

Bradley E. Grose, Mayor  
Matthew S. Hare, Vice Mayor  
I. Douglas Adams, Jr., Council Member  
William "Wes" Nance, Council Member  
Sabrina M. Weeks, Council Member



Vinton Municipal Building  
311 South Pollard Street  
Vinton, VA 24179  
(540) 983-0607

**Vinton Town Council  
Regular Meeting  
Council Chambers  
311 South Pollard Street  
Tuesday, March 17, 2015**

**AGENDA**

Consideration of:

- A. 6:00 p.m. - ROLL CALL AND ESTABLISHMENT OF A QUORUM**
- B. CLOSED MEETING**
  - 1. Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 A (5) of the 1950 Code of Virginia, as amended, for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
- C. 7:00 p.m. - RECONVENE AND ADOPT CERTIFICATION OF CLOSED MEETING**
- D. MOMENT OF SILENCE**
- E. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG**
- F. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS**
- G. CONSENT AGENDA**
  - 1. Consider approval of minutes for the regular Council meeting of March 3, 2015.
- H. AWARDS, RECOGNITIONS, PRESENTATIONS**
  - 1. Proclamation for Arbor Day
  - 2. Officers of the Month for February 2015
- I. CITIZENS' COMMENTS AND PETITIONS - This section is reserved for comments and questions for issues not listed on the agenda.**

**J. PUBLIC HEARINGS**

1. Consideration of public comments regarding setting of the real estate, personal property and machinery and tools tax rates for calendar year 2015.
  - a. Open Public Hearing
    - Report from Staff
    - Receive public comments
    - Council discussion and questions
  - b. Close Public HearingAction to be taken on March 31, 2015
  
2. Consideration of public comments regarding amendments to Article II. Districts and District Map, Sec. 2-1. Establishment of zoning districts, by adding Mixed Use Development (MUD) District; Article IV. District Regulations, by adopting and enacting Division 14. Mixed Use Development (MUD) District; Amending Article X. Definitions, Section 10-2. Words and Terms Defined (b) Certain Words and Terms Defined, by amending and enacting certain words and terms defined, of Appendix B, Zoning, of the Town Code. **(POSTPONED TO APRIL 21, 2015)**

**K. TOWN ATTORNEY**

**L. TOWN MANAGER**

**ITEMS REQUIRING ACTION**

1. Consider authorizing staff to proceed with one of three options concerning the 3<sup>rd</sup> Street Dumpsters.

**BRIEFING**

1. Further briefing on proposed FY2016-2017 budget.

**M. FINANCIAL REPORTS FOR DECEMBER 2014 AND JANUARY 2015**

**N. MAYOR**

**O. COUNCIL**

**P. ADJOURNMENT**

**NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.** Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council meetings. Please call (540) 983-0607 at least 48 hours prior to the meeting date so that proper arrangements may be made.

**NEXT TOWN COMMITTEE/COUNCIL MEETINGS/EVENTS:**

**March 31, 2015** – Special Council Meeting - 7:00 p.m. – Council Chambers

**April 7, 2015** – 6:00 p.m. - Work Session followed by Regular Council Meeting at 7:00 p.m. – Council Chambers

**April 16, 2015** – 8:00 a.m. to 5:00 p.m. – Budget Work Session – Vinton War Memorial



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Administration

### **Issue**

Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 A (5) of the 1950 Code of Virginia, as amended, for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

### **Summary**

None

### **Attachments**

Certification of Closed Meeting

### **Recommendations**

Reconvene and adopt Certification of Closed Meeting

**AT A CLOSED MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, MARCH 17, 2015, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.**

**CERTIFICATION THAT A CLOSED MEETING WAS HELD  
IN CONFORMITY WITH THE CODE OF VIRGINIA**

**WHEREAS,** the Town Council of the Town of Vinton, Virginia has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

**WHEREAS,** Section 2.2-3712 of the Code of Virginia requires a certification by the Vinton Town Council that such closed meeting was conducted in conformity with Virginia Law.

**NOW, THEREFORE, BE IT RESOLVED** that the Vinton Town Council hereby certifies that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from opening meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

Motion made by Council Member \_\_\_\_\_, and seconded by Council Member \_\_\_\_\_, with all in favor.

\_\_\_\_\_  
Clerk of Council



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Town Clerk

### **Issue**

Consider approval of minutes for the regular Council meeting of March 3, 2015.

### **Summary**

None

### **Attachments**

March 3, 2015 minutes

### **Recommendations**

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M.  
ON TUESDAY, MARCH 3, 2015, IN THE COUNCIL CHAMBERS OF THE VINTON  
MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON,  
VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor  
Matthew S. Hare, Vice Mayor  
I. Douglas Adams, Jr.  
Sabrina M. Weeks

MEMBER ABSENT: William W. Nance

STAFF PRESENT: Christopher S. Lawrence, Town Manager  
Theresa Fontana, Town Attorney  
Susan N. Johnson, Town Clerk  
Ryan Spitzer, Assistant Town Manager  
Donna Collins, Human Resources Specialist  
Mary Beth Layman, Special Programs Director  
Barry Thompson, Finance Director/Treasurer  
Mark Vaught, Lieutenant-Services  
Joey Hiner, Public Works Assistant Director

**The Mayor called the work session to order at 6:00 p.m.**

to year requests for funding presentations by some of the community agencies. After the Town Manager made brief opening comments, Lisa Kornegay on behalf of the William Byrd High School After Prom Committee expressed thanks to Council for their donation last year. She commented that the Prom this year is May 9<sup>th</sup>, the After Prom theme will be the children's book "Where Wild Things Are" and their total budget is approximately \$10,000. This year the Committee has joined forces with Lord Botetourt High School to share each other's props and to help cut down on costs for both schools. Ms. Pitts next commented that most of the funds for the event come from local businesses and the booster clubs from the school. The goal is to keep the event free and William Byrd is the only school in the County and the City that offers this free to the students. They feel that if they have to start charging it would give kids a reason to not come. There are usually around 350 kids who participate in the event. Over the past two years there has been about an 80% retention rate of kids that stay from 12 midnight until 3:30 a.m. which has grown from 25% four years ago. The funds received will be used to purchase t-shirts, buy whatever food items are not donated and pay for the games and inflatables.

**The next presenter was Debbie Pitts on behalf of the Vinton Historical Society.** Ms. Pitts recognized Mattie Forbes, Barbara Hargis and Judy Cunningham who were in the audience. She expressed thanks to Council for the funds that were given for the Museum last year. There are over 3,000 artifacts in the Museum and last year 1,400 people visited the Museum. The Historical Society is currently expanding its services to include more

genealogical and historical research resources and they are actively involved in a capital building fund to raise money to preserve, upgrade and enlarge the Upson House. This will be an ongoing effort and to date \$7,000 has been raised. Ms. Pitts further commented that they are trying to raise awareness and increase their membership through launching a website and through their Face Book page. They will also begin to offer more public programs.

**The next presentation was by Corrie Prater on behalf of the Mountain View Humane Spay/Neuter.** Ms. Prater began by commenting they have two clinics, one on Peters Creek Road and one in Christiansburg that serve clients from Southern West Virginia to the other side of Bedford, to Martinsville and Wytheville. The clinics are low-cost, high-quantity and high-quality and performing 30-40 surgeries a day at both clinics. They have performed over 33,000 between the two clinics. Typically the cost is \$73 for a female dog spay and a full-services veterinarian may charge anywhere from \$300-500. Many people get animals and they really want to do the right thing, but some cannot afford the cost at a regular veterinarian. Almost 65% of their clients cannot even afford their low cost, so they raise funds for subsidy funding which allows them to help those individuals who are not able to pay the full amount.

They are asking the Town for funding again and know they are making an impact here locally. They work with the RCACP and any animal that comes out of the RCACP for adoption goes to Mountain View first. In 2013 approximately 5,000 dogs and cats were turned in and 1,800 did not make it out whether they died in care or euthanasia. Last year 4,700 dogs and cats were turned in and only 1,300 did not make it out. Ms. Prater further commented that this year they are asking for funding for their feral cat spay and neuter program. They typically charge \$35 for feral cats.

The Town Manager commented that in the past, the Town gave the funds directly to Mountain View. This year we have a coupon program that allows Town residents to get \$25 off of any spay and neuter. This allows the residents to go any veterinarian, but we encourage them to go to Mountain View because the cost is low. Ms. Prater commented that there are a stack of coupons at the RCACP and the Town Manager commented that our Animal Control Officer would also have some in the truck to hand out. For almost six months we have not had a true Animal Control Officer since the Police Department has been short-staffed, but another Officer is moving into that position in a few weeks.

**The last presentation was by Angie Lewis on behalf of the Vinton Area Chamber of Commerce.** Ms. Lewis first

commented that funding is important to the Chamber in assisting the Town to promote economic development and the revitalization of the downtown which includes the new library, encourage business development and to assist with the exposure and promotion of the new "In Vinton" branding. The Chamber is celebrating their 65<sup>th</sup> anniversary this year. Over the last year alone, the Chamber membership has grown by 70 members, one being Magnets USA, which will be having a ribbon cutting on March 18<sup>th</sup> at 1:00 p.m.

Ms. Lewis next commented that the Chamber has expanded their special events calendar to 13 major events over the past few years. With these events in conjunction with other events, new businesses and our new library have the potential to bring very large crowds and a lot of traffic to Vinton. They will be joining the Roanoker magazine again this year to produce an issue of the Vinton Magazine which will come out in July.

Vice Mayor Hare asked why they are requesting to double their funding. Ms. Lewis responded that with all of the new events along with being the Chamber's 65<sup>th</sup> anniversary, they want to doing a little something special with those. Also, they want to talk to some new businesses around the area and outside the area to look to Vinton and they need funding to help with this.

**The work session ended at 6:30 p.m. and Council took a recess.**

**The Mayor called the regular meeting to order at 7:00** p.m. The Town Clerk called the roll with Council Member Adams, Council Member Weeks, Vice Mayor Hare and Mayor Grose present. Council Member Nance was absent. After a Moment of Silence, Council Member Adams led the Pledge of Allegiance to the U.S. Flag.

Roll call

**Under upcoming community events/ announcements,** Council Member Weeks announced the 60<sup>th</sup> Annual Vinton Dogwood Festival which will start April 22<sup>nd</sup> with the parade being Saturday, April 25<sup>th</sup> at 2:30 p.m. She also commented about the variety of events for the Senior Adults and announced the Senior Expo sponsored by the Chamber on March 24<sup>th</sup> at 10:00 a.m. at the War Memorial. Also, the Vinton Relay for Life will be May 1<sup>st</sup>-2<sup>nd</sup> at the William Byrd High School field.

**Council Member Adams made a motion to approve the** Consent Agenda as presented; the motion was seconded by Vice Mayor Hare and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Weeks, Hare, Grose; Nays (0) - None; Absent (1) - Nance.

Approved minutes for the regular Council meeting of February 3, 2015

**The next item on the agenda was a Proclamation** declaring March 2015 at American Cross Month. Council Member Weeks read the Proclamation and presented it to Paula Poston, Disaster Program Manager for the Red Cross. The Town Clerk mentioned that last year's Proclamation indicated there were 444 volunteers in the Roanoke Valley and now there are 615.

**Vice Mayor Hare read a Memo from Chief Cook naming** Detective Corporal Brandon Hill as Officer of the month for January.

**The next item on the agenda was a request for funding** presentation by the Dogwood Festival Committee. Penny Mullins, a Committee member, first thanked Council for their long-standing support of the Dogwood Festival financially, the numerous in-kind services and the personal support of the Town. They are asking for \$2,000 again for 2016. The Committee is always trying to provide ways for the community to come together and have as much free entertainment as possible. In addition to the financial support for 2016, there is also another need. The Board has been notified by Roanoke County that possibly they will not have a venue for the carnival because of the old William Byrd School property being on the market for sale. Ms. Mullins indicated that if anyone has ideas of venues to have the carnival in 2016 and beyond, they would appreciate those ideas being passed to the Committee. The percentage of the sales from the carnival is a big part of the revenue that they get for the Festival each year.

Vice Mayor Hare asked if the War Memorial parking lot be an acceptable site and Ms. Mullins responded possibly it would be. Council Member Adams asked if they had talked to the vendor that runs the carnival to see what square footage requirement would be and she responded she would pass that information along to Todd Bailey and get back with Council in that regard. Vice Mayor Hare asked if there had always been a carnival and Mary Beth Layman responded at least the last 15-20 years. The first carnival was at the Farmers' Market, but because of the great response, it has continued to grow in size over the years. The Town Manager commented that staff will continue to work with the Dogwood Committee to find a new venue. One of the suggested sites was Vinyard Park, but that is a heavily used athletic field and the reality is the impact would destroy the grass on the field and they need nine months of athletics to run on those fields.

**The next item on the agenda was to consider approval** to compensate all essential employees who worked during the snow event on Tuesday, February 17, 2015, with eight (8) hours paid leave. The Town Manager commented that the administrative offices of the Town were closed on

February 17<sup>th</sup> due to the significant snow event. As we did for last year, those who did not have to work received normal pay for that day. However, the essential employees worked on that day and we are requesting to credit those employees with an extra day off that they can take by the end of this fiscal year, June 30, 2015.

Vice Mayor Hare asked that since the Governor declared a State of Emergency, do we get to apply for any funding. The Town Manager responded that we did not declare a State of Emergency locally because we were able to handle the event with our own resources. If we thought we were going to have to ask for State resources, then we would have declared a State of Emergency. When a Federal State of Emergency is declared, that is when funds start becoming available.

Vice Mayor Hare then asked about the cost of granting the leave and the Town Manager responded that we do not have that information available, but employees will be allowed to take these eight hours instead of annual leave. Barry Thompson commented that he can have that information for the next Council meeting. Vice Mayor Hare commented that some employees have more time on the books than they can take. He wants the time given to be perceived by those employees that we sincerely appreciated what they did even though they cannot take advantage of the time off.

Vice Mayor Hare made a motion to compensate all essential employees who worked during the snow event on Tuesday, February 17, 2015, with eight (8) hours paid leave, said hours to be taken by June 30, 2015 with the Town Manager being allowed the discretion to extend the June 30<sup>th</sup> deadline. The motion was seconded by Council Member Adams and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Weeks, Hare, Grose; Nays (0) - None; Absent (1) - Nance.

Approved compensating all essential employees who worked during the snow event on Tuesday, February 17, 2015, with eight (8) hours paid leave, said hours to be taken by June 30, 2015 with the Town Manager being allowed the discretion to extend the June 30<sup>th</sup> deadline

**The next item on the agenda was a further update by** The Advancement Foundation regarding a business incubator in the top floor of the Health Department Building. The Town Manager commented that this concept was presented to Council at a prior meeting. We have invited Annette Patterson back to present the concept again with a little more in-depth information regarding the vision and operational costs. Ms. Patterson began by commenting that the proposal was to partner with the Town of Vinton to create the incubator in the main floor of the Health Department building. She then began a Power Point presentation and restated the vision of the incubator. The Town's partnership would entail allowing the use of the building and helping with the maintenance and utilities on the building.

In the last meeting, Council asked that she talk with some of the neighbors right around the Health Department building. She met with Mr. Campbell who owns the barbershop across the street and he liked the idea, but his main concern was parking. Ms. Patterson assured him that they had some strategies to make sure that the individuals that would be in the business incubator would not be using the community parking on the street and even proposed some sort of decal system. She met with Reverend Coles of the First Baptist Church who presented the idea to his entire congregation and they were in full support of the project and have several members who are going to become advisors to some of their small business entrepreneurs. She also met with Suzanne Renegar of the Health Department who was very supportive and suggested that we meet with her staff so that they would be aware of opportunities that might be available to some of the individuals that they work with.

Ms. Patterson next showed slides and commented on the Gauntlet event that was held on January 17<sup>th</sup>, which was a great success. They gave away \$10,000 in prizes, some in cash, in-kind services and computers. She next commented that Council had requested the actual costs involved to run the program. She presented a draft budget to Council for their review. In essence they are asking the Town for the costs of \$15,582. The budget includes \$26,000 in value for the use of the building. The key items would be the utilities and insurance which the Town is already paying. The only new cost would be for the phone and internet connection at \$3,000. The items listed as the responsibility of The Advancement Foundation contributions would not happen immediately. They will have to hire a program director and are allocating AmeriCorp Vista and two AmeriCorp State members to the program. Other program expenses listed that The Advancement Foundation will contribute brought their total contributions to \$95,590.

They have a three-year sustainability plan. Ms. Patterson reported they did not get the Operation AmeriCorp grant mentioned in her last presentation to Council. However, she has had conversations with the USDA that is very interested in business development and are combining two grants to create one larger local grant opportunity. Also, the Department of Housing and Community Development visited with them, took a tour of the building and they were able to tell them about the program. They were interested because this program will not only create office space for businesses, but will help to coach and sustain small business owners and also help them to utilize community resources like the IDA program. They have several grants for program development and two-year opportunities to support the operations of such a program.

Ms. Patterson next commented that they will create earned income streams to support the program such as sliding scale rentals, fees for services and sponsorship opportunities and then reviewed the project goals for the program.

Vice Mayor Hare asked if the Health Department was linked to the Municipal Building in any way and the Town Manager responded no. However, the new library will have a large information bandwidth demand and Roanoke County has upgraded their fiber ring to get a 50 megabyte bandwidth into the library. We worked with the County to get that bandwidth provided into this building and we will share that with the library. We do have fiber to the Fire House that we installed when we did the EMS building which is behind the Health Department building. We would have to check and see if we can get a much broader bandwidth into that building.

Vice Mayor Hare asked what the next step would be and the Town Manager commented that if there is a commitment from Council, then staff can work with Ms. Patterson to develop a formal lease agreement from a building and a program standpoint. Vice Mayor Hare then commented that he is excited to be able to partner with The Advancement Foundation in this endeavor and the Mayor expressed the same sentiments. Ms. Patterson also commented that she will be meeting with Angie Lewis and Todd Creasy of the Chamber regarding the concept. After further comments from the Town Manager, Council gave their consensus to proceed with developing a formal lease agreement.

Consensus of Council to proceed with developing a formal lease agreement with The Advancement Foundation for the top floor of the Health Department building for a business incubator program

**The next item on the agenda was a general update on revenues/expenditures for the proposed FY2015-2016 budget.** Barry Thompson, Finance Director/Treasurer began a Power Point presentation by first commenting that this will be a general overview of revenues and expenditures as they stand at this point. The budget team and the leadership team have been working diligently on formulating the budget and right now the projected revenues total \$12,403,284 broken down by General Fund of \$8,785,134 and Utility Fund of \$3,618,150.

Mr. Thompson next commented on each of the categories that make up the General Fund. The first category was general property taxes for a total of \$503,402 which is very close to last year's figures. The next category of other local taxes totaling \$4,140,200 is only showing growth in a couple of categories. The pari-mutual tax was zeroed out because of the closing of Colonial Downs and the admissions tax was lowered from \$2,500 to \$500. The transient occupancy tax comes from the Efficiency Inn. If there was ever a new hotel in the Town, we may want to look at that tax rate because it

is very low. The Mayor asked if other localities have a different tax rate for standard hotels as opposed to extended-stay hotels. Mr. Thompson responded that he could check with Roanoke City because they have a Main Stay Hotel and report back to Council. The prepared meals tax was lowered by \$5,000 and the cigarette tax was lowered to \$250,000 because it is not doing as we anticipated even after lowering the rate. We did increase the sales tax by \$15,000.

The categories of permits and fees and fines and forfeitures remained the same. Under use of money and property, the investment income category had an increase due to some earnings from the bond issue. Under charges for services, the fee for transport was increased because of a better flow of payments from Roanoke County. We were running behind in payments, but they are now being kept up-to-date.

Vice Mayor Hare asked about the swimming pool admissions and Mr. Thompson responded that it was reduced to \$29,000 and due to looking at what had taken place historically over the past few years. We looked at the revenues and expenditures on the pool and it costs the Town about a \$40,000 deficit to operate. The War Memorial income revenue is \$177,000 and \$10,000 from other departments for a total of \$187,000. Vice Mayor Hare commented about the large increase in this proposed budget based on what the revenue has been for this fiscal year.

Mr. Thompson continued with the miscellaneous revenue category. This includes the Roanoke County gain sharing of \$550,000 which is the same amount that we received this fiscal year. Vice Mayor Hare asked if the renovations at the Fire House would affect this calculation. The Town Manager commented that he did not think so because the County is paying their part out of the Fire Department generator capital project where they had a savings. Mr. Thompson commented that the re-appropriated fund balance of \$50,000 is the Novozymes match for the Glade Creek Greenway.

The recovered cost and non-categorical aid categories remain the same. Under categorical aid, the Town received an increase last year in the highway maintenance fund and we projected \$1,294,898 because we have received no information as to whether this amount will be increased or decreased. This category also includes fire and police grants along with the VDOT revenue sharing, the Greenway and the CDBG grant funds that are anticipated to be spent in next year's budget. The Town Manager commented that the ROCO-EDA funds are the contribution from Roanoke County for the Greenway.

Mr. Thompson next commented on the 2015 real estate assessment. Based on the assessed values less new construction, there is a net increase of \$2,445,100. The new

assessment will generate \$137,802 which is an increase of \$1,112 over last year, or .81%. Another slide showed the tax rate comparison for Roanoke County, Roanoke City, Salem City, Botetourt County and the Town. Vice Mayor Hare asked about Bedford County and Mr. Thompson indicated he could get that information. The Town Manager commented for clarification that those who live in the Town pay \$1.09 to the County and \$.03 to the Town for a combined \$1.12 per \$100 of assessed value. For personal property, the combined rate for Town residents is \$4.50 per \$100 of assessed value.

Mr. Thompson continued by commenting that on the General Fund Expense side, the department requests estimate totals \$9,337,872. He gave a breakdown of what is included in each category and commented that the debt retirement of \$390,063 is a decrease as a result of the refunding that we did in June of 2013. The transfer category includes \$132,782 which has been set aside for Council to consider a raise for the employees. Also, we have taken into consideration the demographics of the employee population and the effect of retirements on the budget regarding any pay-outs. We have not allowed for this in the past, but we have set some funds aside for this purpose that can be transferred to the affected department. Based on the projected revenues and expenditures, there is a shortfall of \$520,238.

The Town Manager commented that in the six years that he has been the Manager we have never shared this preliminary number. In the past, we have gone through the budget in detail and balanced it with recommendations for revenue enhancements and/or reduction or cuts of services. At this point we are usually around a shortfall of around \$500,000 almost every year. Our challenge is how to get to the balanced budget.

In past years, we have been able to do more things within the budget, but there is a whole lot less room this year to make adjustments that are not going to have a direct impact. Some key items are a proposed two percent (2%) raise, which is not guaranteed. Regarding the retirements, we have been looking analytically of what the real financial costs are. We have some long-term employees, who we hope will not retire because they are valuable, but the reality is they do retire. When you have one or two 20+ year employees retire, it is expensive. To make sure we are competitive with our salaries, we have plugged in \$20,000 to do a market assessment compensation study for all of our employees. Another big number relates to paving. We have done a lot of presentations and a lot of education on our paving program which is very under-funded. We have invested in the E-Roads program and have budgeted \$175,000. Another big item included is \$120,000 to hire two more firefighters. We

will present the proposed budget on April 7th with our recommendations on how to balance it.

Mr. Thompson continued with the Utility Fund showing operating revenues of \$3,602,150 which includes the 8.9% increase that Council approved effective July 1, 2015. The addition of use of money of \$1,500 plus recovered cost of \$14,500 brings the total to \$3,618,150. On the expenditure side, the estimated total is \$3,217,444. Based on the projected revenue less the expenses, the Utility Fund is projected to be favorable in the amount of \$400,706.

The Town Manager commented that we were able to set aside approximately \$100,000 last year and we should be able to put a little more aside this year. The other key factor is that the rate study program uses the three rate increases to get us to FY2016-2017 to consider another \$2 million worth of debt.

The Town Manager next commented that a one percent (1%) salary increase for our employees would be \$45,000. We have included a two percent which would be split between the General Fund and Utility Fund. Also, there is currently no CIP capital included in the budget. We will come back and make recommendations as we establish our capital fund balance reserve and see how best to balance those.

Vice Mayor Hare asked if there is any change to our payment to VRS. Mr. Thompson commented that the actuarial will be the same as this year, but it will be evaluated again the following year. Vice Mayor Hare then expressed concern about not fully funding the plan and having to one day in the future come up with a way to fully fund it.

The Town Manager next commented that the health insurance will not increase for next year.

**The next item on the agenda was an update on the real estate tax assessment for Calendar Year 2015 and request to advertise a public hearing for March 17, 2015 to set the real estate tax, personal property tax and machinery and tools tax rates.**

The Town Manager commented that our real estate assessment will only give us \$1,112 additional revenue next year. There are adjustments we will be able to make over the next few weeks, but there is a budget gap. He reminded Council that this year we are using \$120,000 in fund balance to balance the budget. That equates to two full-time firefighters. Those other costs between \$120,000 and \$500,000 are real costs that we have to prioritize. We are trying to be very conscious and responsible and will bring back to Council service-level choices within the budget and recommendations.

The current real estate tax rate is \$.03. If Council desires to do any amount more than the \$.03, it has to be advertised. We can advertise an increase and adopt anything less than the advertised amount, but we can never go above what we advertise. For example, if we advertise \$.06, we can do anything in between up to that amount. We do need direction from Council tonight in order to meet the required advertisement deadlines. The Public Hearing needs to be held on March 17<sup>th</sup>. We will have a special Council meeting on March 31<sup>st</sup> at which meeting the actual tax rate will need to be set to allow for the real estate tax bills to go out in April.

The Town Manager next commented that he knows he must have \$120,000 for two new firefighters which equates to a \$.03 tax rate increase. There may be other ways that we can figure out to pay for it, but this is a direct service to all of our citizens. His recommendation is to advertise a \$.06 real estate tax, which is a \$.03 increase. Then, as we go through the Public Hearing and the budget process, Council can decide what tax rate to set.

The Mayor asked about advertising the real estate tax and would that also apply to personal property and the Town Manager responded yes. Staff has looked at the personal property tax rate and an increase of \$.01 would amount to \$5,000. To increase the personal property taxes to where we need to be plus added to Roanoke County's rate, would put the Town so far above all the other localities. Other taxes and fees are decided in the budget process and are options to consider, but they do not have the same advertising requirements as the real estate taxes.

Vice Mayor Hare commented that the local government needs funding to provide the services that the citizens have asked for, appreciate and have come to expect. Everything gets more and more expensive and we have shown in the past few years that we have tightened our belt and it has had an impact on the community. It has also put a lot more on our employees.

If there is going to be an increase in a tax or fee, it has to be attached to something tangible for the citizens to see what they are paying for. We knew going into last year's budget that we were going to have to go to 24-hour fire coverage and we were going to have to make a decision one way or another. We cannot continue to dip into our savings. Vice Mayor Hare further commented that he wants to serve his community, but he also wants to leave a strong vibrant Town for his children and others. He would support advertising an increase so we can have the conversation with the public to understand what is happening and to allow them to have a say. They may choose to say they do not want a tax increase, but are willing to give up something else.

Vice Mayor Hare then commented that he would support advertising a \$.04 increase instead of a \$.03 increase to give us flexibility. We can tie a \$.03 increase to the two firefighters, but there are other things that need to be funded. We can be given a list of everything we are not doing and this will give us the lee-way to decide. He also stated he appreciated seeing the unaltered version of the budget because the community does not always see this, but it is important that they know. We can choose services and service-levels, but in the end there is still a cost to running the Town.

Council Member Adams agreed with the comments by Vice Mayor Hare. He also commented that the equipment that our Fire Department is using, for instance the ladder that we depend on is 20 years old. It is getting tough to see the other areas in the Town that need funding such as paving and water lines. It may not be the popular thing to do, but at the end of the day it is the right thing to do. He would support the \$.07 advertisement, but only set the rate as far as we prove that is absolutely what we need to do. Council Member Weeks agreed with what has been said and she feels that the misconception a lot of times is that people do not understand what we have to do.

The Mayor said he agreed with advertising the \$.07 which gives some flexibility in our discussions. In his opinion this Council and certainly staff has been very responsible particularly over the past several years by cutting everywhere we can and it has reached a point where if we are going to continue to offer the services we have and considering an increase in service with the 24-hour fire protection, there is a cost associated with that. He would be opposed to any tax increase where we could not prove exactly where the funds are going.

**Vice Mayor Hare made a motion to advertise for a public** hearing for March 17, 2015 for a \$.07 real estate tax rate; the motion was seconded by Council Member Weeks and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Weeks, Hare, Grose; Nays (0) - None; Absent (1) - Nance.

Approved advertisement for a public hearing for March 17, 2015 for a \$.07 real estate tax rate

**Under update on old business concerning the 3<sup>rd</sup> Street** dumpsters, the Town Manager commented that on January 20<sup>th</sup>, Council was briefed by staff regarding three options for the dumpsters. One was to eliminate the dumpsters which would be approximately a \$10,000 savings, but it was felt that there would be a significant impact by eliminating this service.

There are several factors to be considered, One is that this is a high-level service because we have curbside service, the dumpster site and we pay for citizens to dump at the Resource Authority. Second, the site is next to the canoe-

launch that will be opening to the public as part of the blue way system which we believe will be heavily used. And third, we have to also realize that this is an industrial piece of property in an industrial district that is a Public Works operational area. It is not a pristine park.

The second option was to keep it as it is and put up some screening which would still not be the most attractive site for guests who are coming to use the canoe launch.

The third option was to flip the dumpsters and internalize them to provide screening, but continue the service. The dumpsters would not be visible from the parking lot and turned inward. There is a current entrance that says "facility entrance" that can be open to allow access. This entrance does need some improvement because it is a little bit steep, but we can improve that and hard-surface it with chip and seal. It is recommended to use railroad ties and boulders since that is what will be used for the canoe-launch area. The refuse truck can still get in and out backwards like they currently do. We also recommend putting covers on the dumpsters. It is not a driving factor for why the vultures are there, but it is a contributing factor.

A summary cost was also provided to Council for consideration. In response to a question, this option would provide that the site continue to be open 24/7.

Vice Mayor Hare asked about communicating and educating the public about the change and the Town Manager responded that could be done through signage. Also, it may be feasible to pay a staff person to monitor the site on the heavy trash days for several weekends or so. We can get the word out through the media, but primarily on-site communication would be the most effective. The refuse crew would continue to clean up the site every morning and once on the weekends as they do now. After additional comments from Council and staff, it was requested that the item be put on the March 17<sup>th</sup> agenda for a final decision by Council.

**The Town Manager reminded Council that this Friday is Employee Appreciation Day and they are invited to have lunch with our employees in the lobby of the Municipal Building at 12 Noon.**

**Vice Mayor Hare requested that the review of the December 2014 financial report be postponed until the next meeting.**

**The Mayor commented on the great job that our employees did during the recent snow event.**

Review of December 2014 financial report was postponed until the March 17, 2015 meeting

**Comments from Council Members: Vice Mayor Hare**

also commented on the recent snow event and the job that was done by our employees. He then asked if there is anything we can do as Council and staff to encourage citizens to not park their vehicles along the street during a snow event. The Town Manager commented that it has been discussed to put out more information to encourage citizens to park on one side of the street or off of the street. This is particularly important along some of the narrow streets in Town. Another issue that we did receive complaints on is clearing sidewalks. We do have an ordinance on clearing sidewalks whether a commercial business, residence or a public facility. Most people do not clean their sidewalks and it became an issue for people to walk. We need to further educate everyone on this as well.

The Town Manager also commented on the parking lot of the War Memorial. A decision was made to have the contractor go another day before clearing the lot; however, if the Senior Center would have been needed in case of an emergency, there was no way to get to it. In the future, as part of Public Works operating routine, they will keep an emergency accessibility route at the War Memorial open along the outside parameter of the lot.

Vice Mayor Hare asked about an update regarding the issues with tax sales in Roanoke County. The Town Manager responded that Barry Thompson met with the Town Attorney and strategized what the Town's interests and goals are to present to the County. We have reached out to the Treasurer, Kevin Hutchins, to schedule a meeting to discuss the matter. Mr. Thompson commented that he would follow up with Mr. Hutchins.

**Council Member Adams made a motion to adjourn the regular meeting;** the motion was seconded by Council Member Weeks and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – Adams, Weeks, Hare, Grose; Nays (0) – None; Absent (1) - Nance. The regular meeting was adjourned at 10:00 p.m.

Regular meeting adjourned

**The work session was continued to hear requests for funding presentations from the Vinton Volunteer First Aid Crew and the Vinton Volunteer Fire Department.** Chief Philpott commented that they have requested \$17,000 for the upcoming fiscal year. Some of the current needs are stretcher mounts for two of their ambulances at \$1,000 including installation for each unit.

They continue to provide training for members to acquire and retain certifications as required by the Virginia Department of EMS. This past weekend, they had classes here for their members and others in the Valley and they awarded more than 450 continuing education hours during

that weekend period. They are striving to have at least two more of the members obtain ALS certification which they try to help with those costs.

They anticipate the purchase of two new personal computers and hope to bring their uniforms up to date. The present cost for a working uniform (not a dress uniform) with the safety equipment needed is around \$800 per member. They also need to replace some portable radios and batteries and their defibrillator battery charger. A new charger is \$7,500; however, they were able to find a remanufactured one with the same warranty for \$4,800.00. New batteries are \$300 each. Mr. Philpott also commented that Roanoke County is now supplying oxygen for cover the Career Staff and Volunteer Crew, which has been a substantial savings.

**The next presentation was by Richard Oakes, Chief of the Volunteer Fire Department,** Chief Oakes commented that this year's request is for \$19,000. He then shared that the cost of turn-out fire structure gear is \$2,000 per person and they try to budget \$7,700 for replacement gear. They budget \$4,000 for travel and training some of which is out of town. They attend the Virginia Fire and Rescue Chiefs Conference every year in Virginia Beach which offers a lot of good classes for the leadership level in the department.

They have been requesting funds to get a new thermal entry camera for the past two years and it has been ordered at a cost of \$12,500. Other budgeted items are \$2,500 for station uniforms for new members along with \$4,400 to the Chief for contract pay. In closing, Chief Oakes expressed thanks for all that Council has done to support the volunteers over the years. He also commented that he recently took a class on recruitment and retention and he has some good ideas and will continue to try and recruit new members.

The work session was adjourned at 10:15 p.m.

APPROVED:

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Bradley E. Grose, Mayor

ATTEST:

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Susan N. Johnson, Town Clerk



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Planning and Zoning Department

### **Issue**

Proclamation for Arbor Day

### **Summary**

The Town of Vinton has been designated as a Tree City USA for the past 13 years. In order to retain the Tree City USA designation, the Town is required to hold an Arbor Day Celebration, along with tree plantings and tree education outreach.

Staff has been responsible for securing grant funding for the past 14 years from Valley Beautiful Foundation, Inc., with the Town providing the required matching funds. These funds have enabled the Town to plant trees on public properties, including area elementary schools, Wolf Creek Greenway, M.A. Banks Park, the grounds of Vinton Public Works, Vinton War Memorial, Vinton Municipal Building grounds, and Craig Avenue Recreation Center.

For this year's 2015 Arbor Day Celebration, a ceremonial tree will be planted at the W.E. Cundiff Elementary School, in conjunction with the Arbor Day Celebration event to be held at the school on Thursday, April 2<sup>nd</sup> at 1:30 p.m. Additionally, for the matching funds requirements, four pink dogwood trees donated by the Roanoke Valley Chapter of the Daughters of the American Revolution were planted in the Fall of 2014 at the Vinton War Memorial.

Please make plans to join us for the 2015 Arbor Day Celebration on Thursday, April 2<sup>nd</sup> at the W.E. Cundiff Elementary School, 1200 Hardy Road.

The invitation and program for the Vinton 2015 Arbor Day Celebration will be provided prior to April 2<sup>nd</sup>.

### **Attachment**

Proclamation

### **Recommendations**

Read Proclamation



# PROCLAMATION

**WHEREAS,** in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS,** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS,** Arbor Day is now observed throughout the nation and the world; and

**WHEREAS,** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS,** trees are a renewable source giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS,** trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS,** trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW, THEREFORE,** I, Bradley E. Grose, Mayor of the Town of Vinton, and on behalf of Town Council and all our citizens, do hereby proclaim April 2, 2015, as "ARBOR DAY" in the Town of Vinton, and urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

**IN WITNESS WHEREOF,** I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 17th of March 2015.



*Bradley E. Grose*

Bradley E. Grose, Mayor



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Police

### **Issue**

Officers of the Month for February 2015

### **Summary**

Corporal Michael Byrd, Officer Zachary Hurt and Officer Josh Kotval were selected as Officers of the Month for February and will be recognized at the meeting

### **Attachments**

Memo from Chief Cook

### **Recommendations**

Read Memo



## Vinton Police Department

311 SOUTH POLLARD STREET  
VINTON, VIRGINIA 24179

PHONE (540) 983-0617  
FAX (540) 983-0624

**BENJAMIN L. COOK**  
**CHIEF OF POLICE**

**A State Accredited Agency**

To: Michael Byrd, Corporal  
Zach Hurt, Police Officer  
Josh Kotval, Police Officer

From: Benjamin L. Cook, Chief of Police *BLC*

Date: March 10, 2015

Subject: Officers of the Month – February 2015

Congratulations! You have been nominated and selected as Officers of the Month for February, 2015.

On February 3, 2015, a call was received which reported a possible suicide attempt. Corporal Byrd and Officer Zach Hurt were the first to arrive and found a male subject inside the residence with a knife penetrating into his abdomen. The subject was still holding the knife handle and threatened to push the knife in further if officers approached him. Corporal Byrd and Officer Hurt began a conversation with the man in an attempt to calm him down and deescalate the situation.

As the subject began to calm, he raised his hands away from the knife as officers requested, which allowed Corporal Byrd to take control of the knife and hold it in place, preventing further injury. As Officer Kotval arrived, he and Officer Hurt were able to handcuff the subject while Corporal Byrd kept the knife stable and in the same position as found. EMS personnel arrived and transported the subject to the hospital where he was immediately taken to surgery to have the knife removed.

Situations such as this pose a great risk to officers, especially having to deal with a dangerous situation involving a knife and biological hazards associated with the serious wound. You were able to establish effective communication with the person while maintaining officer safety, which brought a successful conclusion to this incident. Your actions show your commitment to human life and your ability to resolve potentially deadly situations effectively. You are all well deserving of this recognition and keep up the good work!



## Town Council Agenda Summary

### Meeting Date

March 17, 2015

### Department

Finance

### Issue

Consideration of public comments regarding setting of the real estate, personal property and machinery and tools tax rates for calendar year 2015.

### Summary

Pursuant to Virginia Code § 58.1-3007, a public hearing was advertised in the Roanoke Times and the Vinton Messenger to receive public comments concerning a proposed real estate tax increase of \$.04 per \$100 assessed value in the Town, for a proposed real estate tax rate of not more than \$.07 per \$100 assessed valuation. If adopted, the real estate tax increase will be effective calendar year 2015.

Based on the current real estate tax rate of \$.03 per \$100 assessed value, the Town of Vinton's real estate tax levy has increased by approximately .81% for the calendar year 2015. A summary of the preliminary assessed values and corresponding tax levies are shown below:

<b>Assessed Values:</b>	
Year 2015	\$ 459,341,100
Year 2014	- <u>455,632,200</u>
<b>Total Increase</b>	<b>\$ 3,708,900</b>
Year 2015	\$ 459,341,100
<b>Less New Construction</b>	<b>- <u>1,263,800</u></b>
Net Assessed Value	458,077,300
Year 2014	- <u>455,632,200</u>
<b>Net Increase</b>	<b>\$ 2,445,100</b>
<b>Tax Levy:</b>	
Year 2015	\$ 137,802
Year 2014	<u>136,690</u>
<b>Increase</b>	<b>\$ 1,112</b>
<b>Assessment Increase -</b>	<b>.8140 or .81%</b>

The current personal property tax rate is \$1.00 per \$100.00 of the assessed evaluation of all personal property excepting there from household furnishings, and 50% or \$.50 per \$100.00 of the assessed valuation of one motor vehicle owned and regularly used by a disabled veteran, subject to certain qualifications. No change is being recommended for calendar year 2015.

**Attachments**

Power Point Presentation

**Recommendations**

Conduct Public Hearing; action to be taken at the March 31, 2015 Council Meeting

# Town of Vinton, Virginia

## Budget FY 2015-2016

### Revenue and Expenditure Overview



# Town of Vinton

## Proposed

### Fiscal Year 2015 - 2016 Projected

## Revenues

- Revenues

• General Fund	\$ 8,785,134
• Utility Fund	<u>3,618,150</u>
	\$12,403,284

# General Fund

- General Fund Revenue Sources

• General Property Taxes	\$ 503,402
• Other Local Taxes	2,825,200
• Permits and Fines	11,000
• Fines and Forfeitures	78,700
• Use of Money	130,060
• Charges of Services	223,500
• War Memorial Revenue	187,000
• Miscellaneous Revenue	721,750
• Recovered Cost	39,500
• Non Categorical Aid	402,440
• State Sales Tax	1,315,000
• Categorical Aid	<u>2,272,872</u>
	\$8,785,134

# 2015 Assessment

- **Assessed Values:**

- Year 2015 \$ 459,341,100
- Year 2014 - 455,632,200

---

- **Total Increase** \$ **3,708,900**

- Year 2015 \$ 459,341,100
- **Less New Construction** - 1,263,800
- Net Assessed Value 458,077,300
- Year 2014 - 455,632,200

- **Net Increase** \$ **2,445,100**

- **Tax Levy:**
- Year 2015 \$ 137,802
- Year 2014 136,690
- **Increase** \$ **1,112**

- **Assessment Increase - .8140 or .81%**

# Tax Rate Comparison

Government	Real Estate Tax Rate	Personal Property Tax Rate
Roanoke County	\$1.09/\$100 Assessed Value	\$3.50/\$100 Assessed Value
Town of Vinton	\$.03/\$100 Assessed Value	\$1.00/\$100 Assessed Value
Roanoke City	\$1.19/\$100 Assessed Value	\$3.45/\$100 Assessed Value
Salem City	\$1.18/\$100 Assessed Value	\$3.25/\$100 Assessed Value
Botetourt County	\$0.72/\$100 Assessed Value	\$2.63/\$100 Assessed Value
Bedford County	\$0.52/\$100 Assessed Value	\$2.35/\$100 Assessed Value
Town of Bedford	\$0.30/\$100 Assessed Value	\$1.06/\$100 Assessed Value
Franklin County	\$0.55/\$100 Assessed Value	\$2.36/\$100 Assessed Value
Town of Rocky Mount	\$0.13/\$100 Assessed Value	\$0.51/\$100 Assessed Value
Montgomery County	\$0.89/\$100 Assessed Value	\$2.55/\$100 Assessed Value
Town of Blacksburg	\$0.22/\$100 Assessed Value	\$0.00/\$100 Assessed Value
Town of Christiansburg	\$0.13/\$100 Assessed Value	\$0.45/\$100 Assessed Value

# Revenue over/under Expense

- General Fund
- Revenue \$8,817,634
- Expenditures \$9,337,872
- Revenue under Expense \$ (520,238)

# Proposed Real Estate Tax Increase

- Proposed \$0.04 increase in real estate tax
  - Current tax rate \$0.03
  - Proposed tax rate \$0.07
- Current tax rate revenue \$136,689
- Revenue projection with proposed increase \$318,941
- Net increase \$182,252

# Budget Highlights Included

- General Fund
  - Fully funding increase in Fire services to provide 24-hr Career staffing in partnership with Roanoke County and Vinton Volunteer Fire Department (\$120,000)
  - 2% Cost of Living adjustment (\$89,118)
    - General Fund \$ 72,782
    - Utility Fund \$ 16,336
  - Paving program Investment
    - Current funding (FY15) \$269,535
    - Strategic Plan recommendation/need (5-years) \$457,000
  - Employee Compensation Market Study (\$20,000 one time expense)
  - Estimated increase on other insurance benefits (workers comp, LODA, auto liability, general liability) 10% or \$18,478

# Budget Highlights Included

- General Fund (continued)
  - Includes Revenues & Expenditures for Downtown Project, Gladecreek/Greenway Project
  - No CIP included
    - Evaluate using capital reserve account for investments

# Utility Fund

• Operating Revenues	\$3,602,150
• Use of Money	1,500
• Recovered Cost	<u>14,500</u>
	\$3,618,150

# Estimated Department Request

• Utility Fund	FY 15-16
• Administration	\$ 538,290
• Water System Operations	909,050
• Purchased water	125,000
• Wastewater Operations	929,645
• Debt Service	720,258
• Transfers	<u>16,336</u>
• Total Estimate Expenditures	\$3,220,385

# Revenue over/under Expense

- Utility Fund
  - Revenue \$3,618,150
  - Expenditures \$3,220,385
  - Revenue over Expense \$ 397,765
- 
- Includes 8.9% rate increase as approved by Council in June 2014
  - Based on rate study which recommends new debt of approx. \$2 million in 2016/2017
  - Continued establishment of fund balance



## **Town Council Agenda Summary**

### **Meeting Date**

March 3, 2015

### **Department**

Administration

### **Issue**

Consider authorizing staff to proceed with one of three options concerning the 3rd Street Dumpsters.

### **Summary**

Council was briefed on January 20, 2015 of three options for the 3<sup>rd</sup> Street dumpsters: (1) maintain dumpster facility as is; (2) discontinue services; or (3) modify drop off area with upgraded entrance.

On March 3, 2015 Council was briefed in more detail regarding Option 3. This option provides for the continuation of the service, but changes the entrance to a new location and allows the dumpsters to be fully screened from the parking lot and blueway boat launch location. Additionally, the dumpsters would be covered to discourage vulture access. Option 3 is estimated to cost \$9,600, which would need to be appropriated from the town's unappropriated fund balance as this expense is not currently budgeted.

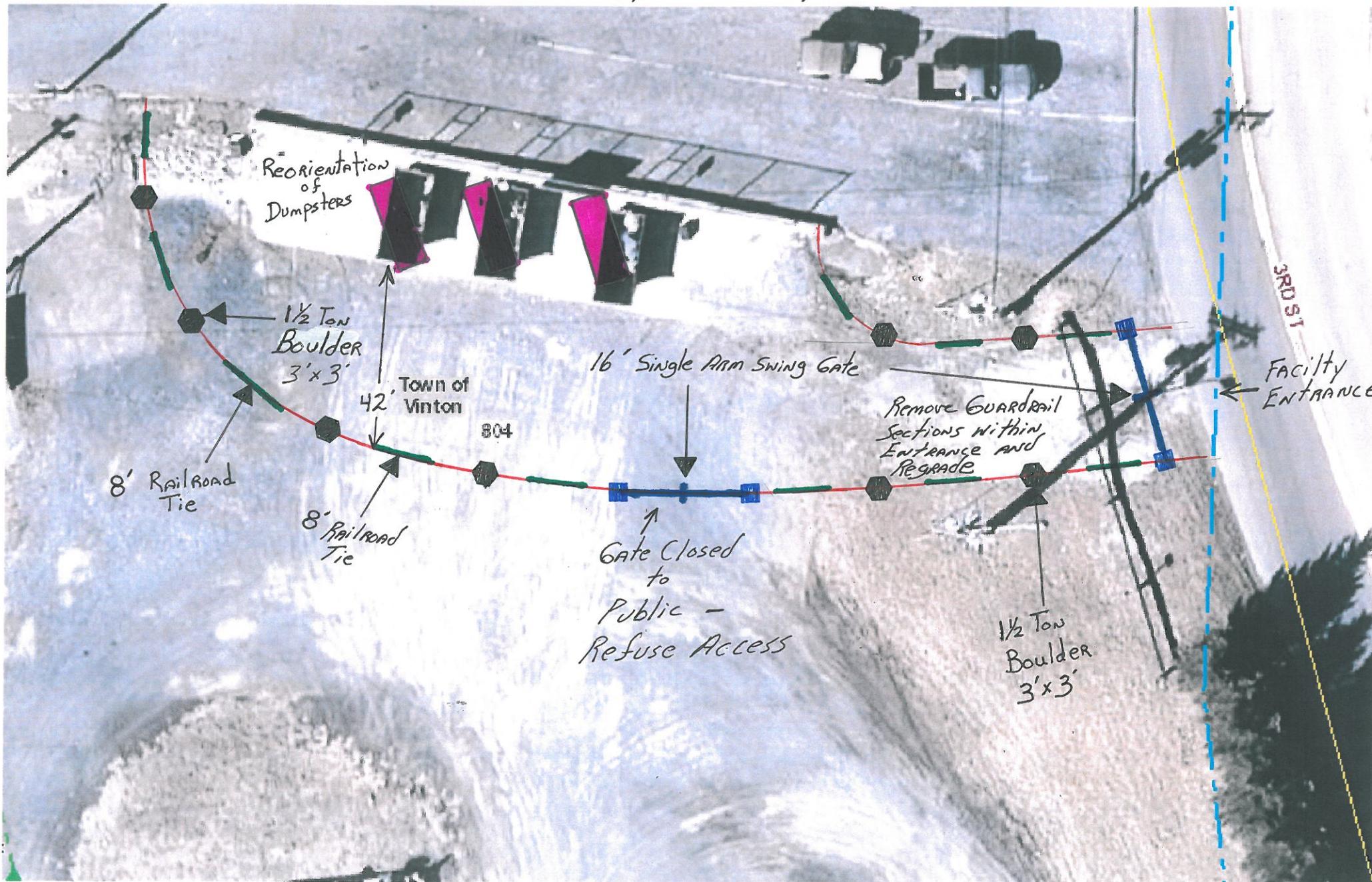
### **Attachments**

Concept plan for Option 3  
Summary of Costs for Option 3

### **Recommendations**

Motion to authorize staff to proceed with either option 1, 2, or 3.

# 3<sup>RD</sup> Street Dumpster Facility



Legend:

- Dumpster 
- Gate 
- Railroad Ties 
- Boulder 

Not to Scale

# 3rd Street Dumpster Facility

## Materials List

<u>Quantity</u>	<u>Item</u>	<u>Item Cost</u>	<u>Cost</u>
8	3'x3', 1.5 Ton Boulder	\$187.50/ each	\$1500.00
2	16' Double Arm Tubular Swing Gate	\$1300.00/each	\$2600.00
2	Contractor Gate Installation	\$500.00	\$1000.00
3	Dumpster container lids (3)	\$1500	\$4500.00
10-12	7"x9"x8' Railroad Tie	N/A	\$0.00
			<hr/>
			\$9600.00

### Notes:

1. Public Works could install tubular gates and save \$1000.00.
2. Public Works staff will remove two sections of guardrail and re-grade facility entrance for vehicular access.
3. Railroad ties can be obtained at no cost.



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Finance

### **Issue**

Further briefing on the proposed FY2015-2016 budget

### **Summary**

Staff will further brief Council on the proposed FY2015-2016 budget.

### **Attachments**

None

### **Recommendations**

No action required



## **Town Council Agenda Summary**

### **Meeting Date**

March 17, 2015

### **Department**

Finance/Treasurer

### **Issue**

Financial Reports for December 2014 and January 2015.

### **Summary**

The Financial Reports for the periods ending December 31, 2014 and January 31, 2015 have been placed in the Town's Dropbox and on the Town's Website.

The Finance Committee met on March 10, 2015 to discuss these reports and will make a presentation to Council at their Regular Meeting.

### **Attachments**

December 31, 2014 Financial Report Summary  
January 31, 2015 Financial Report Summary

### **Recommendations**

Motion to approve the December 2014 and January 2015 Financial Reports

Financial Report Summary  
 Month Ending December 31, 2014

THE TOWN OF  
**VINTON**  
 VIRGINIA



	Adopted Budget	Revised YTD Budget	MTD	YTD Posted	REMAINING BALANCE	%
<b>General Fund 200</b>						
Revenues	8,566,220	2,904,770	1,018,698	3,137,802	233,032	108%
Accrued Revenue Adjustment			248,809	248,809		
Total Adj. Revenues	8,566,220	2,904,770	1,267,507	3,386,611	481,841	117%
Expenditures	8,566,220	4,135,633	468,925	3,768,237	(367,396)	91%
Revenues over/(under) Expenditures		<b>(1,230,864)</b>	<b>798,582</b>	<b>(381,627)</b>		
<b>Utility Fund 300</b>						
Revenues	3,449,935	1,624,011	389,745	1,664,953	40,943	103%
Less: Tinker Creek Project Revenue		0	0	0		0%
Less: Bond Series 2013		0	0	0	0	
Operating Revenues	3,449,935	1,624,011	389,745	1,664,953	40,943	103%
Expenditures	3,449,935	1,886,183	603,213	1,984,424	98,241	105%
Less: Tinker Creek Project Expenditures		0	0	0	0	0%
Less: Bond Series 2013		0	299,218	405,631	405,631	
Operating Expenditures	3,449,935	1,886,183	303,995	1,578,793	(307,390)	84%
Revenues over/(under) Expenditures		<b>(262,172)</b>	<b>85,750</b>	<b>86,160</b>		
<b>Total All Funds</b>						
Revenues	12,016,155	4,528,780	1,657,253	5,051,564	522,784	112%
Expenditures	12,016,155	6,021,816	772,921	5,347,030	(674,786)	89%
Revenues over/(under) Expenditures		<b>(1,493,036)</b>	<b>884,332</b>	<b>(295,466)</b>		

**Financial Report Summary**  
**Month Ending January 31, 2015**

THE TOWN OF  
**VINTON**  
 VIRGINIA



	Adopted Budget	Revised YTD Budget	MTD	YTD Posted	REMAINING BALANCE	%
<b>General Fund 200</b>						
Revenues	8,566,220	4,002,463	338,195	3,475,997	(526,466)	87%
Accrued Revenue Adjustment			311,034	311,034		
Total Adj. Revenues	8,566,220	4,002,463	649,229	3,787,031	(215,432)	95%
Expenditures	8,566,220	5,159,336	680,834	4,449,071	(710,265)	86%
Revenues over/(under) Expenditures		(1,156,873)	(31,605)	(662,040)		
<b>Utility Fund 300</b>						
Revenues	3,449,935	1,709,017	106,243	1,771,197	62,180	104%
Less: Tinker Creek Project Revenue		0	0	0		0%
Less: Bond Series 2013		0	0	0	0	
Operating Revenues	3,449,935	1,709,017	106,243	1,771,197	62,180	104%
Expenditures	3,449,935	2,194,500	264,612	2,249,035	54,535	102%
Less: Tinker Creek Project Expenditures		0	0	0	0	0%
Less: Bond Series 2013		0	29,024	434,655	434,655	
Operating Expenditures	3,449,935	2,194,500	235,588	1,814,380	(380,120)	83%
Revenues over/(under) Expenditures		(485,483)	(129,344)	(43,183)		
<b>Total All Funds</b>						
Revenues	12,016,155	5,711,479	755,473	5,558,228	(153,251)	97%
Expenditures	12,016,155	7,353,836	916,421	6,263,452	(1,090,385)	85%
Revenues over/(under) Expenditures		(1,642,357)	(160,949)	(705,224)		