ROANOKE CITY COUNCIL
INFORMAL SESSION
APRIL 4, 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, April 7 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, April 9 at 4:00 p.m.; and video streamed by internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ITEMS FOR ACTION:

A communication from Mayor David A. Bowers requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting. P 9

A communication from Council Member Sherman P. Lea, Chair, City Council Personnel Committee, requesting that Council convene in a Closed Meeting to discuss a personnel matter, being the annual performances of the Council-Appointed Officers, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. P 11

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:

- Bank-On Program Update - 30 minutes
- City of Roanoke Telecommunications Policy Update Process - 30 minutes
- FY 17 Budget/Financial Planning Work Session - 60 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.

LEGISLATIVE COMMITTEE MEETING SCHEDULED FOR 1:00 P.M., IN THE COUNCIL CHAMBER.

ROANOKE CITY COUNCIL
REGULAR SESSION

APRIL 4, 2016
2:00 P.M.

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

The Invocation will be delivered by The Reverend Charles R. Calloway, Pastor, Maple Street Baptist 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, April 7 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, April 9 at 4:00 p.m.; and video streamed by internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

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

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, 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/AT-LARGE – TWO VACANCIES
TERM OF OFFICE ENDING JUNE 30, 2018
UNEXPIRED TERM OF OFFICE END JUNE 30, 2017

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

FAIR HOUSING BOARD – ONE VACANCY
TERM OF OFFICE ENDING MARCH 31, 2019

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

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

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

2. PRESENTATIONS AND ACKNOWLEDGEMENTS:

A proclamation declaring April 2016 as Autism Awareness Month.

A proclamation declaring April 2016 as Fair Housing Month.

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, April 18, 2016, at 7:00 p.m., or as soon thereafter as the matter may be reached, or at such later date and time as the City Manager may determine, to consider the conveyance of a ten foot wide gas line easement along Brambleton Avenue, S. W., inside the boundary of Lakewood Park to Roanoke Gas Company. P 12

RECOMMENDED ACTION: Concur in the request.

C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, April 18, 2016, at 7:00 p.m., or as soon thereafter as the matter may be reached, or at such later date and time as the City Manager may determine, to consider the sale of City-owned property located at 2002 Blue Hills Drive, N. E., to Deschutes Brewery, Inc. P 14

RECOMMENDED ACTION: Concur in the request.

C-3 Reports of qualification of the following individuals:

Amanda C. Buyalos and Antwyne U. Calloway as members of the Fair Housing Board for three-year terms of office, each, ending March 31, 2019; and

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

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA:

5. PUBLIC HEARINGS: NONE.

6. PETITIONS AND COMMUNICATIONS:

a. Presentation of Starcropolis, a joint project of the City of Roanoke and Hollins University. Katherine Walker, Project Organizer, and Ernie Zulia, Theater Director, Hollins University, Spokespersons. (Sponsored by the City Manager) P 15 P 16

b. Presentation of the Annual Report of the City of Roanoke Economic Development Authority. Charles E. Hunter, III, Chair, Spokesperson. (Sponsored by the City Manager) P 17 P 18

c. Presentation of an overview the Roanoke Valley-Alleghany Regional Commission Draft Roanoke Valley Transit Vision Plan. Cristina Finch, Manager, Transit Planning and Programming, Spokesperson. (Sponsored by the City Manager)

P 19
P 20

d. A communication from the Commonwealth's Attorney recommending acceptance of the Revised Victim/Witness Program Grant from the Department of Criminal Justice Services to continue to provide comprehensive information and direct services to crime victims and witnesses in accordance with the Virginia Crime Victim and Witness Rights Act; and a communication from the City Manager concurring in the recommendation.

P 21
P 24
R 25
B/O 26

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

a. CITY MANAGER:

BRIEFINGS:

- Southeast Gateway Public Art Project - 15 minutes

ITEMS RECOMMENDED FOR ACTION:

1. Approval and authorization of an encroachment permit to construct four retaining walls within the right-of-way located along Orange Avenue, N. E.

P 27
O 29

COMMENTS OF CITY MANAGER.

b. DIRECTOR OF FINANCE:

1. Authorization to establish the percentage reduction for personal property tax relief for the 2016 tax year.

P 35
R 36

2. Appropriation of proceeds from the sale of Series 2016 General Obligation Public Improvement and Refunding Bonds.

P 38
B/O 40

3. Financial report for the eight months ended February 29, 2016.

P 42

8. REPORTS OF COMMITTEES: NONE.

9. UNFINISHED BUSINESS: NONE.

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

11. MOTIONS AND MISCELLANEOUS BUSINESS:

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

Recognition of student members of the Youth Services Citizen Board by Council Member Anita J. Price; and presentation of a proclamation declaring April 4-9, 2016 as Local Government Education Week.

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

CERTIFICATION OF CLOSED MEETING.

12. ADJOURN.

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

DAVID A. BOWERS
Mayor

April 4, 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
April 4, 2016
Public

VACANCIES:

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

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

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

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

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

Four-year term of office on the Hotel Roanoke and Conference Center Commission ending April 12, 2020.

CITY OF ROANOKE

CITY COUNCIL

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

DAVID A. BOWERS
Mayor

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

April 4, 2016

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

Dear Mayor Bowers and Members of Council:

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

Sincerely,

Sherman Lea

Sherman P. Lea, Chair
City Council Personnel Committee

SPL:ctw

C-1

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: April 4, 2016

Subject: Request Public Hearing to Convey Roanoke Gas Company a Ten Foot Wide Gas Line Easement Along Brambleton Avenue, Inside the Boundary of City-Owned Property Also Known As Tax Map No. 1350601, Lakewood Park

Background:

Roanoke Gas Company has requested a ten foot wide gas line easement along Brambleton Avenue just inside the boundary of city-owned property, identified as Official Tax Map No. 1350601 (Easement). Such Easement is for a term not to exceed 40 years. The Easement is needed in order to supply gas utility service to parcels that adjoin or are located nearby. The City of Roanoke will grant Roanoke Gas Company the authorization to construct, install, operate, repair, and maintain a gas pipeline (with appliances and accessories useful and necessary in connection therewith) over, under, through and across its land. The proposed Plat is attached.

Recommended Action:

Authorize the scheduling of a public hearing to consider the grant of the ten foot wide easement along Brambleton Avenue, inside the boundary of the aforementioned City-owned property, for April 18, 2016, at 7:00 p.m., or at such time thereafter as the matter may be reached, or at such later date and time as the City Manager may determine.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Attachment

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

Instrument Number: _____

WITNESS THE SIGNATURES AND SEAL OF THE SAID OWNER:

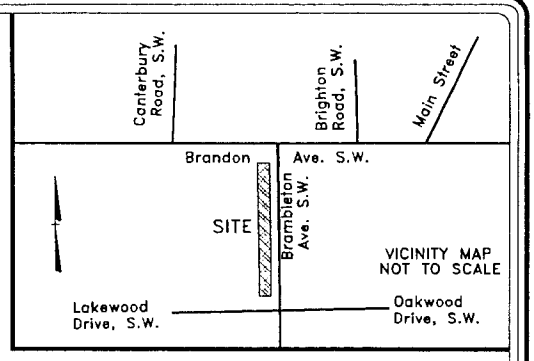
_____

ROANOKE CITY REPRESENTATIVE: *DATE:*

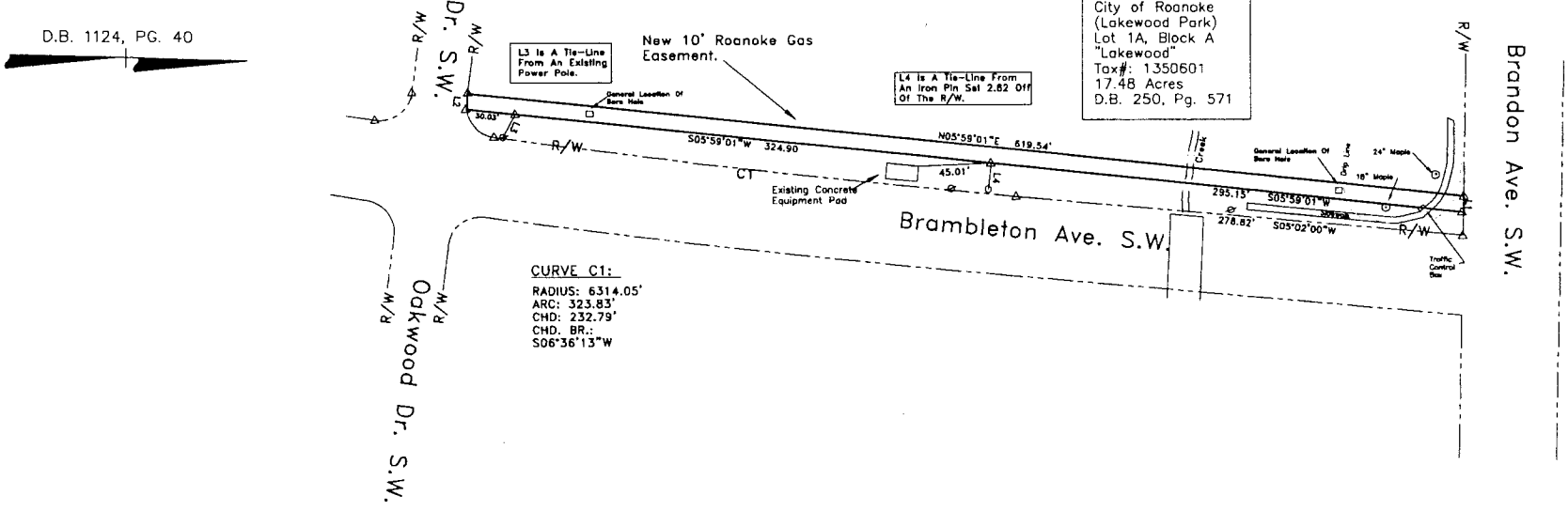
IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF ROANOKE VIRGINIA THIS MAP PRESENTED ON THIS ____ DAY OF _____ 2016 AND WITH CERTIFICATE OF DEDICATION AND ACKNOWLEDGMENT THERETO ANNEXED, ADMITTED TO RECORD _____ O'CLOCK __ M.

TESTE: _____

CLERK



LINE TABLE		
LINE	LENGTH	BEARING
L1	10.04	S85°05'00"E
L2	10.01	N86°13'37"W
L3	16.03	N61°53'46"W
L4	16.43	N84°00'59"W



CITY OF ROANOKE
STATE OF VIRGINIA

I, _____ A NOTARY PUBLIC IN AND FOR THE AFORESAID CITY AND STATE DO HEREBY CERTIFY THAT _____ WHOSE NAME IS SIGNED TO THE FOREGOING WRITING DATED _____, 2016, HAS PERSONALLY APPEARED BEFORE ME IN MY COUNTY AND STATE AND ACKNOWLEDGED THE SAME ON THIS ____ DAY OF _____ 2016.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC: _____

REGISTRATION NO. _____

LEGEND:

- ○ IP FOUND
- ● IP SET
- △ CALCULATED POINT
- ⊘ UTILITY POLE

COMMONWEALTH OF VIRGINIA
02/16/2016
RODERICK F. PIERSON
LICENSE NO.
1969
LAND SURVEYOR

This is to certify that on February 16, 2016 I made an accurate survey of the premises shown hereon and that there are no easements or encroachments visible on the ground other than as shown hereon.
THE OFFICE OF

NEW GASLINE EASEMENT FOR ROANOKE GAS

BEING 10-FOOT IN WIDTH
LOCATED ALONG
BRAMBLETON AVE. S.W.
In The
City of Roanoke, Virginia

SCALE : 1"= 50' DATE: FEBRUARY 16, 2016
SHEET 1 OF 1

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

c:data/DWGS/ROANOKEGAS/BRAMBLETON/BRANDON/R2015124

C-2

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Request to Schedule a Public Hearing to Consider Sale of City-Owned Property Located at 2002 Blue Hills Drive, N.E. (Official Tax Map No. 7230101)**

Background:

Deschutes Brewery, Inc. has requested that the City of Roanoke sell approximately 49.4173 acres, located at 2002 Blue Hills Drive, N.E., (Official Tax Map #7230101) to Deschutes Brewery, Inc. for the construction and operation of a brewery and warehouse facility.

City staff and Deschutes' representatives have prepared a Contract for Purchase and Sale of Real Property.

Under Section 15.2-1800, et seq., Code of Virginia (1950), as amended, prior to selling City-owned property the City is required to give public notice, conduct a public hearing, and adopt an ordinance by City Council.

Recommended Action:

Authorize the City Clerk to schedule and advertise a public hearing on the proposal involving the sale of City-owned property located at 2002 Blue Hills Drive, N.E., to be held on April 18, 2016 at 7:00 p.m., or as soon thereafter as the matter may be reached, or such other date and time as deemed appropriate by the City Manager.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Brian Townsend, Assistant City Manager for Community Development
Wayne Bowers, Director of Economic Development

6.a.

March 24, 2016

Ms. Cecelia Webb, Asst Deputy City Clerk
215 Church Avenue, S.W.
Noel C. Taylor Municipal Building
Roanoke, Va. 24011

Dear Ms. Webb,

I am writing to request the opportunity to provide information to City Council about an upcoming community theatrical event called 'Starcropolis.' We would like to have Starcropolis added to the agenda of the April 4, 2016 City Council Meeting. Two presenters, Katherine Walker and Ernie Zulie, would like to inform City Council about this exciting event which will be held on September 4, 2016 atop Mill Mountain. This event is a partnership between the City of Roanoke and Hollins University.

Jeannie Keen, LCSW, PMP
1312 Kings Crest Dr.
Salem, Va. 24153
540.580.8730
keenx2@aol.com

6.a.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Presentation Regarding the Starcropolis Event Planned for September 4, 2016 on Mill Mountain**

I would like to sponsor a presentation by Katherine Walker, Project Organizer and Ernie Zulia, Theater Director of Hollins University, to present information regarding the Starcropolis Event, a joint project of the City of Roanoke and Hollins University.

for R. Brian Townsend

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

6.b.

April 4, 2016

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

Dear Mayor Bowers and Members of Council:

On behalf of the Economic Development Authority (EDA) of the City of Roanoke, I request that a presentation of the annual report of the EDA be scheduled for the 2:00 p.m. session of the April 4, 2016 City Council meeting. The Chair will present a summary of EDA activities for 2015.

Please contact me if you have any questions about this request. Thank you for this assistance.

Wayne

Wayne Bowers
Director of Economic Development
City of Roanoke
117 Church Avenue, SW
Roanoke, VA 24011-1905
wayne.bowers@roanokeva.gov
540-853-5831

6.b.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Presentation of the Economic Development Authority's Annual Report**

I would like to sponsor a presentation by Charles E. Hunter III, Chair of the Economic Development Authority of the City of Roanoke, to provide an overview of the activities and programs of the Authority during 2015.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

b.c.

Roanoke Valley Transportation

Staffed by the REGIONAL

313 Luck Avenue, SW
Roanoke, Virginia 24016
P: 540.343.4417 / F: 540.343.4416
rvtpo.org

March 31, 2016

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

Dear Mayor Bowers and Members of Council:

On behalf of the Roanoke Valley Transportation Planning Organization, I would like to request that a presentation of the Draft Roanoke Valley Transit Vision Plan be scheduled for the 2:00 p.m. session of the April 4, 2016 City Council meeting. I will present a summary of the draft plan at that time. Thank you.

Sincerely,

Cristina Finch

Cristina Finch, AICP, LEED AP
Manager of Transit Planning and Programming

TPO POLICY BOARD: Cities of Roanoke and Salem; Counties of Bedford, Botetourt, Montgomery and Roanoke; Town of Vinton; Greater Roanoke Transit Company *(Valley Metro)*; Roanoke-Blacksburg Regional Airport; Virginia Department of Rail & Public Transportation; Virginia Department of Transportation

ROANOKE VALLEY AREA METROPOLITAN PLANNING ORGANIZATION

6.c.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Presentation Regarding the Roanoke Valley Transit Vision Plan**

I would like to sponsor a presentation by Cristina Finch, Manager of Transit Planning and Programming at the Roanoke Valley - Alleghany Regional Commission, to provide an overview of the draft Roanoke Valley Transit Vision Plan. The purpose of the plan is to identify and recommend public transit improvements in various stages and timeframes for the region through the year 2040.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

6.d.

COMMONWEALTH OF VIRGINIA

DONALD S. CALDWELL
COMMONWEALTH'S ATTORNEY

AREA CODE 540 TEL. NO. 853-2626
FAX 853-1201

CITY OF ROANOKE
OFFICE OF THE COMMONWEALTH'S ATTORNEY
315 CHURCH AVENUE
ROANOKE, VIRGINIA 24016

April 4, 2016

Honorable David A. Bowers, Mayor
Honorable David B. Trinkle, Vice-Mayor
Honorable William D. Bestpitch, Council Member
Honorable Raphael E. Ferris, Council Member
Honorable Sherman P. Lea, Council Member
Honorable Anita J. Price, Council Member
Honorable Court G. Rosen, Council Member

Dear Mayor Bowers and Members of City Council:

Subject: Acceptance of the Revised Victim Witness Program Grant Award

Background:

The Victim/Witness Assistance Program's grant award (#16-V8554VW15) has been revised to include an increase of $18,141 from the Department of Criminal Justice Services (DCJS) for a total FY15-16 grant award of $139,083. This grant will allow the Victim/Witness Assistance Program to continue to provide comprehensive information and direct services to crime victims and witnesses in accordance with the Virginia Crime Victim and Witness Rights Act.

The Victim/Witness Program continues to operate with a full-time coordinator for the Circuit Court, as well as one full-time assistant for the Juvenile and Domestic Relations Court and one full-time assistant for the General District Court.

The Victim/Witness Program is coordinated by the Office of the Commonwealth's Attorney.

Considerations:

There is no additional cost to the City for the $18,141 increase to the original grant award for FY15-16.

Recommendations:

Accept the additional funding for Victim/Witness Grant #16-V8554VW15 of $18,141.

Authorize the City Manager to sign and execute all appropriate documents, approved as to form by the City Attorney, to obtain the revised Grant #16-V8554VW15.

Adopt the accompanying budget ordinance to establish revenue estimates of $18,141 in additional state grant funds and appropriate funding totaling $18,141 as outlined on Attachment A in accounts established in the Grant Fund by the Director of Finance.

Respectfully submitted,

Donald S. Caldwell
Commonwealth's Attorney

DSC:jsl

c: Christopher P. Morrill, City Manager
Daniel Callaghan, City Attorney
Barbara Dameron, Director of Finance
Stephanie M. Moon, City Clerk
Drew Harmon, Municipal Auditor
Victim Witness Coordinator

ATTACHMENT A

2030	Administrative Supplies	$9,475
2035	Equipment	$8,666
	TOTAL	$18,141

6.d.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Acceptance of the Revised Victim Witness Program Grant Award**

I concur with the recommendation from Donald S. Caldwell, Commonwealth's Attorney, to accept additional funding from the Department of Criminal Justice Services (DCJS) in the amount of $18,141. I further recommend adopting the accompanying budget ordinance to establish a revenue estimate of $18,141 in additional state grant funds, and to appropriate funding totaling $18,141 in accounts to be established by the Director of Finance.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Barbara Dameron, Director of Finance

6.d.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of a revised Victim/Witness Assistance Program grant from the Commonwealth of Virginia Department of Criminal Justice Services, and authorizing execution of any required documentation on behalf of the City.

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

1. The City Manager is hereby authorized on behalf of the City to accept from the Commonwealth of Virginia Department of Criminal Justice Services a revised Victim/Witness Assistance Program grant in the amount of $139,083 for Fiscal Year 2015-2016, which has been revised to include an increase of $18,141 with no additional cost to the City, such grant being more particularly described in the report to Council dated April 4, 2016.

2. The local cash match for Fiscal Year 2015-2016 shall be in the amount of $40,386.

3. The City Manager is hereby authorized to execute and file, on behalf of the City, any documents setting forth the conditions of the revised grant in a form approved by the City Attorney.

4. The City Manager is further directed to furnish such additional information as may be required by the Department of Criminal Justice Services in connection with the acceptance of the foregoing revised grant.

ATTEST:

City Clerk.

6.d.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Commonwealth of Virginia for the Victim Witness Program Grant, amending and reordaining certain sections of the 2015-2016 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

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

Appropriations		
Administrative Supplies	35-150-4560-2030	$ 9,475
Equipment	35-150-4560-2035	8,666
Revenues		
Victim Witness FY16 - State	35-150-4560-4561	$18,141

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.1.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Request for Encroachment Permit to Construct Four (4) Retaining Walls Within the Right of Way Located Along Orange Avenue, N.E.**

Background:

BRC Orange Avenue, LLC is going through the necessary review phase for construction of 324 new apartments which will be built along Orange Avenue, N.E. The purpose of the encroachment permit is for four (4) retaining walls to be constructed within the City's right-of-way for the District Vue Apartments Development. District Vue is a planned apartment complex with a total of nine (9) apartment buildings along with a clubhouse and recreation area. Each of the four (4) retaining walls to be constructed and maintained by the property owner is to allow for existing utility poles to remain in place. Wall "C" - 38 linear feet, Wall "F" - 31 linear feet, Wall "H" - 30 linear feet, Wall "I" - 25 linear feet. Dimensions of walls are approximate based on 18 inch wall width design. See attached Exhibit #1 attached to this Report.

Recommended Action:

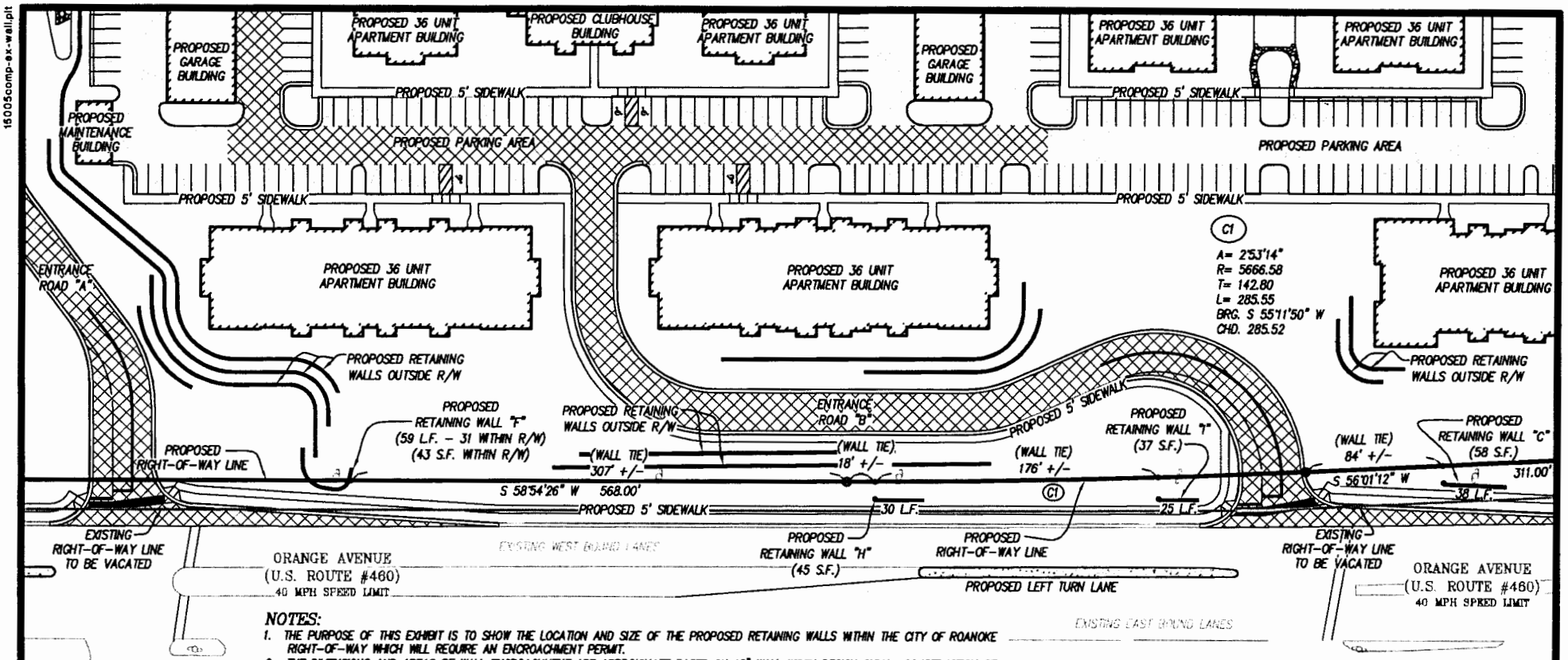
Approve the proposed Ordinance authorizing the encroachment of the four new retaining walls described above, into the right-of- way at the location described on the plat attached to this Report, upon the terms and conditions stated in the ordinance. All necessary documents required for this encroachment are to be approved as to form by the City Attorney.

R. Brian Townsend

for Christopher P. Morrill
City Manager

Attachment: Plat

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



NOTES:

1. THE PURPOSE OF THIS EXHIBIT IS TO SHOW THE LOCATION AND SIZE OF THE PROPOSED RETAINING WALLS WITHIN THE CITY OF ROANOKE RIGHT-OF-WAY WHICH WILL REQUIRE AN ENCROACHMENT PERMIT.
2. THE DIMENSIONS AND AREAS OF WALL ENCROACHMENT ARE APPROXIMATE BASED ON 18" WALL WIDTH DESIGN ONLY. CONSTRUCTION OF WALLS MAY VARY SLIGHTLY FROM DESIGN.
3. THIS EXHIBIT IS BASED ON A CURRENT FIELD SURVEY WITH IMPROVEMENTS SHOWN BASED ON DEVELOPMENT PLANS BY LUMSDEN ASSOCIATES, P.C. TITLED "DEVELOPMENT PLANS FOR DISTRICT VUE APARTMENTS".
4. THE PROPOSED RIGHT-OF-WAY DEDICATION SHOWN IS TO ACCOMMODATE FUTURE ORANGE AVENUE WIDENING. THE PROPOSED RETAINING WALLS WITHIN THIS PROPOSED RIGHT-OF-WAY ARE TO ALLOW THE EXISTING UTILITY POLES TO REMAIN IN PLACE. AT THE TIME OF THE FUTURE ROAD WIDENING, THESE UTILITY POLES WILL BE RELOCATED ALLOWING THE RETAINING WALLS TO BE REMOVED.
5. LEGAL REFERENCE: INSTRUMENT #160000768 AND INSTRUMENT #160001255.
6. PROPOSED RETAINING WALL TIES ARE REFERENCED FROM THE PROPOSED NEW RIGHT-OF-WAY LINE AS SHOWN ON PLAT BY LUMSDEN ASSOCIATES, ENTITLED "PLAT SHOWING THE COMBINATION OF CITY OF ROANOKE TAX PARCELS #7130101, #7130102, #7130103 & #7130116 PROPERTY OF BRC ORANGE AVENUE, LLC CREATING HEREON LOT C-2 (17.4124 ACRES) AND THE DEDICATION OF 23,479 S.F. (0.5390 AC.) OF ADDITIONAL RIGHT-OF-WAY FOR ORANGE AVENUE, NE SITUATED AT #2512 DALETON RD., NE CITY OF ROANOKE, VIRGINIA".
7. CURRENT PROPERTY OWNER: BRC ORANGE AVENUE, LLC
   5826 SAMET DRIVE, SUITE 105
   HIGH POINT, NC 27265
   ATTN: JIM GROICH (336) 889-1512

EXHIBIT SHOWING
PROPOSED RETAINING WALL ENCROACHMENT
FOR THE

DISTRICT VUE APARTMENTS DEVELOPMENT

SITUATED ALONG
ORANGE AVENUE, N.E. (US ROUTE No. 460)
CITY OF ROANOKE, VIRGINIA

LUMSDEN ASSOCIATES, P.C.
ENGINEERS-SURVEYORS-PLANNERS
ROANOKE, VIRGINIA

4664 BRAMBLETON AVENUE
P.O. BOX 20669
ROANOKE, VIRGINIA 24018

PHONE: (540) 774-4411
FAX: (540) 772-9445
E-MAIL: MAIL@LUMSDENPC.COM

DATE:	March 7, 2016
COMM. NO.:	15-005
SCALE:	1" = 60'

SHEET 1 OF 1

15005comp-ex-wall.plt

w:\drawings\2015\15005\eng\15005comp.dwg

7.a.1.

PUBLIC RIGHT OF WAY LOCATED
ADJACENT TO ROANOKE OFFICIAL TAX MAP NOS: 7130101, 7130102, 7130103 , and 7130116

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE allowing certain encroachments requested by BRC Orange Avenue, LLC ("BRC"), a North Carolina limited liability company qualified to conduct business in the Commonwealth of Virginia, the owner of four parcels of real estate located respectively at 2548 Orange Avenue, N.E., Roanoke, Virginia, known as Official Tax Map No. 7130101; 2512 Daleton Road, N.E., Roanoke, Virginia, known as Official Tax Map No. 7130102; 0 Orange Avenue, N.E., Roanoke, Virginia, known as Official Tax Map No. 7130103; and 0 Daleton Road, N.E., Roanoke, Virginia, known as Official Tax Map No. 7130116 ("Properties"), for the placement of four retaining walls into and underneath portions of the public right of way located along Orange Avenue and adjacent to the Properties, which portions, in the aggregate, encompass approximately 183 square feet of the public right of way, to allow for existing utility poles to remain in place in connection with BRC's development of the Properties, subject to revocation by the City and upon certain terms and conditions; and dispensing with the second reading of this ordinance by title.

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

1. Authorization is hereby granted by the City of Roanoke ("City") to BRC to allow the placement and encroachment by BRC of four retaining walls (the "Retaining Walls") into and underneath certain portions of the public right of way adjacent to the Properties, along Orange Avenue, N. E. The area of these encroachments is, in the aggregate, approximately 183 square feet within the public right of way, to allow for existing utility poles to remain in place in connection with the owner's development of the Properties, as more particularly set forth and described in the

City Council Agenda Report dated April 4, 2016. The encroachments are further identified and described as follows:

a. An encroachment of a retaining wall, consisting of 59 Lineal Feet, 31 within the public right-of-way, containing 43 square feet within the public right-of-way, and a distance not to exceed thirty one feet (31') into, and approximately six feet (6') underneath, the public right of way adjacent to Orange Avenue, N.E., as more particularly depicted, bounded, and described as "Proposed Retaining Wall F" on the plat entitled "Exhibit Showing Proposed Retaining Wall Encroachment for the District Vue Apartments Development Situated Along Orange Avenue, N.E. (U.S. Route No. 460)" dated March 18 , 2016, prepared by Lumsden Associates, P.C., a copy of which is attached to the City Council Agenda Report dated April 4, 2016 (the "Plat"), which Plat is incorporated herein by reference.

b. An encroachment of a retaining wall, approximately thirty (30) Lineal Feet, consisting of 45 square feet within the public right-of-way, and a distance not to exceed thirty feet (30') into, and approximately thirteen feet (13') underneath, the public right of way adjacent to Orange Avenue, N.E., as more particularly depicted, bounded, and described as "Proposed Retaining Wall H" on the Plat.

c. An encroachment of a retaining wall, approximately twenty five (25) Lineal Feet, consisting of thirty-seven (37) square feet within the public right-of-way, and a distance not to exceed twenty-five feet (25') into, and approximately sixteen feet (16') underneath, the public right-of-way adjacent to Orange Avenue, N.E., as more particularly depicted, bounded, and described as "Proposed Retaining Wall I" on the Plat.

d. An encroachment of a retaining wall, approximately thirty-eight (38) Lineal Feet, consisting of fifty-eight (58) square feet within the public right-of-way, and a distance not to exceed thirty-eight feet (38') into, and approximately sixteen feet (16') underneath, the public right-of-way adjacent to Orange Avenue, N.E., as more particularly depicted, bounded, and described as "Proposed Retaining Wall C" on the Plat.

BRC shall record a copy of the Plat in the Clerk's Office of the Circuit Court of the City of Roanoke, Virginia, together with a fully executed copy of this Ordinance. BRC shall pay all recording costs.

2. BRC agrees that it shall construct, repair, maintain, and replace, or remove if necessary, the Retaining Walls in a good and workmanlike manner. BRC and its grantees, assignees, and successors in interest agree to indemnify and save harmless the City, its officers, agents, and employees from any and all claims for injuries or damages to persons or property, including attorney's fees, that may arise, directly or indirectly, by reason of the above-described encroachments and the construction, repair, replacement, maintenance, or removal of the Retaining Walls. BRC agrees that the authorizations for such encroachments are revocable at any time by the City, in whole or in part, in the sole discretion of the City, and that such encroachments and Retaining Walls shall be removed from the public right-of-way at any time, upon written demand of the City, and that such placement and removal of the encroachments consisting of the Retaining Walls, in whole or in part, shall be at the sole cost and expense of BRC. BRC agrees that it shall repair, restore, and replace any damage to the public right-of-way, including, but not limited to, all pavement, sidewalks, and public improvements, caused by the placement and removal of the encroachments, at BRC's sole cost and expense, including and not limited to, any damage to the sidewalk caused in any manner by the lack

of structural support due to the Retaining Walls underneath the public right-of-way. BRC shall be solely responsible for all costs and expenses related to the removal, relocation, maintenance, reconstruction, or repair of any buildings or improvements constructed on the Properties that may be required or deemed necessary as a result of the revocation of the encroachments permitted herein, in whole or in part. The City agrees that prior to any revocation of this encroachment permit by the City based on BRC's failure to maintain, repair, or replace the Retaining Walls as required by this Ordinance, the City shall give BRC thirty (30) days written notice to perform such maintenance, repair, or replacement of the Retaining Walls.

3. BRC, its grantees, assignees or successors in interest, shall, for the duration of this permit, maintain on file with the Office of the City Clerk for the City of Roanoke, Virginia, evidence of insurance coverage in an amount not less than $2,000,000 of general liability insurance. The certificate of insurance must list the City of Roanoke, its officers, agents, and employees as additional insureds, and an endorsement by the insurance company naming these parties as additional insureds must be received within thirty (30) days of passage of this Ordinance. BRC shall immediately notify in writing the City of any changes, modifications, and/or termination of any insurance coverages and/or policies required by this encroachment permit.

4. The City Clerk shall transmit an attested copy of this Ordinance to BRC Orange Avenue, LLC, at 5826 Samet Drive, Suite 105, High Point, N.C., 27625.

5. This Ordinance shall be in full force and effect at such time as a copy of this Ordinance, together with the Plat described above, duly signed, sealed, and acknowledged by BRC, have been admitted to record, at the cost of BRC, in the Clerk's Office of the Circuit Court of the City of Roanoke, Virginia, and shall remain in effect, unless otherwise revoked by the City, only so

long as a valid, current certificate evidencing the insurance required in Paragraph 3 above is on file in the Office of the City Clerk for the City of Roanoke. In the event this Ordinance is not signed by BRC and recorded in the Clerk's Office of the Circuit Court of the City of Roanoke, Virginia, together with the Plat, on or before July 6, 2016, this Ordinance shall terminate and be of no further force and effect.

6. BRC shall not enter into the area of the encroachments into the public right-of-way shown on the Plat with persons, equipment, vehicles, or materials, or commence any construction activities within the areas of the encroachments, unless and until (i) a copy of this Ordinance, together with the Plat, are recorded in the Clerk's Office of the Circuit Court of the City of Roanoke, Virginia, in accordance with this Ordinance; and (ii) BRC satisfies the insurance requirements of this Ordinance.

7. Time is of the essence with respect to this Ordinance.

8. The terms, conditions, and obligations contained in this permit shall run with the land and title to the Properties, and are made expressly binding on BRC and its BRC's grantees, assignees, and successors in interest.

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

ATTEST:

City Clerk.

The undersigned, BRC Orange Ave., LLC, a North Carolina limited liability company, acknowledges that it has read and understands the terms and conditions stated above, and agrees to comply with those terms and conditions.

BRC ORANGE AVE., LLC,
a North Carolina limited liability company,

By:_____
Name: _____
Title: _____

COMMONWEALTH / STATE OF_____)
) To-wit:
CITY/COUNTY OF _____)

I, a Notary Public in and for the State and City aforesaid, do certify that the foregoing instrument was acknowledged before me this _____ day of_____, 2016, by_____, as Manager of BRC Orange Ave., LLC, a North Carolina limited liability company, for and on behalf of such company.

My Commission expires:_____.

_____
Notary Public

Registration No._____

7.b.1.

CITY COUNCIL AGENDA REPORT

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

Meeting: **April 4, 2016**

Subject: **Adoption of Tax Year 2016 Personal Property Tax Relief Act (PPTRA) Percentage**

Background:

The PPTRA was enacted in 1998 and provides for a measure of personal property tax relief based on assessed motor vehicle values. (Vehicles valued at $1,000 and below are exempt from taxation.) The amount of relief each locality receives from the Commonwealth has been fixed since 2006 (Roanoke currently receives $8,075,992 annually).

Considerations:

City Council is required by the Commonwealth to annually adopt a resolution setting the percentage reduction in personal property for that year. City staff computed the effective reimbursement rate using information provided by the Commissioner of the Revenue and trend data. The percentage reduction is calculated to distribute the $8,075,992 block grant allocation from the Commonwealth in an equitable manner. When the prior year levy and the calculated averages increase, as is the case this year, the relief percentage decreases. As there is a fixed grant amount, the higher the levy, the smaller share each taxpayer receives.

The rate as computed for tax year 2016 is 48.4%, down from the 2015 rate of 49.0%.

Recommended Action:

Adopt the attached resolution which establishes the percentage reduction for personal property tax relief at 48.4% for the City of Roanoke for the 2016 tax year.

Barbara A. Dameron
Director of Finance

Distribution: Honorable Sherman A. Holland, Commissioner of the Revenue
Honorable Evelyn W. Powers, Treasurer
Council Appointed Officials
Amelia C. Merchant, Director of Management and Budget

Mallory

7.b.1.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION setting the allocation percentage for personal property tax relief in the City of Roanoke for the 2016 tax year.

WHEREAS, in accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly and as set forth in item 503.E (Personal Property Tax Relief Program or "PPTRA") of Chapter 951 of the 2005 Acts of Assembly, qualifying vehicles with a taxable situs within the City commencing January 1, 2016, shall receive personal property tax relief; and,

WHEREAS, this Resolution is adopted pursuant to Ordinance 37221-101705 adopted by City Council on October 17, 2005.

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

1. That tax relief shall be allocated such as to provide 100% tax relief for qualifying personal use vehicles valued at $1,000 or less.

2. That qualifying personal use vehicles valued at $1,001-$20,000 will be eligible for 48.4% tax relief.

3. That qualifying personal use vehicles valued at $20,001 or more shall only receive 48.4% tax relief on the first $20,000 of value.

4. That all other vehicles which do not meet the definition of "qualifying" (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

5. That the percentages applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to the City of Roanoke by the Commonwealth of Virginia.

ATTEST:

City Clerk.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: April 4, 2016

Subject: Appropriation of Proceeds from the Sale of Series 2016 General Obligation Public Improvement and Refunding Bonds

Background:

On June 15, 2015, Council authorized the issuance of 2016 new money general obligation bonds in an amount not to exceed $27 million. The approved FY 2016 CIP at that time totaled $26,147,000. Subsequent to this authorization, scheduling changes and a reprioritization of projects enabled the City to issue less than originally anticipated while focusing on higher priority projects. The 'original' issuance authorization is detailed below.

On March 8, 2016, the City of Roanoke issued new money and refunding bond series 2016 (tax-exempt) in the amount of $37,135,000, the form of which bonds were approved by counsel for the City. The new money portion was $19,770,000 and the refunding portion was $17,365,000.

The new money bond portion will be utilized to fund projects included in the City's approved Capital Improvement Plan (CIP). Funding was appropriated in advance of issuance for all of these projects. The projects are detailed in the 'final' issuance below.

	Final	Original
School Facilities Maintenance and Improvements	$ 8,500,000	$ 8,500,000
Bridge Renovation Projects	1,700,000	5,650,000
Library Master Plan	3,577,000	3,577,000
Parks and Recreation Master Plan	1,000,000	1,000,000
Civic (Berglund) Center Improvements	3,000,000	1,500,000
Stormwater Management	1,920,000	1,920,000
Curb, Gutter, and Sidewalk Program	1,000,000	1,000,000
Streetscape Improvements	500,000	500,000
Virginia Passenger Rail		2,500,000
	$ 21,197,000	$ 26,147,000

New money bond proceeds of $19.77 million are less than the projects to be funded of $21.197 million due to these bonds being issued at a premium. A bond issuance premium provides up front funds for the project and enables the amount of debt issuance to be reduced. This occurs when the market rate on the bonds is lower than the stated interest rate. Bond issuance premium of $1.7 million will therefore be appropriated toward project costs.

The refunding portion of the bonds was used to refinance tax-exempt debt issued in 2008 and 2012. The refunding transaction results in a net present value savings of $1,801,040 to the City in interest costs.

The size of the issue, along with the City's reaffirmed AA+ rating from Fitch and Standard and Poor's, enabled the City of Roanoke to take advantage of low rates in a competitive bidding process in the municipal tax exempt market. The true interest cost for the 2016 new money and refunding bond series was 2.54% with an average life of 12 years.

At the time of Council appropriation, budget placeholder entries were made, enabling staff to maintain a proper record of appropriation of funds in advance of issuance. Upon sale of the bonds, it is now appropriate for a revenue estimate to be developed for proceeds from the sale of bonds and associated bond premium and adjust and remove the placeholder entries.

Recommended Action:

Adopt the accompanying budget ordinance to reflect the sale of Series 2016 Bonds.

Sincerely,

Barbara A. Dameron

BARBARA A. DAMERON
Director of Finance

Distribution: Council Appointed Officers
Rita D. Bishop, Superintendent, RCPS
Kathleen Jackson, Executive Director of Fiscal Services, RCPS

7.b.2.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate and de-appropriate funding from the Series 2016 Bonds to various capital projects, amending and reordaining certain sections of the 2015-2016 Stormwater Utility, Civic Facilities, Capital Projects, and School Capital Projects Funds, 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 Stormwater Utility, Civic Facilities, Capital Projects, and School Capital Projects Funds Appropriations be, and the same are hereby, added, amended, and reordained to read and provide as follows:

Stormwater Utility Fund		
Appropriations		
Stormwater Improvements	03-530-3017-9384	$ 1,920,000
Civic Facilities Fund		
Appropriations		
Civic Center Upgrades	05-550-8635-9340	1,500,000
Appropriated from 2016 Bond Funds	05-550-8631-9377	1,500,000
Capital Projects Fund		
Appropriations		
Parks & Rec Master Plan–Phase II	08-530-9434-9344	1,000,000
Passenger Rail Infrastructure	08-530-9434-9362	2,500,000
Streetscape Improvements	08-530-9434-9363	500,000
Curb, Gutter, Sidewalk FY16	08-530-9434-9370	1,000,000
Library Renovations	08-530-9434-9378	3,577,000
Bridge Renovations	08-530-9434-9383	5,650,000
Appropriated from 2016 Bond Funds	08-530-9469-9377	698,386
Appropriated from 2016 Bond Funds	08-530-9593-9377	(250,000)
Appropriated from 2016 Bond Funds	08-530-9595-9377	(665,000)
Appropriated from 2016 Bond Funds	08-530-9596-9377	(344,869)
Appropriated from 2016 Bond Funds	08-530-9653-9377	(2,500,000)
Appropriated from 2016 Bond Funds	08-530-9964-9377	(56,168)
Appropriated from 2016 Bond Funds	08-530-9965-9377	(3,332,349)
Revenues		
General Obligation Bond Proceeds–Par	08-110-1234-1042	7,240,000
General Obligation Bond Proceeds–Premium	08-110-1234-1046	537,000

School Capital Projects Fund

Appropriations		
Round Hill Exp – Phase III	31-060-9582-9379	$ 8,038,543
PH Stadium Turf Replacement	31-060-9582-9382	461,457
Revenues		
General Obligation Bond Proceeds–Par	31-110-1234-1042	7,930,000
General Obligation Bond Proceeds–Premium	31-110-1234-1046	570,000

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.b.3.

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

April 4, 2016

Dear Mayor Bowers and Members of City Council:

Subject: February FY16 Financial Report - City of Roanoke

The following financial report provides commentary on the City's financial results for the eight months ended February 29, 2016.

General Fund

Through February, FY16 year-to-date revenues were $128.4 million, or 47.2% of the current revenue estimate for the year. Significant tax revenues, such as Personal Property and Business License taxes are not due until later in the year. Year-to-date revenues decreased 0.3% or ($443,000) compared to the same period in FY15. The decrease was primarily due to the timing of current real estate tax payments.

Through February, expenditures were $184.9 million, or 67.5% of the current expenditure budget for the year. Year-to-date expenditures were 1.4% or $2.5 million higher compared to the prior year mainly due to the increased funding to Schools. Also contributing to the increase was the timing of payments on recycling and street maintenance contracts.

Stormwater Utility Fund

Stormwater fee revenue year-to-date as of February 29, 2016 was $2.0 million, or 52.9% of FY16 anticipated revenues. Operating expenses were $2.1 million, or 47.5% of the expense budget, resulting in an operating loss of $86,000. Change in net position, after transfers and contributions, was a loss of approximately $188,000. Stormwater fees are being charged using a phased-in approach. In FY15, which was the first year of implementing the fee, the approved fee was 30 cents per billing unit of impervious service. In FY16 the approved fee increased to 60 cents per billing unit.

Civic Center Fund

FY16 year-to-date change in net position was a loss of $464,000 compared to the budgeted loss of $475,000. The year-to-date operating revenue through February was $959,000 lower than the budgeted revenue primarily due to lower than expected ticket revenue as a result of the timing of events. Correspondingly, operating expenses were $905,000 lower than budgeted. The operating loss was approximately $54,000 more

than the fiscal year-to-date budgeted operating loss. The current forecast indicates the center's performance will be a $391,000 greater loss than budgeted.

Parking Fund

Through February, approximately 65.9% of anticipated operating revenue has been realized. Operating revenues increased compared to the prior fiscal year due in part to fee enhancements that became effective July 1, 2015. Due to the transient nature of parking customers, it is difficult to isolate the amount of revenue that is directly related to fee increases. Market garage revenues are 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 is due to the sale of the Williamson Lot in FY15. Operating expenses decreased 3.89% or $71,000. Operating income, before the net decrease of non-operating expenses and transfers was approximately $540,000. After non-operating expenses and transfers, the fund's change in net position was approximately$243,000.

Closing

In February, the U.S. unemployment remained stable at an eight-year low of 4.9%. Consumer spending declined slightly in February related to rising fuel prices. With a strengthening housing market and a stabilizing manufacturing sector, it is expected that economic activity should accelerate in 2016 as rising employment, income, home values and confidence drive more spending.

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

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

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

Sincerely,

Barbara A. Dameron
Director of Finance

Attachments

c: Christopher P. Morrill, City Manager
Daniel J. Callaghan, City Attorney
Drew Harmon, Municipal Auditor
Stephanie M. Moon Reynolds, City Clerk
Sherman M. Stovall, Assistant City Manager
R. Brian Townsend, Assistant City Manager

Amelia C. Merchant, Director of Management and Budget
Deborah J. Moses, Parking Facilities Manager
Robyn L. Schon, General Manager, Global Spectrum

CITY OF ROANOKE, VIRGINIA
GENERAL FUND
FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2016

STATEMENT OF REVENUE
(UNAUDITED)

Revenue Source	Current Revenue Budget	Revenue Budget Variance	Actual Jul 1 - Feb 29 2015 - 2016	Actual Jul 1 - Feb 28 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Received
General Property Taxes	$ 109,827,000	$ (63,751,693)	$ 46,075,307	$ 47,888,383	(3.8%)	42.0%
Other Local Taxes	78,120,000	(36,057,423)	42,062,577	39,318,184	7.0%	53.8%
Permits, Fees and Licenses	1,195,000	(576,181)	618,819	788,563	(21.5%)	51.8%
Fines and Forfeitures	1,284,000	(770,032)	513,968	674,147	(23.8%)	40.0%
Revenue from Use of Money and Property	235,000	(109,223)	125,777	122,245	2.9%	53.5%
Intergovernmental	69,872,200	(37,099,657)	32,772,543	32,572,885	0.6%	46.9%
Charges for Services	8,427,000	(3,727,641)	4,699,359	4,807,804	(2.3%)	55.8%
Internal Services	2,520,000	(1,080,267)	1,439,733	2,312,950	(37.8%)	57.1%
Transfers From Other Funds	45,301	-	45,301	42,402	6.8%	100.0%
Miscellaneous Revenue	652,169	(596,089)	56,080	325,347	(82.8%)	8.6%
Total	**$ 272,177,670**	**$ (143,768,207)**	**$ 128,409,463**	**$ 128,852,911**	**(0.3%)**	**47.2%**

STATEMENT OF EXPENDITURES AND ENCUMBRANCES
(UNAUDITED)

Expenditures	Current Expenditure Budget	Uncommitted Balance	Actual Jul 1 - Feb 29 2015 - 2016	Actual Jul 1 - Feb 28 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Obligated
General Government	$ 15,644,851	$ 4,475,483	$ 11,169,368	$ 10,584,772	5.5%	71.4%
Judicial Administration	8,675,007	2,923,189	5,751,817	5,505,750	4.5%	66.3%
Public Safety	65,738,920	19,660,013	46,078,907	45,990,784	0.2%	70.1%
Public Works	26,085,725	6,970,831	19,114,894	18,219,715	4.9%	73.3%
Health and Welfare	39,346,419	15,566,836	23,779,583	24,185,311	(1.7%)	60.4%
Parks, Recreation and Cultural	10,564,572	3,279,564	7,285,008	7,231,890	0.7%	69.0%
Community Development	7,962,561	2,502,536	5,460,025	4,896,850	11.5%	68.6%
Transfer to Debt Service Fund	12,716,023	1,847,487	10,868,536	10,635,103	2.2%	85.5%
Transfer to School Fund	77,794,000	25,931,336	51,862,664	49,694,136	4.4%	66.7%
Nondepartmental	9,400,216	5,890,231	3,509,985	5,440,842	(35.5%)	37.3%
Total	**$ 273,928,294**	**$ 89,047,506**	**$ 184,880,787**	**$ 182,385,154**	**1.4%**	**67.5%**

CITY OF ROANOKE, VIRGINIA
STORMWATER UTILITY FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2016
(UNAUDITED)

	FY 2016 Adopted Budget	FY 2016	FY 2015
Operating Revenues			
Stormwater Utility Fees	$ 3,741,985	$ 1,980,568	$ 1,047,416
Total Operating Revenues	3,741,985	1,980,568	1,047,416
Operating Expenses			
Operating Expenses	4,347,911	2,066,204	1,214,631
Depreciation	-	234	-
Total Operating Expenses	4,347,911	2,066,438	1,214,631
Operating Income/(Loss)	(605,926)	(85,870)	(167,215)
Nonoperating Revenues/(Expenses)			
Investment Income	-	6,539	252
Interest Expense	(74,825)	(23,001)	-
Net Nonoperating Revenues	(74,825)	(16,462)	252
Income/(Loss) Before Transfers and Contributions	(680,751)	(102,332)	(166,963)
Transfers and Contributions			
Transfer from General Fund	806,588	278,316	624,845
Transfer from Capital Projects Fund	-	-	75,000
Transfer to Capital Projects Fund	-	(20,500)	-
Transfer to Debt Service Fund	(421,723)	(343,429)	(207,863)
Net Transfers and Contributions	384,865	(85,613)	491,982
Change in Net Position	$ (295,886)	$ (187,945)	$ 325,019

CITY OF ROANOKE, VIRGINIA
CIVIC CENTER FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2016
(UNAUDITED)

	FY 2016 Budget YTD	FY 2016	FY 2015
Operating Revenues			
Rentals	$ 2,906,942	$ 2,604,465	$ 2,212,281
Event Expenses	1,246,274	798,582	1,089,592
Advertising	325,621	275,492	305,775
Admissions Tax	316,151	280,676	274,936
Facility Surcharge/Ticket Rebate	276,103	190,080	257,356
Commissions	146,387	89,149	142,431
Ancillary	129,822	150,222	49,839
Miscellaneous	67,800	67,529	57,769
Total Operating Revenues	5,415,100	4,456,195	4,389,979
Operating Expenses			
Personal Services	825,741	749,866	750,043
Operating Expenses	4,830,030	4,009,934	3,902,154
Management Fees	265,728	256,664	256,664
Depreciation	696,660	696,660	618,925
Total Operating Expenses	6,618,159	5,713,124	5,527,786
Operating Loss	(1,203,059)	(1,256,929)	(1,137,807)
Nonoperating Revenues/(Expenses)			
Investment Income	-	58,540	64,637
Interest Expense	(341,350)	(335,032)	(357,624)
Net Nonoperating Expenses	(341,350)	(276,492)	(292,987)
Net Loss	(1,544,409)	(1,533,421)	(1,430,794)
Transfers and Contributions			
Transfer from General Fund	1,069,445	1,069,445	1,070,555
Net Transfers and Contributions	1,069,445	1,069,445	1,070,555
Change in Net Position	$ (474,964)	$ (463,976)	$ (360,239)

CITY OF ROANOKE, VIRGINIA
PARKING FUND
COMPARATIVE STATEMENT OF REVENUES AND EXPENSES
FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2016
(UNAUDITED)

	FY 2016 Adopted Budget	FY 2016 Budget YTD	FY 2016	FY 2015
Operating Revenues				
Market Garage	$ 448,000	$ 298,667	$ 229,265	$ 263,056
Elmwood Park Garage	642,000	428,000	403,631	416,082
Center in the Square Garage	371,000	247,333	258,543	235,457
Church Avenue Garage	675,000	450,000	450,822	407,364
Tower Garage	437,000	291,333	288,384	276,701
Gainsboro Garage	103,000	68,667	114,673	54,015
Campbell Garage	168,000	112,000	112,989	89,654
Williamson Lot	-	-	(275)	54,863
Higher Ed Center Lot	45,000	30,000	33,057	29,197
Market Lot	39,000	26,000	30,344	28,432
Elmwood Lot	80,000	53,333	61,241	50,696
Warehouse Row Lot	41,000	27,333	25,163	25,465
West Church/YMCA Lots	26,000	17,333	15,324	15,324
Off Street Parking Violations (All Locations)	55,000	36,667	36,667	39,634
On Street Parking Violations	365,000	243,333	243,342	225,499
Total Operating Revenues	3,495,000	2,329,999	2,303,170	2,211,439
Operating Expenses				
Operating Expenses	2,104,445	1,402,963	1,102,120	1,192,890
Depreciation	961,698	660,685	660,685	641,132
Total Operating Expenses	3,066,143	2,063,648	1,762,805	1,834,022
Operating Income	428,857	266,351	540,365	377,417
Nonoperating Revenues/(Expenses)				
Investment Income	-	-	53,363	49,601
Interest Expense	(452,055)	(301,370)	(350,880)	(386,639)
Net Nonoperating Expenses	(452,055)	(301,370)	(297,517)	(337,038)
Income/(Loss) Before Transfers and Contributions	(23,198)	(35,019)	242,848	40,379
Transfers and Contributions				
Transfer from Capital Projects Fund	-	-	-	125,000
Transfer to DoT Fund	-	-	-	(917)
Net Transfers and Contributions	-	-	-	124,083
Change in Net Position	$ (23,198)	$ (35,019)	$ 242,848	$ 164,462

CITY OF ROANOKE, VIRGINIA
CITY TREASURER'S OFFICE
GENERAL STATEMENT OF ACCOUNTABILITY
FOR THE MONTH ENDED FEBRUARY 29, 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 FEBRUARY 29, 2016.

	BALANCE AT JANUARY 31, 2016	RECEIPTS	DISBURSEMENTS	BALANCE AT FEBRUARY 29, 2016	BALANCE AT FEBRUARY 28, 2015
CONSOLIDATED FUNDS	40,165,878.89	34,340,423.06	43,068,392.89	31,437,909.06	38,707,881.85

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 FEBRUARY 29, 2016. THAT SAID FOREGOING:

CASH	
DEPOSITS IN TRANSIT	45,703.64
CASH IN WELLS FARGO BANK	3,570,887.78
INVESTMENTS:	
LOCAL GOVERNMENT INVESTMENT POOL	834,754.84
BNC PUBLIC FUNDS MONEY MARKET	22,376.32
VIRGINIA INVESTMENT POOL	15,098,980.17
HRCCC - VIRGINIA INVESTMENT POOL	3,778,814.16
VIRGINIA SNAP PROGRAM (U.S. SECURITIES)	8,086,392.15
TOTAL	31,437,909.06

Evelyn M. Powers

March 30, 2016

EVELYN POWERS, TREASURER