ROANOKE CITY COUNCIL-REGULAR SESSION

January 4, 2016

9:00 a.m.

The Council of the City of Roanoke met in regular session on Monday, January 4, 2016, at 9:00 a.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 40280-070615 adopted by the Council on Monday, July 6, 2015, with Mayor David A. Bowers presiding.

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

ABSENT: None-0.

The Mayor declared the existence of a quorum.

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

ITEMS FOR ACTION:

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

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

Council Member Rosen moved that Council concur in the request of the Mayor as abovementioned. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

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

NAYS: None-0.

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

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

Council Member Lea moved that Council concur in the request as abovementioned. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

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

NAYS: None-0.

CITY-OWNED PROPERTY: A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned property located at 2750 Hoover Street, N. W., where discussion in an open meeting would adversely affect the bargaining or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3), Code of Virginia (1950), as amended, was before the body.

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

Council Member Price moved that Council concur in the request of the City Manager to convene in Closed Meeting as abovementioned. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

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

NAYS: None-0.

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

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

ROANOKE-BLACKSBURG REGIONAL AIRPORT: Mayor Bowers advised that the Council and the Roanoke Regional Airport Commission were meeting jointly to discuss items of mutual interest and concerns. He then recognized Chairman H. Odell "Fuzzy" Minnix for welcome remarks and an official roll call of the Airport Commission.

PRESENT: Commission Members William Gust, John E. Dooley and Chairman H. Odell "Fuzzy" Minnix-3.

ABSENT: Commission Members Cynthia D. Lawrence and Bittle W. Porterfield, III-2.

OTHERS PRESENT: Timothy T. Bradshaw, Executive Director, Roanoke-Blacksburg Regional Airport; Mark Williams, General Counsel, Roanoke-Blacksburg Regional Airport; Ernie McLeod, Director of Finance and Administration, Roanoke-Blacksburg Regional Airport; Diana Lewis, Director of Planning and Engineering, Roanoke-Blacksburg Regional Airport; Brad Boettcher, Director of Marketing and Air Service, Roanoke-Blacksburg Regional Airport; and Cathy Bowman, Secretary, Roanoke Regional Airport Commission.

Mr. Bradshaw introduced staff; and thereafter gave a brief presentation, while calling attention to the following items:

- Overview of airline service
- Airline Incentive Program
- Ground Transportation Program
- Capital projects scheduled for 2016-17
  - Walkway Canopy
  - Proposed Maintenance Hangar for Piedmont
  - Ramp Rehabilitation
  - Passenger Boarding Bridges
- Economic development
- Properties available
- Landmark renovations

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

There was extensive dialogue regarding air service, such as reliability, fares and obtaining additional service, as well as getting the City, Roanoke County, economic development agencies and the business community to possible help address some of the issues the Airport were facing.

As far as the Airline Incentive Program, there was discussion as to the possibility of the City including in its upcoming budget some funding to support the airport in its endeavor to lure new air service to Dallas or Denver, and/or more reliability with the current air service.

There was also some exchange between the Commission and City Council about the bidding process for taxi service and the new ground transportation program at the airport. Following comments, Mayor Bowers asked that the Council be apprised of taxi service and ground transportation progress over the next several months.

Mr. Bradshaw shared that the Ramp Rehabilitation project will begin this year, and believes that these types of improvements go hand in hand with promoting economic development in our region. He mentioned that the Airport recently purchased the B & B call center property for long-term use, while calling attention to an option being pursued that would combine all five the rental car facilities near the property where the vehicles may refuel, be cleaned, and maintained.

In connection with the Proposed Maintenance Hangar for Piedmont, Mr. Bradshaw discussed that Piedmont is looking to replace their Dash 8 aircraft and that the Airport Commission proposed to build a new state of the art facility with them here in Roanoke, adding that the Airport Commission is pursuing Piedmont to build the hanger; assisting with a bond.

He noted that Piedmont informed the Commission they were not ready yet; however, it made sense for the Airport to be a maintenance facility for Piedmont since there are approximately 200 families employed with Piedmont through the Roanoke-Blacksburg Airport and it would seems to be an important venture to pursue.

Vice-Mayor Trinkle thanked Mr. Bradshaw for the presentation and asked about the expansion of the runways and the distance of the runway gates. Mr. Bradshaw noted the runways were not a problem. However, the approach to the runway and the mountains were the issues.

Council Member Lea commended Mr. Bradshaw and the Commission for their diligence. He expressed that the Airport was an economic driver for our community and encouraged regional support of the Airport.

Council Member Price suggested establishing a task force involving all stakeholders to work together on air service. She commended the Airport staff for their excellent customer service, noting they always ensure that the experience at the Airport is pleasurable.

In closing, Mr. Dooley shared that it has been his privilege to serve on the Airport Commission for the past decade; and acknowledged that the Airport is an asset to region and the Airport is committed to providing the best experience to all travelers. He noted there were challenges for the Commission, noting some areas that they did not have any influence, such as those controlled by the airlines. However, he believed that the Commission was at a point to step back and take a fresh and creative look at how they could influence outcomes from the airlines.

He called attention to one issue across the region that often has been spoken about -- the reliability of carriers, and suggested holding the airlines accountable to providing the service they are contracted to with the ticket holders; and to communicate with the airlines when they are failing, and called attention to other important issues that needed to be addressed with the airlines such as improvement in communication and a desire for enhanced service in the Roanoke region.

There being no further business, Chairman Minnix declared the Airport Commission meeting adjourned at 10:37 a.m.

At 10:37 a.m., Mayor Bowers declared the Council meeting in recess.

At 11:09 a.m., the Council Meeting reconvened in the Council Chamber, with Mayor Bowers presiding, and all Members of the Council in attendance.

BRIEFINGS:

Update on the Roanoke Valley Broadband Authority

Kevin Boggess, Salem City Manager and Chairman, Roanoke Broadband Authority, gave brief opening remarks and introduced Frank Smith, Executive Director, Roanoke Valley Broadband Authority, for an update on the Roanoke Valley Broadband. Mr. Smith shared Roanoke must be able to compete with telecommunications and growth in data; that the network is anticipated to launch in March 2016 and will be nearly 200 times faster than the home Internets.

Mr. Smith shared that Roanoke must be able to compete with telecommunications and growth in data, and reported that the network is anticipated to launch in March 2016 and will be nearly 200 times faster than the home internets.

Following opening remarks, he highlighted the following:

Who Are We?
Why Are We Important to You and The Community That You Serve?
50 Mile Network
Buried Conduit
Micro Trenching
Construction
Network Map
Network Electronics Vendor Selected
Business Development
What Is The End Game?
Next Steps and Actions

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

Following the presentation, Council Member Ferris shared that he had been very interested in broadband since its conception and was concerned that the City was lagging behind in services. He continued by asking how will the new network compare in speed and capacity of cities such as Chattanooga, Tennessee. Mr. Smith replied Chattanooga is a little different and in some markets, a lot of the emphasis is on residential. He also stated the Authority is focusing on business, government and education and noting the new network will be faster than Chattanooga.

Council Member Rosen stated that he was a 100% advocate for regionalism and asked whether other governments who are not yet paying have equal votes on the broadband authority; whereon Mr. Smith answered they do have equal vote; noting they have the same membership as the City of Roanoke and have equal votes on Board decisions.

Kevin Boggess, City Manager of Salem, shared the involvement of other localities, specifically with Roanoke County, had to be addressed on a case by case basis depending on the circumstances, with hopes that Roanoke County would want to participate and invest in the expansion.

The City Manager remarked the main thrust was economic development and keeping businesses here. He believed the Broadband Authority is building the backbone. He further shared connecting the neighborhood libraries will be key to serving the community. Mr. Morrill shared that eighth graders get take-home laptops and some go home where they do not have internet, but they can go to the library and have faster service. He believes the new fiber network will have a very quick direct community impact.

Additional discussion centered on the Authority's focus being business, government and education, with an increase in speed and capacity than other cities, with the main thrust being economic development and keeping businesses in the Roanoke Valley.

Mayor Bowers concluded the discussion by thanking Mr. Smith for his executive leadership on this project and for the presentation on the Broadband Authority efforts.

General Real Estate Reassessment

Susan Lower, Director of Real Estate Valuation, introduced her team (Steven Staker, Deputy Director of Real Estate Valuation; Cookie Wall, Supervising Appraiser; and Kelvin (K. C.) Bratton and thanked them for their work. She presented the following FY 2016-2017 Real Estate Assessment update:

Assessment History 2010-2016
New Construction History 2010-2016
History of Sales and Foreclosures
Median Residential Sales Price 2008 to 2015

In summary, Ms. Lower stated that the City's residential assessed values still show a slight decline, with commercial properties showing a marginal overall increased in assessed values. Additionally, the apartment sector continues to show growth and appears to be stabilizing; and new construction activity continues to remain positive; while sales ratios remain in line with the State standards.

She shared information about the appeal process:

- Appeal to the Office of Real Estate Valuation by February 2
- If a property owner does not agree with our appeal decision, they can file an appeal with the Board of Equalization

- If a property owner does not agree with the Board of Equalization's decision, they can then file suit in Circuit Court.

Ms. Lower also noted the Tax Relief Programs:

Property Owner's Status:
- Elderly Tax Freeze
- Disability Tax Relief Program
- Veterans Tax Relief Program

Real Estate Status

- Rehabilitated Tax Abatement
- Land Use Program
- Solar Energy Abatement
- Energy Efficient – Reduced Tax Rate

She continued with the presentation as follows:

Collected Revenue and Percent of Change from Prior Year
2008 Taxes @ $1.19 compared to 2016 Taxes @ $1.22 (Not Adjusted for Inflation)
Real Estate Fiscal Impact
Appendix
Timeline of Assessment Process
History of Sales Ratio's

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

Discussion:

For clarification purposes regarding commercial appraisals, Ms. Lower confirmed that she was including the buildings in the downtown area that have retail on the first floor and residential space above, and was counted as multi-family, which had a 1% growth. In addition, she further stated said growth was trending in the right direction; however, new residential construction had trended downward.

In reference to the new residential and commercial construction value having an $18 million swing in sales and the correlation with building permit revenues, Ms. Lower explained that this included the Orthopedic Clinic on Franklin Road and the Hampton Inn and Suites at Valley View Mall, noting that even though these businesses were not open yet to the public, the projects have been closed and calculated. She explained that the reason for the numbers being high in 2014-2015 was due to bridge constructions and two Wal-Mart neighborhood store constructions.

The City Manager conveyed it was important to note that 70% of homeowners are paying less than in 2008 and the City has made improvements such as providing parks, education and single stream recycling. He maintained that the City has been very efficient during that time and homeowners appear to be receiving a return on their investments.

Following additional comments by the Council, Mayor Bowers concluded the discussion and thanked Ms. Lowers for the presentation, acknowledging that it would be received and filed.

At 12: 25 p.m., the Mayor declared the Council meeting in recess for a Closed Meeting in the Council's Conference Room, Room 450; and thereafter, would be reconvened at 2:00 p.m., in the Council Chamber.

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

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

ABSENT: None-0.

The Mayor declared the existence of a quorum.

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

The Invocation was delivered by The Reverend Jamaal L. Jackson, Pastor, The OutPour Church.

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

PRESENTATIONS AND ACKNOWLEDGEMENTS:

ACTS OF ACKNOWLEDGEMENT-CITY EMPLOYEES: Mayor Bowers recognized City employees with 30, 35 and 40 years of service and presented gifts to all recipients in attendance.

He noted that the Annual Service Awards Breakfast in recognition of City employees with 10, 15, 20, 25, 30, 35, and 40 years of service would be held on Tuesday, January 12, 2016 at 7:30 a.m. at the Holiday Inn Valley View.

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

Brian McConnell, 32 Elm Avenue, S. W., Apt # 303, appeared before the Council to express his concern regarding the outsourcing of the Roanoke City Public Schools Food Service Department. He distributed a flyer entitled "Kids Above Profits! Alternatives to Outsourcing Our Futures?"

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

W. Hunter Hartley, 430 Church Avenue, S.W., appeared before the Council and also expressed concern regarding the outsourcing of the Roanoke City Public Schools Food Service Department.

Without objection by the Council, the Mayor remarked that the matter would be referred to the City Attorney for follow up.

Martin Jeffrey 421 Fairfax Avenue, N.W. appeared before the Council to request bus service be extended to the Roanoke Centre for Industry and Technology; noting concern regarding taxpayers' dollars being spent to reopen the entrance to Municipal North (Old Courthouse entrance).

In connection with Mr. Jeffrey's comments about extending Valley Metro service, Mayor Bowers announced that beginning January 7, 2016, Valley Metro will provide a new express service from Campbell Court to the Roanoke Centre for Industry (RCIT) and Technology during the morning and afternoon peak periods, with the new service running on a six-month demonstration trial basis, which will provide a transportation option for passengers who work at businesses located at RCIT.

He also noted that Valley Metro will provide a transportation connection from RCIT to Campbell Court via Vinton, a service that the businesses in RCIT and the various job training and placement programs (TAP, Goodwill, etc.) have requested.

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

As a GRTC Board Member, Council Member Bestpitch emphasized that the service would be on a six-month demonstration trial basis, and hoped the transportation option is publicized and the service is used by the citizens.

Robert Gravely, 3360 Hershberger Road, N. W., appeared before the Council.

CONSENT AGENDA

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

CITY-OWNED PROPERTY-PARKING GARAGES-ORVIS: A communication from the City Manager requesting that Council schedule a public hearing for Tuesday, January 19, 2016, at 7:00 p.m., or as soon thereafter as a matter may be heard, with regard to the renewal for lease of space in the Center in the Square Parking Garage to The Orvis Company, Inc., was before the Council.

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

Vice-Mayor Trinkle moved that the Council concur in the request of the City Manager as above described. The motion was seconded by Council Member Price and adopted by the following vote:

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

NAYS: None-0.

ANNAUL REPORT-TAXES: A communication from the Honorable Clifford R. Weckstein, Twenty-third Judicial Circuit of Virginia, transmitting the Annual Report of the Board of Equalization for taxable years July 1, 2013 through June 30, 2014 and July 1, 2014 through June 30, 2015.

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

Vice-Mayor Trinkle moved that the reports be received and file. The motion was seconded by Council Member Price and adopted by the following vote:

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

NAYS: None-0.

OATHS OF OFFICE-BOARD OF ZONING APPEALS-BLUE RIDGE BEHAVIORAL HEALTHCARE: Reports of qualification of Michael Woolwine and Marcus Huffman as members of the Board of Zoning Appeals for three-year terms of office, each, commencing January 1, 2016 and ending December 31, 2018; and Lew Bishop as a City representative to the Blue Ridge Behavioral Healthcare, Board of Directors, for a three-year term of office commencing January 1, 2016 and ending December 31, 2018, were before the Council.

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

Vice-Mayor Trinkle moved that the report of qualifications be received and filed. The motion was seconded by Council Member Price and adopted by the following vote:

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

NAYS: None-0.

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS: NONE.

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

APPALACHIAN POWER-ECONOMIC DEVELOPMENT-BUDGET: The City Manager submitted a written communication recommending acceptance and appropriation of funds in connection with the Economic Development Growth Enhancement (EDGE) Program grant from the Appalachian Power Economic Development Team for expansion and attraction activities related to the Economic Development Department, with the City of Roanoke serving as fiscal agent for such funds.

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

Council Member Bestpitch offered the following resolution:

(#40414-010416) A RESOLUTION accepting the Economic Development Growth Enhancement (EDGE) Program Grant to the City from the Appalachian Power Economic Development Team; authorizing the City of Roanoke to be the fiscal agent for distribution of the grant proceeds; authorizing the City Manager to execute any documents necessary to receive such Grant, including any Grant Agreement; and authorizing the City Manager to take such further actions and execute such other documents as may be necessary to obtain, accept, implement, administer, and use such Grant funds.

(For full text of resolution, see Resolution Book No. 78, page 124.)

Council Member Bestpitch moved the adoption of Resolution No. 40414- 010416. The motion was seconded by Vice-Mayor Trinkle.

Wayne Bowers, Director, Economic Development Department, reported that the Economic Development Growth Enhancement (EDGE) grant is a privately funded program aimed at attracting new businesses and helping existing businesses and industries expand; and will be used to produce one or more videos to highlight the assets of the City of Roanoke for purposes of business retention, expansion and attraction activities related to the Economic Development Department.

Following Mr. Bowers' comments, Resolution No. 40414-010416 was adopted by the following vote:

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

NAYS: None-0.

(Council Member Rosen was not present when the vote was recorded.)

Council Member Bestpitch offered the following budget ordinance:

(#40415-010416) AN ORDINANCE appropriating funding from Appalachian Power Economic Development Team for video development, amending and reordaining certain sections of the 2015 - 2016 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 78, page 125.)

Council Member Bestpitch moved the adoption of Budget Ordinance No. 40415-010416. The motion was seconded by Vice-Mayor Trinkle and adopted by the following vote:

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

NAYS: None-0.

(Council Member Rosen was not present when the vote was recorded.)

DOGS-POLICE DEPARTMENT: The City Manager submitted a written communication recommending acceptance of donation of a police K-9 to the Roanoke Police Department from Summit Nutritionals International, Inc.

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

Vice-Mayor Trinkle offered the following resolution:

(#40416-010416) A RESOLUTION authorizing acceptance of a donation from Dr. and Mrs. Caesar DePaco and their company, Summit Nutritionals International, Inc., to the Roanoke City Police Department for one police K-9 dog, and authorizing execution of any and all necessary documents to accept the donation.

(For full text of resolution, see Resolution Book No. 78, page 125.)

Vice-Mayor Trinkle moved the adoption of Resolution No. 40416-10416.The motion was seconded by Council Member Price and was adopted by the following vote:

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

NAYS: None-0.

SIDEWALKS-DISABLED PERSONS: The City Manager submitted a written communication recommending Execution of Change Order No. 1 to the City's Contract with H & S Construction Company for additional services in connection with maintenance and replacement of concrete sidewalks, curb and gutter and handicap ramp work.

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

Vice- Mayor Trinkle offered the following ordinance:

(#40417-010416) AN ORDINANCE authorizing the issuance and execution of a Change Order by the City Manager to the City's Contract with H. & S. Construction Company for additional work on the Concrete Sidewalk, Sidewalk Through Entrance, Curb, Curb & Gutter, and Handicap Ramp Removal/Replacement Project; authorizing the City Manager to take such actions and execute such documents as may be necessary to provide for the implementation, administration, and enforcement of such Change Order to the above mentioned Contract, as well as the Contract itself; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 78, page 126.)

Vice-Mayor Trinkle moved the adoption of Ordinance No. 40417-010416. The motion was seconded by Council Member Rosen and adopted by the following vote:

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

NAYS: None-0.

COMMENTS OF CITY MANAGER.

The City Manager shared the following comments:

Christmas Tree Collection

- Beginning the week of January 4, Solid Waste Management staff will be collecting Christmas trees.
- Trees must be placed to the curb, free of all bags, tinsel, and decorations, as well as lights.
- After the week of January 4, if residents place trees out for collection they must be combined with regular brush piles at the curb.

Collection of old recycling bins

- Starting the week of January 11, Solid Waste Management crews will begin collecting the small green bins formerly used for recycling.
- On that week, citizens will be asked to place the older, city-owned recycling bins to the curb for collection. Collection includes all three types of old recycling containers (30-gallon, 22-gallon, as well as 18-gallon).
- Residents may elect to keep the bins if they wish. Reminders about this collection will be sent through the city's MyRoanoke email notification system, placed on the website, and posted on the City's Facebook page, as well as the Solid Waste Management Facebook page.
- If citizens have questions about the collection of Christmas Trees or Recycling Bins, please call 853-2000, Option 1.

DIRECTOR OF FINANCE:

FINANCIAL REPORT: The Director of Finance submitted the Financial Report that provided commentary on the City's financial result for the five months ended November 30, 2015, reporting that through November, FY16 year-to-date revenues were $84.5 million or 31.1% of the adopted revenue estimate for the year. She pointed out that significant tax revenues, such as Personal Property and Business License taxes were not due until later in the year; and year-to-date revenues increased 2.1% or $1.7 million compared to the same period in FY15, with the increase being primarily due to higher current real estate tax and the time of Public Service Corporations – Real Estate tax payments.

Ms. Dameron explained that through November, expenditures were $119.0 million or 43.4% of the adopted expenditure budget for the year; and year-to-date expenditures were 1.9% or $2.3 million higher compared to the prior year mainly due to the timing of a subsidy payment to the Health Department and increased funding to Schools.

In closing, she indicated that the local economy has continued to grow at a moderate pace in the first five months with the exception of sales tax, which started to slow down for the past two months compared to the same period last year; and 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.

(For full text, see copies of financial report and presentation on file in the City Clerk's Office.)

Following dialogue regarding the use of Comprehensive Services Act (CSA) for foster care, the City Manager offered to brief the Council at a future meeting regarding the overall trends.

There being no additional comments by the Council Members, the Mayor advised that the Financial Report and presentation would be received and filed.

REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

BRIEFING:

Budget Briefing FY 2016-2017

Amelia C. Merchant, Director of Management and Budget; and Barbara A. Dameron, Director of Finance, briefed the Council on the development of the FY 2016 – 2017 budget process and presented the following information:

- Guiding Principles
- FY 2016 - 2017 Local Tax Projection
- Preliminary Identified FY 2016 - 2017 Expenditure Adjustments
- Five-Year Operating Financial Plan
- Next Steps

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

Ms. Merchant advised that the guiding principles were discussed at the 2015 Council Retreat and would be a part of the budget and decision making processes going forward. She noted that it was important to operate with a long range view in mind; periodically review and update fiscal policies and procedures; and continue to maintain operating capital and engage in partnerships that would advance the region.

Guiding Principles

- Operate with a long-range view on resiliency and community impacts
- Adhere to sound fiscal policies and procedures
- Maintain current assets
- Engage in partnerships that advance the region
- Invest in initiatives to grow the community and region
- Invest in employee development and compensation
- Engage the community in long-range planning
- Utilize best practices in decision making

At this point, the Director of Finance spoke with regard to the estimated local tax revenue for fiscal year 2017 and advised that the information provided was the early preliminary investment for property tax revenue in the upcoming year; the updated value assessment for personal property would not be available until February.

Ms. Dameron further advised that approximately $1.7 million was estimated to be given to the school division which was an increase of approximately 2.1 percent.

Ms. Merchant continued the presentation and explained that each fiscal year the City's medical costs were updated and the projection was for five months at one rate and seven months at another rate for the next calendar year with dental costs increasing to $12,000.00 for 2017. She pointed out that the life insurance rate incurred an increase from 1.19 percent up to 1.31 percent which equaled out to be a $25,000.00 additional expense.

The Mayor asked for clarification stating that if the preliminary identified expenditures were at $3.1 million and with the expectation of $2.6 million more the result would be a variance of approximately $500,000.00; whereupon, Ms. Merchant advised that the difference was approximately $350,000.00.

Ms. Merchant continued stating that the current rate for the Virginia Retirement System was at 17.42 percent declining to 16.2 percent resulting in a savings of approximately $59,000.00.

Council Member Rosen asked for a comparison as to what was previously given to the Roanoke Convention and Visitors Bureau and what would be provided going forth; whereupon, Ms. Merchant advised that prior year figures would have to be looked up, but in the current year adopted budget $1.6 million was allocated for the Roanoke Convention and Visitors Bureau.

He further inquired if there was a cap placed on that allocation; whereupon, the City Manager indicated that there was no cap, but under the current arrangement the City provides 3 percent of the 8 percent lodging tax, so if tourism increases, it was a win for both entities.

Ms. Merchant advised that it was considered best practice to look beyond the current year up to a five year minimum with regard to the capital plan and recently staff began looking at adjustments to the operating plan as well to hopefully project into the future and close any possible gaps in an effort to strategically approach issues of the future.

At the conclusion of the briefing, Mayor Bowers thanked Ms. Merchant for the informative presentation and advised that the budget briefing would be received and filed.

INTRODUTION AND CONSIDERATION OF ORDINANCE AND RESOLUTIONS:

SISTER CITIES: Council Member Bestpitch offered the following resolution authorizing execution of an agreement between the Cities of Lijiang, Yunnan Province, People's Republic of China and Roanoke, Virginia, to support and participate in the Sister City program, a program inaugurated by the President of the United States in 1956 to foster greater friendship and understanding between the people of the United States and people of other nations through the medium of personal contact:

(#40418-010416) A RESOLUTION authorizing the Mayor to execute an agreement between Lijiang City, Yunnan Province, People's Republic of China and the City of Roanoke, Virginia regarding the establishment of friendship as a part of the Sister City Program.

(For full text of resolution, see Resolution Book No. 78, page 127.)

Council Member Bestptich moved the adoption of Resolution No. 40417-010416. The motion was seconded by Council Member Rosen.

Council Member Bestpitch called attention a dinner with a delegation from Lijiang, China hosted by the Council scheduled for Friday, January 15 at the Sheraton Hotel and Conference Center at 6:00 p.m. He encouraged persons interested in attending the dinner and wishing to obtain the cost of the meal, to contact the City Clerk's Office

There being no further comments by the Council Members, Resolution No.40417-010416 was adopted by the following vote:

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

NAYS: None-0.

MOTIONS AND MISCELLANEOUS BUSINESS:

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

NATIONAL LEAGUE OF CITIES: Council Member Bestpitch recognized Council Member Anita Price on her recent appointment as Vice-Chair to the National League of Cities Council on Youth, Education, and Families (YEF Council).

RECREATION: Council Member Lea announced the upcoming 2nd Annual Lea Classic scheduled to be held on January 9, 2016 at the Berglund Center, adding that all proceeds to go to non profit organizations.

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

OATHS OF OFFICE-FAIR HOUSING BOARD: The Mayor called attention to the expiration of the three-year term of office of Lawrence K. Dowler, Antwyne U. Calloway, Alesha Allen and Amanda C. Buyalos as members of the Fair Housing Board ending March 31, 2015; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the names of Lawrence K. Dowler, Antwyne U. Calloway, Alesha Allen and Amanda C. Buyalos.

There being no further nominations, Messrs. Dowler and Calloway, Ms. Allen and Ms. Buyalos were reappointed as members of the Fair Housing Board for a term of three years, each, ending March 31, 2019, by the following vote:

FOR MESSRS. DOWLER AND CALLOWAY AND MS. ALLEN AND MS. BUYALOS: Council Members Price, Rosen, Trinkle, Bestpitch, Ferris, Lea, and Mayor Bowers-7.

OATHS OF OFFICE-ROANOKE VALLEY BROADBAND AUTHORITY: The Mayor called attention to the expiration of the two-year term of office of Christopher P. Morrill as a City representative of the Roanoke Valley Broadband Authority; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the name of Christopher P. Morrill. (It was noted that the reappointment would be for four years, following the initial two-year term of office.)

There being no further nominations, Mr. Morrill was reappointed as a City representative of the Roanoke Valley Broadband Authority for a term of four-years ending December 14, 2019, by the following vote:

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

OATHS OF OFFICE-BUILDING AND FIRE CODE BOARD OF APPEALS: The Mayor called attention to a vacancy created by the resignation of Kirk Bates as a Citizen at Large Member of the Building and Fire Code Board of Appeals ending June 30, 2016; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the name of Glen Wayne Hall.

There being no further nominations, Mr. Hall was appointed as a Citizen at Large member of the Building and Fire Code Board of Appeals to fill the unexpired term of Kirk Bates ending June 30, 2016, by the following vote:

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

OATHS OF OFFICE-PARKS AND RECREATION ADVISORY BOARD: The Mayor called attention to a vacancy created by the resignation of Sonya Echols as a member of the Parks and Recreation Advisory Board ending March 31, 2016; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the name of Claude Sport Paige.

There being no further nominations, Mr. Paige was appointed as a member of the Parks and Recreation Advisory Board to fill the unexpired term of Sonya Echols ending March 31, 2016, by the following vote:

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

OATHS OF OFFICE-ROANOKE ARTS COMMISSION: The Mayor called attention to a vacancy created by the resignation of Charlene Graves as a member of the Roanoke Arts Commission for a term ending June 30, 2017; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the name of William Penn.

There being no further nominations, Mr. Penn was appointed as a member of the Arts Commission to fill the unexpired term of Charlene Graves ending June 30, 2017, by the following vote:

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

OATHS OF OFFICE-ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION: The Mayor called attention to a vacancy created by the expiration of the three-year term of office of James M. Bullington as a City representative of the Roanoke Valley-Alleghany Regional Commission ending June 30, 2018; whereupon, he opened the floor for nominations.

Council Member Bestpitch placed in nomination the name of Jerry Smith.

There being no further nominations, Mr. Smith was appointed to replace James M. Bullington as a City Representative of the Roanoke Valley-Alleghany Regional Commission for a term of office ending June 30, 2018, by the following vote:

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

At 3:28 p.m., Mayor Bowers declared the Council meeting in recess for continuation of a Closed Meeting in the Council's Conference Room, Room 451, Noel C. Taylor Municipal Building.

At this point 4:06 p.m., Council Member Rosen left following the Closed Meeting.

At 4:07 p.m., the Council meeting reconvened in the Council Chamber, Room 450, Noel C. Taylor Municipal Building, Mayor Bowers presiding, and all Members of the Council in attendance, with the exception of Council Member Rosen.

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

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

NAYS: None-0.

(Council Member Rosen was absent.)

There being no further business to come before the Council, at 4:08 p.m., the Mayor declared the Council meeting in recess until Friday, January 15, 2016 at 3:30 p.m., in the City Council Chamber, Room 450, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., for the signing of a Friendship Agreement between Lijiang, City of the People's Republic of China and the City of Roanoke in the Council Chamber, Room 450, Fourth Floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W.

The Council of the City of Roanoke met in a recessed session on Friday, January 15, 2016, at 3:30 p.m., in the City Council Chamber, Room 450, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., with Mayor Bowers presiding.

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

ABSENT: Council Member Court G. Rosen.

OFFICERS PRESENT: Christopher P. Morrill, City Manager; Daniel J. Callaghan, City Attorney; Barbara A. Dameron, Director of Finance; and Cecelia F. McCoy, Deputy City Clerk.

At this point, Council Member Lea entered the meeting (3:35 p.m.).

Mayor Bowers advised that the purpose of the recessed meeting was for the signing of a Friendship Agreement between Lijiang, City of the People's Republic of China and the City of Roanoke, establishing a Friendship City Relationship; and that Lijiang has been a Roanoke Valley Sister City since 1996, and this agreement re-enforces and enhances mutual understanding and friendship between the Chinese and American peoples, and strengthens the commitment to develop friendly cooperation between the two cities.

Following introductions and comments by the Council and members of the Lijiang Delegation, Mayor Bowers read the formal agreement and letter from Mayor of Lijiang, Yunnan, China in its entirety. .

(For full text, see copy of agreement and letter from the mayor of Lijiang on file in the City Clerk's Office.)

After the signing of the agreement, Mayor Bowers presented City gifts to the Lijiang Sister City delegation; and the Chinese delegation presented a scroll painting with ancient and intricate Chinese calligraphy to the Mayor on behalf of the Lijiang Government.

There being no further business to come before the Council, the Mayor declared the recessed meeting adjourned at 4:13 p.m.

APPROVED

ATTEST:

Stephanie M. Moon Reynolds
City Clerk

David A. Bowers
Mayor