



Please click the links below to access the Council Agenda and Reports:

1. Council Agenda And Reports

Documents:

[CAR 04-20-20.PDF](#)

2. Council Action Agenda

Documents:

[AG 04-20-20.PDF](#)

NOTICE:

The Full Agenda consists of scanned images of only those reports and communications submitted to the City Clerk before the deadline established for such agenda and will not include any matter or item brought before Council for consideration at the meeting.

The original documents are available for inspection in the Office of the City Clerk, Room 456 Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., Roanoke, Virginia 24011.

To receive the City Council agenda (without reports) automatically via e-mail, contact the Office of the City Clerk at clerk@roanokeva.gov or (540) 853-2541.

The records of City Council and City Clerk's Office will be maintained pursuant to Section 42.1-82 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia, Library of Virginia Records Management and Imaging Services Division, Records Retention and Disposition Schedules, for compliance with Guidelines provided by the Library of Virginia.



**ROANOKE CITY COUNCIL
REGULAR SESSION**

**APRIL 20, 2020
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

**PARTICIPATION BY ELECTRONIC COMMUNICATIONS PURSUANT TO
SECTION 2.2-3708.2 (A)(3),
CODE OF VIRGINIA (1950), AS AMENDED,
ORDINANCE NO. 41703-032720; AND
RESOLUTION NO. 41704-032720.**

**The City of Roanoke is a safe, caring and economically vibrant community in
which to live, learn, work, play and prosper**

***A vibrant urban center with strong neighborhoods set amongst the spectacular
beauty of Virginia's Blue Ridge***

1. Call to Order--Roll Call.

The Invocation will be delivered by Mayor Sherman P. Lea, Sr.

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

Welcome. Mayor Lea.

NOTICE:

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, April 23 at 7:00 p.m., and Saturday, April 25 at 4:00 p.m.; and video streamed through Facebook Live at [facebook.com/RoanokeVa](https://www.facebook.com/RoanokeVa). Council meetings are offered with closed captioning for the hearing impaired.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS: NONE.

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.

Based upon Executive Order Fifty-One, issued by Governor Northam on March 12, 2020, Executive Order Fifty-Five, issued by Governor Northam on March 30, 2020, Virginia Code Section 2.2-3708.2(A)(3), Virginia Code Section 15.2-1413, Ordinance No. 41703-032720, and Resolution No. 41704-032720, City Council will be conducting this regular session of City Council by electronic communication means without a quorum of City Council physically present in Council Chamber and without the presence of members of the public in the City Council Chamber.

In order to afford citizens an opportunity to provide comments to City Council during the COVID-19 pandemic disaster, citizens wishing to address the Council during this regular session of City Council conducted by electronic communication means were instructed to sign-up by emailing or by calling the City Clerk's Office at clerk@roanokeva.gov and (540) 853-2541, by 12:00 p.m., on April 20.

Those citizens, who have signed up to speak before the Council, have been provided the Zoom meeting information and will be allowed to join the meeting and address City Council by electronic communication means.

4. CONSENT AGENDA: NONE.

REGULAR AGENDA:

5. PUBLIC HEARINGS: NONE.

6. PETITIONS AND COMMUNICATIONS: NONE.

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

a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Recognition of the Western Virginia Workforce Development Board Rapid Response COVID-19 Business Support funds for award period March 1, 2020 to August 31, 2020.
2. Acceptance of the 2019 Continuum of Care Grant funds from the Department of Housing and Urban Development to support the City's Homeless Assistance Team.
3. Acceptance of the 2019 Continuum of Care Grant funds from the Department of Housing and Urban Development to support the Coordinated Assessment System.
4. Acceptance of the 2019 Continuum of Care Grant Award from the Department of Housing and Urban Development; and a Council of Community Services cash match to support continuum of care.
5. Approval of Amendment No. 2 to the 2015 – 2019 HUD Consolidated Plan; and authorization to submit documentation to HUD for final review.

P 6
R 8

P 10
R 20
B/O 22

P 24
R 35
B/O 37

P 38
R 49
B/O 51

P 52
R 54
B/O 57

COMMENTS OF THE 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.

12. ADJOURNMENT.



**ROANOKE CITY COUNCIL
REGULAR SESSION**

**APRIL 20, 2020
7:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

**INASMUCH AS THERE ARE NO
PUBLIC HEARINGS OR ITEMS FOR DISCUSSION BY THE
COUNCIL, THE
7:00 P.M. SESSION HAS BEEN CANCELLED.**

T.a.l.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: April 20, 2020
Subject: Funding for Western Virginia Workforce Development Board
Virginia Rapid Response COVID-19 Business Support Initiative

Background:

The Workforce Innovation and Opportunity Act (WIOA) was signed into law on July 22, 2014 and replaced the Workforce Investment Act of 1998 (WIA). WIOA provisions related to Department of Labor Programs were effective July 1, 2015.

The City of Roanoke is the grant recipient for Workforce Innovation and Opportunity Act (WIOA) funding, thus, City Council must recognize the grant funding received, in order for the Western Virginia Workforce Development Board to administer WIOA programs in Local Workforce Development Area III of Virginia. The Roanoke Valley-Alleghany Regional Commission serves as the fiscal agent for The Western Virginia Workforce Development Board and the WIOA funds allocated to Area III which encompasses the counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, and the cities of Covington, Roanoke, and Salem.

WIOA funding is for four primary client populations:

- Dislocated workers who have been laid off from employment through no fault of their own. Services provided these individuals include intensive job search assistance and employment counseling, additional training to upgrade skills or obtain initial certification or degree, on the job training and supportive services.
- Economically disadvantaged individuals as determined by household income guidelines defined by the U.S. Department of Labor. Services provided these individuals include intensive job search assistance and employment counseling, additional training to upgrade skills or obtain initial certification or degree, on the job training and supportive services.
- Youth who are economically disadvantaged, or who have other barriers to becoming successfully employed adults. Services provided these individuals include career counseling and exploration, incentives to remain in school, work readiness classes, summer work program, mentoring, tutoring and post secondary education/training.
- Businesses in need of employment and job training services.

The City of Roanoke has received a Notice of Obligation, on behalf of the Western Virginia Workforce Development Board, from the Virginia Community College System, allocating WIOA Rapid Response funds of \$57,452 for COVID-19 Business Support Initiative for award period March 1, 2020-August 31, 2020.

This matter requires action by City Council to address the emergency created by the COVID-19 pandemic disaster.

Considerations:

- Program Operations – Existing activities will continue and planned programs will be implemented.
- Funding – Funds are available from the Grantor agency and other sources as indicated, at no additional cost to the City.

Recommended Action:

Recognize the Western Virginia Workforce Development Board WIOA Rapid Response COVID-19 Business Support funds of \$57,452 for award period March 1, 2020 to August 31, 2020.



Robert S. Cowell, Jr.
City Manager

Distribution: Council Appointed Officers

R. Brian Townsend, Assistant City Manager for Community Development
Amelia C. Merchant, Director of Finance
Steven W. Martin, Director of Human/Social Services

7.a.1.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION acknowledging and recognizing the Workforce Innovation and Opportunity Act (“WIOA”) Rapid Response funding from the Virginia Community College System in the amount of \$57,452 for the COVID-19 Business Support Initiative, for the award period of March 1, 2020, through August 31, 2020, the foregoing funding to be administered by the Western Virginia Workforce Development Board.

WHEREAS, pursuant to the WIOA that was enacted on July 22, 2014 and replaced the Workforce Investment Act of 1998, federal funding is provided to support various programs in support of various client populations as more particularly described in the City Council Agenda Report dated April 20, 2020;

WHEREAS, the Roanoke Valley-Alleghany Regional Commission was designated as the fiscal agent for WIOA funds and administers the federal funds provided by WIOA through the Virginia Community College System for Local Workforce Area III, the designated area which encompasses the counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke, and the cities of Covington, Roanoke, and Salem;

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel Coronavirus (COVID-19) pandemic disaster;

WHEREAS, Virginia State Code Section 15.2-1413 permits localities to adopt methods for the continuity of government during a disaster, “notwithstanding any contrary provision of law, general or special;” and City Council adopted Ordinance No. 41703-032720 on March 27, 2020, to authorize certain actions as a result of the COVID-19 pandemic disaster;

WHEREAS, Virginia State Code Section 2.2-3708.2(A)(3) permits members of a governing body to meet through electronic communication means without a quorum of the

governing body being physically present at one location for the duration of an emergency to address the emergency; and

WHEREAS, City Council adopted Emergency Ordinance No. 41703-032720 on March 27, 2020, authorizing certain actions as a result of the COVID-19 pandemic disaster and modifying public meeting practices and procedures to address continuity of government operations.

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

1. Council acknowledges and recognizes for the purpose of administering the Western Virginia Workforce Development Board, the WIOA Rapid Response funding in the amount of \$57,452 from the Virginia Community College System, with no local match from the City, to be administered by the Western Virginia Workforce Development Board, and to be used during the award period of March 1, 2020, through August 31, 2020, for the purpose of administering the COVID-19 Business Support Initiative funds to be used to support dislocated workers and other client populations, as more particularly set out in the City Council Agenda Report dated April 20, 2020.

2. The City Manager is directed to furnish such additional information as may be required in connection with the acknowledgement and recognition of the foregoing funding.

3. The City Clerk is directed to provide an attested copy of this Resolution to the Western Virginia Workforce Development Board.

4. In order to provide for the continuity of operations of the municipal government associated with the pandemic disaster, an emergency is deemed to exist, and this resolution shall be in full force and effect upon its passage.

ATTEST:

City Clerk.

T.A.D.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: April 20, 2020
Subject: 2019 HUD Continuum of Care (CoC) Grant Award - Homeless Assistance Team (HAT)

Background:

The Continuum of Care ("COC") is a group consisting of service providers, neighboring localities, including the City of Roanoke, and homeless/formerly homeless individuals, whose role is to develop a long-term strategic plan and manage a year-round planning effort that addresses the identified needs of homeless individuals and households; the availability and accessibility of existing housing and services; and the opportunities for linkages with mainstream housing and services resources.

On March 24, 2020, the U.S. Department of Housing and Urban Development (HUD) advised the City of the FY 2019 CoC competition grant awards. These Continuum of Care (CoC) grants will help end homelessness and provide critically needed support to local programs on the front lines of serving individuals and families experiencing homelessness. The City of Roanoke received \$140,422 for the Homeless Assistance Team (HAT) program.

The Homeless Assistance Team (HAT) street outreach program goals are to assist homeless persons in their transition from the streets to emergency shelters and/or directly into permanent housing. Street outreach is conducted in shelters and other places not designed for human habitation. Through contacts and engagements, staff provides limited case management services including agency referrals, security deposits, food, transportation, and prescription assistance.

A cash match requirement is being provided by the City of Roanoke in the amount of \$55,827 as identified on Attachment "A".

Action by City Council on this matter is essential at this time as a result of the COVID-19 pandemic disaster to ensure continuation of this program during the emergency created by the pandemic.

Recommended Actions:

Accept the HUD HAT award in the amount of \$140,422 and authorize the City Manager to take such actions and execute such documents as may be necessary to obtain, accept, implement, administer, and use such grant funds, including execution of any required grant agreement, such documents to be in a form approved by the City Attorney.

Adopt the accompanying budget ordinance to establish revenue estimates in the amount of \$140,422 for Federal grant funds and \$55,827 for local match funds. Transfer funding in the amount of \$55,827 from the Transfer to Grant Fund (01-250-9310-9535), and appropriate funding in the amount of \$196,249 to accounts to be established in the Grant Fund by the Director of Finance.



Robert S. Cowell, Jr.
City Manager

Attachment

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Steven Martin, Director of Human and Social Services
Matthew R. Crookshank, Human Services Administrator
Amelia C. Merchant, Director of Finance



U. S. Department of Housing and Urban Development
Community Planning and Development Division
Richmond Field Office
600 E. Broad Street, Floor 3
Richmond, VA 23219-1800
1-800-842-2610

Mr. Robert Cowell
City Manager
City of Roanoke
215 Church Ave SW, #364
Roanoke, Virginia 24011

SUBJECT: Processing Your FY2019 Continuum of Care (CoC) Grant Agreement
City of Roanoke Homeless Assistance Team Project
Grant Number: VA0031L3F021912

Dear Mr. Cowell:

Congratulations on the final selection of the City of Roanoke for newly awarded grant funding under the FY 2019 Continue of Care (COC) program. All conditions attached to your award for this project have been met or are in process of being met. This one-year award will continue to support your program previously funded by HUD in FY 2018, further contributing to our national effort to end homelessness.

The effective date of the Agreement will be the date of execution by HUD and it is the date use of funds under this Agreement may begin.

Upon execution of the Renewal Grant Agreement by you and HUD, HUD will obligate the total funds for this project in the amount of \$140,422, allocated as follows:

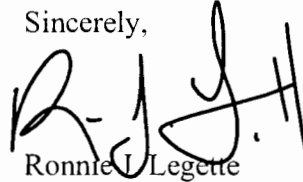
- | | |
|-------------------------|-----------|
| 1. Supportive services | \$137,669 |
| 2. Administrative costs | \$2,753 |

I have enclosed two copies of the Grant Agreement that constitute the agreement between the City of Roanoke and HUD. Please sign both copies and return them to this office within two weeks of receipt of this letter. When they are received, HUD will sign and execute them and return one to you.

Please note that your grant cannot begin and HUD cannot disburse any funds to you for this project until the Grant Agreement is fully executed.

If you have any questions, please call me at (804) 822-4831. Staff requiring technical assistance should contact Mr. Michael D. Allen, Community Planning & Development Representative at (804) 822-4893. We look forward to working with you toward the successful continuation of your Continue of Care Program project.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronnie J. Legette". The signature is stylized with a large initial "R" and a prominent "J".

Ronnie J. Legette
CPD Director

cc: Matthew Crookshank, City of Roanoke

Enclosures



DEPARTMENT OF SOCIAL SERVICES

1510 Williamson Road NE
Roanoke, Virginia 24012
540.853.2591 fax 540.853.2027

August 27, 2019

Mr. Matt Crookshank
Human Services Administrator
339 Salem Avenue, SW
Roanoke, VA 24016

Dear Mr. Crookshank:

This letter is written in support of the Renewal Grant from the U. S. Department of Housing and Urban Development for continued funding for the Homeless Assistance Team (HAT). This program will provide outreach services to homeless individuals and families with children. The City of Roanoke supports this effort and is willing to contribute a local cash match of \$ 55,827.03 a one-year period.

The renewal of the HAT grant will be very beneficial to the homeless population of the Roanoke Valley. We support your efforts and look forward to a successful grant cycle.

Sincerely,

Steven Martin
Director of Human/Social Services



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
600 East Broad Street
Richmond, VA 23219

Grant Number: VA0031L3F021912
Tax ID Number: 54-6001569
DUNS Number: 006704316

CONTINUUM OF CARE PROGRAM (CDFA# 14.267) GRANT AGREEMENT

This Grant Agreement (“this Agreement”) is made by and between the United States Department of Housing and Urban Development (“HUD”) and Roanoke City/Salem Continuum of Care (the “Recipient”).

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”); the Continuum of Care Program rule (the “Rule”), as amended from time to time; and the Notice of Funds Availability for the fiscal year competition in which the funds were awarded.

The terms “Grant” or “Grant Funds” mean the funds that are provided under this Agreement. The term “Application” means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Rule.

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed below are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

HUD’s total funding obligation for this grant is \$140,422, allocated between the projects listed below and, within those projects, between budget line items, as shown below.

Project No.	Grant Term	Performance Period	Total Amount
VA0031L3F021912	12 months	02-01-2020 - 01-31-2021	\$140,422
a. Continuum of Care planning activities			\$0
b. Acquisition			\$0
c. Rehabilitation			\$0
d. New construction			\$0
e. Leasing			\$0
f. Rental assistance			\$0
g. Supportive services			\$137,669
h. Operating costs			\$0
i. Homeless Management Information System			\$0
j. Administrative costs			\$2,753
k. Relocation Costs			\$0
l. HPC homelessness prevention activities:			
Housing relocation and stabilization services			\$0
Short-term and medium-term rental assistance			\$ 0

If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

The performance period of renewal projects funded by this Agreement will begin immediately at the end of the under the grant agreement being renewed. Eligible costs incurred between the end of Recipient's final operating year under the grant agreement being renewed and the date of this Agreement is executed by both parties may be reimbursed with funds from the first operating year of this Agreement. No funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.

For any transition project funded under this Agreement the performance period of the transition project(s) will begin immediately at the end of the Recipient's final operating year under the grant being transitioned. Eligible costs, as defined by the Act and the Rule incurred between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

HUD designations of Continuums of Care as High-performing Communities (HPCS) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

The Recipient must complete the attached "Indirect Cost Rate Schedule" and return it to HUD with this Agreement. The Recipient must provide HUD with a revised schedule when any change is made to the rate(s) included in the schedule. The schedule and any revisions HUD receives from the Recipient will be incorporated into and made part of this Agreement, provided that each rate included satisfies the applicable requirements under 2 CFR part 200 (including appendices).

This Agreement shall remain in effect until the earlier of 1) written agreement by the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the performance periods for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of funds for all projects funded under this Agreement.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless the Recipient changes the address and key contacts in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:

(Signature)

Ronnie Legette, Director

(Typed Name and Title)

(Date)

RECIPIENT

City of Roanoke

(Name of Organization)

By:

(Signature of Authorized Official)

(Typed Name and Title of Authorized Official)

(Date)

Indirect Cost Schedule

Agency/Dept./Major Function	Indirect Cost Rate	Direct Cost Base
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This schedule must include each indirect cost rate that will be used to calculate the Recipient's indirect costs under the grant. The schedule must also specify the type of direct cost base to which each included rate applies (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rate information for subrecipients.

For government entities, enter each agency or department that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414), and the type of direct cost base to which the rate will be applied.

For nonprofit organizations that use the Simplified Allocation Method for indirect costs or elects to use the de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 CFR §200.414, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

For nonprofit organizations that use the Multiple Base Allocation Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

To learn more about the indirect cost requirements, see 24 CFR 578.63; 2 CFR part 200, subpart E; Appendix IV to Part 200 (for nonprofit organizations); and Appendix VII to Part 200 (for state and local governments).

T.a.2.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of the FY2019 Continuum of Care (“CoC”) Grant Award (“Grant”) to the City of Roanoke from the U.S. Department of Housing and Urban Development (“HUD”) in the amount of \$140,422, upon certain terms and conditions; authorizing the City of Roanoke to be the fiscal agent for the distribution of the grant proceeds; authorizing the City Manager to execute any necessary documents necessary to accept such funding, and determining that an emergency exists and this resolution shall be effective upon passage.

WHEREAS, Governor Ralph S. Northam issued Executive Order Number Fifty-One, dated March 12, 2020, declaring that a state of emergency exists within the Commonwealth of Virginia as a result of the COVID-19 pandemic disaster, and supplemented this declaration by issuing Executive Order Number Fifty-Five on March 30, 2020, that ordered all residents of the Commonwealth of Virginia to remain at their place of residence through June 10, 2020, as a result of the COVID-19 pandemic disaster;

WHEREAS, Virginia State Code Section 15.2-1413 permits localities to adopt methods for the continuity of government during a disaster, “notwithstanding any contrary provision of law, general or special;”

WHEREAS, Virginia State Code Section 2.2-3708.2(A)(3) permits members of a governing body to meet through electronic communication means without a quorum of the governing body being physically present at one location for the duration of an emergency to address the emergency;

WHEREAS, City Council adopted Emergency Ordinance No. 41703-032720 on March 27, 2020, authorizing certain actions as a result of the COVID-19 pandemic disaster and modifying public meeting practices and procedures to address continuity of government operations;

WHEREAS, HUD has awarded the City the Grant to be used by the City's Homeless Assistance Team for the provision of various services to the City's homeless population; and

WHEREAS, authorization is needed by City administration to accept the Grant in order for the Homeless Assistance Team to continue to provide critical services to the homeless population without a lapse in such services, and the emergency created by the COVID-19 pandemic disaster makes waiting for a time when City Council is able to convene physically in one location for a quorum impractical and unsafe.

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

1. The City of Roanoke hereby accepts the FY2019 Continuum of Care ("CoC") Grant from HUD in the amount of \$140,422, with a required cash match by the City of Roanoke in the amount of \$55,827, for a total award of \$196,249, to be used by the City's Homeless Assistance Team to provide street outreach services to the homeless population that includes, and is not limited to, case management services including agency referrals, security deposits, food, transportation, and prescription assistance, all as more particularly described in the City Council Agenda Report dated April 20, 2019.

2. The City of Roanoke is authorized to be the primary fiscal agent for this Grant, and shall be responsible for distributing the Grant proceeds as set forth in the above referenced City Council Agenda Report.

3. The City Manager is hereby authorized to execute any and all requisite documents, in a form approved by the City Attorney, and to furnish such additional information as may be required in connection with the City's acceptance of this Grant.

4. City Council determines that an emergency exists as a result of the COVID-19 pandemic disaster and this resolution shall be effective upon passage.

ATTEST:

City Clerk.

MT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the United States Department of Housing and Urban Development for the Homeless Assistance Team Grant, amending and reordaining certain sections of the 2019-2020 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 2019-2020 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations

Regular Employee Salary	35-630-5476-1002	\$ 104,869
Temporary Employee Wages	35-630-5476-1004	11,374
City Retirement	35-630-5476-1105	17,870
Health Savings	35-630-5476-1117	1,037
FICA	35-630-5476-1120	8,891
Dental Insurance	35-630-5476-1126	1,000
Life Insurance	35-630-5476-1130	1,375
Disability Insurance	35-630-5476-1131	140
Health Insurance Premium ER	35-630-5476-1180	18,790
Health Insurance HSA- ER	35-630-5476-1182	3,000
Health Insurance HRA- ER	35-630-5476-1183	1,403
Telephone	35-630-5476-2020	150
Telephone-Cellular	35-630-5476-2021	1,500
Administrative Supplies	35-630-5476-2030	1,250
Expendable Equipment (<\$5,000)	35-630-5476-2035	1,250
Motor Fuel Billed Through Fleet	35-630-5476-2039	1,000
Program Activities	35-630-5476-2066	20,200
Postage	35-630-5476-2160	50
Fleet Labor Billings	35-630-5476-7025	850
Fleet Parts/Sublet Billing	35-630-5476-7026	250

Revenues

Homeless Assistance Team FY20	35-630-5476-5476	140,422
Homeless Assistance Team FY20 - Local	35-630-5476-5477	55,827

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

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: April 20, 2020
Subject: 2019 HUD Continuum of Care (CoC) Grant Award - Coordinated Assessment System (CS)

Background:

The Continuum of Care (“COC”) is a group consisting of service providers, neighboring localities, including the City of Roanoke, and homeless/formerly homeless individuals, whose role is to develop a long-term strategic plan and manage a year-round planning effort that addresses the identified needs of homeless individuals and households; the availability and accessibility of existing housing and services; and the opportunities for linkages with mainstream housing and services resources.

On March 24, 2020, the U.S. Department of Housing and Urban Development (HUD) advised the City of the 2019 CoC program competition grant awards. These Continuum of Care (CoC) grants will help end homelessness and provide critically needed support to local programs on the front lines of serving individuals and families experiencing homelessness. The City of Roanoke received \$49,070 for the Coordinated Assessment System (CAS) grant.

The CAS grant will collaborate with all CoC HUD funded projects, emergency shelters and domestic violence programs in the Continuum. Faith based organizations will be a part of the collaboration in an effort to leverage funds and provide additional assistance to those in need. There will be a partnership with the Homeless Schools Student Liaison along with other prevention agencies in the community.

In-kind match requirements in the amount of \$14,500 is being provided in the form of oversight by the Human Services Administrator at 25% of annual salary as identified on Attachment "A".

Action by City Council on this matter is essential at this time as a result of the COVID-19 pandemic disaster to ensure continuation of this program during the emergency created by the pandemic.

Recommended Actions:

Accept the HUD CAS grant in the amount of \$49,070 and authorize the City Manager to execute the grant documents associated with this funding. All documents shall be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance in the amount of \$49,070, establish a revenue estimate in the amount of \$49,070 and appropriate the same amount into expenditure accounts to be established by the Director of Finance in the Grant Fund.



Robert S. Cowell, Jr.
City Manager

Attachment

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Steven Martin, Director of Human and Social Services
Matthew R. Crookshank, Human Services Administrator
Amelia C. Merchant, Director of Finance



U. S. Department of Housing and Urban Development
Community Planning and Development Division

Richmond Field Office
600 E. Broad Street, Floor 3
Richmond, VA 23219-1800
1-800-842-2610

Mr. Robert Cowell
City Manager
City of Roanoke
215 Church Ave SW, #364
Roanoke, Virginia 24011

SUBJECT: Processing Your FY2019 Continuum of Care (CoC) Grant Agreement
Coordinated Assessment System Project
Grant Number: VA0300L3F021903

Dear Mr. Cowell:

Congratulations on the final selection of the City of Roanoke for newly awarded grant funding under the FY 2019 Continue of Care (COC) program. All conditions attached to your award for this project have been met or are in process of being met. This one-year award will continue to support your program previously funded by HUD in FY 2018, further contributing to our national effort to end homelessness.

The effective date of the Agreement will be the date of execution by HUD and it is the date use of funds under this Agreement may begin.

Upon execution of the Renewal Grant Agreement by you and HUD, HUD will obligate the total funds for this project in the amount of \$49,070, allocated as follows:

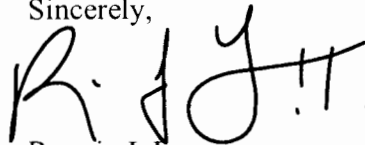
- | | |
|------------------------|----------|
| 1. Supportive services | \$49,070 |
|------------------------|----------|

I have enclosed two copies of the Grant Agreement that constitute the agreement between the City of Roanoke and HUD. Please sign both copies and return them to this office within two weeks of receipt of this letter. When they are received, HUD will sign and execute them and return one to you.

Please note that your grant cannot begin and HUD cannot disburse any funds to you for this project until the Grant Agreement is fully executed.

If you have any questions, please call me at (804) 822-4831. Staff requiring technical assistance should contact Mr. Michael D. Allen, Community Planning & Development Representative at (804) 822-4893. We look forward to working with you toward the successful continuation of your Continue of Care Program project.

Sincerely,

A handwritten signature in black ink, appearing to read "R. J. Legette". The signature is stylized with a large "R" and a "y" that loops back.

Ronnie J. Legette
CPD Director

cc: Matthew Crookshank, City of Roanoke

Enclosures

3FD: M. Allen: 3/20/20

VA0300L3F021903_Grant_Agreement

cc:

3FD Chron/Area

CONCURRENCE:

3FD
M. Allen

MDA
3/20/20

3FD
Carmen Bucci



DEPARTMENT OF SOCIAL SERVICES

1510 Williamson Road NE
Roanoke, Virginia 24012
540.853.2591 fax 540.853.2027

September 11, 2019

Mr. Matthew Crookshank
Human Services Administrator
339 Salem Avenue, SW
Roanoke, VA 24016

Dear Mr. Crookshank:

This letter is written in support of your request for the City of Roanoke Coordinated Assessment System (CAS) grant from the U.S. Department of Housing and Urban Development (HUD). Assisting with the re-organization of our entire homelessness services system is fundamental to the success in ending homelessness in our community.

Leveraging funds are being provided in the form of project oversight by the Human Services Administrator at 25% of annual salary totaling \$14,500. This includes assisting our community in orienting our system towards effective and efficient use of resources and ensuring services are prioritized to the most vulnerable.

The City of Roanoke is in full support of the CAS grant and will provide these funds during the operating year in which the grant is awarded.

Sincerely,

Steven Martin
Director, Human/Social Services



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
600 East Broad Street
Richmond, VA 23219

Grant Number: VA0300L3F021903
Tax ID Number: 54-6001569
DUNS Number: 006704316

CONTINUUM OF CARE PROGRAM (CDFA# 14.267) GRANT AGREEMENT

This Grant Agreement (“this Agreement”) is made by and between the United States Department of Housing and Urban Development (“HUD”) and Roanoke City/Salem Continuum of Care (the “Recipient”).

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”); the Continuum of Care Program rule (the “Rule”), as amended from time to time; and the Notice of Funds Availability for the fiscal year competition in which the funds were awarded.

The terms “Grant” or “Grant Funds” mean the funds that are provided under this Agreement. The term “Application” means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Rule.

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed below are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

HUD’s total funding obligation for this grant is \$49,070, allocated between the projects listed below and, within those projects, between budget line items, as shown below.

Project No.	Grant Term	Performance Period	Total Amount
VA0300L3F021903	12 months	05-01-2020 - 04-30-2021	\$49,070
a. Continuum of Care planning activities			\$0
b. Acquisition			\$0
c. Rehabilitation			\$0
d. New construction			\$0
e. Leasing			\$0
f. Rental assistance			\$0
g. Supportive services			\$49,070
h. Operating costs			\$0
i. Homeless Management Information System			\$0
j. Administrative costs			\$0
k. Relocation Costs			\$0
l. HPC homelessness prevention activities:			
Housing relocation and stabilization services			\$0
Short-term and medium-term rental assistance			\$0

If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

The performance period of renewal projects funded by this Agreement will begin immediately at the end of the under the grant agreement being renewed. Eligible costs incurred between the end of Recipient's final operating year under the grant agreement being renewed and the date of this Agreement is executed by both parties may be reimbursed with funds from the first operating year of this Agreement. No funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.

For any transition project funded under this Agreement the performance period of the transition project(s) will begin immediately at the end of the Recipient's final operating year under the grant being transitioned. Eligible costs, as defined by the Act and the Rule incurred between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

HUD designations of Continuums of Care as High-performing Communities (HPCS) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

The Recipient must complete the attached "Indirect Cost Rate Schedule" and return it to HUD with this Agreement. The Recipient must provide HUD with a revised schedule when any change is made to the rate(s) included in the schedule. The schedule and any revisions HUD receives from the Recipient will be incorporated into and made part of this Agreement, provided that each rate included satisfies the applicable requirements under 2 CFR part 200 (including appendices).

This Agreement shall remain in effect until the earlier of 1) written agreement by the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the performance periods for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of funds for all projects funded under this Agreement.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless the Recipient changes the address and key contacts in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:

(Signature)

Ronnie Legette, Director

(Typed Name and Title)

(Date)

RECIPIENT

City of Roanoke

(Name of Organization)

By:

(Signature of Authorized Official)

(Typed Name and Title of Authorized Official)

(Date)

Indirect Cost Schedule

Agency/Dept./Major Function	Indirect Cost Rate	Direct Cost Base
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This schedule must include each indirect cost rate that will be used to calculate the Recipient's indirect costs under the grant. The schedule must also specify the type of direct cost base to which each included rate applies (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rate information for subrecipients.

For government entities, enter each agency or department that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414), and the type of direct cost base to which the rate will be applied.

For nonprofit organizations that use the Simplified Allocation Method for indirect costs or elects to use the de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 CFR §200.414, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

For nonprofit organizations that use the Multiple Base Allocation Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

To learn more about the indirect cost requirements, see 24 CFR 578.63; 2 CFR part 200, subpart E; Appendix IV to Part 200 (for nonprofit organizations); and Appendix VII to Part 200 (for state and local governments).

Handwritten signature

T.A.3.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of the FY2019 Continuum of Care (“CoC”) Grant Award (“Grant”) to the City of Roanoke from the U.S. Department of Housing and Urban Development (“HUD”) in the amount of \$49,070, upon certain terms and conditions; authorizing the City of Roanoke to be the fiscal agent for the distribution of the grant proceeds; authorizing the City Manager to execute any necessary documents necessary to accept such funding; and determining that an emergency exists and this resolution shall be effective upon passage.

WHEREAS, Governor Ralph S. Northam issued Executive Order Number Fifty-One, dated March 12, 2020, declaring that a state of emergency exists within the Commonwealth of Virginia as a result of the COVID-19 pandemic disaster, and supplemented this declaration by issuing Executive Order Number Fifty-Five on March 30, 2020, that ordered all residents of the Commonwealth of Virginia to remain at their place of residence through June 10, 2020, as a result of the COVID-19 pandemic disaster;

WHEREAS, Virginia State Code Section 15.2-1413 permits localities to adopt methods for the continuity of government during a disaster, “notwithstanding any contrary provision of law, general or special;”

WHEREAS, Virginia State Code Section 2.2-3708.2(A)(3) permits members of a governing body to meet through electronic communication means without a quorum of the governing body being physically present at one location for the duration of an emergency to address the emergency;

WHEREAS, City Council adopted Emergency Ordinance No. 41703-032720 on March 27, 2020, authorizing certain actions as a result of the COVID-19 pandemic disaster and modifying public meeting practices and procedures to address continuity of government operations;

WHEREAS, HUD has awarded the City the Grant to be used by the CoC as part of the City’s

Coordinated Assessment System to coordinate and collaborate all CoC HUD funded projects, emergency shelters and domestic violence programs to provide additional assistance to those in need; and

WHEREAS, authorization is needed by City administration to accept the Grant in order that such collaboration and coordination of services to those in need can continue without a lapse in such services, and the emergency created by the COVID-19 pandemic disaster makes waiting for a time when City Council is able to convene physically in one location for a quorum impractical and unsafe.

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

1. The City of Roanoke hereby accepts the FY2019 Continuum of Care (“CoC”) Grant from HUD in the amount of \$49,070, with a required in kind match by the City of Roanoke in the amount of \$14,500 being provided in the form of oversight by the Human Services Administrator, for a total award of \$63,570, to be used by the CoC for the Coordinated Assessment System, to enable the coordination and collaboration of all CoC HUD funded projects, emergency shelters and domestic violence programs, all as more particularly described in the City Council Agenda Report dated April 20, 2019.

2. The City of Roanoke is authorized to be the primary fiscal agent for this Grant, and shall be responsible for distributing the Grant proceeds as set forth in the above referenced City Council Agenda Report.

3. The City Manager is hereby authorized to execute any and all requisite documents, in a form approved by the City Attorney, and to furnish such additional information as may be required in connection with the City’s acceptance of this Grant.

4. City Council determines that an emergency exists as a result of the COVID-19 pandemic disaster and this resolution shall be effective upon passage.

ATTEST:

City Clerk.

MT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the United States Department of Housing and Urban Development for the Continuum of Care (CoC) Coordinated Assessment System (CAS) Grant, amending and reordaining certain sections of the 2019-2020 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 2019-2020 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Grant Fund

Appropriations

Regular Salaries	35-630-5435-1002	30,400
City Retirement	35-630-5435-1105	5,180
401H Health Savings	35-630-5435-1117	299
FICA	35-630-5435-1120	2,326
Dental Insurance	35-630-5435-1126	338
Life Insurance	35-630-5435-1130	399
Disability Insurance	35-630-5435-1131	87
Health Insurance Premium- ER	35-630-5435-1180	8,223
Administrative Supplies	35-630-5435-2030	1,818

Revenues

CoC CAS FY19 - Federal	35-630-5435-5435	49,070
------------------------	------------------	--------

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

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: April 20, 2020
Subject: 2019 HUD Continuum of Care (CoC) Grant Award - Planning

Background:

The Continuum of Care ("COC") is a group consisting of service providers, neighboring localities, including the City of Roanoke, and homeless/formerly homeless individuals, whose role is to develop a long-term strategic plan and manage a year-round planning effort that addresses the identified needs of homeless individuals and households; the availability and accessibility of existing housing and services; and the opportunities for linkages with mainstream housing and services resources.

On March 24, 2020, the U.S. Department of Housing and Urban Development (HUD) advised the City of the FY 2019 CoC competition grant awards. These Continuum of Care (CoC) grants will help end homelessness and provide critically needed support to local programs on the front lines of serving individuals and families experiencing homelessness. The City of Roanoke received \$45,235 for Continuum of Care Planning activities.

The Planning Grant will support the design of planning strategies and supporting activities of the local CoC including the facilitation of working sessions, preparing strategic planning documents and action plans; and completion of various annual reports, including the annual Point-In-Time homelessness report

A cash match requirement is being provided by the Council of Community Services in the amount of \$15,500 as identified on Attachment "A".

Action by City Council on this matter is essential at this time as a result of the COVID-19 pandemic disaster to ensure continuation of this program during the emergency created by the pandemic.

Recommended Actions:

Accept the HUD HAT award in the amount of \$45,235 and authorize the City Manager to take such actions and execute such documents as may be necessary to obtain, accept, implement, administer, and use such grant funds, including execution of any required grant agreement, such documents to be in a form approved by the City Attorney.

Adopt the accompanying budget ordinance to establish revenue estimates in the amount of \$45,235 for Federal grant funds and \$15,500 for local match funds provided by the Council of Community Services. Appropriate funding in the amount of \$60,735 to accounts to be established in the Grant Fund by the Director of Finance.



Robert S. Cowell, Jr.
City Manager

Attachment

Distribution: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Steven Martin, Director of Human and Social Services
Matthew R. Crookshank, Human Services Administrator
Amelia C. Merchant, Director of Finance



COUNCIL OF
COMMUNITY
SERVICES

502 Campbell Avenue, SW 24016
P O Box 598, Roanoke, Virginia 24004
Phone 540 985 0131, Fax 540 982 2935
councilofcommunityservices.org

Chair
Chris Chittum

Vice Chair
Karen Mason

Board of Directors
Lee Clark
Joseph L. Cobb
Kit Hale
Nancy Hans
Dr. Stephanie Harper
Karen Mason
Richard "Pete" Peters
Bruce Phipps
Wayne G. Strickland
Daniel C. Summerlin III
Chris Thomas

President
Anne Marie Green

Programs
2-1-1 VIRGINIA
Blue Ridge Community
Assistance Network
Community Housing
Resource Center
Drop-In Center
HandsOn Blue Ridge
Nonprofit Roanoke
Planning & Consultation
Retired & Senior Volunteer
Program
USDA Child & Adult Care
Food Program

Standing Committees
Roanoke Regional
Housing Network
Roanoke Valley Violence
Prevention Council

September 5, 2019

Matthew Crookshank
Human Services Administrator
CoC Lead - Blue Ridge Continuum of Care
City of Roanoke
339 Salem Avenue SW
Roanoke, VA 24016

Dear Matt,

This letter is to confirm the Council of Community Services' (CCS) commitment to provide a cash match from unrestricted, private dollars valuing \$15,500 to support the City of Roanoke's Continuum of Care FY 2019 planning grant application.

This cash contribution will pay for 15% of the CCS Vice President of Planning's time spent designing planning strategies and supporting activities of the project to include: facilitation of the CoC's strategic planning sessions; preparing strategic planning documents and action plans; assistance in writing the annual Point-in-Time report; leading the CoC's project monitoring activities; and providing assistance in drafting other community reports and documents. The Council will also supply in-kind meeting space for meetings.

The Council of Community Services has fifty-nine years of experience in the areas of planning, research, and information referral. We are committed to continuing our work with all Roanoke Valley stakeholders to address the issue of homelessness.

If you need additional information, please do not hesitate to contact me.

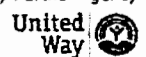
Sincerely,

Anne Marie Green
President
Council of Community Services

Find the Council online



A United Way Partner Agency





U. S. Department of Housing and Urban Development
Community Planning and Development Division

Richmond Field Office
600 E. Broad Street, Floor 3
Richmond, VA 23219-1800
1-800-842-2610

Mr. Robert Cowell
City Manager
City of Roanoke
215 Church Ave SW, #364
Roanoke, Virginia 24011

SUBJECT: Processing Your FY2019 Continuum of Care (CoC) Grant Agreement
CoC Planning Project
Grant Number: VA0374L3F021900

Dear Mr. Cowell:

Congratulations on the final selection of the City of Roanoke for newly awarded grant funding under the FY 2019 Continue of Care (COC) program. All conditions attached to your award for this project have been met or are in process of being met. This one-year award will continue to support your program previously funded by HUD in FY 2018, further contributing to our national effort to end homelessness.

The effective date of the Agreement will be the date of execution by HUD and it is the date use of funds under this Agreement may begin.

Upon execution of the Renewal Grant Agreement by you and HUD, HUD will obligate the total funds for this project in the amount of \$45,235, allocated as follows:

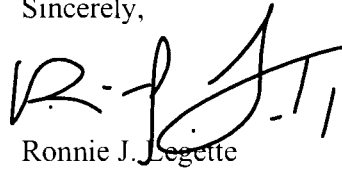
- | | |
|--|----------|
| 1. Continuum of Care Planning activities | \$45,235 |
|--|----------|

I have enclosed two copies of the Grant Agreement that constitute the agreement between the City of Roanoke and HUD. Please sign both copies and return them to this office within two weeks of receipt of this letter. When they are received, HUD will sign and execute them and return one to you.

Please note that your grant cannot begin and HUD cannot disburse any funds to you for this project until the Grant Agreement is fully executed.

If you have any questions, please call me at (804) 822-4831. Staff requiring technical assistance should contact Mr. Michael D. Allen, Community Planning & Development Representative at (804) 822-4893. We look forward to working with you toward the successful continuation of your Continue of Care Program project.

Sincerely,

A handwritten signature in black ink, appearing to read "R. J. Legette". The signature is stylized and written over the printed name.

Ronnie J. Legette
CPD Director

cc: Matthew Crookshank, City of Roanoke

Enclosures

3FD: M. Allen: 3/20/20

VA0374L3F021900_Grant_Agreement

cc:

3FD Chron/Area

CONCURRENCE:

3FD
M. Allen

MDA
3/20/20

3FD
Carmen Bucci



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
600 East Broad Street
Richmond, VA 23219

Grant Number: VA0374L3F021900
Tax ID Number: 54-6001569
DUNS Number: 006704316

CONTINUUM OF CARE PROGRAM (CDFA# 14.267)
GRANT AGREEMENT

This Grant Agreement (“this Agreement”) is made by and between the United States Department of Housing and Urban Development (“HUD”) and Roanoke City/Salem Continuum of Care (the “Recipient”).

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”); the Continuum of Care Program rule (the “Rule”), as amended from time to time; and the Notice of Funds Availability for the fiscal year competition in which the funds were awarded.

The terms “Grant” or “Grant Funds” mean the funds that are provided under this Agreement. The term “Application” means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Rule.

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed below are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

HUD’s total funding obligation for this grant is \$45,235, allocated between the projects listed below and, within those projects, between budget line items, as shown below.

Project No.	Grant Term	Performance Period	Total Amount
VA0374L3F021900		_____ - _____	\$45,235
a. Continuum of Care planning activities			\$45,235
b. Acquisition			\$0
c. Rehabilitation			\$0
d. New construction			\$0
e. Leasing			\$0
f. Rental assistance			\$0
g. Supportive services			\$0
h. Operating costs			\$0
i. Homeless Management Information System			\$0
j. Administrative costs			\$0
k. Relocation Costs			\$0
l. HPC homelessness prevention activities:			
Housing relocation and stabilization services			\$0
Short-term and medium-term rental assistance			\$0

If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

The performance period of renewal projects funded by this Agreement will begin immediately at the end of the under the grant agreement being renewed. Eligible costs incurred between the end of Recipient's final operating year under the grant agreement being renewed and the date of this Agreement is executed by both parties may be reimbursed with funds from the first operating year of this Agreement. No funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.

For any transition project funded under this Agreement the performance period of the transition project(s) will begin immediately at the end of the Recipient's final operating year under the grant being transitioned. Eligible costs, as defined by the Act and the Rule incurred between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

HUD designations of Continuums of Care as High-performing Communities (HPCS) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

The Recipient must complete the attached "Indirect Cost Rate Schedule" and return it to HUD with this Agreement. The Recipient must provide HUD with a revised schedule when any change is made to the rate(s) included in the schedule. The schedule and any revisions HUD receives from the Recipient will be incorporated into and made part of this Agreement, provided that each rate included satisfies the applicable requirements under 2 CFR part 200 (including appendices).

This Agreement shall remain in effect until the earlier of 1) written agreement by the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the performance periods for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of funds for all projects funded under this Agreement.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless the Recipient changes the address and key contacts in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development**

By:

(Signature)

Ronnie Legette, Director

(Typed Name and Title)

(Date)

RECIPIENT

City of Roanoke

(Name of Organization)

By:

(Signature of Authorized Official)

Robert Cowell, City Manager

(Typed Name and Title of Authorized Official)

(Date)

Indirect Cost Schedule

Agency/Dept./Major Function	Indirect Cost Rate	Direct Cost Base
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

This schedule must include each indirect cost rate that will be used to calculate the Recipient's indirect costs under the grant. The schedule must also specify the type of direct cost base to which each included rate applies (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rate information for subrecipients.

For government entities, enter each agency or department that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414), and the type of direct cost base to which the rate will be applied.

For nonprofit organizations that use the Simplified Allocation Method for indirect costs or elects to use the de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 CFR §200.414, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

For nonprofit organizations that use the Multiple Base Allocation Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

To learn more about the indirect cost requirements, see 24 CFR 578.63; 2 CFR part 200, subpart E; Appendix IV to Part 200 (for nonprofit organizations); and Appendix VII to Part 200 (for state and local governments).

Handwritten signature

7.2.4.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing acceptance of the FY2019 Continuum of Care (“CoC”) Planning Grant (“Grant”) to the City of Roanoke from the U.S. Department of Housing and Urban Development (“HUD”) in the amount of \$45,235, upon certain terms and conditions; authorizing the City of Roanoke to be the fiscal agent for the distribution of the grant proceeds; authorizing the City Manager to execute any necessary documents necessary to accept such funding; and determining that an emergency exists and this resolution shall be effective upon passage.

WHEREAS, Governor Ralph S. Northam issued Executive Order Number Fifty-One, dated March 12, 2020, declaring that a state of emergency exists within the Commonwealth of Virginia as a result of the COVID-19 pandemic disaster, and supplemented this declaration by issuing Executive Order Number Fifty-Five on March 30, 2020, that ordered all residents of the Commonwealth of Virginia to remain at their place of residence through June 10, 2020, as a result of the COVID-19 pandemic disaster;

WHEREAS, Virginia State Code Section 15.2-1413 permits localities to adopt methods for the continuity of government during a disaster, “notwithstanding any contrary provision of law, general or special;”

WHEREAS, Virginia State Code Section 2.2-3708.2(A)(3) permits members of a governing body to meet through electronic communication means without a quorum of the governing body being physically present at one location for the duration of an emergency to address the emergency;

WHEREAS, City Council adopted Emergency Ordinance No. 41703-032720 on March 27, 2020, authorizing certain actions as a result of the COVID-19 pandemic disaster and modifying public meeting practices and procedures to address continuity of government operations;

WHEREAS, HUD awarded the City the Grant to be used by the CoC for planning activities as further stated herein; and

WHEREAS, authorization is needed by City administration to accept the Grant in order for such planning services to continue without a lapse, and the emergency created by the COVID-19 pandemic disaster makes waiting for a time when City Council is able to convene physically in one location for a quorum impractical and unsafe.

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

1. The City of Roanoke hereby accepts the FY2019 Continuum of Care Planning Grant (“CoC”) from HUD in the amount of \$45,235, with a required cash match being provided by the Council of Community Services in the amount of \$15,500, for a total award of \$60,735, to be used by the CoC for strategies and supporting activities including the facilitation of working sessions, preparing strategic planning documents and action plans; and completion of various annual reports, including the annual Point-In-Time homelessness report, all as more particularly described in the City Council Agenda Report dated April 20, 2019.

2. The City of Roanoke is authorized to be the primary fiscal agent for this Grant, and shall be responsible for distributing the Grant proceeds as set forth in the above referenced City Council Agenda Report.

3. The City Manager is hereby authorized to execute any and all requisite documents, in a form approved by the City Attorney, and to furnish such additional information as may be required in connection with the City’s acceptance of this Grant.

4. City Council determines that an emergency exists as a result of the COVID-19 pandemic disaster and this resolution shall be effective upon passage.

ATTEST:

City Clerk.

7.0.4.

MT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the United States Department of Housing and Urban Development for the Continuum of Care (CoC) Planning Grant, amending and reordaining certain sections of the 2019-2020 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 2019-2020 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations			
	Fees For Professional Services	35-630-5436-2010	\$ 42,735
	Travel Expense	35-630-5436-2044	2,500
	Grant Local Match	35-630-5436-3165	15,500
Revenues			
	CoC Planning FY20 - Federal	35-630-5436-5436	45,235
	CoC Planning FY20 - CCS	35-630-5436-5437	15,500

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: April 20, 2020
Subject: Amendment #2 to 2015-2019 HUD Consolidated Plan

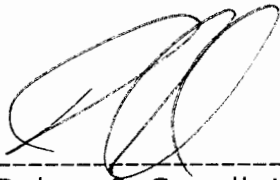
Background: HUD Community Resources is proposing one substantial amendment to its 2015-2019 Consolidated Plan for Emergency Solutions Grant (ESG) funds received from the U.S. Department of Housing and Urban Development (HUD). The amendments result from receipt of a special appropriation of funds from HUD for grantees to combat the community effects of COVID-19, particularly in the homeless population that were originally included in 2019 Plan Year. The City's Citizen Participation Plan requires approval of any change of adding more than \$200,000 to a project. The change proposed includes:

Approve \$298,507 in recently allocated ESG funds from the 2020 Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to be directed to Roanoke Trust House to provide temporary housing and quarantine homeless persons due to the COVID-19 pandemic. A plan for the use of these funds have been reviewed and recommended through consultation of the Blue Ridge Interagency Council on Homelessness.

Considerations: Federal rules requiring 30 calendar days for public comment on the amendments prior to City Council action has been waived to no less than 5 days. A public notice was uploaded to the City's webpage on April 13, 2020. Public comments will be received via email from April 13, 2020, through April 18, 2020, at 11:59 p.m., and all comments will be reported to City Council prior to the April 20, 2020 Council session. City Council will be asked to take action on the proposed Amendment No. 2 at its 2:00 p.m. meeting on April 20, 2020.

Recommended Action:

1. After consideration of any public comments received, approve Amendment #2 to the 2015-2019 Consolidated Plan and instruct City Manager or his designee to submit amended plan to HUD.
2. Adopt the attached budget ordinance to appropriate the funds into the appropriate account.



Robert S. Cowell, Jr.
City Manager

- c: Council Appointed Officers
R. Brian Townsend, Assistant City Manager for Community Development
Chris Chittum, Director of Planning, Building & Development
Amelia C. Merchant, Director of Finance
Keith Holland, HCR Program Administrator
Matthew Crookshank, Human Services Administrator

7.a.5.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION adopting and approving Amendment No. 2 to the City of Roanoke's 2015-2019 Consolidated Plan to provide for the use of such grant funding; authorizing the acceptance of Emergency Solutions Grant funds from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$298,507 to be used by the City to combat the community effects of COVID-19; authorizing the City Manager or the City Manager's designee to submit Amendment No. 2 to HUD for final review and approval; authorizing the City Manager to execute all necessary documents required to accept such funding; and determining that an emergency exists and this resolution shall be effective upon passage.

WHEREAS, Governor Ralph S. Northam issued Executive Order Number Fifty-One, dated March 12, 2020, declaring that a state of emergency exists within the Commonwealth of Virginia as a result of the COVID-19 pandemic disaster, as supplemented by Executive Order Number Fifty-Five on March 30, 2020, that ordered all residents of the Commonwealth of Virginia to remain at their place of residence through June 10, 2020, as a result of the COVID-19 pandemic disaster;

WHEREAS, Virginia State Code Section 15.2-1413 permits localities to adopt methods for the continuity of government during a disaster, "notwithstanding any contrary provision of law, general or special;"

WHEREAS, Virginia State Code Section 2.2-3708.2(A)(3) permits members of a governing body to meet through electronic communication means without a quorum of the governing body being physically present at one location for the duration of an emergency to address the emergency;

WHEREAS, City Council adopted Emergency Ordinance No. 41703-032720 on March 27, 2020, authorizing certain actions as a result of the COVID-19 pandemic disaster and modifying public meeting practices and procedures to address continuity of government operations;

WHEREAS, the City received notification of a special appropriation of Emergency Solutions Grant funds from HUD in the amount of \$298,507 to combat the community effects of COVID-19, which the City desires included in its annual update to its 2015-2019 Consolidated Plan (Plan) through the Adoption of Amendment No. 2 (Amendment No. 2) to the Plan;

WHEREAS, applicable law requires approval from the locality's governing body and HUD of any change that adds more than \$200,000 to a project;

WHEREAS, HUD enacted changes to the public comment period and public hearing requirements normally required under applicable HUD regulations before any amendment to a locality's Consolidated Plan, to shorten the public comment period from thirty (30) days to five (5) days before the locality's governing body may approve and adopt any amendments to the Consolidated Plan, due to the COVID-19 emergency;

WHEREAS, notice of Amendment No. 2 to the Plan was advertised on the City's website, as permitted by HUD, for the five day public comment period commencing April 13, 2020, through April 18, 2020; and

WHEREAS, action is needed by Roanoke City Council to approve and adopt Amendment No. 2 before Amendment No. 2 may be submitted to HUD for review and approval, and the emergency created by the COVID-19 pandemic disaster makes waiting for a time when City Council is able to convene physically in one location for a quorum impractical and unsafe.

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

1. Amendment No. 2 to the City's 2015-2019 Consolidated Plan, as stated in the City Manager's City Council Agenda Report dated April 20, 2020, is ADOPTED AND APPROVED.

2. The City of Roanoke hereby ACCEPTS the Emergency Solutions Grant from HUD in the amount of \$298,507 in connection with Amendment No. 2 to the 2015-2019 Consolidated Plan, to be used by the City to combat the community effects of COVID-19, as further stated in the City Council Agenda Report dated April 20, 2020.

3. The City Manager, or his designee, is authorized to submit Amendment No. 2 to HUD for review and approval, and to execute any additional documents required to accept such funding, all documents to be approved as to form by the City Attorney.

4. City Council determines that an emergency exists as a result of the COVID-19 pandemic disaster and this resolution shall be effective upon passage.

ATTEST:

City Clerk.

MT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Department of Housing and Urban Development (HUD) for the Emergency Solutions Grant (ESG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act), amending and reordaining certain sections of the 2019-2020 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 2019-2020 Grant Fund Appropriations be, and the same are hereby, amended and reordained to read and provide as follows:

Appropriations		
ESG - ARCH	35-E20-5234-5650	\$ 298,507
Revenues		
ESG CARES COVID-19 FY20	35-E20-5234-5234	298,507

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.



**ROANOKE CITY COUNCIL
REGULAR SESSION**

**APRIL 20, 2020
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

**PARTICIPATION BY ELECTRONIC COMMUNICATIONS PURSUANT TO
SECTION 2.2-3708.2 (A)(3),
CODE OF VIRGINIA (1950), AS AMENDED,
ORDINANCE NO. 41703-032720; AND
RESOLUTION NO. 41704-032720.**

*The City of Roanoke is a safe, caring and economically vibrant community in
which to live, learn, work, play and prosper*

*A vibrant urban center with strong neighborhoods set amongst the spectacular
beauty of Virginia's Blue Ridge*

1. Call to Order--Roll Call – All Present.

The Invocation was delivered by Mayor Sherman P. Lea, Sr.

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

Welcome. Mayor Lea.

NOTICE:

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, April 23 at 7:00 p.m., and Saturday, April 25 at 4:00 p.m.; and video streamed through Facebook Live at [facebook.com/RoanokeVa](https://www.facebook.com/RoanokeVa). Council meetings are offered with closed captioning for the hearing impaired.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS: NONE.

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.

Based upon Executive Order Fifty-One, issued by Governor Northam on March 12, 2020, Executive Order Fifty-Five, issued by Governor Northam on March 30, 2020, Virginia Code Section 2.2-3708.2(A)(3), Virginia Code Section 15.2-1413, Ordinance No. 41703-032720, and Resolution No. 41704-032720, City Council will be conducting this regular session of City Council by electronic communication means without a quorum of City Council physically present in Council Chamber and without the presence of members of the public in the City Council Chamber.

In order to afford citizens an opportunity to provide comments to City Council during the COVID-19 pandemic disaster, citizens wishing to address the Council during this regular session of City Council conducted by electronic communication means were instructed to sign-up by emailing or by calling the City Clerk's Office at clerk@roanokeva.gov and (540) 853-2541, by 12:00 p.m., on April 20.

Those citizens, who have signed up to speak before the Council, have been provided the Zoom meeting information and will be allowed to join the meeting and address City Council by electronic communication means.

Stephen Ambruzs, 3656 Winding Way Road, S. W., addressed the Council with regard to a petition to reopen the City's greenways.

Ken McLeod, 505 6th Street, S. W., addressed the Council with regard to the safe use of the City's greenways and park facilities.

Kelly and William Cliff, 2042 Windsor Avenue, S. W., addressed the Council in opposition of reopening the greenways due to health and safety concerns.

4. **CONSENT AGENDA: NONE.**

REGULAR AGENDA:

5. **PUBLIC HEARINGS: NONE.**

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

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

a. CITY MANAGER:

BRIEFINGS: NONE.

ITEMS RECOMMENDED FOR ACTION:

1. Recognition of the Western Virginia Workforce Development Board Rapid Response COVID-19 Business Support funds for award period March 1, 2020 to August 31, 2020.
Adopted Resolution No. 41711-042020. (7-0)
2. Acceptance of the 2019 Continuum of Care Grant funds from the Department of Housing and Urban Development to support the City's Homeless Assistance Team.
Adopted Resolution No. 41712-042020 and Budget Ordinance No. 41713-042020. (7-0)
3. Acceptance of the 2019 Continuum of Care Grant funds from the Department of Housing and Urban Development to support the Coordinated Assessment System.
Adopted Resolution No. 41714-042020 and Budget Ordinance No. 41715-042020. (7-0)
4. Acceptance of the 2019 Continuum of Care Grant Award from the Department of Housing and Urban Development; and a Council of Community Services cash match to support continuum of care.
Adopted Resolution No. 41716-042020 and Budget Ordinance No. 41717-042020. (7-0)

5. Approval of Amendment No. 2 to the 2015 – 2019 HUD Consolidated Plan; and authorization to submit documentation to HUD for final review.

Adopted Resolution No. 41718-042020 and Budget Ordinance No. 41719-042020. (7-0)

COMMENTS OF THE CITY MANAGER.

The City Manager offered the following comments:

Light it Blue Campaign

- The City of Roanoke participated in “Light It Blue,” an international campaign where buildings and monuments are lit in blue to show support of essential workers during the response to COVID-19.
- In conjunction with Carilion Clinic, Poe and Cronk, and the owners of the Wells Fargo Tower, the City thanked our local heroes by lighting the Roanoke Star, Berglund Center, and Wells Fargo Tower blue Wednesday through Sunday evenings on April 15-19.
- This was an opportunity for the City to recognize the commitment of all the people who perform the essential services we depend upon.
- The City has received numerous positive comments from citizens on social media, sharing their appreciation of this recognition.

Special Recognition for Hospital Workers

- On Thursday, April 16, hospital workers received a special recognition, honoring them for putting their lives on the line.
- Emergency personnel from around the Roanoke Valley came together to show appreciation for hospital staff at Carilion Roanoke Memorial Hospital, and at LewisGale Hospital.
- The City recorded the event at Carilion Roanoke Memorial Hospital, and it can be viewed on the City's Facebook page at facebook.com/roanokeva; to date, the post has received more than 63,000 views.

Animal Licensing Available Online

- The City Treasurer’s Office recently announced online licensing for dogs is now available to citizens.
- Using the PetData website, dog owners may register multiple dogs at the same time, and easily upload required documents.
- The site also allows you to manage animal records from home without having to call or come by the City Treasurer’s Office. Payments for licenses also can be made online.
- More information can be found on the City Treasurer’s website – roanokeva.gov/treasurer.

Business and Personal Property Tax Deadline

- Citizens are reminded that the deadline for Business and Personal Property Tax payments has been extended by one month. Originally due May 31, these taxes are now due June 30.
- The Treasurer’s Office is also working with citizens who are delinquent in paying Real Estate Taxes for COVID-related reasons.
- Penalties and fees associated with the delinquency may be waived as long as the account is not currently delinquent with prior taxes. If you have questions about your tax bill, please email the Treasurer’s Office at treasurer@roanokeva.gov

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.

Council Member Osborne commented that Goodwill Industries was still accepting donations of clothing and household goods; and advised that store donation centers were open Monday through Saturday, 9:00 a.m. – 5:00 p.m., and Sunday 12:00 – 5:00 p.m. Stand-alone locations hours were Monday through Friday, 9:00 a.m. – 5:00 p.m.

The City Manager recommended the Council approve a letter to be sent to the Vice-President, State, and Local Representatives with regard to State and Federal support needed to advance testing and contact tracing to address COVID-19 and re-open the economy; and noted that the letter would be available for public inspection. Vice-Mayor Cobb moved that the letter be sent to government representatives. The motion seconded by Council Member Bestpitch; and unanimously approved by voice vote (7-0).

Council Member Davis expressed appreciation to the non-profit and human services community, in particular, the United Way, who worked tirelessly to create solutions and address issues during the pandemic.

The City Manager announced that Abby Hamilton, Executive Director, United Way Roanoke Valley would join the Mayor and Vice-Mayor at the City's Press Conference to be held on Wednesday, April 22, to discuss the community's response to COVID-19 and related assistance.

Mayor Lea requested Council Member Osborne monitor and identify non-profits who were doing great things in the community during the pandemic, for possible recognition by City Council at a later date.

- b. Vacancies on certain authorities, boards, commissions and committees appointed by Council. **NONE.**

INASMUCH AS THERE ARE NO PUBLIC HEARINGS OR ITEMS FOR DISCUSSION BY THE COUNCIL, THE 7:00 P.M. SESSION HAS BEEN CANCELLED.

12. ADJOURNED - 3:11 P.M.