

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, July 7, 2015**

AGENDA

Consideration of:

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

B. MOMENT OF SILENCE

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

D. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS

E. CONSENT AGENDA

1. Consider approval of minutes for the regular meeting of June 2, 2015.
2. Consider approval of minutes for the regular meeting of June 16, 2015.

F. AWARDS, RECOGNITIONS, PRESENTATIONS

1. Introduction of new Firefighters

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

H. TOWN ATTORNEY

I. TOWN MANAGER

ITEMS REQUIRING ACTION

1. Consider adoption of a Resolution authorizing the Town Manager to execute a Waterline Extension Agreement with D. H. Griffin Wrecking Co., Inc. for the installation of a new waterline to serve a fire hydrant being placed in the vicinity of 819 Third Street, Vinton, Virginia.

BRIEFINGS

1. Briefing on the availability of Virginia Department of Transportation (VDOT) Office of Intermodal Planning and Investment Urban Development Areas (UDA) Planning Grant funding.

2. Briefing on the possibility of entering into a Memorandum of Understanding (MOU) with the County of Roanoke for the County to administer the Virginia Stormwater Management Program (VSMP) for the Town.

J. MAYOR

K. COUNCIL

1. Appointments to Board/Commissions/Committees

L. CLOSED MEETING

1. Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 (A)(1) of the 1950 Code of Virginia, as amended, for the purpose of discussing the resignation of Council Member Wes Nance and to discuss the appointment of an interim Council Member.

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:

July 13, 2015 – 5:30 p.m. – Finance Committee Meeting – Finance Conference Room

July 21, 2015

- 5:45 p.m. – Reception for Council Member Wes Nance – Municipal Building lobby
- 6:45 p.m. - Recognition Ceremony for Council Member Nance – Council Chambers
- 7:15 p.m. - Regular Council Meeting – Council Chambers

August 4, 2015 – No regular meeting – Council will participate in National Night Out at the Vinton Farmer’s Market at 6:00 p.m.



Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Town Clerk

Issue

Consider approval of minutes for the regular Council meeting of June 2, 2019.

Consider approval of minutes for the regular Council meeting of June 16, 2015.

Summary

None

Attachments

June 2, 2015 minutes

June 16, 2015 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, JUNE 2, 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
Gary Woodson, Public Works Director
Joey Hiner, Public Works Assistant Director

The Mayor called the work session to order at 6:00

p.m. for an update on the Western Virginia Regional Industrial Facility Authority Site Study results. Beth Doughty began her Power Point presentation by first commenting that the Authority received a grant from DHCD which was used for a technical study. The purpose of this study was to identify large parcels of industrial property that could be acquired jointly by multiple governments.

The site selection process began with Step 1 of defining the business case; Step 2 of preparing risk vs. cost feasibility and Step 3 of a location screening process. The location screening process was based on the parameters that a company would put together. Not every site or every community is good for every company, but they look at an area to see if it is in a Right to Work state and what are the logistics, the kind of industries or businesses that are already in the area, the transportation access and utilities. Often when a site consultant or a company is doing the screening process, real estate is the most important element and many times they will look at the State or the area's website for this information. If a locality does not have the real estate, it guarantees it will not be in consideration.

They have reviewed the Regional Partnership records for five years to track projects and see what kind of sites were being asked for. More than half were looking for sites of at least 50 acres and 20 fairly significant projects in the last three years have desired at least 50 acres and many even more. So, how many projects are we losing in the area just because we do not have that niche in real estate.

The Authority has focused on 100 acres as a minimum. In the database, the projects that needed 50 or fewer

acres had the potential of 150 jobs and \$40 million in investment. Fifty acres and above had the potential for 500 jobs and \$200 million in investment. The supply of real estate in the inventory has a lot of sites in the 15-30 acre range. She then reviewed a slide showing the real estate supply in the local area and then commented that the Virginia Economic Development Partnership states that the Roanoke Region is not competitive for projects that require 40 or more acres of developable, ready-to-go property. This is the reason the Authority was put into place.

Timmons Group out of Richmond started the process by analyzing sites of 50 acres or more for a total of 165,530 through the GIS systems in the localities. Vinton is included in the Roanoke County figures. After identifying the 165,530 parcels, they next ran them through criteria of slope analysis, geology, wetland coverage and zoning. Zoning was a big criteria that narrowed down the sites which included a buffer zone for residential along with how close a parcel was to a four-lane road. This took the initial list of 165,530 down to 19,310. Then those parcels were evaluated on access to electricity, water and sanitary sewer which brought the number down to 1,996.

There was a committee made up of the local economic development staff of each locality, the representatives of the utilities and two representatives from the VEDP. All the work prior to the committee's involvement was GIS work, but they wanted to include local knowledge. The committee studied the information, did their own rankings and came up with their evaluation criteria. It included 100 acres minimum, limited number of landowners, avoid floodplain, minimized average slope, maximized buffer from residential areas, regular configuration, preference for high visibility/highway access and utilities within two miles. After this, the committee came up with ten sites.

Ms. Doughty next commented on the number of sites in each locality. Six of the 10 sites had 100-200 acres; two had 200-500 acres and two had over 500 acres. A site that has 100-200 acres is a standard, single-user piece of property that is an impactful project from their standpoint. From the local and regional level, that is a doable size and particularly for a first-effort of the Authority. The next slide showed the criteria for the three sites that were ranked one, two and three based on acreage, cost estimates, annual revenue projection at build-out, potential yield, closest water and sewer and number of property owners.

Vice Mayor Hare asked if the revenue projections were tax revenues and Ms. Doughty responded it is annual recurring tax revenue and does not include jobs or the

economic impact of the wages paid at those jobs.

Ms. Doughty continued by stating that the Authority up to this point has been meeting every other month, but now they will be meeting monthly. The next steps are for the Authority to determine a funding model for ongoing administrative costs and additional characterization/due diligence that has to be done on the sites. Following that, they need to decide on a site to pursue, get site control and everything worked out and then improvement and preparation of the site and marketing. Mayor Grose asked if the 11 owners of the site ranked No. 1 are aware of this and Ms. Doughty responded no and that she is not authorized to proceed on anything. The Town Manager commented that the committee has tried to be careful and has conveyed back to their staff that this is very confidential.

Ms. Doughty commented that she has to give this presentation to four more of the localities. The discussion at the next Authority meeting will be how to set up the model. There are some additional grant opportunities that they can pursue to help with some of the steps that she has outlined. If the Authority does not continue to meet and move forward, then it will never get to its mission.

Vice Mayor Hare asked where the 165,530 sites came from and the Town Manager commented this is the number of legal deeded parcels of property in all six localities of any size. After the zoning criteria was applied, the number of sites was narrowed down to 34,901 which means that over 130,000 parcels were either zoned residential or did not meet the criteria for the residential buffer that removed them from the list

Vice Mayor Hare commented on the number of sites that were excluded because of the major roads criteria. That is one item that could be fixed and what are we losing with that. Ms. Doughty commented that the criteria are a minimum of three miles from a four-lane road. The Town Manager commented also on the difference between the sites that have electricity and those that have water.

The next item in the work session was a report on Fiscal Year 2014/2015 Street Resurfacing Funded Program. Gary Woodson, Public Works Director, began by commenting that his department went out to bid for the annual resurfacing pavement contract. There were no responses even after they had contacted contractors before and even during the advertisement process. After there was no response, they contacted Sawyer Paving/Boxley to see why they did not get a bid from them. They were advised that there is a large back log of

work from VDOT (almost three years' worth) that has now been released and they are inundated with more work than they can handle. Because our timeframe was 90 days, they did not submit a bid.

The Lynchburg plant came back and indicated that they could do some resurfacing work with some micro sealing such as slurry, crack and some fog sealing surface treatments in June. They had planned to use only a portion of the funds for this year's budget and use regular milling and paving funds for the other portion. Then the next year, they were going to do the same thing. The contract was re-written and sent out to bid again to include the costs associated with micro sealing.

Mr. Woodson next commented that the recommendation is to go ahead and use the funds allocated for this year to do the resurfacing (not milling and paving), but crack sealing and chip sealing. He then showed a diagram of the streets in the Town indicating the areas of the proposed paving and the proposed crack sealing and surface treatments. They can do about 6.2 miles worth of resurfacing with this year's funds compared to about two miles of new pavement for the same roadway sections. While the current contract is out for bid, they have also asked for prices for milling and paving. If they spend the funds for the surface treatment work now, they will also have the bid for the milling and paving, so when the funds become available for the next fiscal year, they can go ahead and get on the schedule. The question is how to move forward. They can also hold the money and roll it over which would require filling out some paper work with VDOT.

In response to a question from Council Member Nance regarding the roads that have been identified for surface treatments, Mr. Woodson, used the E-Study to get the PCIs and took the range on when surface work can be done. He tried to disburse the work around the Town based on the PCIs and the amount of funds that are in this year's budget to come up with the plan. The contractor visually identified the roads to do as well. Mr. Nance then commented that we are addressing real needs by just pivoting the money from resurfacing to this surface treatment process. Mr. Woodson further commented that after talking with Council, they got the green light to move forward with some of this resurfacing type of technology. They initially planned to use a long section of roadways to do crack sealing and wait to see what kind of feedback they got. They did that on Third Street and have done some remediation work with some of the micro sealing techniques on some other roads.

Council Member Adams asked about Mountain View Road and Mr. Woodson responded when money becomes available because it is an expensive project. Right now what he sees on Mountain View is the continuation of road maintenance until there is enough money to do full depth reclamation. That means you tear the whole road up, lime or cement to stabilize the base so it is good and solid and then relay a new road. There was further discussion and comments regarding options for Mountain View Road. Mr. Woodson next commented on how much more roadway they would be able to get done by doing resurfacing over five to eight years, but they always have the option to make specific projects a priority just like By-Pass Road. That road will be as much as a whole year's worth of budget to do milling and paving work, but it is an important piece of our roadway structure.

Vice Mayor Hare asked if there was anything that Public Works employees could do at By-Pass and Washington to smooth it out. Mr. Woodson commented that they do not have the capabilities to re-work an intersection and make it better. There is the possibility that a couple of smaller contractors may put in a bid for some of the work and they possibly could be given the opportunity to do the work there. They used a smaller contractor to chip seal the area at the canoe launch this past weekend for a savings of around \$6,000.00.

Council Member Nance commented that it appears that Mr. Woodson is asking Council to approve going ahead the maintenance features since resurfacing cannot be done at this time so we do not fall behind both on maintenance features and the resurfacing. Mr. Woodson responded at some point they would have used a portion of the funds to do both, but right now the opportunity is to spend all of the funds this year for the resurfacing techniques. Mr. Nance said he would prefer to do some maintenance work as opposed to falling another year behind on maintenance and resurfacing.

Mr. Woodson further commented that the estimate is 6.2 miles, but he feels it may be closer to 5 or 5.2 miles. They are going to pull some of these funds for the traffic camera system at By-Pass and Washington so when it is ready to be paved, they will not have to hold up traffic to pull out wires and then re-cut the pavement to put the loops back in. The Mayor commented that even five miles would be a significant amount of repairs. Mr. Woodson stated that each section of Town will see some roadway restoration work being accomplished.

The Mayor asked if Council needed to make a motion or take other action during the regular Council meeting. The

Town Manager responded that we just need a consensus of Council. This bid is out now and the matter will be brought back to Council for action at the June 16th meeting to approve a contract. The Mayor commented that he personally thought it was a good approach to use some of the smaller contractors. The Town Manager agreed and commented that we are not getting as competitive of a price because we are only receiving bids from one contractor. Council gave their consensus to proceed with the micro sealing program with this year's paving funds.

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 Nance, Council Member Weeks, Vice Mayor Hare and Mayor Grose present. After a Moment of Silence, Vice Mayor Hare led the Pledge of Allegiance to the U.S. Flag.

Roll call

Council Member Nance made a motion to amend the agenda to include a Closed Session regarding a personnel matter at the end of the 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.

Approved amending the agenda to include a Closed Session at the end of the meeting

Under upcoming community events/announcements, Todd Creasy, President of the Vinton Chamber, first expressed appreciation to Council Member Nance for his service on Council. He then commented that outside of the event in the Winter, the Chamber has shown a profit at every event so far. The Mingle at the Market this year is special as the Chamber celebrates its 65th anniversary. The first Mingle on June 13th will have two bands performing and the hours will be from 7:00 pm to 10:00 pm. There will also be free admission on this night.

He next commented that a few years ago the Chamber changed its mission statement and vision towards pushing these events and trying to get businesses and individuals within the Town to get more involved. They are developing a survey to give to all businesses within the Town and the surrounding areas. Some questions in the survey are how large their company is, are there plans for expansion, do they have a five-year plan and how can the Chamber help. They are also implementing a survey for individuals that live within the Town to get their thoughts about the Chamber and what they think the Chamber should be doing for them.

Mr. Creasy also commented on a booklet that was handed to Council. This is an early phase of a project by Angie Chewing to put together of all the local restaurant's

menus within the Town to distribute to every Chamber member. Council Member Adams asked if they would be listed on the Chamber website. Mr. Creasy said they would take that into consideration as well as other social media outlets.

Council Member Weeks asked if only the June 13th Mingle will have free admission and Mr. Creasy responded yes as of right now. This is a test run and they are hoping that free admission will bring more people to the event and the sale of food and beverage will increase. Ms. Weeks commented on the success of the open house at the Moose Lodge. Mr. Creasy commented that at the open house there was also the recognition of area businesses that had won awards with The Roanoker and several of those businesses were present.

Council Member Weeks announced the ribbon cutting for the Tinker Creek Canoe Launch on June 24th at 9:00 a.m. The Town Manager announced the ribbon cutting for the enhanced 24-hour fire coverage and renovations this Thursday at 11:00 a.m. at the Fire House.

Under awards, recognitions and presentations, Chief Ben Cook introduced Officers Jordan Keith and Terry Pitmann.

The Town Manager commented that staff had intended to bring the budget to Council for adoption at this meeting. Due to some events that took place last week, he asked to move it to the June 16th meeting. The budget is completed and ready to be presented at that meeting.

The next item on the agenda was to consider adoption of a Resolution authorizing the transfer of funds from the unappropriated General Fund balance in the amount of \$22,015.00 to the Building and Grounds Capital Outlay expenditure account for the replacement of three HVAC Units for the Municipal Building. The Town Manager made brief comments and stated that these units have been installed today. There are a total of nine units for the Municipal Building and now six units have been replaced. That will leave three units remaining from 1981 that will eventually need to be replaced. Vice Mayor Hare made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Nance and carried by the following roll call vote, with all voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0) - None.

Adopted Resolution No. 2108 authorizing the transfer of funds from the unappropriated General Fund balance in the amount of \$22,015.00 to the Building and Grounds Capital Outlay expenditure account for the replacement of three HVAC Units for the Municipal Building

The next item on the agenda was to consider adoption of a Resolution authorizing the transfer of funds from the unappropriated General Fund balance in the amount of \$38,763.00 to the Fire & EMS Special Projects expenditure account for the replacement of a boiler at the Vinton Fire House. The Town Manager commented that they evaluated just repairing the boiler at a cost of \$10,000, but are recommending replacement and IES had the low bid.

Vice Mayor Hare asked if Mr. Thompson would have included these items when he gave his estimate of the cash balance at the end of the fiscal year. The Town Manager responded that he would check with Mr. Thompson and let Council know.

Council Member Adams made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Nance and carried by the following roll call vote, with all voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0) - None.

The next item on the agenda was to consider adoption of a Resolution appropriating \$6,956.00 received from the Department of Criminal Justice Services and the Town's required \$773.00 match for the replacement of the LiveScan Fingerprinting Equipment. Chief Cook commented that the operating system for the current fingerprinting equipment is no longer going to be supported by the State. Council Member Adams commented that the Police Department has been working with the First Aid Crew in making this available when the crew brings in a new member. Chief Cook further commented that this new equipment will send a fingerprint automatically to the computer in Richmond and if that person is in the system, it will tell them who they are and give a criminal history. Vice Mayor Hare made a motion to approve the Resolution as presented; the motion was seconded by Council Member Weeks and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0) - None.

The Town Manager commented that staff has met with Valley Metro again. We have asked for another option so we will have two options to present to Council and to the public.

The Town Manager commented that he will be on vacation at the next Council meeting. He then announced that Ryan Spitzer, our Assistant Town Manager, will be leaving at the end of the month to become the Town Manager of Strasburg, Virginia.

Adopted Resolution No. 2109 authorizing the transfer of funds from the unappropriated General Fund balance in the amount of \$38,763.00 to the Fire & EMS Special Projects expenditure account for the replacement of a boiler at the Vinton Fire House

Adopted Resolution No. 2110 appropriating \$6,956.00 received from the Department of Criminal Justice Services and the Town's required \$773.00 match for the replacement of the LiveScan Fingerprinting Equipment

The Mayor expressed appreciation to Mr. Spitzer and commented on the success of the Volunteer Appreciation Event.

Comments from Council Members: Council Member Weeks and Council Member Nance both wished Mr. Spitzer the best of luck. Council Member Nance also commented on the success of the Volunteer event.

Council Member Nance made a motion that Council go into a Closed Meeting pursuant to § 2.2-3711 (A)(1) of the 1950 Code of Virginia, as amended, for the purpose of discussing the resignation of Council Member Wes Nance and to discuss the appointment of an interim Council Member.

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. Council went into Closed Meeting at 7:35 pm.

At 8:23 p.m., the regular meeting reconvened and the Certification that the Closed Meeting was held in accordance with State Code requirements was approved on motion by Vice Mayor Hare; seconded by Council Member Nance and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0) – None.

Vice Mayor Hare made a motion to adjourn the 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 8:24 p.m.

Certification of Closed Meeting

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, JUNE 16, 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: Ryan Spitzer, Assistant Town Manager
Theresa Fontana, Town Attorney
Susan N. Johnson, Town Clerk
Ben Cook, Police Chief
Donna Collins, Human Resources Specialist
Barry Thompson, Finance Director/Treasurer
Gary Woodson, Public Works Director
Anita McMillan, Planning & Zoning Director

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 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 commented on the success of the first Mingle at the Market and that the next one will be on July 11th. She announced that Chef Buzik with Succotash Catering will be selling prepared foods at the Farmers' Market every Tuesday from 11:00 a.m. to 2:30 p.m. There will be a ribbon cutting and grand opening for the Tinker Creek Canoe Launch on June 24th at 9:00 a.m. The Mayor announced the July 4th event at the War Memorial.

Council Member Nance made a motion to approve the Consent Agenda as presented; 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.

Approved minutes for the regular meetings of May 5, 2015 and May 19, 2015

Under awards, recognitions and presentations, the first item was the acceptance of Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2014 awarded to the Treasurer/Finance Department. Vice Mayor Hare commented that this is the 20th year that our Treasurer/Finance Department has received this

award and made other comments. Council Member Nance also expressed congratulations and he and Vice Mayor Hare presented the award to Barry Thompson, Finance Director/Treasurer. Mr. Thompson made comments and expressed appreciation for the support of his staff, other departments and Council. The Mayor and other members of Council also made comments. In closing, Vice Mayor Hare commented that only 19% of the towns and cities in Virginia received this award last year. Probably the percentage would be cut in half or less for those that have received it for 20 years in a row.

The next item was recognition of Ryan Spitzer, Assistant Town Manager. The Mayor made brief comments and then presented a framed Lisa Floyd print of the Town to Mr. Spitzer. Other members of Council also made comments as well as the Town Clerk in appreciation for his service to the Town. Bruce Mayer from the audience also expressed appreciation to Mr. Spitzer for his leadership of the Downtown Management Team and his involvement with the Chamber.

The next item on the agenda was to consider adoption of an Ordinance approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016. The Mayor asked for comments from Council.

Vice Mayor Hare referred to the itemized changes to the final budget that was included in the agenda package and commented that it included the 2% raise for employees. The Finance Committee reviewed these changes at their meeting. There were some additional savings from the War Memorial budget which he recommended putting in paving since Council had agreed that was where additional money would be spent.

This budget is not his ideal budget, but is a very good budget. It funds a lot of good things for the Town and allows us to push forward in some much needed areas. Some tough decisions were made this year by eliminating two services and raising taxes and he commended Council for taking a balanced approach. However, they are going to have to work out funding strategies for additional paving and capital items in the future other than continuing to take out more debt. He challenged Council in their strategic planning retreat in the fall to be focused on making some decisions to make changes.

Vice Mayor Hare also commented that Mr. Thompson and the Town Manager will be looking at advertising and marketing, which is all through the budget, to see how we overlap and how we can get more focused on how to get our message out.

Council Member Nance commented that over the past few years, he has mentioned maintenance budgets. This budget seems to be like a transitional budget because both staff and Council have made some tough decisions. They have started to tackle the issue of the War Memorial by cutting the budget and that will define the future of that entity. The core services have been emphasized with improvements in paving, public safety and the continued maintenance and improvements on the public works infrastructure.

He was an advocate for closing the pool and does not take that lightly, but felt it was time for it to take place so we will be able to invest in the core services at the necessary levels in future years. This transitional budget that starts to look towards a different emphasis of services for the community and he approved of the budget as presented.

Council Member Weeks commented that this was her first budget and it was a learning experience. Everyone has taken the budget seriously and made the best decisions that they can for the Town. She looks forward to the upcoming year with many more changes, hopefully more positive ones than has had to be made over the past few months. She was in favor of the budget.

Council Member Adams commented that he agreed with Council Member Nance that there is a transition going on with this budget and also with the Town. It is still an exciting time and everyone has done a great job working this budget out because they all care about the Town. If we did not work together to make this the best that it could be, then we are not doing our job. He was in favor of the budget.

The Mayor commented that he supported the budget. There are parts of it that he does not care for, but there are a lot positive things to come out of all the hard work that has been put forth by staff, the Finance Committee and Council. The budget is just about a year around process now. We have tried to take care of our employees this year and have cut back on some services such as the dumpsters and closing the pool. We have had to make these

hard decisions because we care about the future of the Town. It is budget that we can live with and it sets the Town on a path toward a more solid financial situation. The Mayor commended Council for not participating in the raise that is being given to the employees.

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

The next item considered was the adoption of a Resolution to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2014-15 Budget. Barry Thompson commented that during the year certain expenditure accounts have been over spent and other accounts have appropriated monies that will not be used. Last year our auditor recommended that we clear unfavorable balances prior to review of the variance report during the audit process. A list of the year-end budget transfers was provided with the agenda package. This is not new money, but funds that exist within the FY2014-15 budget. Council Member Nance made a motion to approve the Resolution as presented; the motion was seconded by Council Member Adams and 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 to appropriate funds from the Capital Improvement Bond Series 2013 to Utility Fund Expenditure Accounts to properly record the expenditures for the June 30, 2015 ending budget. Barry Thompson commented that each year since 2013, the funds from the bonds are not appropriated at the beginning of the budget year, but we incur expenditures. The request is to appropriate the proceeds from the 2013 bond in the amount of \$923,582.00 to the two remaining projects which is the WWA Wastewater Treatment Plant Upgrade and the Cleveland/Jackson/Jefferson Waterline Project. Vice Mayor Hare made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Weeks and carried by the following roll call vote, with all voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

Adopted Ordinance No. 961 approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016

Adopted Resolution No. 2111 to transfer funds in the General Fund and Utility Fund between line items and cost centers to balance these accounts in the FY 2014-15 Budget

Adopted Resolution No. 2112 to appropriate funds from the Capital Improvement Bond Series 2013 to Utility Fund Expenditure Accounts to properly record the expenditures for the June 30, 2015 ending budget

The next item on the agenda was to consider adoption of a Resolution approving a loan to New Century Properties Inc. in the amount of \$28,759.04 from the CDBG Revolving Loan Fund. Mr. Spitzer commented that Bruce Mayer of New Century Properties, Inc. has applied for a loan through the Town's Revolving Loan Program. The funds will be used for renovations to 126 East Lee Avenue, The Barbeque Grill. If Council approves his application, the prime rate will be set at the rate effective today and he will have five years to repay the loan.

He plans to do some façade improvements to the side on Maple Street to mirror the front of the building as well as some roofing and interior flooring. The Loan Review Committee has approved the project. Mr. Mayer commented that he will be putting a red metal roof on the building in hopes to encourage people to turn left into the downtown off of Washington Avenue.

Mr. Spitzer further commented that Mr. Mayer has received \$5,000 through the Roanoke County/Town façade program and has committed 10% of his own funds to the project.

Council Member Adams made a motion to approve the Resolution as presented; the motion was seconded by Vice Mayor Hare and 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 awarding a bid and authorizing the Assistant Town Manager to execute a contract for street resurfacing. Gary Woodson, Public Works Director, first commented that when they first went out to bid on May 11th they did not receive any bids. Afterwards, they contacted Sawyer/Boxley, the contractor that usually bids on the Town's resurfacing contracts, and they indicated that VDOT has released some of their projects which has created a three-year backlog of street resurfacing projects. Because we had a 90-day completion timeframe in our bid package, they could not bid, so we immediately re-advertised.

There is a subsidiary of Boxley, a Lynchburg division, that does a lot of street surface treatment and we had discussed with Council about using some of the available funds to implement some of those resurfacing treatments based on the E-roads studies. There is an opportunity that the Lynchburg

Adopted Resolution No. 2113 to approving a loan to New Century Properties Inc. in the amount of \$28,759.04 from the CDBG Revolving Loan Fund

division would be able to do some of this work fairly rapidly, as soon as tomorrow, if approved. This would be approximately a little over six miles of surface treatment for our roads. They put the bid back out and received the consensus of Council at the last meeting to try to move forward in that direction.

A bid came in yesterday with pricing for alternates for each of the street surfacing options to not only use this year's funds, but also next year's funds as well. They can have a contract in place so when next year's funds become available, they can get on a schedule now. Sawyer wanted us to give them a full year on the contract, but they were able to negotiate back 45 days to May 15, 2016 for completion. There was also the option that if we chose not to spend the funds in the FY2014-2015 budget that VDOT would allow us to carry them over by doing some paper work for street maintenance reimbursement.

Mr. Woodson next commented that on the bid they received yesterday, the base bid on milling and paving was \$440,124 which is just about over 2 to 2-1/2 miles. The alternates of asphalt crack sealing, slurry seal, modified asphalt seal and striping and marking totaled \$253,240.00 for a total bid of \$693,364. The total funding available for the FY2014-15 budget is \$271,615 and for FY2015-16 is \$377,438, for a total of \$649,053. This represents a shortage of \$44,311. He discussed the bid again with the contractor and has received a letter indicating that he will allow up to a 20% decrease if we choose. We can still use the same contract and can cut the amount of work that we do. We are asking that Council authorize the Manager to execute the contract and the shortage would be made up some time at the end of the year. At that time they would take a look at the available funds and transfer those funds from other accounts to pay the shortage.

Council Member Adams asked if they check with the utility companies and our water department to make sure there is not a project coming up so the asphalt will not be cut up once it is paved. Mr. Woodson responded that there is a committee made up of all the utility companies and the localities that meets quarterly to discuss what projects are coming up to best try to coordinate those activities.

The Mayor asked if the paving included the intersection of Pollard and Lee and Mr. Woodson responded that it is included the downtown area along Pollard from Washington up to in front of the new library. Vice Mayor Hare asked if the milling and paving would also cover the Washington and By-Pass intersection. Mr. Woodson commented it would, but if there are other areas that are of more interest or need to the community, the contract can be modified because it is on a quantity basis.

Vice Mayor Hare next asked about the \$17,920 that is coming out of this year's street maintenance budget. Mr. Woodson responded that is an encumbered amount to camera the intersection at Washington and By-Pass.

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

Council Member Adams asked about the bridge on Washington Avenue over Wolf Creek. Mr. Woodson responded that the bridge was struck earlier in the week and VDOT has closed it for repairs which should take four to five days.

Mr. Woodson also commented that at the PFG light they have put a horizontal LED light up on the mask arm to give greater visibility.

The next item on the agenda was the Financial Report for April 2015. Vice Mayor Hare commented that the Finance Committee met last Monday night. Revenues continue to do well on an adjusted basis at 105% on the General Fund. The meals and sales taxes are very strong, but the cigarette tax is dramatically under-performing by almost \$100,000. Fee for transport is up and Council Member Adams commented that the volume of calls is going up. With regard to expenditures, all departments are under spending.

The Utility side continues to perform well. The consumption is down, but the rate increase is doing what they had hoped it would. Mr. Thompson has managed to get our cash on hand back to a level in the investment account where he is comfortable. Mr. Thompson also commented that the \$2 million has been reinvested again for another year.

Adopted Resolution No. 2114
awarding a bid and authorizing the
Assistant Town Manager to execute
a contract for street resurfacing

Vice Mayor Hare made a motion to approve the April 2015 Financial Report as presented; the motion was seconded by Council Member Nance and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

Approved the April 2015 Financial Report

The Mayor commented on the success of the ribbon cutting at the Fire House on June 4th that celebrated the enhanced fire services as well as the modifications to the building. He was at the Mingle at the Market for the first band at 7:00 p.m. and there was a good crowd there. Debbie Adams from the audience commented that the Chamber reported around 800 people were there in all, coming and going.

The Mayor next commented that the Roanoke Valley Convention and Visitors Bureau will be having their annual meeting on June 25th with a dinner from 5:30 p.m. to 7:30 p.m. The Town has been asked to sponsor the event by purchasing a table to accommodate eight people for \$500.00. After further discussion, Vice Mayor Hare made a motion that the \$500 be paid out of Council's travel budget; the motion was seconded by Council Member Nance and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

Approved \$500.00 for a table at the Roanoke Valley Convention and Visitors Bureau annual meeting to be taken out of Council's travel budget

Comments from Council Members: Council Member Adams commented that he attended the Western Virginia EMS Service Awards banquet at the War Memorial and everyone commented on the War Memorial venue. He requested the Town Manager to schedule a Public Safety meeting and he would like to have quarterly meetings since we now have the 24-hour enhanced fire and EMS services. Mr. Adams also commented that every other year as part of Roanoke County's requirements to receive funds from them, the books of the Fire and EMS must be audited. They received a good audit this year for their entire budget. Along this same line, Council Member Weeks commented that she had mentioned in an earlier meeting that if Council were to fund organizations, such as the Chamber, that they should be given a report, at least quarterly, on how the funds were being spent.

The next item was to consider an appointment to the Roanoke Valley Greenway Commission. Council Member Nance made a motion to re-appoint Janet Scheid to the Roanoke Valley Greenway

Commission for a new three-year term to expire June 30, 2018; the motion was seconded by Vice Mayor Hare and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Nance, Weeks, Hare, Grose; Nays (0).

Council Member Adams made a motion to adjourn the meeting; the motion was seconded by Council Member Weeks 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 8:38 p.m.

Re-appointed Janet Scheid to the Roanoke Valley Greenway Commission for a new three-year term to expire June 30, 2018

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Fire/EMS

Issue

Introduction of new Firefighters

Summary

Lieutenant Helms will be present at the meeting to introduce the new Firefighters in his Department.

Attachments

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Administration

Issue

Consider adoption of a Resolution authorizing the Town Manager to execute a Waterline Extension Agreement with D. H. Griffin Wrecking Co., Inc. for the installation of a new waterline to serve a fire hydrant being placed in the vicinity of 819 Third Street, Vinton, Virginia

Summary

Consider adoption of a Resolution authorizing the Town Manager to execute a Waterline Extension Agreement with D. H. Griffin Wrecking Co., Inc. for the installation of a new waterline to serve a fire hydrant being placed in the vicinity of 819 Third Street, Vinton, Virginia. The fire hydrant is a requirement of the Virginia State Fire Code that has been adopted by the Town of Vinton. The agreement sets forth a maximum amount of \$10,000 to assist in this extension. The total project cost exceeded \$20,000. As proposed, the town will pay D.H. Griffin \$5,000 upon completion, inspection, and acceptance of the water to the town. Then after 12-months of the businesses continued operation, the town would pay the final \$5,000.

Attachments

Waterline Extension Agreement
Resolution

Recommendations

Motion to adopt Resolution

WATERLINE EXTENSION AGREEMENT

This **WATERLINE EXTENSION AGREEMENT** (“Agreement”) is made and entered into this ____ day of July, 2015 by and between the TOWN OF VINTON, VIRGINIA, a municipal corporation (“Town”), with an address of 311 S. Pollard Street, Vinton, Virginia, 24179, and D.H. GRIFFIN WRECKING CO., INC., a North Carolina corporation, authorized to transact business in the Commonwealth of Virginia (“Developer”), with an address of 819 Third Street, Vinton, Virginia, 24179 and mailing address of P.O. Box 21195, Roanoke, Virginia, 24018.

WITNESSETH

WHEREAS, the Developer desires to expand its business operations in the Town of Vinton and install a storage building at 819 Third Street, in Vinton, Virginia; and

WHEREAS, as part of the expansion, the Fire Marshall requires an additional fire hydrant located within 200 ft. of the proposed building; and

WHEREAS, a new waterline is required to serve the additional fire hydrant; and

WHEREAS, the new waterline and fire hydrant will benefit the Town and shall be owned by the Town of Vinton; and

WHEREAS, Developer has agreed to install the required waterline, fire hydrant, and a backflow preventer and dedicate the completed facilities to the Town together with a 20 foot wide easement; the centerline of which will be located along the waterline as installed; and

WHEREAS, the Town has agreed to reimburse Developer for a portion of the costs of the installation following acceptance and transfer of the waterline to the Town as set forth herein;

NOW THEREFORE, for and in consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. Developer agrees to design, construct, and install a public waterline, fire hydrant, and backflow preventer including, but not limited to, any valves and other appurtenances necessary to provide a working public fire hydrant (“Facilities”) as more specifically described in the site plan, attached hereto as Exhibit A, in accordance with the specifications of the Town and all applicable laws and regulations. Developer shall submit a copy of the construction plans for the Facilities to be installed for the Town’s review and approval prior to construction.

2. All materials used and employed by Developer for construction of the Facilities shall meet the specifications and approval of the Town. The Facilities shall be tested for leakage and inspected to ensure good working order prior to acceptance by the Town.

3. All work performed by Developer shall be subject to inspection by the Town during regular working hours to assure its compliance with the specifications referenced herein.

4. Upon completion of the construction and final inspection by the Town, the Developer shall transfer and convey to the Town ownership of the Facilities together with a Deed of Easement for a 20' wide waterline easement for the portion of the waterline located on Developer's property.

5. Following conveyance of the Facilities to the Town, the Town shall be solely responsible for the repair, maintenance and upkeep of the Facilities.

6. Developer shall require the contractor installing the Facilities to provide a one (1) year warranty covering the Facilities for defective workmanship or materials. The warranty must transfer to the Town upon conveyance of the Facilities.

7. Developer shall pay for the installation of the Facilities in full and obtain a release of all liens prior to transferring the Facilities to the Town. Upon acceptance of the Facilities and easement by the Town, Town shall reimburse Developer in the amount of Five Thousand Dollars (\$5,000.00). In addition, if Developer continues to operate its business at the site for a minimum of twelve (12) months following acceptance of the Facilities, Town shall reimburse Developer an additional Five Thousand (\$5,000.00) for the Facilities, for a total of Ten Thousand Dollars (\$10,000.00). If Developer fails to continue to operate its business at the site for the twelve months as provided herein, Town shall be released from the obligation of the second Five Thousand Dollar (\$5,000.00) payment to Developer.

IN WITNESS WHEREOF, the parties acknowledge and agree to the foregoing:

D. H. GRIFFIN WRECKING CO., INC.

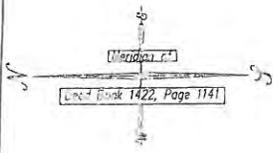
By: _____
Print Name/Title: _____

TOWN OF VINTON, VIRGINIA

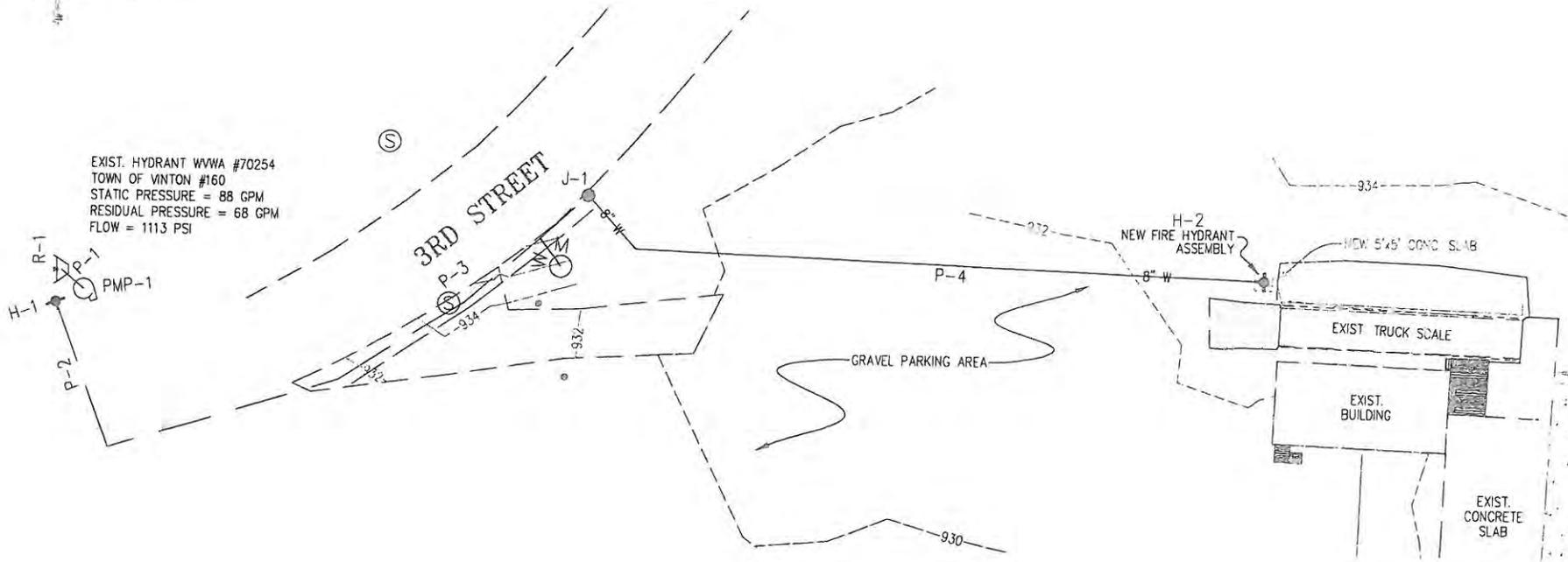
APPROVED AS TO FORM:

By: _____
Christopher S. Lawrence, Town Manager

Theresa J. Fontana, Town Attorney



EXIST. HYDRANT WWA #70254
 TOWN OF VINTON #160
 STATIC PRESSURE = 88 GPM
 RESIDUAL PRESSURE = 68 GPM
 FLOW = 1113 PSI



GRAPHIC SCALE



(IN FEET)
 1 inch = 30'

WATER MODEL
 FOR
 D.H. GRIFFIN PROCESSING FACILITY
 PREPARED FOR
 D.H. GRIFFIN WRECKING COMPANY
 310 THIRD STREET
 TOWN OF VINTON, VIRGINIA



LUMSDEN ASSOCIATES, P.C.
 ENGINEERS-SURVEYORS-PLANNERS
 ROANOKE, VIRGINIA

1664 BINSBLETON AVENUE
 P.O. BOX 20569
 ROANOKE, VIRGINIA 24018

PHONE (540) 774-1111
 FAX (540) 772-0115
 E-MAIL MAIL@LUMSDENPC.COM

DATE
 COMM NO.
 SCALE

January 8, 2015

14-217

1" = 30'

SHEET 1 OF 1

RESOLUTION NO.

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

WHEREAS, D. H. Griffin Wrecking Co., Inc. (“Developer”) desires to expand its business operations in the Town of Vinton and install a storage building at 819 Third Street, in Vinton, Virginia; and

WHEREAS, as part of the expansion, the Fire Marshal requires an additional fire hydrant be located within 200 ft. of the proposed building and a new waterline is required to serve the additional fire hydrant; and

WHEREAS, the new waterline and fire hydrant will benefit the Town and shall be owned by the Town of Vinton and the Developer has agreed to install the required waterline, fire hydrant, and a backflow preventer and dedicate the completed facilities to the Town together with a 20 foot wide easement; the centerline of which will be located along the waterline as installed; and

WHEREAS, the Town has agreed to reimburse Developer for a portion of the costs, not to exceed \$10,000, of the installation following acceptance and transfer of the waterline to the Town all as set forth in a Waterline Extension Agreement; and

WHEREAS, Council needs to authorize the Town Manager to execute said Agreement between the Town and the Developer to formalize said agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby authorize the Town Manager to execute the Waterline Extension Agreement as presented to Council and approved as to form by the Town Attorney, and any other necessary documents.

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

July 7, 2015

Department

Planning and Zoning

Issue

Briefing on the availability of Virginia Department of Transportation (VDOT) Office of Intermodal Planning and Investment Urban Development Areas (UDA) Planning Grant funding

Summary

In June, staff was informed by VDOT personnel that a project must meet a need identified in the VTrans2040 Multimodal Transportation Plan (VMTP) in order to be eligible for funding under House Bill 2 (HB2). Projects being included in the VMTP must fall in one of three geographic areas:

1. Corridor of Statewide Significance
2. Regional Network
3. Urban Development Area (or UDA-like areas)

By designating UDAs or other growth areas, localities can maximize opportunities for funding through HB2. Technical assistance grants are still available through August 31, 2015, to help localities that are considering amending their comprehensive plan to include UDAs or UDA-like areas.

Attachments

1. Power Point Presentation UDA & VA's UDA Planning Assistance Grant Program
2. Information on the UDA Technical Assistance Grant Program

Recommendations

Town Council's direction whether to submit a grant application for technical assistance to amend the Comprehensive Plan to include UDAs or UDA-like areas

Urban Development Area (UDA) Technical Assistance Grant Program

The Office of Intermodal Planning and Investment (OIP) of the Secretary of Transportation is offering grants for technical assistance to establish and support Urban Development Areas. If selected, your locality will receive direct planning consultant support through one of OIP's on-call consultant teams.

What is the Grant Program?

The Grant Program provides professional planning consultant assistance to local governments and regional entities to establish and support Urban Development Areas (UDAs).

UDAs can cover a wide variety of community types, ranging from small town or village centers to suburban activity areas to urban downtowns. UDAs can help local governments and regional entities focus investments and create great places that attract businesses and workers alike.

Technical assistance, in the form of direct on-call consultant support, will aid local governments in one or more of the following areas:

- ▶ Planning for and designating at least one urban/village development area in their comprehensive plan,
- ▶ Revising, as appropriate, applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) to incorporate the principles of traditional neighborhood design (see §15.2-2223.1 of the Code of Virginia)
- ▶ Assisting with public participation processes, and other related tasks.

Who is eligible for the grant program?

Communities of all sizes are encouraged to apply for funding as these principles work in diverse places such as small towns, rural communities, urban centers, and suburban communities.

Three tiers of assistance can be applied for, as described below:

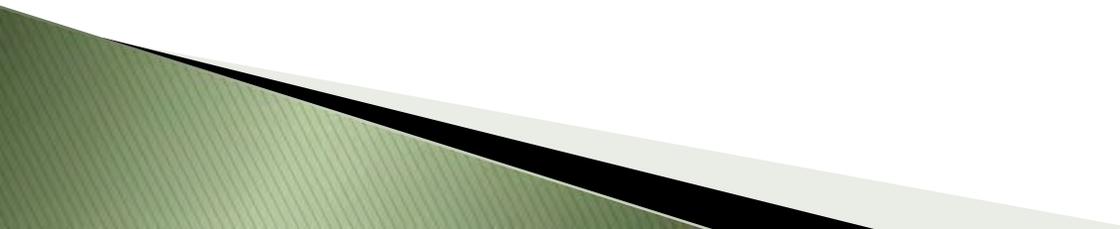
- ▶ Tier 1 Grant: Up to \$65,000 to support planning for and adopting new Urban/Village Development Areas* (Localities under 130,000 population per 2010 Census)
- ▶ Tier 2 Grant: Up to \$120,000 to support planning for and adopting new Urban/Village Development Areas* (Localities over 130,000 population per 2010 Census)
- ▶ Tier 3 Grant: Up to \$65,000 to support planning for and adopting revisions to existing designated Urban/Village Development Areas* (Any population)

What are UDAs?

UDAs were authorized by the Code of Virginia in 2007 (Virginia Code § 15.2-2223.1.) as a requirement for certain high growth localities to designate areas “sufficient to meet projected residential and commercial growth in the locality for an ensuing period of at least 10, but not more than 20 years.” In 2012, however, the Code was amended to define UDAs more broadly and make them optional rather than mandatory.

UDAs, under the new Code designation, can be any areas designated by a locality in their comprehensive plan for higher density development that incorporate the principles of Traditional Neighborhood Development (TND).

What are some of the characteristics of Traditional Neighborhood Developments?

- Walkable neighborhood centers
 - Interconnected streets and blocks
 - Diversity of land uses
 - Easy access to jobs, housing and recreation by a variety of travel options (auto, bus, walk, bike, etc.)
 - The Transportation Efficient Land Use and Design Guide provides examples of these principles in real places in Virginia and lists tangible economic and quality of life benefits resulting from these design approaches.
- 

Statistics

Number of UDAs currently designated in Virginia: 77

Number of UDAs within MPO boundaries: 35

Designated UDAs in Virginia

Cities – 7

Counties – 54

Towns – 16

Average size of designated UDAs: 3.41 square miles

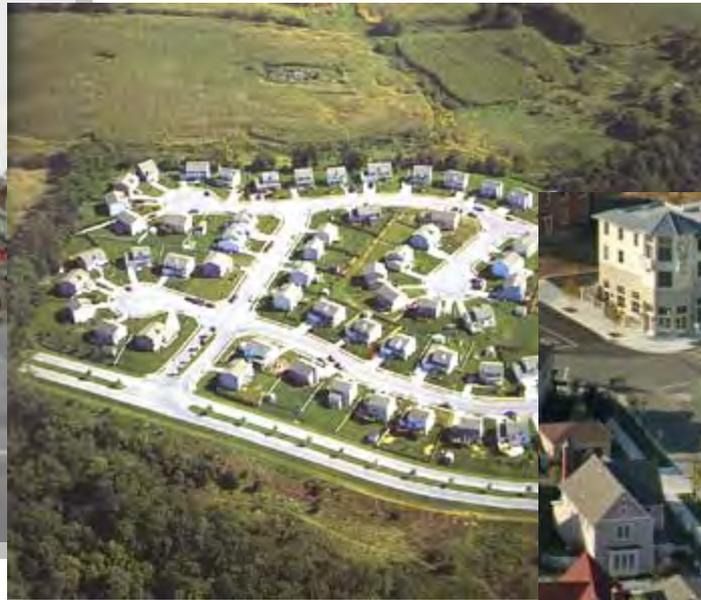
Average population (2010) of designated UDAs: 3,921

What is an Urban Development Area?

An UDA is a geographical area designated in a locality's Comprehensive Plan appropriate for higher density, mixed use development.



Town
planning
pre-WW2



Suburban
planning
post-WW2



Compact
Mixed Use
Design

Some of the Grant Recipients for Tier 1: (Total of 27 Recipients)

- ▶ City of Harrisonburg
 - ▶ Bedford County
 - ▶ Amherst
 - ▶ Town of Woodstock
 - ▶ City of Martinsville
 - ▶ Town of Orange
 - ▶ Town of South Boston
 - ▶ Town of Blacksburg
 - ▶ City of Salem
- 

UDAs Designation Can Maximize Funding through House Bill 2 (HB2)

- HB2 requires Commonwealth Transportation Board (CTB) to develop and implement a quantifiable and prioritization process for making funding decisions within the Six-Year Improvement Program.
- HB2 goal is to ensure the best use of limited transportation funds.
- Six factor areas considered in the prioritization process evaluation:

HB2 Continued:

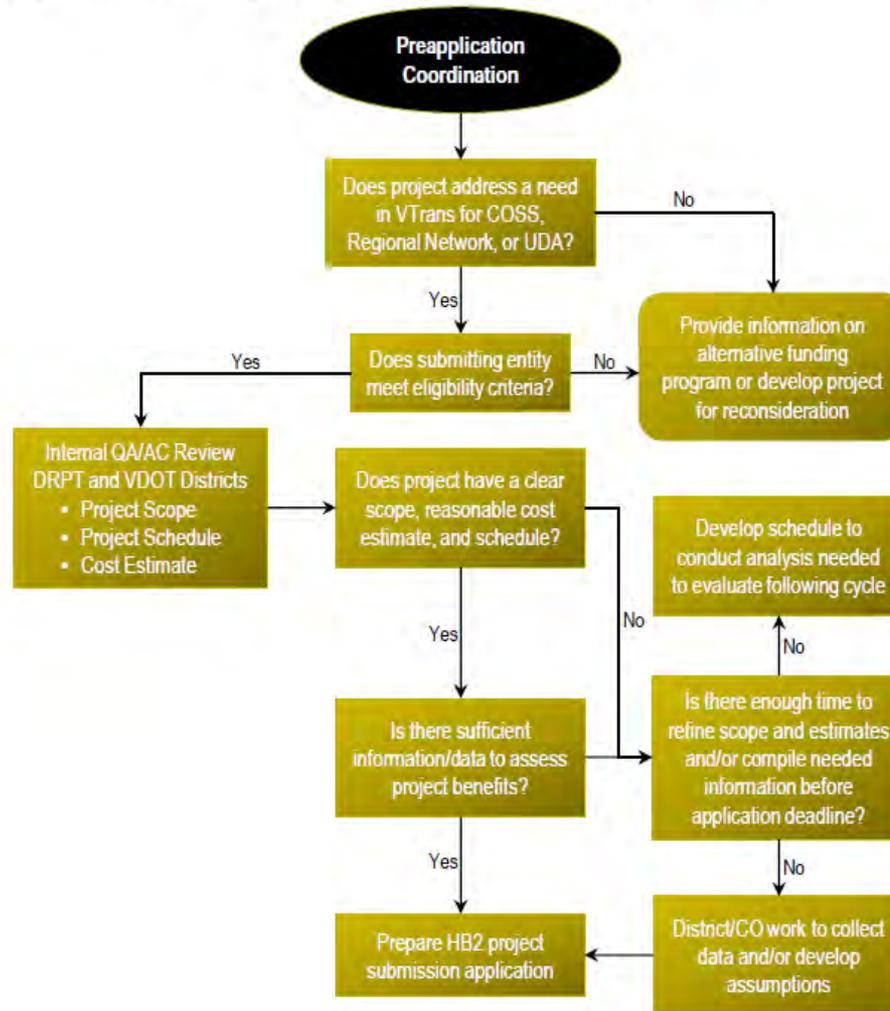
1. Congestion mitigation
 2. Economic development
 3. Accessibility
 4. Safety
 5. Environmental quality, and
 6. Land use coordination (in areas with over 200,000 population)
- High–Priority Projects Program and the Construction District Grant Program are subject to HB2.

HB2 Continued:

- High-Priority Projects Program refers to projects of regional or statewide significance that address a transportation need identified in the Transportation Plan VTrans2040.
 - Construction District Grant Program refers to projects and strategies solicited from local governments that address a need for a corridor of statewide significance, regional network, improvements to promote urban development areas, or safety improvements identified in the Statewide Transportation Plan.
- 

HB2 Continued:

Figure 2.1 HB2 Project Eligibility and Pre-Application Process



HB2 Continued:

- ▶ VTrans2040 assesses the State's transportation needs at four scales:
- Corridor of Statewide Significance (COSS) – multimodal travel corridors that move people and goods within and through VA.
- Regional Networks (RN) – multimodal networks that facilitate intraregional travel within urbanized areas.
- Urban Development Areas (UDA) – development consistent with UDA section within the Code of VA Section 15.2-2223.1.
- Transportation Safety Needs – statewide safety needs identified in VTrans2040.



Grant Programs



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[EXECUTIVE ORDERS](#) [REPORTS AND STUDIES](#) [SIGNIFICANT CORRIDORS](#) [PROGRAMS](#)

Home > Programs > Urban Development Area Technical Assistance Grant Program

Grant Programs

Urban Development Area Technical Assistance Grant Program

The Office of Intermodal Planning and Investment of the Secretary of Transportation is offering grants for technical assistance to establish and support Urban Development Areas. If selected, your locality or regional entity will receive direct planning consultant support through one of OIPI's on-call consultant teams.

[What is it?](#) [Who is eligible?](#) [What is it for?](#) [What are UDAs?](#) [Background](#) [How do I apply?](#)

What is the Grant Program?

As enabled by Virginia Code § 2.2-229, the Office of Intermodal Planning and Investment (OIPI) of the Secretary of Transportation is offering grants for professional planning consultant assistance to local governments and regional entities to establish and support Urban Development Areas.



Who is eligible for the grant program?

The assistance will be made available through an application and award process over the coming months with the goal of implementing UDAs by fall of 2015, with flexibility as needed, to be considered in the VTrans2040 needs assessment, serving as the first HB2 screening criteria, as well as to be considered in the HB2 project prioritization process. Communities of all sizes are encouraged to apply for funding as these principles work in diverse places such as small towns, rural communities, urban centers, and suburban communities.

Three tiers of assistance can be applied for, as described below:

- Tier 1 Grant: Up to \$65,000 to support planning for and adopting new Urban/Village Development Areas* (Locality under 130,000 population per 2010 Census)
- Tier 2 Grant: Up to \$120,000 to support planning for and adopting new Urban/Village Development Areas* (Locality over 130,000 population per 2010 Census)
- Tier 3 Grant: Up to \$65,000 to support planning for and adopting revisions to existing designated Urban/Village Development Areas* (Any population)

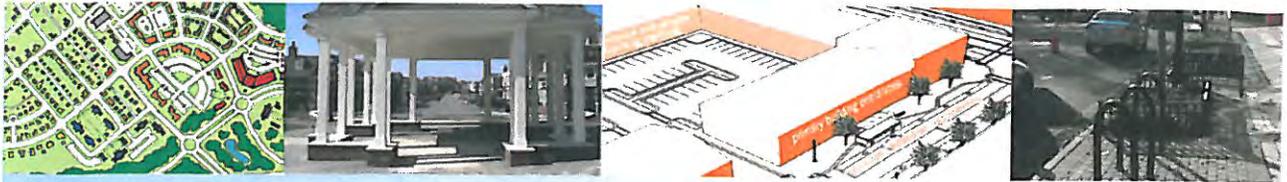
[Return to top](#)



What is it for and why should we do it?

As part of an ongoing effort to promote economic development and promote the coordination between transportation and land use planning, the Virginia General Assembly has continued to support programs and policies within its transportation agencies that promote Urban Development Areas (UDAs).

Through legislation, the General Assembly has directed that transportation improvements to support UDAs be considered in both the needs assessment contained in the long range plan known as VTrans, as well as be considered in the HB2 statewide prioritization process for project selection. VTrans focuses on a multifaceted strategy that recognizes the importance of the Corridors of Statewide Significance, Regional Networks, and Urban Development Areas to help maximize the Commonwealth's public transportation investments.



What are UDAs?

UDAs were authorized by the Code of Virginia in 2007 (Virginia Code § 15.2-2223.1.) as a requirement for certain high growth localities to designate areas "sufficient to meet projected residential and commercial growth in the locality for an ensuing period of at least 10 but not more than 20 years." In 2012, however, the Code was amended to define UDAs more broadly and make them optional rather than mandatory.

UDAs, under the new Code designation, can be any areas designated by a locality in their comprehensive plan for higher density development that incorporate the principles of Traditional Neighborhood Development.

Traditional Neighborhood Development embodies classic characteristics of traditional communities such as

- Walkable neighborhood centers
- Interconnected streets and blocks
- Diversity of land uses
- Easy access to jobs, housing and recreation by a variety of travel options (auto, bus, walk, bike, etc.)
- The Transportation Efficient Land Use and Design Guide provides examples of these principles in real places in Virginia and lists tangible economic and quality of life benefits resulting from these design approaches.

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Background Information

Evolution of UDAs:

UDAs have an extensive history in Virginia's planning context. The timeline below shows some of the benchmarks in the evolution of UDAs:

- Legislation amended to amend density criteria for UDAs and to improve transportation and land use coordination
- VDOT created the UDA Local Government Assistance Program

HB-2 –
"promote urban development areas"

Some Statistics:

- Number of UDAs currently designated in Virginia: 77
- Number of UDAs within MPO boundaries: 35

Designated UDAs in:

- Cities – 7
- Counties – 54
- Towns – 16
- Average size of designated UDAs: 3.41 square miles
- Average population (2010) of designated UDAs: 3,921
- [Click here to see a complete list of UDAs identified through research and outreach.](#)



[Click Here for Interactive Map >](#)
If you have a designated UDA and are not on this list, please contact us!



Map of UDAs in Virginia

In 2010, VDOT conducted a similar Technical Assistance Grant Program for Virginia localities to plan for and designate UDAs. Over 30 localities participated. Some examples of results from the grant program:

- Montgomery County TND Ordinance
- Town of Blacksburg Residential Infill Guidelines
- Fluvanna County, Zion Crossroads Development Area Zoning Text Amendment
- Fauquier County, Bealeton Development Area Plan
- Isle of Wight County, Camptown Buildout Analysis
- City of Martinsville Infill Development Ordinance
- Albemarle County and Fluvanna County UDA Transportation Benefits studies

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How to apply

t-804.785.0481
Jacklyn.Nash@governor.virginia.gov

decisions will be made in approximately two weeks upon OIP's receipt of a complete application.

All grant recipients will be required to sign an agreement committing to the adoption of the UDA into their respective comprehensive plans, within 1 year of study completion. Localities that accept the grant but do not adopt the UDA, or adopt all necessary zoning ordinances required to implement the UDA (or have those ordinances already in place) will be required to reimburse the Office for the grant assistance within 1 year following the missed adoption due date (within 2 years of study completion)."

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Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Planning and Zoning

Issue

Briefing on the possibility of entering into a Memorandum of Understanding (MOU) with the County of Roanoke for the County to administer the Virginia Stormwater Management Program (VSMP) for the Town.

Summary

Local VSMP administrative requirements:

1. Identification of the authority: a) Accepting registration statements, b) Completing plan review and approval, inspection and enforcement.
2. Submission and approval of ESC plans.
3. Requirements to ensure compliance with Stormwater Pollution Prevention, Stormwater Management (SWM), and Stormwater Management Pollution Prevention Plans (SWPPP).
4. Requirements for the inspection and monitoring of construction activities by the VSMP operator.
5. Requirements for long-term inspection and maintenance of SWM facilities.
6. Collection and use of fees.
7. Policies and procedures to obtain and release bonds.
8. Procedures for reporting and record keeping.

The County has been administering and enforcing the Erosion and Sediment Control ordinances within the Town Limits since February 14, 1984. As of July 1, 2014, the Town and County entered into two MOUs for the County to provide stormwater review services and SWM facilities inspections.

Attachments

Power Point Presentation

Recommendations

Consensus of Council to authorize Town Staff to work with Roanoke County Staff on the MOU

Virginia Stormwater Management Program (VSMP) Local Program

Effective July 1, 2014



Local VSMP Program Administrative Requirements 9 VAC 25-870-148 (4 VAC50-60-148)

A VSMP shall provide for:

1. Identification of the authority:
 - Accepting registration statements
 - Completing plan review & approval, inspection and enforcement
2. *Submission and approval of ESC plans*
3. Requirements to ensure compliance with Stormwater Pollution Prevention, Stormwater Management and Pollution Prevention Plans
4. Requirements for inspecting and monitoring construction activities by the VSMP operator

Local VSMP Administrative Requirements

9 VAC 25-870-148 (continued)

5. Requirements for long-term inspection and maintenance of SWM facilities
6. Collection and use of fees
7. Enforcement procedures and penalties
8. Policies and procedures to obtain and release bonds
9. Procedures for reporting and record keeping



Local Stormwater (SW) Ordinance

Required Elements:

1. Identification of authority for receipt of registration statements, plan review, inspection and enforcement
2. Provisions for review and approval of ESC plans
3. Requirements for compliance with stormwater pollution prevention, stormwater management and pollution prevention plans
4. Inspection & monitoring of construction activities
5. Long-term inspection & maintenance of SWM facilities
6. Enforcement procedures and penalties

Needed Tools for Local Program

- ▶ Program Development Toolkit
 - BMP Inspection Checklists and Maintenance Agreements
 - Plan and Plat Review Checklists
 - Pre-Construction Meeting Checklists and Forms
 - SWM Checklists and Design Manuals
- ▶ VSMP Required Elements Checklist
- ▶ VSMP Local Ordinance Checklist
- ▶ Stormwater Management Handbook



VSMP to Date:

- ▶ May 20, 2014: Chapter 15. Stormwater Management; 15.1 Erosion and Sediment Control; and 15.3 Storm Sewer System Illicit Discharge Ordinance was adopted.
- ▶ July 1, 2014: The VSMP Fee Schedule and County of Roanoke Stormwater Management Design Manual Resolutions were adopted.
- ▶ July 15, and July 22, 2014, respectively, two resolutions were adopted to renew two MOUs between Town of Vinton and Roanoke County:
 - Providing Stormwater Management Plan Review Services.
 - Providing Stormwater Management Facilities Inspections.

Justification for the County to Administer the Town VSMP:

- ▶ To maintain a high quality level of customer service to its development/construction community and to comply with federal, state, and local requirements for the VSMP.
- ▶ Vinton Planning and Zoning Department has been responsible for the administration of the Town MS4 permit since 2003, which includes implementing the MS4 Plan Components and submittal of an annual report:
 1. Public Education and Outreach
 2. Public Involvement

Justification for the County to Administer the Town VSMP: (cont.)

3. Illicit Discharge Detection and Elimination
 4. Construction Site Runoff Control
 5. Post-Construction Controls
 6. Good Housekeeping
- ▶ As of July 1, 2014, like the rest of the MS4s localities, the Town has to enforce the new VSMP regulations and become the VSMP Authority.
 - ▶ The Town is not currently set-up to receive and process VSMP registration statements.
 - ▶ Staff has to complete the TMDL Action Plan for sediment and bacteria by July 1, 2015.

Justification for the County to Administer the Town VSMP: (cont.)

- ▶ Limited Staff to administer the VSMP requirements.
- ▶ VSMP requires a certified Stormwater Administrator to administer the Program.
- ▶ The County has been responsible for the administration and enforcement of the Erosion and Sediment Control Ordinance within the Town Limits since February 1984.

Questions?





Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Council

Issues

Appointments to Boards/Commissions/Committees

Summary

Ryan Spitzer was serving at the Town's representative on the Greater Roanoke Transit Company board. The Town has another one-year term on said board which begins on July 1, 2015 and ends on June 30, 2016. Mr. Lawrence, the Town Manager is recommended to be appointed to this one-year term.

Attachments

None

Recommendations

Motion to appoint Christopher S. Lawrence, Town Manager to a one-year term on the Greater Roanoke Transit Company to expire June 30, 2016



Town Council Agenda Summary

Meeting Date

July 7, 2015

Department

Council

Issue

Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 (A)(1) of the 1950 Code of Virginia, as amended, for the purpose of discussing the resignation of Council Member Wes Nance and to discuss the appointment of an interim Council Member.

Summary

None

Attachments

Certification of Closed Meeting

Recommendations

Adopt Certification

AT A CLOSED MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JULY 7, 2015, AT 7:00 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