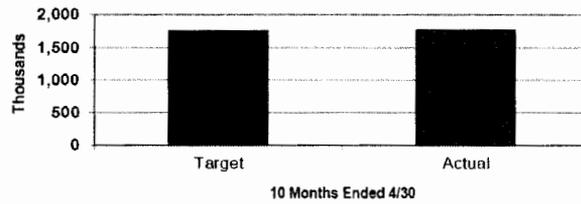


10 Months Ended 4/30

Expenses expected to remain at budget.

9

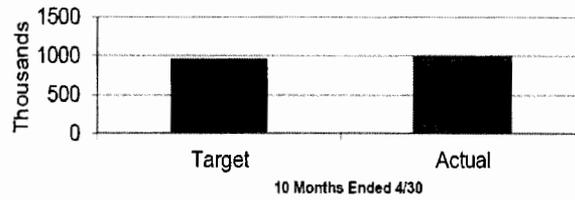
Solid Waste Tipping Fees



YTD costs are 1.0% or \$13k above target of \$1.76M.

10

Motor Fuel Expenses



YTD expense 5.0% or \$48K above a non-seasonally adjusted target of \$956K.

11

City Performance Strong Through April

- Total revenues through April were 2.8% higher than the prior year. Total general property and local taxes were up 2.9% compared to last year, indicating a growing local economy.
- Total expenditures were 1.2% higher than the prior year due to the timing of expenditures. Departmental expenditures continue to be monitored and are expected to remain within budget.
- In April, the national unemployment rate fell to 5.4%, a seven-year low. However, a lack of demand and weak retail sales remain threats.
- The Federal Reserve may delay its tightening monetary policy until September.

12

(See copy of Financial Report and presentation on file in the City Clerk's Office.)

There being no questions and/or comments by the Council Members, the Mayor advised that the Financial Report and presentation would be received and filed.

REPORTS OF COMMITTEES:

LEGISLATION: Court G. Rosen, Chair, Legislative Committee, submitted a written report recommending Council's endorsement of collaboration in connection with the I-73 Coalition; and authorizing the City Manager to take the necessary steps to join the coalition with the shared goal to make construction of Interstate I-73 through the Roanoke Valley a reality.

(For full text, see report on file in the City Clerk's Office.)

Council Member Rosen offered the following resolution:

(#40259-060115) A RESOLUTION endorsing the City's participation in the I-73 Coalition.

(For full text of resolution, see Resolution Book No. 77, page 526.)

Council Member Rosen moved the adoption of Resolution No. 40259-060115. The motion was seconded by Vice-Mayor Trinkle.

Following comments by Council Member Ferris regarding the recommended endorsement of collaboration for I-73 coalition and its importance to the future of the region, while calling attention to displayed signage throughout the I-73 corridor.

There being no further comments by the Council Members, Resolution No.40259-06015 was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCE AND RESOLUTIONS: NONE.

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF CITY COUNCIL:

TRAINS-CELEBRATIONS-SCHOOLS: Mayor announced the return of J611 Locomotive to Roanoke on Saturday, May 30, 2015; William Fleming and Patrick Henry High School Commencement Exercises on Friday, May 29 at 10:00 a.m. and 2:00 p.m., respectively, at the Berglund Center; and the Lebanese Festival on May 30 – 31, 2015.

WATER AUTHORITY: Discussion ensued regarding a public hearing for comments about a proposed rate increase by the Western Virginia Water Authority scheduled for June 18, 2015. Attention was called to previous action taken by the Council at a public hearing on May 18, 2015, with the adoption of Resolution No. 40247-051815 with regard to Botetourt County becoming a member locality with the Western Virginia Water Authority, whereby no mention of a rate increase recorded during the May 18 Council meeting.

Extensive dialogue resulted as to whether the Council should wait until the new board members have assumed their duties, effective July 1, to discuss overall concerns regarding the matter or defer voting on the matter until after July 1, 2015.

The City Attorney opined that another alternative/option for consideration by the Council could be to authorize an amendment to Resolution No. 40247-051815 at its June 15, 2015 Council meeting, and also delay the execution of the documents by the Mayor.

After additional discussion of the matter, Council Member Rosen moved that reconsideration of a motion concerning action of City Council in adopting Resolution No. 40247-051815 at its May 18, 2015 Council meeting, regarding the proposed joinder of Botetourt County to the Western Virginia Water Authority be tabled until the next regular meeting of Council scheduled for Monday, June 15 at 2:00 p.m., in the Council Chamber. The motion was seconded by Council Member Ferris and adopted.

In addition to the abovementioned action by the Council, City Clerk was instructed to notify the representatives of the Western Virginia Water Authority to appear before City Council on June 15 to address the proposed rate increase and other matters relating to Resolution No. 40247-051815 as deemed by the Council.

PARKS-YOUTH: Council Member Lea announced a sponsored basketball and other outdoor activities to be held in Melrose Park on Thursday, June 4 from 6:00 p.m. – 8:00 p.m., with registration from 4:00 p.m. – 7:00 p.m. on Tuesday, June 2 at Melrose Park.

POTHoles-STREETS: The Mayor reminded the public to report any and all potholes throughout the City.

VACANCIES ON CERTAIN AUTHORITIES, BOARDS, COMMISSION AND COMMITTEES:

OATHS OF OFFICE-ROANOKE NEIGHBORHOOD ADVOCATES: The Mayor called attention to the expiration of the three-year term of office of D. David Parr as a member of the Roanoke Neighborhood Advocates ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of D. David Parr.

There being no further nominations, Mr. Parr was reappointed as a member of the Roanoke Neighborhood Advocates for a term of three-years ending June 30, 2018, by the following vote:

FOR MR. PARR: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-BUILDING AND FIRE CODE BOARD OF APPEAL: The Mayor called attention to the expiration of the three-year term of office of Robert L. Price as a member of the Building and Fire Code Board of Appeals ending June 30, 2015; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of Robert L. Price.

There being no further nominations, Mr. Price was reappointed as a member of the Building and Fire Code Board of Appeals for a term of three-years ending June 30, 2018, by the following vote:

FOR MR. PRICE: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-MILL MOUNTAIN ADVISORY BOARD: The Mayor called attention to the expiration of the three-year term of office of Thomas Turner (Mill Mountain Zoo Representative) as a member of the Mill Mountain Advisory Board for a three-year term of office ending June 30, 2015, advising that Mr. Thomas declined reappointment at the May 4, 2015 Council Meeting; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle place in nomination the name of Sarah Karpanty.

There being no further nominations, Ms. Karpanty was appointed to replace Thomas Turner (Mill Mountain Zoo representative) as a member of the Mill Mountain Advisory Board for a term of three-years ending June 30, 2018.

FOR MS. KARPANTY: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-ROANOKE ARTS COMMISSION: The Mayor called attention to the expiration of the three-year term of office of Margaret Hannapel as a member of the Roanoke Arts Commission ending June 30, 2015 advising that Ms. Hannapel declined reappointment at the May 4, 2015 Council Meeting; whereupon, he opened the floor for nominations.

Vice-Mayor Trinkle placed in nomination the name of Stephanie Loehman Fallon.

There being no further nominations, Ms. Fallon was appointed to replace Margaret Hannapel as a member of the Roanoke Arts Commission for a term of three years ending June 30, 2018, by the following vote:

FOR MS. FALLON: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-YOUTH SERVICES CITIZEN BOARD: Pursuant to Ordinance No. 40099-110314 amending and reordaining Chapter 17, Human Resources, Article III, Youth Services Citizen Board, Code of the City of Roanoke (1979) as amended, setting forth the composition, appointment, terms of members, restriction on membership and filling vacancies; qualification of members; responsibilities, organization, procedures, and committees; and staff, the Mayor opened the floor for nomination for appointments of members to serve on the Board, effective July 1, 2015 and ending June 30, respectively.

Council Member Price placed in nomination the names of the following individuals:

One-Year Terms of Office

Dawn Crutchfield (At-Large), Ashleigh Lowery (Student), Cerid Lugar (At-Large), Malik Morris (Student), Kenai Hunt (Student/Alternate), Quentin Long (Student/Alternate), Council Member Anita J. Price (At-Large), and Heidi Schmidt (At-Large)

Two-Year Terms of Office

Benjamin F. Bazak (At-Large), Diane M. Casola (At-Large), Marcus E. Huffman (At-Large), and Karen H. Pillis (Public)

Three-Year Terms of Office

Ray F. Bemis, III (Public), Crystal L. Hall (Public), James M. O'Hare (Public), Charlsie E. Parker (Public), Lorena Wilson (At-Large)

There being no further nominations, the abovementioned individuals were appointed as members of the Youth Services Citizen Board for terms of office, commencing July 1, and ending June 30, respectively, by the following vote:

FOR MS. CRUTCHFIELD, MISS LOWERY, MS. LUGAR, MR. MORRIS, MISS. HUNT, MR. LONG, COUNCIL MEMBER PRICE, MR. BAZAK, MS. CASOLA, MR. HUFFMAN, MS. PILLIS, MR. BEMIS, MS. HALL, MR. O'HARE, MS. PARKER and, MS. WILSON: Council Members Ferris, Lea, Price, Rosen, Trinkle, and Mayor Bowers-6.

(Council Member Bestpitch was absent.)

There being no further business to come before the Council, the Mayor declared the regular meeting adjourned at 3:10 p.m.

A P P R O V E D

ATTEST:

Stephanie M. Moon Reynolds, MMC
City Clerk

David A. Bowers
Mayor

ROANOKE CITY COUNCIL-REGULAR SESSION

December 7, 2015

9:00 a.m.

The Council of the City of Roanoke met in joint session with the Roanoke City School Board and State Area Legislators on Monday, December 7, 2015, at 9:00 a.m. in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Rule 1, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 39982-070714 adopted by the Council on Monday, July 7, 2014, with Mayor David A. Bowers presiding.

PRESENT: Council Members Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen, William D. Bestpitch, and Mayor David A. Bowers-6.

ABSENT: Vice-Mayor David B. Trinkle -1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; and Stephanie M. Moon Reynolds, City Clerk.

ITEMS FOR ACTION:

CITY COUNCIL: A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of Mayor Bowers as above described. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

CITY COUNCIL: A communication from Council Member Sherman P. Lea, Chair, City Council Personnel Committee requesting that Council convene in a Closed Meeting to discuss a personnel matter, being the mid-year performances of the Council-Appointed Officers, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Lea moved that Council concur in the request as above described. The motion was seconded by Council Member Ferris and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

ITEMS FOR DISCUSSION AT THE JOINT MEETING OF COUNCIL AND THE ROANOKE REGIONAL AIRPORT COMMISSION ON JANUARY 4, 2016, AT 9:00 A.M., IN THE COUNCIL CHAMBER. Mayor Bowers asked that agenda items be shared with City Clerk or City Manager by Wednesday, December 23, 2015.

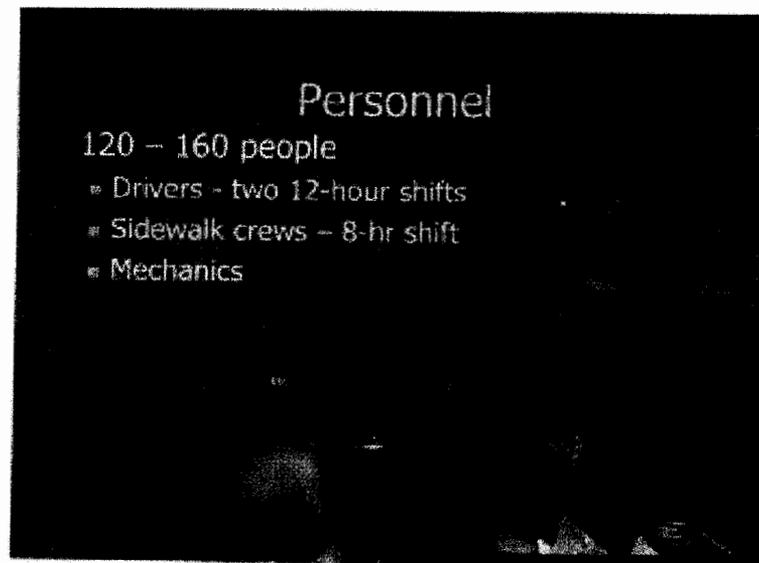
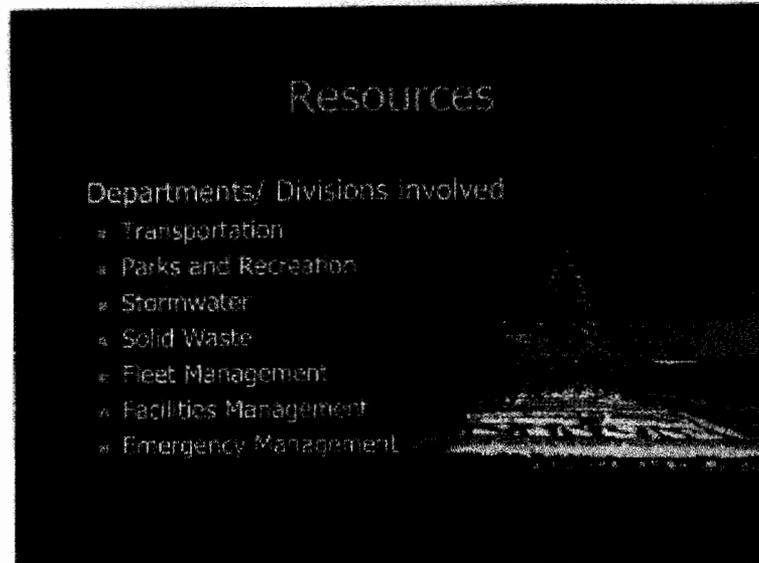
ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA. NONE.

TOPICS FOR DISCUSSION BY THE MAYOR AND MEMBERS OF COUNCIL. NONE.

BRIEFINGS:

Snow Operations Plan

Mark Jamison, Manager of Transportation, gave a snow removal update regarding available resources and the snow removal process, highlighting enhancements and improvements:



Equipment

Approximately 75-85 pieces of equipment

- Dumps with plows/ spreaders
- 4-wheel drive pickups w/ plows
- Loader
- Brine distributors
- Grader
- 4-wheel ATV's (plows)
- Solid Waste vehicles with plows



Additional Resources

>4" snow = Solid Waste shuts collection down and pushes snow

- » Organized teams on specific arterials
- » Allows other operators time to work neighborhoods

Emergency contracts

- » Dozers
- » Grader

Chemicals

Rock salt

- » Purchased from VDOT contract
- » ~ 6,000 tons in barn (full)

Salt Brine

Ice Melt



Salt Barn

Brine Distributor

Brine tanks

Chemicals

Rock salt

- Purchased from VDOT contract
- ~ 6,000 tons in barn (full)

Salt Brine

Ice Melt



Salt Barn

Brine Distributor

Brine Tanks

Initial Actions

Dictated by type of storm

Pretreat major streets and trouble spots

- Only if storm starts as snow

Prepare equipment

Determine staffing needs

- Full or partial shift?

Initial Actions

Dictated by type of storm

Pretreat major streets and trouble spots

- Only if storm starts as snow

Prepare equipment

Determine staffing needs

- Full or partial shift?

Priorities for clearing

Major streets– 95% cleared within 24 hours after snowfall ends

Valley Metro routes – 95% within 24 hours

Neighborhood streets – 90% within 24 hours after arterials are cleared

- *Any plowing of neighborhood streets during and immediately after snowfall is a luxury*

Downtown

< 5" of snow

- Treat to melt
- No plowing

5" snow or more

- Streets are plowed
- Snow has to be hauled out of downtown with loaders and dumps after storm



Communication

Work with Public Information Officer

- Press releases
- "my roanoke" email service
- Flyer mailed to all households

Social media

Citizen Call Center

- 853 2030, Option #8



Enhancements

Hook Lift vehicles

- One in Solid Waste
- One in Transportation

Vehicle replacements

- Fleet currently looking at used market

New Spreaders

- Eight new large stainless steel
- Five new small plastic



Enhancements

In-house call center

- 853-2000, Option #8
- Operators available during daytime hours
- Discontinued use of 2-1-1

Route Smart Routing Software

- In-vehicle driver guidance



Seeking contractor to haul from downtown

- Timely removal is goal

Enhancements

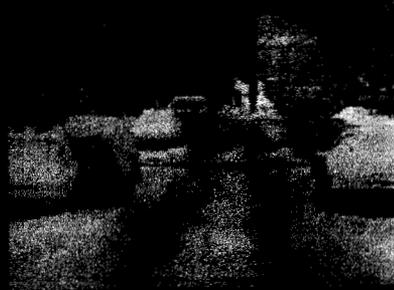
Blower for Ventrac Mower

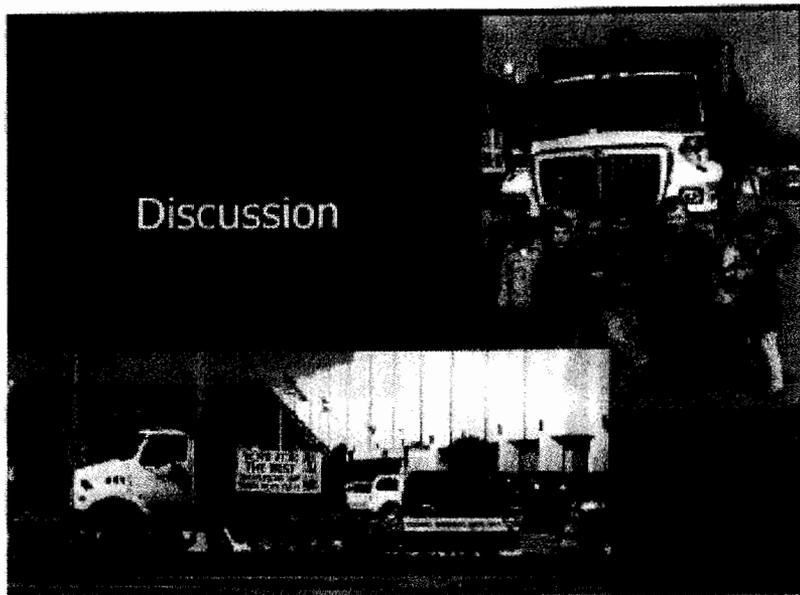
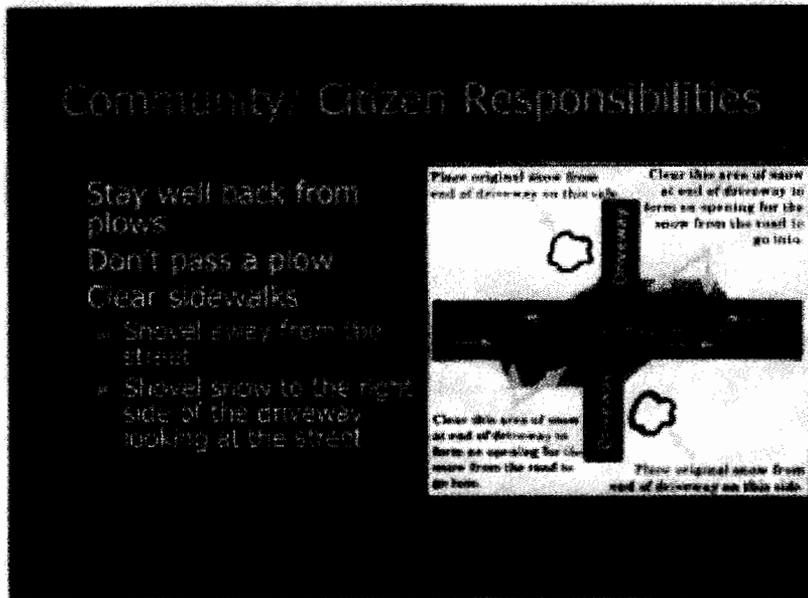
- Sidewalks on bridges
- Removing snow from downtown



Community/ Citizen Responsibilities

- Stay at home, if possible
- Don't park on the street
- Park on only one side of street if no driveway
- Don't park directly opposite another car
- Don't clear entire driveway until street is clear





(See copy of presentation on file in the City Clerk's Office.)

Council Member Price inquired regarding the 211 Number not being utilized. Mr. Jamison confirmed saying it was the same phone number citizens call for a various services during emergency events. He informed the Council there would be an Option

#8 on the 853-2000 (which will be moved to the top of the list) for snow removal questions and concerns.

Mayor Bowers offered a suggestion for the local television stations to display a pie chart diagram, which would rate the severity of any upcoming weather events, i.e. The rating would be on a scale of one to six; and six being the most severe weather. He also was concerned about ice and freezing raining and asked Mr. Jamison to comment on the difficulty.

Mr. Jamison was unaware of the pie chart diagram and pledged to investigate the matter. He agreed that it would be a benefit for the citizens to have an idea of what to expect and what the City's response may be. Regarding the issue of ice, Mr. Jamison responded that ice is always problem; and as the forecast is followed, the department determines when and/or how the precipitation will start, which dictates the City's preparation in advance.

Council Member Bestpitch asked if the storm starts as rain, would pre-treating the streets help or would pre-treatment wash away or, if the precipitation starts as freezing rain, would the streets be retreated. Wherein, Mr. Jamison replies if the temperature was cold enough, especially if the pavement is dry and frozen precipitation starts, the salt is effective. If the weather is rain and turn colder, the salt will be washed off the streets. If the department knows the forecast is snow, they will retreat. Should the weather be borderline, the department will make a decision whether to spread salt brine.

Council Member Bestpitch stated it was important to emphasize that the task of the City was to clear the streets and to issue fliers to notify citizens regarding the process. He reiterated that it was the homeowners and residents responsibility to clear snow from mailboxes, sidewalks and driveways. He wanted citizens to be prepared when dealing with these situations. He agreed with Council Member Lea's comment that senior citizens may need assistance and suggested the City's Neighborhood Services Department inform the neighborhood associations.

Mayor Bowers thanked Mr. Jamison for the update and urged all to be responsible and efficient in the winter season. He commended City staff for rallying together to attack each snow event.

Single Stream Recycling Update

Skip Decker, Manager, Solid Waste Management, gave the following update on the Single Stream Recycling Program:

Single Stream Recycling

All recyclables in a single container:

- Plastics 1 – 7
- Glass
- Cans
- Mixed Paper
- Newspaper
- Cardboard



Single Stream Recycling

Projected Tonnage

Communities that convert from dual stream to single stream typically double the amount of recycling collected.

<u>Current</u>	<u>Projected</u>	<u>Goal</u>
250 tons	500 tons	700 tons

Single Stream Recycling

How are we doing so far?

- October 2015: 503 tons
 - November 2015: 410 tons

 - Participation is increasing
 - Compliance has been excellent (low contamination)
-

Single Stream Recycling Changes to Service – Brush Collection

- Brush Collection previously 4'x4'x4' maximum every other week

 - Large piles collected using a Knuckleboom truck (1 person)

 - Small piles loaded by hand into a packer truck (3 person crew)
-

Single Stream Recycling Changes to Service-Brush Collection

- **Brush piles no smaller than 4' x 4' x 4' and no larger than 6' x 6' x 6' and limited to one bundle per week**
 - **All piles collected using a Knuckleboom truck**
 - **Knuckleboom use for small piles not practical**
 - **Single Stream creates capacity in trash container**
-

Single Stream Recycling Changes to Service – Bulk Collection

- **Bulk collection previously limited to 6 items every other week**
 - **Bulk now collected weekly and limited to 3 items per week**
 - **Single stream creates capacity in trash container**
 - **Bagged trash no longer allowed as bulk item - can be placed in trash container**
-

(See copy of presentation on file in the City Clerk's Office.)

Council Member Price inquired how the communication would be sent to citizens informing them when old recycle bins will be picked up. Mr. Decker replied information will be disseminated through use of MYRoanoke App, RVTV, and all social media avenues; and he would ask Melinda Mayo and her staff also for guidance.

In connection with collection of brush pick up, Council Member Bestpitch questioned the collection changes for brush pick up, and if it turned into mulch. Mr. Decker confirmed brush is delivered to the Roanoke Valley Resource Authority, wherein citizens can pick up mulch for free. Mr. Decker further explaining the bulk collection process and the pick-up of large items by knuckle boom trucks and the reason certain piles are not picked up due to size.

Following additional comments by Mr. Decker, Mayor Bowers thanked him for his presentation expressed his sentiments during the holiday season.

Downtown Roanoke Parking Meter Pilot

Debbie Moses, Downtown Parking Director, presented the following summary regarding the Downtown Roanoke Parking Meter Pilot:



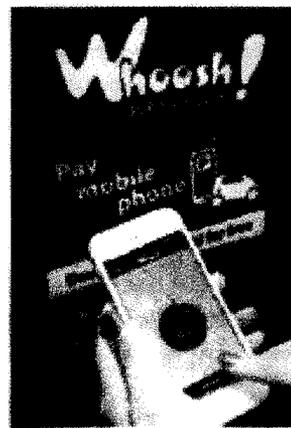
Background

- **Parking is charged with maximizing City parking resources to support growth, use, and expansion of downtown**
- **Toolbox includes:**
 - **Capital improvement implementation**
 - **Optimizing existing space utilization**
 - **Pricing strategies**
 - **Improving parking regulations**
 - **Adopting advanced technologies**

Background

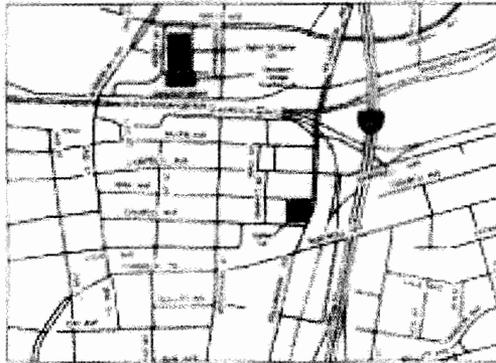
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 - **Improving parking regulations**
 - **Adopting advanced technologies**

 **PARKEON**



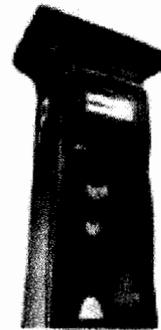
Meter Pilot Phase I Implementation

- Team recommended off street 90 day pilot - no cost to the city.



Meter Pilot-Phase I

- Meters replace honor boxes at Gainsboro Garage Lot, Higher Education Center Lot, and Market Lot.
- No action by Council required; posted public rates remain in place; new payment options introduced.
- Goals of this pilot:
 - Identify equipment reliability
 - Identify ease of maintenance, collections, and enforcement
 - Identify preferred payment options (including pay by phone)
 - Identify parker's meter preferences and feedback
 - Introduce coupons and new validation options to the public for their use and input
- Evaluate results and return to Council March 2016



Meter Pilot -Phase II

- **Seek Council direction on establishing similar on-street meter pilot**
 - **Pilot Team to develop pilot criteria, locations, rates, and public feedback mechanism**
 - Pilot team to include downtown businesses, DRI, Regional Commission, City Mobility Work Team**
 - **March, 2016 return to Council for approvals to conduct an on- street meter pilot**
 - **Launch meter pilot in June 2016**
 - **90 day pilot followed by evaluation and return to Council in fall of 2016**

(See copy of presentation on file in the City Clerk's Office.)

Council Member Ferris stated that he had been approached by a couple of vocal restaurateurs who asked about the City's plan for parking and felt that downtown members had not been included in the discussions. Ms. Moses confirmed that she would assemble information for concerned business owners; and agreed it was important to receive input from the downtown businesses regarding the pilot program.

The City Manager agreed that it was an important point and that it wasn't about raising money, but about economic development and that the money collected from meters will be returned to the Parking Enterprise Fund to be used for parking opportunities.

Council Member Bestpitch raised a point about off-street surface lots, whereby the City is charging the same amount, however, offering parkers other options in terms of payment. Ms. Moses injected the only difference is the machine is pilot. Council Member Bestpitch retorted that all of the machines would allow the use of cash, credit card, or pay by phone option. Ms. Moses replied that different types of meters in the lots so patrons can advise which type they like best.

Council Member Ferris pointed out the convenience of the pay by phone method and the trend in technology to have immediate access by phone.

Mayor Bowers concluded the briefing by recognizing Tina Workman, President of Downtown Roanoke, Inc., and announced the tree lighting ceremony, Christmas Parade, Pet Parade and other festivities downtown during the month of December.

At 10:14 a.m., the Mayor declared the Council meeting in recess for a Closed Meeting in the Council's Conference Room, Room 450.

At 11:01 a.m., the Council meeting was reconvened for a joint meeting with the Roanoke City School Board and State Area Legislators in the City Council Chamber, Mayor Bowers presiding and all Members of the Council in attendance, with the exception of Vice-Mayor Trinkle; Roanoke School Board Chairman Suzanne Moore presiding, and all members of the School Board in attendance, with the exception of Laura Rottenborn; and State Area Legislators Senator John S. Edwards, Delegates Samuel Rasoul and Christopher Head.

OTHERS IN ATTENDANCE: Roanoke City School Superintendent Dr. Rita Bishop; Senior City Attorney and Counsel of the Roanoke City School Board Timothy Spencer; and Roanoke City School Board Clerk Cindy Poulton.

LEGISLATION-SCHOOLS: School Chairman Moore expressed appreciation for being included in the Legislative meeting to discuss the importance of state funding for schools. She believes that the Schools issues fold into the City's issues and both are relevant.

As Chairman of the Legislative Committee, Council Member Court Rosen shared the City Schools and City Council have made an effort not to focus on requesting money from the State, but rather on what makes the Government operate more efficiently and how to save money. He praised the representatives for their efforts to work locally and regionally and indicated it was a powerful and non-partisan attribute.

Rob Catron, Roanoke City's Legislative Liaison, gave a brief overview regarding the 2016 Legislative Program, highlighting budget, local aid, local revenues; transportation; domestic violence; law enforcement; and administrative matters. Mr. Catron reiterated the importance of the budget and legislation that is introduced as unfunded mandates on the local government. He stated that he would urge the General Assembly to oppose any new mandates on localities.

(See copy of the 2016 Legislative Program on file in the City Clerk's Office.)

Mr. Catron continued to express the importance of HB599 funding program, noting local law enforcement agencies confront significant increases in expenses as communities demand improvement in law enforcement practices.

He discussed tax reform and mentioned the City is very interested in this matter as it reflects the 21st Century economy in Virginia, noting that meaningful tax reform can only be achieved through a comprehensive effort, beginning with a study of the current tax preferences provided, which cost the State billions in revenue annually.

He further remarked that transportation infrastructure is essential to economic development, community strength, and quality of life; further thanking the General Assembly for supporting HB 2313 in 2013. Mr. Catron maintained there are a number of transportation projects underway in the City that would not have happened if not for the Bill being passed. He also informed the Council to continue to move forward on I-73 project, noting environmental concerns inhibiting construction.

Mr. Catron encouraged the General Assembly to maintain support for the passenger rail service to Roanoke. In addition, he encouraged the General Assembly to develop legislation to allow local law enforcement to utilize license plate readers establishing when and how long the data can be used. During a recent law enforcement event, the license plate reader was used to assist in finding the car and driver. He expressed concern about privacy rights, but stressed concern that there is a need for the public and law enforcement to be safe and this technology ultimately saves lives.

Heather Ferguson, Assistant City Attorney, appointed to represent the Department of Social Services, talked about her work with Mr. Catron and expressed hopes that the City would support legislation which would expand the services provided to children and foster care. She discussed issues regarding independent living services and foster care services noting the foster care services include a broad range of services to meet the unique needs of children in foster care.

Due to legislation not passing, Ms. Ferguson emphasized children in foster care between the ages of 18 - 21 were forced out of the system and only entitled to receive limited independent living services. She explained currently there were 198 children in foster care and approximately 50 of those children were impacted by the failure of legislation not passing; and due to the hard work of social workers, only 20% were impacted.

Ms. Ferguson acknowledged support to extend foster care and adoption services to age 21 and provide financial and education support during their transition into adulthood.

Delegate Head recommended a case by case review of the foster care program rather than just blanket coverage of the entire foster care community. Ms. Ferguson replied she was not aware of any legislation that has been proposed that would provide on a case by case basis; and believes most localities are advocating that the Bill be passed as a whole for those young adults between ages 18 and 21.

Ms. Ferguson noted there have been young adults that were in foster care that chose to leave once they turned 18 years of age; and concluded that there were some positive stories about this age cohort and stressed that this group most have continued support: a foster parent, a social worker to help them through these stages because most 18 year olds are not mature enough to have the long range planning to think about their future; how it would look and or how to activate a plan.

Council Member Rosen suggested that the City Attorney and Ms. Ferguson meet with Mr. Catron to continue discussion with regard to the abovementioned Bill.

Mayor Bowers asked if the Federal Fostering Connection Program had passed; Ms. Ferguson replied "yes", adding it passed several years ago, however, the budgeting of the plan did not pass in Virginia. Ms. Ferguson explained from the research and information that she had received, passing this legislation would cost the Commonwealth approximately \$3 - 4 Million, entitling the Commonwealth roughly \$10 Million in Federal funding and saving localities about \$3 Million. She indicated while there were some costs, the end result was a net increase and more importantly, it would help the children in our communities that were going to be citizens for the years to come.

Mr. Catron continued his discussion regarding collaboration of public recreation and private industry observing a critical component in a strong, diverse 21st Century economy is public recreational facilities such as greenways; and suggested taking land that is adjacent to an industrial park and placing a greenway or walking trail.

He continued with discussion regarding advertising city procurements, advising it would be in the best interest of the community and procurement community if the law was changed to require City procurement to be advertised in the local newspaper. He suggested an alternative would be to change the procurement notification code section to allow localities to post public notices of Requests for Proposals on the Department of General Services central website known as "e-VA at www.eva.virginia.gov. By publishing the procurement on e-VA and on the localities website would negate any requirement to publish procurements in the local newspaper of said locality.

Delegate Head asked for clarification regarding whether this was the same approach from the last three or four years relating to the e-VA Bill. Mr. Catron replied this particular budget program does not include the one relating to notices; this e-VA Bill has passed the House, but was defeated in the Senate. He stated the bill that the City supported is also a local option, which is not requiring local government to advertise this way. This legislation would allow advertising to be done on e-VA and not in the local newspaper.

Mr. Catron called attention to judicial appointments, affirming request for consideration in reauthorizing the funding for the General District Court position. He encouraged the General Assembly fund this judicial position and fill the position with deliberate speed.

Council Member Ferris shared one of the problems specific to Roanoke City was the inability to get enough time before the General District Court judges, specifically to get code violations handled officially. He noted that complaints and violations languish before the court a much longer time period. The citizens are inconvenienced as a result of the longer dockets and citizens having longer set court dates further out in the future; having to wait in the courtroom longer for their cases to get called because there are not enough judges. He recommended the General Assembly to consider reauthorizing the funding for the General District Court judge position.

Delegate Rasoul remarked based on the case load study; he suspected additional funding for judges would be approved.

In connection with plastic bags, Mr. Catron advised that there was legislation last year to ban plastic bags, that the Bill passed through the House Agriculture Committee, and went to the Floor by one vote and has potential to get through the Senate.

Mr. Catron shared information regarding minimum wage, smoking in public parks, and parks and recreation. Regarding miscellaneous code changes, Mr. Callaghan pointed out three specific changes and clarification in requesting amendment to the current State Code: (1) to provide that nuisance liens have the same priority and duration as unpaid local real estate tax liens; (2) to require affiants to submit affidavits to establish damages to reside with the Commonwealth of Virginia; and, (3) to allow localities the option of mailing a notice of violation by regular mail rather than certified or registered mail.

Following the Legislative Program presentation, School Trustee Annette Lewis, Chairperson for the Roanoke City School Legislative Program, discussed important issues such as School start date and funding for education in hopes for continued support from the General Assembly.

In conclusion, Delegate Head acknowledged the forum gave the Committee an opportunity to interact before the deadline and noting there were obvious issues of concern and Senator Edwards seconded Delegate Head's comments and stated it would be helpful to have advance time for discussion during the 2016 Session of the General Assembly regarding the matters brought forth, adding the Governor desires to make education a priority. He noted his dismay that there was nothing before the General Assembly pertaining to SOL's, noting serious reform needed on SOL's, and his willingness to work on the issue.

The Superintendent of Roanoke City Public Schools shared the need for improvement in SOL scores, and for the Schools to do everything possible to support the well-being of children and their success. She stated the elimination of Fifth Grade Writing caused a problem and that the test was a predictor of what needed to be done in the Eighth Grade and Eleventh Grade. She observed students need to be able to write, speak, and read effectively; while emphasizing significant progress has been made in Mathematics.

Delegate Rasoul commended the School Board and City Council for their cooperative work and leadership on the RCPSP Plus Program; adding the summer learning programs bridged a learning gap that happens over the summer months. He commented on the 599 Funding and the K through 12 funding which is another line item that needed attention and stressed the need for continued work; especially when hearing about cuts in local funding and proposed that the funding cuts are aimed at Law Enforcement and Schools. He remarked when cutting one service, it will affect the other.

In connection with Law Enforcement matters, Delegate Rasoul believed all were in favor of new technologies; mentioning that the Committee stay in contact with the Police Chief regarding access to new police technology while maintaining a balance in the budget as well as other necessary services.

He expressed concern about the closing of Catawba Hospital and believed a fiscal case can be made for closing the facility; though the facility has been abused for some time and it would cost a significant amount of money to renovate. He was concerned about the lack of mental health options for Southwest Virginia, if the Hospital closes. He further discussed liability issues regarding Greenway protection and felt it was important to limit the liability for the City. Lastly, he mentioned a \$450,000 capital request to revitalize the Explore Park area and to help Roanoke County with capital upgrades to the Park in order to bring in large scale developers to our area.

Council Member Rosen asked Mr. Catron about the grant status for Sabrina's Place funding. Mr. Catron replied that previously Sabrina's Place was unable to participate in the grant process and was told that they were unable to submit a grant because the State did not want to support the kind of services that they provided. However, after reconsideration by the Delegates regarding the agency's the inclusion of visitation services, Sabrina's Place was awarded \$15,000.

Council Member Lea thanked the Committee for supporting Sabrina's Place and was pleased the General Assembly awarded the \$15,000 Grant; he also noted supervised parental visits was an important concern in domestic violence issues. Mr. Lea also shared concern about the minimum wage rate and the effect on the working poor. He asked Mr. Catron to bring this vital concern forward at the General Assembly session.

Council Member Price brought attention the citizen's inability to participate as coaches in little league sports and stated the Mr. Callaghan hand assembled a detailed report on the background and screening process. However, when applicants advance through the screening process and they are given a list of preventions. There are a number of items on that list that would disqualify candidates to become coaches for life; specifically, those who had committed minor crimes and who had completed their sentence for those crimes; they are not permitted to become coaches. Ms. Price asked that the General Assembly review the prevention list for possible amendments; specifically, possession with intent to distribute marijuana noting it was separate from whether or not the person was charged with having possession. She thought those applicants could be give consideration.

Council Member Ferris agreed with Delegate Rasoul regarding the Greenway matter emphasizing it was pro-business and pro-economic development, and would also protect businesses from being impacted by the actions of the City and it does not seem appropriate to potentially expose their business to a liability.

Council Member Bestpitch asked the General Assembly to strongly examine the "Dillon Rule" in Virginia; whether the decision-making power is rendered by the people in Richmond or the citizens at the local level. He also asked Mr. Catron to let the Council know how to help the legislators on any matter or request from the City and not to hesitate to ask for that assistance.

School Board Trustee Hopkins distributed information in support of funding request from the Roanoke City School Board.

(See copy of document on file in the City Clerk's Office.)

School Board Chair Moore called attention to the School's agenda regarding the Schools open calendars; one calendar before Labor Day and one calendar after. She expressed her appreciation for the City's support and assistance in the all the requests bought forward.

Mayor Bowers concluded the remarks by announcing that the Legislative Program had been formally adopted by the Council at its regular meeting on Monday, November16, 2015.

At 12:08 p.m., the School Board meeting was adjourned.

At 12:08 p.m., the Council Meeting was recessed for continuation of the Closed Meeting in the Council's Conference, Room 450, and thereafter to be reconvened at 2:00 p.m., in the Council Chamber.

At 2:00 p.m., the Council meeting reconvened in the Council Chamber, with Mayor Bowers presiding.

PRESENT: Council Members Raphael E. Ferris, Sherman P. Lea, Anita J. Price, Court G. Rosen, William D. Bestpitch, and Mayor David A. Bower-6.

ABSENT: Vice-Mayor Trinkle-1.

OFFICERS PRESENT: Christopher P. Morrill, City Manager, Daniel J. Callaghan, City Attorney; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Patricia Johnson, Pastor, Galilee Baptist Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

PRESENTATIONS AND ACKNOWLEDGEMENTS:

ACTS OF ACKNOWLEDGEMENTS-VETERANS: Mayor Bowers recognized the United Black Veterans Society of Virginia (UBVS of VA) for their meritorious and honorable military service.

He presented Certificates of Appreciation to each veteran and the Council as a whole expressed its appreciation for their service to the United States of America. .

HEARING OF CITIZENS UPON PUBLIC MATTERS: Mayor Bowers advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

Martin Jeffrey, 241 Fairfax Avenue, N. W., appeared before the Council and spoke on the appropriateness of the Confederate Flags at public events and asked the Council to consider its implications.

Barbara Duerk, 2607 Rosalind Avenue, S. W., appeared before Council expressing her support of AMTRAK to Southwest Virginia and asked Council to support bike roll-on/roll-off service on the trains. She also addressed the Council regarding the City's late notification process to adjoining property owners by City Departments and requested a review of the process.

Brenda Hale, NAACP President, appeared before the Council and expressed concern about the display of the Confederate Flag, noting that the Rainbow Flag was not displayed during the City's Christmas Parade; however, the Confederate Flag was to be allowed.

In response to Ms. Hale comments, the City Manager announced that per Downtown Roanoke, Inc., the Rainbow Flag could be displayed in the Parade.

Joan Wages, 1001 Chesterfield Street, S. W., appeared before the Council to address the inclusion of the Confederate Flag in the City's Christmas Parade, adding she believes the Flag should not be allowed at any City sponsored events.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda are considered to be routine by the Members of Council and would be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion were desired, the item would be removed from the Consent Agenda and considered separately. Mayor Bowers called attention to one request for public hearing from the City Manager; and Item C-3 the Calendar of Events for Budget Development Activities for Fiscal Year 2016- 2017.

MINUTES: Minutes of the regular meetings of the Council held on Monday, March 16, 2015; Monday, August 3, 2015; Thursday, October 8, 2015, recessed until Wednesday, October 14, 2015; and Monday, October 19, 2015, were before the body.

(See Minutes on file in the City Clerk's Office.)

Council Member Ferris moved that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

TAXES: A communication from the City Manager requesting that Council schedule a public hearing for Monday, Monday, December 21, 2015, at 7:00 p.m., or as soon thereafter as a matter may be heard, to consider a request of Roanoke Community Garden Association, Inc., for tax exemption of real property located at 1718 Salem Avenue, S. W., designated as Official Tax Map No. 1211605, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the request of the City Manager as above described. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

BUDGET DEVELOPMENT: A communication from the City Manager recommending adoption of the Calendar of Events for Budget Development Activities for Fiscal Year 2016 – 2017, was before the Council.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that Council concur in the recommendation of the City Manager as above described. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

YOUTH SERVICES CITIZEN BOARD: A communication from the City Clerk advising of the resignations of Crystal Hall and Lorena Wilson as members of the Youth Services Citizen Board, effective September 28, 2015, was before the Council.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the resignations be accepted and the communication be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote.

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

WESTERN VIRGINIA WATER AUTHORITY: A communication from the City Clerk advising that the Western Virginia Water Authority approved a resolution at its November 19, 2015 meeting commending Linda Isom for dedicated service of 47 years combined with the Water Authority (10 years) and City of Roanoke (37 years), was before the Council.

(See resolution on file in the City Clerk's Office.)

Council Member Ferris moved that the resolution be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

CITY ATTORNEY: A communication from the City Attorney with regard to the athletic background and screening process, was before the Council.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the communication be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

FAIR HOUSING BOARD: Annual Report of the Fair Housing Board for calendar year 2015, was before the body.

(See Annual report on file in the City Clerk's Office.)

Council Member Ferris moved that the report be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

ECONOMIC DEVELOPMENT AUTHORITY–YOUTH SERVICES CITIZEN BOARD-HUMAN SERVICES ADVISORY BOARD-ROANOKE VALLEY CONVENTION AND VISITORS BUREAU: Reports of qualification of the following individuals were before the Council:

Linda D. Frith as a Director of the Economic Development Authority for a term of office commencing October 21, 2015 and ending October 20, 2019;

Joyce Watkins as a member (Public) of the Youth Services Citizen Board to fill the unexpired term of office of Dawn Board ending June 30, 2016;

Thomas Powers and Marion Vaughn-Howard as members of the Human Services Advisory Board to fill the unexpired terms of office of Victoria Cox and LaJuan Thomas ending November 30, 2018 and November 30, 2016, respectively; and

Douglas Robison as a City representative of the Roanoke Valley Convention and Visitors Bureau, Board of Directors for a one-year term of office ending June 30, 2016.

(See Oaths or Affirmations of Office on file in the City Clerk's Office.)

Council Member Ferris moved that the reports of qualification be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

HUMAN SERVICES- BUDGET-GRANTS: The City Manager submitted a written communication recommending acceptance of funds from the Commonwealth of Virginia for Medicaid system conversion overtime costs incurred by the Department of Human Services.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following resolution:

(#40402-120715) A RESOLUTION authorizing the acceptance of funding to the City of Roanoke from the Virginia Department of Social Services (VDSS) to be used by the City of Roanoke Department of Social Services (DSS) for staff overtime costs in connection with the conversion of certain Medicaid programs to the Virginia Case Management System (VaCMS) and authorizing the acceptance, execution, and filing of appropriate documents to obtain such funds.

(For full text of resolution, see Resolution Book No. 78, page 108.)

Council Member Bestpitch moved the adoption of Resolution No. 40402-120715. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

Council Member Bestpitch offered the following budget ordinance:

(#40403-120715) AN ORDINANCE to appropriate funding from the Virginia Department of Social Services for overtime wages and associated FICA costs to get adult Medicaid cases converted to the VaCMS system, amending and reordaining certain sections of the 2015 - 2016 General Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 78, page 109.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40403-120715. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

STATE HIGHWAYS-TRAFFIC-SCHOOLS-BUDGET: The City Manager submitted a written communication recommending acceptance of additional funds from the Virginia Department of Transportation (VDOT) in connection with the Garden City Boulevard Safe Routes to School Project.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Rosen offered the following resolution:

(#40404-120715) A RESOLUTION authorizing the City Manager to execute a Revised Appendix A document in connection with a Virginia Department of Transportation (VDOT) Safe Routes to School (SRTS) Grant in order to accept additional funding to the City of Roanoke; and authorizing the City Manager to take such further actions and execute such further documents as may be necessary to accomplish this additional funding and to implement, administer, and use such VDOT Grant funds, upon certain terms and conditions.

(For full text of resolution, see Resolution Book No. 78, page 110.)

Council Member Rosen moved the adoption of Resolution No. 40404-120715. The motion was seconded by Council Member Price.

Following complimentary remarks to City Administration, Resolution No. 40404-120915 was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

Council Member Rosen offered the following budget ordinance:

(#40405-120715) AN ORDINANCE to appropriate funding from the Virginia Department of Transportation Safe Routes to School Program Funds to the Safe Routes to School Garden City project, amending and reordaining certain sections of the 2015 - 2016 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 78, page 111.)

Council Member Rosen moved the adoption of Budget Ordinance No. 40405-120715. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

GREENWAYS: The City Manager submitted a written communication recommending acquisition of real property rights in connection with construction of the final segment of the Garden City Boulevard Greenway Trail Project.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Bestpitch offered the following ordinance:

(#40406-120715) AN ORDINANCE providing for the acquisition of real property rights needed by the City in connection with the Garden City Boulevard Greenway Trail Project ("Project"); authorizing City staff to acquire such property rights by negotiation for the City; authorizing the City Manager to execute appropriate acquisition documents; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 78, page 111.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40406-120715. The motion was seconded by Council Member Rosen and was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

CITY EMPLOYEES: The City Manager submitted a written communication recommending approval of additional holiday leave for all City employees in recognition of outstanding service throughout the year.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Price offered the following resolution:

(#40407-120715) A RESOLUTION closing certain City offices Thursday, December 24, 2015, and providing for additional holiday leave for all City employees.

(For full text of resolution, see Resolution Book No. 78, page 112.)

Council Member Price moved the adoption of Resolution No.40407-120715. The motion was seconded by Council Member Lea.

After Mayor Bowers noted his appreciation to the City employees for their services to the City, Resolution No. 40407-120715 was adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

COMMENTS OF CITY MANAGER:

The City Manager shared the following comments:

Reopening of Municipal North Entrance

- At Noon on Friday, December 11, the City will hold a “chain-cutting” ceremony on the steps of the Municipal Building facing Campbell Avenue. This will be a grand reopening of the entrance to the old Municipal Building.
- The event will also recognize the 100th Anniversary of the Municipal Building, which was officially dedicated on July 4, 1915.
- There will be light refreshments, and the public is invited to attend and be part of this monumental celebration.
- We will also invite the public to walk through the newly renovated parts of the Municipal Building and see the beautiful improvements to the old lobby and other offices.

“ROA Elmwood on Ice” Skating Rink

- We are very excited about the success of the new skating rink in Elmwood Park.
- Since its opening on November 23, more than 3,000 people have come to skate.

- Downtown business owners reported anecdotally that the weekend of November 27 - 28 was one of their best ever, with lots of folks coming downtown to skate, have lunch or dinner at a restaurant, and/or shop at downtown stores.

City Turns Star on Mill Mountain Dark

- To honor the memory of Roy C. Kinsey, Jr., one of the creators of the Star on Mill Mountain, the City of Roanoke darkened the Star on Saturday, December 5, 2015.
- The family of Mr. Kinsey gathered at the star at 8:00 p.m., when a wreath was laid beneath the Star and the lights on the Star were turned off for the evening.
- We will be working with the Kinsey family to find a time for them to attend a City Council meeting in the near future, where Council can present them with a resolution honoring Mr. Kinsey.

Dickens of a Christmas

- Last Friday was the kickoff to Dickens of a Christmas with the City
- Next Friday the Christmas Parade will begin at 6:30 p.m., and the third Friday in December is the Pet Costume Contest.
- Hours are 6:00 p.m. to 10:00 p.m.
- This is a free, family-friendly celebration of the holidays
- We encourage everyone to come downtown and enjoy DRI's annual signature event

CITY ATTORNEY:

ARCHITECTURAL REVIEW BOARD: The City Attorney submitted a written report with regard to the consideration of a motion to amend the appeal of Ricky Mitchell of City Council's decision to affirm the Architectural Review Board's denial of his request to allow the installation of replacement windows, on remand from the Circuit Court for the City of Roanoke.

(For full text, see report on file in the City Clerk's Office.)

Inasmuch as Ricky Mitchell was a dear friend of him and his wife, Mayor Bowers announced he would abstain from any discussion and action taken by the Council regarding the appeal by Mr. Mitchell regarding the abovementioned matter, and read the following statement into the record:

“STATEMENT OF CONFLICT OF INTEREST

I David A. Bowers, state that I have a personal interest in agenda Item 7.b.2 set for the regular session of City Council for Monday, December 7, 2015, at 2:00 p.m., or as soon thereafter as the matter may be reached, regarding the remand of the appeal of Ricky Mitchell of the Council’s decision to affirm the decision of the Architectural Review Board to deny the request of Mr. Mitchell to install replacement windows in his home because I have a personal friendship with Mr. Mitchell.

Therefore, pursuant to Virginia Code Section 2.2-3112, I must refrain from participation in this matter. I announced in open session of Council during the session on December 7, 2015 that I would refrain from participating in the matter and I did not participate. I also stated that I would file this statement with the City Clerk. I ask that the City Clerk accept this statement and ask that it be made a part of the minutes of this meeting.

Witness the following signature made this 7th day of December, 2015.

S/David A. Bowers
David A. Bowers
Mayor”

Based on the City Attorney’s recommendation, Council Member Rosen suggested that the matter be remanded to the City of Roanoke Architectural Review Board for reconsideration.

Council Member Price moved that the matter be remanded to the Architectural Review Board for the City of Roanoke for further consideration and proceedings. The motion was seconded by Council Member Bestpitch and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, and Bestpitch -5.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)(Mayor Bowers abstained from voting.)

DIRECTOR OF FINANCE:

FINANCIAL REPORTS: In the absence of the Director of Finance, Amelia C. Merchant, submitted the Financial Reports for the first four months ended October 31, 2015 for the City of Roanoke and Roanoke City Public Schools for the first three months ended September 30, 2015. Ms. Merchant highlighted the following:

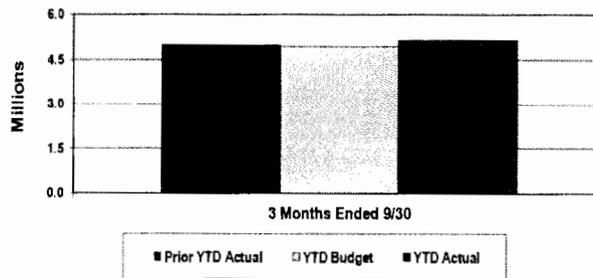
FY16 General Fund Overview

- Through October, FY16 recognized revenues were 26.7% of adopted revenue estimate. This was an increase of 1.1% compared to the same period in FY15.
- Total general property and local taxes were up 2.6%, or \$1.4 million compared to last year. Current real estate tax increased 2.6%. Lodging and meals taxes posted strong growth, indicating a continuing recovery of the local economy.
- YTD expenditures were 35.8% of FY16 adopted expenditures, slightly lower than the same period last year. Expenditures are aligned with adopted budget expectations

2

Sales Tax Growth

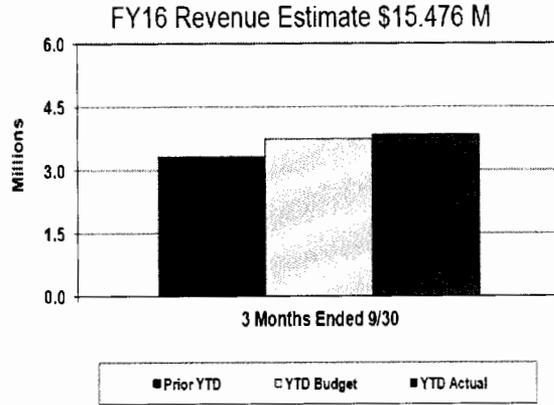
FY16 Revenue Estimate \$20.5 M



Sales tax revenue increased 3.4% over same period in FY15, and is 4.2% higher than YTD budget.

3

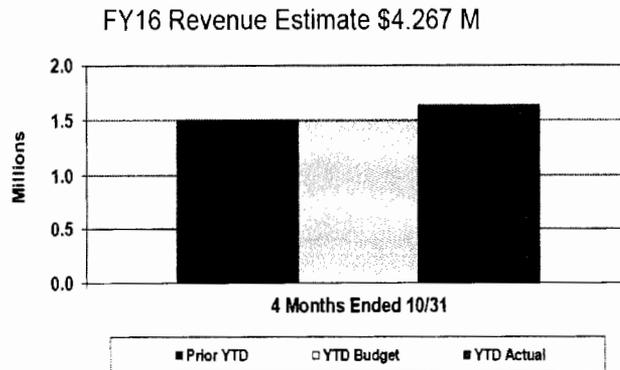
Meals Tax



FY16 revenue is 2.6 % higher than YTD budget. The tax rate increased from 5.0% to 5.5%, effective July 1, 2015. Adjusting for this, revenues grew 4.9% over the prior year.

4

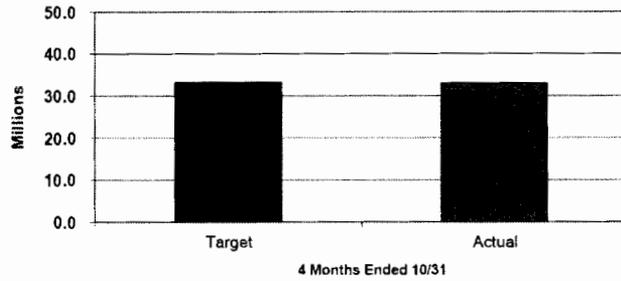
Lodging Tax Exceeding Budget and Prior Year



Lodging tax revenue increased 9.0% over FY15, and is 9.8% higher than budget.

5

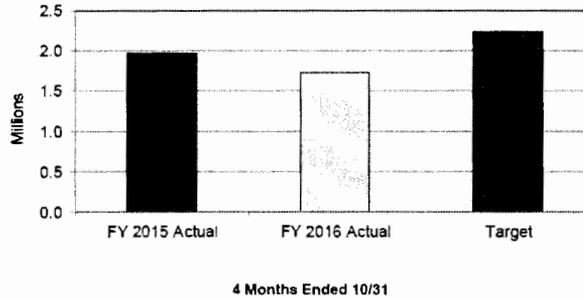
Personnel (Salary/Benefit) Lapse



YTD expenditures are 0.5% or \$171k ahead of target.

6

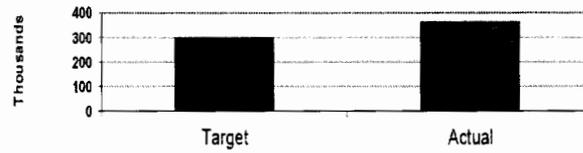
Children's Services Act (CSA)



YTD expenses are 22.4% or \$502k below target of \$2.2M.

7

Residential Juvenile Detention

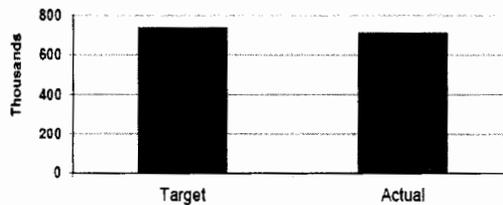


4 Months Ended 10/31

YTD expenses are 22.2% or \$66k above target of \$207.5k.

8

Solid Waste Tipping Fees

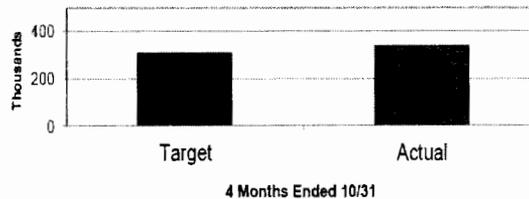


4 Months Ended 10/31

YTD costs are 3.6% or \$26k below target of \$738K.

9

Motor Fuel Expenses



YTD expenses are 9.3% or \$29K above a non-seasonally adjusted target of \$310K.

10

City Performance Stable Through October

- Total revenues through October were 1.1% higher than the prior year. Current real estate tax and several local taxes demonstrated solid growth.
- YTD expenditures are aligned with adopted budget expectations.
- In October, the national unemployment rate dropped to 5.0%, a seven-year low. US wage growth started to accelerate and the labor market continued to improve.
- The increase in US consumer prices, the rise in manufacturing output and robust hiring in October suggested a well performing economy, which may bolster an interest rate hike in the December Federal Reserve meeting.

11

(See copies of the Financial Report and presentation on file in the City Clerk's Office.)

Following comments by Council Members Rosen and the City Manager, the Mayor stated that the Financial Report and presentation would be received and filed.

REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

MOTION AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF COUNCIL:

YOUTH-RECREATION: In response to inquiry by Council Member Bestpitch in connection with Consent Agenda Item C-6 regarding athletic background and screening process, the City Attorney explained that the City authorized to conduct criminal background checks under State Code Section 19.2-392.02, which defines "Barrier crimes" by referring to the State Code Sections 63.2-1719 and 63.2-1726 for mandatory background checks for folk seeking to work in homes regulated by services agencies such as Department of Social Services.

As discussion ensued, Mr. Callaghan noted that Delegate Sam Rasoul has reserved the City's request for legislation to remove the lifetime barrier for the crime of possession of a controlled substance with the intent to distribute; Delegate Sam Rasoul was asked to expand the request to review all crimes as set forth in Exhibit I attached to his report.

Council Member Price expressed appreciation to Delegate Sam Rasoul and asked that all barriers be included.

YOUTH-RECREATION: Council Member Lea announced the 2nd Annual Lea Classic scheduled for January 9, 2016 at the Berglund Center.

CITIZEN OF THE YEAR: Mayor Bowers announced that David Steward Wiley was recognized as the 2015 Citizen of the Year at the Holiday Pops Concert at the Salem Civic Center on Friday, December 4, 2015.

VACANCIES ON VARIOUS AUTHORITIES, BOARD, COMMISSIONS AND COMMITTEES APPOINTED BY THE COUNCIL

OATHS OF OFFICE- BLUE RIDGE BEHAVIORAL HEALTHARE BOARD OF DIRECTORS: The Mayor called attention to the upcoming expiration of the three-year term of office of Daniel E. Karnes as a City representative of the Blue Ridge Behavioral Healthcare Board of Directors ending December 31, 2015; whereupon, he opened the floor for nominations.

Council Member Rosen placed in nomination the name of Lew Bishop.

There being no further nominations, Mr. Bishop was appointed to replace Daniel E. Karnes as a City representative of the Blue Ridge Behavioral Healthcare Board of Directors for a three-year term of office commencing January 1, 2016 and ending December 31, 2018, by the following vote:

FOR MR. BISHOP: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

(Vice-Mayor Trinkle was absent.)

OATHS OF OFFICE-ARCHITECTURAL REVIEW BOARD: The Mayor called attention to the expiration of the three-year term of office of Derek Cundiff (Registered Architect) as a member of the Architectural Review Board ending October 1, 2015; whereupon, he opened the floor for nominations.

Council Member Rosen placed in nomination the name of Bill Hume.

There being no further nominations, Mr. Hume was appointed to replace Derek Cundiff (Registered Architect) as a member of the Architectural Review Board for a term of office ending October 1, 2019, by the following vote:

FOR MR. HUME: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

(Vice-Mayor Trinkle was absent.)

OATHS OF OFFICE-BOARD OF ZONING APPEALS: The Mayor called attention to the upcoming expiration of the three-year terms of office of Michael Woolwine and Marcus Huffman as members of the Board of Zoning Appeals ending December 31, 2015; whereupon, he opened the floor for nominations.

Council Member Rosen placed in nomination the names of Michael Woolwine and Marcus Huffman.

There being no further nomination Messrs. Woolwine and Huffman were reappointed as members of the Board of Zoning Appeals for three-year terms of office, each, ending December 31, 2018, by the following vote:

FOR MESSRS WOOLWINE AND HUFFMAN: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

(Vice-Mayor Trinkle was absent.)

OATHS OF OFFICE-LOCAL OFFICE ON AGING ADVISORY BOARD: The Mayor called attention to the upcoming expiration of the one-year term of office of Cindy McFall as the City's representative to the Local Office on Aging Advisory Board ending February 2, 2016; whereupon, he opened the floor for nominations

Council Member Rosen placed in nomination the name of Cindy McFall.

There being no further nominations, Ms. McFall was reappointed as the City's representative to the Local Office on Aging Advisory Board for a one-year term of office ending February 28, 2017, by the following vote:

FOR MS. MCFALL: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

(Vice-Mayor Trinkle was absent.)

At 3:30 p.m., the Council meeting was declared in recess for continuation of the Closed Meeting in the Council's Conference Room, Room 451, Noel C. Taylor Municipal Building.

At 4:43 p.m., the Council meeting reconvened in the Council Chamber, Mayor Bowers presiding and all Members of the Council in attendance, with the exception of Vice-Mayor Trinkle.

COUNCIL: With respect to the Closed Meeting just concluded Council Member Price moved that each Member of City Council certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Council Member Lea and adopted by the following vote:

AYES: Council Members Ferris, Lea, Price, Rosen, Bestpitch and Mayor Bowers-6.

NAYS: None-0.

(Vice-Mayor Trinkle was absent.)

There being no further business to come before the Council, the Mayor declared the meeting adjourned at 4:44 p.m.

A P P R O V E D

ATTEST:

Stephanie M. Moon Reynolds, MMC
City Clerk

David A. Bowers
Mayor

ROANOKE CITY COUNCIL—REGULAR SESSION

December 21, 2015

2:00 p.m.

The Council of the City of Roanoke met in regular session on Monday, December 21, 2015, at 2:00 p.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 40280-070615 adopted by the Council on Monday, July 6, 2015, with Mayor David A. Bowers presiding.

PRESENT: Council Members Sherman P. Lea, Anita J. Price, Court G. Rosen, David B. Trinkle, William D. Bestpitch, Raphael E. Ferris, and Mayor David A. Bowers-7.

ABSENT: None-0.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Kenneth P. Lane, Pastor, Trinity Lutheran Church.

Mayor Bowers called for a Moment of Silence in memory of Alphonzo L. Holland, Sr., 2003 Citizen of the Year and longtime City resident, who passed on Saturday, December 12, 2015; and without objection by the Council, the City Attorney was instructed to prepare the appropriate measure memorializing Mr. Holland at a future Council Meeting.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

PRESENTATIONS AND ACKNOWLEDGMENTS:

ACTS OF ACKNOWLEDGMENT-CITIZEN OF THE YEAR: Vice-Mayor Trinkle offered the following resolution honoring David Stewart Wiley as the 2015 Citizen of the Year:

(#40408-122115) A RESOLUTION naming and honoring David Stewart Wiley, Music Director and Conductor of the Roanoke Symphony Orchestra, as the City of Roanoke's 2015 Citizen of the Year.

(For full text of resolution, see Resolution Book No. 78, page 114.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40408-122115. The motion was seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

Mayor Bowers presented a ceremonial copy of the resolution to Mr. Wiley and his family who were in attendance.

ACTS OF ACKNOWLEDGMENT-COMMUNICATIONS: The Mayor recognized the Office of Communications on receipt of two Summit Awards received from the PRSA Blue Ridge Chapter. He presented the awards to Melinda Mayo, Communication and Media Officer; and Timothy Martin, Communication and Media Coordinator.

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

Robert Gravely, 3360 Hershberger Road, N. W., appeared before the Council and spoke about God's law.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda were considered to be routine by the Members of Council and would be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion was desired, the item would be removed from the Consent Agenda and considered separately. The Mayor called attention to a Closed Session request from the City Manager.

MINUTES: Minutes of the regular meeting of Council held on Monday, July 20, 2015, was before the body.

(See copy of minutes on file in the City Clerk's Office.)

Council Member Ferris moved that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

CITY-OWNED PROPERTY: A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 2750 Hoover Street, N. W., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended, was before the body.

(See communication on file in the City Clerk's Office.)

Council Member Ferris moved that the Council concur in the request of the City Manager as above described. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

OATHS OF OFFICE-COURT COMMUNITY CORRECTIONS REGIONAL PROGRAM COMMUNITY CRIMINAL JUSTICE BOARD-HUMAN SERVICES ADVISORY BOARD-ROANOKE ARTS COMMISSION-ECONOMIC DEVELOPMENT AUTHORITY-YOUTH SERVICES CITIZEN BOARD: Reports of qualification of the following individuals:

The Honorable Jacqueline Talevi as a City representative of the Court Community Corrections Regional Program Community Criminal Justice Board for a three-year term of office ending June 30, 2017;

Wilton C. Kennedy as a member of the Human Services Advisory board for a four-year term of office ending November 30, 2019;

Susan Egbert as a member of the Roanoke Arts Commission for a three-year term of office ending June 30, 2017;

Paula Page Williams as a Director of the Economic Development Authority for a term of office commencing November 16, 2015 and ending October 20, 2017; and

The Reverend Timothy Harvey as a member (Public) of the youth Services Citizen Board to fill the unexpired term of office of Lorena Wilson ending June 30, 2018 were before the Council:

(See Oaths or Affirmations of Office on file in the City Clerk's Office.)

Council Member Ferris moved that the reports of qualification be received and filed. The motion was seconded by Council Member Rosen and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

DONATION-FLOODS: The City Manager submitted a written communication recommending acceptance of a donation of 18 tracts of land affronting Peters Creek Road, N. W., to the City of Roanoke from DAC, LLC, to improve water quality and flood control for downstream properties.

(For full text, see communication on file in the City Clerk's Office.)

Council Member Rosen offered the following ordinance:

(#40409-122115) AN ORDINANCE authorizing the City's acceptance of a certain donation and conveyance of property located in the North Peters Creek Road area from DAC, L.L.C., to the City of Roanoke, Virginia, for the benefit of the City's Storm Water Management System; authorizing the City Manager to execute the deed and any other necessary documents, subject to satisfactory title reports that confirm that DAC, L.L.C. is the owner of all such parcels, free and clear of all encumbrances other than those easements and restrictions of record acceptable to the City Manager and City Attorney, to accept the conveyance of property; expressing appreciation to DAC, L.L.C. for the donation of the land; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 78, page 116.)

Council Member Rosen moved the adoption of Ordinance No. 40409-122115. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

COMMENTS BY THE CITY MANAGER.

The City Manager shared the following comments:

Holiday Schedule in Effect for Solid Waste, Recycling Collection

- City offices will be closed on Thursday and Friday, December 24 and 25, for the Christmas holidays.
- As a result, all residents and business owners are asked to set out their trash, bulk, and large piles of brush one day in advance.
- Likewise, residents and businesses with B week recycling service are asked to set out their recycling carts one day in advance.
- For more information, call (540) 853-2000, option 1.

Roanoke 100-Miler Program

- Registration is currently underway for the annual Roanoke 100-Miler.
- This program, created by the Parks and Recreation Department, is a community active-living campaign that challenges people to walk, run, hike, pedal, paddle, or exercise their way to 100 miles (or more) in 100 days.
- Miles must be human-powered
- Dogs can participate in the program with their owners.
- Each year, more than 1,000 people participate in this program.
- The official start to the 2016 Roanoke 100-Miler is January 7. The challenge will end on April 15.
- More information is available at www.Roanoke100Miler.com

Guns N Hoses Hockey

- Coming to the Berglund Center Coliseum on Saturday, January 16, at 6:00 p.m.
- Guns and Hoses is an annual charity ice hockey tournament to benefit the Muscular Dystrophy Association.
- Each year, Roanoke-area firefighters (the “Hoses”) take on a team of Roanoke-area police officers and law enforcement personnel (the “Guns”).
- During the last 10 years, Roanoke’s Guns and Hoses has raised more than \$133,000 for the MDA, and more than 33,000 people have attended the games.
- Ticket and parking information is available online at www.theberglundcenter.com

Implementing LEAN: Operational Excellence for Local Government

- The City of Roanoke is partnering with Virginia Tech to deliver this dynamic process improvement conference.
- This event will be held March 3 - 4, 2016, at Hotel Roanoke.
- Focus will be on government partnership with Virginia Tech.
- Speakers will share the LEAN process with other local governments from around the country.
- We hope this will become an annual event.

Virginia Tech is considering creation of an academy for LEAN, and to become a center for LEAN training.

REPORTS OF COMMITTEES:

BUDGET-SCHOOLS: The Roanoke City School Board submitted a written report requesting appropriation of funds for various educational programs; and the Director of Finance submitted a written report recommending that Council concur in the request.

(For full text, see reports on file in the City Clerk’s Office.)

Council Member Rosen offered the following budget ordinance:

(#40410-122115) AN ORDINANCE to appropriate funding from the Federal Government for various educational programs, amending and reordaining certain sections of the 2015 - 2016 School Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 78, page 117.)

Council Member Rosen moved the adoption of Budget Ordinance No. 40410-122115. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF CITY COUNCIL:

CITY GOVERNMENT: In order to rectify the exclusion of the City of Roanoke from the *Welcoming America* website due to a statement made by Mayor Bowers calling for the regional governments and nongovernmental agencies to suspend help in relocating Syrian refugees to the Roanoke Valley, Council Member Ferris offered a motion to reaffirm the commitment of the City of Roanoke to the principles and ideas of *Welcoming America* as set forth in the Proclamation of David A. Bowers, Mayor of the City of Roanoke, Virginia dated February 17, 2015. The motion was seconded by Council Member Rosen.

In response to the motion, Mayor Bowers remarked that he still had concerns over the City of Roanoke's safety, adding that his position was personal and as noted in his earlier apology, and therefore, he stands by the contention that accepting Syrian refugees presents a safety concern for the City of Roanoke.

Acknowledging his confusion as to whether the City was welcoming Syrian refugees or not, as well as to his surprise that the abovementioned motion was outside of Council's usual procedure in that City Council does not vote on proclamations. He called attention to the statement made by the Mayor on Wednesday, November 15, 2015, that certain citizens from various nationalities, race or place of origin were not welcome to the City of Roanoke, however, he believed that it would be appropriate for the Council to vote on a resolution to reconcile what has been said in the proclamation; but if left as is he would not support a proclamation from the Office of the Mayor that even the Mayor does not really agree with.

The City of Roanoke having been removed from the *Welcoming America* website, Council Member Ferris acknowledged his support of the reaffirmation was due to the Economic Development Department having requested a reaffirmation of the proclamation from the Office of the Mayor in order to have the City listed back on the website. He concluded with an apology to Council Member Bestpitch for not discussing the matter with him prior to making the motion.

As dialogue ensured, the City Attorney clarified that *Welcoming America* wanted a statement to the principles as set forth in the previous proclamation; and he thought the best alternative at the moment was to have an endorsement of the principles as set forth in the proclamation; however, if the Council prefer a resolution, he would be pleased to prepare the appropriate measure for adoption during its 7:00 p.m. session.

Having spent an enormous amount of time regarding the matter, Council Member Ferris offered an amendment to his motion for the City Attorney to prepare the proper measure for adoption by the Council at its 7:00 p.m. session to reaffirm the commitment of the City of Roanoke to the principles and ideals of *Welcoming America* as set forth in the Proclamation of David A. Bowers, Mayor of the City of Roanoke, Virginia dated February 17, 2015. The motion was seconded by Council Member Rosen and unanimously adopted.

CELEBRATIONS: Council Member Price extended an invitation to the Council and public to visit the Harrison Museum of African American Culture in collaboration with Melrose Rugby Neighborhood Forum in celebration of Kwanzaa: Harvesting the Fruits on December 27, 2015-January 1, 2016.

VACANCIES ON CERTAIN AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES APPOINTED BY COUNCIL: NONE.

At 3:00 p.m., the Mayor declared the Council meeting in recess until 7:00 p.m., in the City Council Chamber.

At 7:00 p.m., the Council meeting reconvened in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, with Mayor David A. Bowers presiding.

PRESENT: Council Members Sherman P. Lea, Anita J. Price, Court G. Rosen, David B. Trinkle, William D. Bestpitch, Raphael E. Ferris, and Mayor David A. Bowers-7.

ABSENT: None-0.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Kenneth P. Lane, Pastor, Trinity Lutheran Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Bowers.

CITY COUNCIL: With respect to the Closed Meeting just concluded Council Member Price moved that each Member of City Council certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

PRESENTATIONS AND ACKNOWLEDGMENTS:

ACTS OF ACKNOWLEDGMENT-DECEASED PERSONS: Council Member Price offered the following resolution memorializing the late Roy C. Kinsey, Jr., one of the creators of the Mill Mountain Star:

(#40411-122115) A RESOLUTION memorializing the late Roy Cornelius Kinsey, Jr., a native of Roanoke and creator of the Star on Mill Mountain.

(For full text of resolution, see Resolution Book No. 78, page 118.)

Council Member Price moved the adoption of Resolution No. 40411-122115. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

The Mayor presented a ceremonial copy of the resolution to Mary Link, daughter of Mr. Kinsey and the family who were in attendance.

PUBLIC HEARINGS:

TAXES: Pursuant to instructions by the Council, the City Clerk having advertised a public hearing for Monday, December 21, 2015 at 7:00 p.m., or as soon thereafter as the matter may be heard, on the request of the Roanoke Community Garden Association, Inc., for designation of its real property from taxation located at 1718 Salem Avenue, S. W., 0 Salem Avenue, S. W., 712 Patterson Avenue, S. W., and 0 Campbell Avenue, S. W., the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Monday, December 14, 2015.

(See publisher's affidavit on file in the City Clerk's Office.)

The City Manager submitted a written report recommending adoption of an ordinance to authorize the Roanoke Community Garden Association's exemption from real property taxation, pursuant to Article X, Section 6 (a) 6 of the Constitution of Virginia, effective January 1, 2016.

(For full text, see report on file in the City Clerk's Office.)

Council Member Rosen offered the following ordinance:

(#40412-122115) AN ORDINANCE exempting from real estate property taxation certain property located at 1718 Salem Avenue, S. W., 0 Salem Avenue, S. W., 712 Patterson Avenue, S. W., and 0 Campbell Avenue, S. W., Roanoke, Virginia, and depicted, respectively, as Official Tax Map Nos. 1211605, 1211604, 1112822, and 1112820, owned by Roanoke Community Garden Association, Incorporated (hereinafter "the Applicant"), an organization devoted exclusively to charitable or benevolent purposes on a non-profit basis; providing for an effective date; and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 78, page 121.)

Council Member Rosen moved the adoption of Ordinance No. 40412-122115. The motion was seconded by Vice-Mayor Trinkle.

Following comments by the City Manager regarding the City's standard policy on tax exemption requests, the Mayor inquired if there were persons present who wished to speak on the matter. There being none, he declared the public hearing closed.

There being no questions and/or comments by the Council Members, Ordinance No. 40412-122115 was adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that City Council sets this time as a priority for citizens to be heard. All matters would be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate. NONE.

OTHER BUSINESS:

PROCLAMATIONS-CITY GOVERNMENT: Council Member Ferris offered the following resolution in support of the principles of Welcoming America as set forth in its Welcoming Cities and Counties Project:

(#40413-122115) A RESOLUTION endorsing the principles of Welcoming America as articulated in its Welcoming Cities and Counties Project; and reaffirming the commitments of the City of Roanoke to foster a welcoming environment for all individuals regardless of race, ethnicity or place of origin, and to help unite our community and ensure that all are welcome.

(For full text of resolution, see Resolution Book No. 78, page 123.)

Council Member Ferris moved the adoption of Resolution No. 40413-122115. The motion was seconded by Council Member Bestpitch and adopted by the following vote:

AYES: Council Members Lea, Price, Rosen, Trinkle, Bestpitch, Ferris, and Mayor Bowers-7.

NAYS: None-0.

There being no further business to come before the Council, Mayor Bowers declared the Council meeting adjourned at 7:26 p.m.

A P P R O V E D

ATTEST:

Stephanie M. Moon Reynolds, MMC
City Clerk

David A. Bowers
Mayor
