



Please click the links below to access the Council Agenda and Reports:

1. Council Agenda And Reports

Documents: [06-06-16 7.B.1. FINANCIAL PRESENTATION.PDF](#), [CAR 06-06-16.PDF](#), [06-06-16 2PM BRIEFING 1.PDF](#), [06-06-16 2PM BRIEFING 2.PDF](#), [06-06-16 BRIEFING 1.PDF](#), [06-06-16 BRIEFING 2.PDF](#), [06-06-16 BRIEFING 3.PDF](#), [06-06-16 BRIEFING 4.PDF](#)

2. Council Agenda

Documents: [AG 06-06-16.PDF](#)

**NOTICE:**

**The Full Agenda consists of scanned images of only those reports and communications submitted to the City Clerk before the deadline established for such agenda and will not include any matter or item brought before Council for consideration at the meeting.**

**The original documents are available for inspection in the Office of the City Clerk, Room 456 Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., Roanoke, Virginia 24011.**

**To receive the City Council agenda (without reports) automatically via e-mail, contact the Office of the City Clerk at [clerk@roanokeva.gov](mailto:clerk@roanokeva.gov) or (540) 853-2541.**

**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.**

7.b.1.

**City of Roanoke  
Financial Report  
Ten Months Ended  
April 30, 2016**

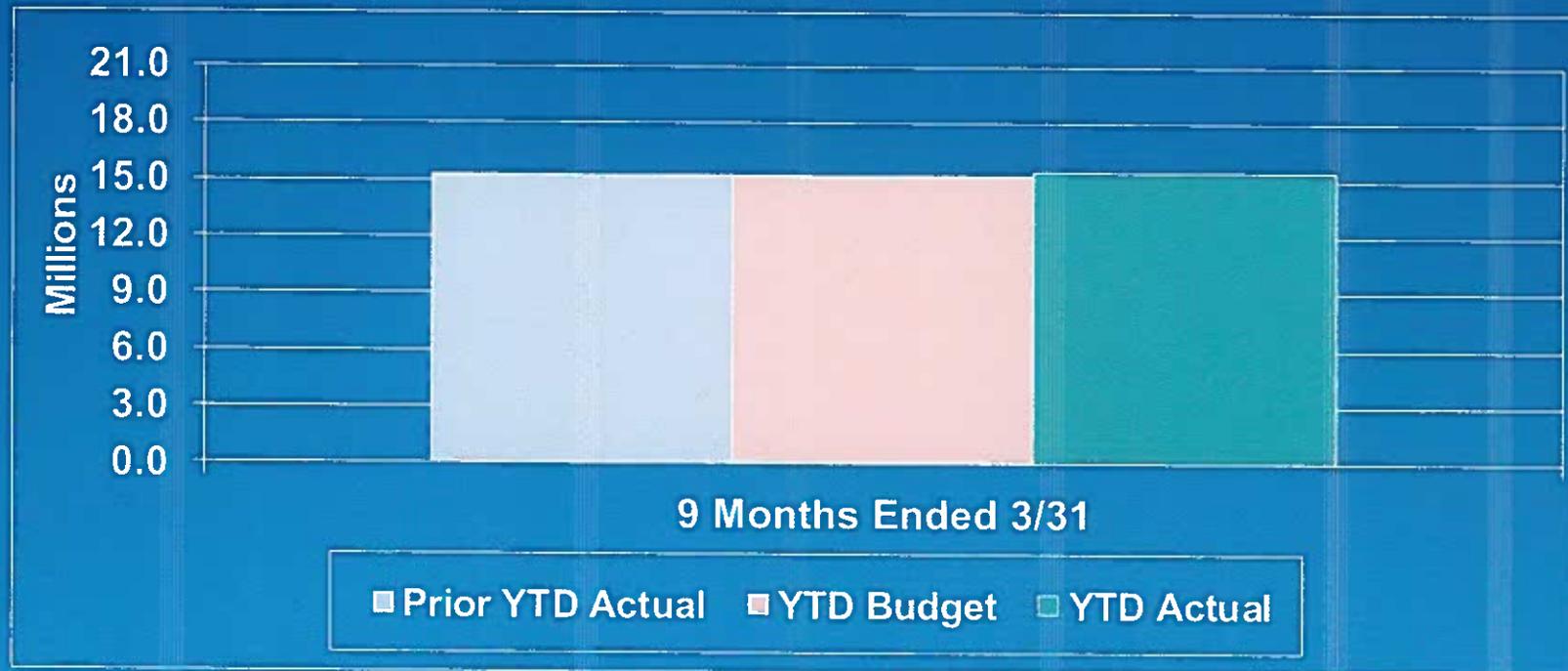
# FY16 General Fund Overview

- Through April, FY16 recognized revenues were 81.2% of the current revenue estimate. This was an increase of 3.2% compared to the same period in FY15.
- Current general property taxes increased 3.7% or \$3.9 million. Real estate tax increased 3.0% or \$2.3 million primarily related to the tax rate increase. Personal property tax increased 3.6% or \$757 thousand.
- Other local taxes were up 5.1%, or \$2.8 million compared to last year due to strong performance in meals tax which increased 4.1% when adjusted for the rate increase .

YTD expenditures were 82.7% of FY16 budgeted expenditures, and were 2.7% higher than the same period last year due to increased funding for schools, the timing of payments for maintenance contracts and additional elections.

# Sales Tax

FY16 Revenue Estimate \$20.5 M



Sales tax revenue increased 1.6% over same period in FY15, and is 1.5% higher than YTD budget.

# Meals Tax

FY16 Revenue Estimate \$15.476 M

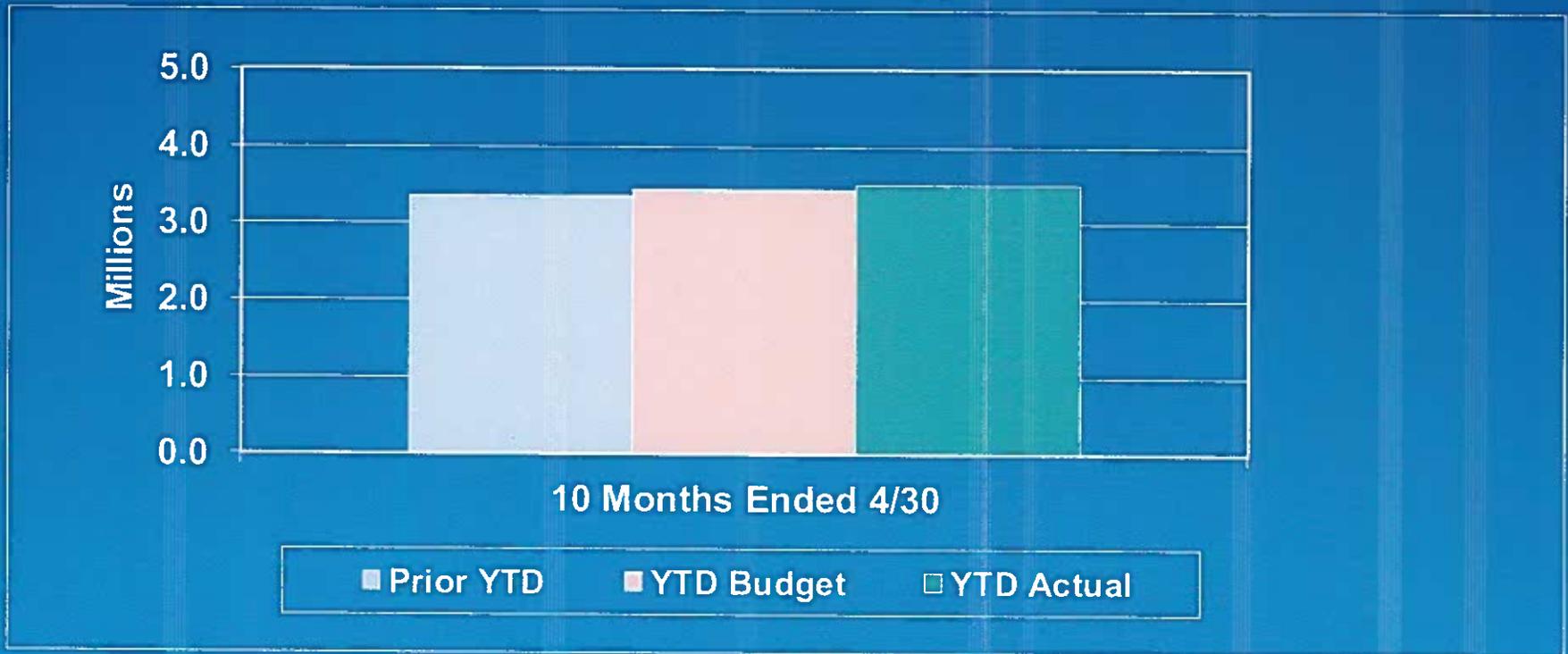


FY16 revenue is 1.6% higher than budget YTD. The tax rate increased from 5.0% to 5.5%, effective July 1, 2015. Adjusting for this, revenues grew 4.0% over the prior year.

# Lodging Tax

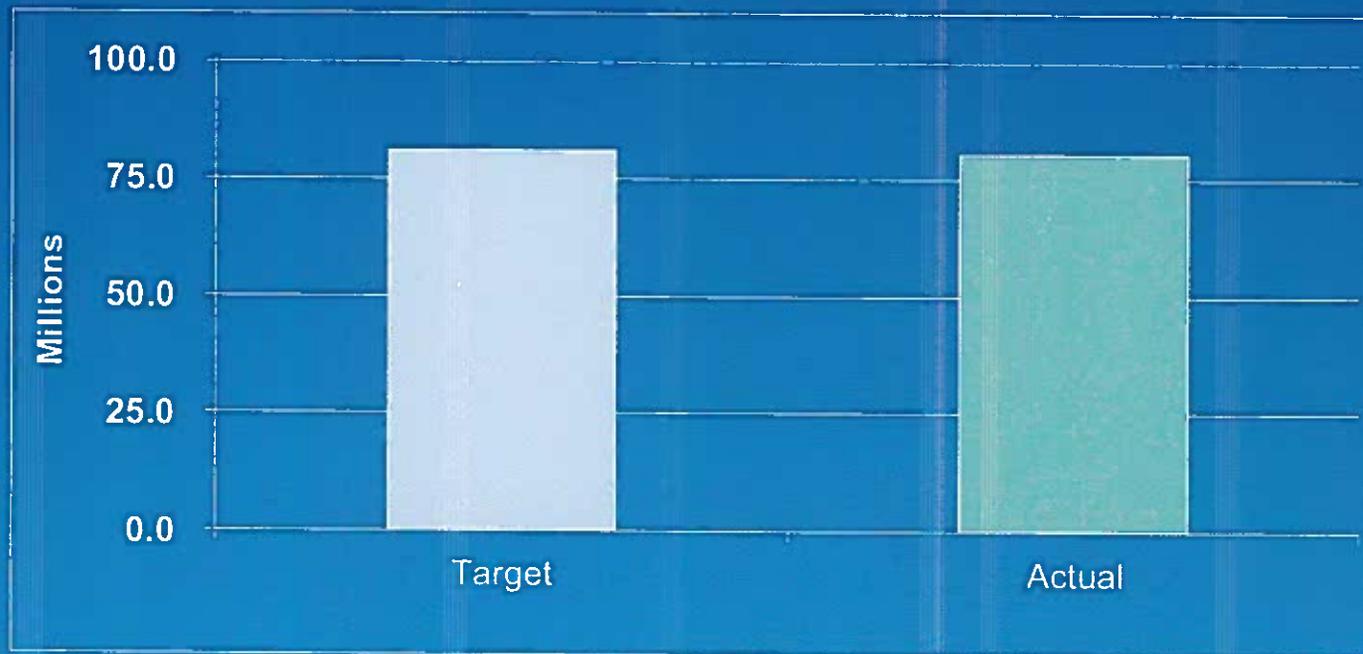
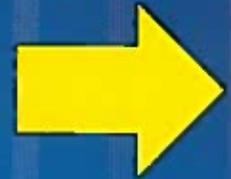


FY16 Revenue Estimate \$4.267 M



Lodging tax revenue increased 4.5% over FY15, and is 1.9% higher than budget YTD.

# Personnel (Salary/Benefit) Lapse



10 Months Ended 4/30

YTD generated personnel lapse is 0.9% or \$700k ahead of target.

# Children's Services Act (CSA)



10 Months Ended 4/30

YTD expenses are 7.9% or \$0.6M below target of \$7.2M.

# Residential Juvenile Detention



10 Months Ended 4/30

YTD expenses are 28.6% or \$191.2k above target of \$669k.

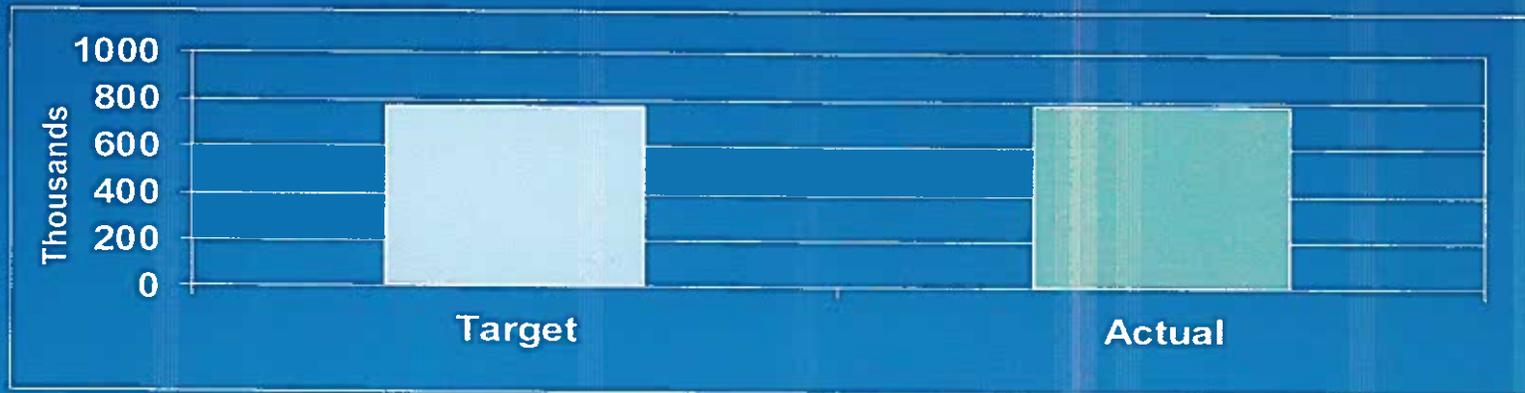
# Solid Waste Tipping Fees



10 Months Ended 4/30

YTD costs are 1.1% or \$18k below target of \$1.66M.

# Motor Fuel Expenses



10 Months Ended 4/30

YTD expenses are 0.8% or \$6.5K above a non-seasonally adjusted target of \$775K.

# City Performance Through April

- Total revenues through April were 3.2% higher than the prior year. Real Estate, Personal Property, Prepared Food and Beverage tax payments contributed to the revenue increase.
- YTD expenditures were 2.7% higher than the same period in the prior year mainly attributed to timing of contract payments and increased funding to Schools. Expenditures will continue to be monitored by management.

In April, the national unemployment rate remained flat at 5.0% compared to previous month. Rising food and energy prices affected consumer spending as the CPI increased 0.4% in April.

Local economy growth has moderated during April, in comparison with first quarter of this year. The housing sector continues to improve, but business fixed investment is still soft.



**ROANOKE CITY COUNCIL  
INFORMAL SESSION  
JUNE 6, 2016**

**9:00 A.M.**

**CITY COUNCIL CHAMBER  
ROOM 450**

**AGENDA**

**Call to Order – Roll Call**

Welcome – Mayor David A. Bowers

**NOTICE**

This morning's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, June 9 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, June 11 at 4:00 p.m.; and video streamed by internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://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.

P 10

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 performance of a Council-Appointed Officer, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended.

P 12

A communication from the City Attorney requesting that Council convene in a Closed Meeting for consultation with legal counsel pertaining to actual litigation, where such consultation and briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to Section 2.2-3711(A)(7), Code of Virginia (1950), as amended.

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:

- RYSE Program - 30 minutes
- Erosion and Sediment Control Program Update - 20 minutes
- Assembly Permit Process - 30 minutes
- Climate Action Plan - 20 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**

**JUNE 6, 2016  
2:00 P.M.**

**CITY COUNCIL CHAMBER**

**AGENDA**

**1. Call to Order--Roll Call.**

The Invocation will be delivered by The Reverend Kelvin Edwards, Sr., Pastor, Hale Ford United Methodist 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.

**NOTICE:**

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, June 9 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, June 11 at 4:00 p.m.; and video streamed by internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://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.**

THE CITY CLERK'S OFFICE PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT [WWW.ROANOKEVA.GOV](http://WWW.ROANOKEVA.GOV), CLICK ON THE GOVERNMENT ICON.

**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 – TWO VACANCIES  
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2017  
TERM OF OFFICE ENDING JUNE 30, 2018**

**HOTEL ROANOKE AND CONFERENCE CENTER COMMISSION -  
ONE VACANCY  
TERM OF OFFICE ENDING APRIL 12, 2020**

**PERSONNEL AND EMPLOYMENT PRACTICES COMMISSION (CITY  
RETIREE) –  
ONE VACANCY**

**THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE ARTS COMMISSION – ONE VACANCY  
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE PUBLIC LIBRARY BOARD – ONE VACANCY  
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION -  
ONE VACANCY**

**UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2018**

**ROANOKE VALLEY CONVENTION AND VISITORS  
BUREAU BOARD OF DIRECTORS – ONE VACANCY  
ONE-YEAR TERM OF OFFICE ENDING JUNE 30, 2017**

**WESTERN VIRGINIA WATER AUTHORITY  
BOARD OF DIRECTORS – ONE VACANCY  
FOUR-YEAR TERM OF OFFICE ENDING JUNE 30, 2020**

## **2. PRESENTATIONS AND ACKNOWLEDGEMENTS:**

A resolution recording City Council's deepest regret and sorrow at the passing of Wesley V. Hillman, a Roanoke native and aviation legend.

R 14

Recognition of the Environmental Management Division on receiving an Environmental Health and Safety Information Management Award.

## **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

A communication from the City Manager requesting that Council schedule a public hearing for Monday, June 20, 2016, at 2:00 p.m., or as soon thereafter as the matter may be heard, to consider a request of Total Action Against Poverty in Roanoke Valley, trading as Total Action for Progress (TAP), for tax exemption of real property located at 1633 Salem Avenue, S. W., 702 and 624 Shenandoah Avenue, N. W.

P 16

RECOMMENDED ACTION: Concur in the request.

C-2

A communication from the City Clerk advising of the resignation of Chad A. Van Hying as a member of the City Planning Commission, effective immediately.

P 18

RECOMMENDED ACTION: Accept the resignation and receive and file the communication.

C-3

Reports of qualification of the following individuals:

The Honorable Raphael E. Ferris as an elected official representative of the Roanoke Valley Area Metropolitan Planning Organization for a three-year term of office ending June 30, 2017;

The Honorable Timothy A. Allen as the City representative of the Court Community Corrections Regional Program, Community Criminal Justice Board for a three-year term of office ending June 30, 2019;

James D. Ritchie as the City representative of the Roanoke Valley Greenway Commission for a three-year term of office ending June 30, 2016;

Laura Eichenlaub as the Blue Ridge Behavioral Healthcare Board City representative of the Court Community Corrections Regional Program, Community Criminal Justice Board to fill the unexpired term of Gail Burrus ending June 30, 2018;

Marianne Gandee as a member of the Roanoke Public Library Board for a three-year term of office ending June 30, 2019;

Whitney H. Feldmann as the Mill Mountain Garden Club representative and Mary L. Kegley as the Fishburn Family representative of the Mill Mountain Advisory Board for three-year terms of office, each ending June 30, 2019;

Michael B. Shockley as a City employee representative of the City of Roanoke Pension Plan, Board of Trustees for a four-year term of office ending June 30, 2020;

Patice L. Holland as a member of the Roanoke Arts Commission for a three-year term of office ending June 30, 2019;

D. Jeffry Parkhill (Architect) as a member of the Building and Fire Code Board of Appeals for a three-year term of office ending June 30, 2019;

Cindy Pasternak as a member of the Roanoke Neighborhood Advocates for a three-year term of office ending June 30, 2019; and

Benjamin Bazak as member of the Roanoke Public Library Board for a three-year term of office ending June 30, 2019.

RECOMMENDED ACTION: Receive and file.

**REGULAR AGENDA:**

**5. PUBLIC HEARINGS: NONE.**

**6. PETITIONS AND COMMUNICATIONS: NONE.**

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

### a. CITY MANAGER:

#### BRIEFINGS:

West End Target Area Close-out	-	20 minutes
West End Gateway Art Project	-	15 minutes

#### ITEMS RECOMMENDED FOR ACTION:

1. Execution of an agreement with the Virginia Department of Health in connection with the Summer Food Program. P 19  
R 21  
B/O 22
2. Acceptance of the 2016 - 2017 Community Development Block Grant, Home Investment Partnerships Program and Emergency Solutions Grant entitlement funds from the Department of Housing and Urban Development. P 23  
R 25  
B/O 26
3. Acceptance of the Virginia Homeless Solutions Grant from the Department of Housing and Community Development to support Continuum of Care strategies and homeless service and prevention programs. P 29  
R 31  
B/O 33
4. Approval of Human Services Advisory Board allocation funding to various non-profit agencies for Fiscal Year 2016 - 2017; and execution of a contract with the Council of Community Services to conduct performance audits in connection therewith. P 35  
R 38  
B/O 40
5. Approval of Roanoke Arts Commission allocation funding to specific arts and culture agencies for Fiscal Year 2016 - 2017. P 42  
R 45  
B/O 46
6. Acceptance of a donation from the Civitan Club of Roanoke and the Civitan Chesapeake District Foundation to replace playground equipment in Smith Park. P 47  
R 50  
B/O 52
7. Amendment of the City Code to revise the definition of the Sealed Compactor Zone; and amend the Fee Compendium to reflect fee schedule, effective September 1, 2016 — November 30, 2016, and the deletion of fees no longer applicable. P 53  
O 56  
R 58

8. Appropriation of funds for various upgrades and repairs at the Church Avenue Parking Garage.

P 60  
B/O 63

9. Execution of Amendment No. 4 to the City's Contract with Thyssen Krupp Elevator Corporation to replace parts in two of the elevators located in the Church Avenue Parking Garage.

P 64  
R 73

10. Execution of Amendment No. 4 to amend and extend the City's contract with Lancor Parking, LLC for management and operation of the City's on and off-street parking operations.

P 74  
R 80

11. Approval of a specific target greenhouse gas emissions reduction goal.

P 81  
R 83

**COMMENTS OF CITY MANAGER.**

b. DIRECTOR OF FINANCE:

1. Financial report for the City of Roanoke for ten months ended April 30, 2016; and Roanoke City Public Schools for nine months ended March 31, 2016.

P 85

**8. REPORTS OF COMMITTEES: NONE.**

**9. UNFINISHED BUSINESS: NONE.**

**10. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS:**

a. A resolution appointing and electing two School Board Trustees on the Roanoke City School Board for three-year terms of office, each, commencing July 1, 2016 and ending June 30, 2019.

R 93

**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

June 6, 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**  
**June 6, 2016**  
**Public**

**VACANCIES:**

Four-year term of office on the Building and Fire Code Board of Appeals ending June 30, 2018.

Unexpired term of office on the Building and Fire Code Board of Appeals ending June 30, 2017.

Unexpired term of office on the Roanoke Valley-Alleghany Regional Commission ending June 30, 2018.

Term of office on the Hotel Roanoke and Conference Center Commission ending April 12, 2020.

Three-year term of office on the Personnel and Employment Practices Commission ending June 30, 2019.

Three-year term of office on the Roanoke Arts Commission ending June 30, 2019.

Three-year term of office on the Roanoke Public Library Board ending June 30, 2019.

One-year term of office on the Roanoke Valley Convention and Visitors Bureau, Board of Directors ending June 30, 2017.

Four-year term of office on the Western Virginia Water Authority, Board of Directors ending June 30, 2020.



**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

June 6, 2016

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

Dear Mayor Bowers and Members of Council:

I wish to request that Council convene in a closed meeting to discuss a personnel matter, being the performance of a Council-Appointed Officer, 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



**Daniel J. Callaghan**  
City Attorney

**CITY OF ROANOKE**  
OFFICE OF THE CITY ATTORNEY  
464 MUNICIPAL BUILDING  
215 CHURCH AVENUE, SW  
ROANOKE, VIRGINIA 24011-1595

TELEPHONE 540-853-2431  
FAX 540-853-1221  
EMAIL: [cityatty@roanokeva.gov](mailto:cityatty@roanokeva.gov)

**Timothy R. Spencer**  
**Steven J. Talevi**  
**David L. Collins**  
**Heather P. Ferguson**  
**Laura M. Carini**  
Assistant City Attorneys

June 6, 2016

The Honorable Mayor and Members  
of City Council  
Roanoke, Virginia

Re: Request for closed meeting

Dear Mayor Bowers and Council Members:

This is to request that City Council convene a closed meeting for consultation with legal counsel pertaining to actual litigation where such consultation and briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to §2.2-3711.A.7, Code of Virginia (1950), as amended.

With kindest personal regards, I am

Sincerely yours,

Daniel J. Callaghan  
City Attorney

DJC/lsc

c: Christopher P. Morrill, City Manager  
Barbara Dameron, Director of Finance  
Stephanie Moon Reynolds, City Clerk

*H. Callaghan*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION memorializing the late Wesley V. Hillman, a Roanoke native and longtime resident.

WHEREAS, the members of Council learned with sorrow of the passing of Mr. Hillman on Friday, April 22, 2016;

WHEREAS, Mr. Hillman began his love and interest in flying at the age of 11 and frequented the hangars at the airport in Roanoke;

WHEREAS, Mr. Hillman received his pilot's license before he had a driver's license and, by age 15, had flown solo;

WHEREAS, while still a student at Jefferson High School, Mr. Hillman became the youngest flight instructor in the country at the age of 17;

WHEREAS, Mr. Hillman served in the U.S. Navy during World War II as a Navy Flight Instructor at Woodrum Airport;

WHEREAS, Mr. Hillman was a founding member of the volunteer Civil Air Patrol and served as squadron commander in the Civil Air Patrol, an important contributor to the country's efforts in WWII and whose volunteers carried out 86,000 missions spotting submarines, escorting supply convoys, and aiding in search and rescue operations;

WHEREAS, after the war, Mr. Hillman worked as a freelance flight instructor, then as a pilot for France Flying Services in Roanoke;

WHEREAS, Mr. Hillman served as an FAA Flight Examiner for the Commonwealth of Virginia, and was an early member of QB (Quite Bird Men) Flying Fraternity Roanoke Chapter;

WHEREAS, during his lifetime, Mr. Hillman logged more than 30,000 flight hours;

WHEREAS, in 1978, Mr. Hillman was one of the original inductees into the Virginia Aviation Hall of Fame and, in 2012, Mr. Hillman was recognized by the Virginia Museum of Transportation in the Aviation Wing of the gallery;

WHEREAS, in 1999, the Federal Aviation Administration's Eastern division presented Mr. Hillman with a Certificate of Appreciation for "pioneering and lifelong contributions to the development and growth of aviation in the Commonwealth of Virginia;"

WHEREAS, Mr. Hillman was awarded the Congressional Gold Medal in February 2015;  
and

WHEREAS, Mr. Hillman was deeply involved in the First Baptist Church of Roanoke,  
and served as a member of the Communion Committee and as a greeter.

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

1. City Council adopts this resolution as a means of recording its deepest regret and  
sorrow at the passing of Wesley V. Hillman, extending to his family its sincerest condolences,  
and recognizing the indelible legacy he left to Roanoke and his fellow citizens.

2. The City Clerk is directed to forward an attested copy of this resolution to Mr.  
Hillman's daughter, Melinda Stewart, of Durham, North Carolina.

ATTEST:

City Clerk.



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Tax Exemption Request - Total Action Against Poverty in Roanoke Valley, trading as Total Action for Progress (CM16-00072)

## **Background:**

Pursuant to the requirements of the Virginia Code, if City Council wishes to consider the application of Total Action Against Poverty in Roanoke Valley, trading as Total Action for Progress (TAP), for tax exempt status, Council must first conduct a public hearing. TAP is a Virginia non-stock, not-for-profit corporation that has applied for tax exemption of real property in the City located at 1633 Salem Avenue, SW (Official Tax Map #1210711), 702 Shenandoah Avenue, NW (Official Tax Map #2113105), and 624 Shenandoah Avenue, NW (Official Tax Map #2113201).

## **Considerations:**

TAP was incorporated on April 28<sup>th</sup>, 1965. In October of that same year, TAP opened its first year-round Head Start classroom, which was the first school program in the Roanoke Valley integrated from its inception. Today, it offers over 30 programs designed to give its clients a hand up. Its mission is to help individuals and families achieve economic and personal independence through education, employment, affordable housing, and safe and healthy environments. The property on Salem Avenue contains the educational building, parking lot, and playground area for TAP's Hurt Park Head Start Center and Domestic Violence Services Offices. The properties on Shenandoah Avenue contain the parking lot and playground area for TAP's Brandin Hardin Sims Head Start Center.

**Recommended Action:**

This is to request that a public hearing be authorized and advertised on the above matter for City Council's regular meeting to be held on Monday, June 20, 2016, at 2:00 p.m., or as soon thereafter as the matter may be heard, or such later date and time as the City Manager may determine. Notice of the public hearing must be advertised at least five (5) days prior to the date of the public hearing. A full report will be included in the June 20, 2016 agenda material for your consideration.



Christopher P. Morrill  
City Manager

**Distribution: Council Appointed Officers**

Honorable Sherman A. Holland, Commissioner of the Revenue  
Honorable Evelyn W. Powers, City Treasurer  
R. Brian Townsend, Asst. City Manager for Community Dev.  
Sherman M. Stovall, Assistant City Manager for Operations  
Amelia C. Merchant, Director of Management and Budget  
Barbara A. Dameron, Director of Finance



**CITY OF ROANOKE  
OFFICE OF THE CITY CLERK**

215 Church Avenue, S. W., Suite 456  
Roanoke, Virginia 24011-1536  
Telephone: (540) 853-2541  
Fax: (540) 853-1145  
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STEPHANIE M. MOON REYNOLDS, MMC  
City Clerk

CECELIA F. MCCOY  
Deputy City Clerk

CECELIA T. WEBB, CMC  
Assistant Deputy City Clerk

June 6, 2016

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

Dear Mayor Bowers and Members of Council:

This is to advise that Chad A. Van Hying has tendered his resignation as a member of the City Planning Commission, effective immediately.

Sincerely,

Stephanie M. Moon Reynolds, MMC  
City Clerk



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council

**Meeting:** June 6, 2016

**Subject:** Summer Food Program

## **Background:**

The City of Roanoke continues to provide for the nutritional needs of children and youth during the summer months through a Parks and Recreation supervised Summer Nutrition Program. Breakfast and lunch are provided to children throughout Roanoke from mid-June through mid-August. An estimated 25,000 meals will be served this summer. Federal funds, up to \$100,000, have been awarded to the City by a grant from the Virginia Department of Health. The City is reimbursed on a per meal basis for meals actually served. The remaining funds necessary to staff this program are allocated in the Parks and Recreation operating budget.

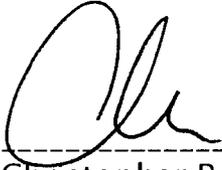
## **Considerations:**

The Summer Food Program is partially funded through the United States Department of Agriculture, Food and Nutrition Service, with the Virginia Department of Health serving as the sponsoring agency in Virginia. The program is similar in concept to the National School Lunch Program with eligibility requirements much like those used to determine eligibility for free or reduced priced meals during the school year. The purpose is to provide nutritionally balanced, healthy meals to children, ages one through eighteen, and those with special needs. Participating locations include Apple Ridge Farm, Bluestone Park, Boys and Girls Club, Dominion Day Services, Eureka Center, Indian Rock Village, Intercept Youth Services, Jamestown Place, Jesus Is Lord Church, Lansdowne Park, Preston Center, Renewed Mind Worship Center, and Villages at Lincoln.

## **Recommended Action:**

Accept the Summer Food Program grant in the amount of \$100,000 and authorize the City Manager and City Clerk to execute and attest respectively, an agreement with the Virginia Department of Health and any other forms necessary to accept such grant, approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate in the amount of \$100,000, and appropriate funding in the same amount into an expenditure account to be established in the Grant Fund by the Director of Finance.



-----  
Christopher P. Morrill  
City Manager

Distribution:        Council Appointed Officers  
                         R. Brian Townsend, Assistant City Manager  
                         Barbara A. Dameron, Director of Finance  
                         Steven C. Buschor, Director of Parks and Recreation

SST  
5/10/16

7.a.1.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the acceptance of a Summer Food Program Grant from the Virginia Department of Health, and authorizing execution and attestation of any required documents on behalf of the City, in connection with such grant, under certain conditions.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The City Manager is hereby authorized on behalf of the City to accept from the Virginia Department of Health a Summer Food Program Grant in the amount of \$100,000, such funding to be used to fund partially the expense of providing for the nutritional needs of children and youth during the summer months through the City's Summer Nutrition Program, all of which is more particularly described in the City Council Agenda Report dated May 16, 2016, to City Council.

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, and to furnish such additional information as may be required by the Virginia Department of Health in connection with the grant.

3. The City Manager is further authorized to take any further actions, and to execute any additional documents, approved as to form by the City Attorney, needed to implement and administer the Summer Food Program Grant.

ATTEST:

City Clerk.



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Federal Government, through the Virginia Department of Health, for the Summer Food Program, 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 certain sections of the 2015-2016 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Youth Activities	35-620-5278-2157	\$ 100,000
Revenues		
Summer Food Program FY17	35-620-5278-5278	100,000

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 COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Acceptance and Appropriation of 2016-2017 Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME) and Emergency Solutions Grant (ESG) Funds (CM16-00065)

### **Background:**

CDBG and HOME funds received from the U. S. Department of Housing and Urban Development (HUD) provide for a variety of activities ranging from affordable housing and community development to economic development. ESG funds are used to support programs for homelessness prevention and rapid rehousing. The City has received entitlement grant funds for over thirty years and must submit an Action Plan annually to HUD to receive such funding. On May 9, 2016, by Resolution No. 40500-050916, City Council authorized filing the funding applications as part of approving the submission of the 2016-2017 Annual Plan to HUD. Funding allocations contained in this report reflect those presented to the City Council in the May 9, 2016 plan adoption.

### **Considerations:**

The 2016-2017 HUD Action Plan, approved by City Council provides for activities totaling \$2,793,263. The funding for these activities included new entitlement funds of \$2,118,263 and funds unexpended from prior year accounts equaling \$675,000.

Acceptance of the funds and appropriation or transfer to the accounts indicated in the accompanying Budget Ordinance is needed to permit the 2016-2017 activities to proceed.

**Recommended Actions:**

1. Accept the 2016-2017 CDBG, HOME and ESG entitlement funds to be used for providing the services indicated in the 2016-2017 HUD Action Plan as detailed below;

CDBG 2016-17 Entitlement	\$1,529,060
HOME 2016-17 Entitlement	450,917
ESG 2016-17 Entitlement	138,286
<b>TOTAL</b>	<b>\$2,118,263</b>

2. Authorize the City Manager to execute the required Grant Agreements, Funding Approval, and other documents required by HUD in order to accept the funds, all of such documents to be approved as to form by the City Attorney; and
3. Adopt the accompanying budget ordinance to appropriate, deappropriate, reprogram, and transfer funding in the amount of \$2,793,263 into accounts to be established in the Grant Fund by the Director of Finance, as detailed in the attached budget ordinance.



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CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers  
R. Brian Townsend, Asst. City Manager for Community Development  
Sherman M. Stovall, Assistant City Manager for Operations  
Barbara A. Dameron, Director of Finance  
Chris Chittum, Director of Planning, Building and Development  
Keith Holland, Community Resources Program Administrator

DZC

## IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of certain grants from the United States Department of Housing and Urban Development (HUD) for entitlement funding for the 2016-2017 fiscal year consisting of the Community Development Block Grant (CDBG), the HOME Investment Partnerships Program (HOME) Grant, and the Emergency Solutions Grant (ESG), such grants to be used in connection with the 2016-2017 HUD Action Plan previously approved by City Council; upon certain terms and conditions, and authorizing the execution of the necessary grant documents required to accept such funding.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The City of Roanoke hereby accepts entitlement grant funding for the 2016-2017 fiscal year from HUD, with no local match required from the City of Roanoke, in the following amounts: (1) CDBG entitlement funding in the amount of \$1,529,060, (2) HOME entitlement funding in the amount of \$450,917 and (3) ESG entitlement funding in the amount of \$138,286. The aforementioned funding shall be used for the purpose of providing a variety of activities ranging from housing, community and economic development, and supportive programs for homelessness prevention and rapid rehousing, in connection with the 2016-2017 HUD Action Plan previously authorized by City Council pursuant to Resolution No. 40500-050916, as more particularly described in the City Council Agenda Report dated June 6, 2016, and the attachments to that report.
2. The City Manager is hereby authorized to execute any and all requisite documents, in a form approved by the City Attorney, and to furnish such additional information as may be required in connection with the City's acceptance of such grants.

ATTEST:

City Clerk



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

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 2016-2017 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 2016-2017 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations

HOME – Available to Commit (carry over)	35-090-5394-5660	\$ (175,000)
HOME – Regular Employee Salaries	35-090-5397-1002	21,944
HOME – City Retirement	35-090-5397-1105	3,467
HOME - 401H Health Savings	35-090-5397-1117	220
HOME - FICA	35-090-5397-1120	1,679
HOME – Medical Insurance	35-090-5397-1125	2,419
HOME – Dental Insurance	35-090-5397-1126	140
HOME – Life Insurance	35-090-5397-1130	287
HOME – Disability Insurance	35-090-5397-1131	61
HOME – Fees for Professional Services	35-090-5397-2010	3,000
HOME – Administrative Supplies	35-090-5397-2030	300
HOME – Training and Development	35-090-5397-2044	3,809
HOME – Postage	35-090-5397-2160	150
HOME – DoT Billings	35-090-5397-7005	1,000
HOME – West End New Home Ownership Habitat	35-090-5397-5607	587,441
ESG – Regular Employee Salaries	35-E17-5287-1002	2,067
ESG – City Retirement	35-E17-5287-1105	327
ESG – 401H Health Savings	35-E17-5287-1117	20
ESG – FICA	35-E17-5287-1120	158
ESG – Medical Insurance	35-E17-5287-1125	302
ESG – Dental Insurance	35-E17-5287-1126	18

ESG – Life Insurance	35-E17-5287-1130	\$ 27
ESG – Disability Insurance	35-E17-5287-1131	6
ESG – Fees for Professional Services	35-E17-5287-2010	3,989
ESG – ARCH (Trust House)	35-E17-5287-5650	38,029
ESG – Council of Community Services	35-E17-5287-5618	63,843
ESG – Family Promise	35-E17-5287-5644	29,500
CDBG – Available to Commit (carry over)	35-G15-1519-5661	(55,309)
CDBG – Available to Commit (carry over)	35-G16-1620-5660	(444,691)
CDBG – Empowering Individuals with Disabilities	35-G17-1719-5057	108,189
CDBG – Demolition	35-G17-1719-5108	25,000
CDBG – Mortgage Assistance Program	35-G17-1719-5399	100,000
CDBG – Emergency Home Repair TAP	35-G17-1719-5470	103,411
CDBG – World Changers	35-G17-1719-5486	75,000
CDBG – New Home Ownership	35-G17-1720-5647	379,559
CDBG – Owner Occupied Rehab	35-G17-1720-5648	85,000
CDBG – Infrastructure Improvements	35-G17-1720-5649	250,000
CDBG - Neighborhood Development	35-G17-1720-5642	287,000
CDBG – Regular Employee Salaries	35-G17-1722-1002	131,411
CDBG – City Retirement	35-G17-1722-1105	20,763
CDBG – 401H Health Savings	35-G17-1722-1117	1,314
CDBG - FICA	35-G17-1722-1120	10,053
CDBG – Medical Insurance	35-G17-1722-1125	15,422
CDBG – Dental Insurance	35-G17-1722-1126	893
CDBG – Life Insurance	35-G17-1722-1130	1,721
CDBG – Disability Insurance	35-G17-1722-1131	368
CDBG – Fees for Professional Services	35-G17-1722-2010	19,015
CDBG – Advertising	35-G17-1722-2015	5,000
CDBG – Telephone	35-G17-1722-2020	1,500
CDBG – Administrative Supplies	35-G17-1722-2030	5,000
CDBG – Expendable Equipment (>\$5000)	35-G17-1722-2035	5,000
CDBG – Dues and Membership	35-G17-1722-2042	1,194
CDBG – Training and Development	35-G17-1722-2044	15,952
CDBG – Local Mileage	35-G17-1722-2046	500
CDBG – Printing	35-G17-1722-2075	2,000
CDBG – Postage	35-G17-1722-2160	1,000
CDBG – DoT Billings	35-G17-1722-7005	2,000
CDBG – Risk Management	35-G17-1722-7017	500
CDBG – Records Management	35-G17-1722-2082	1,000
CDBG – Xerox Lease	35-G17-1722-3045	1,250
CDBG – Regular Employee Salaries	35-G17-1723-1002	113,971
CDBG – City Retirement	35-G17-1723-1105	17,779
CDBG – 401H Health Savings	35-G17-1723-1117	1,140
CDBG - FICA	35-G17-1723-1120	8,704
CDBG – Medical Insurance	35-G17-1723-1125	6,000

CDBG – Dental Insurance	35-G17-1723-1126	\$ 1,000
CDBG – Life Insurance	35-G17-1723-1130	1,356
CDBG – Disability Insurance	35-G17-1723-1131	50
CDBG – Regular Employee Salaries	35-G17-1739-1002	36,891
CDBG – City Retirement	35-G17-1739-1105	5,833
CDBG – 401H Health Savings	35-G17-1739-1117	369
CDBG – FICA	35-G17-1739-1120	2,822
CDBG – Dental Insurance	35-G17-1739-1126	350
CDBG – Life Insurance	35-G17-1739-1130	483
CDBG – Disability Insurance	35-G17-1739-1131	103
CDBG – Telephone - Cellular	35-G17-1739-2021	400
CDBG – Local Mileage	35-G17-1739-2046	694
CDBG – Other Rental	35-G17-1739-3075	3,600
CDBG – Apple Ridge Farm	35-G17-1739-5084	30,000
CDBG – Child Health Investment Partnership	35-G17-1739-5556	34,500
CDBG – Children’s Trust	35-G17-1739-5569	27,000
CDBG – Home Stabilization for Families in Need	35-G17-1739-5604	50,000
CDBG – Training and Development	35-G17-1744-2044	2,150
CDBG – Neighborhood Development	35-G17-1744-5642	27,850
Revenues		
HOME Entitlement FY16	35-090-5394-5394	\$ (175,000)
HOME Entitlement FY17	35-090-5397-5397	625,917
ESG Entitlement FY17	35-E17-5287-5287	138,286
CDBG Entitlement FY15	35-G15-1500-3501	(55,309)
CDBG Entitlement FY16	35-G16-1600-3601	(444,691)
CDBG Entitlement FY17	35-G17-1700-3701	2,029,060

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.



7.0.3.

## CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Department of Housing and Community Development - Virginia Homeless Solutions Grant Award (CM16-00063)

### **Background:**

As the grantee, the City of Roanoke received notification of award from the Department of Housing and Community Development (DHCD) in the amount of \$93,647 through the Virginia Homeless Solutions Program (VHSP) grant. The VHSP is a state and federally funded program through the State General Fund and the federal Emergency Solutions Grant (ESG) to support Continuum of Care (CoC) strategies and homeless service and prevention programs aimed at reducing the number of individuals/households who become homeless; shortening the length of time an individual or household is homeless; and, reducing the number of individuals/households that return to homelessness.

These funds will be used to support the following programs: City of Roanoke Central Intake (\$56,075); the Council of Community Services planning activities (\$27,504) and Safehome Systems in Covington (\$7,821). The City will be serving as fiscal agent for these funds and entering into a contractual agreement with the Council of Community Services and Safehome Systems per a memorandum of understanding. These funds must be expended or obligated during the award period of July 1, 2016 to June 30, 2017.

Grantees are required to provide a 25% community-wide match with local or private funds for the entire DHCD-VHSP award amount. Match contributions/types are as follows: the City of Roanoke is providing \$15,000 of "in-kind" space contribution for the Central Intake program; Safehome Systems is providing an in-kind match of \$9,000 and the Council of Community Services is providing an in-kind match of \$7,976.

**Recommended Actions:**

Accept the Department of Housing and Community Development grant in the amount of \$93,647 and authorize the City Manager to execute the grant documents associated with this funding. All documents shall be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate in the amount of \$93,647 and to appropriate the same amount into expenditure accounts to be established by the Director of Finance in the Grant Fund.



-----  
Christopher P. Morrill  
City Manager

Distribution: Council Appointed Officers  
Brian Townsend, Assistant City Manager for Community  
Development  
Barbara A. Dameron, Director of Finance  
Jane R. Conlin, Director of Human and Social Services  
Carol Tuning, Human Services Coordinator

## IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the acceptance of the Virginia Homeless Solutions Program Grant (“Grant”) to the City of Roanoke (“City”) by the Virginia Department of Housing and Community Development (“VDHCD”) in the amount of \$93,647; authorizing the City of Roanoke to be the fiscal agent for distribution of the grant proceeds; and authorizing the City Manager to execute any documentation required to accept the Grant on behalf of the City, including Memorandums of Understanding with certain provider agencies.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The City of Roanoke hereby accepts the Virginia Homeless Solutions Program Grant by the VDHCD in the amount of \$93,647, with a local in-kind match in the amount of \$15,000 to be provided by the City for the Central Intake program, a local in-kind match in the amount of \$9,000 to be provided by Safehome Systems, Inc., and a local in-kind match in the amount of \$7,976 to be provided by the Council of Community Services, such proceeds to be used during the term of the Grant, beginning July 1, 2016, and ending June 30, 2017, all as more particularly set forth in the City Council Agenda Report dated June 6, 2016. The Grant will be used by the City and the provider agencies to assist eligible households experiencing homelessness to obtain and maintain housing, upon the terms as more particularly set forth in the above referenced City Council Agenda Report.
2. The City of Roanoke is authorized to be the primary fiscal agent for this Grant, and shall be responsible for distributing the Grant proceeds to the provider agencies for services provided to the eligible households as more particularly set forth in the above referenced City

Council Agenda Report.

3. The City Manager is hereby authorized to execute and file, on behalf of the City, the Grant agreement with the VDHCD and all necessary documents required to accept the Grant, including Memorandums of Understanding with each of the provider agencies performing the services under the Grant. All documents shall be upon form approved by the City Attorney.

4. The City Manager is further directed to furnish such additional information as may be required in connection with the City's acceptance of this Grant.

ATTEST:

City Clerk.

7.a.3.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Commonwealth of Virginia Department of Community Development for the Virginia Homeless Solutions Program, amending and reordaining certain sections of the 2016-2017 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 2016-2017 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Regular Employee Salaries	35-630-5407-1002	\$ 37,075
City Retirement	35-630-5407-1105	5,862
401H Health Savings Match	35-630-5407-1117	371
FICA	35-630-5407-1120	2,836
Medical Insurance	35-630-5407-1125	6,048
Dental Insurance	35-630-5407-1126	350
Life Insurance	35-630-5407-1130	486
Disability Insurance	35-630-5407-1131	104
Telephone	35-630-5407-2020	400
Training and Development	35-630-5407-2044	800
Program Activities	35-630-5407-2066	1,447
Printing	35-630-5407-2075	300
Postage	35-630-5407-2160	100
Project Supplies	35-630-5407-3005	2,143
Council of Community Services	35-630-5407-5618	27,504
Safehome Systems	35-630-5407-5646	7,821
Revenues		
VA Homeless Solutions FY17	35-630-5407-5407	93,647

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 COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Recommendations of Human Services Advisory Board for Funding of Qualified Agencies for Fiscal Year 2016-2017 (VCM16-00062)

## Background:

The City of Roanoke engages a group of citizen/social service professionals, the Human Services Advisory Board, to review and make recommendations on funding requests received from various social service agencies during the City's operating budget development process. The Human Services Advisory Board is made up of nine members as follows:

Elliott Bayer, Chair, Citizen  
Jim Weber, Director, Craig County Department of Social Services  
Cheri Hartman, Carilion Clinic, Dept. of Psychiatry and Behavioral Medicine  
Wilton Kennedy, Director of Clinical Education, Jefferson College of Health Sciences PA Program  
Marion Vaughn-Howard, Citizen  
Sue Reese, Virginia Department of Social Services  
Tom Powers, Citizen  
Hollie Young, Services Coordinator, Friendship Health and Rehab  
Paula Prince, Asst. Professor, Jefferson College of Health Sciences

Jane Conlin, Director of Human/Social Services serves as ex officio member of the Advisory Board.

The City of Roanoke collaborated with the United Way to form a joint Administrative application, and to have the City's Program application available on the United Way's online system. The deadline for submission was January 28, 2016 for both the Administrative application and Program application.

Requests from 29 agencies (41 programs) totaling \$618,479 were received as indicated on Attachment A. Advisory Board members reviewed the applications online and studied each application prior to meetings held on February 11, February 25, March 4, March 11, and March 25, 2016 to discuss funding allocations. The Board considered the following when reviewing the applications and making funding recommendations: alignment between the

application and priorities set by the Human Services BFO team, a fully completed application, clarity and internal consistency of the application, clarity and reasonableness of the proposed agency budget, demonstration of need, and the number of Roanoke City residents served.

The Human Services Advisory Board budget in the amount of \$409,052 was established by City Council with the adoption of the General Fund budget for fiscal year 2016-2017 on May 9, 2016.

Agencies were recently notified of tentative allocations and advised they could appeal these recommendations. The Board heard appeals on April 19, 2016, from United Methodist Community Outreach Program, Legal Aid Society of Roanoke Valley, Apple Ridge Farm, and Child Health Investment Partnership (CHIP). No changes were made to the tentative allocations following the appeals.

Performance audits will be conducted by the Council of Community Services to evaluate the effectiveness and efficiency of all funded programs.

**Recommended Action:**

Approve the recommendations of the Human Services Advisory Board, as shown in Attachment A.

Authorize the City Manager to enter into a contract with the Council of Community Services to conduct the performance audits with the form of the contract to be approved by the City Attorney.

Transfer \$409,052 from the Human Services Advisory Board account 01-630-5220-3700 into accounts to be established within the Human Services Advisory Board budget by the Director of Finance as set forth in Attachment A.



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CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers  
R. Brian Townsend, Assistant City Manager for Community Development  
Barbara A. Dameron, Director of Finance  
Jane R. Conlin, Director of Human/Social Services

#CM16-00062

<b>HUMAN SERVICES ADVISORY BOARD</b>			
<b>ALLOCATIONS 2016-2017</b>			
	<b>Received</b>	<b>Requesting</b>	<b>Final</b>
	<b>2015-2016</b>	<b>2016-2017</b>	<b>2016-2017</b>
LOA Area Agency on Aging - Meals on Wheels	35,000	35,000	35,000
Blue Ridge Legal Services	21,414	21,414	21,414
New Horizons Healthcare - Dental Care	20,000	20,000	20,000
West End Center - After School Program	25,000	25,000	25,000
Bradley Free Clinic - Medical/Pharmacy	15,000	15,000	15,000
Family Promise of Greater Roanoke - Case Management: Homeless Families	7,500	7,500	7,500
Mental Health America of Roanoke Valley - Mental Health Care Collaborative	5,250	5,250	5,250
Presbyterian Community Center - Pathways for Youth	15,000	15,000	15,000
Bradley Free Clinic - Dental Program	15,000	15,000	15,000
The Community Youth Program at St. John's	16,000	23,000	18,000
Family Service of Roanoke Valley - Adults Plus Counseling/Case Management	12,000	12,600	12,600
Greenvale School, Inc. - Early Education Achievement	16,000	20,000	18,000
Children's Trust Foundation - Children's Advocacy Center (CAC)	12,000	12,000	12,000
Blue Ridge Literacy - English for Speakers of Other Languages	0	12,000	10,000
Council of Community Services - Blue Ridge Community Assistance Network (HMIS)	5,000	6,000	6,000
Children's Trust Foundation - Court Appointed Special Advocates (CASA)	0	5,000	5,000
Family Service of Roanoke Valley - Taking ACTION Together	20,300	21,315	21,300
ARCH Roanoke - Bethany Hall Substance Abuse Treatment Program	5,000	10,000	10,000
Children's Trust Foundation - Children First Child Abuse Prevention	11,500	11,500	11,500
Big Brothers/Big Sisters	5,000	10,000	5,488
Carilion Medical Center - School-Based Adolescent Health	17,544	20,000	20,000
Boys and Girls Club - Project Learn	n/a	8,000	8,000
Child Health Investment Partnership - (CHIP) - Care Coordination	25,000	29,000	15,000
Family Promise of Greater Roanoke - Housing Stability and Aftercare	n/a	5,000	5,000
Child Health Investment Partnership - (CHIP) - Family Strengthening	20,000	21,000	15,000
YMCA of Roanoke Valley, Inc. - Read and Feed Summer Outreach Program	n/a	8,000	5,000
Smart Beginnings Greater Roanoke - School Readiness Collaboration	19,000	24,000	15,000
Children's Trust Foundation - Conflict Resolution Center	n/a	12,000	5,000
Goodwill Industries of the Valleys, Inc. - Good Guides Youth to Work Mentoring	n/a	20,000	5,000
Boys and Girls Club - Smart Moves	5,000	8,000	0
Blue Ridge Independent Living Center	5,000	40,000	5,000
Roanoke Valley Speech and Hearing - On-site Speech-Language Therapy	0	5,000	5,000
Family Service of Roanoke Valley - Family and Individual Counseling	6,000	6,300	5,000
Blue Ridge Literacy - ENFOLD	n/a	6,000	0
Girl Scouts of Virginia Skyline Council Outreach Camp	n/a	5,000	0
Blue Ridge Literacy - LaConexionVa.org	n/a	3,600	0
Apple Ridge Farm - Academic Summer Camp	17,544	25,000	0
Brain Injury Services - Case Management	5,000	16,000	0
Legal Aid Society of Roanoke Valley - Free Legal Services for Low Income	5,000	20,000	0
Planned Parenthood South Atlantic - Sexuality and Reproductive Health	0	12,000	0
U.M. Community Outreach Program - Community Literacy Program	5,000	10,000	0
TRUST House	5,000	N/A	
<b>Council of Community Services Monitoring Services</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b>TOTAL</b>	<b>409,052</b>	<b>618,479</b>	<b>409,052</b>

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION approving 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 2016-2017, 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.

WHEREAS, the Fiscal Year 2016-2017 budget approved by City Council for the Board provides for funding in the amount of \$409,052 to certain qualified agencies;

WHEREAS, in order to obtain an allocation for such funds, it was necessary for agencies to file applications with the Board;

WHEREAS, requests for City funding in the total amount of \$618,479 were received by the Board from twenty-nine (29) agencies to assist in funding a total of forty-one (41) programs;

WHEREAS, after studying each application and holding allocation meeting hearings, the Board has recommended allocations of funding to certain applicant agencies for Fiscal Year 2016-2017; and

WHEREAS, performance audits are to be conducted for each agency receiving funds through the Board to evaluate the effectiveness and efficiency of such funded programs.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that:

1. City Council approves the recommendations of the Human Services Advisory Board as to the allocations for funding to the various qualified agencies for Fiscal Year 2016-2017 as more particularly set forth in the City Council Agenda Report dated June 6, 2016, and the attachment to that report.

2. The City Manager or his designee is authorized to execute a contract with the Council of Community Services to perform the necessary performance audits to evaluate the effectiveness and efficiency of all funded programs by such agencies, such contract to be approved as to form by the City Attorney.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to transfer funding to specific Human Services Committee agencies, amending and reordaining certain sections of the 2016-2017 General 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 2016-2017 General Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows, in part:

Appropriations		
Subsidies	01-630-5220-3700	\$ (409,052)
Bradley Free Clinic -Medical	01-630-5220-3721	15,000
League of Older Americans – Meals on Wheels	01-630-5220-3722	35,000
Bethany Hall-Residential Substance Abuse Treatment	01-630-5220-3728	10,000
Blue Ridge Literacy –English for Other Languages	01-630-5220-3990	10,000
West End Center – After School Program	01-630-5220-3745	25,000
Carilion Medical Center – School Based Adolescent Health Clinics	01-630-5220-3767	20,000
Greenvale School – Early Education Achievement	01-630-5220-3780	18,000
Blue Ridge Independent Living Center	01-630-5220-3781	5,000
Mental Health America of Roanoke Valley	01-630-5220-3784	5,250
The Community Youth Program at St. John's	01-630-5220-3797	18,000
Presbyterian Community Center	01-630-5220-3801	15,000
Children's Trust – Children First Child Abuse Prevention	01-630-5220-3915	11,500
Children's Trust - Children's Advocacy Center	01-630-5220-3918	12,000
Family Service of Roanoke Valley – Taking ACTION Together	01-630-5220-3919	21,300
Family Service – Family & Individual Counseling	01-630-5220-3921	5,000
Family Service - Adults Plus	01-630-5220-3922	12,600
Blue Ridge Legal Services	01-630-5220-3923	21,414
Big Brothers/Big Sisters – Community and Site Based Mentoring	01-630-5220-3925	5,488
Family Promise – Case Management: Homeless Families	01-630-5220-3927	7,500

CHIP - Family Strengthening Program	01-630-5220-3932	\$ 15,000
CHIP – Care Coordination Program	01-630-5220-3933	15,000
Council of Community Services – Monitoring Services	01-630-5220-3940	12,000
Bradley Free Clinic -Dental	01-630-5220-3958	15,000
Smart Beginnings Greater Roanoke – School Readiness Collaboration	01-630-5220-3972	15,000
Council of Community Services – Blue Ridge Community Assistance Network	01-630-5220-3991	6,000
New Horizons Healthcare – Dental Care	01-630-5220-5455	20,000
Children’s Trust – Special Advocates	01-630-5220-3775	5,000
Boys and Girls Club – Project Learn	01-630-5220-3928	8,000
Family Promise of Greater Roanoke- Housing Stability and Aftercare	01-630-5220-3927	5,000
YMCA of Roanoke Valley – Read and Feed	01-630-5220-3708	5,000
Children’s Trust – Conflict Resolution	01-630-5220-5569	5,000
Goodwill Industries – Good guides Youth to Work	01-630-5220-3926	5,000
Roanoke Valley Speech and Hearing – Speech and Language Therapy	01-630-5220-3738	5,000

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



7.a.5.

# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Recommendations of the Roanoke Arts Commission on Arts and Cultural Agency Funding for FY-2017 (CM16-00066)

## **Background:**

The Roanoke Arts Commission Agency Funding Advisory Committee budget, in the amount of \$269,220, was established by City Council with the adoption of the General Fund budget for FY 2016-17 on May 9, 2016. Of this total amount, \$1,720 was set aside for the Arts Commission funding.

A mandatory pre-proposal meeting was held in December, 2015 to assist the agencies and organizations with the application process. Applications which included procedures and ratings criteria were distributed to all former recipients and other interested organizations.

Applications from nineteen (19) agencies totaling \$412,925 were received as indicated on Attachment A. These agencies each applied for funds to support specific exhibitions, performances or educational programs.

Committee members thoroughly studied each application and interviewed representatives of the applicant organizations prior to a rating and allocation meeting held in April, 2016. Through the application, organizations are required to demonstrate how their proposal would support implementation of the City's Arts and Cultural Plan. Agencies were also rated on other indicators such as effective management and financial health, collaboration and if the proposed program meets a need in the community. The committee also considered the report from the program monitor, Susan Jennings, Arts and Culture Coordinator, on the performance of the organizations funded the previous fiscal year. The monitor collects quarterly reports and conducts an annual site visit. The committee presented the recommendations to the entire Arts Commission and these recommendations were unanimously approved on April 19, 2016 to present to City Council as attached.

Agencies were then notified of the Arts Commission recommendations and tentative funding allocations, subject to final approval by City Council.

**Considerations:**

The funding criteria by which applications are scored also reflect the major priority areas established by City Council in the Budgeting for Outcomes process.

**Recommended Action:**

Concur with and approve the Roanoke Arts Commission's allocation for funding various nonprofit agencies for fiscal year 2016-2017 as set forth in Attachment A to this report.

Adopt the accompanying budget ordinance to transfer \$269,220 as cited on Attachment A from the Roanoke Arts Commission Agency Funding Advisory Committee into accounts to be established by the Director of Finance within the Roanoke Arts Commission budget.



-----  
CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers  
Brian Townsend, Assistant City Manager  
Barbara A. Dameron, Director of Finance  
Susan Jennings, Arts and Culture Coordinator

CM16-00066

**Roanoke Arts Commission FY 2017 Funding Recommendations**

Organization	FY 2016 Funding	FY 2017 Request	FY 2017 Recommendation
Center in the Square	\$5,000	\$10,000.00	\$4,500.00
Eleanor D. Wilson Museum	\$9,000	\$13,125.00	\$6,000.00
Grandin Theatre Foundation	Did not apply	\$22,400.00	\$15,500.00
Harrison Museum of African American Culture	\$23,000	\$25,000.00	\$20,000.00
Historical Society of Western VA	Did not apply	\$20,000.00	\$12,000.00
Jefferson Center Foundation LTD	\$30,000	\$36,000.00	\$30,000.00
Local Colors of Western VA	\$23,000	\$24,500.00	\$20,000.00
Mill Mountain Theatre	\$20,000	\$25,000.00	\$20,000.00
Mill Mountain Zoo	Did not apply	\$13,000.00	\$0.00
Opera Roanoke	\$20,000	\$24,000.00	\$20,000.00
Roanoke Ballet Theatre	\$8,500	\$9,900.00	\$4,500.00
Roanoke Children's Theatre	\$7,600	\$15,000.00	\$10,000.00
Roanoke Symphony Orchestra	\$33,000	\$49,000.00	\$32,000.00
Science Museum of Western VA	\$22,000	\$27,000.00	\$15,000.00
Showtimers	Did not apply	\$8,000.00	\$0.00
Southwest Virginia Ballet	\$10,000	\$10,000.00	\$10,000.00
Taubman Museum of Art	\$26,120	\$40,000.00	\$24,000.00
VA Museum of Transportation	\$25,000	\$30,000.00	\$24,000.00
Young Audiences of Virginia	\$5,000	\$9,000.00	\$0.00
Roanoke Arts Commission	\$2,000	\$2,000.00	\$1,720.00
<b>Totals</b>	<b>\$269,220</b>	<b>\$412,925.00</b>	<b>\$269,220.00</b>

25

7.a.5.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

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 2016-2017.

WHEREAS, the Fiscal Year 2016-2017 budget approved by City Council for the Roanoke Arts Commission provides for funding in the amount of \$269,220, including \$1,720 which was set aside for the Arts Commission funding;

WHEREAS, in order for nonprofit agencies to obtain an allocation for such funds, it was necessary for such agencies to file applications with the Arts Commission Agency Funding Advisory Committee;

WHEREAS, requests for City funding in the total amount of \$412,925 were received by the Committee from nineteen (19) agencies; and

WHEREAS, after studying each application and holding rating and allocation meetings, the Committee recommended and the Arts Commission approved allocation of funding in the amount of \$269,220 to such agencies and the Arts Commission for Fiscal Year 2016-2017, subject to City Council approval.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that Council concurs with and approves the recommendations of the Roanoke Arts Commission's allocations for funding in the amount of \$269,220 for various nonprofit agencies for Fiscal Year 2016-2017 and the Arts Commission, as more particularly set forth in the City Council Agenda Report dated June 6, 2016, to Council, and the attachment to that report.

ATTEST:

City Clerk.



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to transfer funding to specific Art Commission agencies, amending and reordaining certain sections of the 2016-2017 General 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 2016-2017 General Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Subsidies	01-310-5221-3700	\$ ( 269,220)
Local Colors	01-310-5221-2276	20,000
Center in the Square	01-310-5221-3706	4,500
Virginia Museum of Transportation	01-310-5221-3714	24,000
Roanoke Symphony Orchestra	01-310-5221-3736	32,000
Mill Mountain Theatre	01-310-5221-3749	20,000
Opera Roanoke	01-310-5221-3762	20,000
Science Museum of Western Virginia	01-310-5221-3774	15,000
Historical Society of Western VA	01-310-5221-3776	12,000
Roanoke Ballet Theatre	01-310-5221-3779	4,500
Southwest Virginia Ballet	01-310-5221-3794	10,000
Taubman Museum of Art	01-310-5221-3910	24,000
Harrison Museum/African-American Culture	01-310-5221-3913	20,000
Jefferson Center Foundation LTD	01-310-5221-3944	30,000
Roanoke Arts Commission	01-310-5221-3961	1,720
Grandin Theatre Foundation	01-310-5221-3973	15,500
Eleanor D. Wilson Museum	01-310-5221-3975	6,000
Roanoke Children's Theatre	01-310-5221-3984	10,000

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 COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Acceptance of a Donation from the Civitan Club of Roanoke for  
 Playground Replacement in Smith Park (CM16-00069)

## Background:

City Council authorized the Department of Parks and Recreation to replace several playgrounds beginning in Fiscal Year 2015 and continuing through Fiscal Year 2016. As the replacement process began, Parks and Recreation recognized that the original playground within Smith Park had been partially funded by the Civitan Club of Roanoke in 1994. Due to the Smith Park playground being on the replacement list, the Department contacted the Civitans and inquired of their level of interest in being involved in the replacement process.

## Considerations:

The Civitan Club of Roanoke desires to continue to be a contributing partner in the Smith Park playground replacement process. As authorized by their board, the Civitans have agreed to donate a total sum of \$35,000 towards supplementing current City CIP funds of \$80,000 for the Smith Park playground replacement; \$25,000 of these funds has been awarded from the Civitan Chesapeake District Foundation, while the remaining \$10,000 is a donation by the Civitan Club of Roanoke.

## Recommended Action:

Adopt a Resolution accepting the \$35,000 donation from the Civitan Club of Roanoke and adopt a Budget Ordinance appropriating these funds into the Capital Improvement Fund account 08-620-9447 for the Smith Park Playground replacement project.

-----  
 Christopher P. Morrill  
 City Manager

**Distribution:** Council Appointed Officers  
 Barbara Dameron, Director of Finance  
 Brian Townsend, Assistant City Manager  
 Steven C. Buschor, Director Parks and Recreation  
 Donnie Underwood, Parks and Greenways Planner



## CIVITAN CLUB OF ROANOKE

April 25, 2016

Donnie Underwood  
City of Roanoke  
Parks and Recreation Department  
215 Church Ave., SW Room 303  
Roanoke, Virginia 24011

Dear Mr. Underwood:

It is my pleasure to inform you that the Civitan Chesapeake District Foundation has granted the Parks and Recreation Department, City of Roanoke, a grant of \$25,000.00 to assist in the re-building of the playground at Smith Park on the lovely Roanoke River. Also, the Civitan Club of Roanoke is adding to the grant a gift of \$10,000.00 to total \$35,000.00 for the playground project.

I left a message for the Treasurer of the Foundation to determine when the funds will be available to you. However, and regretfully, I am still waiting for her response. I do know that the grant is definitely approved and the funds need to be transferred to the Foundation account so that a check can be written to the Parks and Recreation Department.

I will keep you informed on the progress as we are anxious to aid you in getting started with building.

When I visited the playground recently I witnessed a dozen children enjoying the park and playground. When conversing with the moms and grandparents I was pleased that the current park offers so much enjoyment to the children and their families. I told them that when they saw the new park they would also want to become kids!

Thank you, Donnie, for allowing us to continue to have a presence in the park.

Very sincerely,

Nancy Larsen  
President  
Civitan Club of Roanoke

Cc: Steven C. Buschor, CPRP



## CIVITAN CLUB OF ROANOKE

April 26, 2016

### GRANT UPDATE

Dear Donnie.

GOOD NEWS! I heard back from the Treasurer of the Foundation late yesterday.

Here is the process to get the funds from the grant,

1. Foundation will ask for the money from the Foundation account to be released to the Foundation checking account.
2. Roanoke club will send their portion \$10,000 from the candy box fund to the Foundation Treasurer and they will cut one check for the total amount of \$35,000.00 and send it to you, Donnie.
3. The Treasurer said it takes about one month for the money to get to you.

Sincerely,

A handwritten signature in cursive script that reads 'Nancy'.

Nancy Larsen  
President, Civitan Club of Roanoke

SJT  
5/27/16

7.a.6.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION accepting the donation of funds from the Civitan Chesapeake District Foundation and the Civitan Club of Roanoke to assist with the Smith Park playground replacement process; authorizing the City Manager to take such further actions and execute all documents as may be necessary to obtain, accept, implement, administer such donation; and expressing the City's appreciation for such donation.

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

1. This Council hereby accepts the donation from the Civitan Chesapeake District Foundation of \$25,000.00 and the donation from the Civitan Club of Roanoke of \$10,000.00 to the City, in accordance with the recommendation contained in the City Council Agenda Report dated June 6, 2016.

2. The City Manager is hereby authorized to take such further actions and execute all necessary documents as may be necessary to obtain, accept, implement, administer, and use such donation, with any such documents being approved as to form by the City Attorney.

3. This Council wishes to express its appreciation and that of the citizens of the City of Roanoke to the Civitan Chesapeake District Foundation and the Civitan Club of Roanoke for their generous donations to assist with the Smith Park playground replacement process as described above.

4. The City Clerk is directed to transmit a copy of this Resolution to the Civitan Chesapeake District Foundation and the Civitan Club of Roanoke, expressing the City's appreciation for its donation.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from Civitan Club of Roanoke to the Smith Park Playground Replacement 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 Third Party	08-620-9447-9004	\$ 35,000
Revenues		
Civitan Club Donation for Smith Park Playground Replacement FY16	08-620-9447-9447	35,000

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 COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Fifth Sealed Trash Compactor (CM16-00064)

## Background/ Considerations

Sealed trash compactor service began in September 2013 for businesses and residents in the City's Historic Market District. With the subsequent addition of three additional trash compactors, the defined service area now includes properties located in Zones 1 through 4 as shown on the attached map. This service eliminates the need for businesses and residents to place trash and recycling on the public sidewalk for collection by Solid Waste Management crews.

Ongoing efforts by Downtown Roanoke, Incorporated (DRI) and City staff have resulted in the identification of an acceptable site for a fifth sealed trash compactor and further expansion of the Sealed Compactor Zone. The site which is now under lease to the City of Roanoke is located in a parking lot on the north side of the 100 block of Luck Avenue, S.W. and consists of 886 square feet owned by Nestle Brooke, LLC. Plans are underway for the installation of a leased, 15 cubic yard sealed trash compactor on this site which will be screened from view. The expanded service area of the Sealed Compactor Zone for the fifth sealed trash compactor would include the properties bounded by the centerlines of 2<sup>nd</sup> Street, S.W. and Jefferson Street, S.W. (to the west and east) and Church Avenue, S.W. and Day Avenue, S.W. (to the north and south), as shown on the attached map as Zone 5.

Funding for this compactor project has been allocated to the project account. The one-time construction and preparation cost is \$160,000 and includes an enclosure and gate system, extension of electric service, a security system and lighting. Construction is underway and it is anticipated that the compactor will be in operation by September 1, 2016. Customers that register with the City to use the sealed trash compactor would be provided with a handheld electronic device for access. Fees are identified in the City's fee compendium. The first two (2) uses of the sealed trash compactor in any given week are free of charge. A fee of \$1.00 is charged for each subsequent use of the sealed trash compactor for the remainder of each week. Fees are capped at the existing rate of \$70.00 and \$120.00 per month, per customer based upon "class of trade."

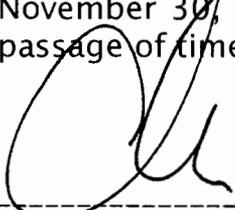
Beginning September 1, 2016, customers within this expanded portion of the Sealed Compactor Zone who are not prepared to register for sealed trash compactor service at that time would continue to receive refuse and recyclables collection service from Solid Waste Management crews through November 30, 2016. Choosing this interim option would require these customers to place refuse and recycling on the sidewalk between 2:00 a.m. and 6:00 a.m. for Monday through Saturday collection by City crews beginning at 6:00 a.m. Based upon the cost of collection to the City, there would be a fee increase for these customers from the existing rates of \$70.00 and \$120.00 to a new monthly charge of \$140.00 and \$240.00 respectively for the period of September 1, 2016 through November 30, 2016. Beginning December 1, 2016, customers within the expanded portion of the Sealed Compactor Zone would no longer be allowed to stage trash and recyclables on the sidewalk for collection by City crews and would be required to use the sealed trash compactor or make alternative provisions for trash removal.

A City Code amendment is required to revise the definition of the Sealed Compactor Zone identified in Section 14.1-1 and the Fee Compendium needs to be amended to reflect the change in rates to be charged certain customers who do not elect to use the sealed trash compactor from September 1, 2016 to November 30, 2016. The revised Sealed Compactor Zone definition will include the original and new areas described above.

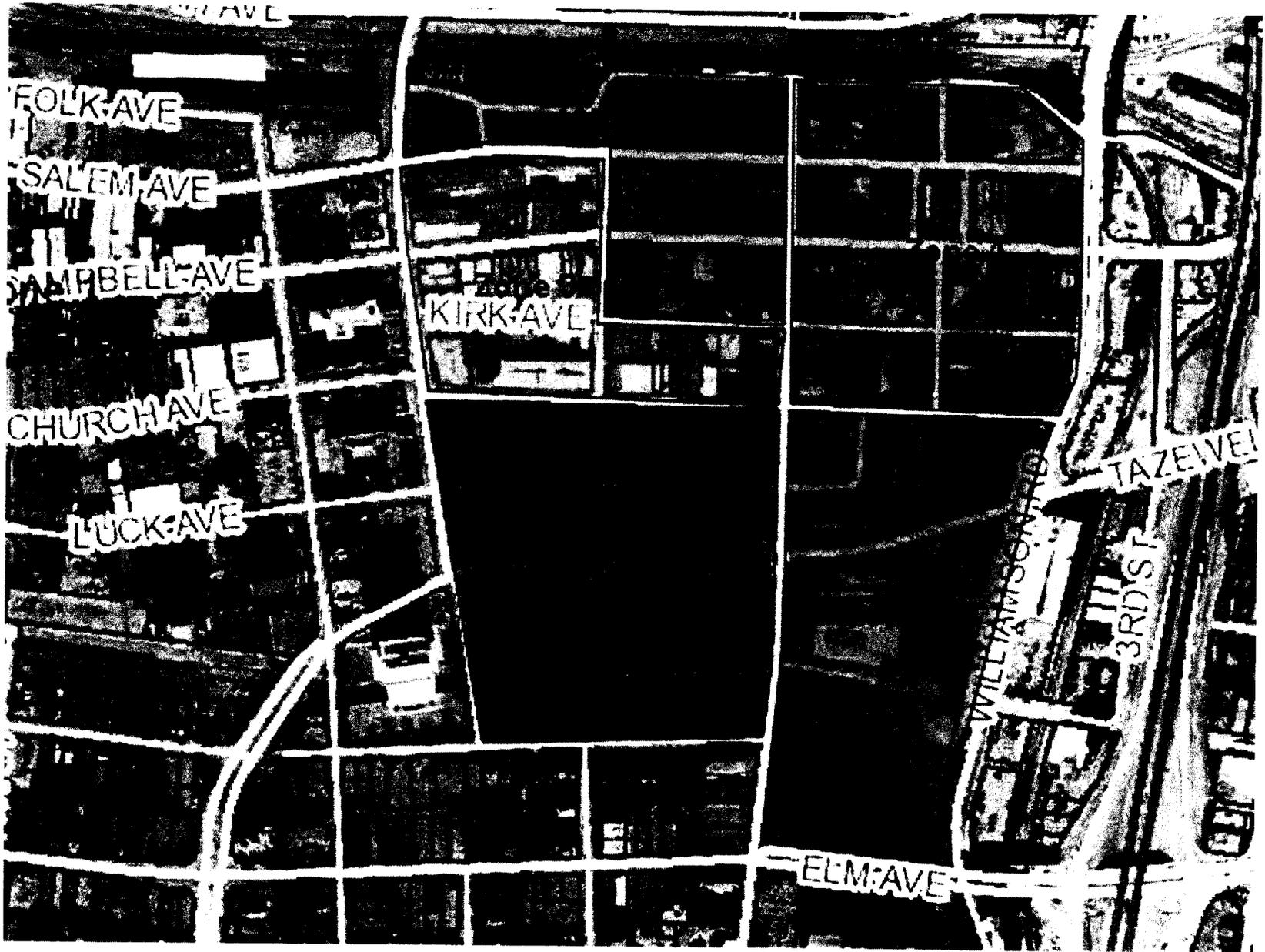
**Recommended Action:**

Amend Chapter 14.1, Solid Waste Management of the City Code by amending Section 14.1-1, Definitions, Article 1 in General to revise the definition of the Sealed Compactor Zone.

Adopt the attached resolution amending the City's Fee Compendium to reflect the aforementioned fee schedule effective September 1, 2016, through November 30, 2016, and the deletion of fees no longer applicable due to the passage of time.

  
-----  
Christopher P. Morrill  
City Manager

Distribution: Council Appointed Officers



FOLK AVE

SALEM AVE

CAMPBELL AVE

CHURCH AVE

LUCK AVE

KIRK AVE

TAZEVELL

BRIST

ELM AVE

SJC  
6/27/16

7.a.7.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE amending Section 14.1-1, Definitions, of Article I, In General, of Chapter 14.1, Solid Waste Management, of the Code of the City of Roanoke (1979), as amended, to provide for the proper collection of refuse as set forth below; 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. Section 14.1-1, Definitions, of Article I, In General, of Chapter 14.1, Solid Waste Management, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained, to read and provide as follows:

Sec. 14.1-1. Definitions

\* \* \*

*Sealed compactor zone* shall mean that area which is bordered by the centerlines of Jefferson Street (on the west), Williamson Road, S.E. (on the east), Norfolk Avenue, S.E. (on the north), and Church Avenue, S.E. (on the south); that area which is bounded by the centerlines of 1st Street, S.W., and Jefferson Street (to the west and east), and Norfolk Avenue, S.W., and Kirk Avenue, S.W. (to the north and south), as well as 2nd Street, S.W., and 1st Street, S.W. (to the west and east), and Norfolk Southern Railroad and Salem Avenue, S.W. (to the north and south); that area which is bounded by the centerlines of 1st Street, S.W., and Jefferson Street (to the west and east), and Kirk Avenue, S.W., and Church Avenue, S.W. (to the north and south), as well as 2nd Street, S.W., and 1st Street, S.W. (to the west and east), and Salem Avenue, S.W., and Church Avenue, S.W. (to the north and south); ~~and~~ that area which is bounded by the centerlines of Jefferson Street and Williamson Road, S.E. (to the west and east), and Church Avenue, S.E., and Elm Avenue, S.E. (to the north and south); and that area which is bounded by the centerlines of 2<sup>nd</sup> Street, S.W., and Jefferson Street (to the west and east), and Church Avenue, S.W., and Day Avenue, S.W. (to the north and south).

\* \* \*

2. 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

SJT  
5/27/16

7.a.7.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION amending the Fee Compendium to amend fees for refuse collection in the Central Business District, as set out below; and establishing an effective date.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, as amended, shall be further amended to reflect the following fees:

FEE	CURRENT AMOUNT	NEW AMOUNT
Refuse fees for curbside collection for Restaurant, Office, and Financial Institutions within a sealed compactor zone in the Central Business District, but not registered for sealed compactor service, on and after September 1, 2016 and before December 1, 2016.	\$120.00 per month	\$240.00 per month
Refuse fees for curbside collection for Specialty Retail, Health, Church and Nonprofit Institutions within a sealed compactor zone in the Central Business District, but not registered for sealed compactor service, on and after September 1, 2016 and before December 1, 2016.	\$70.00 per month	\$140.00 per month

2. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Resolution.

3. The fees established by this Resolution shall remain in effect until amended by this Council.

4. This Resolution shall be in full force and effect upon passage of this Resolution.

ATTEST:

City Clerk.



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Parking Fund Appropriation of Retained Earnings for Capital Projects (CM16-00061)

## **Background:**

The Parking Fund operates the City's on street and off street parking system consisting of seven (7) garages and five (5) surface parking lots. The Fund is the repository for the financial activities related to the daily operation, maintenance and capital improvements to the parking system.

## **Considerations:**

The current Parking Fund Five Year Capital Maintenance and Replacement Plan identifies a specific capital improvement project to be undertaken during FY2016. The project totaling \$349,467 is detailed in Attachment A to this letter. The project will provide for the modernization of two (2) elevators located at the east side of the Church Avenue Garage. Church Avenue Garage is the City's oldest garage and these elevators are the oldest units in the parking system. The remaining single elevator on the west side of the garage is slated for modernization in FY2017 if funding is available at that time. These modernizations will not only assure reliable vertical transportation to customers, but, will also save energy and reduce cost to the Parking Fund.

Currently there is \$523,700 of retained earnings available for appropriation in the Parking Fund for these purposes. Council action is required to appropriate additional funds in the amount of \$349,467 to provide funding for this capital project.

**Recommended Action:**

Adopt the accompanying budget ordinance to appropriate funds in the amount of \$349,467 from Parking Fund Retained Earnings for the project identified in Attachment A to this letter.



-----  
Christopher P. Morrill  
City Manager

**Distribution: Council Appointed Officers**

Brian Townsend, Assist. to the City Manager for Comm.  
Development  
Barbara A. Dameron, Director of Finance  
Deborah Moses, Parking Administrator

Attachment A  
CM16-0061  
Capital Project for FY2015 Parking Fund

<b>Category</b>	<b>Amount</b>
Elevator #2West –Modernization Upgrade -Church Ave Garage Replace , upgrade and modernize all critical and/ or obsolete components	\$166,255
Elevator #3West- Modernization Upgrade-Church Ave Garage Replace, upgrade and modernize all critical and/ or obsolete components and provide for new dual controller system*	\$183,212
* Added controller reflected in slightly higher cost	
<b>Total FY16</b>	<b>\$349,467</b>

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Parking Fund Retained Earnings to Parking Fund Contingency for various capital upgrade and repair projects, amending and reordaining certain sections of the 2015-2016 Parking 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 Parking Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Appropriated from General Revenue	07-540-8273-9003	\$ 349,467
Fund Balance		
Retained Earnings - Available	07-3348	(349,467)

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.G.*

# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Amendment No. 4 to Contract for the Comprehensive Full Elevator/Escalator Maintenance & Repair Program (CM00067)

## **Background:**

A Contract dated March 25, 2013 was issued to ThyssenKrupp Elevator Corporation ("ThyssenKrupp") for the Comprehensive Full Elevator/Escalator Maintenance & Repair Program in the amount of \$111,996. The program covers all City owned elevators and escalators located in City buildings, the Berglund Center and City-owned parking garages. The Contract has been amended three times for a total Contract amount of \$181,230.04. The Contract scope of work includes replacement of obsolete parts at the City's option in the elevators covered by this Contract. A fourth Amendment is now needed to replace parts in two of the elevators located in the Church Avenue Parking Garage in order to modernize these units. ThyssenKrupp has agreed to replace obsolete parts on these elevators for \$349,467, increasing the total cost of the contract to \$530,697.04.

## **Considerations:**

City Council approval is needed to amend the current Contract. Funding in the amount of \$349,467 for this Amendment is available in account 07-540-8280-9003 (Church Avenue Garage Elevator Modernization).

## **Recommended Action:**

Authorize the City Manager to issue and execute Amendment No.4, approved as to form by the City Attorney, in a form substantially similar to the Amendment No. 4 attached to this Report, to the City's Contract with ThyssenKrupp in the amount of \$349,467 for additional services as set forth above.

Authorize the City Manager to take such action and execute such documents, approved as to form by the City Attorney, as may be necessary to provide for the implementation, administration and enforcement of such Amendment to the above mentioned Contract.



-----  
Christopher P. Morrill  
City Manager

Distribution: Council Appointed Officers  
Brian Townsend, Assistant City Manager for Community  
Development  
Barbara A. Dameron, Director of Finance  
Debbie Moses, Parking Administrator

**AMENDMENT NO. 4**

**This is Amendment No. 4 to Contract No. 96GNKN dated March 25, 2013 between the City of Roanoke, Virginia, (City) and ThyssenKrupp Elevator Corporation (Contractor). The date of this Amendment is June 6, 2016.**

**This Amendment amends the above Contract as follows:**

1. The City and Contractor agree to amend the contract to replace obsolete parts to the Church Avenue Parking Garage elevators #2 and #3. The one-time fee of \$349,467.00 will be paid per the Scope of Work, attached as "Amendment No. 4 – Exhibit 1 – Scope of Work".

Original amount of Contract (Annual Not to Exceed)	\$114,396.00
Contract amount adjusted for Amendment No. 1 (Annual Not to Exceed)	\$ 1,717.08
Contract amount adjusted for Amendment No. 2 (Annual Not to Exceed)	\$ 3,483.96
Contract amount adjusted for Amendment No. 3 (One time increase)	\$ 61,633.00
Net amount of this Amendment No. 4 (One time increase)	<u>\$349,467.00</u>
Contract amount after this Amendment (for contract year ending March 26, 2017)	\$469,064.04
Consecutive calendar day time extension required	None

2. The City and Contractor agree to incorporate the products, services and fees stated on the attached ThyssenKrupp Elevator Americas Scope of Work Proposal for City of Roanoke, VA, effective as of the date hereof.

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Except as amended and/or modified above, all the terms and provisions of the above Amendment, and any prior amendments thereto, shall continue in full force and effect.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS WHEREOF, the parties agree to the above Amendment and hereby sign such Amendment by their authorized representatives.

**CITY OF ROANOKE, VIRGINIA**

**THYSSENKRUPP ELEVATOR CORPORATION**

By: \_\_\_\_\_  
Christopher P. Morrill, City Manager/Date

By: \_\_\_\_\_  
President/Vice President/Date

\_\_\_\_\_  
Witness//Date

\_\_\_\_\_  
Typed or Printed Name and Title

\_\_\_\_\_  
Witness/Date

Appropriation and Availability of Funds  
Required for this Contract Change  
Order Certified

\_\_\_\_\_  
Director of Finance / Date  
(Account No. 07-540-8280-9003 - \$349,467.00)

Approved as to Form

\_\_\_\_\_  
Assistant City Attorney /Date

Approved as to Execution

\_\_\_\_\_  
Assistant City Attorney /Date

\_\_\_\_\_  
Authorized by Resolution No.

Amendment No. 4 – Exhibit 1 – Scope of Work

ThyssenKrupp Elevator Americas



ThyssenKrupp

SCOPE OF WORK

<u>Group 1</u>	<u>GEARED</u>	<u>\$183,212.00</u>
	<u>#3 Church Avenue parking</u>	
<b>Pre-Mod</b>	<b>Hoistway Wiring</b>	
Weight Car and CWT	Traveling Cable	
Initial Access-Mobilize tools and materials on-site		
Site Survey		
<b>Control System</b>		
Remove Controller from group		
Remove Existing Controller		
Install New Controller		
Install Machine Room Duct/Conduit & wiring		
Group Controller		
<b>Geared Machine</b>		
Install New Geared Machine		
Add Brake Switch (Geared)		
Access		
Booster Beams (Geared)		
<b>Governor Car &amp; Counterweight</b>		
Governor & Tension Weight		
<b>Cables</b>		
Hoist Rope		
Shackles		
Governor Rope		
Hang Car		
<b>Rope Gripper</b>		
Standard Installation		
<b>Load Weighing</b>		
Strain Gauge		
<b>Pit</b>		
Pit Ladder		
Pit Switch		
<b>Car Sing</b>		
Roller Guides Car		
Toe Guard		
<b>Hoistway Equipment</b>		
Leveling Unit Landing System		
<b>Hoistway Door Equipment</b>		
Entrance Doors		
Hatch Door Equipment (complete)		

switches)

New- Weigh Car and CWT

New- Initial Access : Mobilize tools and materials on-site

New- Site Survey

New - Hoistway doors

New - Front Hoistway Door equipment complete

New Traveling Cable

New -

Remove

Controller

from group

New

Remove

Existing

Controller

New- VVVF

Controller

New- Install Machine Room Duct/Conduit & wiring

New - Group Controller

New -

Install

Geared

Machine

New-

Brake

switch

(Geared)

New-

Access

New- Booster Beams (Geared)

New- Governor (includes Tail Sheave)

New- Hoist Cables, traction

steel, preformed

New- Car CWT shackles

w/springs (complete set) New -

Governor Rope

New - Hang Car

New - Rope Gripper

New- Strain Gauge

New- Pit Ladder

New- Pit Stop Switch

New - Car roller guides

New- Edge Guard for 2000 code (48")

New - APS Selector Package (Includes limit switches, vanes, brackets, ETSD, normal terminal stopping device and final limit



Car piping and wiring

Hoistway Wiring

New Car piping and wiring

New- TAC 32T Field Friendly Wiring Package Includes single traveling cable, hoistway wiring, interlock wiring, interlock connectors, and serial wiring.

**Car Door Equipment**

Front Car Door Operator / Kit

Front Car Door Header, Tracks, Hangers, Rollers,

Gate Switch

Door Detectors

Front Mechanical Restrictor Package

**Cab/Platform/Car Fixtures**

Car Door

Car Top Railing

Main Car Station

New Door Operator / Kit

New Front Car Door Header, Tracks, Hangers, Rollers, Gate Switch

New Infrared door detector

New- Front Car Door and Hatch Side Restrictors (vanes)

New- Car Door(s)

New - Car Top

Railing

New- Main Car Station Includes: Emergency Light GFI Outlet, Voice Annunciator in COP, ADA Phone System, Braille Plates, Certificate Window Digital Position Indicators, Locked Service Cabinet, Standard Key Switch Package, Vandal Resistant Floor Buttons

New- Car Position Indicator New

Car Riding Lantern New -

Hands Free Phone New -

Emergency Lighting New -

Smart Rescue Phone

Car Position Indicator

Car Traveling Lantern

Hands Free Phone

Emergency Lighting

Intercom System

**Hall and Lobby Fixtures**

Hall Stations (excluding Egress)

Egress Hall Stations (Lobby)

Jamb Braille

Hoistway Access Station

**Testing**

Lobby Panel

New- Hall Stations (excluding Egress)

New - Egress Hall Stations (Lobby)

New- Hoistway Jamb Braille

New- Hoistway Access Switch

New- Lobby Panel

<u>Group 1</u>	GEARED COPIED	\$166,255 00
<b>Control System</b>		
Remove Existing Controller Install New Controller	New - Remove Existing Controller New - VVVF Controller	
Install Machine Room Duct/Conduit & wiring	New - Install Machine Room Duct Conduit & wiring	
<b>Geared Machine</b>		
Install New Geared	New - Install Geared Machine	
Machine Add Brake Switch (Geared) Access	New- Brake switch (Geared) New- Access	
Booster Beams (Geared)	New - Booster Beams (Geared)	
<b>Governor Car &amp; Counterweight</b>		
Governor & Tension Weigh	New- Governor (includes Tail Sheave)	
<b>Cables</b>		
Hoist Rope	New - Hoist Cable , traction steel preformed	
Shackles	New- Car/CWT shackle- w springs (complete set)	
Governor Rope	New- Governor Rope	
Hang Car	New - Hang Car	
<b>Rope Gripper</b>		
Standard Installation	New - Rope Gripper	
<b>Load Weighing</b>		
Strain Gauge	New - Strain Gauge	
<b>Pit</b>		
Pit Ladder	New - Pit Ladder	
Pit Switch	New - Pit Stop Switch	
<b>Car Sling</b>		
Roller Guides Car	New - Car roller guides	
Toe Guard	New - Toe Guard for 2000 code (48")	
<b>Hoistway Equipment</b>		
Leveling Unit / Landing System	New- APS Selector Package (includes limit switches, vanes brackets, ETSD, normal terminal stopping device and final limit switches)	
<b>Hoistway Door Equipment</b>		
Entrance Doors	New - Hoistway doors	
Hatch Door Equipment (complete)	New - Front Hoistway Door equipment complete	
<b>Hoistway Wiring</b>		
Traveling Cable	New - Traveling Cable	
Car piping and wiring	New - Car piping and wiring	
Hoistway Wiring	New - TAC 32T Field Friendly Wiring Package Includes single traveling cable, hoistway wiring, interlock wiring, interlock connectors, and serial wiring	
<b>Car Door Equipment</b>		
Front Car Door Operator / Kit	New - Door Operator / Kit	
Front Car Door Header, Tracks, Hangers, Rollers, Gate Switch	New - Front Car Door Header, Tracks, Hangers, Rollers, Gate Switch	
Door Detectors	New - Infrared door detector	



Front Mechanical Restrictor Package

New- Front Car Door and Hatch Side Restrictors (2/anes)

**Cab/Platform/Car Fixtures**

Car Door

New - Car Door(s)

Car Top Railing

New - Car Top Railing

Main Car Station

New - Main Car Station Includes: Emergency Light, GFI Outlet, Voice Annunciator in COP, ADA Phone System, Braille Plates, Certificate Window, Digital Position Indicators, Locked Service Cabinet, Standard Key Switch Package, Vandal Resistant Floor Buttons

Car Position Indicator

New - Car Position Indicator

Car Traveling Lantern

New - Car Riding Lantern

Hands free Phone

New- Hands Free Phone

Emergency Lighting

New- Emergency Lighting

**Hall and Lobby Fixtures**

Jamb Braille

New - Hoistway Jamb Braille

Hoistway Access Station

New - Hoistway Access Switch

**Grand Total.....\$349,467.00**

YC

7.0.9.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the City Manager's issuance and execution of Amendment No. 4 to the City's Contract with ThyssenKrupp Elevator Corporation ("ThyssenKrupp") for additional professional services for repairs to the Church Avenue Parking Garage elevator; and authorizing the City Manager to take certain other actions in connection with such Amendment.

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

1. The City Manager is authorized to issue and execute Amendment No. 4 to the City's Contract with ThyssenKrupp, in an amount not to exceed an additional \$349,467 for additional professional services to replace obsolete parts in the Church Avenue Parking Garage elevator in order to modernize this unit, all as more fully set forth in the City Council Agenda Report dated June 6, 2016.

2. The form of such Amendment shall be approved by the City Attorney.

3. Such Amendment shall provide authorization for additions to the work, with an increase in the amount of the Contract, and provide that the total amount of such Amendment will not exceed an additional \$349,467, all as set forth in the above mentioned City Council Agenda Report.

4. The City Manager is authorized to take such actions and to execute such documents as may be necessary to provide for the implementation, administration, and enforcement of all such Amendments to the above mentioned Contract with ThyssenKrupp, as well as the Contract itself.

ATTEST:

City Clerk.



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Amendment No. 4 to the Contract for Management and Operational Services for the City of Roanoke Owned and/or Controlled Parking Garages and Surface Parking Lots, and Advisory Services for On-Street Parking Enforcement and Administration in the City of Roanoke, Virginia (CM16-00068)

## **Background:**

The City entered into a Contract with Lancor Parking, L.L.C., on July 31, 2012, to provide management and operating services for certain City owned and/or controlled parking garages and surface parking lots. On July 1, 2014, the Contract was amended to add advisory and administrative services for the management of the City's on-street parking enforcement services.

## **Considerations:**

The Contract contains three annual renewal provisions which can be activated at the City's option. Two of these three annual options have been exercised. The third and final request for extension of the Contract includes a request for a management fee increase which is consistent with the terms of the Contract allowing for an annual fee increase based on the Consumer Price index (CPI). The third extension would be effective for the term of July 1, 2016, through June 30, 2017.

## **Recommended Action:**

Authorize the City Manager to execute Amendment No. 4, approved as to form by the City Attorney, to amend and extend the City's Contract with Lancor Parking L.L.C. for the management and operation of the City's on and off-street parking operations substantially in accordance with the terms set forth in Amendment No. 4 as attached to this Report.

Authorize the City Manager to take such action and execute such documents, approved as to form by the City Attorney, as may be necessary to provide for the implementation, administration and enforcement of such Amendment to the above mentioned Contract.



-----  
Christopher P. Morrill  
City Manager

Distribution: Council Appointed Officers  
Brian Townsend, Assistant City Manager for Community  
Development  
Barbara A. Dameron, Director of Finance  
Debbie Moses, Parking Administrator

**AMENDMENT NO. 4 TO  
CONTRACT FOR MANAGEMENT AND OPERATION SERVICES  
FOR THE CITY OF ROANOKE OWNED AND/OR CONTROLLED PARKING  
GARAGES AND SURFACE PARKING LOTS, AND ADVISORY SERVICES  
FOR ON-STREET PARKING ENFORCEMENT,  
AND ADMINISTRATION IN THE CITY OF ROANOKE, VIRGINIA**

**RFP# 12-06-04**

This Amendment No. 4 to Contract #8WWGXY for Management and Operation Services for the City of Roanoke owned and/or controlled Parking Garages and Surface Parking Lots and Advisory Services for On-Street Parking Enforcement, and Administration (Amendment No. 4) is dated \_\_\_\_\_, 2016, by and between the City of Roanoke, Virginia, (City), and Lancor Parking, L.L.C., (“Operator” or “Contractor”), a Georgia Limited Liability Corporation, authorized to transact business in Virginia.

**RECITALS:**

WHEREAS, the City and Operator entered into a contract dated July 31, 2012, that provided for Operator to provide management and operating services for certain City owned and/or controlled Parking Facilities in Roanoke, Virginia (Contract);

WHEREAS, the City and Operator executed an Amendment No. 1 to the Contract effective July 1, 2014 to make adjustments to the Monthly Management Fee and Scope of Services;

WHEREAS, the City and Operator executed an Amendment No. 2 to the Contract effective April 1, 2015 to reduce Work to the Scope of Services and decrease the Contract amount due to the sale of Williamson Lot, 206 Williamson Road, S.E.;

WHEREAS, the City and Operator executed an Amendment No. 3 to the Contract effective July 1, 2015 to make adjustments to the Monthly Management Fee, Contract renewal and Scope of Services;

WHEREAS, the City has requested that certain terms and provisions of the Contract be amended, changed, or modified as further set forth in this Amendment No. 4; and

WHEREAS, the City and Operator wanted to reduce to writing the amendments, modifications, and changes to the Contract which have been agreed to by the parties in accordance with Section 3 of the Contract.

NOW, THEREFORE, the City and Operator, in consideration of the promises and obligations as contained in the Contract, Amendment No. 1, Amendment No. 2, Amendment No. 3, and in the above Recitals, which Recitals are incorporated herein and made a part of this Amendment No. 4 and as set forth in this Amendment No. 4, mutually agree as follows:

**1. MODIFICATION OF SECTION 3(A) OF THE CONTRACT TO INCREASE THE CONTRACT AMOUNT FOR CONTRACT YEAR BEGINNING JULY 1, 2016.**

Section 3(A) of the Contract is hereby changed to add the following:

“As of July 1, 2016, renewal year July 1, 2016 to June 30, 2017 shall be a Monthly Management Fee of \$94,505.28, for a total annualized not to exceed amount of \$1,134,063.36.

**2. CONTRACT RENEWAL.**

At the City’s option and as allowed by Section 4 of the Contract, this Contract is hereby renewed for the final one (1) year renewal. Such renewal term will be July 1, 2016, through June 30, 2017. There are no additional renewal periods remaining as set forth in Section 4 of the Contract.

**3. REVISION OF FEE CHART FOR EACH PARKING FACILITY (REVISED EXHIBIT 4) TO THE CONTRACT.**

References in the Contract to Revised Exhibit 4, Fee Chart for each Parking Facility, are hereby modified by deleting Revised Exhibit 4, Fee Chart for each Parking Facility, and replacing such document and references to such document with a newly modified “Revised Exhibit 4, Fee Chart for each Parking Facility, effective July 1, 2016,” a copy of which is attached to this Amendment. References in the Contract to Revised Exhibit 4, Fee Chart for each Parking Facility are hereby deemed to refer to Revised Exhibit 4, Fee Chart for each Parking Facility, effective July 1, 2016.

**4. EFFECTIVE DATE OF AMENDMENT NO. 4.**

The effective date of this Amendment No. 4 is July 1, 2016.

**5. CONTINUATION OF TERMS AND CONDITIONS OF CONTRACT.**

All the terms and conditions of the Contract between the parties dated July 31, 2012, together with Amendment No. 1, Amendment No. 2, Amendment No. 3, and Amendment No. 4 shall continue in full force and effect as modified above.

IN WITNESS WHEREOF, the parties have signed this Amendment No. 4 by their authorized representatives.

WITNESS:

**CITY OF ROANOKE, VIRGINIA**

\_\_\_\_\_  
\_\_\_\_\_  
Printed Name and Title

By: \_\_\_\_\_  
Christopher P, Morrill, City Manager

WITNESS:

**LANCOR PARKING, L.L.C.**

\_\_\_\_\_  
\_\_\_\_\_  
Printed Name and Title

By: \_\_\_\_\_  
\_\_\_\_\_  
Printed Name and Title

Approved as to Form:

Appropriation and Funds Required  
for this Contract Certified:

\_\_\_\_\_  
Laura Carini, Assistant City Attorney

\_\_\_\_\_  
Director of Finance

Approved as to Execution:

- 07-540-8200-2010 (\$130,518.36)
- 07-540-8220-2010 (\$130,515.00)
- 07-540-8235-2010 (\$124,272.96)
- 07-540-8215-2010 (\$134,184.36)
- 07-540-8225-2010 (\$123,211.08)
- 07-540-8205-2010 (\$69,141.36)
- 07-540-8211-2010 (\$35,809.80)
- 07-540-8208-2010 (\$20,820.96)
- 07-540-8207-2010 (\$12,312.36)
- 07-540-8209-2010 (\$15,155.64)
- 07-540-8213-2010 (\$105,519.48)
- 07-540-8250-2010 (\$232,602.00)

\_\_\_\_\_  
Laura Carini, Assistant City Attorney

\_\_\_\_\_  
Resolution Number

**Revised Exhibit 4**  
**Contract between City of Roanoke, Virginia and**  
**Lancor Parking, LLC**

**Fee Chart for each Parking Facility**  
**Effective July 1, 2016**

<b>Parking Facility</b>	<b>Monthly Management Fee</b>	<b>Annual Management Fee</b>
Market Garage	\$10,876.53	\$130,518.36
Church Avenue Garage	\$10,876.25	\$130,515.00
Gainsboro Garage	\$10,356.08	\$124,272.96
Center in the Square Garage	\$11,182.03	\$134,184.36
Tower Garage	\$10,267.59	\$123,211.08
Elmwood Park Garage	\$5,761.78	\$69,141.36
Higher Ed Center Lot	\$2,984.15	\$35,809.80
Elmwood Lot	\$1,735.08	\$20,820.96
Market Lot	\$1,026.03	\$12,312.36
Warehouse Row Lot	\$1,262.97	\$15,155.64
Campbell Garage	\$8,793.29	\$105,519.48
<b>Total Off-Street</b>	<b>\$75,121.78</b>	<b>\$901,461.36</b>
<b>Total On-Street</b>	<b>\$19,383.50</b>	<b>\$232,602.00</b>
<b>GRAND TOTAL</b>	<b>\$94,505.28</b>	<b>\$1,134,063.36</b>

gc

7.a.10.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the City Manager's issuance and execution of Amendment No. 4 to the City's Contract with Lancor Parking, L.L.C. ("Lancor") to adjust the monthly management fee of such Contract; and authorizing the City Manager to take certain other actions in connection with such Amendment.

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

1. City Council hereby approves Amendment No. 4 to the Contract between the City and Lancor amending the monthly fee to \$94,505.28 for the period of July 1, 2016, to June 30, 2017, for the management and operation services of certain City owned or controlled parking garages and surface parking lots, all as more fully set forth in the City Council Agenda Report dated June 6, 2016.
2. The form of such Amendment shall be approved by the City Attorney.
3. Such Amendment shall provide authorization for additions to the work, with an increase in the amount of the Contract, and provide that the total amount of such Amendment will not exceed an additional \$1,134,063.36 annually, all as set forth in the above mentioned City Council Agenda Report.
4. The City Manager is authorized to take such actions and to execute such documents as may be necessary to provide for the implementation, administration, and enforcement of such Amendment to the above mentioned Contract with Lancor, as well as the Contract itself.

ATTEST:

City Clerk.



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** June 6, 2016  
**Subject:** Greenhouse Gas Reduction Targets for the City of Roanoke  
(CM16-00060)

## **Background:**

In 2008, City Council adopted a resolution committing to the reduction of community-wide and municipal operations greenhouse gas (GHG) emissions by 10 percent and 12.5 percent, respectively over a five year period. A 2005 GHG emissions baseline was established for data comparison.

During this time, the City conducted major energy efficiency projects including HVAC system upgrades and a comprehensive lighting retrofit. In addition, Facilities Management implemented a city wide Operation and Maintenance program to maintain high levels of performance. Fleet Management introduced the use of cleaner alternative fuels and other fuel saving strategies. In the community, the Citizens for Clean and Green have completed a number of outreach programs such as Cafe 2, the Green Academy, Solarize Roanoke and Weatherize Roanoke.

On February 15, 2016, City Council was briefed on the conclusion of the five year period ending December 31, 2014. Analysis has indicated a decrease of 13.4 percent in GHG emissions exceeding the community-wide target. Additionally, municipal operations reduced GHG emissions by 25 percent over the same period.

## **Considerations:**

Given the success of exceeding initial targets, City Administration recommends continuing to make progress on GHG emission reductions.

The City recently joined the Compact of Mayors which is a global coalition of municipal governments committed to reducing GHG emissions. To remain in compliance with the Compact of Mayors, all member cities must establish GHG emission reduction targets.

The accompanying resolution recommends an additional emissions reduction target of 12.5 percent for municipal operations and 10 percent for the community beginning January 1, 2015 through December 31, 2019. The City will continue to hold to the 2005 GHG baseline. While these are "stretch goals," they are reasonable based on what can be achieved.

**Recommended Action:**

Adopt the accompanying resolution specifying the target greenhouse gas emissions reduction goal.



-----  
CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers

AC

7.2.11.

IN THE COUNCIL FOR THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION adopting greenhouse gas (“GHG”) reduction targets.

WHEREAS, leading climate scientists agree that climate disruption is a reality and that human activities are largely responsible for increasing concentrations of gases which warm the atmosphere;

WHEREAS, recent well-documented impacts of climate disruption include increasing global sea levels, a significant decrease in Arctic sea ice thickness and major changes to weather patterns around the world;

WHEREAS, climate disruption of the magnitude now predicted by the scientific community is likely to have costly impacts on human and natural systems throughout the world including increased risk of floods or droughts, sea level rises that interact with coastal storms that erode beaches, inundate land and damage structures, and a reduction in water supplies stored in glaciers and snow cover;

WHEREAS, on September 2, 2008, City Council adopted Resolution No. 38211-090208, to reduce GHG emissions from municipal operations by a total of 12.5 percent over a five-year period and reduce community-wide GHG emissions by 10 percent over the same five-year period, beginning January 1, 2009, through December 31, 2014;

WHEREAS the City of Roanoke reduced GHG emissions from municipal operations by 25 percent and reduced the community-wide target by 13.4 percent between 2009 and 2014;

WHEREAS, the City of Roanoke recently joined the Compact of Mayors, which is a global coalition of municipal governments committed to reducing GHG emissions. To remain in compliance with the Compact of Mayors, all member cities must establish GHG emission reduction targets; and

WHEREAS, measures to reduce GHG emissions in the community and within the municipal operations have the potential to also reduce costs through energy savings and to increase the quality of life through improved air quality.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Roanoke that:

1. City Council hereby establishes a goal to reduce GHG emissions from municipal operations by an additional reduction of 12.5 percent over a five-year period and reduce community-wide GHG emissions by 10 percent over the same five-year period, beginning January 1, 2015, and ending December 31, 2019, as more particularly set forth in the attached City Council Agenda Report dated June 6, 2016.

2. City staff, designated by the City Manager, will be responsible for implementing the programs and projects described in the aforementioned Agenda Report to the greatest extent practicable and achievable within available funding and resources.

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

June 6, 2016

Dear Mayor Bowers and Members of City Council:

Subject: April FY16 Financial Report – City of Roanoke  
March FY16 Financial Report – Roanoke City Public Schools

The following financial report provides commentary on the City's financial results for the ten months ended April 30, 2016 and Roanoke City Public Schools for the nine months ended March 31, 2016.

General Fund

Through April, FY16 year-to-date revenues were \$221.0 million, or 81.2% of the current revenue estimate for the year. Year-to-date revenues increased 3.2% or \$6.9 million compared to the same period in FY15. The increase was primarily related to the tax rate increase in Real Estate, growth and the 0.5% rate increase in the Prepared Food and Beverage tax, and Personal Property Tax growth.

Through April, expenditures were \$226.7 million, or 82.7% of the current expenditure budget for the year. Year-to-date expenditures were 2.7% or \$5.9 million higher compared to the prior year mainly due to increased funding to Schools. Also contributing to the increase was the timing of payments of maintenance contracts and additional elections.

Stormwater Utility Fund

Stormwater fee revenue year-to-date as of April 30, 2016 was \$3.6 million, or 97.2% of FY16 anticipated revenues. Operating expenses were \$2.4 million, or 55.6% of the expense budget, resulting in an operating gain of \$1.2 million. Change in net position, after transfers and contributions, was a gain of approximately \$1.0 million. 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 approximately \$661,000 compared to the budgeted loss of approximately \$963,000. The year-to-date

operating revenue through April was approximately \$75,000 lower than the budgeted revenue primarily due to lower than expected ticket revenue. Operating expenses were approximately \$294,000 less than budgeted. The operating loss was approximately \$219,000 less than the fiscal year-to-date budgeted operating loss. The current forecast indicates the center's performance will be approximately \$296,000 greater loss than budgeted.

#### Parking Fund

Through April, approximately 83.1% of anticipated operating revenue of approximately \$3.5 million 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. Market garage revenues were down due to the current hotel construction and Norfolk Southern relocation. Church Avenue and Gainsboro garage have increased occupancy in addition to an enhancement in fees. A reduction in revenue from the previous fiscal year was due to the sale of the Williamson Lot in FY15. Operating income, before the net decrease of non-operating expenses and transfers was approximately \$670,000. After non-operating expenses and transfers, the fund's change in net position was approximately \$321,000.

#### 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 March. The School Fund amounts as presented in this report correspond with amounts reported to the School Board on May 10, 2016.

#### Revenues

School Fund revenues decreased 0.6% or \$695,000 compared to FY15. Revenues decreased largely due to the Regional Special Education tuition grant revenue no longer being reported in the general fund. The revenue for the Regional Special Education tuition is now reported in the schools revenue grant fund.

#### Expenditures

School Fund expenditures decreased 5.1% or \$6.6 million compared to FY15. Expenditures have decreased largely due to the change in the Regional Special Education expenditures now reported in the schools grant fund. Also in the prior fiscal year the school board purchased English textbooks, which significantly impacted the schools costs in fiscal year 2015. Schools maintenance costs are also down from the prior year

#### Closing

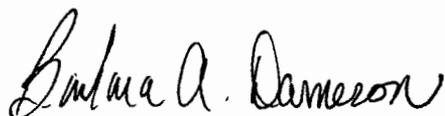
In April, the state and national unemployment rate remained flat at 5.0% compared to March, and decreased 0.4% compared to previous year. The Consumer Price Index increased 0.4% in April. The indexes for food, energy, and all items less food and energy, all rose in April.

U.S economic activity appears to have slowed down during April, with growth in household spending moderating compared to Quarter One of 2016. The housing sector continues to improve, but business fixed investment and net imports have been soft.

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 TEN MONTHS ENDED APRIL 30, 2016

STATEMENT OF REVENUE  
(UNAUDITED)

Revenue Source	Current Revenue Budget	Revenue Budget Variance	Actual Jul 1 - Apr 30 2015 - 2016	Actual Jul 1 - Apr 30 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Received
General Property Taxes	\$ 109,827,000	\$ (1,779,064)	\$ 108,047,936	\$ 104,183,581	3.7%	98.4%
Other Local Taxes	78,120,000	(20,111,073)	58,008,927	55,201,399	5.1%	74.3%
Permits, Fees and Licenses	1,195,000	(459,254)	735,746	993,206	(25.9%)	61.6%
Fines and Forfeitures	1,284,000	(416,565)	867,435	1,021,850	(15.1%)	67.6%
Revenue from Use of Money and Property	235,000	(59,672)	175,328	173,415	1.1%	74.6%
Intergovernmental	69,872,200	(25,023,156)	44,849,044	44,041,660	1.8%	64.2%
Charges for Services	8,427,000	(2,304,149)	6,122,851	6,115,189	0.1%	72.7%
Internal Services	2,520,000	(652,062)	1,867,938	1,852,240	0.8%	74.1%
Transfers From Other Funds	95,301	-	95,301	92,652	2.9%	100.0%
Miscellaneous Revenue	652,169	(373,062)	279,107	497,544	(43.9%)	42.8%
<b>Total</b>	<b>\$ 272,227,670</b>	<b>\$ (51,178,056)</b>	<b>\$ 221,049,614</b>	<b>\$ 214,172,735</b>	<b>3.2%</b>	<b>81.2%</b>

STATEMENT OF EXPENDITURES AND ENCUMBRANCES  
(UNAUDITED)

Expenditures	Current Expenditure Budget	Uncommitted Balance	Actual Jul 1 - Apr 30 2015 - 2016	Actual Jul 1 - Apr 30 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Obligated
General Government	\$ 15,937,985	\$ 1,997,894	\$ 13,940,091	\$ 12,609,782	10.5%	87.5%
Judicial Administration	8,675,007	1,719,386	6,955,621	6,788,428	2.5%	80.2%
Public Safety	65,776,884	9,608,808	56,168,076	55,862,225	0.5%	85.4%
Public Works	26,078,725	2,869,966	23,208,759	21,532,384	7.8%	89.0%
Health and Welfare	39,391,037	10,020,911	29,370,126	29,703,679	(1.1%)	74.6%
Parks, Recreation and Cultural	10,564,572	1,797,116	8,767,456	8,604,288	1.9%	83.0%
Community Development	7,961,561	1,254,507	6,707,054	6,219,595	7.8%	84.2%
Transfer to Debt Service Fund	12,716,023	178,445	12,537,578	11,812,224	6.1%	98.6%
Transfer to School Fund	77,794,000	12,965,670	64,828,330	62,117,670	4.4%	83.3%
Nondepartmental	9,082,500	4,916,928	4,165,572	5,506,263	(24.3%)	45.9%
<b>Total</b>	<b>\$ 273,978,294</b>	<b>\$ 47,329,631</b>	<b>\$ 226,648,663</b>	<b>\$ 220,756,538</b>	<b>2.7%</b>	<b>82.7%</b>

**CITY OF ROANOKE, VIRGINIA  
STORMWATER UTILITY FUND  
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES  
FOR THE TEN MONTHS ENDED APRIL 30, 2016  
(UNAUDITED)**

	<u>FY 2016 Adopted Budget</u>	<u>FY 2016</u>	<u>FY 2015</u>
<b><u>Operating Revenues</u></b>			
Stormwater Utility Fees	\$ 3,741,985	\$ 3,637,074	\$ 1,778,139
<b>Total Operating Revenues</b>	3,741,985	3,637,074	1,778,139
<b><u>Operating Expenses</u></b>			
Operating Expenses	4,347,911	2,415,942	1,566,353
Depreciation	-	292	-
<b>Total Operating Expenses</b>	4,347,911	2,416,234	1,566,353
<b>Operating Income/(Loss)</b>	(605,926)	1,220,840	211,786
<b><u>Nonoperating Revenues/(Expenses)</u></b>			
Investment Income	-	9,431	845
Interest Expense	(74,825)	(52,101)	(16,522)
<b>Net Nonoperating Revenues</b>	(74,825)	(42,670)	(15,677)
<b>Income/(Loss) Before Transfers and Contributions</b>	(680,751)	1,178,170	196,109
<b><u>Transfers and Contributions</u></b>			
Transfer from General Fund	806,588	278,316	624,845
Transfer from Capital Projects Fund	-	-	75,000
Transfer to DoT Fund	-	(5,700)	-
Transfer to Capital Projects Fund	-	(20,500)	-
Transfer to Debt Service Fund	(421,723)	(421,724)	(209,688)
<b>Net Transfers and Contributions</b>	384,865	(169,608)	490,157
<b>Change in Net Position</b>	<u>\$ (295,886)</u>	<u>\$ 1,008,562</u>	<u>\$ 686,266</u>

CITY OF ROANOKE, VIRGINIA  
CIVIC CENTER FUND  
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES  
FOR THE TEN MONTHS ENDED APRIL 30, 2016  
(UNAUDITED)

	<u>FY 2016 Budget YTD</u>	<u>FY 2016</u>	<u>FY 2015</u>
<b><u>Operating Revenues</u></b>			
Rentals	\$ 3,529,104	\$ 3,950,029	\$ 2,820,720
Event Expenses	1,550,476	1,098,093	1,421,312
Advertising	382,569	334,925	414,984
Admissions Tax	386,359	416,146	355,190
Facility Surcharge/Ticket Rebate	350,971	314,188	326,454
Commissions	171,322	134,279	174,182
Ancillary	152,333	200,129	67,620
Miscellaneous	84,750	84,908	66,862
<b>Total Operating Revenues</b>	<b>6,607,884</b>	<b>6,532,697</b>	<b>5,647,324</b>
<b><u>Operating Expenses</u></b>			
Personal Services	1,061,487	966,792	904,729
Operating Expenses	5,948,146	5,759,761	5,042,949
Management Fees	332,160	320,830	320,830
Depreciation	871,553	871,553	774,370
<b>Total Operating Expenses</b>	<b>8,213,346</b>	<b>7,918,936</b>	<b>7,042,878</b>
<b>Operating Loss</b>	<b>(1,605,462)</b>	<b>(1,386,239)</b>	<b>(1,395,554)</b>
<b><u>Nonoperating Revenues/(Expenses)</u></b>			
Investment Income	-	72,324	79,641
Interest Expense	(426,688)	(416,806)	(458,799)
<b>Net Nonoperating Expenses</b>	<b>(426,688)</b>	<b>(344,482)</b>	<b>(379,158)</b>
<b>Net Loss</b>	<b>(2,032,150)</b>	<b>(1,730,721)</b>	<b>(1,774,712)</b>
<b><u>Transfers and Contributions</u></b>			
Transfer from General Fund	1,069,445	1,069,445	1,070,555
<b>Net Transfers and Contributions</b>	<b>1,069,445</b>	<b>1,069,445</b>	<b>1,070,555</b>
<b>Change in Net Position</b>	<b>\$ (962,705)</b>	<b>\$ (661,276)</b>	<b>\$ (704,157)</b>

CITY OF ROANOKE, VIRGINIA  
PARKING FUND  
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES  
FOR THE TEN MONTHS ENDED APRIL 30, 2016  
(UNAUDITED)

	FY 2016 Adopted Budget	FY 2016 Budget YTD	FY 2016	FY 2015
<b><u>Operating Revenues</u></b>				
Market Garage	\$ 448,000	\$ 373,333	\$ 289,730	\$ 325,768
Elmwood Park Garage	642,000	535,000	490,355	526,436
Center in the Square Garage	371,000	309,167	327,761	296,610
Church Avenue Garage	675,000	562,500	573,012	515,814
Tower Garage	437,000	364,167	374,080	343,455
Gainsboro Garage	103,000	85,833	149,592	71,962
Campbell Garage	168,000	140,000	142,313	112,609
Williamson Lot	-	-	(275)	60,603
Higher Ed Center Lot	45,000	37,500	45,124	37,018
Market Lot	39,000	32,500	37,727	36,483
Elmwood Lot	80,000	66,667	71,484	58,231
Warehouse Row Lot	41,000	34,167	32,228	31,845
West Church/YMCA Lots	26,000	21,667	19,703	21,892
Off Street Parking Violations (All Locations)	55,000	45,833	43,083	48,142
On Street Parking Violations	365,000	304,167	310,024	357,126
<b>Total Operating Revenues</b>	<b>3,495,000</b>	<b>2,912,501</b>	<b>2,905,941</b>	<b>2,843,994</b>
<b><u>Operating Expenses</u></b>				
Operating Expenses	2,104,445	1,753,704	1,410,371	1,434,070
Depreciation	961,698	825,516	825,516	802,074
<b>Total Operating Expenses</b>	<b>3,066,143</b>	<b>2,579,220</b>	<b>2,235,887</b>	<b>2,236,144</b>
<b>Operating Income</b>	<b>428,857</b>	<b>333,281</b>	<b>670,054</b>	<b>607,850</b>
<b><u>Nonoperating Revenues/(Expenses)</u></b>				
Investment Income	-	-	97,130	62,335
Interest Expense	(452,055)	(376,713)	(445,733)	(484,363)
<b>Net Nonoperating Expenses</b>	<b>(452,055)</b>	<b>(376,713)</b>	<b>(348,603)</b>	<b>(422,028)</b>
<b>Income/(Loss) Before Transfers and Contributions</b>	<b>(23,198)</b>	<b>(43,432)</b>	<b>321,451</b>	<b>185,822</b>
<b><u>Transfers and Contributions</u></b>				
Transfer from Capital Projects Fund	-	-	-	125,000
Transfer to DoT Fund	-	-	-	(917)
Transfer to Fleet Fund	-	-	-	(79,900)
<b>Net Transfers and Contributions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,183</b>
<b>Change in Net Position</b>	<b>\$ (23,198)</b>	<b>\$ (43,432)</b>	<b>\$ 321,451</b>	<b>\$ 230,005</b>

CITY OF ROANOKE, VIRGINIA  
 CITY TREASURER'S OFFICE  
 GENERAL STATEMENT OF ACCOUNTABILITY  
 FOR THE MONTH ENDED APRIL 30, 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 APRIL 30, 2016.

	BALANCE AT MARCH 31, 2016	RECEIPTS	DISBURSEMENTS	BALANCE AT APRIL 30, 2016	BALANCE AT APRIL 30, 2015
CONSOLIDATED FUNDS	79,484,037.70	28,528,784.11	29,167,419.05	78,845,402.76	78,645,545.02

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 APRIL 30, 2016. THAT SAID FOREGOING:

**CASH**

DEPOSITS IN TRANSIT	65,589.84
CASH IN WELLS FARGO BANK	7,067,643.16

**INVESTMENTS:**

LOCAL GOVERNMENT INVESTMENT POOL	28,836,487.79
BNC PUBLIC FUNDS MONEY MARKET	5,023,130.26
VIRGINIA INVESTMENT POOL	15,164,027.98
HRCCC - VIRGINIA INVESTMENT POOL	3,795,093.63
VIRGINIA SNAP PROGRAM (U.S. SECURITIES)	18,893,430.10
<b>TOTAL</b>	<u>78,845,402.76</u>

June 1, 2016

*Evelyn M. Powers*

EVELYN POWERS, TREASURER

*W. Callaghan*

10-0.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION appointing \_\_\_\_\_ and \_\_\_\_\_, as School Board Trustees of the Roanoke City School Board for terms commencing July 1, 2016, and ending June 30, 2019.

WHEREAS, pursuant to Section 9-24, Code of the City of Roanoke (1979), as amended, a public hearing was held on May 16, 2016, relating to the appointment of School Board Trustees; and

WHEREAS, this Council is desirous of appointing \_\_\_\_\_ and \_\_\_\_\_, to fill the vacancies on the Roanoke City School Board.

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

1. \_\_\_\_\_ and \_\_\_\_\_, are hereby appointed as School Board Trustees of the Roanoke City School Board for terms commencing July 1, 2016, and ending June 30, 2019.
2. The City Clerk is directed to transmit an attested copy of this resolution to the Clerk of Roanoke City School Board, and to \_\_\_\_\_ and \_\_\_\_\_.

ATTEST:

City Clerk.

# West End Target Area

## Project Wrap Up Report

June 6, 2016



# West End Target Area

- ▶ 2011 “bridge year” from Hurt Park to West End
- ▶ Regular meetings with Stakeholders of West End Target Area
- ▶ Wrapping up June 30, 2016
- ▶ Collaboration with public and private partners to create a more vibrant neighborhood



# Major Accomplishments

- ▶ 30 new home ownership constructed or rehabilitated
- ▶ 49 rehabilitations of owner-occupied
- ▶ 18 Residential façade improvements
- ▶ 2 dilapidated structures demolished

---

99 properties total







# Major Accomplishments

- ▶ 2,500 L.F. new or rehabilitated sidewalks/curbing
- ▶ 1,200 L.F. new storm drain piping
- ▶ Freedom First Financial Services Center
- ▶ \$5.6M CDBG and HOME funds



# Code Enforcement

(2011-2016)

Inoperable Vehicles

↓ 32%

Weed & Trash citations

↓ 47%

Property Maintenance citations

↓ 54%

Graffiti complaints

↓ 100%



# Law Enforcement

(2010-2016)

Total Criminal Offenses

↓ 10%

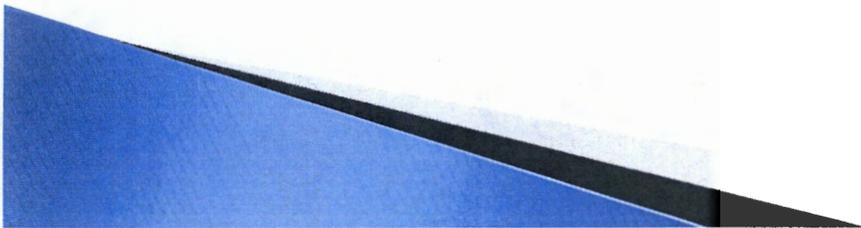
Property Crime

↓ 19%

Calls for Service

↓ 16%

- ▶ Improved neighborhood image
- ▶ Reduction in blighting factors
- ▶ Reduction in criminal activity



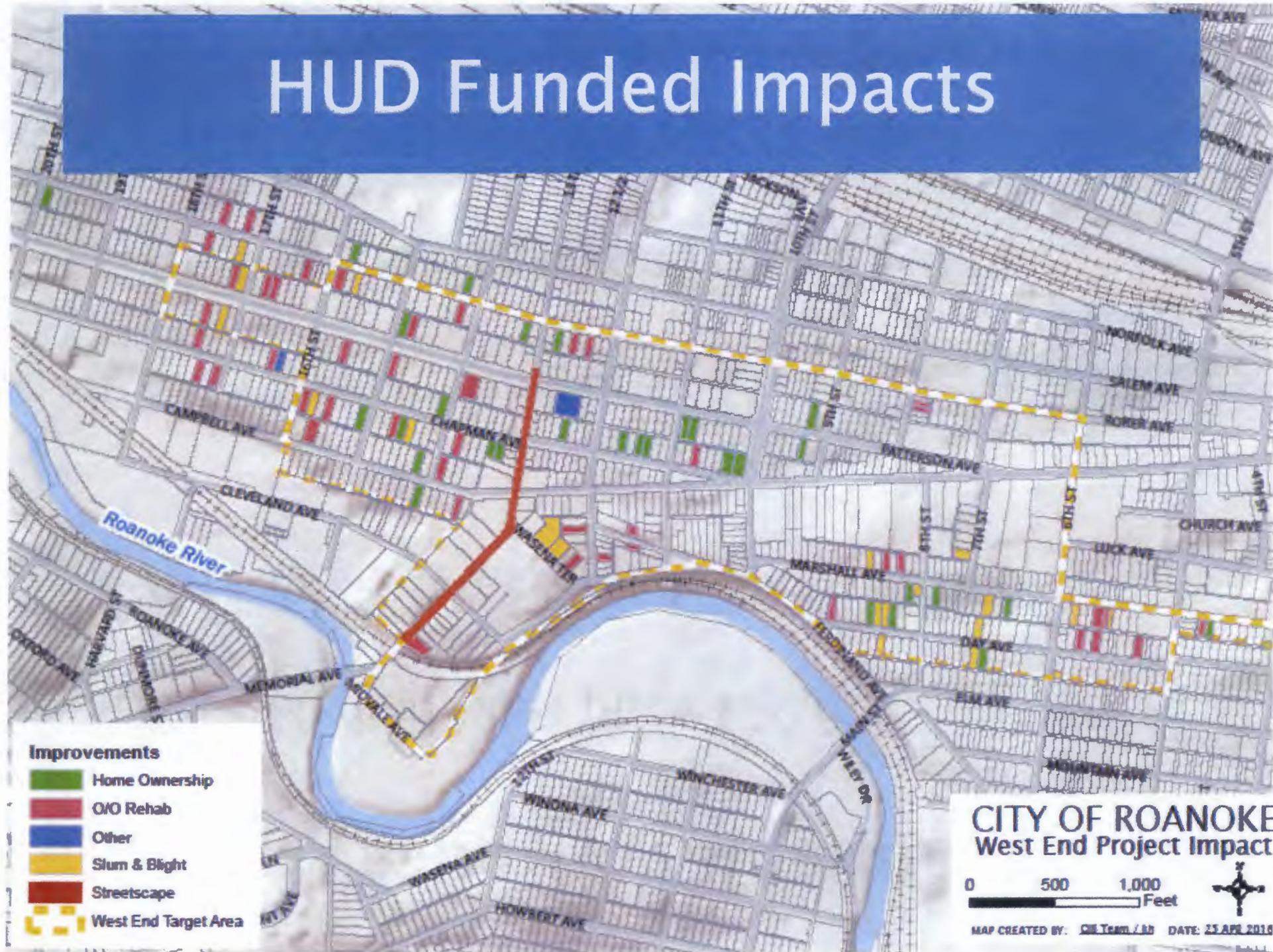
# Property Valuation

(2011-2015)

- ▶ 2011 Median sales price \$70,000
- ▶ 2011 Average Assessed value \$87,000
- ▶ 2015 Median sales price \$121,000
- ▶ 2015 Average Assessed value \$140,000



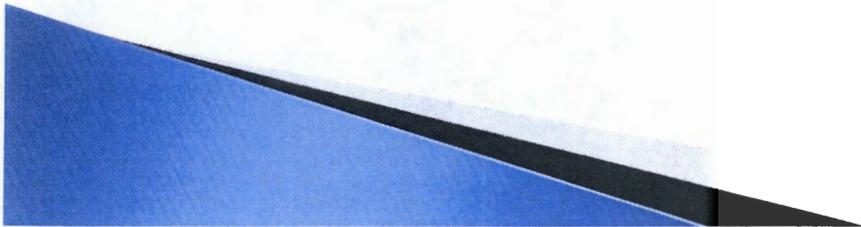
# HUD Funded Impacts





# Financial Services Freedom First

- ▶ 1,615 new accounts
  - 90 Unbanked
  - 14 Underbanked
  
- ▶ Loans
  - 224 consumer
  - 6 real estate
  - 22 first mortgages
  - 6 business
  
- ▶ \$4.27M loan value



# Private Investment

- ▶ \$4.7 million in building permits since 2011
- ▶ \$941,936 Freedom First Credit Union
- ▶ Refurbished commercial properties
- ▶ Private home construction/remodeling



# 13<sup>th</sup> Street Project

- ▶ 2,500 L.F. new sidewalk & curb
- ▶ 1,200 L.F. new storm drainage
- ▶ 31 street trees
- ▶ 32 street lamps
- ▶ Intersection/crosswalk at 13<sup>th</sup> and Patterson
- ▶ \$1.2M CDBG funds for \$1.7M project



# Neighborhood Development



# Other Notable Results

- ▶ West End Village Plan by Emerging Leaders in Architecture
- ▶ 13<sup>th</sup> Street Infrastructure and Streetscape Project
- ▶ LEAP Community Kitchen
- ▶ West End Community Garden
- ▶ Gateway public art
- ▶ 2015 Project of the Year by Virginia Statewide Neighborhood Conference



# Our Partners



Questions?



# SCULPTURE FOR WEST END GATEWAY

CITY COUNCIL UPDATE

JUNE 6, 2016

# Background

- The SWETA group (Stakeholders of the West End Target Area) requested that a gateway art piece be included in the plans for the area.
- The intersection of Campbell and Patterson was chosen as the preferred site.
- This project utilizes Community Development Block Grant Funds designated for this area.
- A selection panel to choose the piece included representatives from SWETA, Old SW Inc., Mt. View, the nearby business community, individual artists and the Roanoke Arts Commission.

# Background Continued

- An RFP was issued through the City of Roanoke Purchasing Department.
- Twelve artists responded to the RFP.
- David Caudill of Louisville KY was chosen to create the piece “Dancing with Time” as his proposed work best suited the site.

# Site Photos





# Dancing With Time



# Why Dancing with Time

- It is the correct scale for the site at a total of 18' high - the base is 10' and the stainless steel top is 8'.
- The materials are durable enough for our changing weather.
- It can be viewed from all sides.
- It is bright and colorful.

# Questions?





**United Way  
of Roanoke Valley**

# RYSE

## Rehousing Youth for Success in Education

Afira DeVries  
President and CEO  
United Way of Roanoke Valley

Carol Tuning  
Human Services Coordinator  
City of Roanoke

June 6, 2016

# WHY?

Afira DeVries



United Way  
of Roanoke Valley



Rehousing Youth for Success in Education

# Let's Say...



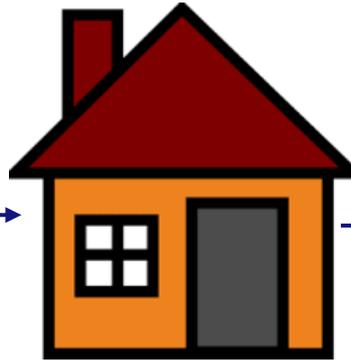
United Way  
of Roanoke Valley



594 RCPS  
students are  
homeless



RAPID HOUSING



Stable family,  
brighter future

Our job...

Coordinate

Invest

Holistic support

Academics  
supported

Health  
needs met

Income  
stabilized

# What if the problem is not addressed?



United Way  
of Roanoke Valley

- Inconsistent attendance leads to significant gaps in skill development
- Unmet medical, dental and mental health challenges emerge
- Student's ability to be prepared for school is severely impaired by the absence of privacy and personal space
- Social and behavioral concerns commonly arise as students become wary of developing close relationships with peers and teachers

And ultimately...



United Way  
of Roanoke Valley

Fewer than  
**25%**  
of homeless high school  
students in Virginia graduate  
from high school



**“No child should be homeless, we can do better than this and we will with the help of United Way.”**

- Dr. Rita D. Bishop, Ed.D Superintendent,  
Roanoke City Public Schools

# The goals of RYSE:

## Help families through affordable, stable housing



United Way  
of Roanoke Valley

- Helps stabilize kids and their families, ensuring students are better prepared to learn and succeed
- Holistic support goes beyond a single need, offering support for the entire family
- Solutions are customizable to target each family's unique situation
- Addresses challenges that are interrelated

# WHAT? Afira DeVries



United Way  
of Roanoke Valley



Rehousing Youth for Success in Education

# Partners address family's unique needs



United Way  
of Roanoke Valley

1. Builds on close partnership with school system to address this critical need
2. Consistent and committed case management helps each family become and remain stable
3. Builds on the growth of existing programs; pools and targets resources
4. Centralized data tracking improves collaboration among service providers
5. Partnerships allows community trends to be more quickly identified
6. Continuous review process ensures efficiency and effectiveness of the program

# HOW?

## Local Coordinated Assessment and Entry System

### Carol Tuning



United Way  
of Roanoke Valley



Rehousing Youth for Success in Education

# How does the system work?



United Way  
of Roanoke Valley

- A collaborative partnership with the Blue Ridge Continuum of Care (CoC)
- Provides a central access and referral system
- Offers a no wrong door approach to and access to services
- Facilitates navigation of the broader community service system
- There is a sharing of data

# How do we know that it works?



United Way  
of Roanoke Valley

- Success of the Veteran's initiative
- Bi-Weekly meetings and development of partnerships and continuous communication
- By-name list (BNL) was created to identify and track systemic barriers and strategize solutions across multiple providers

# Framework already in place



United Way  
of Roanoke Valley

- The Community Education Homeless Student Financial Assistance Prevention program
- Administered by the City of Roanoke in partnership with the Roanoke City Schools
- The program was developed to assist families in the Roanoke City Public Schools with financial resources to gain and/or maintain housing stability.

# Questions?

# Erosion & Sediment Control

Proposed Amendments

June 6, 2016

# Purpose

Water quality

Sediment from construction sites is a leading cause of water pollution

VDEQ water quality standards

Mandate: Federal → State → Local

# Background

Current ordinance 1997 (amd. 2004, 2008)

VA Code and VAC prescribe local administration

City is local “Program Authority”

# 2014 Mandate

New stormwater management regulations

Integration with Erosion & Sediment Control

- Inspection frequency increased
- Increased threshold from 5,000 to 10,000 s.f. disturbed land area
- Erosion & Sediment Control ordinance update not mandated nor pursued

# Current Code

Threshold at 2,000 s.f. disturbed area

19 “Minimum Standards” apply regardless of project scale

# Proposed Amendment

Increase local threshold to 2,500 s.f.

Ease plan requirements for projects between  
2,500 and 10,000 s.f.

Minimum standards - Level of detail

Who can prepare a plan

# Examples of basic measures



Construction Entrance



Silt Fence



Seeding



Sediment trap

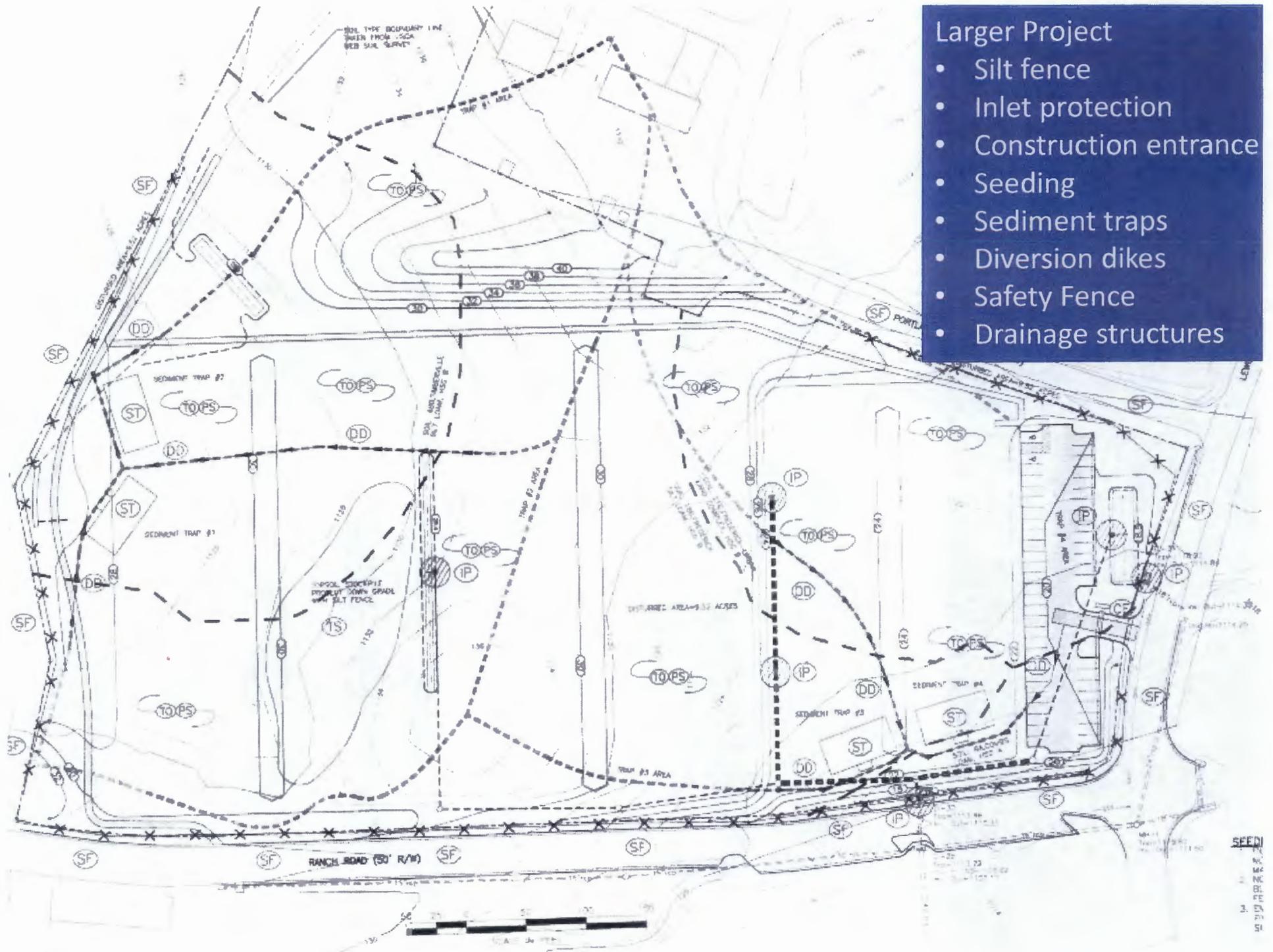


Safety Fenc



## Larger Project

- Silt fence
- Inlet protection
- Construction entrance
- Seeding
- Sediment traps
- Diversion dikes
- Safety Fence
- Drainage structures



# E&S Plan Requirement

2,500 to 10,000 s.f.	>10,000
Site plan only	Site plan + narrative
RLD, Professional Engineer, Landscape Architect	Professional Engineer, Landscape Architect
18 Minimum Standards	19 Minimum Standards

# Considerations

Oversight for smaller projects maintained

Reduce burden on developers

Frequent inspections & communication in field

Retain water quality benefits

Comparable to Roanoke County

# Next Steps

Proposed amendments drafted

Initial legal review complete

DEQ approval needed (will affect timing)

City Council consideration and adoption

# Development Review Updates

## TRAKiT permit system implementation

- Testing, testing, and more testing
- Go-live scheduled for August 3
- Minimize downtime

Review times back to on-time

Implemented many process improvements

# Summer Zoning Amendments

Wireless Telecommunication Facilities

Signs (content)

Floodplain (FEMA/DCR mandate)

Various technical amendments

Technical zoning map amendments

Questions/Discussion

# **DOWNTOWN EVENTS AND THE PUBLIC ASSEMBLY PERMIT PROCESS**



# 2015 Statistics

- o 137 Downtown Events
- o 77 events closed at least one street
- o 29 events closed streets at City Market Building and vicinity



modified 10/15/15

# Downtown: 2007 – 2016

- o City Market Building
- o Center in the Square
- o Market Square
- o Taubman Museum of Art
- o Social Security Building
- o Elmwood Park
- o Hampton Inn & Suites
- o Carilion Riverside/Carilion-VA Tech Medical School
- o Bridges Development
- o Residences: 278 (in 2007) and 1,306+ (in 2016)
- o Thriving Business Community



# Assembly Permit Process

- Public Assemblies - City Code Section 30 , Art. V.I
- Downtown Roanoke, Inc. (DRI)
  - Contract to Plan, Promote and Manage events for City
  - Downtown Event Support and Permit Services for Citizens
- Applications received and processed by both DRI and City Public Works Dept.



# Behind the Scenes

- Evaluate routes and proposed street closures
- Coordination of Event Logistics (Traffic Control, Safety, Security)
- Fabrication and placement of signs & barricades
  - Parking restrictions
  - Street closures
- Maintenance and repairs of infrastructure within event space
- External coordination
  - Local - DRI, PARK Roanoke, Valley Metro, Carilion, Affected Businesses
  - Regional EMS Agencies and Hospitals
  - State and Federal Agencies (e.g. VDH, VDOT, State Police, NPS)



# Support and Resources

- **Assembly Permit Application Process**
  - Multiple Departments review, approve and support
- **Additional Support as needed:**
  - Solid Waste
  - Stormwater (street sweeping)
  - Police
  - Traffic Control – Signs & barricades
  - Fire – EMS



# Considerations

- Impacts on
  - Businesses
  - Residents
  - Traffic/ Transit
- Time and Day of Week
- Public Safety
- Suitability of Venue
- Parking
- Solid Waste
- Feasibility of Routes (Parades, Runs, Walks)



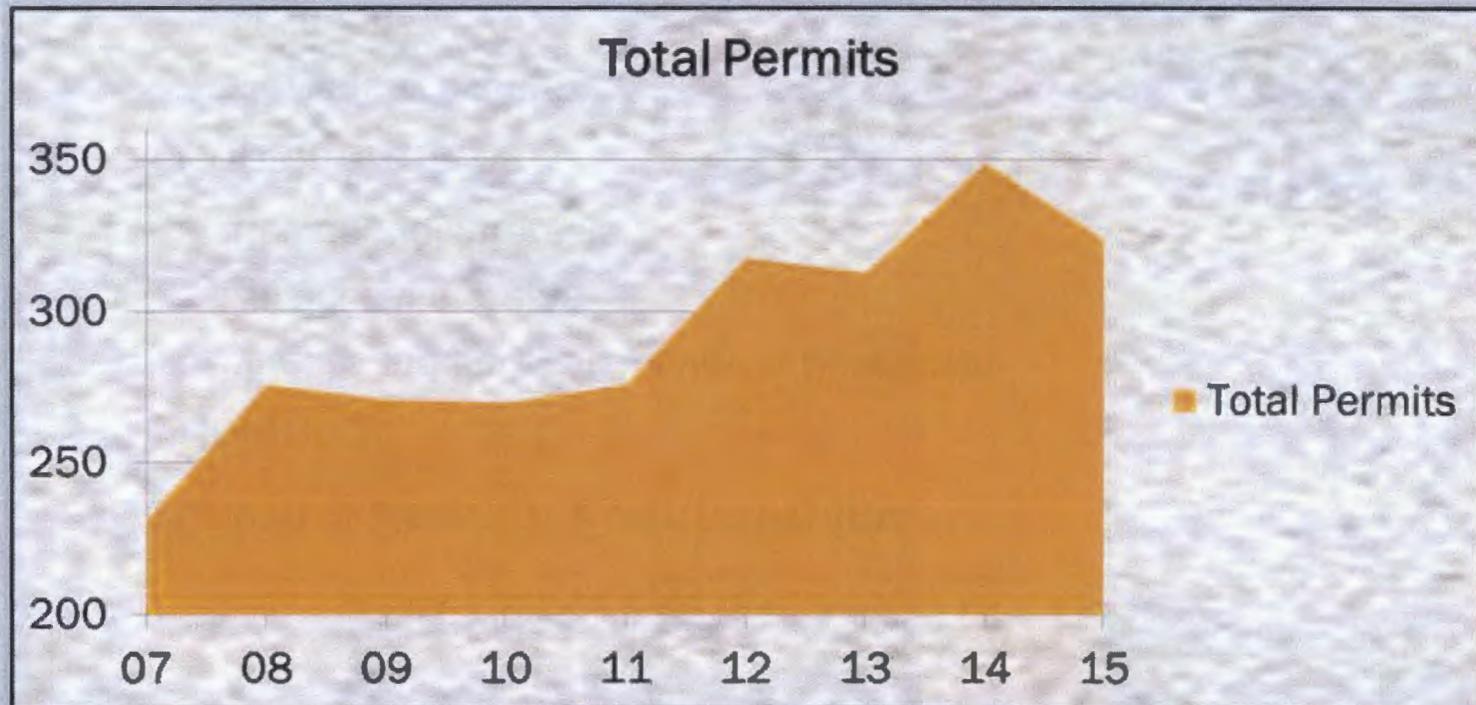
# Recent Challenges

- o Frequency of street closures
- o Impeding vehicular access to Central Business District, tourist destinations, and health care facilities
- o Residential population is growing



# Recent Challenges

- o Level of City resources required to support events
- o Number of events continues to increase:



# Finding a Balance

## ➤ Develop a Special Events Policy

### ☐ Balance

- Vitality and Level of Activity in Downtown
- Business Interests
- Residential Interests

### ☐ Considerations

- How many events?
- Locations?
- Street Closures?
- Day of week?
- Time of day?
- Others?



# Questions?

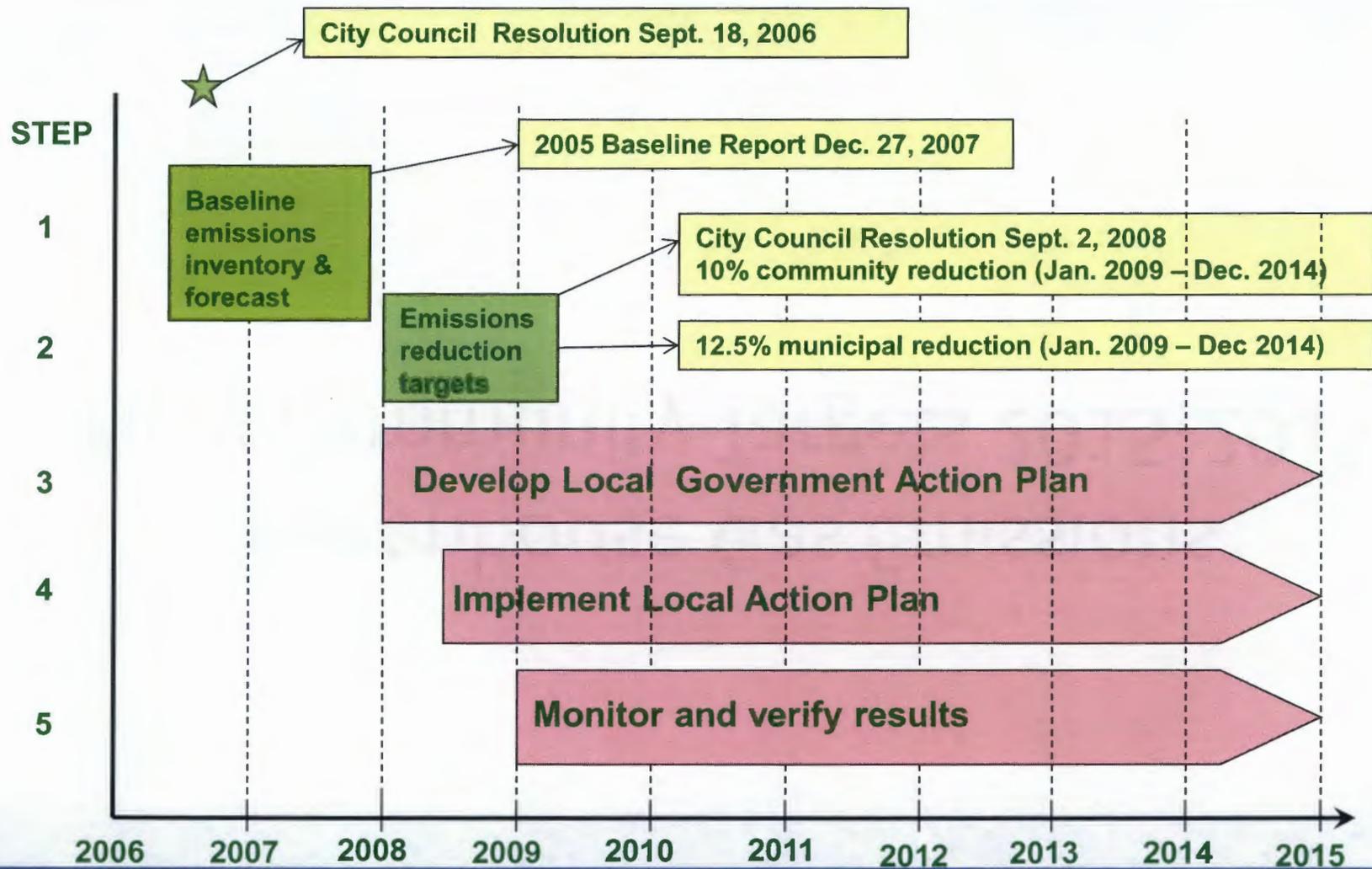




# Greenhouse Gas Emissions New Community Targets 2015-2019

June 6, 2016

# 5 Step Process For GHG Reduction

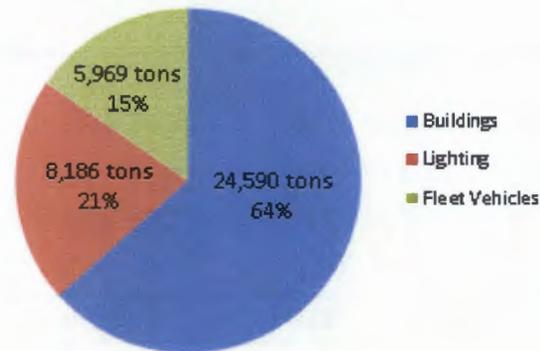




# Municipal GHG Emissions



Municipal Sector	GHG emissions (tons CO <sub>2,e</sub> )			% Difference	2005%	2012%	2012%
	2005	2012	2014				
Buildings	29,480	24,590	21,963	-25.5%	64.4%	63.5%	64.0%
Lighting	9,661	8,186	7,382	-23.6%	21.1%	21.1%	21.5%
Fleet Vehicles	6,648	5,969	4,993	-24.9%	14.5%	15.4%	14.5%
<b>Total</b>	<b>45,789</b>	<b>38,745</b>	<b>34,338</b>	<b>-25.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>Reduction (%)</b>		<b>-15.4%</b>					



# Highlights



- In 2015, the Department of Energy recognized the Berglund Center for its successful energy retrofit project:
  - 24% total energy savings
  - 40% savings in electricity
  - 57% reduction in GHG
- Special recognition from the White House for outstanding performance in the Better Building Challenge 2012 thru 2014, confirming our commitment to reduce our energy consumption 20% by 2020.

# Highlights



- Highest electric saving - the Noel C. Taylor Municipal Building **49%** reduction
- Reduced fleet energy consumption by **20%**
- Municipal energy savings in avoided energy
  - **2012: \$577, 000**
  - **2014: \$926,700**

# New Goals



Target Reduction CY 2015 – CY 2019

**Community 10%**

**Municipal 12.5%**

# Focus Areas



- Energy Management - HVAC, major projects and plug loads
- Alternative energy & fuels
- Weatherization & conservation
- Water & energy outreach and education
- Alternative transportation, accessible streets and safe bike paths



**PRICE  
40521-060616**

**ROANOKE CITY COUNCIL  
INFORMAL SESSION  
JUNE 6, 2016**

**9:00 A.M.**

**CITY COUNCIL CHAMBER  
ROOM 450**

**AGENDA**

**Call to Order – Roll Call:** Council Members Price and Rosen arrived late.

Welcome – Mayor David A. Bowers.

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

**Moment of Silence was held in recognition of the D-Day anniversary and in memory of former employee and Botetourt County Fire and EMS Chief Jeff Beckner who passed away on Friday, June 3; and Steven C. Buschor, Director of Parks and Recreation, who passed away on Monday, June 6, 2016, respectively.**

**NOTICE**

This morning's Council meeting was televised live and replayed on RVTV Channel 3 on Thursday, June 9 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, June 11 at 4:00 p.m.; and video streamed by internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://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 performance of a Council-Appointed Officer, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended.

**(6-0)**

A communication from the City Attorney requesting that Council convene in a Closed Meeting for consultation with legal counsel pertaining to actual litigation, where such consultation and briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body, pursuant to Section 2.2-3711(A)(7), Code of Virginia (1950), as amended.

**(5-0, Council Member Ferris abstained from voting due to a conflict of interest in connection with the above matter).**

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:

- RYSE Program - 30 minutes
  - **Council Member Rosen entered the meeting during the abovementioned briefing (9:31 a.m.)**
- Erosion and Sediment Control Program Update - 20 minutes
- Assembly Permit Process - 30 minutes
- Climate Action Plan - 20 minutes

**AT 11:57 A.M., THE COUNCIL MEETING WAS RECESSED FOR A CLOSED MEETING IN THE COUNCIL'S CONFERENCE ROOM, ROOM 451, NOEL C. TAYLOR MUNICIPAL BUILDING; AND RECONVENED AT 2:00 P.M., IN THE COUNCIL CHAMBER.**



## **ROANOKE CITY COUNCIL REGULAR SESSION**

**JUNE 6, 2016  
2:00 P.M.**

### **CITY COUNCIL CHAMBER**

#### **AGENDA**

1. **Call to Order--Roll Call. All present.**

The Invocation was delivered by The Reverend Kelvin Edwards, Sr., Pastor, Hales Ford United Methodist Church.

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

Welcome. Mayor Bowers.

**Moment of Silence was held in recognition of the D-Day Anniversary, and in memory of former employee and Botetourt County Fire and EMS Chief Jeff Beckner who passed away on Friday, June 3; and Steven C. Buschor, Director of Parks and Recreation who passed away on Monday, June 6, 2016, respectively.**

#### **NOTICE:**

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## **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.

THE CITY CLERK'S OFFICE PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT [WWW.ROANOKEVA.GOV](http://WWW.ROANOKEVA.GOV), CLICK ON THE GOVERNMENT ICON.

**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 – TWO VACANCIES  
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2017  
TERM OF OFFICE ENDING JUNE 30, 2018**

**HOTEL ROANOKE AND CONFERENCE CENTER COMMISSION -  
ONE VACANCY  
TERM OF OFFICE ENDING APRIL 12, 2020**

**PERSONNEL AND EMPLOYMENT PRACTICES COMMISSION (CITY  
RETIREE) –  
ONE VACANCY  
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE ARTS COMMISSION – ONE VACANCY  
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE PUBLIC LIBRARY BOARD – ONE VACANCY  
THREE-YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION -  
ONE VACANCY  
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2018**

**ROANOKE VALLEY CONVENTION AND VISITORS  
BUREAU BOARD OF DIRECTORS – ONE VACANCY  
ONE-YEAR TERM OF OFFICE ENDING JUNE 30, 2017**

**WESTERN VIRGINIA WATER AUTHORITY  
BOARD OF DIRECTORS – ONE VACANCY  
FOUR-YEAR TERM OF OFFICE ENDING JUNE 30, 2020**

## **2. PRESENTATIONS AND ACKNOWLEDGEMENTS:**

A resolution recording City Council's deepest regret and sorrow at the passing of Wesley V. Hillman, a Roanoke native and aviation legend.

**Adopted Resolution No. 40521-060616. (7-0)**

**Mayor Bowers presented a ceremonial copy of the resolution to Melinda Stewart, daughter; and Al Hillman, brother.**

Recognition of the Environmental Management Division on receiving an Environmental Health and Safety Information Management Award.

**Mayor Bowers recognized Christopher Blakeman, Environmental Administrator and staff; and presented the Award to Mr. Blakeman.**

### **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.**

**Robert Gravely, 3360 Hershberger Road, N. W., appeared before the Council to continue discussion regarding the violation of his employment rights.**

**Geoff Campbell, 780 Tinker Mill Road, Daleville, appeared before the Council to discuss his discontentment with the Roanoke Regional Airport Authority's taxi policy.**

**Troy Larimer, 3800 Franklin Street, Rocky Mount, appeared before the Council to share his confrontational experience with the Roanoke Regional Airport Authority enforcement staff regarding taxi parking.**

**Bennett Early, 1415 Antrim Street, Salem, appeared before the Council and expressed his concern of the lack of cooperation from the Roanoke Regional Airport Authority regarding their taxi policy.**

### **4. CONSENT AGENDA: (APPROVED 7-0)**

**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. The Mayor called attention to one request for public hearing from the City Manager.**

C-1           A communication from the City Manager requesting that Council schedule a public hearing for Monday, June 20, 2016, at 2:00 p.m., or as soon thereafter as the matter may be heard, to consider a request of Total Action Against Poverty in Roanoke Valley, trading as Total Action for Progress (TAP), for tax exemption of real property located at 1633 Salem Avenue, S. W., 702 and 624 Shenandoah Avenue, N. W.

**RECOMMENDED ACTION:           Concurred in the request.**

C-2 A communication from the City Clerk advising of the resignation of Chad A. Van Hyning as a member of the City Planning Commission, effective immediately.

**RECOMMENDED ACTION: Accepted the resignation and received and filed the communication.**

C-3 Reports of qualification of the following individuals:

The Honorable Raphael E. Ferris as an elected official representative of the Roanoke Valley Area Metropolitan Planning Organization for a three-year term of office ending June 30, 2017;

The Honorable Timothy A. Allen as the City representative of the Court Community Corrections Regional Program, Community Criminal Justice Board for a three-year term of office ending June 30, 2019;

James D. Ritchie as the City representative of the Roanoke Valley Greenway Commission for a three-year term of office ending June 30, 2019;

Laura Eichenlaub as the Blue Ridge Behavioral Healthcare Board City representative of the Court Community Corrections Regional Program, Community Criminal Justice Board to fill the unexpired term of Gail Burrus ending June 30, 2018;

Marianne Gandee and Benjamin Bazak as members of the Roanoke Public Library Board for a three-year term of office, each, ending June 30, 2019;

Whitney H. Feldmann as the Mill Mountain Garden Club representative and Mary L. Kegley as the Fishburn Family representative of the Mill Mountain Advisory Board for three-year terms of office, each ending June 30, 2019;

Michael B. Shockley as a member (City employee) of the City of Roanoke Pension Plan, Board of Trustees for a four-year term of office ending June 30, 2020;

Patice L. Holland as a member of the Roanoke Arts Commission for a three-year term of office ending June 30, 2019;

D. Jeffry Parkhill as a member (Architect) of the Building and Fire Code Board of Appeals for a three-year term of office ending June 30, 2019; and

Cindy Pasternak as a member of the Roanoke Neighborhood Advocates for a three-year term of office ending June 30, 2019.

**RECOMMENDED ACTION:** Received and filed.

**REGULAR AGENDA:**

**5. PUBLIC HEARINGS: NONE.**

**6. PETITIONS AND COMMUNICATIONS: NONE.**

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

a. CITY MANAGER:

BRIEFINGS:

West End Target Area Close-out	-	20 minutes
West End Gateway Art Project	-	15 minutes

**Received and filed.**

ITEMS RECOMMENDED FOR ACTION:

1. Execution of an agreement with the Virginia Department of Health in connection with the Summer Food Program.  
**Adopted Resolution No. 40522-060616 and Budget Ordinance No. 40523-060616. (7-0)**
2. Acceptance of the 2016 - 2017 Community Development Block Grant, Home Investment Partnerships Program and Emergency Solutions Grant entitlement funds from the Department of Housing and Urban Development.  
**Adopted Resolution No. 40524-060616 and Budget Ordinance No. 40525-060616. (7-0)**
3. Acceptance of the Virginia Homeless Solutions Grant from the Department of Housing and Community Development to support Continuum of Care strategies and homeless service and prevention programs.  
**Adopted Resolution No. 40526-060616 and Budget Ordinance No. 40527-060616. (7-0)**

4. Approval of Human Services Advisory Board allocation funding to various non-profit agencies for Fiscal Year 2016 - 2017; and execution of a contract with the Council of Community Services to conduct performance audits in connection therewith.  
**Adopted Resolution No. 40528-060616 and Budget Ordinance No. 40529-060616. (7-0)**
5. Approval of Roanoke Arts Commission allocation funding to specific arts and culture agencies for Fiscal Year 2016 - 2017.  
**Adopted Resolution No. 40530-060616 and Budget Ordinance No. 40531-060616. (7-0)**
6. Acceptance of a donation from the Civitan Club of Roanoke and the Civitan Chesapeake District Foundation to replace playground equipment in Smith Park.  
**Adopt Resolution No. 40532-060616 and Budget Ordinance No. 40533-060616. (7-0)**
7. Amendment of the City Code to revise the definition of the Sealed Compactor Zone; and amend the Fee Compendium to reflect fee schedule, effective September 1, 2016 — November 30, 2016, and the deletion of fees no longer applicable.  
**Adopted Ordinance No. 40534-060616 and Resolution No. 40535-060616. (7-0)**
8. Appropriation of funds for various upgrades and repairs at the Church Avenue Parking Garage.  
**Adopted Budget Ordinance No. 40536-060616. (7-0)**
9. Execution of Amendment No. 4 to the City's Contract with Thyssen Krupp Elevator Corporation to replace parts in two of the elevators located in the Church Avenue Parking Garage.  
**Adopted Resolution No. 40537-060616. (7-0)**
10. Execution of Amendment No. 4 to amend and extend the City's contract with Lancor Parking, LLC for management and operation of the City's on and off-street parking operations.  
**Adopted Resolution No. 40538-060616. (7-0)**
11. Approval of a specific target greenhouse gas emissions reduction goal.  
**Adopted Resolution No. 40539-060616. (7-0)**

## **COMMENTS OF CITY MANAGER.**

The City Manager offered the following comments:

### **Parks and Arts returns in 2016**

The award-winning Parks and Arts series will return to five different neighborhood parks this summer. The program is organized by the Roanoke Arts Commission, the Office of Neighborhood Services and the Parks and Recreation Department. The following parks have been selected:

- Golden Pak, June 25, noon to 3:00 p.m.
- Preston Park, July 16, noon to 3:00 p.m.
- Mountain View, August 6, noon to 3:00 p.m.
- Elmwood Park, August 27, noon to 3:00 p.m.
- Horton Park, October 1, 10:00 a.m. to 2:00 p.m.

Parks and Arts is also a partnership between the city and the Roanoke Symphony Orchestra. A highlight of this year's events will be in the performance at Elmwood Park by RSO Pops. The entire event is free and open to the public for the first time in RSO history. Also new this year, Parks and Arts will work with the Roanoke Public Libraries to enhance their Fall Festival in the Melrose Neighborhood.

### **Residents invited to Enter Photo Contest**

The Roanoke Valley Greenway Commission is offering cash for photos. So take along your camera or smart phone on your next greenway outing and capture a special scene. All images must be taken along or from a greenway corridor in the Roanoke Valley greenway network. Prizes will be awarded as follows:

- 1<sup>st</sup> Place - \$100.00
- 2<sup>nd</sup> Place - \$50.00
- 3<sup>rd</sup> Place - \$25.00
- Honorable Mention – no cash prize, recognition only

Photos must have been taken between October 1, 2015 and September 15, 2016 to be eligible for submission. The photo contest period is May 1 through September 16, and online entries must be uploaded no later than midnight September 16. Images should be submitted as attachments via email to [rvgreenways@gmail.com](mailto:rvgreenways@gmail.com). Visit [www.greenways.org](http://www.greenways.org) for greenway locations and maps.

**City Pools set to open for summer**

Washington Park Pool opens to the public on June, while Fallon Park Pool opens on June 10.

Fallen Park Pool will be open Fridays and Saturdays from noon to 7:00 p.m. and Sundays from noon to 6:00 p.m. Through a partnership with the YMCA, Washington Park Pool will operate six days a week from noon to 6:00 p.m. Both pools will be closed on Wednesdays for maintenance.

b. DIRECTOR OF FINANCE:

1. Financial report for the City of Roanoke for ten months ended April 30, 2016; and Roanoke City Public Schools for nine months ended March 31, 2016.

**Received and filed.**

**8. REPORTS OF COMMITTEES: NONE.**

**9. UNFINISHED BUSINESS: NONE.**

**10. INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS:**

- a. A resolution appointing and electing two School Board Trustees on the Roanoke City School Board for three-year terms of office, each, commencing July 1, 2016 and ending June 30, 2019.

**Adopted Resolution No. 40540-060616. (7-0)**

**11. MOTIONS AND MISCELLANEOUS BUSINESS:**

- a. Inquiries and/or comments by the Mayor and Members of City Council.  
**Council Member Bestpitch discussed concerns regarding the Solid Waste Management Brush and Bulk pickup policy. He requested a review of the process to better meet the needs of the citizens.**

**Council Member Lea announced the Lea Youth Outdoor Basketball League event at Fallon Park in Southeast Roanoke on Wednesday, June 8. The summer league for kids is a partnership between mayor-elect Sherman Lea's family, Roanoke Parks and Recreation, and Roanoke Police.**

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

**Appointed Nicole Harris to replace Chris Craft as a member of the Roanoke Neighborhood Advocates for a three-year term of office, commencing July 1, 2016 and ending June 30, 2019.**

**Reappointed Douglas B. Robison, Renee “Butch” Craft and appointed Thomas Cullen to replace Jeffrey Marks and Bart Wilner to replace Gary Walton as City representatives of the Visit Virginia Blue Ridge Convention and Visitors Bureau, Board of Directors, for one-year terms of office, each, beginning July 1, 2016 and ending June 30, 2017.**

**Reappointed Council Member Anita J. Price (Public/Government), Cerid Lugar (Citizen At-Large) and Joyce W. Watkins (Citizen At-Large) as members of the Youth Services Citizen Board for three-year terms of office, each, ending June 30, 2019.**

**Appointed Lora Katz to replace Nathan L. Harper as a member of the Roanoke Arts Commission for a three-year term of office, beginning July 1, 2016 and ending June 30, 2019.**

**Appointed Jane Field to replace Owen C. Shultz as a member of the Roanoke Public Library Board for a three-year term of office ending June 30, 2019.**

**Appointed Vice-Mayor David B. Trinkle to fill the unexpired term of Council Member Court G. Rosen as the City’s Public Official Representative of the Total Action for Progress Board of Directors, ending August 31, 2017.**

**City residency requirement was waived for Terry King (Fire Department) as a member of the Board of Trustees, City of Roanoke Pension Plan, for a two year term of office ending June 30, 2018, which appointment was made on May 2, 2016.**

**CERTIFICATION OF CLOSED MEETING. (7-0, with Council Member Ferris abstaining from voting only with regard to a Closed Meeting request from the City Attorney regarding consultation with legal counsel pertaining to actual litigation)**

## **12. ADJOURNED – 4:16 P.M.**