



**BESTPITCH  
40576-070516**

**ROANOKE CITY COUNCIL  
ORGANIZATIONAL MEETING**

**JULY 5, 2016  
2:00 P.M.**

**CITY COUNCIL CHAMBER  
ROOM 450**

**AGENDA**

**NOTICE**

This afternoon's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, July 7 at 7:00 p.m.; and Saturday, July 9 at 4:00 p.m.; and video streamed by internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://roanokeva.gov/councilmeetings). Council meetings are offered with closed captioning for the hearing impaired.

1. Call to Order.
2. Roll Call. **Council Member Ferris was absent.**
3. Statement of Purpose. Mayor Sherman P. Lea, Sr.
4. A report from the City Clerk advising of the qualification of the Honorable Sherman P. Lea, Sr., as Mayor, and the Honorable Anita J. Price, Michelle L. Dykstra and John A. Garland as Members of the Roanoke City Council for terms of four years, each, commencing July 1, 2016, and ending June 30, 2020.  
**Received and filed.**
5. A Resolution recognizing the Honorable Sherman P. Lea, Sr., to be Mayor of the City of Roanoke.  
**Adopted Resolution No. 40576-070516. (6-0)**
6. A Resolution recognizing the Honorable Anita J. Price as a member of the City Council and Vice-Mayor of the City of Roanoke.  
**Adopted Resolution No. 40577-070516. (6-0)**

7. A Resolution recognizing the services of the Honorable David B. Trinkle as the Vice-Mayor of the City of Roanoke.  
**Adopted Resolution No. 40578-070516. (6-0)**
8. A Resolution establishing a meeting schedule for City Council for the Fiscal Year commencing July 1, 2016, and terminating June 30, 2017.  
**Adopted Resolution No. 40579-070516. (6-0)**
9. A communication from Mayor Sherman P. Lea, Sr., recommending certain committee assignments for the Members of City Council.  
**Concurred in the recommendation, as revised.**
10. Adjourned – **2:15 p.m.**



**ROANOKE CITY COUNCIL  
REGULAR SESSION**

**JULY 5, 2016  
IMMEDIATELY FOLLOWING  
ORGANIZATIONAL MEETING**

**CITY COUNCIL CHAMBER  
ROOM 450**

**AGENDA**

**1. Call to Order--Roll Call. Council Member Ferris was absent.**

The Invocation was delivered by Richard D. Brown, Director of Chaplin Service, Carilion Clinic.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Sherman P. Lea, Sr.

Welcome. Mayor Lea.

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## **ANNOUNCEMENTS**

**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:**

**ARCHITECTURAL REVIEW BOARD  
UNEXPIRED TERM OF OFFICE ENDING OCTOBER 1, 2016**

**BUILDING AND FIRE CODE OF APPEALS – TWO VACANCIES  
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2017  
TERM OF OFFICE ENDING JUNE 30, 2018**

**CITY PLANNING COMMISSION  
UNEXPIRED TERM OF OFFICE ENDING DECEMBER 31, 2016**

**FAIR HOUSING BOARD  
UNEXPIRED TERM OF OFFICE ENDING MARCH 31, 2019**

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

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

**ROANOKE CIVIC CENTER COMMISSION – ONE VACANCY  
UNEXPIRED TERM OF OFFICE ENDING SEPTEMBER 30, 2017**

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

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

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

**YOUTH SERVICES CITIZEN BOARD – TWO VACANCIES  
UNEXPIRED TERM OF OFFICE ENDING JUNE 30, 2018  
THREE YEAR TERM OF OFFICE ENDING JUNE 30, 2019**

**THE CITY INVESTITURE CEREMONY WHICH WAS HELD ON MONDAY, JUNE 27, AT THE BERGLUND PERFORMING ARTS THEATRE, WILL BE REPLAYED ON RVTV CHANNEL 3, ON SUNDAY, JULY 3, AT 4:00 P.M.; MONDAY, JULY 4, AT 8:00 P.M.; WEDNESDAY, JULY 6, AT 4:00 P.M.; AND SUNDAY, JULY 10, AT 4:00 P.M.**

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

Proclamation declaring July 11 - 15, 2016 as National Disability Voter Registration Week.

**Mayor Lea presented a proclamation to Karen Michalski-Karney, Chair, VALUE Committee declaring National Disability Voter Registration Week during July 11 - 15, 2016.**

Recognition of the Director of Libraries, Sheila Umberger on receiving the 2016 Sullivan Award for Public Library Administrators Support Services to Children.

**Mayor Lea recognized Sheila Umberger, Director of Libraries, for receiving the 2016 Peggy Sullivan Award for Public Library Administrators Support Services to Children for supporting library service to children.**

**3. HEARING OF CITIZENS UPON PUBLIC MATTERS:  
NONE.**

**4. CONSENT AGENDA  
(Approved 6-0)**

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

C-1 A communication from Mayor Sherman P. Lea, Sr., 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.

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

C-2 A communication from the City Manager requesting that City Council schedule a public hearing for August 1, 2016 at 2:00 p.m., or as soon thereafter as the matter may be heard, or as such later date and time as the City Manager may determine, for conveyance of an approximate 0.460 acre of City-owned vacant land located along Jae Valley Road in Roanoke County, Virginia to the Virginia Department of Transportation in support of the Route 116 Highway Project 0116-080-101, RW – 201.

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

C-3 A communication from the City Manager requesting that the City Clerk be authorized to schedule and advertise a public hearing for August 15, 2016 at 7:00 p.m., or at such other date and time as soon thereafter as deemed appropriate by the City Manager, to consider boundary amendments to Enterprise Zone One A and its Subzone B.

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

C-4 A communication from the Director of Finance transmitting the financial report for the eleven months ended May 31, 2016.

**RECOMMENDED ACTION: Received and filed.**

C-5 A communication from the City Clerk advising of a vacancy created by the unexcused absences of Ssunny Shah on the Roanoke Civic Center Commission for a term of office ending September 30, 2017.

**RECOMMENDED ACTION: Received and filed.**

C-6 Reports of qualification of the following individuals:

Annette Lewis and Lutheria H. Smith as Trustees on the Roanoke City School Board for three-year terms of office, each, ending June 30, 2019;

Barton J. "Bart" Wilner as a City representative of the Visit Virginia's Blue Ridge, Board of Directors, for a one-year term of office ending June 30, 2017;

Nicole Lynn Harris as a member of the Roanoke Neighborhood Advocates for a three-year term of office ending June 30, 2019;

Lora Katz as a member of the Roanoke Arts Commission for a three-year term of office ending June 30, 2019; and

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

**RECOMMENDED ACTION: Received and filed.**

## **REGULAR AGENDA**

**5. PUBLIC HEARINGS: NONE.**

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

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

a. CITY MANAGER:

BRIEFINGS: **NONE.**

## ITEMS RECOMMENDED FOR ACTION:

1. Issuance and execution of amendments to two contracts for the Transportation Structures Inspection Program (2014 - 2018) Year Three of Five to the City's Contract with AECOM Technical Services, Inc., and Mattern & Craig, Inc., respectively.  
**Adopted Resolution Nos. 40580-070516 and 40581-070516. (6-0)**
2. Execution of Amendment No. 2 to the Contract for Purchase and Sale of Real Property between the City of Roanoke and Northwest Recreation Club, Inc.  
**Adopted Ordinance No. 40582-070516. (5-0, Council Member Price abstained from voting).**

## COMMENTS BY CITY MANAGER.

### Plans for July 5 Fireworks

- For the past 14 years, the city has had a major fireworks show. Ours is one of the largest in Southwest Virginia.
- Yesterday, on July 4, city administration monitored the weather and spoke with city staff regarding whether to have the fireworks show. At 5:30 p.m. we became aware of the direct threat of thunderstorm cells moving into the Roanoke area and learned that some localities were cancelling their fireworks shows.
- We felt the safest thing to do was to make the call to cancel our fireworks.
- Our biggest concern in having the fireworks show was getting people to and from River's Edge fields if a severe thunderstorm occurred during the show.
- We have learned today that dismantling the fireworks equipment could cause a spark that might set off the fireworks. As a result, the city has decided to display the fireworks tonight at 9:30 p.m. at River's Edge.
- Music and food, previously scheduled for Monday has been cancelled.
- City officials have worked with Valley Metro and shuttle service will be provided from the Elmwood Garage in downtown Roanoke beginning at 8 p.m. The last shuttle pickup at the Elmwood Garage is scheduled for 9 p.m. After the fireworks show, shuttles will return patrons to the garage. Parking is unavailable at Virginia Western Community College. Drivers should not use the parking garages near Carilion Memorial Hospital.
- At 6:00 p.m., Reserve Avenue in Roanoke will close in preparation for the show. Wiley Drive will remain open throughout the event.

## Roanoke Featured in Publications

Recently, articles shining a positive light on Roanoke and its progressive strategies have been published in local, regional, and national magazines.

### LEAN

- The June 2016 issue of *VML Town & City* magazine featured an article about city's Lean program.
- Titled "Lean forward," the article shares Roanoke's success stories – how departments have used Lean to improve the quality of our services, eliminate waste, minimize costs, and save time.
- The first Lean Conference – "Implementing Lean for Operational Excellence" – was held in March and we are working to have additional Lean Conferences in the future, as well as create a Lean Academy.

### SOCIAL MEDIA

- The July 2016 issue of *Valley Business Front* includes an article titled "Two Channel Work Better Than One," touting Roanoke's social media success in providing two-way communication.
- In the article, Timothy Martin (the city's social media manager) tells how the city has successfully used tools like Facebook to push out information and interact with citizens.
- Timothy also received national recognition from Government Social Media earlier this year as Social Media Advocate of the Year.

### FINANCE

- The June 2016 edition of *Government Finance Review* included an article written by Katie Davis, budget/management analyst for the Department of Management & Budget, titled "Stretch Assignments Give Employees Room to Grow."
- The article is a result of field testing conducted by Katie, Management and Budget Director Amelia Merchant, and participants from other localities as part of their participation in a GFOA task force focused on resiliency.

### TOURISM

- Greensboro *News & Record* recently published an article recognizing Roanoke as a travel destination.
- The article was written as a result of the Virginia's Blue Ridge media tour in March, and described Roanoke as the perfect destination for museums, performing-arts venues, and artists.
- Last year Visit Virginia's Blue Ridge hosted 4 media tours, which included 59 travel journalists from all over the country and Canada.

- Articles resulting from those tours yielded media coverage circulation of 66,199,299, with a total advertising equivalency of \$1,328.041.
- Hats off to Landon Howard and his staff at Visit Virginia's Blue Ridge who coordinate the media tours and help the region score promotional articles such as this one in newspapers, magazines and online around the country, including high-profile publications like *USA Today*, *Dallas Morning News* and *The Boston Globe*.

#### West End Project Celebration Planned

- A pot luck supper is planned for Thursday, July 7, at 6:30 p.m. at the Mountain View Recreation Center to celebrate the close-out of the five-year West End Revitalization project.
- As part of that event, there will also be an introduction of the artist who is installing the Public Art sculpture at the intersection of Campbell and Patterson Avenues.
- The sculpture installation is planned to take place over two days (July 6 and 7).

#### Conservation Work Begins on Roanoke War Memorial

- The Roanoke Arts Commission continues to implement the recommendations of the conservation study conducted in 2012 and funded through a grant from the National Endowment for the Arts. Conservation Solutions will be performing conservation work on the Roanoke Valley War Memorial beginning July 5.
- The War Memorial was listed as a priority in the study. The conservation will take a week and a half and will include removal of soil and corrosion, replacing missing letters and painting the plaques and applying a protective coating.
- The company will also conduct training for city staff on care and conservation for the future. Conservation Solutions was chosen through a competitive RFP process.
- The project cost is being equally shared by the Roanoke Arts Commission through Percent for Art funds and the Department of General Services. Total cost for the conservation work is \$18,110.

#### b. CITY ATTORNEY:

1. Readoption and reenactment of the Code of the City of Roanoke (1979), as amended.  
**Adopted Ordinance No. 40583-070516. (6-0)**

2. Conveyance of 20 foot permanent water line easement and 10 foot temporary construction easement to Western Virginia Water Authority across property designated as Official Tax Map No. 2250102 (Round Hill School) in connection with the extension of a waterline to increase water flow and install a fire hydrant.  
**Adopted Ordinance No. 40584-070516. (6-0)**

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

**9. UNFINISHED BUSINESS: NONE.**

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

- a. Repealing Ordinance No. 40575-062016 adopted June 20, 2016, adjusting the salary of the City Manager.  
**Adopted Ordinance No. 40585-070516. (6-0)**

**11. MOTIONS AND MISCELLANEOUS BUSINESS:**

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

**Council Member Bestpitch welcomed Council Members Dykstra and Garland and thanked both for stepping forward to serve the City of Roanoke. Mayor Lea also expressed sentiments and his eagerness to work along beside them.**

**Council Member Garland added it was an honor and pleasure to serve on City Council and invited citizens to contact him. He also acknowledged the City Manager's Office intern, Meredith Colonna.**

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

**12. RECESSED – 3:11 P.M.**

### **13. RECONVENED – 3:55 P.M.**

#### **CERTIFICATION OF CLOSED MEETING. (6-0)**

**Appointed Amelia Merchant, Director of Management and Budget, to fill the unexpired term of Sherman M. Stovall, Assistant City Manager for Operations, as the City Manager’s designee ending June 30, 2017; and the Assistant City Manager for Operations to replace the City Manager as ex-officio on the Defined Contribution Board**

**Appointed Carolyn Glover to replace James D. Grisso as a City Retiree representative of the Board of Trustees, City of Roanoke Pension Plan, for a term ending June 30, 2018. City residency requirement for Ms. Glover was waived in this instance.**

**Appointed Paula Williams to fill the unexpired term of Chad A. Van Hying as a member of the City Planning Commission ending December 31, 2016.**

### **12. ADJOURNED – 3:58 P.M.**