



ROANOKE CITY COUNCIL INFORMAL SESSION

**MARCH 6, 2017
9:00 A.M.**

**CITY COUNCIL CHAMBER
ROOM 450**

AGENDA

Call to Order -- Roll Call

Welcome. Mayor Sherman P. Lea, Sr.

NOTICE

This morning meeting and briefings will be televised live and replayed on RVTV Channel 3 following the 2:00 p.m. session on Thursday, March 9 at 7:00 p.m.; and Saturday, March 11 at 4:00 p.m.; and video streamed by Internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ITEMS FOR ACTION:

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

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

P 10

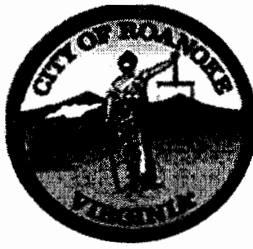
ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION AND ADDITIONS/DELETIONS TO THE 2:00 P.M. AGENDA. (5 MINUTES)

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

BRIEFINGS:

- | | | |
|--|---|------------|
| • Jefferson College of Health Sciences | - | 20 minutes |
| • FY18 Budget/Financial Planning | - | 90 minutes |
| Work Session | | |

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



ROANOKE CITY COUNCIL REGULAR SESSION

**MARCH 6, 2017
2:00 P.M.**

CITY COUNCIL CHAMBER

AGENDA

1. Call to Order--Roll Call.

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

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

Welcome. Mayor Lea.

NOTICE:

Today's Council meeting will be televised live and replayed on RVTV Channel 3 on Thursday, March 9 at 7:00 p.m.; and Saturday, March 11 at 4:00 p.m.; and video streamed by Internet through CivicPlus, at roanokeva.gov/councilmeetings. Council meetings are offered with closed captioning for the hearing impaired.

ANNOUNCEMENTS:

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

Parks and Recreation Advisory Board – five vacancies
Three-year terms of office ending March 31, 2020

Roanoke Regional Airport Commission – one vacancy
Four-year term of office ending March 9, 2021

Access the City's homepage to complete an online application.

Expiration of the three-year terms of office of William B. Hopkins, Jr., and Lori E. Vaught as Trustees of the Roanoke City School Board ending June 30, 2017. Trustee Vaught is not eligible for reappointment. Deadline for receipt of applications is Friday, March 10, 2017. Printable application is available online for submittal to the City Clerk's Office. Please contact City Clerk's Office at 853-2541 for more information.

2. PRESENTATIONS AND ACKNOWLEDGEMENTS:

Recognition of students from Boston University and the College of Holy Cross.

3. HEARING OF CITIZENS UPON PUBLIC MATTERS:

City Council sets this time as a priority for citizens to be heard. All matters will be referred to the City Manager for response, recommendation or report to Council, as he may deem appropriate.

4. CONSENT AGENDA:

All matters listed under the Consent Agenda are considered to be routine by the Members of City Council and will be enacted by one motion. There will be no separate discussion of the items. If discussion is desired, the item will be removed from the Consent Agenda and considered separately.

C-1 Minutes of the regular meeting of City Council held on Monday, November 21, 2016.

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

- C-2 A communication from the City Attorney requesting that Council schedule a public hearing to be held on Monday, March 20, 2017, at 7:00pm, or as soon as the matter may be reached, to correct an inadvertent error relative to the water service utility tax and making such corrections retroactive to November 16, 2015.

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RECOMMENDED ACTION: Concur in the request.

- C-3 A communication from the City Manager in response to comments made at the December 19, 2016 City Council Meeting by Dr. M. Rupert Cutler and Diana Christopulos about the construction of the Mountain Valley Pipeline (MVP).

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RECOMMENDED ACTION: Receive and file.

- C-4 A communication from the Director of Finance transmitting the Financial Report for the month ended January 31, 2017.

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RECOMMENDED ACTION: Receive and file.

- C-5 Annual Report of the Roanoke City Sheriff's Department for the 2015 - 2016 Fiscal Year.

RECOMMENDED ACTION: Receive and file.

- C-6 Report of qualification of Gloria P. Manns as a member of the Personnel and Employment Practices Commission for a term of office ending June 30, 2019.

RECOMMENDED ACTION: Receive and file.

REGULAR AGENDA:

5. PUBLIC HEARINGS: NONE.

6. PETITIONS AND COMMUNICATIONS:

- a. Annual update on activities of the Roanoke Regional Partnership. Beth Doughty, Executive Director, Spokesperson. (Sponsored by the City Manager)

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

a. CITY MANAGER:

BRIEFINGS:

- AIR (Art in Roanoke) in Elmwood Update - 15 minutes

ITEMS RECOMMENDED FOR ACTION:

1. Acceptance and appropriation of the Juvenile Justice and Delinquency Prevention Title II Grant funds from the Virginia Department of Criminal Justice Services for use by the Roanoke City Public Schools to create and administer the Positive Alternatives to School Suspensions (PASS) Project.
2. Approval of Amendment No. 1 to the 2015 - 2019 HUD Consolidated Plan; and authorization to submit documentation to HUD for final review.
3. Acquisition of real property rights for the Templeton Avenue Stormwater Drainage Improvements Project.
4. Execution of Amendment No. 3 to the Contract with Crouch Engineering, Inc., for additional professional services for the Roanoke River "Bridge the Gap" Greenway Phase II, from Bridge Street to Aerial Way Drive.

P 20 R 22 B/O 23

P 24 R 32 B/O 34

P 36 O 39

P 41 R 43

COMMENTS OF CITY MANAGER.

8. REPORTS OF COMMITTEES: NONE.

9. UNFINISHED BUSINESS: NONE.

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

11. MOTIONS AND MISCELLANEOUS BUSINESS:

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

CERTIFICATION OF CLOSED MEETING.

12. ADJOURN.



SHERMAN P. LEA, SR.
Mayor

**CITY OF ROANOKE
OFFICE OF THE MAYOR**

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

March 6, 2017

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

Dear Vice-Mayor Price and Members of Council:

This is to request a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committees appointed by Council, pursuant to Section 2.2-3711(A)(1), Code of Virginia (1950), as amended. A list of current vacancies is included with the agenda for this meeting.

Sincerely,

A handwritten signature in black ink that reads "Sherman P. Lea Sr." in a cursive script.

Sherman P. Lea, Sr.
Mayor

SPL:ctw

COMMITTEE VACANCIES/REAPPOINTMENTS
March 6, 2017
Public

VACANCIES:

Five, three-year terms of office on the Parks and Recreation Advisory Board ending March 31, 2020.

Four-year term of office on the Roanoke Regional Airport Commission ending March 9, 2021.

Three-year term of office on the Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy Committee ending March 31, 2020.

Two, three-year terms of office on the Roanoke City School Board ending June 30, 2020.

Unexpired term of office on the Roanoke Neighborhood Advocates ending June 30, 2018.



SHERMAN P. LEA, SR.
Mayor

CITY OF ROANOKE

CITY COUNCIL

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

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

March 6, 2017

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

Dear Mayor Lea and Members of Council:

I wish to request a Closed Meeting to discuss a personnel matter, being the selection of a City Manager, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

Sincerely,

A handwritten signature in black ink, which appears to read "David B. Trinkle". The signature is fluid and cursive, with a large initial "D" and "T".

David B. Trinkle, Chair
City Council Personnel Committee

DBT:ctw



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

Daniel J. Callaghan
City Attorney

TELEPHONE 540-853-2431
FAX 540-853-1221
EMAIL: cityatty@roanokeva.gov

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

March 6, 2017

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

Re: Request to schedule of Public Hearing regarding the Local Water Service Utility Tax

Mayor Lea and Members of Council:

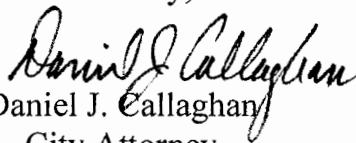
In November 2015, following adoption of the amendments to the City Charter regarding the appointment of the Director of Finance, a task force appointed by Council recommended several changes to City Code as a result of the changes in City Charter. One of the technical changes was the proposal to remove reference to the local exchange telephone service tax in Section 32-171. Section 32-171 also included the local water service utility tax. The intent of Council was to amend Section 32-171 only with respect to the local exchange telephone service tax. Council adopted Ordinance No. 40389-111615 on November 15, 2015 and section 1 of the Ordinance repealed Section 32-171 in its entirety.

In order to correct this inadvertent and unintended mistake, Council should schedule a public hearing for March 20, 2017, at 7:00 p.m., or at such time as the matter may be reached to consider adoption of Section 32-171 with respect to the local water service utility tax only and make such action retroactive to November 16, 2015.

Recommended Action

Council authorizes a public hearing to be held on March 20, 2017, at 7:00 p.m., or at such time as the matter may be reached, to receive comments from the public on the adoption of Section 32-171 with respect to the local water service utility tax, retroactive to November 16, 2015, to correct an inadvertent scrivener's error in the adoption of Ordinance No. 40389-111615.

Sincerely,


Daniel J. Callaghan
City Attorney

DJC/lsc

c: Christopher P. Morrill, City Manager
R. Brian Townsend, Assistant City Manager for Community Development
Sherman Stovall, Assistant City Manager for Operations
Barbara Dameron, Director of Finance
Troy D. Harmon, City Auditor
Stephanie Moon Reynolds, City Clerk
Timothy R. Spencer, Senior Assistant City Attorney

**OFFICE OF THE CITY MANAGER**

Noel C. Taylor Municipal Building
215 Church Avenue, SW, Room 364
Roanoke, Virginia 24011
540.853.2333
www.roanokeva.gov

February 21, 2017

Mayor Lea and Members of Council:

Subject: Mountain Valley Pipeline

This letter is in response to the comments made at the December 19, 2016 City Council meeting by Dr. Rupert Cutler and Dr. Diana Christopulos about the construction of the Mountain Valley Pipeline (MVP). To facilitate obtaining information about impacts of the pipeline, the City Attorney conferred with the Roanoke County Attorney, staff reviewed the study of the Hydrogeological Assessment of Watershed Impacts Caused By Constructing the Mountain Valley Gas Pipeline Through Roanoke County, Roanoke County comments submitted to the Federal Energy Regulatory Commission, and other relevant documentation. Staff also consulted with the Virginia Tech Urban Stormwater Research Team.

Based on the due diligence referenced above, the following comments are offered:

- As previously reported by several media outlets, the prevailing opinion of those who oppose the MVP is that the Federal Energy Regulatory Commission (FERC) Draft Environmental Impact Statement (EIS) findings and conclusion with respect to impacts of the MVP is not based on substantial evidence, does not consider alternative mitigation measures for environmental impacts, and is incomplete. More detailed information is needed on how erosion and sediment will be controlled and mitigated if the pipeline is constructed. FERC has delayed the release of the final EIS which was originally scheduled for release in early March. FERC has requested additional information from the MVP developer to complete the final EIS.
- While the MVP will not pass within the boundaries of the City, a portion of it will cross the Roanoke River upstream of the City limits.
- The Western Virginia Water Authority (WVWA) Board made the decision to not take a position on whether the pipeline should be constructed or not. The WVWA focus has been on protecting the Spring Hollow Reservoir. There were some initial concerns about the close proximity of the pipeline to the reservoir and its drainage area. The route of the pipeline was subsequently adjusted out of the drainage area, so there are no concerns of sediment contamination of the reservoir itself. This does not eliminate concerns about sediment in the river upstream of the pump intake.

- Erosion is the primary source of sediment in the Roanoke River, as well as its tributaries. Given that a portion of the MVP within Roanoke County is along steeply sloped areas, there is a significant risk for soil erosion. It appears that there is a legitimate concern that an increased sediment load could continue downstream within the City limits. At this point, however, we cannot quantify how much sediment would reach City limits as a direct result of the project.
- It should be noted that the Virginia Department of Environmental Quality is working with the pipeline developer on a Memorandum of Understanding to address issues such as water quality, groundwater, erosion and sediment control the role of localities in project plan review and oversight.

The MVP is a complex project with many impacts to be considered. Given that the stream ecosystem in the Roanoke River is already degraded due to existing sediment loads from the contributing watershed, our primary concern should be soil erosion and sediment that can flow downstream through the City limits and impact our ability to achieve progress in reducing sediment, bacteria, and PCBs. It is recommended that staff monitor on-going developments of the pipeline and, when appropriate, submit comments to FERC and other regulatory agencies to ensure the mitigation of erosion and sediment, as well as other water quality pollutants of concern.

Sincerely,

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

Christopher P. Morrill
City Manager

c: Council Appointed Officers



**CITY OF ROANOKE
DEPARTMENT OF FINANCE**

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

BARBARA A. DAMERON
Director of Finance

ANDREA F. TRENT
Assistant Director of Finance

March 6, 2017

Dear Mayor Lea and Members of City Council:

Subject: January FY17 Financial Report – City of Roanoke
December FY17 Financial Report – Roanoke City Public Schools

The following financial report provides commentary on the City's financial results for the seven months ended January 31, 2017 and Roanoke City Public Schools for the six months ended December 31, 2016.

General Fund

Through January FY17, year-to-date revenues were \$114.3 million, or 41.5% of the adopted revenue estimate for the year. Year-to-date revenues increased 2.3% or \$2.6 million compared to the same period in FY16.

General Property Tax Revenues were relatively flat compared to FY16. Other local tax revenues were approximately \$326,000 or 1.0% above FY16. Prepared Food and Beverage tax was in line with budget. Motor Vehicle License tax increased \$128,000 or 25.7% compared to the same period in the prior year. Other contributors to the revenue increase were the timing of reimbursements for Children's Services Act (CSA) expenditures, an increase in reimbursements for housing of prisoners for other localities and an increase in both EMS and Off Duty Billings for Police.

These revenue increases were offset by several underperforming local taxes. Sales tax, which included sales through December of 2016, was 2.7% or \$0.3 million less than FY16, and was 7.6% below year-to-date budget. Transient Occupancy tax decreased 2.1% or \$56,000 compared to the previous year, and was 5.0% below year-to-date budget. Communications tax decreased \$63,000 or 1.9% compared to FY16, and was only 0.1% below year-to-date budget. At this point, a revenue shortfall of \$3.5 to \$4.0 million is still projected for FY17.

Through January, expenditures were \$170.7 million, or 60.1% of the adopted expenditure budget for the year. Year-to-date expenditures increased by 3.7% or \$6.2

million compared to the prior year. The increase was attributable to CSA programs, Visit Virginia's Blue Ridge initiatives, broadband authority costs, timing of capital projects and paving, and increased funding to Roanoke City Public Schools.

Stormwater Utility Fund

Year-to-date Stormwater fee revenue as of January 31, 2017 was \$3.1 million or 55.6% of FY17 anticipated revenues. Operating expenses were \$2.8 million, or 53.0% of the expense budget resulting in an operating gain of \$368,000. Change in net position, after transfers and contributions, was a gain of approximately \$208,000. Stormwater fees are being charged using a phased in approach. In FY16, which was the second year of implementing the fee, the approved fee was 60 cents per billing unit of impervious service. In FY17, the approved fee increased to 90 cents per billing unit. This is the third and final year of the phased in approach.

Civic Center Fund

The FY17 year-to-date change in operating revenue through December was \$234,000 lower than the budgeted revenues but \$1.2 million higher than the prior year primarily due to the timing of events. Correspondingly, operating expenses were \$356,000 lower than budgeted, but \$1.2 million higher than the prior year. The operating loss was \$122,000 lower than the fiscal year-to-date budgeted operating loss and \$55,000 lower than the prior year. The year-to-date change in net position was a loss of \$256,000 which was an improvement of \$86,000 over the prior year, and an improvement of \$170,000 when compared to the budgeted loss of \$426,000.

Parking Fund

Through January, approximately 60% of anticipated operating revenue had been realized. Increases in Market garage revenues was partially related to the completion of the hotel construction. Gainsboro garage and the Higher Ed Center lot had increased occupancy as a result of new businesses moving into the downtown area. Elmwood lot revenues were lower due to decreases in Anthem and Meridium employee parking. Revenues in total increased 9.5% over the prior year and operating expenses increased by only 4.2%. Operating income, before the net decrease of non-operating revenues, expenses, and transfers was approximately \$580,000. After non-operating transactions, the fund's change in net position was approximately \$331,000.

Roanoke City Public Schools

Financial performance on Roanoke City Public Schools is reported to City Council on a quarterly basis. These results are reported on a one-month lag compared to City results based on the timing of School Board and City Council meetings. Accordingly, this report includes results through December. The School Fund amounts as presented in this report correspond with amounts reported to the School Board on February 14, 2017.

Revenues

School Fund revenues increased 2.5% or \$1.8 million compared to FY16. Revenues increased due to additional funding received from the State and City of Roanoke but was partially offset by a decrease in other revenues due to prior year reimbursements from medical insurance claims.

Expenditures

School Fund expenditures increased 1.6% or \$1.3 million compared to FY16. Expenditures have increased largely due to the cost of instruction. The increase is due to a School Board approval of a 2% increase or a step increase in addition to correcting salaries from years 6 to 20.

Economic Summary

At the state level, total revenue collections for January increased 7.4%, driven mainly by payroll withholding, which had one more deposit day compared to last year, and sales taxes. On a fiscal year-to-date basis, total revenue collections rose 4.6%, well ahead of the revised annual forecast of 2.9% growth.

Collection of sales and use taxes rose 6.3 % in January (reflecting December sales), with an overall increase of 0.9% fiscal year-to-date. All major sources of revenue posted positive growth related to the holiday shopping season.

In December, the City's unemployment rate at 4.1% was equivalent to Virginia's unemployment rate, but below the national unemployment rate of 4.7%.

The Consumer Confidence Index decreased 1.5 points, from 113.3 in December to 111.8 in January. The decline in confidence was driven solely by a less optimistic outlook for business conditions, jobs, and especially consumers' income prospects.

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

Sincerely,

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

Barbara A. Dameron
Director of Finance

Attachments

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

R. Brian Townsend, Assistant City Manager
Amelia C. Merchant, Director of Management and Budget
Deborah J. Moses, Parking Facilities Manager
Robyn L. Schon, General Manager, Global Spectrum



**ROANOKE REGIONAL
PARTNERSHIP**

6.a.
111 Franklin Plaza, Suite 333 • Roanoke, VA 24011-2111
540-343-1550
www.roanoke.org • info@roanoke.org

February 2, 2017

Ms. Stephanic Moon
City Clerk's Office
Roanoke City Council
215 Church Ave, SW, Rm 456
Roanoke, VA 24011

Dear Ms. Moon:

I am writing to request that Beth Doughty be included on the March 6, 2017 Roanoke City Council Agenda. As is customary, Ms. Doughty will present an annual update to Council on the activities of the Roanoke Regional Partnership.

The presentation (in PowerPoint presentation) will take approximately 20 minutes, and an electronic copy will be forwarded to Wanda McGill in the city manager's office in advance..

If you have any questions, or need any additional information, please contact me at 540.343.1550 x 101.

Sincerely,

Lisa A. Link
Director of Administration and Investor Relations



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 6, 2017
Subject: Presentation Regarding the Roanoke Regional Partnership's Annual Report for 2016

I would like to sponsor a presentation by Beth Doughty, Executive Director of the Roanoke Regional Partnership, to provide an overview of the activities of the organization during 2016 by highlighting not only their recent accomplishments but also future actions and initiatives to be accomplished with our economic development partners.

A handwritten signature in black ink, appearing to read "C. Morrill", is written over a horizontal dashed line.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 6, 2017
Subject: Acceptance and Appropriation of Juvenile Justice and Delinquency Prevention Title II Grant Funds for 2017. (CM17-00018)

Background:

The Virginia Department of Criminal Justice Services has awarded the City of Roanoke Federal funding from the Juvenile Justice and Delinquency Prevention Title II grant program. This funding will be used by Roanoke City Public Schools as a sub recipient to create and administer the Positive Alternatives to School Suspension (PASS) Project. The amount of the grant is \$55,000 for a one year term beginning January 1, 2017.

The PASS Project provides interventions to prevent school discipline problems that can lead to school removals and early intervention with the juvenile justice system which contribute to the school-to-prison pipeline. Behavioral, social, and academic interventions are provided through restorative justice programming and supportive counseling targeted at Roanoke City Public Schools' most at-risk youth in grades six through eight. This Project provides academic and behavioral support to adolescents in a supportive and enriching environment with the ultimate goal of ensuring that school-aged youth "by-PASS" early law enforcement involvement and juvenile courts.

Considerations:

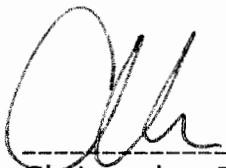
Roanoke City Public Schools has actively been engaged in activities to address the rates of school removals and associated law enforcement contacts. Across Virginia, often students are rapidly referred to law enforcement and the juvenile justice system with little or no process for interventions beforehand. This occurs frequently for students with behavioral, psychological, and academic challenges. The PASS Project seeks to divert juveniles from the juvenile justice system through a process of interventions before disciplinary issues require court or law enforcement attention.

Recommended Action:

Adopt a resolution accepting the Juvenile Justice and Delinquency Prevention Title II Grant funding from the Virginia Department of Criminal Justice Services Grant # 17-B3230JJ15 for the Positive Alternatives to School Suspensions (PASS) Project.

Authorize the City Manager to execute any forms required by the Virginia Department of Criminal Justice Services in order to accept these funds; such documents to be approved as to form by the City Attorney.

Adopt the accompanying budget ordinance to establish a revenue estimate for Federal grant funds of \$55,000 and appropriate funding in the amount of \$55,000 into expenditure accounts to be established by the Director of Finance.

A handwritten signature in black ink, appearing to read 'CM', is written over a horizontal dashed line.

Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Brian Townsend, Asst. City Mgr. for Community Development
Jenny Alexander, Acting Director of Human and Social Services
Yolanda Conaway-Wood, Executive Director for Student
Services, Roanoke City Public Schools
Barbara Dameron, Director of Finance
James O'Hare, Youth Care Administrator

7.a.1.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION accepting the Juvenile Justice and Delinquency Prevention Title II grant made to the City from the Virginia Department of Criminal Justice Services; and authorizing execution of any required documentation on behalf of the City.

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

1. The City of Roanoke does hereby accept the Juvenile Justice and Delinquency Prevention Title II grant made to the City from the Virginia Department of Criminal Justice Services in the amount of \$55,000, with no local match required from the City, for the term beginning January 1, 2017, through December 31, 2017, to be used by Roanoke City Public Schools to create and administer the Positive Alternatives to School Suspension Project, as more particularly described in the City Council Agenda Report dated March 6, 2017.

2. The City Manager is hereby authorized to accept, execute, and file on behalf of the City of Roanoke, any and all documents required to obtain such funding. All such documents shall be approved as to form by the City Attorney.

3. The City Manager is further directed to furnish such additional information as may be required in connection with the City's acceptance of this grant.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to appropriate funding from the Virginia Department of Criminal Justice Services for the Juvenile Justice and Delinquency Prevention Grant, amending and reordaining certain sections of the 2016-2017 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

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

Appropriations		
Fees for Professional Services	35-630-5033-2010	\$ 18,000
Administrative Supplies	35-630-5033-2030	11,000
Expendable Equipment (<\$5,000)	35-630-5033-2035	3,000
Program Activities	35-630-5033-2066	23,000
Revenues		
Juvenile Justice and Delinquency Prevention FY17	35-630-5033-5033	55,000

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

ATTEST:

City Clerk.



7.a.2.

CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: March 6, 2017

Subject: Amendment #1 to 2015-2019 Housing and Urban Development (HUD) Consolidated Plan (No. CM17-00020)

Background: HUD Community Resources is proposing two amendments to its 2015-2019 Consolidated Plan for Community Development Block Grant (CDBG) funds received from HUD. The amendments result from reprogrammed funds from the current year for use in projects not originally included in 2016 Plan Year. The changes proposed include:

1. Reallocate \$250,000 in unspent CDBG funds from the 2016 Plan Year "Phase 1 Planning for Choice Neighborhood Transformation Plan" to the 2016 Plan Year "Feeding America Southwest Virginia Property Acquisition". These funds will provide for the acquisition of property located in the Melrose-Orange Target Area for the purpose of developing a community solutions center to improve public safety and provide needed food services to low income residents.
2. Reallocate \$170,000 in unspent funds from the 2016 Plan Year "MOTA Major Rehabilitation" project, "CHIP Enrollment Expansion Project", "Community Based Prevention Services Project" and "HUD Administrative Funds" to "Washington Park Infrastructure Improvements" in the 2016 Plan Year. These funds will be used to make necessary improvements to the Washington Park pool.

Considerations: A 30-day public comment period was properly advertised and a public hearing held by City Council on February 21, 2017 prior to the end of the comment period. Only one comment was received during this period, which favored the proposed amendment. Amendment No. 1 is attached to this report for City Council's information.

Recommended Action: Approve Amendment No. 1 to the 2015-2019 HUD Consolidated Plan authorize the City Manager, or City Manager's designee, to execute and submit this document to HUD for final review and approval, and to execute and necessary additional documents pertaining thereto, all such documents to be approved to form by the City Attorney.



Christopher P. Morrill
City Manager

Attachment

Cc: Council Appointed Officers
Brian Townsend, Assistant City Mgr. for Community Development
Chris Chittum, Director of Planning, Building & Development
Barbara A. Dameron, Director of Finance
Michael Clark, Director, Parks and Recreation
Keith Holland, HCR Program Administrator

**CITY OF ROANOKE
HUD ENTITLEMENT GRANTS
FY 2016-2017 ANNUAL PLAN
AMENDMENT 1**

Overview

The City of Roanoke anticipates receiving approximately \$2.0 million in new funds annually from the U.S. Department of Housing and Urban Development (HUD) in three grants: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions Grant (ESG). Roanoke is an entitlement community under these HUD programs. This means that HUD funds are allocated to the City every year using a formula based on population, income levels, and other factors. The amount that the City receives then depends on how much Congress appropriates for the entire nation.

CDBG

CDBG funds have been allocated to the City since 1975 and can be used for activities ranging from housing to economic development and from job training to infrastructure projects. For the 2016-2017 program year, the City will receive \$1,529,060 in new CDBG funds, a reduction of \$7,112 from the 2015 allocation. However, with carry-over and program income, the City estimates that a total of \$2,040,320 in CDBG funds will be available. CDBG funds are primarily intended to benefit low- and moderate-income persons and areas, though a limited amount can also be used for reducing slums and blight in economically distressed areas. The amount of funds that can be used for administration, planning and human services is also limited by regulation at 20%, however the 2016 Annual Plan has proposed administrative costs at 15.8% of total entitlement.

HOME

The HOME program is exclusively for housing to benefit those of low or moderate income, including rehabilitation, new construction, homeownership assistance and improvements to rental housing. The City has been receiving HOME funds since 1992. For the 2016-2017 program year, the City is expected to receive \$448,902 in new HOME funds. This represents an increase of \$33,350 from prior year allocations. Including carry-over and program income, the City estimates that a total of \$623,902 in HOME funds will be available. HOME funds require a 12.5% match, which is met with volunteer labor from Habitat for Humanity projects funded with HOME dollars. At least 15% of each annual HOME grant must be invested in qualifying projects conducted by Community Housing Development Organizations ("CHDOs"). Currently Habitat for Humanity is the only CHDO serving the city.

ESG

The emphasis for use of Emergency Solutions Grant funds has shifted from providing for activities that assist homeless individuals and families to early intervention and prevention of homelessness. HUD has issued new rules for the distribution of these funds by entitlement communities, which are being assessed by city staff and the Roanoke Valley Council of Community Services. Total funding in FY 2016-2017 is expected to be \$138,286.

Available Funding:

The total funding anticipated for Fiscal Year 2016-2017 from CDBG, HOME and ESG sources is \$2,802,508, but relies heavily on prior year uncommitted or available funds of \$686,260. The estimated amount by category is as follows:

<u>Category</u>	<u>Description</u>	<u>Available Funding</u>
CDBG	2016-2017 Entitlement Grant	\$1,529,060
	2015-2016 Carry-Over/Program Income	511,260
	Subtotal – CDBG Funds Available	\$2,040,320
HOME	2016-2017 Entitlement Grant	\$448,902
	2015-2016 Carry-over/Program Income	175,000
	Subtotal – HOME Funds Available	\$623,902
ESG:	2016-2017 ESG Entitlement Grant	\$138,286
Total 2016-2017 CDBG, HOME and ESG Funds Available		\$2,802,508

Allocation of Resources:

The City's 2016-2017 Annual Update outlines the use of approximately \$2.8 million in CDBG, HOME and ESG, including carry-over and anticipated program income. These funds will support an array of housing, homeless prevention, public services, and neighborhood and economic development activities, and planning and administrative costs associated with these activities.

- Economic Development – No CDBG funding is proposed for projects in the economic development category for FY 16-17.
- Homeless Services -- \$131,372 for homeless prevention and rapid re-housing through Emergency Solutions Grants for programs befitting the homeless or those at-risk of becoming homeless.
- Housing Development -- \$ \$1,623,600 for new construction and housing rehabilitation for homeownership, down payment and closing costs assistance, and the rehabilitation of owner- and renter-occupied homes.
- Human Services -- \$161,305 for services such as social services, academic enrichment, and other youth and family programs to benefit low to moderate income families.
- Neighborhood Development – \$ \$600,000 which includes \$30,000 for grants to eight (8) neighborhood organizations for training and organizational development and small community improvement projects not otherwise categorized, \$150,000 to fund a portion of City code inspectors to serve conservation and rehabilitation low-mod neighborhoods, \$170,000 for rehabilitation of a public pool serving a low income neighborhood and \$250,000 for acquisition of property for development of a community kitchen.
- Planning and Administration -- \$286,231 for staffing and operating costs incurred by the City to administer the CDBG, HOME and ESG funds.

Distribution of Housing Funds:

For 2016-2017, the City estimates its CDBG and HOME housing funds will be allocated as follows:

- \$ \$531,600 for activities encouraging and facilitating the repair, maintenance, improvement or re-use of existing owner-occupied or rental housing.
- \$1,092,000, for activities encouraging and facilitating new homeownership.

Project Locations:

While some of the projects in the 2016-17 Annual Plan affect areas throughout the City of Roanoke, the City will be in the second year of targeting of HUD resources to projects serving the Melrose-Orange Target Area. Total funds earmarked for the West End and Melrose-Orange Target Areas are \$, \$1,462,000 which meets the City's policy on Use of HUD Funds by channeling 52.2% of total funds into the targeted area.

Lead Agencies:

The HUD Community Resources Division of the City's Department of Planning, Building and Development is the lead organization for developing and administering the Consolidated Plan and the Annual Updates. Numerous City offices and departments and other public, nonprofit and community organizations conduct projects funded in whole or in part with CDBG or HOME funds. The specific projects, agencies and funding recommended for the 2016-2017 period are given in the following section.

2016-2017 Projects Submitted, Agencies and Recommended Funding:

ECONOMIC DEVELOPMENT

- Growing Goodwill Gardens (Goodwill Industries of the Valley) Funds to be used to develop a shelter to support existing community garden operated on land owned by Goodwill Industries of the Valley for purpose of a point of sale for locally grown fruits and vegetables. (Recommended: \$0.)

HOMELESS SERVICES

- Emergency Sheltering & Rapid Rehousing (Family Promise of Greater Roanoke) Funds will provide for emergency shelter to families with children. Family Promise will also collaborate with the Community Housing Resource Center to rapidly re-house low barrier families and provide continued case management once they are re-housed. (Recommended: \$29,500 ESG)
- Emergency Sheltering & Homelessness Prevention (Roanoke Valley Trouble ARCH) Funds will provide for emergency shelter assistance for operating expenses (i.e. utilities and insurance) to support direct services. TRUST will also utilize homeless prevention assistance to fund its full-time housing stability coordinator who manages services for Trust House residents who transition to permanent housing. (Recommended: \$38,029 ESG)
- Homeless Prevention and Rapid Rehousing (Council of Community Services) Funds will provide for rapid rehousing and one-time rental assistance as well as coordinate homelessness prevention services to households most at-risk of homelessness to increase housing stability. (Recommended \$63,843 ESG).

HOUSING DEVELOPMENT

- Demolition (City of Roanoke Dept. of Planning, Bldg and Dev.) Funds to demolish vacant condemned structures in an advanced state of deterioration. (Recommended \$25,000 CDBG.)
- Down Payment Assistance Program (City of Roanoke Dept. of Planning, Bldg and Dev.) Funds for staffing and operating costs and project funds to provide 5-year forgivable, 0% interest loans of up to \$8,000 for down payment and closing costs to assist low/mod-income families to buy homes in the City. Despite success and meeting target goals, proposed funding to be cut due to allocated HUD funds to other priorities. (Recommended: \$100,000 CDBG)
- Emergency Home Repair Program (Total Action For Progress) Limited and emergency repairs and weatherization services to low/mod-income owner-occupied single-family homes. Program requests to target 12 owner-occupied homes for emergency repairs, with 10 of these homes also receiving weatherization services. (Recommended: \$103,411 CDBG.)

- Empowering Individuals with Disabilities (Blue Ridge Independent Living Center) Install special needs home improvements such as ramps and grab bars for 25 extremely low to low income homeowners with disabilities to meet independent living needs. (Recommended: \$108,189 CDBG.)
- Target Area New Homeownership – New Construction/Rehabilitation (Habitat for Humanity) Acquire and renovate a minimum of 5 existing vacant houses for single-family homeownership as well as construction of 3 new single family homes in Melrose-Orange target area. (Recommended: \$381,574 CDBG and \$585,426 HOME)
- Target Area Owner-Occupied Limited Rehab (Renovation Alliance) Basic rehabilitation services utilizing volunteer labor to address "safe, warm and dry" homeowner needs for low-income persons. Proposed goal of 17 homes in Melrose-Orange target area. (Recommended \$85,000 CDBG.)
- Target Area Limited Housing Rehabilitation (Total Action For Progress) Limited rehabilitation services to 12 owner-occupied single family homes in Melrose-Orange target areas. (Recommended \$0)
- Target Area(s) Owner-Occupied Major Rehab (Total Action for Progress) Major rehabilitation to 4 owner-occupied housing units in Melrose-Orange Target Area. Major rehabilitation is targeted for rehabilitation in excess of \$15,000 to address health, safety and welfare needs of residents. (Recommended: \$ \$160,000 CDBG.)
- Summer Youth Rehabilitation (Renovation Alliance) This program entails limited rehabilitation and repairs to about 20 homes citywide primarily utilizing over 400 youth volunteers from faith-based programs for low income, elderly, and disabled homeowners. RTR reviews and selects homes to be included in the program, determine eligibility, work scopes, any environmental testing and historic reviews, and required permits. (Recommended: \$75,000 CDBG).

HUMAN SERVICES

- Academic Summer Camp for RRHA Residents (Apple Ridge Farm, Inc.) Funding will provide for youth services and camp staffing and operations for the Apple Ridge Farm to target residents of RRHA public housing. (Recommended: \$30,000 CDBG.)
- African American Studies in Contemporary Issues (Total Action For Progress) Funds to administer and monitor this program which targets freshman African American male students at William Fleming High School who are at risk of not completing high school. (Recommended: \$0 CDBG.)
- CHIP Enrollment Expansion Program (Child Health Investment Partnership) This program is intended to identify and engage low to moderate income families to provide assessment and medically necessary programs in an otherwise medically underserved areas of the city. (Recommended \$2,760)
- Community Based Prevention Services (Department of Social Services) Funds for 1 staff position and out-stationing costs to increase the accessibility and use of child abuse and neglect prevention services and reduce the necessity of foster care placements. (Recommended: \$51,545 CDBG.)
- Family Advocates Program (Children's Trust) Funding to provide support services to the non-offending caregivers in cases of alleged child abuse, resulting in the greater protection and support for the alleged child victim. (Recommended \$27,000 CDBG.)
- Housing Stabilization for Families in Need (Council of Community Services) CDBG funds to partially replace Homelessness Prevention and Rapid Re-Housing Program previously funded with ARRA grants. The program will use the CDBG funds to leverage additional resources to assist with homeless prevention and re-housing activities. (Recommended \$50,000 CDBG.)
- Life Skills Training Program (Brain Injury Services of SW Virginia) Funds to provide daily independent living skills training to individuals living with brain injury due to accident, birth defect or stroke. (Recommended \$0)
- West End Blend (Transitional Options for Women) Program intended to operate coffee shop and thrift store to address the needs of women who return to the community after incarceration and do not have children in their care. (Recommended \$0).

NEIGHBORHOOD DEVELOPMENT

- Acquisition of Property (Feeding America of Southwest Virginia) Funds provided to acquire property in the Melrose-Orange Target Area for the purposes of developing a community kitchen to assist low – moderate income persons. (Recommended \$250,000)
- Rehabilitation of Washington Park Pool (City of Roanoke) Redirect unused funds from MOTA Major Rehabilitation to the Washington Park pool, which serves an eligible low-mod area. Costs are for repairs and improvement to decking, coping stones and pump house. (Recommended \$170,000)
- Code Enforcement (City of Roanoke Dept. of Planning, Bldg and Dev.) Funds a portion of staff and other operating costs for City enforcement of the building maintenance and other codes in low-to-moderate income neighborhoods. (Recommended: \$150,000 CDBG.)
- Neighborhood Development Grant Program (Dept. of Planning, Bldg and Dev.) Provides for grants of up to \$25,000 to neighborhood organizations in predominantly low-mod-income neighborhoods for eligible projects such as housing, crime prevention and public facilities and infrastructure projects. Activities related to training and capacity development of eligible neighborhood associations will be paid from HUD planning and administrative accounts. (Recommended: \$26,500. Applications were received from the following organizations:
 - Gainsboro SW Community Organization – Victorian street lamp. (Recommended \$4,800 CDBG)
 - Gainsboro SW Community Organization – History Walk phase 2. (Recommended \$5,300 CDBG)
 - Mountain View Neighborhood Association – Big Belly Solar Compactor (Recommended \$4,814 CDBG)
 - Old Southwest Inc. – Street Sign Toppers (Recommended \$1,200 CDBG)
 - Riverdale Farm Neighborhood Association – Gateway Signage (Recommended \$2,000 CDBG)
 - SE Action Forum – Dale Ave Mural (Recommended \$6,100 CDBG)
 - Other CDBG Eligible Neighborhoods – Training and Development (\$5,786 CDBG)

ADMINISTRATION/PLANNING

- HUD Administrative Funds (Dept. of Planning, Bldg and Dev.) Staffing and other operating costs associated with the general administration of the City's CDBG, HOME and ESG programs. Limits for each program are 20% for CDBG, 10% for HOME and 7.5% for ESG. (Recommended: \$240,841 CDBG; \$38,476 HOME; \$6,914 ESG.)

2016-2017 HUD Funding Recommendations

Funding by Category:	Economic Development	\$0
	Homeless Services	\$131,372
	Housing Development	\$ \$1,623,600
	Human Development	\$161,305
	Neighborhood Development	\$ \$600,000
	Planning and Administrative Costs	<u>\$286,231</u>
	Total	\$2,802,508

Breakout – 2016-2017 Funding for Melrose-Orange Target Areas Revitalization Initiative: **\$ \$1,419,000**

Project Name	Agency	Current	Requested	Recommended
Academic Summer Camp	Apple Ridge Farm, Inc	\$0	\$30,000	\$30,000
Acquisition of Property – Community Kitchen	Feeding America of SW Virginia	\$0	\$250,000	\$250,000
African American Studies in Contemporary Issues	TAP	\$10,000	\$10,000	\$0
CHIP Enrollment Expansion Project	Child Health Investment Partnership	\$0	\$34,500	\$2,760
Code Enforcement	Dept. of Planning, Bldg & Dev.	\$150,000	\$150,000	\$150,000
Community Based Prevention Services	Dept of Social Services	\$104,800	\$109,594	\$51,545
Demolition	Dept of Planning, Bldg & Dev.	\$50,000	\$75,000	\$25,000
Down Payment Assistance	Dept of Planning, Bldg & Dev.	\$85,000	\$100,000	\$100,000
Emergency Home Repair	TAP	\$60,000	\$103,411	\$103,411
Empowering Individuals with Disabilities	Blue Ridge Independent Living Center	\$100,000	\$108,189	\$108,189
Family Advocates Program	Children's Trust	\$27,608	\$27,000	\$27,000
Growing Goodwill Gardens	Goodwill Industries of the Valley	\$0	\$25,000	\$0
Homeless Services and Prevention	Council of Community Services	\$67,571	\$73,471	\$63,843
Homeless Services and Prevention	Family Promise of Roanoke Valley	\$26,500	\$31,500	\$29,500
Homeless Services and Prevention	ARCH	\$35,000	\$40,029	\$38,029
Housing Stabilization for Families in Need	Council of Community Service	\$44,000	\$50,000	\$50,000
HUD Admin Funds	Dept. of Planning, Bldg & Dev.	\$326,998	\$286,231	\$286,231
Life Skills Training	Brain Injury Services of SWVA	\$0	\$15,000	\$0
Neighborhood Development Grant Program	Neighborhood Services	\$26,500	\$40,000	\$30,000
Phase I Choice Neighborhood Transformation Planning	Roanoke Redevelopment and Housing Authority	\$0	\$450,000	\$0
Summer Youth Housing Rehabilitation	Renovation Alliance	\$70,000	\$75,000	\$75,000
Target Area Limited Rehabilitation	TAP	\$0	\$103,411	\$0
Target Area Limited Rehabilitation	Renovation Alliance	\$85,000	\$85,000	\$85,000
Target Area New Homeownership	Habitat For Humanity	\$585,518	\$967,000	\$967,000
Target Area Owner-Occupied Major Rehabilitation	TAP	\$0	\$457,175	\$ \$160,000
Washington Park Pool Rehabilitation	Dept. of Parks & Recreation	\$0	\$170,000	\$170,000
West End Blend	Transitional Options for Women	\$0	\$22,000	\$0

DRC

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IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION approving an amendment to the 2015-2019 Consolidated Plan for Community Development Block Grant (“CDBG”) funds to reallocate certain unspent CDBG funds received by the City from the United States Department of Housing and Urban Development (“HUD”) for the 2016 Plan Year; authorizing the City Manager or the City Manager’s designee to submit such amendment to HUD for final review and approval; and further authorizing the City Manager to execute all necessary documents required for such amendment.

WHEREAS, the City desires to reallocate unspent CDBG funds received from HUD for the 2016 Plan Year “Phase 1 Planning for Choice Neighborhood Transformation Plan” project to the 2016 Plan Year “Feeding America Southwest Virginia Property Acquisition” project, for the purpose of developing a community solutions center to improve public safety and provide needed food services to low income residents;

WHEREAS, the City further desires to reallocate unspent CDBG funds from the 2016 Plan Year “MOTA Major Rehabilitation” project, the “CHIP Enrollment Expansion Project,” “Community Based Prevention Services Project,” and the “HUD Administrative Funds project, to the 2016 Plan Year “Washington Park Infrastructure Improvements” project, for the purpose of making improvements to the Washington Park pool; and

WHEREAS, a thirty (30) day public comment period was properly advertised and a public hearing held by City Council on February 21, 2017, prior to the end of the comment period, as required by law for City Council to consider such amendment to the Consolidated Plan.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that the proposed amendment stated above, reallocating unspent CDBG funds received by the City from HUD for the 2016 Plan year among such projects, as further set forth in the City Manager's City Council Agenda Report dated March 6, 2017, is approved. The City Manager is hereby authorized to execute and submit to HUD any grant agreements, funding approvals, all necessary documents required to effect such amendment, all such documents to be approved as to form by the City Attorney.

ATTEST:

City Clerk.



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 Community Development Block Grant Program (CDBG), and HOME Investment Partnerships Program, amending and reordaining certain sections of the 2016-2017 Grant Fund Appropriations, and dispensing with the second reading by title of this ordinance.

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

Appropriations

HOME – West End New Home Ownership Habitat	35-090-5387-5607	(\$1,608)
HOME – West End Single Family Rehab CHP	35-090-5387-5632	(13,316)
HOME – West End New Home Ownership Habitat	35-090-5390-5607	884
HOME – Available to Commit – West End Project	35-090-5390-5660	(112,071)
HOME – Fees for Professional Services	35-090-5394-2010	(3,024)
HOME – Training and Development	35-090-5394-2044	(5,000)
HOME – West End New Home Ownership Habitat	35-090-5394-5607	67,176
HOME – Available to Commit – West End Project	35-090-5394-5660	(40,627)
HOME – DOT Billings	35-090-5394-7005	(1,000)
HOME – West End New Home Ownership Habitat	35-090-5397-5607	(2,015)
HOME – Available to Commit – MOTA	35-090-5397-5664	138,698
ESG – Regular Employee Salaries	35-E16-5286-1002	(3,473)
ESG – Fees for Professional Services	35-E16-5286-2010	(2,000)
ESG – ARCH	35-E16-5286-5650	5,473
CDBG – Reserve Rehabilitation Project	35-G12-1224-5527	26,800
CDBG – West End New Home Ownership Delivery	35-G14-1419-5607	(11,123)
CDBG – Reserve Rehabilitation Project	35-G14-1424-5527	(47,930)
CDBG – Available to Commit – MAP Program	35-G15-1519-5661	(20,095)
CDBG – West End Occupied Rehab RTR	35-G15-1520-5610	(3,772)
CDBG – West End Energy Efficient Rehab CHP	35-G15-1520-5630	(4,900)
CDBG – Commercial Façade Program	35-G15-1520-5645	(69,313)
CDBG – Empowering Individuals with Disabilities	35-G16-1619-5057	(42,545)
CDBG – Demolition	35-G16-1619-5108	(1,953)
CDBG – Mortgage Assistance Program	35-G16-1619-5399	(5,354)
CDBG – West End Occupied Rehab RTR	35-G16-1620-5610	(7,428)

CDBG – West End Infrastructure Improvements	35-G16-1620-5641	(600)
CDBG – Regular Employee Salaries	35-G16-1622-1002	(36,157)
CDBG – City Retirement	35-G16-1622-1105	(5,459)
CDBG – FICA	35-G16-1622-1120	(3,203)
CDBG – Medical Insurance	35-G16-1622-1125	(2,921)
CDBG – Fees for Professional Services	35-G16-1622-2010	(7,993)
CDBG – Telephone	35-G16-1622-2020	(1,500)
CDBG – DOT Billings	35-G16-1622-7005	(3,341)
CDBG – Risk Management	35-G16-1622-7017	(500)
CDBG – Regular Employee Salaries	35-G16-1639-1002	(4,126)
CDBG – City Retirement	35-G16-1639-1105	(6,826)
CDBG – FICA	35-G16-1639-1120	(1,336)
CDBG – Medical Insurance	35-G16-1639-1125	(6,336)
CDBG – Training and Development	35-G16-1644-2044	(460)
CDBG – Neighborhood Development	35-G17-1720-5642	(170,000)
CDBG – Habitat – New Home Ownership	35-G17-1720-5647	(2,015)
CDBG – Available To Commit – MOTA	35-G17-1720-5664	563,826
CDBG – Fees for Professional Services	35-G17-1722-2010	2,015
Revenues		
HOME Entitlement FY14	35-090-5387 5387	(14,924)
HOME Entitlement FY15	35-090-5390-5390	(111,187)
HOME Entitlement FY16	35-090-5394-5394	8,265
HOME Program Income FY16	35-090-5394-5395	9,260
HOME Entitlement FY17	35-090-5397-5397	104,101
HOME Program Income FY17	35-090-5397-5398	32,582
CDBG Entitlement FY12	35-G12-1200-3201	26,800
CDBG Entitlement FY14	35-G14-1400-3401	(59,053)
CDBG Entitlement FY15	35-G15-1500-3501	(98,080)
CDBG Entitlement FY16	35-G16-1600-3601	(204,932)
CDBG Other Program Income RRHA FY16	35-G16-1600-3602	62,094
CDBG Home Ownership Assistance FY16	35-G16-1600-3606	4,800
CDBG Entitlement FY17	35-G17-1700-3701	335,716
CDBG Other Program Income RRHA FY17	35-G17-1700-3718	58,110

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: March 6, 2017
Subject: Acquisition of Real Property Rights for Templeton Avenue
Stormwater Drainage Improvements Project (CM17-00019)

Background:

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

One of the projects to be funded by this combined FY 2017 funding appropriation is the Templeton Avenue Stormwater Drainage Improvements project which includes the installation of storm drain pipes and structures, and stormwater best management practices. This project is in the general vicinity of the intersections of 13th Street/Templeton Avenue, N.E. and North Avenue/Templeton Avenue, N.E. and 1400, 1500, 1600, and 1700 blocks of Templeton Avenue, N.E., within the Eastgate neighborhood.

This neighborhood lacks stormwater conveyance systems in some areas evidenced by flooding on private properties along the 1400, 1500, and 1600 blocks of Templeton Avenue, N.E. Stormwater runoff from the public right of way contributes to flooding of private properties. Construction of the proposed stormwater conveyance system for this project would correct known drainage problems in this neighborhood, replace an existing corroded metal pipe system across 13th Street and improve water quality in the Tinker Creek watershed.

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

Considerations:

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

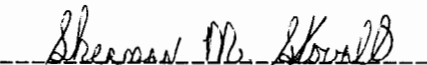
Funding for acquisition of the real property rights will be available in project account 03-530-3014 Stormwater Improvements.

Stormwater management and access easement, permanent drainage and temporary construction easements of variable length and width are required to accommodate construction activities and will affect ten (10) properties in the general vicinity identified above. The City may also need to acquire various other property rights involving the properties listed below and other properties which have not yet been identified for this project. The properties that have been identified to date are as follows:

Tax Map Parcel Number	Address	Owner	Required Property Rights
3230301	0 North Avenue, NE	Mitchell Thomas & Victoria Thomas	Stormwater Management Easement and Access Easement
3230335	1524 Templeton Avenue, NE	AE Elliott Properties, LLC	Temporary Construction Easement
3230339	1606 Templeton Avenue, NE	George & Peggy Matherly	Permanent Drainage Easement and Temporary Construction Easement
3230341	0 Templeton Avenue, NE	Calvin Harrison	Temporary Construction Easement
3230342	0 Templeton Avenue, NE	Calvin Harrison	Temporary Construction Easement
3230340	1616 Templeton Avenue, NE	Calvin Harrison	Temporary Construction Easement
3230419	1704 Templeton Avenue, NE	Richard Hall	Temporary Construction Easement
3230420	1704 Templeton Avenue, NE	Richard Hall	Temporary Construction Easement
3230421	1712 Templeton Avenue, NE	Richard Hall	Temporary Construction Easement
3230423	1716 Templeton Avenue, NE	Richard Hall	Temporary Construction Easement

Recommended Action:

Authorize the acquisition of any and all real property rights needed to construct the proposed Templeton Avenue Stormwater Drainage Improvements Project, including but not limited to the specific property rights identified in this City Council Agenda Report, by negotiation and execution of the appropriate acquisition documents by the City Manager, such documents to be approved as to form by the City Attorney.


For Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Sherman M. Stovall, Assistant City Manager for Operations
Barbara A. Dameron, Director of Finance
Robert K. Bengtson, P.E., Director of Public Works
Philip C. Schirmer, P.E., City Engineer
Dwayne R. D'Ardenne, CGM, PWM, Stormwater Manager
Josephus M. Johnson-Koroma, P.E., Civil Engineer II
Cassandra L. Turner, Economic Development Specialist

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IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

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

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

1. The City wants and needs certain real property rights, to include permanent easements of variable length and width, temporary easements, right of way interests in fee simple, and such other real property interests as needed, as set forth in the City Council Agenda Report dated March 6, 2017, for the Project, in the vicinity of the intersections of 13th Street, N.E./Templeton Avenue, N.E., Roanoke, Virginia, and North Avenue, N.E./Templeton Avenue, N.E., Roanoke, Virginia, and the 1400, 1500, 1600, and 1700 Blocks of Templeton Avenue, N.E. Roanoke, Virginia and surrounding streets, which are located within the Eastgate Neighborhood. The proper City officials and City staff are hereby authorized to acquire by negotiation for the City the necessary real property interests and appropriate ancillary rights with respect to the real property parcels referred to in the above mentioned City Council Agenda Report and any other real property parcels needed for the Project. All requisite documents shall be approved as to form by the City Attorney.

2. The City Manager is further authorized to execute appropriate acquisition documents for the above mentioned parcel(s), and such other parcels needed for the Project, for such consideration as deemed appropriate for the necessary interests, provided, however, the

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

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

ATTEST:

City Clerk.



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council
Meeting: March 6, 2017
Subject: Amendment No. 3 to Contract with Crouch Engineering, Inc. for Additional Architectural & Engineering (A/E) Design and Construction Phase Services for Roanoke River "Bridge the Gap" Greenway, Phase II (CM17-00021)

Background:

The City entered into a Contract with Crouch Engineering, Inc. dated December 5, 2014, in the amount of \$599,511, to provide design and construction services for the Roanoke River "Bridge the Gap" Greenway, Phase II from Bridge Street to Aerial Way Drive. Amendment No. 1 provided additional funding for design services to complete construction documents and Amendment No. 2 provided additional funding for services to divide Phase II into two project segments in order to accelerate construction and expend state and federal funds. Total contract amount to date is \$749,296.76.

Phase II, Segment 1 is currently out to bid. Phase II, Segment 2 is pending (i) Norfolk Southern's (NS) approval of a design modification to the NS beltline trestle bridge; and (ii) acquisition of the remaining property rights by the City to complete the segment.

After extensive coordination, NS rejected the initial design of the beltline trestle bridge replacement and requested a re-design of the bridge with a longer span which will require additional geotechnical information, calculations, and final design plans. Funds under the current contract have exceeded original estimates for this work, and additional man-hours and fee are required to complete this effort. Additionally, with construction imminent, additional capacity is needed in the contract for post design services to include review of requests for information, shop drawings, and site visits during bridge construction.

Considerations:

The City desires to have Crouch Engineering, Inc. continue its coordination with NS to finalize design acceptance on the modifications to the beltline trestle bridge. Additionally, as the designer of record, the City desires to have Crouch provide post design phase services to ensure conformance with construction documents.

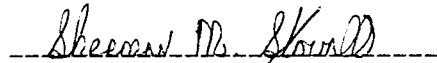
Crouch Engineering, Inc. has submitted a proposal to complete the above mentioned services for an additional fee of \$57,860.

In addition to the above fee, other project expenses connected with the project's design may involve encountering unexpected conditions that may necessitate Crouch Engineering, Inc. providing services over and above those stipulated above. Therefore, future amendments may be needed to the Contract with Crouch Engineering, Inc. to perform additional services as the project develops. However, the total of such other amendments is not expected to exceed an additional \$25,000 over and above the previously mentioned \$57,860 for total Contract Amendments not to exceed \$82,860. Funding is available in the project account 08-620-9201, Roanoke River Greenway - Bridge the Gap.

Recommended Action:

Authorize the City Manager to execute additional amendments as mentioned above, approved as to form by the City Attorney, to the City's Contract with Crouch Engineering, Inc. in an amount not to exceed \$82,860 for additional professional services, including an Amendment for \$57,860 as set forth above.

Authorize the City Manager to take such actions and to execute such documents, as may be necessary to provide for the implementation, administration, and enforcement of all such amendments to the above mentioned Contract with Crouch Engineering, Inc., as well as the Contract itself. All such documents are to be approved as to form by the City Attorney.


For Christopher P. Morrill
City Manager

Distribution: Council Appointed Officers
Sherman M. Stovall, Assistant City Manager for Operations
Barbara A. Dameron, Director of Finance
Robert K. Bengtson, P.E., Director of Public Works
Philip C. Schirmer, P.E., L.S., City Engineer
Michael Clark, Director of Parks & Recreation

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7.a.4.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

A RESOLUTION authorizing the City Manager's issuance and execution of additional amendments to the City's contract with Crouch Engineering, Inc., for additional professional services for the Roanoke River "Bridge the Gap" Greenway, Phase II from Bridge Street to Aerial Way Drive; and authorizing the City Manager to take such actions and execute such documents as may be necessary to provide for the implementation, administration, and enforcement of such contract, as amended.

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

1. The City Manager is hereby authorized, for and on behalf of the City, to issue and execute additional amendments as may be necessary to the City's contract with Crouch Engineering, Inc., in an amount not to exceed an additional \$82,860, including Amendment No. 3 in the amount of \$57,860, for additional professional services for the Roanoke River "Bridge the Gap" Greenway, Phase II from Bridge Street to Aerial Way Drive, which includes Crouch Engineering, Inc. continuing its coordination with Norfolk Southern to finalize design acceptance on the modifications to the beltline trestle bridge, and to provide post design phase services to ensure conformance with construction documents, all as more fully set forth in the City Council Agenda Report dated March 6, 2017.

2. The form of such Amendment No. 3 and any additional amendments shall be approved by the City Attorney.

3. Amendment No. 3, and such additional amendments, shall provide authorization for additions to the work, with an increase in the amount of the Contract, and provide that the

total amount of Amendment No. 3 and such other amendments will not exceed an additional \$82,860, all as set forth in the above mentioned City Council Agenda Report.

4. The City Manager is further authorized to take such actions and execute such documents as may be necessary to provide for the implementation, administration, and enforcement of the Contract, as amended by Amendment No. 3 and any such additional amendments. Such documents shall be approved as to form by the City Attorney.

ATTEST:

City Clerk.