

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, May 5, 2015**

AGENDA

Consideration of:

A. 6:00 p.m. - WORK SESSION

1. Further review and discussion of the proposed FY2015-2016 budget.

B. 7:00 p.m. - ROLL CALL AND ESTABLISHMENT OF A QUORUM

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG

E. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS

F. CONSENT AGENDA

1. Consider approval of minutes for the regular meeting of April 7, 2015.

G. AWARDS, RECOGNITIONS, PRESENTATIONS

1. Proclamation – Asthma Awareness Month
2. Proclamation – National Police Officers Week
3. Proclamation – Public Works Week
4. Proclamation – National Emergency Medical Services Week
5. Annual update by Wayne Strickland, Executive Director, on behalf of the Roanoke Valley-Alleghany Regional Commission.

H. CITIZENS' COMMENTS AND PETITIONS - This section is reserved for comments and questions for issues not listed on the agenda.

I. TOWN ATTORNEY

J. TOWN MANAGER

ITEMS REQUIRING ACTION

1. Consider adoption of a Resolution approving the 2015-2016 operating budget for the Roanoke Valley Regional Cable Television Committee.
2. Consider adoption of a Resolution awarding a bid and authorizing the Town Manager to execute a contract with Mid-Atlantic Waste Systems in the amount of \$133,099.00 for a new Hooklift Truck with Dump Body and to apply for lease financing through VML/VACo for said purchase.

BRIEFING

1. Briefing on the HVAC systems for the Municipal Building and Fire Department Building.

K. MAYOR

L. COUNCIL

1. Appointments to Boards/Commissions/Committees

M. 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:

May 11, 2015 – 5:30 p.m. – Finance Committee Meeting – Finance Conference Room

May 19, 2015 – 6:00 p.m. - Work Session followed by Regular Council Meeting at 7:00 p.m. – Council Chambers



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Administration

Issue

Further review and discussion of the proposed FY2015-2016 budget

Summary

None

Attachment

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Town Clerk

Issue

Consider approval of minutes for the regular Council meeting of April 7, 2015.

Summary

None

Attachments

April 7, 2015 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, APRIL 7, 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.
William W. Nance
Sabrina M. Weeks

STAFF PRESENT: Christopher S. Lawrence, Town Manager
Theresa Fontana, Town Attorney
Susan N. Johnson, Town Clerk
Ryan Spitzer, Assistant Town Manager
Ben Cook, Police Chief
Donna Collins, Human Resources Specialist
Barry Thompson, Finance Director/Treasurer
Joey Hiner, Public Works Assistant Director

The Mayor called the work session to order at 6:00 p.m. for the annual update by Beth Doughty, Executive Director for the Roanoke Regional Partnership. Ms. Doughty first commented that business attraction is more than half of what the Partnership does and the other parts are asset development, image building and market intelligence. She then began her Power Point presentation and commented with regard to business attraction that overall files that were opened on projects and providing information assistance were both up 10%.

With regard to the Partnership serving as the Administrator for the Western Virginia Regional Industrial Facility Authority, a study was completed in the last month identifying potential large industrial sites, which will affect our future business attraction effort.

There were 713 jobs created in 2014 with an investment of \$72 million, most of which were represented by expansions of existing companies. This was the second highest announcement of jobs in the last five years with overall annual economic impact of \$249 million.

Ms. Doughty next commented about the relocation of the Norfolk Southern offices and that the Partnership has been able to meet with more than 50 site and location consultants in person since the initial announcement. Also, a summary was created of lay-offs and cut-backs that demonstrate the workforce that is potentially available and sent that out to more than 100 of those consultants as well as our partners through the Virginia Economic Development Partnership. This has generated a lot of interest and has brought two or three new office-type projects. Skilled workforce and real estate are really

critical particularly for manufacturing where we suffer from a lack of large industrial sites and available buildings.

Ms. Doughty next commented on economic prosperity indicators that give a summary of trends in the market. They looked at peer communities, Lynchburg, Chattanooga, Winston-Salem, Spartanburg, Fort Wayne and Asheville, which are selected on size, character and demographics. The categories in comparison were gross metro product, income growth, income level, employment, prosperity, health security, asset appreciation, job growth, population growth.

With regard to capita personal income, Roanoke is above the national average, but our growth comes in retirement payments and investment income. This is a sign of an aging population that will impact the skilled workforce in the future. Roanoke's median household income (adjusted for cost of living) is \$52,569 which is slightly above the national average.

Roanoke had the highest rate of employment of all the peer communities and the lowest poverty rate. However, the rate of poverty has increased from 2011 to 2013. Another gauge of prosperity is insurance coverage and this statistic is based in 2013 when insurance coverage was not yet mandated and Roanoke was above the national average.

With regard to asset appreciation, Roanoke scored at 75 because of lower home prices based on slower housing recovery out of the recession as well as slow population and demographic growth. Job growth ties in with population growth and we need to be concerned about Roanoke's score of 47 because the workforce has begun to retire and will continue in insignificant numbers. Ms. Doughty commented that one of the most important conversations that we can have as a region are about attracting and retaining young talent in this region. Based on all of these categories, Roanoke scored an economic performance index of 94, with Asheville scoring 104 and Spartanburg scoring 119.

Ms. Doughty continued by stating that we have to continue to find ways to attract new talent and new people to this region. We have to create places where people want to be and how we differentiate our region and our individual communities from the competition is clearly important. The Greenway and Explore Park are so important as well as the focus on the outdoors because they appeal to the millennial audience. We must continue to build the infrastructure that supports business attraction such as large industrial sites.

In closing, Ms. Doughty commented that a tool we have not taken advantage of, but we should base on the information that has been presented, is the fact that we have 25 colleges and universities in a 60 mile radius. Even if we look at the colleges and universities in a 35 mile radius, that is a huge asset to us in the ability to attract and retain young people. We need a coordinated and comprehensive strategy which will be really important to our future economic development success.

The next work session item was the annual update by Liz Belcher, Greenway Coordinator for the Roanoke Valley Greenway Commission. Ms. Belcher began with her Power Point presentation and first commented that her job was reclassified in 2014 which brought the Greenway budget for 2016 to \$94,220. The Town's percentage of the total is \$3,520, which is \$165 more than last year.

Several grants have been given to Vinton in the 2014-2015 fiscal year. They were the Glade Creek Revenue Sharing Match of \$12,500 from the Greenway Commission/ Pathfinders and \$20,000 from the Roanoke County EDA. A DGIF \$10,000 grant and an \$11,500 grant from AEP were awarded for the Tinker Creek Blueway as well as \$1,459,500 RSTP funds for the Tinker Creek Pedestrian Bridge which will come in FY2017-2018.

The priority project for several years has been the Roanoke River Greenway. On the west end, the Greenhill Park section opened in 2008 and the next section in the County is under design. The location of this section has been difficult, but they have settled on a site and are in the process of doing an environmental compliance. In 2014 Salem completed a section and is now designing the next bridge that will get built. Another project is Salem is designing a bridge widening at Apperson near the Sheets at 419 and they have an RFP out to build a sidewalk up to Lewis Gale and to the shopping center.

The next part in Roanoke City is currently under construction from the Salem line to Aerial Way. They hope to have an RFP go out in early fall for the next piece that goes through the railroad yard. The section from the City line to Explore Park will be on the south side of the river because of the railroad being on the north side. The County will be applying for a FLAP Grant to build this section.

Some major projects that have been completed are the new bridge that was built on the Hanging Rock Battlefield Trail, the only Civil War trail. Salem has been focusing

on amenities such as recycling bins and pet dispensers. The City of Roanoke opened another piece of Lick Run which is Countryside Park and is working on art projects and historic interpretive markers.

The Pathfinders group has been working in the Valley as well as Franklin County and at Natural Bridge. For the second year in a row, they won the State Cox Conserves Hero Award of \$10,000. They also continue to help with special events, training session for the volunteers, Gallop for the Greenways and in the Fall they assisted with a Mobile Workshop for VDOT's statewide conference. Also, they worked with the Wilderness 50th Anniversary and sponsored the canoe trip.

Ms. Belcher next commented that this was the year the Greenways became tourism because she has never seen so much publicity that touts the Greenways and the reasons to come to the Valley. She expressed thanks to Vinton for their support and all they are doing toward the Greenways.

Council Member Adams arrived at 6:30 p.m.

The last work session item was an update by Carl Palmer, General Manager for the Greater Roanoke Transit Company d/b/a Valley Metro. Mr. Palmer first introduced Stephanie Giles, Valley Metro's Director of Financing, and Sherman Stovall, Assistant City Manager for Roanoke, who were in the audience.

Mr. Palmer began with his Power Point presentation by first commenting on the transit services provided by Valley Metro and the annual ridership for FY2014 was 2,436,543. The next slide showed the GRTC funding structure of 33% from federal resources, 23% from local governments, 23% from revenue or passengers and 17% from the state. The GRTC budget for FY2015 is \$9.3 million with Vinton's sharing being 1.4%.

In terms of Vinton's fixed route ridership from 2009 through FY2014, it peaked in FY2012, but went back to an average of 61-62,000. The FY2014 ridership represented 2.4% of Valley Metro's rides. The STAR ridership over that same period steadily increased from a low of 2,487 to a high of 4,918. STAR has an active passenger list of 217 that have been certified to use this service from the Town of Vinton. The cost per ride increased 13.3% from 2009 to 2014.

In terms of subsidy from Vinton, this was pretty flat from 2009 to 2012. It took a leap in 2013 and leveled off again in 2014. This is based on the relationship between

ridership and revenue that offsets the net subsidy. The ridership fell off in 2013 compared to 2012 for the Town of Vinton. When you take into account the rising cost of doing business escalating from year to year and if we do not realize a reasonable level of revenue based on ridership, then the subsidy takes a hit. On the other hand, the ridership for the STAR service did increase from 2012 to 2013.

Vice Mayor Hare asked the correlation between ridership and the costs. In 2011, we went from 69,000 riders in 2011 and we paid in \$79,000. Then it jumped up to 77,000 in 2012 and we paid \$85,000. Mr. Palmer asked for clarification of the question to which Mr. Hare responded that the subsidy went up because ridership went down. So, if ridership was up, why would the subsidy not go down. Mr. Palmer said it would go down depending on the actual impact of the costs. The cost for providing the service does not necessarily track specifically with the level of ridership on a percentage basis. The 23% that we receive from the localities does not change. However, many times the federal and state support that we receive is not constant each year. If either of those two factors falls off as to the actual dollars received in a specific year and our costs still go up, even though our ridership incrementally increases, this is not enough to erase or neutralize the increase in our costs.

Council Member Adams asked if Valley Metro recognizes any fuel costs, should the localities possibly see a savings for the coming year. Mr. Palmer responded yes.

Mr. Palmer continued by commenting that factors relating to inflationary costs are the increase in expenses related to labor and benefits, materials and supplies and rising costs of providing the ADA complimentary service.

With regard to the STAR Route, there are people with mobility limitations that have to rely on this service and take multiple trips per day. The difference between the fixed route and the STAR route is that it does not have the density to generate and keep that service at an efficient operating level. The costs on a fixed route are set each year and the miles to operate stay the same. On the STAR route, if the number of eligible riders increases, those miles incrementally go up because you are providing a service from curb to curb, essentially door to door. The history of this service has never been on par with the fixed route, it has always been two, three or four times the cost per trip that you would see in fixed route. All of this is anchored in the regulations that drive how the service has to be provided because these individuals have the right to travel as much as they want and we are required by law to provide a comparable parallel

paratransit service for those people who are not able to do the fixed route.

Mr. Palmer next commented on cost mitigation strategies. The first is a fixed price benefit contract relating to health care insurance for the employees. They go out for bid each year and the competitive environment helps keep that cost under reasonable control from year to year and is factored into the overall costs to operate. Fuel cost is by a fixed price contract. They have undertaken an initiative to look at the spacing of the bus stops which is important when it comes to the stop and start and consumption of fuel for the buses. They have also purchased nine mini-hybrid buses which are full-size, but have a cooling system driven by an electronic system with a bank of fans as opposed to hydraulics which consumes more fuel to cool the bus.

The current RADAR contract has been restructured as a cost allocation model. Before the allocation was on a passenger per trip basis and as each trip went up, the cost went up and was very difficult to control. Now, RADAR takes all of its contracts and all of the miles and gives a fixed price based on our percentage of the miles that we anticipate operating in a specific year. The cost that comes to us is based on that percentage. There is a fixed amount for each year with a list of items that go into that annual cost. The good news is that we know what we are dealing with in terms of costs from year to year.

Mr. Palmer next commented that they are also going to be looking at certification eligibility determination. Now, they give the individual an application, they fill it out and take to a physician who certifies that this person cannot negotiate fixed route service on his or her own. He knows of other bus systems that have the applications reviewed by another medical professional even to the extent of essentially putting the individual through a regime to see what their capabilities and limitations are.

The plan is to purge all of their files and recertify individuals over the next fiscal year. There may be some individuals who were certified some years ago on a temporary basis and we need to see if their condition still exists or if we can place them into a training program to use fixed route service. They have not been staffed in the past to handle this, but possibly they can hire an independent agency that is accustomed to and understands the physical limitations of people with disabilities to review the applications to make certain that we are asking the right kind of questions to get at this person's ability to use fixed route service or not. They will make the final decision, but this will give them more information to make an informed decision.

Council Member Adams asked if there were any limitations to where the STAR route can take a person and Mr. Palmer responded that under federal regulations, they have to provide service to anyone whose origin or destination is within three quarters of a mile of a fixed route and there are no limitations.

Mr. Palmer next commented on a comparison table for ADA services which showed Blacksburg Transit at \$39.27 per trip, Lynchburg at \$37.00 per trip and Valley Metro at \$19.49 per trip. The comparison of fixed route is \$1.82, \$2.36 and \$2.80, respectively. Their costs compared to the other two have to do with the competitive environment in which they are contracted for these services. Lynchburg services are operated in-house by the transit service itself, so labor and benefit packages are a tremendous driver in terms of that costs and the same for Blacksburg Transit which is a system in part of the City of Blacksburg.

Another item for consideration is coordination with local stakeholders/jurisdictions to improve access to fixed route service via infrastructure improvements such as sidewalks, curb cuts and pedestrian amenities. This is a long term project, but there needs to be a relationship between fixed route service, bus stop locations and having access. As a part of recertifying individuals who should be on fixed route service, they need to be able to access the fixed route.

In closing, Mr. Palmer commented that on average there are between 9 and 10 passengers in a bus from the beginning to the end of a route. Some routes are more robust such as Williamson Road and Orange Avenue. There has been no fare increase since 2007. The ADA Complimentary Service Program for FY2014 was \$1.2 million. Council Member Nance asked the average ridership number for the Town and Mr. Palmer responded that he could provide that information. Mr. Nance was also interested to see if there are particular times or portions of the route that are less populated than others.

Mr. Nance further commented that the current program is becoming where it is not sustainable for the Town. Mr. Palmer commented that Mr. Nance had a point, but what they are dealing with on the other hand are the regulatory requirements that are tied to providing this service. Mr. Nance next commented that the regulations that Valley Metro has to deal with are stopping the ability for the service to be efficient and at the same time, the Town is being stuck with a bill that is growing and we have no ability to control.

Mr. Palmer commented that they are trying to stay within the regulations and at the same time manage the costs that will have some significance of sustainability over time. But the regulations were never driven by financial considerations.

The Mayor expressed appreciation to Mr. Palmer for his presentation. This Council is very involved in this budget process and this cost has our attention and is becoming a bigger burden for us. As the baby boomers get older and need to rely on these services, it will become an even bigger problem and we may come to a point that as a Town we can no longer afford this service.

Sherman Stovall, Assistant City Manager for Roanoke, addressed Council and commented that the City shares the same concerns about the costs of public transportation. He meets with Mr. Palmer and his staff monthly and the City has the same budgetary challenges that the Town has. Mr. Stovall further commented that he believes everything has been done to run the system as efficiently as possible and to manage the expenses. He does understand the questions about the STAR route and he feels that if they were able to get more control over the cost they would be able to deliver a more efficient service. They will make themselves available to meet with Council at any time or answer any questions.

The Town Manager commented that now the Town and the City of Salem rotate a position on the GRTC Board every two years and Ryan Spitzer is currently serving in that position for the Town.

The Mayor called the regular meeting to order at 7:25 p.m. The Town Clerk called the roll with Council Member Adams, Council Member Nance, Council Member Weeks, Vice Mayor Hare and Mayor Grose present. 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 mentioned the Dogwood Festival that starts on April 22nd. Vice Mayor Hare reminded everyone of Clean Valley Day this Saturday.

Under awards, recognitions and presentations, the first item was a Proclamation for Child Abuse Prevention Month. Council Member Weeks read the Proclamation. After comments by Mary Kay Brown, President of the GFWC Woman's Club of Vinton, regarding the pinwheel garden that was planted in front of the Municipal Building prior to the meeting, she was presented the Proclamation.

The next recognition was a Proclamation for National Public Safety Telecommunicators Week. Council Member Nance read the Proclamation. Chief Cook introduced Susan Slough, Assistant Director of Communications, and Aleta Coleman, Chief of Emergency Commissions for Roanoke County and made comments. Ms. Slough expressed thanks for the recognition and that it is pleasure for the County to serve the Town and was presented with the Proclamation.

The last recognition was a Proclamation for Mayor's Day of Recognition for National Service. Mayor Grose read the Proclamation and presented it to Samantha Lukasiwicz with The Advancement Foundation.

Under citizens' comments and petitions, Spencer Hanshaw of East Virginia Avenue addressed Council concerning the water pressure on his street and Pine Street and presented a list of other residents that have been affected. He commented that when he contacted Public Works after the reduction in the water pressure he was told that the area had too much pressure which was affecting showerheads and hot water tanks. His pressure had been the same for 28 years. Another reason given by Public Works for the low pressure was the lines, but he had replaced his lines several years ago. He has gone from being able to take a shower and run the washing machine at the same time to only a stream of water in the shower while running the washing machine. Mr. Hanshaw next commented that some residents have been told that there is a problem with the line from the meter to their house and they are discussing replacing their lines and he has told them that is not the problem. He requested that Council see if at least some of the water pressure could be restored.

The Mayor made comments and directed the Town Manager to investigate the matter and make a report back to Council. Council Member Nance stated he would like to have a report back at the next Council meeting, but if the matter can be resolved in a shorter time period, staff should do that. The Town Manager commented that staff would take a look at the situation.

The next item on the agenda was to consider adoption of a Resolution authorizing the Town Manager to execute a Lease Agreement with The Advancement Foundation for the upper level of the Health Department Building located at 227 South Pollard Street, Vinton, Virginia, for a business incubator. Ryan Spitzer began by commenting that last month Annette Patterson appeared before Council and gave a brief overview of the proposal to use the top floor of the Health Department building to create a business incubator. Since that

meeting, she has met with surrounding business owners to assist in some small modifications inside the building and has also talked with Ed Walker and some other entrepreneurs within the City who would be willing to coach new entrepreneurs in the space. She has also met with some other financial, legal and accounting people to get a business plan started and provide some classes. She has ten committed individuals who would like to either lease an office or be able to use the conference room, computers and fax machines that will be provided.

Mr. Spitzer next commented that the individuals who rent space will be charged, but those charges will go back into the cost of running the space. The utilities will be covered by the Town and we are trying to do VOIP service to the building. Our return for investment by using VOIP is two years rather than using Verizon or Cox to supply the service.

The commitments made as part of the Lease agreement are provided in Section 2. F. such as providing five paid positions and 30 professional advisors, looking for businesses that mix with our business loss summary as part of our economic restructuring. A Skills-Based Volunteer Bank will be done that will map the assets that our Town has to provide services to these entrepreneurs. This will be not only while they are a part of the incubator but afterwards so we can have a long-term commitment to them and hopefully encourage them to stay one or two years in our downtown spaces. The hurdle in starting a new business is surviving the first six months to a year and failing because they do not have a good grasp on the financial, accounting and business plan aspects.

Most of the language in this Lease is standard and similar to the one we had with The Advancement Foundation and Rowe furniture and also with Alexander Films other than a few suggested changes by the Town Attorney which are not substantive changes.

Vice Mayor Hare commented on the section referring to taxes and assessments and asked who would own any improvements that would be made to the building and the Town Manager responded that the Town would. However, any business would have to have a business license and be responsible for any taxable tool or machinery applicable to their business. Mr. Spitzer commented that the goal is to get a business into the incubator for one to one and a half years and then get them out into the Town somewhere.

In response to comments by Vice Mayor Hare regarding maintenance and inspection, the Town Attorney commented that the Town would have to maintain the

property so it is habitable. The Town Manager commented that we have always fully maintained the building because of the Health Department being in the lower level.

Council Member Adams commented that he saw in the newspaper about the old Memorial Hospital building in downtown Roanoke and are they doing the same type of thing with that building. Mr. Spitzer responded that they are planning to do high-tech start-ups in that building which will be more computer based app development for iPhones. The Town Manager said it will be similar in philosophy of an incubator, but they are tailoring it for a certain clientele.

Vice Mayor Hare made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Nance carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

The next item on the agenda was to consider adoption of a Resolution authorizing the renewal of the Town of Vinton Employees' group health insurance coverage with The Local Choice Program for the contract year July 1, 2015 through June 30, 2016. Donna Collins, Human Resources Specialist, first commented that there is no premium increase for this contract year. The two current policies, Key Expanded and Key 500, will be offered again with some changes.

The Behavioral Analysis annual plan year limit of \$35,000 has been lifted. The dental benefits next year will be unbundled and employees will have the option of remaining with the comprehensive coverage or choosing preventative care which will be at a lower cost, covers routine oral exams and cleanings twice a year, x-rays, sealants and fluoride for children with no-copays.

Ms. Collins next commented that out-of-pocket maximums have changed and there will now be a four-tier structure for prescription drugs. Council Member Nance asked what are the employees saying about their coverage and Ms. Collins responded that the employees are very satisfied with their medical insurance. Council Member Adams made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Weeks carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

The next item on the agenda was the overview of the Town Manager's recommended budget for FY 2015-2016. The Town Manager began his Power Point presentation by commenting that the proposed budget

Adopted Resolution No. 2102 authorizing the Town Manager to execute a Lease Agreement with The Advancement Foundation for the upper level of the Health Department Building located at 227 South Pollard Street, Vinton, Virginia, for a business incubator

Adopted Resolution No. 2013 authorizing the renewal of the Town of Vinton Employees' group health insurance coverage with The Local Choice Program for the contract year July 1, 2015 through June 30, 2016

was delivered to Council on Friday and posted to the website. He stated the four budget priorities of the \$12,658,190 budget which is made up of \$9,040,040 in the General Fund and \$3,618,150 in the Utility Fund.

The General Fund revenues are based on the increased real estate tax to \$.07 per \$100 of assessed value along with other taxes which are recommended to remain the same. The business percentage of total revenue for FY 2016 will be \$3,378,849 or 37.38%.

The breakdown of the total expenditures by accounts was shown. Vice Mayor Hare asked about the "transfers" category showing \$72,785 and Barry Thompson responded that is the 2% raise is which is a non-departmental account. If approved by Council, this amount will be allocated to each department. The Utility Fund also has approximately \$16,000 included for part of the 2% raise. The Mayor commented that all members of Council are in favor of the employees receiving a 2% raise, but they have elected to be excluded.

The overall budget is a 5.53% increase over last year or \$473,820 and includes the increased costs for 24-hour fire services as well as general inflationary cost increases and other projects such as the Walnut Street Improvement RSTP Grant, CDBG Grant for Downtown and the VDOT Revenue Sharing for the Glade Creek project.

The Town Manager next commented that the budget also includes funding of capital items in the amount of \$61,500, most of which is a capital reserve appropriation. Milling and paving has been increased to \$345,438, which is \$75,913 more than FY2015. The extra \$.01 increase in the real estate tax was put into the milling and paving. In response to a question by Vice Mayor Hare, Barry Thompson commented that the General Fund paving was increased by \$48,000 which is the extra \$.01. The Town Manager then clarified that the real estate tax increase was \$180,000. Of that, \$120,000 went to fund the two new firefighters, \$48,000 went to paving and the \$12,000 balance went into the general fund, not to a specific fund.

The electricity and fuel expenses were maintained and contributions to the Volunteer Fire and EMS were kept at \$32,600.

This is our fifth year of our \$50,000 payment on our 10-year payment cycle with Roanoke County to purchase the property for the new library. The next five years the price will increase to \$55,000 plus interest. We budgeted \$675,000 for the Downtown Revitalization project, which

should be completed in December and continued our Façade Grant program with \$3,000. The Community/Organization contributions of \$15,750 and Joint Local Government Services of \$48,105 are provided in detail in the proposed budget.

The Town Manager next commented that the health insurance was covered in depth by Ms. Collins and we maintained professional development and training for our team members.

The CIP includes gateway enhancements of \$5,000 to begin working toward improving our gateways into the Town. Roanoke County will be applying for a grant to replace the Medic 23 vehicle and we have included \$45,000 in the CIP for the Town's share. Also, included is \$7,500 to replace zero-turn lawn mowers and the Walnut Avenue Corridor Improvement Project of \$4,000. This corridor is our top project on the VDOT six-year plan and relates to the 8th Street intersection at Southern States. We continue to pay into that account as well as VDOT until the funds come available in 2019.

Barry Thompson commented that he needed to make a correction relating to the \$12,000 from the real estate tax increase that he indicated went into the General Fund operating budget. This amount went into the CIP.

With regard to the additional funding for the two firefighters to fully implement the 24 hour fire coverage, the Town Manager commented that one firefighter has been hired and started work today. Roanoke County has hired five new firefighters who have gone through the Academy and after two-weeks of field training will be ready to work. On June 6th, those five employees will be assigned to our station. If we cannot get our second firefighter hired by June 6th, we will use some overtime to get us through the first few weeks of the hiring process. Council Member Adams asked the current date for completion of the renovations and the Town Manager responded May 15th. We are trying to schedule a ribbon cutting either June 3rd or 4th to focus on the service enhancement and the renovations.

The Town Manager next commented one area recommended for a reduction in service is to close the swimming pool after the 2015 season. Vice Mayor Hare commented that since the pool budget has part of the salary of a full-time staff member, we will not save the total \$40,000 by closing the pool. The Town Manager commented that if Council approves closing the pool, we will need to discuss demolition expenses.

The next recommended reduction is in overtime in the Police Department and one area is with the K9 Unit. It does not mean that they necessarily have to get rid of the K9 Unit, but they need to balance, budget and operate the department so they do not have to spend so much in overtime. The challenge for the Chief is to reduce the amount of overtime and they are going to have to do that through some scheduling and keeping their staff turn-over rate down. Another area is reduction in expenses at the War Memorial and looking at the current business plan and what the expectations are.

Also, we are evaluating the bulk/brush and recycling schedules to see if there are some efficiencies that will help with an aging fleet such as reducing the frequency. However, we need to be conscious of the fact that by removing the 3rd Street dumpsters we may have more trash and bulk items set out at the curb. A part-time position was eliminated in the Finance Department and there were other general reductions based on historic trends and tightening the belt across the board between all departments. Other slides showed the debt service of the General Fund and the breakdown of Community Contributions and Joint Local Government Services.

The Utility Fund is \$3,618,150 which includes the 8.9% rate increase based on the action from last June of a two-year rate increase. The debt service of \$715,459 is included in the expenditures which is 21%. There is a 4.88% increase over the FY2014-2015 budget of \$168,000 which is predominately the rate increase. There is no proposed increase in water and sewer system development fees or installation/inspection fees this year.

This year our cost for the Wastewater Treatment plant went down by \$69,731 which is a 2% decrease. The inflow and infiltration line item was increased by \$10,000 to allow for small projects. The CIP in the Utility Fund of \$317,000 includes meter reading system upgrade of \$25,000 and the design and construction of the next Phase of the Jefferson-Cleveland waterlines project of \$75,000. Also, included is \$40,000 to purchase deployable leak detectors and correlating equipment to help pinpoint actual breaks which will save in road cuts and road maintenance as well as labor and equipment. The water line replacement for the Mason Road/Bexhill Drive at \$15,000 and Niagara Village Apartments of \$12,000 is included. The Blandford Avenue design and replacement of sewer main at \$150,000 will be done by a contractor because the line is 20-26 feet underground.

The Town Manager concluded by commenting that a whole-day work session is scheduled for April 16th at the

War Memorial for departments to give their presentations. Another work session will be held on April 21st. To meet our advertising requirements, we will need authorization at that meeting to advertise the budget. Another work session will be at the May 5th regular Council meeting and May 19th will tentatively be the actual Public Hearing. Council can formally approve the budget at the June 2nd meeting, but could wait until the June 16th meeting. Some additional budget work sessions can be scheduled if Council so desires.

The Mayor commented on the Arbor Day Celebration at W. E. Cundiff on April 2nd and the Town Manager added that this is the 18th year of the Town being a Tree City community. Also, he and the Town Manager also attended the retirement reception for Chief Burch of Roanoke County. He also mentioned the Vietnam Combat Art Display at Hollins College.

The next item was to consider nominations for the 2015 VML Policy Committees. After comments from the Mayor, Vice Mayor Nance made a motion to accept the nominations from the 2014 slate as follows – Community & Economic Development – Council Member Adams and Christopher Lawrence; Environmental Quality – Mayor Grose and Anita McMillan; Finance – Vice Mayor Hare and Barry Thompson; General Laws – Council Member Nance and Transportation – Council Member Weeks and Gary Woodson. The motion was seconded by Council Members Adams and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

Approved nominations for the 2015 VML Policy Committees

Comments from Council Members: Council Member Adams commented that the Vinton Breakfast Lions Club along with the Town has committed to clean up the Glade Town Cemetery as an on-going project.

Vice Mayor Hare made a motion to adjourn the regular meeting; the motion was seconded by Council Member Adams and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0) – None. The meeting was adjourned at 9:24 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Administration

Issue

Proclamation – Asthma Awareness Month

Summary

Stuart Tousman, Asthma Coalition Committee Member, will be present at the meeting to accept this Proclamation

Attachments

Proclamation

Recommendations

Read Proclamation



PROCLAMATION

WHEREAS, asthma has reached epidemic proportions in the United States, affecting almost 26 million people, including children and adults; and

WHEREAS, about 8 percent of all adults and 10 percent of school-age children have asthma; and

WHEREAS, asthma is one of the leading causes of chronic illness, childhood hospitalizations and school absenteeism, accounting for nearly 10.5 million missed school days nationally each year; and

WHEREAS, the cost of hospitalizations and emergency room visits for asthma in Virginia is over \$135 million a year; and

WHEREAS, research and literature demonstrate that asthma-related hospitalizations and deaths are preventable with public awareness and asthma education to improve the knowledge of Virginians and healthcare professionals; and

WHEREAS, the Greater Roanoke Valley Asthma and Air Quality Coalition supports asthma management and control, public awareness, and education in order to enable the communities to identify and reduce their exposures to environmental triggers in homes, schools, and places of employment so they can decrease asthma episodes and risk of death.

NOW, THEREFORE, I, Bradley E. Grose, Mayor of the Town of Vinton, and on behalf of Town Council and all our citizens, do hereby recognize the month of May 2015 as "**ASTHMA AWARENESS MONTH**" in the Town of Vinton and call upon all citizens of the Town of Vinton and surrounding areas to work together to support asthma management and control.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 5th day of May, 2015.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Police Department

Issue

Proclamation for National Police Week

Summary

In 1962, President John F. Kennedy declared May 15 as Peace Officers Memorial Day, and the week in which it falls as National Police Week. We would like to recognize our law enforcement officers that serve the Town with a proclamation which recognizes National Police Week.

Attachments

Proclamation

Recommendations

Read Proclamation



PROCLAMATION

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the Vinton Police Department play an essential role in safeguarding the rights and freedoms of the citizens of the Town of Vinton; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the Vinton Police Department has grown to be a modern and scientific law enforcement agency and provides a vital public service.

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 May 10, 2015 to May 16, 2015 as **"NATIONAL POLICE WEEK"** in the Town of Vinton and call upon all citizens of the Town of Vinton and surrounding areas that are served by the Vinton Police Department to observe this week and to join Town Council in recognizing officers for their faithful and loyal devotion to duty and dedicated service to their community.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 5th day of May, 2015.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Public Works

Issue

Proclamation - Public Works Week

Summary

The **American Public Works Association** advocates the recognition and celebration of Public Works Week in all cities, counties, and towns across the U.S.

This year marks the fifty-fifth year of celebration. The Week calls attention to the importance of public works in community life. Well maintained infrastructure, streets, stormwater collection, water distribution, wastewater collection, traffic signals & signage; and effective services such as administration, snow removal, refuse collection, recycling, automotive & construction equipment maintenance are all vital to neighborhood quality of life and to the economic well being of the Town.

The Week seeks to enhance the prestige of the often-unsung heroes of our society--the professionals who serve the public good every day, and often at night and on weekends, under all weather conditions with quiet dedication.

The theme of this year's celebration is, "**Community Begins Here**". This theme speaks to the essential nature of Public Works services in support of everyday quality of life. Public Works allows the world as we know it to be in our community, 8,000 in the Town and another 5,000 in our East Roanoke County utility service area.

Traditionally, the week is recognized by proclamations from the U. S. Senate, U.S. House, and Governor of Virginia. This will be the ninth year of celebration in the Town of Vinton.

Attachments

Proclamation

Recommendations

Read and present Proclamation



PROCLAMATION

WHEREAS, Public Works services provided in the Town are an integral part of our citizens, institutions, businesses, and industries everyday lives and well-being; and

WHEREAS, public support of the importance of effective and efficient Public Works services such as street maintenance, sidewalk repair, solid waste collection, recycling, traffic signal & sign maintenance, snow & ice removal, stormwater collection, water production & distribution, and wastewater collection improves morale and performance of Public Works staff; and

WHEREAS, the health, safety, economic growth, and quality of life in our Town greatly depend on these vital Public Works services; and

WHEREAS, Public Works staff also provide critical response capabilities, experience, and support in times of emergency; and

WHEREAS, the efficiency of the qualified and dedicated people who staff Public Works is positively influenced by the citizens' attitude and understanding of the important services the staff provides.

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 May 17, 2015 to May 23, 2015 as **"PUBLIC WORKS WEEK"** in the Town of Vinton.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 5th day of May, 2015.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Fire

Issue

Proclamation - National Emergency Medical Services Week

Summary

National Emergency Medical Services Week urges our citizens to recognize the value and accomplishments of all of our Emergency Services personnel and to support the many public safety activities and efforts of the Town's emergency services.

Attachment

Proclamation

Recommendations

Read Proclamation



PROCLAMATION

- WHEREAS,** this year's theme for National Emergency Medical Services Week is "EMS Strong"; and
- WHEREAS,** this is the 41st anniversary of National Emergency Medical Services Week which brings together the local communities and emergency medical providers to announce safety & respect those who dedicate their time and energy to provide the day in/day out lifesaving services of medicine's "front line"; and
- WHEREAS,** the Town of Vinton is devoted to ensuring the safety and security of all those citizens living in and visiting our town; and
- WHEREAS,** Emergency Medical Services is much more than a simple ride to the emergency room. It is a complex system of coordinated response and swift emergency medical care that involves numerous people as well as agencies; and
- WHEREAS,** EMS is an intricate system, and each component of this system has an essential role to perform as part of a coordinated and seamless system of emergency care; and
- WHEREAS,** the members of Emergency Medical Services teams are highly trained and ready to provide lifesaving treatment to those in need around the clock, 365 days a year. A comprehensive EMS system is ready every day for every type of emergency; and
- WHEREAS,** the Emergency Medical Services system consist of emergency physicians, emergency nurses, paramedics, emergency medical technicians, firefighters, educators, and administrators; and
- WHEREAS,** the members of Emergency Medical Services teams, whether career or volunteer, partake in thousands of hours of specialized training and continuing education to develop their lifesaving skills; and
- WHEREAS,** it is appropriate to recognize the value and the accomplishments of Emergency Medical Service Community by designating National Emergency Medical Services Week.

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 May 17, 2015 to May 23, 2015 as "**NATIONAL EMERGENCY MEDICAL SERVICES WEEK**" in the Town of Vinton and I urge all the people of the Town of Vinton to support the many public safety activities and efforts of the Town's emergency services.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 5th day of May, 2015.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Administration

Issue

Annual update by Wayne Strickland, Executive Director, on behalf of the Roanoke Valley-Alleghany Regional Commission

Summary

Wayne Strickland, Executive Director, will be at the meeting to give the annual update on behalf of the Roanoke Valley-Alleghany Regional Commission.

Attachments

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Administration

Issue

Consider adoption of a Resolution approving the 2015-2016 operating budget for the Roanoke Valley Regional Cable Television Committee.

Summary

The annual operating budget of the Roanoke Valley Regional Cable Television must be submitted for approval by each of the governing bodies after approval by the RVTV Committee. Elaine Bays-Murphy will be present at the meeting to make comments and answer any questions.

Attachments

Letter
RVTV Operating Budget-FY2016
Resolution

Recommendations

Motion to adopt Resolution

May 5, 2015

Mayor Bradley E. Grose
and Members of Vinton Town Council
Vinton, Virginia

Subject: 2015-2016 RVTV Budget

Dear Mayor Grose and Members of Town Council:

Roanoke Valley Television, RVTV-3 Cox Cable, was created in 1992 as an agreement between the Town of Vinton, Roanoke County, and Roanoke City, to form a Government & Educational Access Station.

RVTV-3 is governed by the Roanoke Valley Regional Cable Television Committee, which includes representatives from the three localities. The Town of Vinton is represented by Mr. Doug Adams, Mr. Chris Lawrence, & Ms. Mary Beth Layman.

On April 1, 2015, the Roanoke Valley Regional Cable Television Committee approved the RVTV Operating Budget for Fiscal Year 2015-2016 (attached) in the amount of \$394,047. This is a \$3,981 decrease of the current 2014/2015 budget.

Funding for RVTV is provided by the three local governments and is based on the proportion of Cox Customers located in each jurisdiction. The Town of Vinton's share of the FY 2015-2016 Operating Budget is four percent (4%) or \$15,762.

Videos produced for the Town of Vinton in 2014 included:

- Vinton Dogwood Festival PSA
- Vinton Branding Presentation
- Vinton/Roanoke County Library Ground Breaking
- Vinton History Museum Anniversary
- Vinton Arbor Day Celebration
- Vinton First Aid Crew 75 Anniversary
- Vinton First Aid Crew PSA
- Vinton First Aid Crew Recruitment Video
- Walnut Bridge Ribbon-Cutting
- "Where are you Bobby Browning" Film
- State of the Town Address

RVTV programming reaches 43,708 households on Cox Cable, Channel 3. Programming is posted to the RVTV website and social media sources. Additionally, programming is posted the Town's website and Facebook page.

The approximate rate for video production in the private sector is \$1,500 per finished minute. The production value for videos produced for the Town is \$198,750.

Mayor Bradley E. Grose and Members of Vinton Town Council
May 5, 2015
Page Two

The Roanoke Valley Regional Cable Television Committee recommends approval of the fiscal year 2015-2016 operating budget. I am pleased to respond to any questions or comments you may have with regard to the proposed budget.

Sincerely,

A handwritten signature in black ink, reading "Elaine Bays-Murphy". The signature is written in a cursive style with a large, looping initial "E".

Elaine Bays-Murphy
Cable Access Director
Roanoke Valley Television

Attachment

Cc: Chris Lawrence, Town Manager
Ryan Spitzer, Assistant Town Manager/Economic Development
Mary Beth Layman, Special Programs Director
Barry Thompson, Finance Director/Treasurer
Susan Johnson, Executive Assistant/Town Clerk
Robert Leftwich, Chair, Regional Cable Television Committee

To: Roanoke Regional Cable Television Committee
From: Elaine Bays-Murphy, Director of Cable Access
Date: April 1, 2015
Re: FY 2015-2016 Operating Budget Proposal

BACKGROUND INFORMATION:

Roanoke Valley Television, RVTV Channel 3, is a Government & Educational Access Station, serving the City of Roanoke, Roanoke County, the Town of Vinton and their respective school systems. RVTV-3 was created in 1992 as an agreement between the three localities to form a Government & Educational Access Station.

The operational budget for RVTV is provided by the three local governments, and it is funded through the Virginia Communications Sales and Use Tax Revenue paid by Cox Communications (Attachment Page 5). The RVTV budget amount paid by each locality is based on the proportion of Cox Customers located in each jurisdiction.

For calendar year 2014, Cox Communications paid to the Commonwealth a total of \$2,400,603.03. The Commonwealth paid the three localities their appropriate share. Amounts do not represent the adjusted amount paid by the Commonwealth to the localities.

City of Roanoke:	\$1,199,452.51
County of Roanoke:	\$1,096,353.95
Town of Vinton:	\$104,796.57
Total:	\$2,400,603.03 VA Communications Sales & Use Tax Revenue

RVTV has five full-time staff members. RVTV-3 produces Original Videos, Monthly Television Shows, and covers LIVE Government Meetings.

Roanoke Valley Television produced the following in 2014:

- **98 Original Television Shows**
(12) Inside Roanoke, (12) Roanoke County Today, (12) Spotlight On City Schools, (12) Accent Excellence, (4) Roanoke County Business Partners, (4) Recreation Television, (3) BizRoanoke
(12) Libraries Happenings
- **58 Regular Government Meetings**
(24) Regular Roanoke City Council, (22) Regular Roanoke County Board of Supervisors, (12) City Council Briefings
- **56 Original Video Productions**
(List of Video Productions on Attachment Pages 6 & 7)

Additionally, Roanoke Valley Television covered numerous Special Events including Ground Breakings, Dedication Ceremonies and News Conferences.

The approximate rate for video production work in the private sector is \$1,500 per finished minute. The approximate **RVTV Production Value for TV Shows & Video Productions is \$3,312,000.**
(Total value does not include Government Meetings).

BACKGROUND INFORMATION:

RVTV-3 Programming is uploaded to the RVTV Website & Social Media Sources.

Website www.rvtv.org

YouTube Channel www.youtube.com/RoanokeValleyTV

Facebook Page www.facebook.com/roanokevalleytelevision

Twitter www.twitter.com/RoanokeValleyTV



Additionally, RVTV-3 Programming is uploaded to the Websites & Social Media Sources for Roanoke City, Roanoke County, Town of Vinton & their School Systems.

FISCAL IMPACT:

The proposed FY2015/2016 Operating Budget request is \$394,047. This is a \$3,981 decrease of the current 2014/2015 budget.

The proposed budget includes a 2% salary increase if approved by the Board of Supervisors.

The budget includes an estimated 5% Health Insurance increase and a 2% Dental Insurance increase.

The budget includes closed captioning services for Roanoke City Council & Roanoke County Board of Supervisors meetings.

The proposed \$394,047 is approximately **16% of the \$2,400,603.03 paid by Cox Communications** for the VA Communications Sales & Use Tax. Amounts do not represent the adjusted amount paid by the Commonwealth to the localities.

City of Roanoke:	\$1,199,452.51
Roanoke County:	\$1,096,353.95
Town of Vinton:	\$104,796.57
Total:	\$2,400,603.03

The Operational Budget for RVTV is provided by the three localities based on the proportion of Cox Customers located in each jurisdiction.

Cox calculates the percentage of subscribers (December 31, 2014) in each locality as follows: (2013 number of subscribers in parenthesis)

Locality	Subscribers	Percentage
City	22,542 (23,373)	52% (52%)
County	19,292 (19,954)	44% (44%)
Vinton	1,874 (1,960)	4% (4%)
Total	43,708 (45,287)	100% (100%)

Based on the above percentages, each member's contribution to the FY2015/2016 budget of \$394,047 is:

	2014/2015 Budget	2015/2016 Budget
City	\$206,975	\$204,904
County	\$175,132	\$173,381
Vinton	\$15,921	\$15,762
Total	\$398,028	\$394,047

*In addition to the City's share of the above budget of \$394,047, the City will also pay \$2,136 for closed captioning for City Council Briefings.

ATTACHMENTS:

RVTV Proposed 2015 – 2016 Budget

	2014-2015 Budget	Proposed 2015 - 2016	Remaining Balance (12/31/14)
1010 Regular (Actual 209,200 + 2%)	214,048.00	213,384.00	107,506.66
2100 FICA (7.65%)	16,375.00	16,324.00	8,065.85
2200 Retirement – VRS (11.12%)	23,802.00	23,728.00	8,876.74
2202 Deferred Comp Match (650 x 3)	1,950.00	1,950.00	775.00
2300 Group Health Insurance (Actual \$38,638 + 5%)	41,945.00	40,570.00	22,012.11
2310 Group Dental Insurance (2,204 +2%)	2,175.00	2,248.00	1,157.99
2400 VRS Life (1.32%)	2,825.00	2,817.00	1,328.43
2500 Long Term Disability Insurance	673.00	678.00	466.00
2750 VRS Retiree Health Credit	525.00	608.00	202.94
3013 Professional Services – Other (Closed Captioning \$22,250, Security System \$276)	27,500.00	22,526.00	17,237.47
3013A CC – City Council Briefings		* City Only	
3204 Repairs Vehicles (By Garage)	300.00	300.00	166.25
3209 Repairs (Other Equipment)	1,000.00	1,000.00	1,000.00
3305 Maintenance Service Contracts (Telephone \$550 Website \$2,575)	2,204.00	3,125.00	1,940.00
5210 Postage	50.00	50.00	47.68
5230 Telephone	3,400.00	4,230.00	1,252.58
5233 Internet & Adobe Cloud	1,390.00	1,990.00	696.40
5235 Cellular Phones (2 Smart Phones)	1,200.00	1,200.00	149.60
5305 Motor Vehicle Insurance	1,250.00	1,342.00	-40.00
5308 General Liability Insurance	2,840.00	3,187.00	-245.00
5420 Lease/Rent of Buildings (8 x \$3,723.77 4 x \$3,835.48)	43,818.00	45,132.00	22,126.14
5501 Travel (Mileage)	100.00	100.00	66.40
5520 Dinner Meetings & Luncheons	150.00	150.00	150.00
5801 Dues & Association Membership (Public Relations Society of America)	308.00	308.00	00.00
6010 Office Supplies – General	500.00	500.00	287.10
6013 Small Equipment & Supplies	2,000.00	2,000.00	1,048.32
6014 Video Supplies	4,000.00	3,000.00	3,620.31
6080 Gas, Oil & Grease	1,500.00	1,400.00	1,090.47
6091 Tires,Tubes & Parts	200.00	200.00	113.94
Total	\$398,028.00	\$394,047.00	199,952.46 (49.76)

*In addition to the City's share of the above budget of \$394,047, the City will also pay \$2,136 for closed captioning for City Council Briefings. **RVTV expended 99.79%** of the 2013/2014 Budget.

RVTV Financial Report
Current Account Balances as of December 31, 2014

273200 (Operating Budget)	\$199,952.46
273450 (Cox Cable Capital Grant)	\$982,858.11
(Balance includes accrued interest.)	
273500 (Operating Surplus).....	\$35,335.09
(\$15,000 Minimum Balance to be maintained in the account)	

Account 273500 (Operating Surplus) represents the unused funds from the Operating Budget since 1992. RVTV does not lose these funds at the end of the fiscal year, rather they are rolled over into this savings account.

2014 Virginia Communications Sales and Use Tax Revenue
Paid by Cox Communications to the
Commonwealth of Virginia for the Benefit
of the City of Roanoke, County of Roanoke, and Town of Vinton

Starting on January 1, 2007, the Virginia Communications Sales and Use Tax Act of 2006 (Va. Code 58.1-645 et seq.) required Cox Communications, as well as other cable television providers, to pay a five percent (5%) sales or use tax to the Commonwealth of Virginia in place of paying franchise fees to the localities, including the City of Roanoke, County of Roanoke, and Town of Vinton. Under the Act, the Commonwealth pays the amount of revenues it receives from cable television providers, like Cox, to the localities.

For the calendar year 2014, Cox Communications paid to the Commonwealth of Virginia a total of **\$2,400,603.03**. The Commonwealth of Virginia paid to the three localities the appropriate share of this total amount as a replacement amount for the franchise fees. Amounts do not represent the adjusted amount paid by the Commonwealth to the localities.

City of Roanoke:	\$1,199,452.51
Roanoke County:	\$1,096,353.95
Town of Vinton:	\$104,796.57
Total:	\$2,400,603.03

RVTV 2014 Edited Video Productions

Title	Client	Length
Blue Ridge Kite Festival PSA	Roanoke County	:30
Explore Open House PSA	Roanoke County	:30
Criminal Justice Academy Ground Breaking	Roanoke County	7:30
Police Self Defense Class	Roanoke City	5:00
Dogwood Festival PSA	Town of Vinton	:30
Vinton Branding Presentation	Town of Vinton	40:00
Vinton Library Ground Breaking	Town of Vinton	14:00
Vinton History Museum Anniversary	Town of Vinton	16:00
Vinton Arbor Day Celebration	Town of Vinton	13:00
Sheryl Crow Announcement	Roanoke City	4:30
Project Lifesaver Training	Roanoke City	3:30
CVB Annual Meeting	Roanoke City	30:00
(2) Bullying PSAs	Roanoke City Schools	:30 each
Click It or Ticket Press Conference	Roanoke County	4:00
(2) Click It or Ticket PSAs	Roanoke County	:30 each
GIS Website PSA	Roanoke County	:30
Stormwater Management PSA	Roanoke County	:30
Solarize Roanoke Press Conference	Roanoke City	8:00
Canstruction SWVA PSA	Roanoke City	:30
State of the City	Roanoke City	30:00
Wasena Mural Dedication	Roanoke City	4:00
West End Revitalization PSA	Roanoke City	:30
Traffic Safety PSA	Roanoke City	:30
Bike Safety Video	Roanoke City/Roanoke County	4:00
Goodwill Hollins Grand Opening	Roanoke County	14:00
Green Hill Highland Games PSA	Roanoke County	:30
Vinton First Aid Crew 75 th Anniversary	Town of Vinton	3:30
Walnut Bridge Ribbon-Cutting	Town of Vinton	3:30
Pedestrian Safety Video	Roanoke City	3:00
GTO Press Conference	Roanoke City	9:00
Main Library Grand Opening	Roanoke City	9:00

RVTV 2014 Edited Video Productions

Title	Client	Length
Bike Safety Press Conference	Roanoke City/Roanoke County	13:00
Youth Summit Video	Roanoke City	3:30
Parks & Arts Announcement	Roanoke City	9:00
VH-1 Save the Music Press Conference	Roanoke City Schools	15:00
Ardagh Group Grand Opening	Roanoke County	17:00
County Library PSA	Roanoke County	:30
(3) RCACP PSAs	Roanoke County	:30 each
County Administrator Announcement	Roanoke County	7:00
State of the County	Roanoke County	39:00
“Where are you Bobby Browning” Film	Town of Vinton	5:00
State of the Town	Town of Vinton	30:00
Vinton First Aid Crew Recruitment	Town of Vinton	6:30
Tons of Fun PSA	Roanoke County	:30
Criminal Justice Academy Dedication	Roanoke County	24:00
Walmart Neighborhood Market Opening	Roanoke County	8:00
School Superintendent Announcement	Roanoke County Schools	15:00
(2) Lead-Safe PSAs	Roanoke City	:30 each
Leadership College PSA	Roanoke City	:30
Roanoke 100 Miler	Roanoke City	:60
Snow Removal Video	Roanoke City	3:30
Highland Park Playground Ribbon-Cutting	Roanoke City	7:00
Rain Barrel PSA	City/County/Town	:30
Total Minutes Produced		528:30

2014 Total Video Productions

Total Productions	City of Roanoke	Roanoke County	Town of Vinton
127	61	55	11
Percentage	48%	43%	9%

RESOLUTION NO

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, MAY 5, 2015, AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA 24179

WHEREAS, the Town of Vinton, along with Roanoke County and the City of Roanoke pursuant to ordinance, have established the Roanoke Valley Regional Cable Television Committee, in part to assist with the development of educational channels and governmental access cable programming; and

WHEREAS, each member jurisdiction annually approves the operating budget prepared by the Cable TV Government Access Director and recommended by the Roanoke Valley Regional Cable Television Committee for operation of the cable access Channel 3.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby approve the 2015-2016 operating budget for Roanoke Valley Regional Cable Television Committee in the amount of \$394,047, of which Vinton’s allocation based on subscribers is four percent (4%), or the amount of \$15,762 of the total budget.

This Resolution shall be effective from and after the date of its adoption.

This Resolution adopted on motion made by Council Member _____, seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Public Works

Issue

Consider adoption of a Resolution awarding a bid and authorizing the Town Manager to execute a contract with Mid-Atlantic Waste Systems in the amount of \$133,099.00 for a new Hooklift Truck with Dump Body and to apply for lease financing through VML/VACo for said purchase.

Summary

The Public Works Department currently has a 1997 International Dump Truck that has exceeded its useful life. The Department was authorized to advertise for bid for the purchase of a new Hooklift Truck and Dump Body. The invitation to bid was posted and Public Works received only one bid from Mid-Atlantic Waste Systems in the amount of \$133,099.00 for a 2016 Freightliner M2/Ampliroll System AL100S.

We will be applying for lease financing through the VML/VACo for this purchase.

Attachments

Resolution

Recommendations

Motion to adopt Resolution

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, May 5, 2015 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA 24179.

WHEREAS, the Public Works Department currently has a 1997 International Dump Truck that has exceeded its useful life and the Town recognizes the importance of obtaining equipment needed to perform work throughout the Town; and

WHEREAS, the Department solicited quotes for a Hooklift Truck with Dump Body as a replacement from competitive vendors and received only one bid from Mid-Atlantic Waste Systems, Salem, Virginia with a quote of \$133,099.00 for a 2016 Freightliner M2/Ampliroll AL100S Hooklift Truck with Dump Body; and

WHEREAS, the funds for said purchase will be secured through the VML/VACo financing program for a lease purchase of said Hooklift Truck with Dump Body.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby grant a contract to Mid-Atlantic Waste Systems in the amount of \$133,099.00 and hereby authorizes the Town Manager to execute the contract and any other necessary documents and to apply for lease financing through VML/VACo for said purchase.

This resolution adopted on motion made by Council Member _____, seconded by Council Member _____, with the following votes recorded:

AYES:

NAYS:

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Administration

Issue

Briefing on the HVAC systems for the Municipal Building and Fire Department Building

Summary

None

Attachment

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

May 5, 2015

Department

Council

Issues

Appointments to Boards/Commissions/Committees

Summary

Council Member Sabrina Weeks has submitted her resignation as a member of the Comprehensive Economic Development Strategy Committee. Her unexpired term was for three years ending June 30, 2017. Council Member Doug Adams has been contacted and he is willing to complete Ms. Weeks' unexpired term on said Committee.

Attachments

None

Recommendations

Motion to appoint Doug Adams to an unexpired term on the CEDS Committee ending June 30, 2017