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ROANOKE CITY COUNCIL-REGULAR SESSION

July 15, 2019

2:00 p.m.

The Council of the City of Roanoke met in regular session on Monday, July 15, 2019 at 2:00 p.m., in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, with Mayor Sherman P. Lea, Sr., presiding, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 41490-070119 adopted by the Council on Monday, July 1, 2019.

PRESENT: Council Members Michelle L. Davis, Djuna L. Osborne, Anita J. Price, Patricia White-Boyd, Joseph L. Cobb and Mayor Sherman P. Lea, Sr.-6.

ABSENT: Council Member William D. Bestpitch-1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Robert S. Cowell, Jr., City Manager; Daniel J. Callaghan, City Attorney; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Kenneth Lane, Pastor, Trinity Lutheran Church.

The Pledge of Allegiance to the Flag of the United States of America was led by Council Member Djuna L. Osborne.

ANNOUNCEMENTS:

STATE OF THE CITY ADDRESS: The Mayor's Annual State of the City Address on Thursday, August 29, 2019 at 8:00 a.m., at the Hotel Roanoke and Conference Center, 110 Shenandoah Avenue, N. E.

2019 CITIZEN OF THE YEAR: The Council of the City of Roanoke is accepting nominations for the 2019 Citizen of the Year. Forms are available online at www.roanokeva.gov/citizenoftheyear, in the City Clerk's Office or at each City Library branch. Deadline for receipt of nominations is Wednesday, August 28, 2019.

PRESENTATIONS AND ACKNOWLEDGEMENTS: NONE.

HEARING OF CITIZENS UPON PUBLIC MATTERS: NONE.

CONSENT AGENDA

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

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL: Minutes of the regular meeting of City Council held on Monday, July 1, 2019, were before the body.

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

Council Member Davis moved that the reading of the minutes be dispensed with and approved as recorded. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

ROANOKE CIVIC CENTER COMMISSION: A communication from the City Clerk advising of the resignation of Dan Smith as a member of the Mill Mountain Advisory Board, effective immediately, was before the Council.

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

Council Member Davis moved that the resignation be accepted and the communication be received and filed. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

ANNUAL REPORT OF THE WESTERN VIRGINIA WATER AUTHORITY: Annual Report and Strategic Plan of the Western Virginia Water Authority for Fiscal Year 2019 and Fiscal Years 2017 – 2022, respectively, were before the Council.

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

Council Member Davis moved that the Annual Report be received and filed. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

OATHS OF OFFICE-ROANOKE ARTS COMMISSION-VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL ADVISORY BOARD-ROANOKE CIVIC CENTER COMMISSION-MILL MOUNTAIN ADVISORY BOARD-BUILDING AND FIRE CODE BOARD OF APPEALS: Reports of qualification of the following individuals were before the Council:

Cari Gates as a member of the Roanoke Arts Commission for a three-year term of office ending June 30, 2022;

J. Granger MacFarlane as a City representative of the Virginia Western Community College Local Advisory Board for a four-year term of office ending June 30, 2023;

Thomas Page as a member of the Roanoke Civic Center Commission for a three-year term of office, commencing October 1, 2019, and ending September 30, 2022;

Mary Kegley and Jane Field as members of the Mill Mountain Advisory Board for three-year terms of office, each, ending June 30, 2022; and

D. Jeffry Parkhill as a member (Architect) of the Building and Fire Code Board of Appeals for a three-year term of office ending June 30, 2022.

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

Council Member Davis moved that the reports of qualification be received and filed. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS:

WILLIAMSON ROAD AREA BUSINESS ASSOCIATION: Valerie A. Brown, Williamson Road Area Business Association Executive Director, appeared before the Council and provided an overview of its initiatives and activities.

Ms. Brown stated the Association was established in 1981; and City Council created the Williamson Road Area Special Service District to help foster business recruitment and retention towards development and revitalization in the Williamson Road area. She further stated that there are approximately 332 businesses staffed by local individuals in the Williamson Road area, as well as many annual events have been hosted, including Star City Motor Madness Cruise Night, Greek Festival and Restaurant Week.

She advised the Association was in the first stages of a 5-year strategic plan, with a focus on improving the quality of life to businesses on Williamson Road, laying the foundation for a more prosperous future, and establishing a strategic direction for fulfilling goals going forward.

In conclusion, Ms. Brown offered the goals of the Association, which included working with the businesses, continuing to bridge Williamson Road and the City of Roanoke, and Williamson Road becoming a welcoming attractive destination where people would want to shop and spend their time.

Following accolades and comments by the Council, Mayor Lea thanked Ms. Brown for the overview; and then received and filed the remarks.

LOCAL COLORS: Beth Lutjen, Local Colors Executive Director, appeared before the Council and provided an update on its activities.

Ms. Lutjen stated that the Local Colors Festival had grown from celebrating four cultures to an international extravaganza celebration with over 50 refugee and immigrant groups; and Local Colors also engages in other celebrations throughout the year, such as Hispanic History Month, LOVE Month, Lunar New Year which brings attention to the City's ethnic diversity.

In conclusion, Ms. Lutjen reviewed future projects and noted that Local Colors works with City schools to help support international celebrations and serves as a conduit between the groups.

Following several Council Members' compliments and well wishes regarding Ms. Lutjen's retirement, Mayor Lea expressed his appreciation; and thereafter, received and filed all remarks.

REGIONAL DRUG PROSECUTOR GRANT: The Commonwealth's Attorney submitted a written communication recommending acceptance of grant funding from the Commonwealth of Virginia Compensation Board for the Regional Drug Prosecutor's Office; and the City Manager submitted a written communication concurring in the recommendation.

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

Council Member White-Boyd offered the following resolution:

(#41501-071519) A RESOLUTION authorizing the acceptance of funding for the regional drug prosecutor's office from the Compensation Board of the Commonwealth of Virginia and authorizing the acceptance, execution, and filing of appropriate documents to obtain such funds.

(For full text of resolution, see Resolution Book No. 80, page 503.)

Council Member White-Boyd moved the adoption of Resolution No. 41501-071519. The motion seconded by Council Member Osborne and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Vice-Mayor Cobb offered the following budget ordinance:

(#41502-071519) AN ORDINANCE to appropriate funding from the Commonwealth of Virginia for the Regional Drug Prosecutor Grant, amending and reordaining certain sections of the 2019 - 2020 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 80, page 504.)

Vice-Mayor Cobb moved the adoption of Budget Ordinance No. 41502-071519. The motion seconded by Council Member Osborne and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

REPORTS OF CITY OFFICERS AND COMMENTS OF CITY MANAGER:

CITY MANAGER:

BRIEFINGS:

2019 Point-in-Time Report to City Council

Carol Tuning, Human Services Administrator; and Matt Crookshank, Director of Homeless Services, gave an overview regarding annual survey on homelessness, highlighting the following items:

- Point-in-Time (PIT) counts of the sheltered and unsheltered occur annually.
- The Blue Ridge Interagency Council on Homelessness conducts the PIT count.
- Service providers from HAT, VAMC, BRBH and volunteers from the Jefferson College of Health Sciences conducted the unsheltered count January 23, 2019.
- Data provides valuable information to area service providers, policy makers, and the general public on challenges and barriers associated with homelessness.
- This report includes demographic characteristics for people experiencing homelessness.

- This report uses hard count and survey data obtained directly from the Homeless Management Information System (HMIS) for all emergency shelter providers (excluding DV).
- PIT Count Key Findings
- Homelessness by Subpopulation
- Strategic Goals and Results Achieved 2012 – 2019
- Primary Reason for Homelessness
- 2019 Point-in-Time Survey Findings
- 2019 Summer PIT Count
- Programs that Assist Homeless Individuals and Families in Crisis
- Homeless Students: HUD Definition vs. McKinney-Vento Education Definition
- Conclusion

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

In response to inquiry by Council Member White-Boyd about the methodology of McKinney-Vento and HUD with regard to calculations, reporting of the number of unsheltered individuals, and accuracy of City findings, Ms. Tuning was of the opinion the results were very accurate. She affirmed the City has a Homeless Assistance Team, and a full-time Outreach Team who on a daily basis attempt to locate homeless individuals.

Following additional comments by several Council Members with regard to homeless data, incarceration, and mental health issues, Mayor Lea expressed appreciation for the presentation, and received and filed all remarks.

ITEMS RECOMMENDED FOR ACTION:

PY2018 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) PROGRAM FUNDING: The City Manager submitted a written communication recommending recognition of an increase in the PY2018 Workforce Innovation and Opportunity Act (WIOA) Program funding from the Virginia Community College System to be administered by the Western Virginia Workforce Development Board.

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

Council Member Davis offered the following resolution:

(#41503-071519) A RESOLUTION acknowledging and recognizing an increase in the PY2018 Workforce Innovation and Opportunity Act ("WIOA") funding from the Virginia Community College System in the amount of \$1,208,969.00 to \$1,213,286.00 for WIOA activities, for the award period of July 1, 2018, through June 30, 2020, the foregoing funding to be administered by the Western Virginia Workforce Development Board.

(For full text of resolution, see Resolution Book No. 80, page 505.)

Council Member Davis moved the adoption of Resolution No. 41503-071519. The motion seconded by Council Member White-Boyd and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

FY2018 CONTINUUM OF CARE GRANT AWARD: The City Manager submitted a written communication recommending acceptance of the FY2018 Continuum of Care Grant Award from the U. S. Department of Housing and Urban Development; and a Council of Community Services cash match to support continuum of care.

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

Council Member White-Boyd offered the following resolution:

(#41504-071519) A RESOLUTION authorizing acceptance of the FY2018 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 \$45,235.00, upon certain terms and conditions; authorizing the City of Roanoke to be the fiscal agent for the distribution of the grant proceeds; and authorizing the City Manager to execute any necessary documents necessary to accept such funding.

(For full text of resolution, see Resolution Book No. 80, page 506.)

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Council Member White-Boyd moved the adoption of Resolution No. 41504-071519. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Price offered the following budget ordinance:

(#41505-071519) 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.

(For full text of ordinance, see Ordinance Book No. 80, page 507.)

Council Member Price moved the adoption of Budget Ordinance No. 41505-071519. The motion seconded by Council Member Davis and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

FY2020 "FOUR-FOR-LIFE" GRANT: The City Manager submitted a written communication recommending acceptance of the FY2020 "Four-For-Life" Grant for Emergency Medical Services from the Commonwealth of Virginia Department of Health.

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

Council Member Osborne offered the following resolution:

(#41506-071519) A RESOLUTION authorizing acceptance of the FY2020 "Four for Life" Grant for Emergency Medical Services (EMS) made to the City of Roanoke by the Commonwealth of Virginia, Department of Health, and authorizing execution of any required documentation on behalf of the City.

(For full text of resolution, see Resolution Book No. 80, page 508.)

Council Member Osborne moved the adoption of Resolution No. 41506-071519. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Osborne offered the following budget ordinance:

(#41507-071519) AN ORDINANCE appropriating funding from the Virginia Department of Health for the purpose of purchasing emergency medical service (EMS) training, equipment and supplies, amending and reordaining certain sections of the 2019 - 2020 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 80, page 509.)

Council Member Osborne moved the adoption of Budget Ordinance No. 41507-071519. The motion seconded by Vice-Mayor Cobb and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

VIRGINIA SEXUAL AND DOMESTIC VIOLENCE VICTIM FUND GRANT: The City Manager submitted a written communication recommending acceptance of the Virginia Sexual and Domestic Violence Victim Fund Grant from the Virginia Department of Criminal Justice Services.

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

Council Member Price offered the following resolution:

(#41508-071519) A RESOLUTION authorizing acceptance of the Virginia Sexual and Domestic Violence Victim Fund Grant made to the City of Roanoke by the Virginia Department of Criminal Justice Services, and authorizing execution of any required documentation on behalf of the City.

(For full text of resolution, see Resolution Book No. 80, page 509.)

Council Member Price moved the adoption of Resolution No. 41508-071519. The motion seconded by Council Member White-Boyd.

Following positive comments regarding the results from working with the Roanoke Police Department, and establishment of a Gun Violence Task Force, Resolution No. 41508-071519 was adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Price offered the following budget ordinance:

(#41509-071519) AN ORDINANCE to appropriate funding from the Commonwealth of Virginia for the Virginia Sexual and Domestic Violence Victim Fund Grant, amending and reordaining certain sections of the 2019 - 2020 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 80, page 510.)

Council Member Price moved the adoption of Budget Ordinance No. 41509-071519. The motion seconded by Council Member White-Boyd and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

FY19 FEDERAL HIGHWAY PEDESTRIAN SAFETY ACTION PLAN FUNDS:
The City Manager submitted a written communication recommending acceptance of the FY19 Federal Highway Pedestrian Safety Action Plan funds from the Virginia Department of Transportation for the City's Pedestrian Safety Action Project.

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

Vice-Mayor Cobb offered the following resolution:

(#41510-071519) A RESOLUTION accepting the Virginia Department of Transportation's (VDOT) award to the City in the total amount of \$230,000.00 for the FY19 Federal Highway Pedestrian Safety Action Plan (PSAP) funds for the City's Pedestrian Safety Action Project (Project); authorizing the City Manager to execute a VDOT Standard Project Administration Agreement for Federal-aid Projects and Appendix A; and authorizing the City Manager to take certain other actions in connection with the above matter and Project.

(For full text of resolution, see Resolution Book No. 80, page 511.)

Vice-Mayor Cobb moved the adoption of Resolution No. 41510-071519. The motion seconded by Council Member Davis and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

Council Member Davis offered the following budget ordinance:

(#41511-071519) AN ORDINANCE to appropriate funding from the Virginia Department of Transportation for Pedestrian Safety projects, amending and reordaining certain sections of the 2019 - 2020 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

(For full text of ordinance, see Ordinance Book No. 80, page 512.)

Council Member Davis moved the adoption of Budget Ordinance No. 41511-071519. The motion seconded by Council Member White-Boyd and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

ENCROACHMENT PERMIT FOR PRIVATE SECURITY CAMERAS: The City Manager submitted a written communication recommending authorization of an encroachment permit for private security cameras in right-of-way located in the Williamson Road Business District.

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

Vice-Mayor Cobb offered the following ordinance:

(#41512-071519) AN ORDINANCE allowing an encroachment requested by the Williamson Road Area Business Association, Inc., to install and maintain private security cameras onto the mast arms of the City's traffic signal poles located in the City's public right-of-way along the intersection of Williamson Road and Hershberger Road, upon certain terms and conditions, and dispensing with the second reading of this ordinance by title.

(For full text of ordinance, see Ordinance Book No. 80, page 513.)

Vice-Mayor Cobb moved the adoption of Ordinance No. 41512-071519. The motion seconded by Council Member Osborne.

The City Manager and City Attorney explained that the cameras had already been installed even though the original Ordinance had not been recorded by the past Executive Director of the Association, which caused the prior ordinance to become null and void; and a new ordinance had been requested.

There being no additional inquiries and/or comments by the Council Members, Ordinance No. 41512-071519 was adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

ISSUANCE OF REVENUE BONDS BY THE ECONOMIC DEVELOPMENT AUTHORITY OF MONTGOMERY COUNTY, VIRGINIA: The City Manager submitted a written communication recommending concurrence in approval of the issuance of revenue bonds by the Economic Development Authority of Montgomery County, Virginia, for the benefit of Virginia Tech Foundation, Inc.

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

Council Member White-Boyd offered the following resolution:

(#41513-071519) A RESOLUTION regarding the approval of issuance of bonds by the Economic Development Authority of Montgomery County, Virginia for the benefit of Virginia Tech Foundation, Inc.

(For full text of resolution, see Resolution Book No. 80, page 516.)

Council Member White-Boyd moved the adoption of Resolution No. 41513-071519. The motion seconded by Council Member Osborne.

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Following the City Manager's explanation that the property in question is located on Walnut Avenue, S. E., consisting of approximately 5.5 acres, Resolution No. 41513-071519 was adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

DOWNTOWN PARKING FACILITY AND HOTEL: The City Manager submitted a written communication recommending execution of an Amendment No. 2 to the Agreement for Purchase and Sale of Real Property for Development of a Downtown Parking Facility and Hotel, dated September 20, 2018 between the City of Roanoke, Virginia, Market Holdings, LLC, and Big Lick Hospitality, LLC.

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

Council Member Price offered the following ordinance:

(#41514-071519) AN ORDINANCE authorizing the City Manager to execute Amendment No. 2 to the Agreement for Purchase and Sale of Real Property for the Development of a Downtown Parking Facility and Hotel, dated September 20, 2018 (the "Agreement") between the City of Roanoke, Virginia (the "City"), Market Holdings, LLC, ("MH") and Big Lick Hospitality, LLC ("Big Lick"), which proposed Agreement provided that the City, as the owner of certain real property of approximately 0.3607 acres, together with improvements thereon, situated at 120 Church Avenue, S. E., Roanoke, Virginia, designated as Official Tax Map No. 4011413 ("City Parcel"); MH, as the owner of certain real property of approximately 0.5755 acres, together with improvements thereon, situated at 116 Church Avenue, S. E., Roanoke, Virginia, designated as Official Tax Map No. 4011412 ("MH Parcel"); and Big Lick, agreed that the City would (i) acquire the MH Parcel; (ii) consolidate the MH Parcel with the City Parcel (collectively, the "Property"); (iii) construct on the Property and own a Parking Facility, in fee simple, and (iv) convey to Big Lick condominium units, certain air rights, and appropriate nonexclusive easement rights within the Parking Facility for the construction and operation of a Hotel Facility to accommodate the operation of a Hotel on portions of the Property, to amend certain terms of the Agreement to extend the Inspection Period, as defined in the Agreement; reordaining Ordinance No. 41267-091718, adopted on

September 17, 2018, and Ordinance No. 41450-052019, adopted on May 20, 2019, only to the extent not inconsistent with this Ordinance; authorizing the City Manager to execute all documents necessary to perform, effectuate, administer, and enforce the proposed Amendment No. 2, Amendment No. 1, and the Agreement; and dispensing with the second reading of this Ordinance by title.

(For full text of ordinance, see Ordinance Book No. 80, page 519.)

Council Member Price moved the adoption of Ordinance No. 41514-071519. The motion seconded by Council Member Davis.

Following explanation by the City Attorney that the abovementioned parties seek approval to extend the Inspection Period until October 31, 2019 because the parties have identified the need for additional soil testing and are still assessing the feasibility of the abovementioned project, Ordinance No. 41514-071519 was adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

COMMENTS OF CITY MANAGER.

The City Manager offered the following comments:

Facilities Management Achieved Better Buildings Challenge Goal

- Roanoke's Facilities Management team has been recognized for being a Department of Energy Better Buildings Challenge Goal Achiever.
- Roanoke joined the Department of Energy's Better Building Challenge in 2012, committing 30 buildings or 1.16 million square feet to a 20% energy reduction by 2022.
- The team exceeded its goal with a 23% energy reduction, 3 years before the target year, saving the City more than \$400,000.00 last year in energy costs!
- Our Sustainability Coordinator, Nell Boyle, traveled to an event in Arlington last week to receive the award on behalf of the City.

Grand Opening is Planned for New Melrose Branch Library

- Monday, July 22, a ribbon-cutting ceremony will begin at 9:30 a.m.
 - The new branch is located at 2502 Melrose Ave., Suite D
 - The William Fleming Drum Corps will provide entertainment
 - Special activities planned for the day, including an author visit.
- This event is open to the public.

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REPORTS OF COMMITTEES: NONE.

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

MOTION AND MISCELLANEOUS BUSINESS:

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

ROANOKE REMEMBRANCE EVENT: Expression of appreciations by the Mayor and Vice-Mayor to all involved in making the Roanoke Remembrance event on Sunday, July 14 at William Fleming High School Auditorium a huge success.

VACANCIES ON CERTAIN AUTHORITIES, BOARDS, COMMISSIONS AND COMMITTEES APPOINTED BY COUNCIL: NONE.

At 3:48 p.m., Mayor Lea declared the Council meeting in recess until 7:00 p.m., in the Council Chamber, Room 450, Noel C. Taylor Municipal Building.

At 7:00 p.m., the Council meeting reconvened in the Council Chamber, Room 450, fourth floor, Noel C. Taylor Municipal Building, with Mayor Sherman P. Lea, Sr., presiding.

PRESENT: Council Members Michelle L. Davis, Djuna L. Osborne, Anita J. Price, Patricia White-Boyd, Joseph L. Cobb and Mayor Sherman P. Lea, Sr.-6.

ABSENT: Council Member William D. Bestpitch-1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Robert S. Cowell, Jr., City Manager; Daniel J. Callaghan, City Attorney; and Stephanie M. Moon Reynolds, City Clerk.

The Invocation was delivered by The Reverend Philip Waltz, Pastor, Greene Memorial United Methodist Church.

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

PRESENTATIONS AND ACKNOWLEDGEMENTS:

PATRICK HENRY HIGH SCHOOL FORENSIC AND DEBATE TEAMS: Mayor Lea recognized the Patrick Henry High School Forensic and Debate Teams; and presented each student with a Certificate of Achievement.

WILLIAM FLEMING HIGH SCHOOL BOYS TRACK RELAY TEAM: Mayor Lea recognized the William Fleming High School Boys Track Relay Team; and presented each student with a Certificate of Achievement.

PUBLIC HEARING:

PARKS AND RECREATION MASTER PLAN: Pursuant to Resolution No. 25523 adopted by the Council on Monday, April 6, 1981, the City Clerk having advertised a public hearing for Monday, July 15, 2019 at 7:00 p.m., or as soon thereafter as the matter may be heard, on the request of the City of Roanoke to consider an amendment to Vision 2001 - 2020, the City's Comprehensive Plan, to replace the Parks and Recreation Master Plan adopted in 2013 with the new 2019 - 2028 Parks and Recreation Master Plan, the matter was before the body.

Legal advertisement of the public hearing was published in *The Roanoke Times* on Tuesday, June 25, 2019, and Tuesday, July 2, 2019 and *The Roanoke Tribune* on Thursday, July 11, 2019.

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

The City Planning Commission submitted a written report recommending approval of the request, finding that replacement of the 2007 Parks and Recreation Master Plan Update and the 2013 Update to the 2007 Master Plan with the Master Plan 2019 – 2028 to be consistent with the City's Comprehensive Plan.

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

Council Member Davis offered the following ordinance:

"AN ORDINANCE approving the Parks and Recreation Master Plan 2019 - 2028; replacing the City of Roanoke Parks and Recreation Update to the 2007 Master Plan dated July 9, 2013; and amending Vision 2001 - 2020, the City's Comprehensive Plan, to include such Parks and Recreation Master Plan 2019 - 2028; and dispensing with the second reading of this ordinance by title."

Council Member Davis moved the adoption of the Ordinance. The motion seconded by Vice-Mayor Cobb.

The City Manager advised the Administration was not seeking any action by the Council regarding approval of the Parks and Recreation Master Plan 2019-2028, but instead receive public comments regarding the matter. Following public comments, Mr. Cowell asked that the public hearing be closed, and adoption of an ordinance be postponed until a date certain, being Monday, August 5 at the regular meeting of Council at 2:00 p.m., which would allow the Administration and the Council an opportunity to discuss the Parks and Recreation Master Plan further.

Following additional comments by the City Manager, Neelay Bahtt, a PROS Consulting Partner, gave an overview of the updated Parks and Recreation Master Plan.

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

Mr. Bahtt reviewed many of the key elements, which included ensuring transparency, updating the website playroanoke.com with all meeting information, inviting public input and participation throughout the process and hosting four open houses.

In conclusion, he pointed out the "big moves" of the Plan which included, over the next 10 years, addressing the age and condition of all recreation centers, upgrading existing recreation centers and ensure equitable distribution throughout the community, connectivity, adding funding sources for operating and capital needs, addressing staffing levels, and replacing antiquated outdoor pools as outdoor aquatic facilities or competition pools.

The Mayor inquired if there were persons present who wished to speak on the matter; whereupon, the following individuals appeared before Council:

Liz Belcher, Roanoke Valley Greenway Coordinator, 1206 Kessler Mill Road, Salem, Virginia 24153, thanked the Council for the vision to keep Roanoke Valley green through parks, greenways, recycling, trees and love of natural resources.

William Sellari, representing Roanoke Skate Park Initiative, 1833 Avon Road, S. W.; Chad Clark, 2662 Willow Lawn Street, S. W.; John Pence, 3530 Loblolly Lane, S. W.; Duane Howard, 1221 6th Street, S. E.; Justin Farias, 802 Morrill Avenue, S. E.; Scott Hetherington, 2265 Catawba Valley Drive, Salem, Virginia 24153; Sebastian Campbell, 909 Piedmont Street, S. E.; and Alek Patton, 3711 Sunrise Avenue, N. E.; all spoke with regard to the lack of a sufficient skate park in the Roanoke Valley and urged the Council to consider the addition of a skate park to the Master Plan.

Alison Blanton, Advocacy Chair, Roanoke Preservation Foundation, 1701 Arlington Road, S. W., spoke with regard to historic preservation on behalf of the Mountain View Neighborhood and advised that the maintenance of the City's existing park land and the old building donated by J.P. Fishburn was a very important part the of City.

There being no further speakers, the Mayor declared the public hearing closed.

Following in-depth dialogue about construction, dedicated funding, consideration of a skate park as a priority, and a possible location for a temporary structure, and the concurrence of the Council, Vice-Mayor Cobb moved that the matter be postponed until the next regular meeting of Council on Monday, August 5 at 2:00 p.m., or as soon thereafter as the matter may be reached. The motion seconded by Council Member Price and adopted by the following vote:

AYES: Council Members Davis, Osborne, Price, White-Boyd, Cobb and Mayor Lea-6.

NAYS: None-0.

(Council Member Bestpitch was absent.)

HEARING OF CITIZENS UPON PUBLIC MATTERS: NONE.

At 8:59 p.m., Mayor Lea declared the Council meeting in recess until Monday, July 29, 2019 at 8:30 a.m., in the Community Room, Melrose Branch Library, 2502 Melrose Avenue, N. W., Suite D, for the Annual Council Strategic Planning Work Session.

The Recessed Meeting of Roanoke City Council was called to order on Monday, July 29, 2019 at 8:30 a.m., in the Community Room, Melrose Branch Library, 2502 Melrose Avenue, N. W., Suite D, with Mayor Lea presiding.

PRESENT: Council Members, Michelle L. Davis, Anita J. Price, Patricia White-Boyd, William D. Bestpitch, Joseph L. Cobb and Mayor Sherman P. Lea, Sr.-6.

ABSENT: Council Member Djuna L. Osborne-1.

The Mayor declared the existence of a quorum.

OFFICERS PRESENT: Robert S. Cowell, Jr., City Manager; Daniel J. Callaghan, City Attorney; and Stephanie M. Moon Reynolds, City Clerk.

OTHERS PRESENT: Troy A. Harmon, Municipal Auditor; Cecelia “Susie” McCoy, Deputy City Clerk; Cecelia T. Webb, Assistant Deputy City Clerk; R. Brian Townsend, Assistant City Manager for Community Development; Sherman Stovall, Assistant City Manager for Operations; Amelia C. Merchant, Director of Finance; and Michele Vineyard, Director of Human Resources.

Mayor Lea welcomed everyone and stated the purpose of the meeting was to have an open and candid dialogue regarding agenda items, provide feedback to the City Manager for follow up at the annual Council Retreat scheduled for October 2019.

STRATEGIC PLAN: The City Manager gave an overview of the following:

Retreat Agenda

- Purpose of Strategic Plan & Review of Current Plan
- Planning Context- Economic, Demographic, Fiscal, Etc.
- Discuss Current Plan – Priorities/Strategies, Outcomes, Etc.
- Transformational Initiatives –
 - Parks/Recreation/Regional Outdoor Assets
 - Transit
 - Neighborhood Vitality
 - Economic Opportunities
- Update on Stormwater Management Fund & Skate Park
- Discuss Employee Compensation Approach/Options
- Discuss Scheduling of Municipal Elections
- Other Items?
- Next Steps
 - Additional Briefings
 - Revision and Adoption of Strategic Plan
 - Budget Planning Retreat – October 28?
- Current Plan
- Organizational Response
- Revisions?
 - Priority & Strategies
 - Outcomes – Measures & Indicators
- Transformation?
- Five Year Operating Plan
-

(See presentations on file in the City Clerk’s Office.)

He reviewed the City’s current Strategic Plan and called attention to numerous representative measures, indicators, and noted accolades of the City of Roanoke in the past few years.

As part of the overview improvement, the Mayor and Council Members noted concerns about blueway water quality, community policing and public safety, and economic development.

With regard to Transformational Initiatives, comments by Council Members regarding environmental transformation, neighborhood transformation, particularly concentration in target areas, and the development of a land bank; and additional remarks and concerns noted regarding quality of housing, primarily incentives, affordable housing, new businesses, and a proposed tax rebate program. Lastly, an inquiry was made as to how to provide greater access to education/economy to aggressively reduce poverty by half within next two years.

In summary, Mr. Cowell agreed to formulate responses around neighborhood housing and economic opportunities; he stated the next step would be to formulate an extensive briefing about economic opportunities relating to options, costs, resources and roles, as well as neighborhood opportunities.

At 12:00 Noon, the Mayor declared the meeting in recess.

At 12:20 p.m., the meeting reconvened, with Mayor Lea presiding and all Members of the Council in attendance, with the exception of Council Member Osborne.

STORMWATER UTILITY FEE: The Assistant City Manager for Operations gave a briefing on the Stormwater Utility Fee, as follows:

Stormwater Utility Fee

- Council advised of Stormwater Utility Fee considerations at April 1, 2019 Budget Briefing
- Background
 - Stormwater Utility Fee authorized during FY2014
 - Fee phased in over three years based on billing unit of 500 square feet of impervious service
- Fee structure generates revenue of \$6 million per year
 - Stormwater Utility Fund operates as a self-supporting Enterprise Fund
- With Utility Fee, Bond, and Grant Funds:
 - 50% - Drainage Improvement Projects
 - 22% - Maintenance
 - 22% - Water Quality
 - 6% - Administrative
- Existing revenue of \$6 million sufficient to fund current level of operating expenses, debt service, and cash funded capital through FY2021
- After 2021, current revenue will not be sufficient to support:
 - Inflationary costs
 - Debt service for capital projects

- Increase in debt service if there is a reduction in capital project grant funding
- Planned staff additions based on business model
- Stormwater Utility Capital Projects
- Required Utility Fee Adjustment
 - Maintenance of service level and support of business model requires an adjustment in the utility fee
 - Adjustment from \$.90 per 500 square feet to \$1.14 - \$1.31 over five years
 - Virginia Stormwater Utility Fee Comparison
 - Average Monthly Fee - \$7.38
 - Highest Monthly Fee - \$21.00 (Falls Church)
 - Lowest Monthly Fee - \$2.08 (Chesterfield County)
 - Median Monthly Fee - \$6.00
- Stormwater Utility Fee
 - Without an adjustment in the Utility Fee:
 - Existing level of service will be reduced
 - Drainage improvement projects
 - Water quality improvement projects
 - Maintenance of infrastructure

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

Following extensive discussion, Mr. Stovall indicated that City staff would share specific recommendations at a subsequent Council meeting. .

CITY EMPLOYEE COMPENSATION: The Director of Human Resources presented in depth information with regard to City employee compensation, highlighting the following areas:

- Compensation Overview
- Market Salary Analysis
 - Focus on regional market comparisons: Roanoke County, Salem and Lynchburg
 - Salaries are compared by pay grade
 - Average midpoint of job class is compared to the midpoint of other localities
 - Methods/Sources
 - Compensation Survey System/Technology Net
 - Surveys
- Job Classification Review
 - Human Resources reviews one-third of the job classifications each year for changes in job duties, updates to job descriptions and job title changes

- Point Factor Analysis conducted to confirm proper pay grade assignment
 - Review of Knowledge & Skills, Job Responsibility, Working Relationships and working conditions.
- Outcomes: possible job reclassifications or job title changes/description updates
- Response to Market
 - To remain competitive in regional market:
 - Annual merit based wage increase
 - Pay plan movement (1/2 of the wage increase)
 - HR recommends percentage of raise based on:
 - Cost of Living Indicators and inflation predictions
 - National wage growth
 - Wage increases being given by surrounding localities
 - Targeted Salary adjustments may be granted for:
 - Retention efforts
 - To be competitive with the market
 - Improve recruitment efforts
 - Stagnant salaries due to lack of raises
 - “Hot Jobs” which are identified as job classifications with high turnover and lower than market salary
- Salary Increases
- What is Compression?
 - Pay compression is defined when less experienced/tenured employees earn as much or more than longer-term employees
 - Compression is perceived when newly hired or promoted employees are close to the same salary as more tenured employees
 - Horizontal Compression: defined as employees within the same pay grade/job title who are very close in salary
 - Vertical Compression: defined as employees of lesser pay grades/ranks that are close to employees of higher pay grades/ranks
- Causes of Compression
 - Market Factors:
 - Recruitment Strategies
 - Market Adjustments
 - Decline in Economic Growth
- Compression Examples
 - More visible in larger departments
- Compression in Public Safety
 - Public Safety
- Addressing Compensation
 - FY 2016 adjustments to Fire/Police as result of:
 - Lack of raises for several years
 - Increased new hire salaries in FY 2014

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- Total cost over \$339,230.00
- FY 2019 another \$58,103.00 was spent to align the promotion to PO II with City wide policy
- Other departments addressed have included:
 - Social Services, Solid Waste, Facilities and E911
- Questions

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

Regarding compression, it was noted if one – two percent increases continue, the issue will need to be addressed.

Discussion held regarding employee retention, primarily in public safety, human services; and retirement.

COUNCIL ELECTION DATE CHANGE CONSIDERATIONS: The City Attorney transmitted a copy of a report dated July 29, 2019 regarding Council Election Date Change Considerations.

(For full text, see copy of report dated July 29, 2019 on file in the City Clerk's Office.)

The City Attorney shared background information, pointing out elections being held in even or odd years, those seeking election will either gain an additional six months or lose six months, respectively.

He alluded to a possible reduction in voters in November verses May elections due to a lack of focus on local elections; and an increase demands faced by the Registrar Office.

Extensive dialogue ensured about voting precincts, potential Charter changes, party affiliation, if filing as an independent, possible public hearing.

Following comprehensive discussion of the matter, the City Attorney desired to wait on information from City Registrar before requesting a decision by the Council as to moving forward. In terms of time, he suggested that the discussions proceed on Thursday, October 10 during the briefing session of Council.

ANNOUNCEMENTS:

- Mayor's Annual State of the City on Thursday, August 29 at 8:00 a.m., at The Hotel Roanoke and Conference Center.
- Virginia Statewide Neighborhood Conference on September 12 – 15 at The Hotel Roanoke and Conference Center.
- Regional Meeting of Local Officials on Thursday, September 12, at 6:00 p.m., location to be determined.

- Annual Virginia Municipal League Conference on October 6 – 9 at The Hotel Roanoke and Conference Center.
- Annual Henry Street Heritage Festival on Saturday, September 14 at Elmwood Park.
- Annual Youth Summit on Saturday, September 21, at 8:00 a.m., at William Fleming High School.
- Annual Budget Planning Work Session on Monday, October 28 at 8:30 a.m., location to be determined.
- Upcoming briefing to discuss drafts on City's Comprehensive Plan.

There being no further business to come before the Council, the Mayor declared the recessed meeting adjourned at 2:30 p.m.

A P P R O V E D

ATTEST:

Stephanie M. Moon Reynolds, MMC
City Clerk

Sherman P. Lea, Sr.
Mayor
