



**ROANOKE CITY COUNCIL/ROANOKE CITY  
SCHOOL BOARD/  
STATE AREA LEGISLATORS**

**NOVEMBER 7, 2016  
9:00 A.M.**

**CITY COUNCIL CHAMBER  
ROOM 450**

**AGENDA**

**Call to Order -- Roll Call**

Welcome. Mayor Sherman P. Lea, Sr.

**NOTICE**

This morning meeting and briefings will be televised live and replayed on RVTV Channel 3 on Friday, November 11 at 7:00 p.m.; and Sunday, November 13 at 4:00 p.m.; and video streamed by Internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://roanokeva.gov/councilmeetings). Council meetings are offered with closed captioning for the hearing impaired.

**ITEMS FOR ACTION:**

A communication from Mayor 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.

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A communication from Mayor Sherman P. Lea, Sr., requesting that Council convene in a Closed Meeting to discuss the 2016 Citizen of the Year Award, pursuant to Section 2.2-3711 (A)(10), Code of Virginia (1950), as amended.

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

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

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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)

**JOINT MEETING WITH ROANOKE CITY SCHOOL BOARD AND STATE AREA LEGISLATORS TO DISCUSS THE 2017 LEGISLATIVE PROGRAM.**

**THE COUNCIL MEETING WILL RECESS AND RECONVENE FOR THE FOLLOWING BRIEFING ITEMS:**

BRIEFINGS:

- Downtown Meter Pilot Update - 30 minutes
- Policy for Dumpsters in the right-of-way - 20 minutes

**THE COUNCIL MEETING WILL STAND IN RECESS UNTIL 2:00 P.M., FOR A CLOSED MEETING IN THE COUNCIL'S CONFERENCE ROOM, ROOM 451, NOEL C. TAYLOR MUNICIPAL BUILDING.**



**ROANOKE CITY COUNCIL  
REGULAR SESSION**

**NOVEMBER 7, 2016  
2:00 P.M.**

**CITY COUNCIL CHAMBER**

**AGENDA**

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

The Invocation will be delivered by Pastor Carlton Wright, Associate Pastor for Seniors and Pastoral Care, Shenandoah Baptist Church.

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

Welcome. Mayor Lea.

**NOTICE:**

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Friday, November 11 at 7:00 p.m.; and Sunday, November 13 at 4:00 p.m.; and video streamed by Internet through CivicPlus, at [roanokeva.gov/councilmeetings](http://roanokeva.gov/councilmeetings). Council meetings are offered with closed captioning for the hearing impaired.

## **ANNOUNCEMENTS:**

The Council of the City of Roanoke is seeking applications for the following current vacancies and/or upcoming expirations of terms of office:

Board of Zoning Appeals – two vacancies  
Three-year terms of office ending December 31, 2020

City Planning Commission – three vacancies  
Four-year terms of office ending December 31, 2021

Human Services Advisory Board – one vacancy  
Four-year term of office ending November 30, 2019

Personnel and Employment Practices Commission – two vacancies  
Unexpired term of office ending June 30, 2018  
Three-year term of office ending June 30, 2019

Roanoke Civic Center Commission – one vacancy  
Term of office ending September 30, 2019

Towing Advisory Board – one vacancy  
Term of office ending October 31, 2019 (Tower)

Visit Virginia's Blue Ridge, Board of Directors – one vacancy  
Unexpired term of office ending June 30, 2017

Contact the City Clerk's Office at 853-2541, or access the City's homepage to complete an online application.

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

A resolution honoring the late Gus George Pappas, longtime resident and patriarch of The Roanoke Weiner Stand, for his many contributions to the City of Roanoke community.

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A proclamation declaring the week of November 13 – 19, 2016 as Week of the Family.

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A proclamation declaring Friday, November 11, 2016, as Veterans Day.

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### 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, August 1, 2016.

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

C-2 A communication from the Assistant City Manager for Community Development transmitting a report of the Library Adult and Youth Services Summer Reading Program for Fiscal Year 2016.

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RECOMMENDED ACTION: Receive and file.

C-3 A communication from the Director of Finance transmitting the Financial Report for the First Quarter of FY 2017 (July, August and September 2016).

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RECOMMENDED ACTION: Receive and file.

C-4 Annual Report of the Roanoke Civic Center Commission for Fiscal Year 2016.

RECOMMENDED ACTION: Receive and file.

C-5 Annual Report of the Market Building Foundation for Calendar Year 2015.

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RECOMMENDED ACTION: Receive and file.

C-6 Reports of qualification of the following individuals:

Paula L. Prince as a member of the Human Services Advisory Board for a four-year term of office ending November 30, 2020;

Duke Baldrige as a Director of the Economic Development Authority to fill the unexpired term of Paula Page Williams ending October 20, 2017;

Donald Dillard as a member (City employee representative) of the Personnel and Employment Practices Commission for a three-year term of office ending June 30, 2019;

Christopher T. Link as a Citizen at Large member of the Building and Fire Code Board of Appeals to fill the unexpired term of Jerry Smith ending June 30, 2017; and

Jeffrey A. Robertson (Tower) and Timothy P. Meadows (Tower) for three-year terms of office, each, ending October 31, 2019; and Fatima Foster (Law Enforcement) for a term of office ending October 31, 2018 as representatives of the Towing Advisory Board.

RECOMMENDED ACTION: Receive and file.

### **REGULAR AGENDA:**

**5. PUBLIC HEARINGS: NONE.**

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

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

a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Acceptance and appropriation of funds in connection with the Virginia Department of Motor Vehicles 2017 Multi-jurisdictional Driving Under the Influence Taskforce Grant with the County of Roanoke and the City of Salem to deter, detect and apprehend intoxicated and impaired drivers.
2. Acceptance and appropriation of the State Homeland Security FY16 Grant funds from the Virginia Department of Emergency Management (VDEM) to purchase communication equipment for use by the Roanoke Police Department Tactical Response Team.
3. Acceptance and appropriation of grant funds from the United States Department of Justice: Office of Justice Programs in connection with the Roanoke Police Department support of an existing Body Worn Camera Program.
4. Acceptance of a donation from Downtown Roanoke, Incorporated (DRI) to purchase a sculpture for display on the Elmwood Park Art Walk.
5. Acceptance and appropriation of the FY17 Virginia Department of Transportation (VDOT) Highway Safety Improvement Program funds for improvements to certain City traffic signals and intersections.
6. Authorization to submit an application to the Virginia Department of Transportation (VDOT) Highway Safety Improvement Program for additional funding to enhance safety for motorists, bicyclists and pedestrians.
7. Authorization to submit an application to the Virginia Department of Transportation (VDOT) FY18 Revenue Sharing Program for additional funding to construct or improve the City's infrastructure systems.

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B/O 29

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B/O 39

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8. Authorization to submit an application to the Virginia Department of Transportation (VDOT) FY18 Transportation Alternatives Program for funding to improve pedestrian infrastructure along the west side of Business U. S. Route 220S/Franklin Road, S. W. (3100 – 3700 block)

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9. Acquisition of real property rights for the Oakland Boulevard/Sunrise Avenue Stormwater Drainage Improvements Project.

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**COMMENTS OF CITY MANAGER.**

**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. ADJOURN.**



SHERMAN P. LEA, SR.  
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  
EMAIL: MAYOR@ROANOKEVA.GOV

November 7, 2016

The Honorable Vice-Mayor Anita J. Price and Members  
of the Roanoke City Council  
Roanoke, Virginia

Dear Vice-Mayor Price 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,

Sherman P. Lea, Sr.  
Mayor

SPL:ctw

**COMMITTEE VACANCIES/REAPPOINTMENTS**  
**November 7, 2016**  
**Public**

**VACANCIES:**

Term of office on the Personnel and Employment Practices Commission ending June 30, 2019.

Unexpired term of office on the Personnel and Employment Practices Commission ending June 30, 2018.

Unexpired term of office on the Visit Virginia's Blue Ridge, Board of Directors ending June 30, 2017.

Four-year term of office on the Human Services Advisory Board ending November 30, 2020.

Three-year term of office on the Towing Advisory Board ending October 31, 2019.

Three four-year terms of office on the City Planning Commission ending December 31, 2021.

Two three-year terms of office on the Board of Zoning Appeals ending December 31, 2019.

Three-year term of office on the Roanoke Civic Center Commission ending September 30, 2019.



SHERMAN P. LEA, SR.  
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  
EMAIL: MAYOR@ROANOKEVA.GOV

November 7, 2016

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

Dear Members of Council:

This is to request a Closed Meeting to discuss the 2016 Citizen of the Year Award, pursuant to Section 2.2-3711 (A)(10), Code of Virginia (1950), as amended.

Sincerely,

  
Sherman P. Lea, Sr.  
Mayor

SPL:ctw



SHERMAN P. LEA, SR.  
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  
Email: [clerk@roanokeva.gov](mailto:clerk@roanokeva.gov)

**Council Members**  
William D. Bestpitch  
Michelle L. Dykstra  
Raphael E. "Ray" Ferris  
John A. Garland  
Anita J. Price  
David B. Trinkle

November 7, 2016

The Honorable Mayor Sherman P. Lea and Members  
of the Roanoke City Council  
Roanoke, Virginia

Dear Mayor Lea and Members of Council:

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

Sincerely,

David B. Trinkle, Chair  
City Council Personnel Committee

DBT:ctw



**Daniel J. Callaghan**  
City Attorney

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

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

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

November 7, 2016

The Honorable Mayor and Members  
of City Council  
Roanoke, Virginia

Re: Request for closed meeting

Dear Mayor Lea and Council Members:

This is to request that City Council convene a closed meeting pursuant to Sec. 2.2-3711.A.7, Code of Virginia, to consult with legal counsel regarding actual or probable litigation requiring the provision of legal advice by the City Attorney.

With kindest personal regards, I am

Sincerely yours,

Daniel J. Callaghan  
City Attorney

DJC/lsc

c: Christopher P. Morrill, City Manager  
Stephanie M. Moon Reynolds, City Clerk

*Hallahan*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION memorializing the late Gus George Pappas, longtime resident and patriarch of The Roanoke Weiner Stand.

WHEREAS, the members of Council learned with sorrow of the passing of Mr. Pappas on Friday, August 26, 2016;

WHEREAS, born Konstantinos Georgios Papakostantinou in Trikala, Greece on January 19, 1934, to Georgios and Evangeli Papakostantinou, Mr. Pappas worked with his brother, Arthur, at his parent's café and apprenticed as an electrician;

WHEREAS, Mr. Pappas was also a professional soccer player in Greece before a knee injury forced him into early retirement;

WHEREAS, Mr. Pappas arrived at Ellis Island in 1955 at the age of 21, shortened his name to Gus Pappas, and moved to Roanoke, Virginia where he immediately started working for his uncle and aunt, Harry and Elsie Chacknes, owners of The Roanoke Weiner Stand, a local restaurant that first opened for business in 1916;

WHEREAS, Mr. Pappas joined the assembly line at the Roanoke Weiner Stand and quickly developed the skills necessary to prepare, the "one with"(a standard hot dog with mustard, chili, and onions for 15 cents), and, to the delight of the business and its customers, Mr. Pappas could prepare 25 "one with" orders in sixty seconds;

WHEREAS, Mr. Pappas earned the legendary title of Roanoke's Hot Dog King, and the Hot Dog King and The Roanoke Weiner Stand became fixtures in downtown Roanoke;

WHEREAS, over the years Mr. Pappas took on more responsibility and finally took over the family business in the 1970's, eventually opening a second Roanoke Weiner Stand on Lee Highway in 1984;

WHEREAS, after retiring in the 1990's, Mr. Pappas passed the family business on to his nephew, Gus Harrison Chacknes;

WHEREAS, Mr. Pappas was very proud of the business he built with his family at The Roanoke Weiner Stand, a Roanoke culinary institution that celebrated its centennial this year; and

WHEREAS, Mr. Pappas always kept a youthful and generous spirit that will be deeply missed by his family and many friends.

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

1. City Council adopts this resolution as a means of memorializing the contributions that Gus George Pappas made in our community, recording our deepest regret and sorrow at the passing of Gus George Pappas, and extending to his family our sincerest condolences.

2. The City Clerk is directed to forward an attested copy of this resolution to Mr. Pappas's nephew, Gus Harrison Chacknes of Roanoke.

ATTEST:

City Clerk.

Office of the Mayor

CITY OF  ROANOKE

# Proclamation

## WEEK OF THE FAMILY

**WHEREAS,** *the Week of the Family is intended to encourage our community to hold conversations about issues, family struggles, raise awareness about programs and services available to assist families, and promote healthy family interactions;*

**WHEREAS,** *the quality of our community life begins with healthy families and children; every day we each have the opportunity to help create the kind of community in which we want to live; and what's best for our children is what's best for our community;*

**WHEREAS,** *everyone has a role to play in building successful families, including neighborhood organizations, businesses, non-profit agencies, policy makers, schools, and families themselves; and*

**WHEREAS,** *every child should have equal opportunity to grow up in a healthy family, free from substance abuse, and free from all forms of abuse and neglect, including physical, sexual, educational, emotional or peer to peer abuse.*

**NOW, THEREFORE, I, Sherman P. Lea, Sr., Mayor of the City of Roanoke, Virginia, do hereby proclaim that from this day forward, every third week of November, throughout this great, six-time All-America City, as "Week of the Family."**

*Given under our hands and the Seal of the City of Roanoke this seventh day of November in the year two thousand and sixteen.*



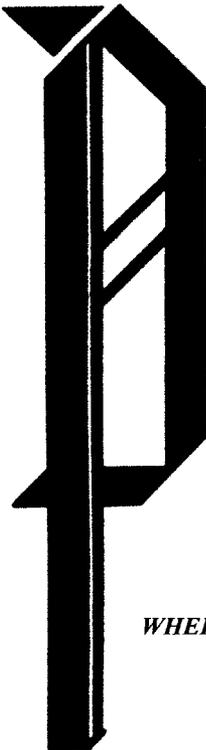
*Sherman P. Lea Sr.*

Sherman P. Lea, Sr.  
Mayor

ATTEST:

*Stephanie M. Moon Reynolds*

Stephanie M. Moon Reynolds  
City Clerk



Office of the Mayor

CITY OF  ROANOKE

# Proclamation

## VETERANS DAY 2016

**WHEREAS,** on November 11, 1921, an unknown World War I American soldier was buried in Arlington National Cemetery; this site, on the hillside overlooking the Potomac River and the City of Washington, D. C., became the focal point for reverence for America's veterans;

**WHEREAS,** similar ceremonies occurred earlier in England and France, all on November 11, giving universal recognition to the celebrated ending of World War I fighting at 11:00 a.m., November 11, 1918 (the 11<sup>th</sup> hour of the 11<sup>th</sup> day of the 11<sup>th</sup> month); this day became known as "Armistice Day" and was later proclaimed as Veterans Day after World War II and the Korean Conflict; and

**WHEREAS,** millions of American men and women have answered the call to duty in defending the hard-won freedoms we enjoy today; November 11, Veterans Day, is the occasion on which we remember, recognize and honor the unselfish service in all wars and military actions of our veterans.

**NOW, THEREFORE, I,** Sherman P. Lea, Sr., Mayor of the City of Roanoke, Virginia, urge all citizens to join in recognition and honor of the commitment of all Veterans through appropriate public ceremonies and, do hereby proclaim Friday, November 11, 2016, throughout this great, six-time All-America City as Veterans Day.

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

Sherman P. Lea, Sr.  
Mayor

ATTEST:

Stephanie M. Moon Reynolds  
City Clerk



# CITY COUNCIL AGENDA REPORT

**To: Honorable Mayor and Members of City Council**  
**Meeting: November 7, 2016**  
**Subject: Library 2016 Adult and Youth Services Summer Reading Program Report**

Attached for City Council's information is a summary of the activities and attendance for the Library's 2016 Summer Reading Program. As indicated in the report, overall attendance at events this past summer increased by more than twenty six percent (26%) over 2015. This increase is especially encouraging since it was accomplished with one of the Library Branches (Williamson Road) closed for renovations. The report also illustrates the number of events and attendance by Branch location.

In addition, the number of events put on during the summer of 2016 increased by over fourteen percent (14%). Please let me know if there are any questions.

-----  
Brian Townsend  
Assistant City Manager for Community Development

Attachment

Distribution: Council Appointed Officers  
Sheila Umberger, Director of Libraries

## 2016 Adult & YS Summer Reading Program Events

<b>Summer Reading Program</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Summer Reading Programs Offered	48	145	150	145	157	182	306	363	456	796	912	1,013	1,159
Summer Reading Attendance	1,804	3,336	2,795	3,278	3,484	4,370	5,431	9,266	9,845	10,345	10,371	13,115	16,602

<b>Programs Offered</b>	<b>2016</b>
Gainsboro	141
Jackson Park	113
Main	602
Melrose	139
Raleigh Court	164
Williamson Road	0
<b>Total Programs Offered</b>	<b>1159</b>

<b>Program Attendance</b>	<b>2016</b>
Gainsboro	3,204
Jackson Park	1,601
Main	7,542
Melrose	1,955
Raleigh Court	2,300
Williamson Road	0
<b>Total Program Attendance</b>	<b>16,602</b>



**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

November 7, 2016

Dear Mayor Lea and Members of City Council:

Subject: July - September FY17 Financial Report - City of Roanoke

The following financial report provides commentary on the City's financial results for the three months ended September 30, 2016.

General Fund

The FY17 adopted revenue estimate was 3.0% over FY16 actual revenues. Through September, FY17 year-to-date revenues were \$55.9 million, or 19.9% of the adopted revenue estimate for the year. Significant tax revenues, such as Real Estate, Personal Property and Business License taxes are not due until later in the year. Year to date revenues increased 11.9% or \$6.0 million compared to the same period in FY16. The increase was primarily due to the timing of the receipt of the first half of the Real Estate taxes due October 5<sup>th</sup>. Real Estate taxes were \$4.4 million or 17.1% higher compared to FY16.

First quarter other local tax revenue represents 15% of budget and compares well to other local tax revenue in the first quarter of FY 2016. Despite the local tax category comparing well to last year, sales tax, which includes sales for July and August of 2016, is 3.6% less than FY 2016 and 6.2% less than year-to-date budget. Lodging tax is 4.5% less compared to the same time period last year and 8.5% less than the year-to-date budget. Meals tax is currently performing in line with both the previous year and the year-to-date budget.

Through September, expenditures were \$78.8 million, or 27.8% of the adopted expenditure budget for the year. Year-to-date expenditures increased by 8.6% or \$6.2 million compared to the prior year. The increase was mainly related to the timing of contracts for the health department, medical services for the Jail inmates, street paving and capital projects.

### Stormwater Utility Fund

Year-to-date stormwater fee revenue as of September 30, 2016 was \$1.8 million, or 31.0% of FY17 anticipated revenues. Operating expenses were \$571,000, or 11.1% of the expense budget resulting in an operating gain of \$1.2 million. Change in net position, after transfers and contributions, was a gain of approximately \$1.0 million. Stormwater fees are being charged using a phased in approach. In FY16, which was the second year of implementing the fee, the approved fee was 60 cents per billing unit of impervious service. In FY17, the approved fee increased to 90 cents per billing unit. This is the third and final year of the phased in approach.

### Civic Center Fund

FY17 year-to-date change in net position was a loss of \$745,000 compared to the budgeted loss of \$1,007,000. The year-to-date operating revenue through September was \$56,000 lower than the budgeted revenues but \$995,000 higher than the prior year primarily due to the timing of events. Correspondingly, operating expenses were \$285,000 lower than budgeted and \$924,000 higher than the prior year. The operating loss was approximately \$229,000 less than the fiscal year-to-date budgeted operating loss. FY17 operating loss was a \$71,000 improvement over the prior year.

### Parking Fund

Through September, approximately 26.5% of anticipated operating revenue has been realized. Increases in Market garage revenues were partially related to the completion of the hotel construction. Gainsboro garage and the Higher Ed Center lot have increased occupancy from the prior fiscal year. Elmwood garage and lot revenues were lower than the prior year due to decreases in Anthem and Meridium employee parking. Operating expenses decreased 3.5% or \$19,000. Operating income, before the net decrease of non-operating expenses and transfers was approximately \$390,000. After non-operating expenses and transfers, the fund's change in net position was approximately \$285,000.

### Economic Summary

The State's 2016 General Fund Budget experienced a shortfall in revenues of \$279.3 million. Since FY 2016 revenue collections were lower than that threshold, a revision to the official estimate of general fund revenue collections was required.

The revised interim forecast reduces revenue in FY 2017 by \$564.4 million as growth falls from 3.2% in the official forecast to 1.7%. When combined with transfers from other funds to the general fund, total general fund resources fall by \$582.1 million in FY 2017. The combination of the revenue shortfall for FY 2016 (\$279.3 million) and the projected reduction of general fund resources in FY 2017 (\$582.1 million) totals \$861.4 million and must be addressed immediately to keep the first year of the enacted biennial budget in balance.

Strategies to address the \$861.4 million shortfall include: the automatic withdrawal of the authority to grant pay increases to state employees and state-responsible local employees and the reversion of unexpended discretionary balances at the end of FY 2016 as part of the executive branch agency 2017 Savings Plan. The 2017 Savings Plan required certain State agencies to submit across the board decreases, similar to the fiscal controls Roanoke has instituted in the past. The withdrawal of pay increases to state-responsible local employees will have a minimal impact for the City of Roanoke. The impact the 2017 Agency Savings Plan will have on the City of Roanoke is not yet known.

At the state level, results for the first quarter of fiscal year 2017 indicated September was a significant month for revenue collections. Estimated payments from individuals and corporations were all due in September, along with regular monthly collections in withholding, sales taxes, and other sources.

Total general fund revenue collections fell 2.4% in September. Collections of withholding, corporate and recordation taxes exceeded expectations, while sales tax receipts declined. On a fiscal year-to-date basis, total revenue collections rose 3.6 % in September, ahead of the annual forecast of 1.7% growth.

Economic expansion should continue, albeit at a slower pace than expected. This is reflected by the Federal Reserve's announcement that it is maintaining the federal funds target rate at the range of 0.25% to 0.50%.

#### Closing

City management will continue to monitor revenues closely especially given the current downward trend in other local taxes. The Revenue team will convene to analyze the data to better understand drivers behind the trend. If this revenue trend continues, expenditures will be controlled to end the year with a balanced budget. This financial report contains results for the first quarter. Going forward, financial reports will be issued monthly to ensure Council is apprised of financial results in a timely manner.

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

Sincerely,

A handwritten signature in cursive script, appearing to read "Barbara A. Dameron".

Barbara A. Dameron  
Director of Finance

## Attachments

cc: Christopher P. Morrill, City Manager  
Daniel J. Callaghan, City Attorney  
Drew Harmon, Municipal Auditor  
Stephanie M. Moon, 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

*The*  
**CITY MARKET**  
**BUILDING**  
*Roanoke, VA*

November 2, 2016

Honorable Mayor and Members of City Council,

On behalf of the Market Building Foundation Board of Directors, I am pleased to present the annual report of the City Market Building. You will find outlined below a summary of accomplishments and challenges for the future.

Accomplishments in the prior calendar year include:

- Total sales from the City Market Building tenants in calendar year 2015 totaled approximately \$2.6 million.
- Total local tax revenue directly related to the Market Building totaled \$186,500.
- Rental income from Charter Hall for calendar year 2016 is expected to total approximately \$107,000.
- The boiler system has been replaced. This mitigates on-going maintenance issues and will result in energy efficiency.

As outlined in the 2015 Annual Report, multiple tenant leases expired during the current year. There have been several renewals, with two open tenant spaces at this time. The current tenant occupancy rate is 82%. It is expected that the occupancy rate will return to 100% in the near future.

Because of the central role the Market Building plays as the anchor of the Market District, capital maintenance is an important long-term focus of the Foundation for this city-owned building. To get a better understanding of the capital expenditures likely to be needed in the future, the Foundation commissioned a capital reserve study in 2016. The study identified capital maintenance items that will require funding above and beyond the standard operating expenses. Capital maintenance items on the short-term horizon include the replacement of the chiller, repair/replacement to individual air conditioning units in tenant spaces, and repair or maintenance to interior and exterior surfaces of this historic building.

Overall, the Market Building continues to be a vibrant retail hub within the Market District. Restaurants in the building are enjoying brisk business during lunch hours and those with outward facing dining rooms have become more successful due to the enclosed patio spaces created in partnership with the Foundation. Charter Hall is an active venue hosting receptions, business meetings, and other special

events. In the coming year, our organization is committed to increasing the usage of the common areas for community events and welcoming the public for our unique food offerings and first class event facility.

The Market Building Foundation Board of Directors would like to thank City Council for the financial support of the Market Building.

Sincerely,

A handwritten signature in black ink, appearing to read "Elliot Broyles", written in a cursive style.

Elliot Broyles  
Executive Director  
Market Building Foundation



*T.a.l.*

# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** Virginia Department of Motor Vehicles (DMV) 2017 Driving Under the Influence (DUI) Task Force Grant (CM16-00157)

## **Background:**

The City of Roanoke, County of Roanoke, and City of Salem have been awarded a 2017 Virginia DMV grant to start a multi-jurisdictional DUI Task Force. The purpose of this task force is to deploy additional officers throughout the Roanoke Valley for the purpose of deterring, detecting and apprehending intoxicated and impaired drivers.

Each agency was granted an individual grant award. The first year of this grant will be used for salary and fringe benefits for two (2) Roanoke police officers in addition to the City's currently authorized compliment, purchasing equipment and acquiring vehicles.

Virginia DMV intends to award several additional grants to support ongoing salary and fringe benefit costs. Virginia DMV will pay for all employee expenses including overtime.

The conditions of this grant are that all task force vehicles must be identical beyond electronic equipment and agency specific markings. The City of Roanoke will be responsible for an in-kind match of fuel and maintenance on the vehicles. There is no funding match requirement.

## **Considerations:**

To comply with the 2017 grant, the City will hire two (2) additional officers to maintain the City's current compliment of officers and comply with fuel and maintenance requirements of the grant. The net staffing impact of participation with the DUI Taskforce will be an increase of two (2) grant funded positions.

## **Recommended Action:**

Accept the 2017 Virginia DMV DUI Taskforce grant described above and authorize the City Manager to execute the grant agreement and any related documents; all such documents to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate in the amount of \$310,254 and appropriate funding in the same amounts into accounts to be established by the Director of Finance in the Grant Fund.



-----  
Christopher P. Morrill  
City Manager

Distribution: Council Appointed Officers  
R. Brian Townsend, Assistant City Manager for Community Development  
Barbara A. Dameron, Director of Finance  
Timothy S. Jones, Chief of Police  
Amelia C. Merchant, Director of Management and Budget

*CS*

*T.A.I.*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of a 2017 Department of Motor Vehicles subgrant to participate in a multi-jurisdictional Driving Under the Influence Task Force to the City from the Commonwealth of Virginia's Department of Motor Vehicles, 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 of Roanoke hereby ratifies and authorizes the acceptance of a 2017 DMV Grant to hire two (2) additional officers to be deployed throughout the Roanoke Valley multi-jurisdictional DUI Task Force, and to purchase equipment and acquire vehicles, such being more particularly described in the City Council Agenda Report dated November 7, 2016.

2. The City Manager is authorized to execute, and file, on behalf of the City, all other necessary documents required to accept the subgrant. All such documents shall 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 the Commonwealth of Virginia, Department of Motor Vehicles, in connection with the City's acceptance of this subgrant.

ATTEST:

City Clerk



*T.a.l.*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the U.S. National Highway Traffic Safety Administration through the Commonwealth of Virginia Department of Motor Vehicles for a Driving Under the Influence Task Force grant, amending and reordaining certain sections of the 2016-2017 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2016-2017 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Regular Employee Salaries	35-640-3514-1002	\$ 97,462
Overtime Wages	35-640-3514-1003	9,079
Career Enhancement Program	35-640-3514-1012	5,018
Community Policing Program	35-640-3514-1017	1,948
City Retirement	35-640-3514-1105	16,332
401H Health Savings	35-640-3514-1117	974
FICA	35-640-3514-1120	7,988
Medical Insurance	35-640-3514-1125	11,640
Dental Insurance	35-640-3514-1126	708
Life Insurance	35-640-3514-1130	1,160
Disability Insurance	35-640-3514-1131	274
Expendable Equipment	35-640-3514-2035	11,025
Training and Development	35-640-3514-2044	2,500
Wearing Apparel	35-640-3514-2064	3,968
Technology Maintenance	35-640-3514-2555	1,172
DOT Billings - Radio	35-640-3514-7002	8,752
DOT Billings	35-640-3514-7005	554
Vehicular Equipment	35-640-3514-9010	129,700
Revenues		
DMV DUI Task Force FY17	35-640-3514-3514	310,254

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

*T.A.D.*

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** State Homeland Security FY16 Grant Award (CM16-00151)

## **Background:**

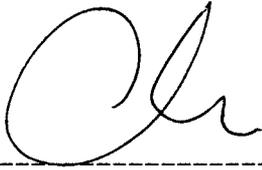
The Virginia Department of Emergency Management (VDEM) is the distributing agency for State Homeland Security Program (SHSP) grant funding from the U. S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA). The purpose of the SHSP is to award grants to states to assist state and local governments in support of the implementation of Homeland Security Strategies to address the identified planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

On October 17, 2016, VDEM awarded the City of Roanoke \$25,000 through its FY 2016 SHSP grant program. The SHSP grant funding will allow the Roanoke Police Department to purchase communications equipment for its tactical response team. The communications equipment will protect officers by upgrading current communications capabilities. There is no local funding match required for this grant.

## **Recommended Action:**

Accept the State Homeland Security FY16 grant described above and authorize the City Manager to execute the grant agreement and any related documents; all such documents to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate in the amount of \$25,000 and appropriate funding of the same amount into an account to be established by the Director of Finance in the Grant Fund.



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CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers  
R. Brian Townsend, Assistant City Manager  
Barbara A. Dameron, Director of Finance  
Timothy S. Jones, Chief of Police  
Amelia C. Merchant, Director of Management and Budget

JLS

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

7.0.2.

A RESOLUTION approving the acceptance of a State Homeland Security Program grant to the City from the Virginia Department of Emergency Management and authorizing the 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 of Roanoke does hereby approve the acceptance of a State Homeland Security Program grant from Virginia Department of Emergency Management (VDEM) in an amount of \$25,000, with no local match, for the purposes of allowing the Roanoke Police Department to purchase communications equipment for its tactical response team, as more particularly described in the City Council Agenda Report dated November 7, 2016.
2. The Council does hereby authorize the City Manager's execution of any and all necessary grant documents required to accept the grant, such documents having been approved by the City Attorney as to form.
3. The City Manager is further directed to furnish such additional information as may be required by VDEM in connection with the application and/or acceptance of the foregoing grant.

ATTEST:

City Clerk.

T.A.2.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE appropriating funding from the United States Department of Homeland Security (DHS) through the Commonwealth of Virginia Department of Emergency Management (VDEM) for the purchase of protective equipment, amending and reordaining certain sections of the 2016-2017 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2016-2017 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Other Equipment	35-640-3806-9015	\$ 25,000
Revenues		
VDEM SHS Protective Equipment FY17	35-640-3806-3806	25,000

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

ATTEST:

City Clerk.

*T.A.S.*



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** FY 16 Body-Worn Camera (BWC) Policy and Implementation Program: Implementation or Expansion of BWC Programs for Mid-Sized Agencies Grant. (CM16-00152)

## **Background:**

The United States Department of Justice: Office of Justice Programs has awarded the Roanoke Police Department \$90,000 in grant funding as part of the FY 16 Body-Worn Camera Policy and Implementation Program: Implementation or Expansion of BWC Programs for Mid-Sized Agencies grant. The City of Roanoke will be required to match this grant award with a corresponding cash match of \$90,000.

The Roanoke Police Department will use the award to develop, update, expand and support its existing body worn camera program. This grant will pay for approximately 120 police body cameras and accessories, support equipment, server space, and conference costs.

The FY 16 Body-Worn Camera Policy and Implementation Program: Implementation or Expansion of BWC Programs for Mid-Sized Agencies grant requires that the Roanoke Police Department continue its community outreach, further dialogue building, and measure the effectiveness of its Body- Worn Camera program.

## **Recommended Action:**

Accept the FY 16 Body-Worn Camera Policy and Implementation Program: Implementation or Expansion of BWC Programs for Mid-Sized Agencies grant described above and authorize the City Manager to execute the grant agreement and any related documents; all such documents to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate in the Grant fund for Federal grant funds of \$90,000, transfer funding in the amount of \$90,000 from the Grant Match account (35-300-9700-5415) to provide local funding, and appropriate total funding of \$180,000 into accounts to be established by the Director of Finance in the Grant Fund.



CHRISTOPHER P. MORRILL  
City Manager

Distribution: Council Appointed Officers  
R. Brian Townsend, Assistant City Manager  
Barbara A. Dameron, Director of Finance  
Timothy S. Jones, Chief of Police  
Amelia C. Merchant, Director of Management and Budget

*OWS*

*7.a.3.*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the acceptance of a grant from the FY 16 Body-Worn Camera Policy and Implementation Program: Implementation or Expansion of Body-Worn Camera Programs for Mid-Sized Agencies Grant Program made to the City of Roanoke by the United States Department of Justice; 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 of Roanoke does hereby accept the Grant from the United States Department of Justice pursuant to the FY 16 Body-Worn Camera Policy and Implementation Program: Implementation or Expansion of Body-Worn Camera Programs for Mid-Sized Agencies Grant Program in the amount of \$90,000 with a required local match from the City of Roanoke in the amount of \$90,000, for a total award of \$180,000, to the Roanoke City Police Department to develop, update, expand and support its existing body worn camera program. This grant will pay for approximately 120 police body cameras and accessories, support equipment, server space, and conference costs. Such grant being more particularly described in the City Council Agenda Report dated November 7, 2016.

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

3. The City Manager is further directed to furnish such additional information as may be required by the United States Department of Justice in connection with acceptance of the foregoing Grant.

ATTEST:

City Clerk.



IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE appropriating funding from the United States Department of Justice (DOJ) for the purchase of expanding the body-worn camera program, amending and reordaining certain sections of the 2016-2017 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2016-2017 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
Special Projects	35-640-3830-2034	\$ 52,815
Expendable Equipment	35-640-3830-2035	4,788
Training and Development	35-640-3830-2044	4,000
Miscellaneous	35-640-3830-2170	15,000
Technology Maintenance Contracts	35-640-3830-2555	29,400
Other Equipment	35-640-3830-9015	73,997
Revenues		
DOJ Body-Worn Camera FY17 - Federal	35-640-3830-3830	90,000
DOJ Body-Worn Camera FY17 - Local	35-640-3830-3831	90,000

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

ATTEST:

City Clerk.



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Date:** November 7, 2016  
**Subject:** Donation from Downtown Roanoke Inc. to Purchase Sculpture for the Elmwood Art Walk (CM16-00158)

## Background:

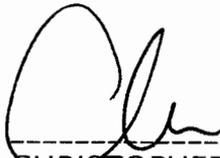
The Roanoke Arts Commission (RAC) proposed, and City Council approved its FY 2017 work plan on September 19, 2016. One of the elements of that work plan was to purchase *Descending Night* by Jack Howard Potter, a sculpture in the Elmwood Art Walk temporary show "The Natural City". *Descending Night* was one of the top vote recipients in the People's Choice balloting held after the installation of all ten works in May 2015. The other works will be picked up by the artists this month and the RAC will issue a call to artists for nine new sculptures to be placed in Elmwood in May 2017. The RAC desires to keep one piece from the inaugural show and deemed *Descending Night* as most suitable due to its low maintenance materials, workmanship and high polling. It will remain in its current location. In order to purchase the piece at the cost of \$18,000 the Arts Commission secured a donation for half of that amount from Downtown Roanoke Inc. (DRI).

## Considerations:

The gift from DRI will be for \$9,000. Pursuant to City Code Section 2-263, when the value of a gift, grant, devise or bequest is more than five thousand dollars (\$5,000), acceptance shall be by ordinance or resolution of the City Council.

## Recommended Action:

Accept the \$9,000 donation from Downtown Roanoke Inc. to purchase *Descending Night*.



CHRISTOPHER P. MORRILL  
 City Manager

**Distribution:** Council Appointed Officers  
 Barbara Dameron, Director of Finance  
 Brian Townsend, Assistant City Manager  
 Susan Jennings, Art and Culture Coordinat

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7.0.4.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION accepting and expressing appreciation for the donation of \$9,000 from Downtown Roanoke, Inc. (DRI) to the City to assist in the purchase of “Descending Night,” by Jack Howard Potter, a sculpture in the Elmwood Art Walk temporary show, “The Natural City.”

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

1. Roanoke City Council accepts and expresses its appreciation for the donation of \$9,000 from DRI to the City to assist in the purchase of “Descending Night,” by Jack Howard Potter, a sculpture in the Elmwood Art Walk temporary show, “The Natural City,” all as more particularly described in the City Council Agenda Report dated November 7, 2016.
2. The City Clerk is directed to forward an attested copy of this resolution to DRI.

ATTEST:

City Clerk.



*T.a.S.*

# CITY COUNCIL AGENDA REPORT

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

**Meeting:** November 7, 2016

**Subject:** Acceptance of FY17 Virginia Department of Transportation (VDOT) Highway Safety Improvement Program – Authorization for Signal Improvement and Appropriation of Funds (CM16-00150)

## Background:

The Federal Highway Safety Improvement Program (HSIP) is a federally funded program aimed at reducing fatal and serious injury crashes on roadway segments and intersections. This Program is funded with 90% Federal funding and 10% State funding. No local match is required. The Transportation Division submitted proposals to VDOT and has been awarded funding for two separate projects. The first will upgrade traffic signals to include a Flashing Yellow Arrow at five signalized intersections. The proposed project is expected to reduce rear-end and left-turn crashes at the following locations:

<u>Locations</u>	<u>Cost</u>
Orange Avenue / Blue Hills Drive	\$16,000
Airport Road / Williamson Road	\$16,000
Brandon Road / Colonial Avenue	\$16,000
Jefferson Street / Elm Avenue	\$24,000
Valley View / Valley View West	\$16,000

These projects will be administered directly by the City of Roanoke Traffic Engineering staff, with an estimated completion cost of approximately \$88,000.

The second project will reconstruct the traffic signal at the Orange Avenue / Hollins Road intersection. The proposed project will upgrade the existing span wire to mast arm poles as well as replace the signal equipment. This project will be administered directly by VDOT and the estimated completion cost is approximately \$265,000.

**Considerations:**

While no local funding is required for the Flashing Yellow Arrow upgrade project, the City will administer all phases of this project. VDOT will approve locality actions at various stages of project implementation and will reimburse the City upon completion of different phases.

VDOT will administer the project for the traffic signal reconstruction. No local funding is required.

**Recommended Action:**

Accept funding for the two projects in the amount of \$88,000 for the Flashing Yellow Arrows and \$265,000 for the traffic signal reconstruction at Orange Avenue and Hollins Road.

Adopt the accompanying budget ordinance to establish a revenue estimate in the amount of \$88,000 and appropriate the same into a new capital account to be established by the Director of Finance.

Authorize the City Manager to execute, on behalf of the City of Roanoke, all necessary agreements required in conjunction with the project; such agreements to be approved as to form by the City Attorney.



-----  
CHRISTOPHER P. MORRILL  
City Manager

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  
Mark D. Jamison, P.E., PTOE, Transportation Division Manager

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7.a.5.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION accepting the Virginia Department of Transportation’s (VDOT) award to the City in the total amount of \$353,000 for Highway Safety Improvement Program funds for FY17 for two (2) separate projects; and authorizing the City Manager to take certain other actions in connection with the above matter and project.

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

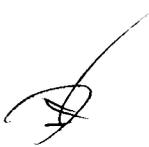
1. The City of Roanoke hereby accepts the VDOT award in the total amount of \$353,000 for the Highway Safety Improvement Program for FY17, for two (2) separate projects, with no required local match from the City, which projects enhance safety for motorists, bicyclists and pedestrians, all as more fully set forth in the City Council Agenda Report dated November 7, 2016.

2. City Council hereby authorizes the City Manager to execute any documents necessary to receive such award, with such documents to be approved as to form by the City Attorney.

3. The City Manager is hereby authorized to take such further actions and execute such further documents as may be necessary to obtain, accept, implement, administer, and use such funds in the total amount of \$353,000 from VDOT, for the above mentioned projects, with any such documents to be approved as to form by the City Attorney.

ATTEST:

City Clerk.



*T.a.S.*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Virginia Department of Transportation for traffic signal improvement projects, amending and reordaining certain sections of the 2016-2017 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that the following sections of the 2016-2017 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations			
Appropriated from Fed Grant Funds	08-530-9491-9002	\$	88,000
Revenues			
VDOT – FY17 Signal Improvements	08-530-9491-9491		88,000

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

ATTEST:

City Clerk.



*T.a.b.*

# CITY COUNCIL AGENDA REPORT

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

**Meeting:** November 7, 2016

**Subject:** Authorizing Request for Virginia Department Of Transportation (VDOT) FY18 Highway Safety Improvement Program Funds (CM16-00159)

## **Background:**

The Federal Highway Safety Improvement Program (HSIP) is again available to municipalities for FY 2018. The HSIP is a federally funded program aimed at reducing fatal and serious injury crashes on roadway segments and intersections. The program provides additional funding for use by the City to enhance safety for motorists, bicyclists, and pedestrians. This Program is funded with 90% federal funding and 10% State funding. Therefore, no local match is required.

## **Considerations:**

For the FY 2018 application, the City will request \$173,300 from the Federal Highway Safety Improvement Program. Staff identified two separate projects for which to request HSIP funds. The first project includes installing Flashing Yellow Arrows at the following signalized intersections:

- Franklin Road and 3<sup>rd</sup> Street
- Church Avenue and Williamson Road
- Rutgers and Towne Square Boulevard
- Hollins Road and Liberty Road
- Franklin Road and Duke of Gloucester

The second project involves the installation of Rectangular Rapid Flashing Beacons at the following uncontrolled crosswalks:

- Salem Turnpike at Horton Park
- Salem Turnpike & Westwood Boulevard
- McClanahan and Crystal Springs
- 9<sup>th</sup> Street & Montrose Avenue

**Recommended Action:**

Authorize the City Manager to submit applications to VDOT's Highway Safety Improvement Program, approved as to form the City Attorney.

Authorize the City Manager to take such further actions and execute such documents, approved as to form the City Attorney, as necessary to submit the above applications and furnish additional information and/or documents as may be required for such application.



-----  
CHRISTOPHER P. MORRILL  
City Manager

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  
Mark D. Jamison, P.E., PTOE, Transportation Division Manager

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T.a.6.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION supporting an application and authorizing the City Manager to submit such application to the Virginia Department of Transportation (VDOT) Highway Safety Improvement Program in the amount of \$173,300 for FY 2018 for two (2) projects; and authorizing the City Manager to take certain actions in connection with such projects.

WHEREAS, the City of Roanoke desires to submit an application for an allocation of funds up to \$173,300 for any funds provided by VDOT for the projects referred to in the City Council Agenda Report dated November 7, 2016, to this Council, and no local match will be required by the City.

BE IT RESOLVED BY THE Council of the City of Roanoke as follows:

1. The City Council hereby supports the application referred to herein and hereby authorizes the City Manager to submit such application to VDOT for funds from VDOT's Highway Safety Improvement Program for FY 2018 in the amount of \$173,300 for the following projects, with such application being approved as to form by the City Attorney:

A. The first project includes installing Flashing Yellow Arrows at the following signalized intersections:

- (i) Franklin Road and 3<sup>rd</sup> Street;
- (ii) Church Avenue and Williamson Road;
- (iii) Rutgers and Towns Square Boulevard;
- (iv) Hollins Road and Liberty Road; and
- (v) Franklin Road and Duke of Gloucester.

B. The second project includes the installation of Rectangular Rapid Flashing Beacons at the following uncontrolled crosswalks:

- (i) Salem Turnpike at Horton Park;
- (ii) Salem Turnpike & Westwood Boulevard;
- (iii) McClanahan and Crystal Springs; and
- (iv) 9<sup>th</sup> Street and Montrose Avenue.

2. The City Manager is further authorized to take such further actions and execute such further documents, approved as to form by the City Attorney, as may be necessary to submit the above application and to furnish such additional information as may be required for such application.

ATTEST:

City Clerk



# CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** Authorizing Request for Virginia Department Of Transportation (VDOT) FY18 Revenue Sharing Program Funds (CM16-00155)

## Background:

The VDOT Revenue Sharing Program is again available to cities for FY 2018. This program provides additional funding for use by the City to construct or improve its infrastructure systems. The maximum amount made available to localities is \$10 million for FY 2018. These funds are matching funds on a 50% State / 50 % City basis.

## Considerations:

For the FY 2018 application, the City will request \$10 million from VDOT, which will require a City match of \$10 million. Staff identified seven projects for which to request VDOT revenue sharing program funds. These projects are:

1. 10<sup>th</sup> Street Improvements (New Construction) - \$720,000. City match will be provided by using \$720,000 from the FY 2018 capital project funds for Street Improvements through the planned issuance of bonds.
2. Citywide Storm Drain Improvements - \$2,930,000. City match funding will be provided by using \$2,000,000 from the FY 2018 capital project funds for the Neighborhood Storm Drain Program through the planned issuance of bonds and \$930,000 from Stormwater Utility.
3. Tinker Creek Greenway Improvements from Orange Avenue to Mason Mill Road - \$2,100,000. City match will be provided by using \$2,100,000 from the FY 2018 capital project funds for Parks and Recreation Master Plan - Greenways and Trails (New Construction) through the planned issuance of bonds.

4. Citywide Streetscape Improvements - \$500,000. City match funding will be provided by using \$500,000 from the FY 2018 capital project funds for Streetscape Projects (New Construction) through the planned issuance of bonds.
5. Roanoke River Greenway Bridge the Gap - \$1,500,000. City match will be provided by using \$1,500,000 from capital project funds to be identified during the capital project planning process.
6. Citywide Curb, Gutter, and Sidewalk (New Construction) - \$1,500,000. City match funding will be provided by using \$1,500,000 from the FY 2018 capital project funds for Curb, Gutter, and Sidewalk (New Construction) through the planned issuance of bonds.
7. Colonial Avenue Improvements - \$750,000. City match funding will be provided by using \$750,000 from funding previously appropriated to the project account.

**Recommended Action:**

Authorize the City Manager to submit an application to VDOT, approved as to form by the City Attorney, for VDOT's Revenue Sharing Program requesting \$10 million for the above-listed projects.

Authorize the City Manager to take such further actions and execute such documents, approved as to form by the City Attorney, as necessary to submit the above application and to furnish such additional information and/or documents as may be required for such application.



CHRISTOPHER P. MORRILL  
City Manager

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

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7.0.7

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION supporting an application and authorizing the City Manager to submit such application to the Virginia Department of Transportation (VDOT) Revenue Sharing Program in the amount of \$10,000,000 for FY 2018 for certain projects; and authorizing the City Manager to take certain actions in connection with such projects.

WHEREAS, the City of Roanoke desires to submit an application for an allocation of funds up to \$10,000,000 for any funds provided by VDOT for the projects referred to in the City Council Agenda Report dated November 7, 2016, to this Council, and which will require the City to provide matching funds of \$10,000,000.

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

1. The City Council hereby supports the application referred to herein and hereby authorizes the City Manager to submit such application to VDOT for funds from VDOT's Revenue Sharing Program for FY 2018 in the amount of \$10,000,000 for the following seven projects, as more particularly described and itemized in the City Council Agenda Report dated November 7, 2016, with such application being approved as to form by the City Attorney:

- a. 10<sup>th</sup> Street Improvements (New Construction).
- b. Citywide Storm Drain Improvements.
- c. Tinker Creek Greenway Improvements from Orange Avenue to Mason Mill Road (New Construction).
- d. Citywide Streetscape Improvements (New Construction).
- e. Roanoke River Greenway Bridge the Gap (New Construction).
- f. Citywide Curb, Gutter, and Sidewalk (New Construction).

g. Colonial Avenue Improvements.

The City acknowledges that the required local match is \$10,000,000, as more particularly described in the City Council Agenda Report dated November 7, 2016.

2. The City Manager is further authorized to take such further actions and execute such further documents, approved as to form by the City Attorney, as may be necessary to submit the above application and to furnish such additional information as may be required for such application.

ATTEST:

City Clerk



*T.a.B.*

## CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** Authorizing Request for Virginia Department of Transportation  
FY18 Transportation Alternatives Program Funds (CM16-00156)

### **Background:**

The Virginia Department of Transportation (VDOT) Transportation Alternatives (TA) Set-Aside Program provides funding for programs and projects, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation. These funds require a 20% local fund match.

The City is proposing improvements to pedestrian infrastructure along the west side of Business 220 / Franklin Road, from the 3100 block to the 3700 block, a distance of approximately 4,000 feet. Improvements will include sidewalk construction, improved pedestrian crosswalks and pedestrian signals, and additional drainage improvements as warranted by sidewalk construction. The total project is estimated to cost \$1,416,313.

### **Considerations:**

The FY18 TA application will request \$250,000 for improving pedestrian signals at crosswalks which includes the required 20% local fund match of \$50,000 to be provided from the City's Capital Reserves. The additional funds needed for the project will be obtained through applications for Smart Scale, Highway Safety Program and other grant funds.

### **Recommended Action:**

Authorize the City Manager to submit an application to VDOT for VDOT's FY18 Transportation Alternatives program requesting \$250,000 for the above listed project.

Authorize the City Manager to take such further actions and execute such documents, approved as to form by the City Attorney, as necessary to submit the above applications and to furnish such additional information and/or documents as may be required for such application.



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CHRISTOPHER P. MORRILL  
City Manager

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

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7.0.8.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION supporting an application and authorizing the City Manager to submit such application to the Virginia Department of Transportation (VDOT) FY18 Transportation Alternatives (TA) Set-Aside Program Funds for pedestrian infrastructure along the west side of Business 220/Franklin Road; and authorizing the City Manager to take certain actions in connection with such project.

WHEREAS, the City of Roanoke desires to submit an application for an allocation of funds up to \$250,000 for funds provided by VDOT for the projects referred to in the City Council Agenda Report dated November 7, 2016, to this Council, and which will require the City to provide matching funds of \$50,000.

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

1. City Council hereby supports an application and hereby authorizes the City Manager to submit such application to VDOT for \$250,000 to support the improvements to pedestrian infrastructure along the west side of Business 220/Franklin Road, from the 3100 Block to the 3700 Block of Franklin Road, S.W., Roanoke, Virginia, with such application being approved as to form by the City Attorney. The City acknowledges that the required 20% local match is \$50,000, as more particularly described in the City Council Agenda Report dated November 7, 2016.

2. The City Manager is further authorized to take any such further actions and execute such further documents, approved as to form by the City Attorney, as may be necessary to submit the above application and to furnish such additional information as may be required for such application.

ATTEST:

City Clerk



*T.a.9.*

## CITY COUNCIL AGENDA REPORT

**To:** Honorable Mayor and Members of City Council  
**Meeting:** November 7, 2016  
**Subject:** Acquisition of Real Property Rights for Oakland Boulevard/Sunrise Avenue Stormwater Drainage Improvements Project (CM16-00153)

### **Background:**

As part of the FY 2017 Capital Improvement Program, City Council appropriated \$1.62 million for storm drain improvement projects. These appropriated funds will be matched with \$1.61 million in Virginia Department of Transportation Revenue Sharing funds plus an additional \$1,000,000 in Stormwater Utility operating funds.

One of the projects to be funded by this combined FY 2017 funding appropriation is the Oakland Boulevard/Sunrise Avenue Stormwater Drainage Improvements project which includes the installation of storm drain pipes and structures, utilizing stormwater best management practices. This project is in the general vicinity of the Roundhill Avenue, N.W. between Oakland Blvd., N.W. and Huntington Blvd., N.W., 2800 block of Oakland Blvd., and the intersection of Oakland Blvd., and Sunrise Avenue within the Roundhill neighborhood.

This neighborhood suffers from an inadequate drainage system at intersection of Oakland Blvd., N.W. and Sunrise Avenue, N.W. and lacks storm drain systems in some areas evidenced by flooding on private properties along the 2800 and 2900 blocks of Oakland Blvd., N.W. Runoff from the public right of way contributes to flooding of private properties. Constructing the proposed storm drain system for this project would correct known drainage problems in this neighborhood and improve water quality in the Tinker Creek watershed.

In order to construct, operate, and maintain the proposed improvements, the city will need to acquire real property rights from various private property owners.

### **Considerations:**

City Council action is necessary to authorize the acquisition of real property rights needed for the Oakland Boulevard/Sunrise Avenue Stormwater Drainage Improvements Project. The real property rights needed are outlined below, but are subject to minor variation of location and extent pending final engineering design details.

Funding for acquisition of the real property rights will be available in project account 03-530-3014 Stormwater Improvements.

Permanent drainage and temporary construction easements of variable length and width are required to accommodate construction activities and will affect nine (9) properties in the general vicinity identified above. The City may also need to acquire various other property rights involving the properties listed below and other properties which have not yet been identified for this project. The properties that have been identified to date are as follows:

<b>Tax Map Parcel Number</b>	<b>Address</b>	<b>Owner</b>	<b>Required Property Rights</b>
2080321	2728 Oakland Blvd., N.W.	Joyce L. Dilda	Permanent Drainage Easement
2080501	0 Oakland Blvd. N.W.	Ammie Brookes	Temporary Construction Easement
2080502	2827 Oakland Blvd., N.W.	John J. Bradshaw III & Denise A. Bradshaw	Temporary Construction Easement
2080503	2821 Oakland Blvd., N.W.	Joshua A. Slaughter	Temporary Construction Easement
2080504	2817 Oakland Blvd., N.W.	Richard Kelly Shorter	Temporary Construction Easement
2080505	2813 Oakland Blvd., N.W.	David W. Looney & Jason Cameron Bryant	Temporary Construction Easement
2080506	2807 Oakland Blvd., N.W.	Darrell R. Craighead	Temporary Construction Easement
2080507	2803 Oakland Blvd., N.W.	Cecelia A. Jones	Temporary Construction Easement
2150101	2729 Oakland Blvd., N.W.	Glenda L. Keller	Temporary Construction Easement

**Recommended Action:**

Authorize the acquisition of any and all real property rights needed to construct the proposed Oakland Boulevard/Sunrise Avenue Stormwater Drainage Improvements Project, including but not limited to the specific property rights

identified in this City Council Agenda Report, by negotiation and execution of the appropriate acquisition documents by the City Manager, such documents to be approved as to form by the City Attorney.



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Christopher P. Morrill  
City Manager

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., City Engineer  
Dwayne R. D'Ardenne, CGM, PWM, Stormwater Manager  
Josephus M. Johnson-Koroma, P.E., Civil Engineer II  
Cassandra L. Turner, Economic Development Specialist

T.A.9

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE providing for the acquisition of real property rights needed by the City in connection with the Oakland Blvd./Sunrise Avenue Stormwater Drainage Improvements Project (“Project”); authorizing City staff to acquire such property rights by negotiation for the City; authorizing the City Manager to execute appropriate acquisition documents; and dispensing with the second reading of this Ordinance by title.

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

1. The City wants and needs certain real property rights, to include permanent easements of variable length and width, temporary easements, right of way interests in fee simple, and such other real property interests as needed, as set forth in the City Council Agenda Report dated November 7, 2016, for the Project, in the vicinity of Roundhill Avenue, N.W., Roanoke, Virginia, between Oakland Blvd., N.W., Roanoke, Virginia, and Huntington Blvd., N.W., Roanoke, Virginia, 2800 Block of Oakland Blvd., N.W., Roanoke, Virginia, the intersection of Oakland Blvd, N.W., Roanoke, Virginia, and Sunrise Avenue, N.W., Roanoke, and surrounding streets, which are located within the Roundhill Neighborhood. The proper City officials and City staff are hereby authorized to acquire by negotiation for the City the necessary real property interests and appropriate ancillary rights with respect to the real property parcels referred to in the above mentioned City Council Agenda Report and any other real property parcels needed for the Project. All requisite documents shall be approved as to form by the City Attorney.

2. The City Manager is further authorized to execute appropriate acquisition documents for the above mentioned parcel(s), and such other parcels needed for the Project, for such consideration as deemed appropriate for the necessary interests, provided, however, the total consideration offered or expended, including costs, title search fees, appraisal costs, recordation fees, and other related costs shall not exceed the funds available in the Project's account for such purposes, without further authorization of Council. Upon the acceptance of any offer and upon delivery to the City of appropriate acquisition documents, approved as to form by the City Attorney, the Director of Finance is authorized to pay the respective consideration to the owners of the real property interest conveyed, certified by the City Attorney to be entitled to the same.

3. 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.