



**ROANOKE CITY COUNCIL
ROANOKE CITY SCHOOL BOARD
MAY 2, 2016**



9:00 A.M.

**CITY COUNCIL CHAMBER
ROOM 450**

AGENDA

NOTICE

This morning's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, May 5 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, May 7 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.

1. Call to Order -- Roll Call.

- City Council
- School Board

2. Welcome and Opening Remarks.

- Mayor David A. Bowers
- Chairman Suzanne P. Moore

3. Presentations:

- a. Energy Management
- b. Video Data File Storage, Retention, and Distribution Solution

4. Items for Discussion/ Comments by City Council/School Board Trustees.

5. Recess/Adjourn.

THE COUNCIL MEETING WILL RECONVENE TO CONSIDER THE FOLLOWING AGENDA ITEMS:

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

P 9

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

P 11

A communication from the City Manager requesting that the Council convene in a Closed Meeting to discuss the disposition of City-owned 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.

P 12

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

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

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

BRIEFINGS:

- Erosion and Sediment Control Program Update - 20 minutes
- FY17 Budget Hearing Follow-up - 30 minutes

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



**ROANOKE CITY COUNCIL
REGULAR SESSION**

**MAY 2, 2016
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

The Invocation will be delivered by The Reverend Joanna M. Paysour, Associate Pastor, Cave Spring United Methodist Church.

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

Welcome. Mayor Bowers.

NOTICE:

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, May 5 immediately following the 2:00 p.m. session at 7:00 p.m.; and Saturday, May 7 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
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2017
TERM OF OFFICE ENDING JUNE 30, 2018**

**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**

ROANOKE CITY COUNCIL WILL RECEIVE CITIZEN COMMENTS ON SELECTION OF TWO CANDIDATES TO SERVE AS ROANOKE CITY SCHOOL BOARD TRUSTEES ON MONDAY MAY 16 AT 7:00 P.M., IN THE COUNCIL CHAMBER. THE FOUR CANDIDATES ARE: WILTON C. KENNEDY, ANNETTE LEWIS, SUSAN ROLAND REESE AND LUTHERIA H. SMITH. COUNCIL WILL SELECT TWO SUCCESSFUL CANDIDATES AT THE JUNE 6 COUNCIL MEETING AT 2:00 P.M., IN THE COUNCIL CHAMBER TO FILL TWO VACANCIES ON THE ROANOKE CITY SCHOOL BOARD FOR TWO THREE-YEAR TERMS OF OFFICE, COMMENCING ON JULY 1, 2016.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS:

A proclamation declaring the week of May 1 – 7, 2016 as National Correctional Officers Week.

P 14

A resolution recognizing Drs. Sharon and Craig Ramey as Chief Science Officers for Human Development for the City of Roanoke.

R 15

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

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

4. CONSENT AGENDA:

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

C-1 Minutes of the regular meeting of City Council held on Monday, March 7, 2016.

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

C-2 A communication from the City Manager requesting that Council schedule a public hearing for Monday, May 16, 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 to consider a request of Blue Ridge Land Conservancy for tax exemption of personal property located at 722 First Street, S. W., Suite L. P 17

RECOMMENDED ACTION: Concur in the request.

C-3 A communication from the City Manager requesting that Council schedule a public hearing for Monday, May 16, 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 to consider a request of Local Environmental Agriculture Project, Inc., (LEAP) for tax exemption of personal property located at 1327 Grandin Road, S. W. P 19

RECOMMENDED ACTION: Concur in the request.

C-4 A communication from the City Manager requesting that Council schedule a public hearing for Monday, May 16, 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 to renew a lease for approximately 3.6-acres of land adjacent to Barns Avenue, N. W., to Jared and Donna Green for agricultural purposes. P 21

RECOMMENDED ACTION: Concur in the request.

C-5 A communication from the City Clerk advising of a vacancy created by the unexcused absences of Alesha Allen on the Fair Housing Board for a term of office ending March 31, 2019. P 23

RECOMMENDED ACTION: Receive and file.

C-6 Reports of qualification of Kenneth S. Cronin as a Citizen-at-Large member of the City of Roanoke Finance Board to fill the unexpired term of office of Brian K. Redd ending June 30, 2016; and thereafter an appointment for an additional two-year term of office ending June 30, 2018; and Byron Lee Hamlar as a member of the Fair Housing Board to replace Lawrence K. Dowler 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. Transmittal of the Roanoke Valley Regional Cable Television Fiscal Year 2016-2017 Budget. Elaine Bays-Murphy, Cable Access Director. (Sponsored by the City Manager)

P 24 P 31 R 32

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

- a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Acceptance of the Fiscal Year 2016 "Four-For-Life" payment for Emergency Medical Services for training, supplies or other appropriate items.
2. Execution of the Virginia Department of Transportation's Programmatic Project Administration Agreement Extension Addendum to permit continuance of currently funded Revenue Sharing Projects; verification of project funding and designation of the City Manager to execute all agreements.

P 34 R 35 B/O 36

P 37 R 40

COMMENTS OF CITY MANAGER.

- b. DIRECTOR OF FINANCE:

1. Financial report for the nine months ended March 31, 2016.

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8. REPORTS OF COMMITTEES: NONE.

9. UNFINISHED BUSINESS: NONE.

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

11. MOTIONS AND MISCELLANEOUS BUSINESS:

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

CERTIFICATION OF CLOSED MEETING.

12. RECESS.

THE COUNCIL MEETING WILL STAND IN RECESS UNTIL THURSDAY, MAY 5 AT 9:00 A.M., IN THE COUNCIL CHAMBER, FOR FISCAL YEAR 2016 - 2017 BUDGET STUDY, IF NECESSARY; AND/OR WILL CONTINUE UNTIL MONDAY, MAY 9 AT 2:00 P.M., IN THE COUNCIL CHAMBER, FOR THE ADOPTION OF THE CITY OF ROANOKE RECOMMENDED FISCAL YEAR 2016 - 2017 BUDGET AND ANY OTHER MEASURES DEEMED APPROPRIATE.



DAVID A. BOWERS
Mayor

CITY OF ROANOKE
OFFICE OF THE MAYOR

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

May 2, 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
May 2, 2016
Public

VACANCIES:

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

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

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.



DAVID A. BOWERS
Mayor

CITY OF ROANOKE

CITY COUNCIL

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

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

May 2, 2016

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

Dear Mayor Bowers and Members of Council:

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

Sincerely,

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

Sherman P. Lea, Chair
City Council Personnel Committee

SPL:ctw



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Request for Closed Meeting

This is to request that City Council convene a closed meeting to discuss the disposition of City-owned property located at 2750 Hoover, Street, N.W. bearing Official Tax Map No. 2430601 where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to §2.2-3711.A.3, Code of Virginia (1950), as amended.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Request for Closed Meeting

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

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

Office of the Mayor

CITY OF  ROANOKE

Proclamation

WHEREAS, *correctional officers have the difficult and often dangerous assignment of ensuring the custody, safety and well-being of the over 600,000 inmates in our Nation's prisons and jails. Their position is essential to the day-to-day operations of these institutions; without them it would be impossible to achieve the foremost institutional goals of security and control;*

WHEREAS, *historically, correctional officers have been viewed as "guards," occupying isolated and misunderstood positions in prisons and jails; in recent years, the duties of these officers have become increasingly complex and demanding, while being called upon to fill, simultaneously, custodial, supervisory and counseling roles; and*

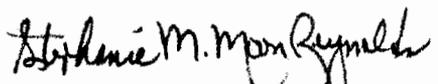
WHEREAS, *the professionalism, dedication and courage exhibited by these officers throughout the performance of these demanding and often conflicting roles deserve our utmost respect; the important work of correctional officers often does not receive the recognition from the public it deserves; and it is appropriate that we honor the many contributions and accomplishments of these men and women who are a vital component of the field of corrections.*

NOW, THEREFORE, I, David A. Bowers, Mayor of the City of Roanoke, Virginia, in recognition of the contributions of the dedicated men and women of the Roanoke Sheriff's Office to our City, do hereby proclaim May 1 - 7, 2016 throughout this great, six-time All-America City, as

NATIONAL CORRECTIONAL OFFICERS WEEK.

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

ATTEST:



Stephanie M. Moon Reynolds
City Clerk



David A. Bowers
Mayor

OKS

2.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the City Manager to appoint Dr. Sharon Ramey and Dr. Craig Ramey as Chief Science Officers for Human Development for the City of Roanoke through the City's volunteer program.

WHEREAS, Dr. Sharon Ramey and Dr. Craig Ramey (the "Rameys") have led multidisciplinary longitudinal research with more than 100,000 children and their families in more than 40 states;

WHEREAS, the Rameys used their expertise to help develop and write Roanoke's Community Solutions Action Plan for the Star City Reads program;

WHEREAS, the Rameys helped to steer data-based programmatic decisions that have led to great progress in grade-level reading for students in the Roanoke City Public Schools;

WHEREAS, the Rameys have been a collaborative force in forming successful partnerships between Child Health Investment Partnership, the Roanoke City Public Schools, the Roanoke City Public Libraries, Total Action for Progress Head Start and the United Way of Roanoke Valley to find school-specific academic and support programs for children in the City of Roanoke;

WHEREAS, the research and work contributed by the Rameys was instrumental in the success of Star City Reads, which program earned the City the All-America City Award in 2012;

WHEREAS, the Rameys' contributions to the Roanoke community continue to extend well beyond their acclaimed work as child development researchers; and

WHEREAS, the Rameys have graciously offered to volunteer their time and lend their expertise in the areas of child development, data analysis, and community partnership to help the City of Roanoke make tangible progress toward the ongoing goal of improving grade-level reading and the overall academic development of the children in the Roanoke Valley.

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

1. The City Manager is hereby authorized to appoint Dr. Sharon Ramey and Dr. Craig Ramey as Chief Science Officers for Human Development for the City of Roanoke through the City's volunteer program.

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Tax Exemption Request – Blue Ridge Land Conservancy

Background:

Pursuant to the requirements of the Virginia Code, if City Council wishes to consider the application of Blue Ridge Land Conservancy for tax exempt status, Council must first conduct a public hearing. Blue Ridge Land Conservancy is a Virginia non-stock, not-for-profit corporation that has applied for tax exemption of personal property in the City located at 722 First Street SW, Suite L. This request is for a tax exemption for personal property now owned or hereinafter acquired by Blue Ridge Land Conservancy that is used for its charitable mission.

Considerations:

Blue Ridge Land Conservancy is a Roanoke-based organization whose mission is to conserve rural and agricultural land in the Roanoke region through the use of permanent conservation easements. The land conservancy has worked with the City of Roanoke to permanently protect Carvins Cove Natural Reserve and Mill Mountain Park from excess development through conservation easements held by the Blue Ridge Land Conservancy.

Recommended Action:

This is to request that a public hearing be authorized and advertised on the above matter for City Council's regular meeting to be held on Monday, May 16, 2016, at 7:00 p.m., or as soon thereafter as the matter may be heard, or at such later date and time as the City Manager may determine. Notice of the

public hearing must be advertised at least five (5) days prior to the date of the public hearing. A full report will be included in the May 16, 2016 agenda material for your consideration.



Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

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



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Tax Exemption Request – Local Environmental Agriculture Project, Inc. (LEAP)

Background:

Pursuant to the requirements of the Virginia Code, if City Council wishes to consider the application of Local Environmental Agriculture Project, Inc. (LEAP) for tax exempt status, Council must first conduct a public hearing. LEAP is a Virginia non-stock, not-for-profit corporation that has applied for tax exemption of personal property in the City located at 1327 Grandin Road SW. This request is for a tax exemption for personal property now owned or hereinafter acquired by LEAP that is used for its charitable mission.

Considerations:

LEAP is a local organization whose mission is to nurture healthy communities and resilient local food systems. It works closely with its community partners, farmers, and the broader community to meet this mission. LEAP programs include LEAP Community Markets (West End and Grandin Village), LEAP Mobile Market, SNAP Double Value Program and The Kitchen.

Recommended Action:

This is to request that a public hearing be authorized and advertised on the above matter for City Council's regular meeting to be held on Monday, May 16, 2016, at 7:00 p.m., or as soon thereafter as the matter may be heard, or such

later date and time as the City Manager may determine. Notice of the public hearing must be advertised at least five (5) days prior to the date of the public hearing. A full report will be included in the May 16, 2016 agenda material for your consideration.



Christopher P. Morrill
City Manager

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



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: May 2, 2016

Subject: Request Public Hearing to Renew Lease for Approximately 3.6 acres of a Portion of Land Located at 5401 Barns Avenue, N.W., to Jared Green and Donna Green

Background:

Since May of 1994, Jared Green and Donna Green have leased approximately 3.6 acres of City-owned land, being a portion of City-owned land located at 5401 Barns Avenue, N.W., Roanoke, Virginia for agricultural use. They currently lease the site for twenty dollars (\$20) per acre for a total of \$72.00 per year. Mr. and Mrs. Green have requested a new one-year lease with four (4) mutually agreed upon one-year renewal options at a lease rate of \$100.00 for the initial one year term. A copy of the proposed lease is attached to this City council Agenda Report.

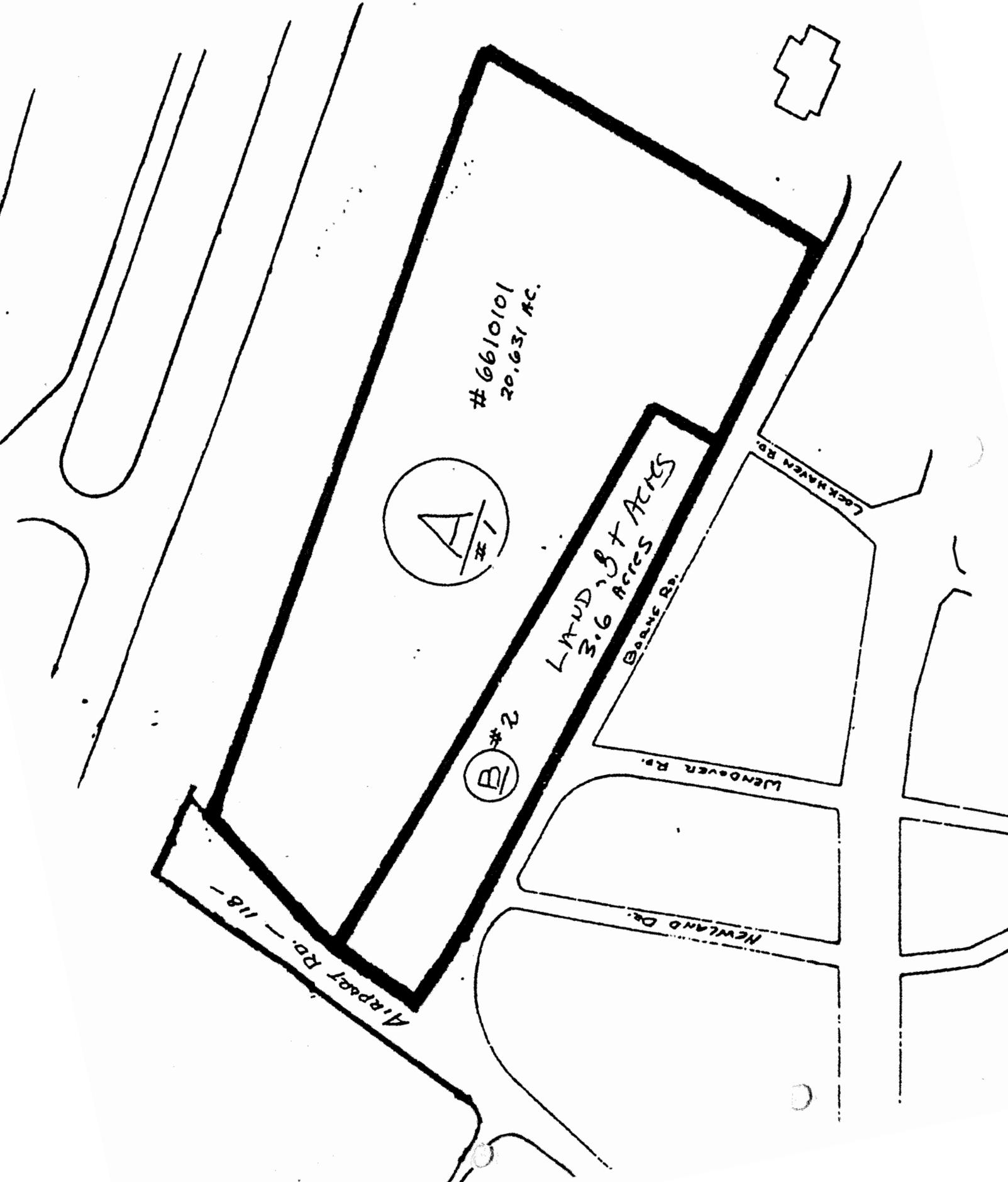
Recommended Action:

Authorize the scheduling and advertising of the proposed lease of the 3.6 acre property to Jared Green and Donna Green for a public hearing on May 16, 2016, at 7:00 pm, or at such time thereafter as the matter may be reached, or at such later date and time as the City Manager may determine.

Christopher P. Morrill
City Manager

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
 - Susan Lower, Director of Real Estate Valuation
 - Cassandra L. Turner, Economic Development Specialist



6610101
20.631 AC.

A
#1

B
#2

LAND 3.6 ACRES

Alphabet Rd. - 118 -

NEWLAND DR.

WENDEVER RD.

BOONE RD.

LACKAVEN RD.





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

215 Church Avenue, S. W., Suite 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145
E-mail: clerk@roanokeva.gov

STEPHANIE M. MOON REYNOLDS, MMC
City Clerk

CECELIA F. MCCOY
Deputy City Clerk

CECELIA T. WEBB, CMC
Assistant Deputy City Clerk

May 2, 2016

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

Dear Mayor Bowers and Members of Council:

This is to advise of a vacancy created by the unexcused absences of Alesha Allen on the Fair Housing Board for a term of office ending March 31, 2019.

Sincerely,

Stephanie M. Moon Reynolds, MMC
City Clerk



b.a.

May 2, 2016

The Honorable David A. Bowers, Mayor
and Members of City Council
Roanoke, Virginia

Subject: 2016-2017 RVTV Budget

Dear Mayor Bowers and Members of City Council:

Roanoke Valley Television, RVTV-3 Cox Cable, was created in 1992 as an agreement between the City of Roanoke, Roanoke County, and the Town of Vinton, to form a Government & Educational Access Station.

On April 6, 2016, the Roanoke Valley Regional Cable Television Committee approved the attached RVTV Operating Budget for Fiscal Year 2016-2017 (attached) in the amount of \$401,044.

The proposed budget includes funding for closed captioning services for both the City Council and the Roanoke County Board of Supervisors Meetings. However, at the City's request, RVTV will also cablecast the monthly 9 a.m. City Council Briefings or Sessions for the next fiscal year. Since closed captioning services are also required for these additional meetings, the City will pay the additional cost of \$2,136 for such extra services.

Based on the number of Cox Communications subscribers for each jurisdiction, the City of Roanoke's share of the FY 2016-2017 Operating Budget will be \$209,225, plus an additional \$2,136 for closed captioning – totaling \$211,361. Accordingly, the City is requested to provide this amount as its portion of the RVTV FY 2016-2017 Operating Budget.

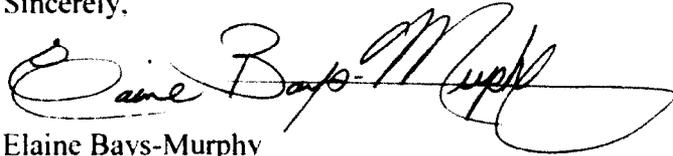
Direct Services provided to the City of Roanoke in 2015 included:

- Original Television Shows
(12) Inside Roanoke, (12) Spotlight on City Schools, (12) Libraries Happenings,
(12) BizRoanoke
- Government Meetings
(24) Regular Roanoke City Council, (12) City Council Briefings
- Original Video Productions
(37) Video Productions – Roanoke Recycling Heroes, Roanoke Youth Summit, City
Neighborhoods Awards Celebration (Entire list of Original Video Productions is listed
on Page 4 of the RVTV Budget Packet)

The Honorable David A. Bowers, Mayor and Members of City Council
May 2, 2016
Page Two

As Cable Access Director for Roanoke Valley Television, I am pleased to respond to any questions or comments you may have with regard to the proposed RVTV operating budget for Fiscal Year 2016-2017.

Sincerely,

A handwritten signature in black ink, appearing to read "Elaine Bays-Murphy". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Elaine Bays-Murphy
Cable Access Director
Roanoke Valley Television

Attachment

Cc: Christopher P. Morrill, City Manager
Barbara Dameron, Director of Finance
Daniel J. Callaghan, City Attorney
Stephanie Moon-Reynolds, City Clerk
Sherman M. Stovall, Assistant City Manager for Operations
Amelia Merchant, Director of Management and Budget
Mr. Robert Leftwich, Chair, Regional Cable Television Committee
Laura M. Carini, Assistant City Attorney
Melinda B. Mayo, Communications and Media Officer

To: Roanoke Regional Cable Television Committee
From: Elaine Bays-Murphy, Director of Cable Access
Date: April 6, 2016
Re: FY 2016-2017 Operating Budget Proposal

BACKGROUND INFORMATION:

Roanoke Valley Television, RVTV Channel 3, is a Government & Educational Access Station, serving the City of Roanoke, Roanoke County, the Town of Vinton and their respective school systems. RVTV-3 was created in 1992 as an agreement between the three localities to form a Government & Educational Access Station.

The operational budget for RVTV is provided by the three local governments, and it is funded through the Virginia Communications Sales and Use Tax Revenue paid by Cox Communications. The RVTV budget amount paid by each locality is based on the proportion of Cox Customers located in each jurisdiction.

RVTV has five full-time staff members. RVTV-3 produces Original Videos, Monthly Television Shows, and covers LIVE Government Meetings.

Roanoke Valley Television produced the following in 2015:

- **80 Original Television Shows**
(12) Inside Roanoke, (12) Roanoke County Today, (12) Spotlight On City Schools, (12) Accent Excellence, (4) Roanoke County Business Partners, (4) Recreation Television, (12) BizRoanoke (12) Libraries Happenings
- **58 Regular Government Meetings**
(24) Regular Roanoke City Council, (22) Regular Roanoke County Board of Supervisors, (12) City Council Briefings
- **85 Original Video Productions**
(List of Video Productions on Attachment Pages 4 & 5)

The approximate rate for video production work in the private sector is \$1,500 per finished minute. The approximate **RVTV Production Value for Stand Alone Video Productions is \$1,974,000.**
(Total value does not include TV Shows or Government Meetings).

RVTV-3 Programming is uploaded to the RVTV Website & Social Media Sources. Additionally, RVTV-3 Programming is uploaded to the Websites & Social Media Sources for Roanoke City, Roanoke County, Town of Vinton & their School Systems.

RVTV Website www.rvtv.org
RVTV YouTube Channel www.youtube.com/RoanokeValleyTV
RVTV Facebook Page www.facebook.com/roanokevalleytelevision
RVTV Twitter www.twitter.com/RoanokeValleyTV

FISCAL IMPACT:

The proposed FY2016/2017 Operating Budget request is \$401,044.

The proposed budget includes a 2% salary increase if approved by the Board of Supervisors.

The budget includes closed captioning services for Roanoke City Council & Roanoke County Board of Supervisors meetings.

On January 1, 2007, the Virginia Communications Sales and Use Tax Act of 2006 (Va. Code 58.1-645 et seq.) required Cox Communications, as well as other cable television providers, to pay a five percent (5%) sales or use tax to the Commonwealth of Virginia in place of paying franchise fees to the localities, including the City of Roanoke, County of Roanoke, and Town of Vinton. Under the Act, the Commonwealth pays the amount of revenues it receives from cable television providers, like Cox, to the localities.

The operational budget for RVTV is provided by the three local governments, and it is funded through the Virginia Communications Sales and Use Tax Revenue paid by Cox Communications. The RVTV budget amount paid by each locality is based on the proportion of Cox Customers located in each jurisdiction.

Cox calculates the percentage of Subscribers (December 31, 2015) in each locality as follows:

Locality	2015 Percentage	2014 Percentage
City	52.17%	52%
County	43.61%	44%
Vinton	4.22%	4%

Based on the above percentages, each member’s contribution to the FY2016/2017 budget of \$401,044 is:

Locality	2015/2016 Budget	2016/2017 Budget
City	\$204,904	\$209,225
County	\$173,381	\$174,895
Vinton	\$15,762	\$16,924
Total	\$394,047	\$401,044

*In addition to the City’s share of the above budget of \$401,044, the City will also pay \$2,136 for closed captioning for City Council Briefings.

**RVTV Financial Report
Current Account Balances as of December 31, 2015**

273200 (Operating Budget)	\$200,548.86 (49.11%)
273450 (Cox Cable Capital Equipment Grant).....	\$981,237.74
273500 (Operating Surplus).....	\$51,952.07
(\$15,000 Minimum Balance to be maintained in the account)	

Account 273500 (Operating Surplus) represents the unused funds from the Operating Budget since 1992. RVTV does not lose these funds at the end of the fiscal year, rather they are rolled over into this savings account.

ATTACHMENTS:

RVTV Proposed 2016 – 2017 Budget

	Budget 2015 -2016	Proposed Budget 2016 - 2017
1010 Regular (Actual 214,431 + 2%)	213,384.00	218,720.00
1011 Longevity Pay		600.00
2100 FICA (7.65%)	16,324.00	16,732.00
2200 Retirement – VRS (11.18%)	23,728.00	24,453.00
2202 Deferred Comp Match (650 x 4)	1,950.00	2,600.00
2300 Group Health Insurance	40,570.00	38,942.00
2310 Group Dental Insurance	2,248.00	2,249.00
2400 VRS Life (1.31%)	2,817.00	2,472.00
2500 LTD Insurance (2%)	678.00	709.00
2750 VRS Health Credit (0.30%)	608.00	656.00
3013 Professional Services – Other (Closed Captioning \$22,918 Security System \$276)	22,526.00	23,194.00
3013A CC – City Council Briefings		* City Only
3204 Repairs Vehicles (By Garage)	300.00	300.00
3209 Repairs (Other Equipment)	1,000.00	1,000.00
3305 Maintenance Service Contracts (Telephone \$550 Website \$2,575)	3,125.00	3,125.00
5210 Postage	50.00	100.00
5230 Telephone	4,230.00	4,230.00
5233 Internet & Adobe Cloud	1,990.00	1,990.00
5235 Cellular Phones (2 Smart Phones)	1,200.00	1,200.00
5305 Motor Vehicle Insurance	1,342.00	1,382.00
5308 General Liability Insurance	3,187.00	3,346.00
5420 Lease/Rent of Buildings (8 x \$3,723.77 4 x \$3,835.48)	45,132.00	46,486.00
5501 Travel (Mileage)	100.00	100.00
5520 Dinner Meetings & Luncheons	150.00	150.00
5801 Dues & Association Membership (Public Relations Society of America)	308.00	308.00
6010 Office Supplies – General	500.00	600.00
6013 Small Equipment & Supplies	2,000.00	2,000.00
6014 Video Supplies	3,000.00	2,000.00
6080 Gas, Oil & Grease	1,400.00	1,200.00
6091 Tires,Tubes & Parts	200.00	200.00
Total	\$394,047.00	\$401,044.00

*In addition to the City’s share of the above budget of \$401,044, the City will also pay \$2,136 for closed captioning for City Council Briefings. **RVTV expended 95.86** of the 2014/2015 Budget.

RVTV 2015 Edited Video Productions

Roanoke City Productions	Length
Art by Bus Press Conference	10:00
Governor's Industrial Revitalization Funds Press Conference	20:00
Star City Reads Campaign	60:00
Thrasher Dog Park Opening	11:00
ACHIEVE Reading Forum	120:00
Peter Pan Playground Opening	13:00
Roanoke Police – GTO Graduation	10:00
Roanoke Police – Kids Lawfit Video	5:00
Roanoke City Schools – Teacher of the Year Video	13:00
Read & Feed Press Conference	24:00
Sheriff's Office – Court Security Division	7:30
Roanoke River Greenway Opening	22:00
Single Stream Recycling Press Conference	16:30
Roanoke Youth Summit PSA	:30
Roanoke Youth Summit Highlight Video	3:00
State of the City Address	30:00
Human Resources Customer Service Training	16:00
Sheriff's Office – Support Services Division	8:00
Lead Safe Roanoke PSA	:30
Library Summer Reading Entry	3:30
Roanoke Leaf Collection PSA	:30
Roanoke Recycling Heroes	1:30
New Greenway Bridge at Valley View Mall	10:30
Annual Meeting RVCVB	50:00
ROA's Elmwood on Ice Press Conference	7:00
Veteran Homelessness Press Conference	13:00
City Neighborhoods Awards Celebration	45:00
Grand Re-Opening Municipal North	13:00
Updated Snow Removal	4:00
Roanoke Fire Protection Classification Announcement	15:00
RCPS – McGlothlin Award for Excellence	20:00
Friendship City Agreement – Lijiang City	30:00
Roanoke County Productions	Length
Spring Book Sale PSA	:30
Blue Ridge Kite Festival PSA	:30
Apptech Solutions Expansion	14:00
Roanoke County Employee Recruitment	3:00
Roanoke County Police Open House	11:00
New Fire Chief Announcement	15:00
South County Library Passport PSA	:30
Neighborhood Concerns App PSA	:30
Roanoke County Police 25 th Anniversary	20:00
Explore Park Master Plan Community Meetings PSA	:30
Friends of the Library Book Sale PSA	:30

Roanoke County Productions	Length
Community Outreach Summit PSA	:30
Lions Quest Skills for Growing – County Schools	6:00
New County Attorney Announcement	5:30
(5) Heroin Addiction PSAs	:30 each
Site Selector Web Application	6:00
State of the County Address	40:00
Annual Christmas Tree Lighting	:30
2015 Investiture Ceremony	60:00
WFXR-Fox Ribbon-Cutting & Open House	15:00
Community Strategic Plan PSA	:30
Community Strategic Plan Interview	5:00
Tons of Fun PSA	:30

Town of Vinton Productions	Length
Magnets USA Grand Opening	15:00
Vinton Seniors Center PSA	:30
3 rd Street Dumpster Closing PSA	:30
Arbor Day Celebration	13:30
Vinton Fire & EMS – Enhanced Fire Services & Renovation	23:00
Tinker Creek Canoe Launch Ribbon-Cutting	17:00
Gladetown, Carline, Midway Tri-Community Reunion	5:30
HIVE Ribbon-Cutting Ceremony	6:00
Vinton Farmers Market PSA	:30
Vinton Branch Library Dedication	30:00
State of the Town Address	25:00
Advancement Foundation Grant Award – Small Business	14:00
Vinton Dogwood Festival PSA	:30

City, County, & Town Productions	Length
(5) Stormwater PSAs	:30 each
Vietnam War 50 th Anniversary Event PSA	:30
Vietnam War 50 th Anniversary – Opening Ceremony	30:00
(6) RCACP Adoptable Pets Video	2:30 each

City & County Production	Length
Anti-Litter Phase 2 Press Conference	11:00

Total Minutes Produced 1,316

2015 Video Productions (Does not include Shows or Meetings)

Productions	City of Roanoke	Roanoke County	Town of Vinton
85	37	31	17
Percentage	44%	36%	20%



b.a.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Proposed FY-17 Budget for Roanoke Valley Television

I would like to sponsor Elaine Bays-Murphy, Cable Access Director of Roanoke Valley Television, to present the organization's proposed Fiscal Year 2017 budget and related expenditures and revenues.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers

yc

b.a.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION approving the recommendation of the Roanoke Valley Regional Cable Television Committee to approve the annual operating budget for Fiscal Year 2016-2017 for the operation of the regional government and educational access station, Roanoke Valley Television (RVTV, Channel 3), and for the City to provide partial funding.

WHEREAS, the Roanoke Valley Regional Cable Television Committee (Committee) has reviewed and approved the annual operating budget for Fiscal Year 2016-2017 for the operation of RVTV and has requested that the City of Roanoke approve that operating budget;

WHEREAS, the Committee is comprised of representatives from the City of Roanoke, Roanoke County, and the Town of Vinton and these jurisdictions have agreed to provide funding for the purposes for which the Committee was created, including the support of the operation of a regional government and educational access station, RVTV;

WHEREAS, such jurisdictions have agreed to provide funding as stated in the agreement creating the Committee and the Committee has recommended that the City of Roanoke provide partial funding to RVTV in the amount of \$209,225, plus an additional \$2,136; and

WHEREAS, this Council desires to approve the recommendation of the Committee and provide partial funding as requested by the Committee.

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

1. The annual operating budget of \$401,044, which is the amount being requested from the member localities, plus an additional amount of \$2,136 from the City for the cost of providing closed captioning service for televising the monthly 9 a.m. City

Council Briefings or Sessions, all as set forth in the RVTV letter dated May 2, 2016, to this Council, is hereby approved.

2. In accordance with the Committee's request to the City to fund a portion of the RVTV operating budget mentioned above, the total amount of \$211,361 (which consists of \$209,225 as the City's portion of the requested budget amount, plus the \$2,136 for closed captioning) will be provided by the City of Roanoke as its prorata share for the annual operating budget for RVTV for the Fiscal Year 2016-2017 as requested in the above RVTV letter dated May 2, 2016, to this Council.

ATTEST:

City Clerk.



T.A.I.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: "Four-For-Life" Payment Acceptance

Background:

Roanoke Fire-EMS has received notification that the City of Roanoke will be receiving the Fiscal Year 2016 "Four-For-Life" payment for Emergency Medical Services (EMS) in the amount of \$77,912. The purpose of these funds is the purchase of training, supplies or other appropriate items used for EMS.

Considerations:

City Council action is needed to formally accept and appropriate these funds, and authorize the Director of Finance to establish revenue estimates and appropriations to purchase the equipment and supplies in accordance with provisions of this payment.

Recommended Action:

Accept the Four-For-Life payment as described above and authorize the City Manager to execute any required agreements or documents, such to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to authorize the Director of Finance to establish a revenue estimate in the amount of \$77, 912 and appropriate \$77,912 into expenditure accounts in the Grant Fund.

Christopher P. Morrill
City Manager

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

JWS

T.a.l.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of the FY2016 “Four for Life” Grant for Emergency Medical Services (EMS) made to the City of Roanoke by the Commonwealth of Virginia, Department of Health, 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:

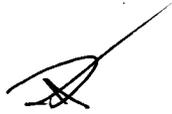
1. The City Manager is hereby authorized on behalf of the City to accept from the Commonwealth of Virginia, Department of Health, the FY2016 “Four for Life” Grant for Emergency Medical Services (EMS) in the amount of \$77,912.00, with no local match, to be used for training, supplies, or other appropriate items used for EMS, as more particularly described in the City Council Agenda Report dated May 2, 2016.

2. The City Manager and the City Clerk are hereby authorized to execute, seal, and attest, respectively, the grant agreement and all necessary documents required to accept the grant, all such documents to be approved as to form by the City Attorney.

3. The City Manager is further directed to furnish such additional information as may be required by from the Commonwealth of Virginia, Department of Health, in connection with the acceptance of the foregoing grant.

ATTEST:

City Clerk.



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE appropriating funding from the Virginia Department of Health for the purpose of purchasing emergency medical service (EMS) training and supplies, 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		
Expendable Equipment	35-520-3575-2035	\$ 15,000
Training and Development	35-520-3575-2044	5,000
Vehicular Equipment	35-520-3575-9010	30,000
Other Equipment	35-520-3575-9015	27,912
Revenues		
Four-For-Life Grant FY16	35-520-3575-3575	77,912

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

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: May 2, 2016
Subject: Authorizing Execution of Virginia Department of Transportation Programmatic Project Administration Agreement Extension Addendum, Verification of Project Funding, and Designation of Authorized Personnel to Execute VDOT Documents

Background:

In Fiscal Year 2013 - 2014, the Virginia Department of Transportation (VDOT) began using the state-wide Programmatic Project Administration Agreement (PPAA) for Revenue Sharing projects that were funded solely with revenue sharing funds. This agreement was valid for three fiscal years with an option to extend for one additional three-year period. The City of Roanoke entered into a PPAA with VDOT on September 9, 2013. This Agreement expires on June 30, 2016.

The Revenue Sharing program provides additional funding for use by the City to construct or improve its infrastructure systems. This program requires matching funds: 50% State Revenue Sharing funds and 50% City funds.

Considerations:

The PPAA dated September 9, 2013 includes multiple Revenue Sharing Projects approved under fiscal years 2014, 2015, and 2016, with some projects having been completed and some still underway. All projects underway have the required matching funds committed.

In order to continue with the current agreement for each Revenue Sharing project and keep all of the projects currently included under this agreement, the City will need to execute an Extension Addendum (copy attached). In doing so, the PPAA will remain in effect until June 30, 2019 (FY 2019). Should the City opt not to sign the PPAA Extension Addendum, a new agreement and Appendix A for each current project that is part of the PPAA will be required by the end of June 2016.

VDOT is also requesting each locality, by resolution: 1) provide assurance of its commitment to funding of the projects under the PPAA and in meeting its financial obligation under the Program; and 2) provide a designation of signature authority so there is no question regarding commitment of funds and signature authority.

Recommended Action:

1. Authorize the City Manager to execute the Virginia Department of Transportation's Programmatic Project Administration Agreement Extension Addendum, approved as to form by the City Attorney, to permit continuance of currently funded Revenue Sharing Projects under the September 9, 2013 agreement.
2. Provide assurance through Resolution that the City of Roanoke hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project under agreement with the Virginia Department of Transportation in accordance with the project financial document(s).
3. Authorize the City Manager, as the City of Roanoke designee, to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation, approved as to form by the City Attorney.



CHRISTOPHER P. MORRILL
City Manager

Attachment: VDOT Programmatic Project Administration Agreement
Extension Addendum, Revenue Sharing Projects

Distribution: Council Appointed Officers
Sherman M. Stovall, Assistant City Manager for Operations
Barbara A. Dameron, Director of Finance
Robert K. Bengtson, P.E., Director of Public Works
Philip C. Schirmer, P.E., L.S., City Engineer
Mark D. Jamison, P.E., PTOE, Transportation Division Manager
Dwayne D'Ardenne, Stormwater Manager

**PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
EXTENSION ADDENDUM
Revenue Sharing Projects**

THIS ADDENDUM is made and executed in triplicate this ____ day of _____, 20 __, by and between the City of Roanoke Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY and the DEPARTMENT, entered into a Programmatic Project Administration Agreement for Revenue Sharing Projects on September 9, 2013; and

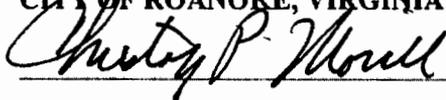
WHEREAS, said agreement has an initial term of three fiscal years (each year beginning July 1st - June 30th), and will expire on June 30, 2016, and may be extended for one additional term of three fiscal years; and

WHEREAS, the parties to the agreement hereby declare their intent to extend said agreement as provided in Paragraph 1 of said agreement and further declare that such terms and provisions provided therein shall remain unchanged.

NOW THEREFORE, in consideration of the mutual premises contained therein and in this Addendum, the parties agree to extend said agreement for one additional term of three fiscal years with a new expiration date of June 30, 2019.

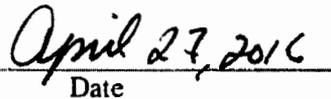
IN WITNESS WHEREOF, each party hereto has caused this Addendum to be executed as of the day, month, and year first herein written.

CITY OF ROANOKE, VIRGINIA:



Typed or printed name of signatory

Title



Date

Signature of Witness

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this addendum.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy
Commonwealth of Virginia
Department of Transportation

Date

Signature of Witness

Date

2c

7.a.2.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the City Manager to execute the Virginia Department of Transportation (“VDOT”) Programmatic Project Administration Agreement (“PPAA”) Extension Addendum with VDOT; providing assurance of the City of Roanoke’s commitment to funding of the projects under the PPAA and in meeting its financial obligations under the program; providing a designation of signature authority regarding commitment of funds; and authorizing the City Manager to provide any additional information, execute any necessary additional documents, and to take any necessary actions to obtain, accept, receive, implement, use, and administer the PPAA.

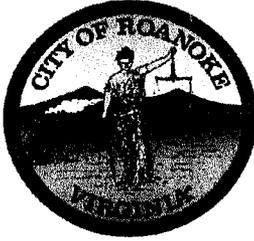
BE IT RESOLVED by the Council of the City of Roanoke that:

1. The City Manager is hereby authorized to execute the PPAA Extension Addendum with VDOT, in a form substantially similar to the one attached to the City Council Agenda Report dated May 2, 2016, and any other documents in connection with this Addendum, such documents to be approved as to form by the City Attorney, to permit continuance of currently funded Revenue Sharing Projects under the September 9, 2013 Agreement between the City of Roanoke and VDOT.
2. The City of Roanoke hereby commits to fund its local share of preliminary engineering, right-of-way, and construction of the projects under the PPAA with VDOT in accordance with the project financial documents.

3. The City Manager, as the City of Roanoke's designee, is further authorized to provide any additional information, to execute any necessary additional documents, and to take any necessary actions in order to obtain, accept, receive, implement, use, and administer the PPAA mentioned above, any such additional documents to be approved as to form by the City Attorney.

ATTEST:

City Clerk.



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

BARBARA A. DAMERON
Director of Finance

ANDREA F. TRENT
Assistant Director of Finance

May 2, 2016

Dear Mayor Bowers and Members of City Council:

Subject: March FY16 Financial Report – City of Roanoke

The following financial report provides commentary on the City’s financial results for the nine months ended March 31, 2016.

General Fund

Through March, FY16 year-to-date revenues were \$176.3 million, or 64.8% of the current revenue estimate for the year. However, Personal Property taxes, the City’s third largest revenue, are not due until May. Year-to-date revenues increased 3.6% or \$6.2 million compared to the same period in FY15. The increase was primarily related to the tax rate increase in Real Estate, growth and the 0.5% rate increase in the Prepared Food and Beverage tax, and to a lesser extent, Business License tax.

Through March, expenditures were \$205.1 million, or 74.9% of the current expenditure budget for the year. Year-to-date expenditures were 1.9% or \$3.9 million higher compared to the prior year mainly due to increased funding to Schools. Also contributing to the increase was the timing of payments of maintenance and recycling contracts, and additional elections.

Stormwater Utility Fund

Stormwater fee revenue year-to-date as of March 31, 2016 was \$3.1 million, or 82.5% of FY16 anticipated revenues. Operating expenses were \$2.2 million, or 51.6% of the expense budget, resulting in an operating gain of \$846,000. Change in net position, after transfers and contributions, was a gain of approximately \$714,000. 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 approximately \$431,000 compared to the budgeted loss of around \$690,000. The year-to-date operating revenue through March was approximately \$242,000 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 about \$428,000 lower than budgeted. The

operating loss was approximately \$185,000 less than the fiscal year-to-date budgeted operating loss. The current forecast indicates the center's performance will be around \$259,000 lower loss than budgeted.

Parking Fund

Through March, approximately 75.0% 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. Operating expenses decreased 3.7% or approximately \$76,000. Operating income, before the net decrease of non-operating expenses and transfers was about \$632,000. After non-operating expenses and transfers, the fund's change in net position was around \$292,000.

Closing

In March, the U.S. unemployment increased to 5.0%, up 0.1% from February. Consumer spending increased slightly in March 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
Report of City Manager Transfers
Nine Months Ended March 31, 2015
(Unaudited)**

<u>Transfer Number</u>	<u>Date</u>	<u>Explanation</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
CMT15-00084	07/07/15	Virginia Geographic Information Netwrok (VGIN)/Lidar for GIS	Capital Fund Contingency	Technology Fund Continency	\$ 36,098
CMT15-00088	07/13/15	Scanning Project	Contingency	Clerk of Circuit Court	13,546
CMT15-00089	07/14/15	Transfer of Donated Funds for Use	Contingency	Police - Serivces	26,627
CMT15-00122	08/18/15	ImageTrend Cubes for Fire and EMS Vehicles	Contingency	Fire - Support	15,500
CMT15-00124	08/19/15	Transfer Funds for Court Clerks	Contingency	Juvenile & Domestic Relations Court; General	55,500
CMT15-00127	09/09/15	Digitizing Clerk Records - Logan Systems	Miscellaneous	Clerk of Circuit Court	50,000
CMT15-00130	09/10/15	Cell Phone Tower Consulting Fees	Contingency	Planning, Building & Development	10,000
CMT15-00152	10/13/15	FY16 Citizen Survey	Contingency	Department of Management & Budget	26,572
CMT15-00157	10/29/15	Funding for Training Room and Human Resources Furniture	Contingency	Enviromental Management and Human Resources	72,570
CMT15-00164	11/30/15	Police - Women's Locker Room Expansion	Capital Fund Contingency	General Services	50,000
CMT15-00166	11/30/15	RouteSmart GPS System	Capital Fund Contingency	Department of Technology	75,000
CMT15-00170	12/02/15	Snow Contingency	Police	Transportation - Snow Removal	20,332
CMT15-00194	12/08/15	Snow Contingency	Department of Technology	Transportation - Snow Removal	21,994
CMT15-00195	12/08/15	Snow Contingency	General Services and Sustainability	Transportation - Snow Removal	10,596
CMT15-00196	12/08/15	Snow Contingency	Fire	Transportation - Snow Removal	17,625
CMT15-00199	12/10/15	Deer Culling	Contingency	Police - Animal Control	68,100
CMT16-00008	01/28/16	Video Storage for Police Body and Sheriff In-Car Cameras	Contingency	Department of Technology	64,486
CMT16-00021	02/25/16	Police Building Video Cameras	Contingency	Police - Administration	34,979

Notes:

Under City Code section 2-121, the City Manager has authority to make transfers up to \$75,000 between departments from July through March and in any amount from April to June. The City Manager has the authority to make unlimited transfers within departments. The scope of this report is limited to interdepartment transfers that are \$10,000 or greater.

**City of Roanoke, Virginia
Report of City Manager Contingency
Nine Months Ended March 31, 2015
(Unaudited)**

<u>Transfer Number</u>	<u>Date</u>	<u>Explanation</u>	<u>To</u>	<u>Amount</u>
Balance of Contingency at July 1, 2015				\$ 1,297,566
<u>Contingency Transfers:</u>				
CMT15-00088	07/13/15	Scanning Project	Clerk of Circuit Court	(13,546)
CMT15-00090	07/16/15	First Quarterly Installment of Marketing Funding for Office of Communications	Office of Communications	(10,425)
CMT15-00120	08/14/15	City Support for August Housing Summit	City Manager	(5,000)
CMT15-00122	08/18/15	ImageTrend Cubes for Fire and EMS Vehicles	Fire - Support	(15,500)
CMT15-00124	08/19/15	Transfer Funds for Court Clerks	Juvenile & Domestic Relations Court; General District Court	(55,500)
CMT15-00130	09/10/15	Cell Phone Tower Consulting Fees	Planning, Building & Development	(10,000)
CMT15-00151	10/02/15	Second Quarterly Installment of Marketing Funding to the Office of Communications	Office of Communications	(10,425)
CMT15-00152	10/13/15	Transfer funds for FY16 Citizen Survey	Dept of Management & Budget	(26,572)
CMT15-00157	10/29/15	Funding for Training Room and Human Resources Furniture	Enviromental Management, Human Resources, and Purchasing	(73,570)
CMT15-00198	12/09/15	Transfer to cover Save-A-Thon and Cigarette Littering Marketing	Director of General Services and Sustainability	(5,673)
CMT15-00199	12/10/15	Deer Culling	Police - Animal Control	(68,100)
CMT15-00207	12/29/15	To cover expenditures associated with the United Way Campaign	City Manager	(15,509)
CMT16-00005	01/19/16	Third Quarterly Installment of Marketing Funding to the Office of Communications	Office of Communications	(10,425)
CMT16-00008	01/28/16	Video Storage for Police Body and Sheriff In-Car Cameras	Department of Technology	(14,061)
CMT16-00009	01/29/16	Premier Parking Contract	Director of General Services and Sustainability	(3,265)
CMT16-00021	02/25/16	Police Building Video Cameras	Police - Administration	(34,979)
CMT16-00039	03/26/16	Fourth Quarterly Installment of Marketing Funding to the Office of Communications	Office of Communications	(11,425)

Available Contingency at March 31, 2016

\$ 913,591

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

STATEMENT OF REVENUE
(UNAUDITED)

Revenue Source	Current Revenue Budget	Revenue Budget Variance	Actual Jul 1 - Mar 31 2015 - 2016	Actual Jul 1 - Mar 31 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Received
General Property Taxes	\$ 109,827,000	\$ (35,811,054)	\$ 74,015,946	\$ 69,534,479	6.4%	67.4%
Other Local Taxes	78,120,000	(26,005,423)	52,114,577	49,776,303	4.7%	66.7%
Permits, Fees and Licenses	1,195,000	(510,235)	684,765	865,562	(20.9%)	57.3%
Fines and Forfeitures	1,284,000	(635,010)	648,990	841,913	(22.9%)	50.5%
Revenue from Use of Money and Property	235,000	(91,953)	143,047	147,031	(2.7%)	60.9%
Intergovernmental	69,872,200	(28,723,994)	41,148,206	41,205,822	(0.1%)	58.9%
Charges for Services	8,427,000	(2,952,216)	5,474,784	5,493,691	(0.3%)	65.0%
Internal Services	2,520,000	(806,137)	1,713,863	1,708,328	0.3%	68.0%
Transfers From Other Funds	45,301	-	45,301	72,652	(37.6%)	100.0%
Miscellaneous Revenue	652,169	(342,977)	309,192	480,445	(35.6%)	47.4%
Total	\$ 272,177,670	\$ (95,879,000)	\$ 176,298,670	\$ 170,126,224	3.6%	64.8%

STATEMENT OF EXPENDITURES AND ENCUMBRANCES
(UNAUDITED)

Expenditures	Current Expenditure Budget	Uncommitted Balance	Actual Jul 1 - Mar 31 2015 - 2016	Actual Jul 1 - Mar 31 2014 - 2015	FY16 vs FY15 Variance	Percent of Budget Obligated
General Government	\$ 15,656,276	\$ 2,787,272	\$ 12,869,004	\$ 11,598,944	10.9%	82.2%
Judicial Administration	8,675,007	2,280,122	6,394,885	6,148,198	4.0%	73.7%
Public Safety	65,741,884	14,641,488	51,100,395	50,942,989	0.3%	77.7%
Public Works	26,078,725	4,984,999	21,093,726	19,979,247	5.6%	80.9%
Health and Welfare	39,346,419	12,805,352	26,541,067	27,002,884	(1.7%)	67.5%
Parks, Recreation and Cultural	10,564,572	2,523,922	8,040,650	7,872,700	2.1%	76.1%
Community Development	7,961,561	2,211,436	5,750,126	5,590,495	2.9%	72.2%
Transfer to Debt Service Fund	12,716,023	1,790,297	10,925,726	10,692,293	2.2%	85.9%
Transfer to School Fund	77,794,000	19,448,503	58,345,497	55,905,903	4.4%	75.0%
Nondepartmental	9,393,827	5,350,997	4,042,830	5,487,048	(26.3%)	43.0%
Total	\$ 273,928,294	\$ 68,824,389	\$ 205,103,904	\$ 201,220,701	1.9%	74.9%

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

	<u>FY 2016 Adopted Budget</u>	<u>FY 2016</u>	<u>FY 2015</u>
<u>Operating Revenues</u>			
Stormwater Utility Fees	\$ 3,741,985	\$ 3,088,342	\$ 1,489,971
Total Operating Revenues	3,741,985	3,088,342	1,489,971
<u>Operating Expenses</u>			
Operating Expenses	4,347,911	2,241,700	1,394,188
Depreciation	-	263	-
Total Operating Expenses	4,347,911	2,241,963	1,394,188
Operating Income/(Loss)	(605,926)	846,379	95,783
<u>Nonoperating Revenues/(Expenses)</u>			
Investment Income	-	8,860	570
Interest Expense	(74,825)	(49,902)	(14,314)
Net Nonoperating Revenues	(74,825)	(41,042)	(13,744)
Income/(Loss) Before Transfers and Contributions	(680,751)	805,337	82,039
<u>Transfers and Contributions</u>			
Transfer from General Fund	806,588	278,316	624,845
Transfer from Capital Projects Fund	-	-	75,000
Transfer to DoT Fund	-	(5,700)	-
Transfer to Capital Projects Fund	-	(20,500)	-
Transfer to Debt Service Fund	(421,723)	(343,429)	(207,863)
Net Transfers and Contributions	384,865	(91,313)	491,982
Change in Net Position	<u>\$ (295,886)</u>	<u>\$ 714,024</u>	<u>\$ 574,021</u>

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

	<u>FY 2016 Budget YTD</u>	<u>FY 2016</u>	<u>FY 2015</u>
<u>Operating Revenues</u>			
Rentals	\$ 3,340,600	\$ 3,577,784	\$ 2,570,076
Event Expenses	1,363,317	965,049	1,286,532
Advertising	348,645	288,647	356,817
Admissions Tax	359,345	377,590	326,294
Facility Surcharge/Ticket Rebate	322,553	277,360	296,093
Commissions	161,424	130,223	163,843
Ancillary	142,724	181,398	57,726
Miscellaneous	76,275	74,819	63,824
Total Operating Revenues	6,114,883	5,872,870	5,121,205
<u>Operating Expenses</u>			
Personal Services	925,686	842,222	843,190
Operating Expenses	5,480,167	5,146,318	4,519,844
Management Fees	298,944	288,747	288,747
Depreciation	785,540	785,540	697,928
Total Operating Expenses	7,490,337	7,062,827	6,349,709
Operating Loss	(1,375,454)	(1,189,957)	(1,228,504)
<u>Nonoperating Revenues/(Expenses)</u>			
Investment Income	-	65,003	72,133
Interest Expense	(384,019)	(375,965)	(413,487)
Net Nonoperating Expenses	(384,019)	(310,962)	(341,354)
Net Loss	(1,759,473)	(1,500,919)	(1,569,858)
<u>Transfers and Contributions</u>			
Transfer from General Fund	1,069,445	1,069,445	1,070,555
Net Transfers and Contributions	1,069,445	1,069,445	1,070,555
Change in Net Position	\$ (690,028)	\$ (431,474)	\$ (499,303)

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

	FY 2016 Adopted Budget	FY 2016 Budget YTD	FY 2016	FY 2015
<u>Operating Revenues</u>				
Market Garage	\$ 448,000	\$ 336,000	\$ 262,209	\$ 299,708
Elmwood Park Garage	642,000	481,500	453,193	470,251
Center in the Square Garage	371,000	278,250	294,442	266,352
Church Avenue Garage	675,000	506,250	515,990	460,369
Tower Garage	437,000	327,750	330,612	310,734
Gainsboro Garage	103,000	77,250	132,582	62,839
Campbell Garage	168,000	126,000	127,606	100,527
Williamson Lot	-	-	(275)	60,703
Higher Ed Center Lot	45,000	33,750	39,225	33,441
Market Lot	39,000	29,250	34,087	30,757
Elmwood Lot	80,000	60,000	64,398	57,831
Warehouse Row Lot	41,000	30,750	28,773	25,885
West Church/YMCA Lots	26,000	19,500	17,513	19,703
Off Street Parking Violations (All Locations)	55,000	41,250	39,462	43,172
On Street Parking Violations	365,000	273,750	269,860	263,283
Total Operating Revenues	3,495,000	2,621,250	2,609,677	2,505,555
<u>Operating Expenses</u>				
Operating Expenses	2,104,445	1,578,334	1,233,015	1,330,975
Depreciation	961,698	744,453	744,453	722,923
Total Operating Expenses	3,066,143	2,322,787	1,977,468	2,053,898
Operating Income	428,857	298,463	632,209	451,657
<u>Nonoperating Revenues/(Expenses)</u>				
Investment Income	-	-	61,981	56,169
Interest Expense	(452,055)	(339,041)	(401,889)	(436,664)
Net Nonoperating Expenses	(452,055)	(339,041)	(339,908)	(380,495)
Income/(Loss) Before Transfers and Contributions	(23,198)	(40,578)	292,301	71,162
<u>Transfers and Contributions</u>				
Transfer from Capital Projects Fund	-	-	-	125,000
Transfer to DoT Fund	-	-	-	(917)
Net Transfers and Contributions	-	-	-	124,083
Change in Net Position	\$ (23,198)	\$ (40,578)	\$ 292,301	\$ 195,245

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

TO THE DIRECTOR OF FINANCE:

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

	BALANCE AT FEBRUARY 29, 2016	RECEIPTS	DISBURSEMENTS	BALANCE AT MARCH 31, 2016	BALANCE AT MARCH 31, 2015
CONSOLIDATED FUNDS	31,437,909.06	73,443,622.42	25,397,493.78	79,484,037.70	78,109,219.64

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 MARCH 31, 2016. THAT SAID FOREGOING:

CASH

DEPOSITS IN TRANSIT	65,783.27
CASH IN WELLS FARGO BANK	24,117,027.54

INVESTMENTS:

LOCAL GOVERNMENT INVESTMENT POOL	15,835,044.13
BNC PUBLIC FUNDS MONEY MARKET	23,167.31
VIRGINIA INVESTMENT POOL	15,120,459.57
HRCCC - VIRGINIA INVESTMENT POOL	3,784,189.80
VIRGINIA SNAP PROGRAM (U.S. SECURITIES)	<u>20,538,366.08</u>
TOTAL	<u><u>79,484,037.70</u></u>

April 28, 2016

Evelyn M. Powers

 EVELYN POWERS, TREASURER