

Bradley E. Grose, Mayor
Matthew S. Hare, Vice Mayor
I. Douglas Adams, Jr., Council Member
Sabrina McCarty, Council Member
Janet Scheid, 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, April 5, 2016**

AGENDA

Consideration of:

A. 6:30 p.m. - WORK SESSION

1. Annual update from the Roanoke Valley Regional Partnership – **Beth Doughty**
2. Briefing on the proposed Roanoke County dedication of eighty (80) foot wide greenway easement to the Town for the purpose of completing the Glade Creek Greenway Phase 2 Project. – **Anita McMillan**

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 the minutes of the regular meeting of March 1, 2016.

G. AWARDS, RECOGNITIONS, PRESENTATIONS

1. Recognition of Jeff Dudley, Interim Police Chief
2. Proclamation – National Child Abuse Prevention Month
3. Proclamation – National Public Safety Telecommunicators Week
4. Proclamation – Mayor's Day of Recognition for National Service

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

BRIEFING

1. Briefing on the proposed redevelopment of the former William Byrd High School property by Waukesaw Development, Inc. – **Jill Loope and Dave McCormack**

ITEMS REQUIRING ACTION

1. Consider adoption of a Resolution authorizing the Interim Town Manager to a Memorandum of Understanding (MOU) between Roanoke County Board of Supervisors and the Vinton Town Council for administration of the Virginia Erosion and Sediment Control Program (VESCP) and the Virginia Stormwater Management Program (VSMP). – **Anita McMillan**
2. Consider adoption of a Resolution adopting the County of Roanoke Stormwater Management Design Manual dated March 22, 2016 by reference. – **Anita McMillan**
3. Consider adoption of a Resolution appropriating funds in the amount of \$1,600.00 received from the American Association of Retired Persons (AARP) to utilize for the SNAP/EBT program at the Vinton Farmers' Market. - **Mary Beth Layman**
4. Consider adoption of a Resolution appropriating funds in the amount of \$4,000.00 received through the VML Insurance Programs Risk Management Safety Grant Program to the Gish Mill budget line item. – **Pete Peters**
5. Consider adoption of a Resolution awarding a bid and authorizing the Interim Town Manager to execute a contract with TBS Construction, LLC in the amount of \$142,498 for the Farmer's Market Stage and Roof Expansion Project as part of the Community Development Block Grant. – **Pete Peters**

K. MAYOR

1. Consider nominations for the 2016 VML Policy Committees

L. COUNCIL

1. Comments from Council Members

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 COUNCIL MEETINGS/COMMITTEES:

April 5, 2016 – 5:30 p.m. – GFWC Woman’s Club of Vinton pinwheel planting – flower garden in front of Municipal Building

April 6, 2016 – 8:00 a.m. – Public Works Committee Meeting – TOV Conference Room

April 11, 2016 – 3:00 p.m. – Finance Committee Meeting – Finance Conference Room

April 19, 2016 – 6:00 p.m. – Work Session following by regular Council meeting at 7:00 p.m. – Council Chambers



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Administration

Issue

Annual update from the Roanoke Valley Regional Partnership

Summary

Beth Doughty, Executive Director, will be at the meeting to give the annual update on behalf of the Roanoke Regional Partnership.

Attachments

None

Recommendations

No action required



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Planning and Zoning

Issue

Briefing on the proposed Roanoke County dedication of eighty (80) foot wide greenway easement to the Town for the purpose of completing the Glade Creek Greenway Phase 2 Project.

Summary

The 2007 Roanoke Valley Conceptual Greenway Plan identifies the Glade Creek Greenway as a future bicycle and pedestrian trail linking the Roanoke River Greenway to the Blue Ridge Parkway. Design and engineering for Phase 1 of the Glade Creek Greenway, from Virginia Avenue to Walnut Avenue, is underway and will be out to bid in April 2016. Construction should begin in June 2016 and be completed in November 2016. The greenway will be a multi-use 10-foot wide paved trail of approximately 1,884 linear feet, which will connect to the existing paved Tinker Creek Greenway located in the City of Roanoke. A connection from Vinton to the Tinker Creek Greenway is crucial and will enable Town residents to access Roanoke River Greenway, which has always been considered the backbone of the regional greenway and trail network.

On October 20, 2015, Vinton Town Council adopted a resolution authorizing staff to submit FY 2017-2018 MAP-21 TA program grant application for the construction of Phase 2 of Glade Creek Greenway, from Walnut Avenue to Gus Nicks Boulevard. The project will include 3,060 linear feet of trail, a trailhead at Gus Nicks Boulevard, and a crossing under the Norfolk Southern Railroad trestle with an overhead protection shelter. Glade Creek Greenway is envisioned to run from Tinker Creek Greenway to Vinyard and Gearhart Parks and ultimately connect to the Blue Ridge Parkway. The proposed greenway will enhance neighborhoods and economic development opportunities for the Town of Vinton, Roanoke County, and the City of Roanoke.

The Phase 2 portion of the greenway will be located along Glade Creek on Town-owned property and County-owned property, formerly owned by the Roanoke County School Board and known as the Old William Byrd High School/Roanoke County Career Center. The County-owned property is currently for sale by Roanoke County, and the proposed greenway easement

runs parallel to Glade Creek on the western portion of the property adjacent to Vale Avenue. The total eighty (80) foot wide greenway easement area is 2.0596 acres (89,718 square feet) and extends 0.20 mile in length. The property currently includes the bus garage and parking area for Roanoke County Schools, and Roanoke County Parks, Recreation and Tourism Athletic Division's football, baseball, and soccer fields. According to Roanoke County, the proposed greenway will not impact the current uses; however, a portion of an athletic field and a scoreboard may need to be relocated on the property.

The estimated total project cost for Glade Creek Greenway Phase 2 is \$526,210.00. Grant funding in the amount of \$417,710.00 was submitted, with the remaining funding of \$108,500.00 to be provided by local match for administration of the project and drainage improvements, Pathfinders for Greenways and other volunteer organizations. The donation of the greenway easement by Roanoke County will also serve as an in-kind match for the Project.

The County of Roanoke's Board of Supervisors first reading of the ordinance authorizing the granting of the greenway easement to the Town of Vinton was held on March 22, 2016, and the second reading and public hearing will be held on April 12, 2016.

Attachment

1. Conceptual Map of the Glade Creek Greenway, Phase 1 and Phase 2.
2. Deed of Easement for the Glade Creek Greenway.
3. Easement Plat for Glade Creek Greenway

Recommendations

No action required

PROPOSED GLADE CREEK GREENWAY - VINTON, VA



Prepared by:
Peter S. Lubeck
Senior Assistant County Attorney
VSB #71223
Roanoke County Attorney's Office
5204 Bernard Drive; P.O. Box 29800
Roanoke, Virginia 24018

Prepared by the Office of the Roanoke County Attorney
Roanoke County Tax Map Parcel #60.11-04-17.00

THIS CONVEYANCE IS EXEMPT FROM RECORDATION TAXES AND FEES PURSUANT TO §§ 58.1-811(A)(3), 58.1-811(C)(4), 17.1-266, AND 17.1-279(E) OF THE CODE OF VIRGINIA (1950), AS AMENDED.

THIS DEED OF EASEMENT, is entered into this _____ day of _____, 2016, by the COUNTY OF ROANOKE, VIRGINIA, a political subdivision of the Commonwealth of Virginia, hereinafter called "Grantor," and the TOWN OF VINTON, VIRGINIA, a political subdivision of the Commonwealth of Virginia, hereinafter called "Grantee," with an address of 311 S. Pollard Street, Vinton, Virginia 24179.

WITNESSETH:

WHEREAS, the Glade Creek Greenway is a developing bicycle and pedestrian trail identified in the regionally approved Roanoke Valley Conceptual Greenway Plan endorsed by the City of Roanoke, County of Roanoke, City of Salem, and Town of Vinton; and

WHEREAS, the 2007 Roanoke County Comprehensive Master Plan for Parks and Facilities identified the development of greenways and trails as a high priority desired by citizens in Roanoke County; and

WHEREAS, the Glade Creek Greenway is envisioned to run from Tinker Creek to Vinyard Park and the Blue Ridge Parkway; and

WHEREAS, an easement is needed for the Glade Creek Greenway ("Public Access Trail") across portions of the Grantor's properties designated as Roanoke County Tax Map Parcel No. 60.11-04-17.00, containing 11.335 acres, more or less, situated in the Vinton Magisterial District, Roanoke County, Virginia; and

WHEREAS, Grantee has requested, and the Grantor has agreed to, the conveyance of a perpetual greenway easement, being eighty feet (80') in width containing 2.0596 acres, herein

referred to as "Easement," to the Grantee for the purposes of construction, operation, and maintenance of the Greenway;

NOW THEREFORE, FOR AND IN CONSIDERATION of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the Grantor hereby GRANTS and CONVEYS with General Warranty and Modern English Covenants of Title unto the Grantee, its successor and assigns, the following Easement, in the Vinton Magisterial District, County of Roanoke, Virginia, to wit:

A PERPETUAL 80 FOOT WIDE GREENWAY EASEMENT, consisting of 89,718 square feet, more or less, to construct, improve, operate, inspect, use, monitor, maintain, repair, or replace a Public Access Trail upon, over, through, and across Lot A-1A belonging to the Grantor, as depicted on that certain plat titled "Easement Plat for Board of Supervisors Roanoke County," prepared by Frank B. Caldwell, III, L.S., dated February 24, 2016, of record in the Clerk's Office of the Circuit Court of Roanoke County, Virginia as Instrument Number 201601665.

Said Easement shall be subject to the terms and conditions stated below.

1. Grantor hereby grants to Grantee and the general public free access to and use of the Public Access Trail within the Easement subject to the laws and ordinances of Roanoke County, for the purposes including but not limited to: walking, jogging, hiking, bicycle riding, horseback riding, and nature study. There shall be no access by Grantee or the public at-large granted by this Easement to any property of the Grantor other than the Easement and Public Access Trail. The general public shall have no right to construct or improve any portion of the Easement and Public Access Trail.

2. Grantee shall have the perpetual right to install and maintain improvements, the right to go on, over and upon the said Easement for the purposes of installing, maintaining, repairing and replacing the improvements necessary for the Public Access Trail.

3. Public access with any type of motor vehicle, including but not limited to motorcycles, four-wheel drives, motor bikes, mopeds, ATVs, and snowmobiles, shall be prohibited, except to the extent vehicles are necessary for accessibility (Americans with Disabilities Act of 1990), construction, inspection, emergency calls, maintenance, or reconstruction of the Public Access Trail within the Easement area by the Grantee.

4. Grantor, its successors and assigns, shall be considered the fee owner of the Easement for purposes of determining development density standards under applicable zoning and land use regulations.

5. Grantor shall retain the right to use the land subject to the Easement in any manner which shall not interfere with the use and enjoyment of said Easement for recreational access to the Public Access Trail.

6. Grantor shall not erect any building, fence, sign, guardrail, or other structure over the Easement so as to render the Easement inaccessible, except that fences and gates for control of livestock may be erected and/ or maintained with the mutual consent of the Grantor and Grantee. In the event that this covenant is violated, Grantee shall not be obligated to repair, replace, or otherwise be responsible for such improvements if damaged or removed.

7. There shall be no excavation or dredging, or dumping of ashes, garbage, waste, brush or other unsightly or offensive material on the Easement or Public Access Trail.

8. Any construction by the Grantor of roads or driveways within the Easement area or crossing the Public Access Trail must be approved by the Grantee and designed in coordination with the Grantee to facilitate a safe and convenient crossing of the road by Public Access Trail users.

9. Grantor shall have no maintenance responsibility whatsoever of the Public Access Trail within the Easement.

10. Grantee may erect within the Easement markers, kiosks, litter receptacles, vehicle control barriers, benches, bridges, signage, fences, and gates, as deemed necessary for preservation of the Easement, use of the Public Access Trail, and safety of the Public Access Trail users. No other building or above grade structure shall be constructed by Grantee or Grantor without written permission of Grantor.

11. There shall be no removal, destruction, or cutting of trees within the Easement area except as may be performed by Grantee or its agent for maintenance of the Public Access Trail, reduction of hazard, flood control, good husbandry practice, or prevention or treatment of disease without the consent of Grantor, which shall not be unreasonably withheld.

12. Grantee and its agents shall have the right to inspect the Easement and to cut, clear, and remove all undergrowth, obstructions, or improvements lying within or upon the Easement that in any way endanger or interfere with the proper use of the same.

13. Grantee shall have the right and duty to ensure maintenance of the Public Access Trail for as long as it holds the Easement rights hereunder.

14. Grantee agrees that the Easement shall not be open to the public until such time as construction of the Public Access Trail is completed.

15. Grantor agrees that the terms, conditions, and restrictions of this Easement will be inserted by it in any subsequent deed or other legal instrument by which it divests itself of either the fee simple title to, or of its possessory interest in, the subject property.

16. The parties confirm and agree that Grantee may convey, transfer, and assign this Easement and its interest and rights acquired herein to a governmental or public entity for construction, operation, and maintenance of the Glade Creek Greenway.

17. Should Grantee or its assigns cease to develop, operate, or maintain the Public Access Trail, Grantor may request that the Easement be vacated.

WITNESS the following signature and seal:

GRANTOR:
THE COUNTY OF ROANOKE, VIRGINIA

By: Thomas C. Gates
County Administrator

COMMONWEALTH OF VIRGINIA)
COUNTY OF ROANOKE) to-wit

The foregoing instrument was acknowledged before me this __ day of _____, 2016, by Thomas C. Gates, County Administrator, on behalf of Roanoke County, Virginia, Grantor.

Notary Public
Commission expires: _____
Registration No.: _____

Barry W. Thompson, Interim Town Manager of the Town of Vinton, Virginia, hereby joins in the execution of this instrument to signify acceptance by the Town of Vinton, Virginia, of the Easement conveyed herein pursuant to Virginia Code § 15.2-1803, which acceptance was approved by Town Council by action on the ____ day of _____, 2016.

GRANTEE:
TOWN OF VINTON, VIRGINIA

_____ (SEAL)

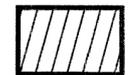
COMMONWEALTH OF VIRGINIA)
COUNTY OF ROANOKE) to-wit

The foregoing instrument was acknowledged before me this __ day of _____, 2016, by Barry W. Thompson, Interim town Manager, on behalf of Town of Vinton, Virginia, Grantee.

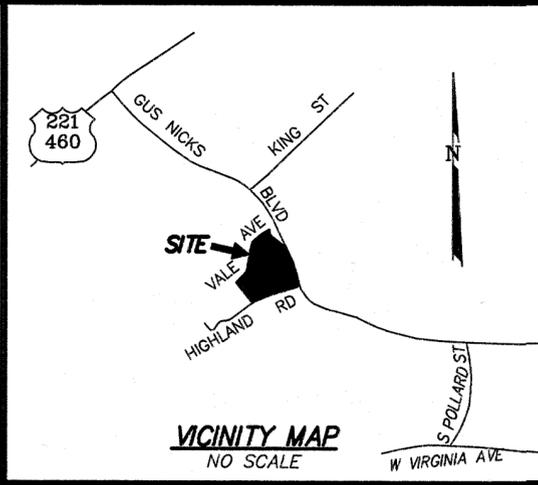
Notary Public
Commission expires: _____
Registration No.: _____

NOTE:

- THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT BY A LICENSED ATTORNEY, THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE SUBJECT PROPERTY THAT MAY NOT BE SHOWN HEREON.
- REFERENCE: RESUBDIVISION PLAT FOR COUNTY SCHOOL BOARD OF ROANOKE COUNTY BY BALZER AND ASSOC. DATED OCTOBER 3, 2012 AND RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE COUNTY OF ROANOKE, VIRGINIA IN INSTRUMENT No. 201212052.
- AS DENOTED ON RECORDED PLAT, INSTRUMENT No. 201203791, PROPERTY LINES SHOWN HEREON ALONG GLADE CREEK ARE APPROXIMATE AND ARE FOR ACREAGE CALCULATION. DEEDS AND PLATS OF RECORD INDICATE THAT THE PROPERTY FOLLOWS THE CENTERLINE OF GLADE CREEK.
- THIS PLAT IS NOT BASED ON A CURRENT FIELD SURVEY. PROPERTY LINE BEARINGS AND DISTANCES WERE DERIVED FROM RECORDED PLATS AND DEEDS. ALL OTHER FEATURES, TO INCLUDE UTILITIES, BUILDINGS AND PAVEMENT, WERE DERIVED FROM ROANOKE COUNTY DIGITAL TOPOGRAPHY.
- THE SUBJECT PROPERTY LIES WITHIN THE LIMITS OF THE FLOODWAY AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP, 51161C0167G, MAP REVISED SEPTEMBER 28, 2007.
- THE RECORDATION OF THIS PLAT OF SUBDIVISION DOES NOT CONSTITUTE A CONVEYANCE OF LAND. ANY LOT, PARCEL OR TRACT OF LAND SHOWN HEREON THAT IS INTENDED FOR SALE AND/OR CONVEYANCE MUST BE CONVEYED BY DEED AND SAID DEED MUST BE RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT OF THE COUNTY OF ROANOKE.



TOTAL AREA= (89,718 S.F.) 2.0596 Ac.



LEGEND

- GREENWAY EASEMENT
- FLOODWAY
- 100 YR FLOOD PLAIN
- 500 YEAR FLOOD PLAIN
- SAN. SEWER EASEMENT
- ACCESS EASEMENT

CURVE "C1"
 R=141.91'
 L=56.33'
 Tan=28.54'
 D=22'44"41"
 CH=S13'19"30"E
 CHORD DIST.=55.97'

CURVE "C2"
 R=141.91'
 L=71.26'
 Tan=36.40'
 D=28'46"16"
 CH=S39'04"59"E
 CHORD DIST.=70.51'

CURVE "C3"
 R=547.48'
 L=59.25'
 Tan=29.65'
 D=6'12"02"
 CH=S50'03"33"E
 CHORD DIST.=59.22'

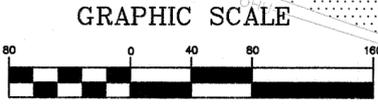
LINE TABLE FOR NEW 80' GREENWAY EASEMENT

1-2	N42°29'49"E	288.00'
2-3	N10°42'07"E	328.31'
3-4	N07°55'25"E	119.30'
4-5	N19°19'08"E	66.42'
5-6	N40°20'16"E	41.09'
6-7	N49°40'47"E	156.89'
7-8	N58°21'26"E	96.08'
8-9	N75°16'39"E	9.28'

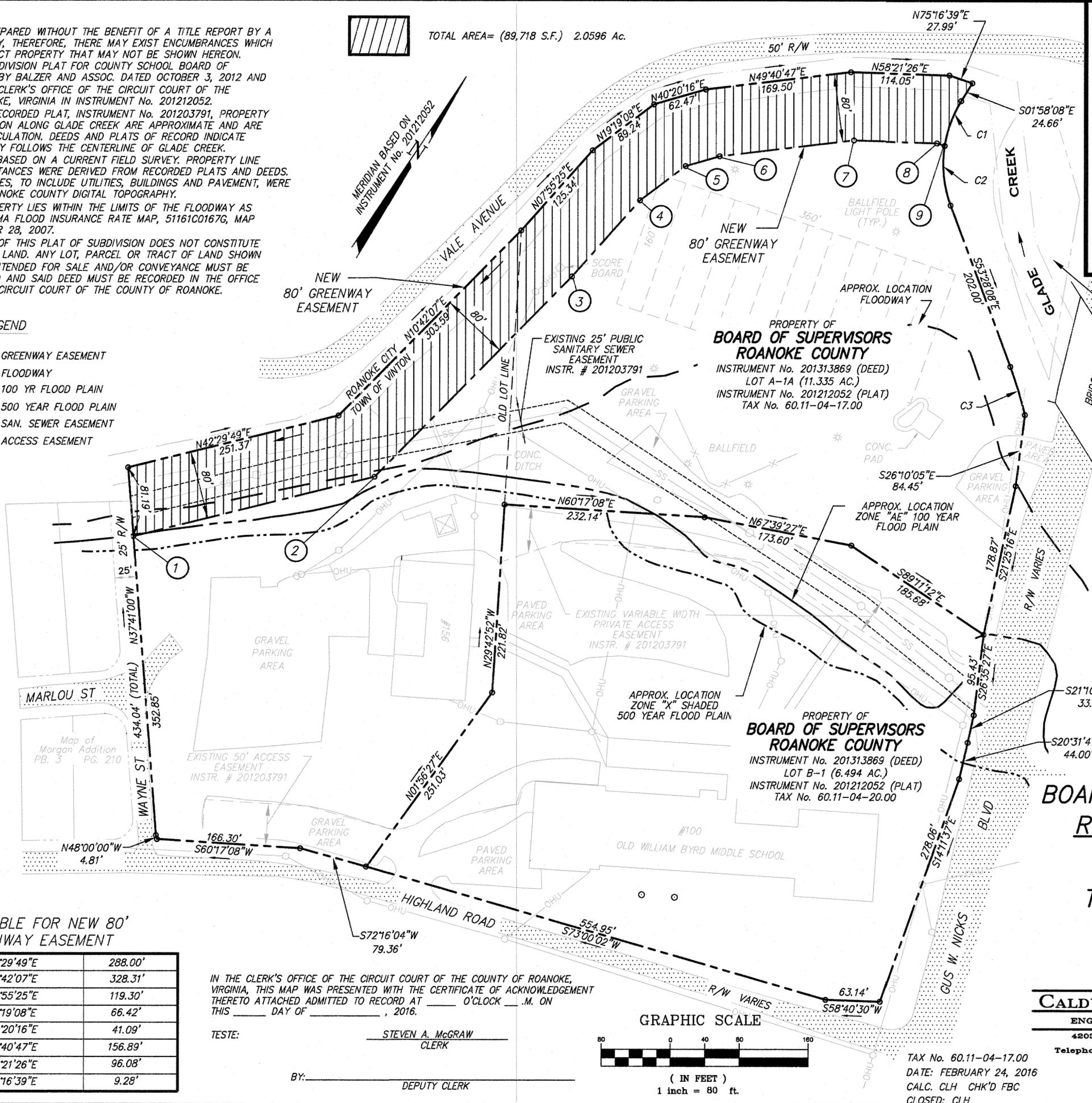
IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE COUNTY OF ROANOKE, VIRGINIA, THIS MAP WAS PRESENTED WITH THE CERTIFICATE OF ACKNOWLEDGEMENT THERETO ATTACHED ADMITTED TO RECORD AT _____ O'CLOCK _____ M. ON THIS _____ DAY OF _____, 2016.

TESTE: STEVEN A. McGRAW
 CLERK

BY: _____
 DEPUTY CLERK



(IN FEET)
 1 inch = 80 ft.



PROPERTY OF
TOWN OF VINTON
 TAX No. 60.11-04-21.00
 PORTION OF ABANDONED RIGHT OF WAY
 VDOT PROJECT #U000-128-114
 DATED 2-24-1980
 SHEETS 7 & 8



THIS PLAT DOES NOT CONSTITUTE A SUBDIVISION UNDER THE ROANOKE COUNTY SUBDIVISION ORDINANCE

EASEMENT PLAT FOR BOARD OF SUPERVISORS ROANOKE COUNTY

SHOWING 80' GREENWAY EASEMENT (89,718 Sq.Ft. 2.0596 Ac.)

CONVEYED TO **TOWN OF VINTON**

SITUATE ALONG VALE AVENUE, N.E. COUNTY OF ROANOKE, VIRGINIA VINTON MAGISTERIAL DISTRICT

CWA CALDWELL WHITE ASSOCIATES

ENGINEERS / SURVEYORS / PLANNERS
 4203 MELROSE AVENUE, N.W. P.O. BOX 8260
 ROANOKE, VIRGINIA 24017-0260
 Telephone: (540) 366-3400 Fax: (540) 366-8702
 E-Mail: cwaroanoke@aol.com

TAX No. 60.11-04-17.00
 DATE: FEBRUARY 24, 2016
 CALC. CLH CHK'D FBC
 CLOSED: CLH

SCALE: 1"= 80'
 DRAWN: CLH
 W.O.: 16-0009



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Town Clerk

Issue

Consider approval of the minutes of the regular meeting of March 1, 2016

Summary

None

Attachments

March 1, 2016 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, MARCH 1, 2016, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Matthew S. Hare, Vice Mayor
I. Douglas Adams, Jr.
Sabrina McCarty
Janet Scheid

STAFF PRESENT: Barry W. Thompson, Interim Town Manager
Susan N. Johnson, Executive Assistant/Town Clerk
Theresa Fontana, Town Attorney
Anita McMillan, Planning & Zoning Director
Jeff Dudley, Interim Police Chief
Anne Whitehurst, Accounting Manager
Joey Hiner, Assistant Public Works Director

The Mayor called the Work Session to order to hear requests for funding presentations. The first presentation was for the Dogwood Festival Committee. Joey Nicely presented a breakdown of last year's budget and first commented that this will be the 61st year for the Festival. In addition to the \$2,000 funding requested, the town also supports the Festival with Police Officers, Public Works employees and sponsors the Queen's Reception at the War Memorial.

Last year they had a large partnership from four regional dealerships for the parade and for the band, Pure Prairie League. This was also the worst year ever as far as revenue received from the Festival. At this time they have a little over \$6,000 in the Bank, but they are accustomed to having between \$8,000-12,000. For this year's Festival, they will be using local groups that are not as expensive. Also, the amount put into the parade will depend on the funds that come in. On a slow year, they usually budget between \$15,000-20,000. Entertainment will be at the Farmer's Market and they are working with the library to have something at the new facility.

Mr. Nicely commented in closing that the big challenge for the next year will be the location for the carnival. Generally with the carnival, they receive on average from \$15,000-20,000 in revenue. Last year, it was less than \$8,000.

The next funding presentation was for Mountain

View Humane. Corrie Prater first commented that they are a non-profit spay and neuter clinic with two locations-one in Christiansburg and one on Peters Creek Road in Roanoke. To date between the two clinics since they opened, they have performed 42,865 surgeries. Over 14,000 were sexually mature female cats and over 8,000 were sexually mature female dogs, which statistically has prevented the births of over 400,000 puppies and kittens. They have a contract with the pound that any animal that gets adopted out of the pound comes to their facility to get fixed and the new owner picks the animal up the next day.

Ms. Prater next commented that they loan traps for free to catch feral cats so they can be neutered, vaccinated and then released so they do not populate, but are healthy. They will have a grant through PetSmart in April that they can use to fix 490 feral cats for free. The euthanasia rate in Montgomery County last year was only five percent. In 2012 when the clinic was opened here, the rate at the RCACP was 60%. Between 2012 and now with a lot of changes, the assistance of their clinic and the allowance of adoptions out of the pound directly, the rate has dropped to 38%.

In the five years they have been open approximately \$500,000 in financial aid funding has gone out of the clinic. They are asking Council for the upcoming fiscal year for funds to allow \$23 off the cost of spay and neuter surgery for any resident of the town.

Council Member Scheid asked if they have full-time veterinarians and Ms. Prater responded yes. Recently their medical director passed away unexpectedly, but veterinarians in the region have stepped up to assist. They have four administrative staff and a medical staff of 15 full-time and part-time employees. Council Member Scheid next asked how people qualify for assistance. Ms. Prater responded they use the same qualifications as the USDA does for food pantries.

Mr. Thompson commented that he serves on the RCACP Board and our funds are channeled through a voucher program through the RCACP. They keep up with the animals that are spayed and neutered and then invoice through RCACP through the clinic. We still have \$500 in this year's budget,

but if we can get a list of those animals, we can pay out the \$500. Council Member Scheid asked if they can use volunteers and Ms. Prater responded yes.

The next funding presentation was for the Vinton Area Chamber of Commerce. Angie Chewning began by commenting that the Chamber has a partnership with East Roanoke County and the Town of Vinton to help promote as well as attract new businesses and new members. They got 60 new members this past year. They have 13 major events scheduled in addition to their membership meetings and breakfasts. The next big event is the Senior Expo on March 22nd at the War Memorial. There are usually around 3,000 that attend the event and they have 70 vendors.

Last week the Chamber sponsored an event at the War Memorial of Chamber of Commerce executives with 35 present from all over the State. She also commented on the Vinton magazine, the fans and the magnets.

Ms. Chewning next commented that she would like to purchase a Chamber Master's Program which is a computer software program. This program would link everything they do in the office together and would allow for more creativity. The cost is \$1,500 to install and about \$250 a month to keep it up. This program will also allow Chamber members to have their own website within the Chamber website.

She also commented on the local restaurant menu booklet and that they have printed and distributed over 350 copies.

The next item for the Work Session was a briefing on Precision Fabrics Group (PFG), Inc. Property Dedication to the Town of Vinton for Glade Creek Greenway Construction. Anita McMillan began by giving a brief history of the project. In order to provide a safer connection to the City of Roanoke's Tinker Creek Greenway, it was suggested that the greenway be extended under the City of Roanoke's Dale Avenue Bridge. This would require that it be on a portion of PFG's property. Town staff initially met with Mike Maust, the PFG Plant Manager, regarding an easement over their property. However, at a second meeting Mr. Maust indicated that rather than do an easement, that PFG would rather give the town the property.

An appraisal and a survey were completed so they can receive a tax benefit. The appraisal services were completed by Russell & Associates and the surveying services and resubdivision plat were completed by Mattern & Craig. Mr. Maust is scheduled to meet with staff this Thursday so they can give him the survey for the President of PFG to sign along with the Deed of Gift which was prepared by the Town Attorney. We have for consideration during the regular part of the meeting a Resolution to authorize the Interim Town Manager to execute the deed and other documents. Ms. McMillan also commented that Brian Epperley, Transportation Engineer with Roanoke County, assisted with the conceptual plan before they hired the surveyor and the appraisal service to help cut costs.

Council Member Scheid asked if the City ever mentioned replacing this bridge. Ms. McMillan responded that in 2009 they submitted the six-year plan for the bridge to be replaced. However, since then VDOT has changed all of their funding and it has been pushed back and the City staff believes it will be 20 years.

This property is in the floodway, but based on the City and County engineers site review visits with staff, as long as the project is balanced (cut and fill), we do not have to submit CLOMA and LOMA to FEMA. At first, WW Associates was planning to put a retaining wall under the bridge, but they instructed them to not put anything that would trigger FEMA review and approval. They will not be in the creek at all, so it would not affect the log perch restriction. WW Associates is in the process of finalizing the plan to be submitted for VDOT for review as well as Roanoke City, Roanoke County and town staff.

They have spoken to VDOT because certain sections of the proposed greenway are very narrow; therefore, they will have to ask for a waiver from the required 10 feet wide to 8 feet wide. Even though this is federal money, it is being administered by the State and they do not have to go through all of the federal requirements, but still have to meet ADA requirements. They hope to get the bid out on the street the first of April because this will be the first phase of the Glade Creek Greenway.

The last item for the Work Session was a briefing on Memorandum of Understanding (MOU) for Administration of the Virginia Erosion and

Sediment Control Program (VESCP) and the Virginia Stormwater Management Program (VSMP) between the County of Roanoke and the Town of Vinton and amendments to the ESC and SWM ordinances and SWM Design Manual. Anita McMillan first commented that in August of last year, a formal request was submitted to Tom Gates, the Roanoke County Administrator, for the County to administer and become the authority for the town's Virginia Stormwater Management Program and the Virginia Erosion and Sediment Control Program.

The County has been the Town's Erosion and Sediment Control administrator since 1984. As of July 1, 2014, the town has two MOUs with Roanoke County for them to review our development and construction plans, not just the erosion and sediment, but also the stormwater management requirements as well as the post-construction stormwater management facilities inspection and review services.

In 2013 up to 2014, the State said that if a town is an MS-4 Authority, it cannot transfer the VSMP. In April of 2014 all of the changes were made to our Stormwater Ordinance to meet the requirements. As of December 2014, they have agreed to let other small localities like the town allow the County to become the administrator and the authority. In order for the town to become a VSMP administrator, we would have to have a certified stormwater administrator and a certified plan reviewer.

Ms. McMillan next commented on the proposed changes to the Stormwater and the Erosion and Sediment Control Ordinances. The Roanoke County Board of Supervisors adopted the MOU by Resolution and the changes to the ordinances on February 23, 2016. The Design Manual was not adopted, but is referenced in the ordinance because it is living document that will have to be updated every time the State has changes.

The ordinances that were adopted last year will be repealed and we will adopt the County's by reference. However, under VSMP all the existing Stormwater Management Facilities Maintenance Agreements will have to be transferred to the County and that will have to be included in our ordinances. Also, we will be following the State fee schedule.

The Mayor called the regular meeting to order at 7:10 p.m. The Town Clerk called the roll with Council Member Adams, Council Member McCarty, Council Member Scheid, 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

Under upcoming community events, Council Member McCarty announced two upcoming Chamber events – a membership meeting at The Woodland Place on March 9th from 11:30 a.m. to 1:00 p.m. and the Senior Expo at the War Memorial on March 22nd.

Council Member Scheid announced that Clean Valley Day will be Saturday, April 9th, and she challenged Town Council to form a team and anyone in the administrative offices to form a team to spend an hour cleaning up litter. Mr. Thompson said he would make this item a part of the staff meeting and the leadership team will take this as a challenge.

Council Member Adams made a motion that the Consent Agenda be approved 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, McCarty, Scheid, Hare, Grose; Nays (0) – None.

Approved minutes for the Regular meeting of January 19, 2016, Special meeting of January 30, 2016, Regular meeting of February 2, 2016, Special meeting of February 17, 2016 and Special meeting of February 25, 2016

Chief Jeff Dudley read the Memo naming Lieutenant Austin, Corporal Spence and Officer Keith as Co-Officers of the month for January 2016.

The next item was a report on the Vinton Volunteer First Aid Crew Calendar Year 2015. Assistant Chief Wayne Guffey began by commenting that the crew currently has 47 active volunteer members. The time they could have had a unit in service was 5,630 hours and the unit was marked up for 5,474 hours of that time or 97%. The percentage of time they had a volunteer Advanced Life Support Unit was 75% of the time with 25% being Basic Life Support. The crew was dispatched to a total of 14, 38 volunteer calls (which was second in the County) and they responded to 1,067 calls for 74%. The volunteers handled 977 calls or 68% and had over 20,000 man hours for the year.

Of the current members, they have 24 EMTs, one Advance EMT, 15 Medics, two drivers and another five in training. Over the past years they had applied and been awarded grants for an ambulance, a special chair to help bring patients down steps, heart monitors, power stretchers and the past year they used their own money and donations to purchase a power loader for the stretcher.

The crew appreciates the support from the town over the years and they are going to need support in the future as some vital equipment needs to be replaced. They recently lost Unit 23 last week due to wear and tear which was used both by volunteers and career staff. The main volunteer truck has 45,000 miles on it and the main career truck has over 50,000 miles on it. Council Member Adams commented that the mileage on these two trucks now will escalate faster since the third truck has been taken out. We have to work with Roanoke County to get another replacement and then plan for another one after that.

Mr. Thompson commented that we have put in for the grant on the new ambulance and there is a high emphasis for the cooperation between Roanoke County, the town and the Volunteer Crew on the use of that vehicle. Roanoke County has put in for the grant twice and it has been denied both times. We are hoping that we will be successful in getting the grant. Roanoke County is also putting in for that grant again. If we are not successful, we have \$45,000 in this current budget and are planning to include \$55,000 in the upcoming budget which will give us \$100,000. This will be a 50/50 cost share with Roanoke County. Vice Mayor Hare asked about the Town and Roanoke County applying at the same time and Mr. Thompson responded it is two different grant cycles.

After further comments, Vice Mayor Hare commented that the Police Department leases their equipment which allows them to get it built into the budget process and they get updated equipment. He asked if something similar could be looked at for ambulances. Council Member Adams responded that over the last ten years, we have worked in conjunction with Roanoke County and they have not chosen to go that route. They have done it on fire trucks, but not on ambulances. It is his understanding that they have proposed in their budget for next year to fully fund two ambulances.

Additional discussion was had regarding the reserve truck from Roanoke County that is being used and how our citizens would be served in the case an ambulance is not available in the town and the increase in response time. Council Member Adams further commented that this is the reason why it is crucial that this ambulance be replaced.

The next item on the agenda was a continuation of funding presentations. The next presentation was for the William Byrd High School PTSA After Prom Committee. Lisa Kornegay, Chairperson of the After Prom Committee, commented that the past three years approximately 400 kids have attended the event and 97% have stayed until the end, which is 4:30 a.m. It costs between \$10,000-11,000 and they are the only school in the Valley that keeps the event free for the kids. This year the theme is Candy Land, the board game.

She uses the Vinton Chamber to get the list of businesses that she contacts to try and get donations. She sent out approximately 300 letters and she had heard from nine businesses since August. The bulk of the funding this year came from Roanoke City and Salem and she is disappointed because all of the kids come from this community and all of the local businesses are supported by these kids and their families. Last year Roanoke City and Salem sponsored the t-shirts. The date this year is May 14th.

The next budget funding presentation was for the Vinton Volunteer Fire Department. Chief Richard Oakes first commented that his budget request is \$19,000. He then broke down this request as follows: \$4,400 for contract services, which is paid to the Fire Chief; \$2,500 for uniforms; \$400 for office supplies; \$4,000 for training and out-of-town travel. The balance of the request of \$7,700 is for equipment replacement. Chief Oakes commented that he would like to replace the carpet in his office and the HVAC has not worked for 17 years. He understands that Deputy Chief Linkous has included some money in his budget for the HVAC replacement. Chief Oakes next commented that he had been elected as the representative for the Roanoke County Volunteer Chief Board for next year.

The Mayor commented that he understood that they are manning the station one night. Chief Oakes

responded that they are trying to do two, every Tuesday and Thursday. In closing, Chief Oakes mentioned the ladder truck and that it is over 20 years old.

The next budget funding presentation was for the Vinton Volunteer First Aid Crew. Chief Tom Philpott commented on the printed breakdown of his funding request as follows: \$1,000 for computer upgrades; \$2,500 for dues and subscriptions; \$800 for cell phone service; \$500 for batter replacement; \$2,500 for medical equipment and maintenance; \$2,000 for training; \$1,500 for the lunch they provide during the Dogwood Festival and their officers installation banquet.

He next commented on \$4,000 for the Virginia Association of Volunteer Rescue Squads Symposium and Conference, which is a highly detailed conference and training. They get skilled training at this conference that is not available locally. Further breakdown of the request included \$2,500 for uniforms and PPE equipment; \$1,500 for first aid supplies and \$2,000 for office expenses. Chief Philpott commented that this totals more than the actual funding request, but if they see that funds can be better allocated to another area, they always reserve the right to move it to where it is most beneficial to the community.

Chief Philpott commented on the auto-loader that they purchased for Medic 21 and the fact that the stretcher does not have to be lifted at all and it will pick up to 700 pounds.

With regard to the grants for the purchase of the new ambulance, he commented that at the last meeting he attended with that Board they indicated that were getting tired of municipalities like Roanoke County, Roanoke City, Richmond and Henrico County applying for grants when other localities do not have any other funds to pull from other than grants.

Council Member Adams asked the cost of the auto-loader and Chief Philpott responded it was \$25,000 and they are paying \$5,000 a year for five years with no interest.

The next item on the agenda was to consider adoption of a Resolution authorizing the Interim Town Manager and Town Clerk to execute the

necessary documents, including a deed, to accept the donation of property from Precision Fabric Group. Anita McMillan commented that the Interim Town Manager will also be signing the plat. After additional comments, Vice Mayor Hare made a motion to adopt the Resolution as presented; the motion was seconded by Council Member Scheid and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) - None.

Mr. Thompson next commented that an item that was discussed at the last Council meeting relating to the use of our Town seal. Council instructed the Town Clerk and the Interim Town Manager to research other localities to see if there were any policies regarding the use of their seals. At that time we had information that Leesburg might have a policy, but their policy was on the use of their logo. We checked with Roanoke County and their seal is copyrighted and they have a policy. The City of Roanoke does not have a policy, but is in the process of developing a policy.

We have reviewed the matter with our Town Attorney and we feel in light of the fact that we do not have a policy that we should not allow the use of the Town seal for private use. We feel that Council should direct staff to create a policy and present it for adoption for the seal to be used only for official town business. Mr. Thompson further commented that the requesting party had offered an alternative of using the words "Town of Vinton" along with a generic emblem and staff sees no problem with this.

Vice Mayor Hare made a motion to deny the use of the official Town seal for a private use; 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, McCarty, Scheid, Hare, Grose; Nays (0) - None.

Council gave their consensus to proceed with drafting a policy for presentation to Council at a future meeting.

The next item on the agenda was an update on real estate tax assessment for Calendar Year 2016 and request to advertise a public hearing for March 15, 2016 to set the real estate tax, personal property tax and machinery and tools tax rates.

Adopted Resolution No. 2131 authorizing the Interim Town Manager and Town Clerk to execute the necessary documents, including a deed, to accept the donation of property from Precision Fabric Group

Denied allowing use of the official Town seal for private use

Mr. Thompson first commented that at our first meeting in January Mr. Driver from the Real Estate Tax Assessment Office in Roanoke County presented the real estate tax assessment for the town for calendar year 2016. That assessment was \$461,668,500 which represents an increase over calendar year 2015 of \$2,863,700. If we take out new construction of \$1,223,500 that gives a net increase is \$1,640,200. When we apply the \$0.07 tax rate, the levy will be \$323,167 which represents an increase of \$2,004 calendar year 2015. This is an assessment increase of .62%.

Since the levy only increased .062 or less than 1%, we do not have to advertise the increase, but we always advertise it once in The Vinton Messenger. We are asking Council to authorize the advertisement for a Public Hearing on March 15, 2016 for a real estate tax rate of \$0.07. The personal property tax rate would also be advertised at \$1.00. We are still working with Roanoke County to set the percentage for the PPTRA and that will be adopted by Resolution at the March 15th meeting.

Vice Mayor Hare made a motion to authorize advertisement of the tax rates for a Public Hearing on March 15, 2016; 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, McCarty, Scheid, Hare, Grose; Nays (0) - None.

Authorized advertising Public Hearing for tax rates on March 15, 2016

The Mayor expressed appreciation to Council for all the extra work recently on filling the position of Police Chief and expressed appreciation to staff for everything they do.

Comments from Council Members: Council expressed appreciation to Chief Dudley for his service to the town as Interim Police Chief and also to staff for all of the work they are doing. Council Member Scheid asked for an update on the brush pickup. Joey Hiner said they are continuing with the cleanup and they have had to contact some individuals who did not cut their brush to the required length. Council Member Scheid asked if we should make use of our social media to remind citizens of the requirements. Mr. Hiner responded they would contact Julie Tucei to get something out on the town's website as well as Facebook.

Vice Mayor Hare expressed his appreciation to the Mayor and other Council Members for allowing him to represent them through the process of filling the Police Chief position. He then asked Ms. McMillan when we should expect a response regarding the skate park. She responded they are waiting for the engineer to get information for them to prepare a rebuttal to FEMA and VDEM because they are requesting a seal or stamp from a professional engineer. They hope to be able to provide a letter soon.

The Mayor announced that there will be a Public Works Committee meeting the next morning at 7:30 a.m., not 7:30 p.m. as was listed on the agenda.

Council Member Scheid made a motion that Council go into a Closed Meeting pursuant to § 2.2-3711 (A)(3) of the 1950 Code of Virginia, as amended, for discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion was seconded by Council Member McCarty and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None. Council went into Closed Meeting at 8:30 p.m.

At 10:02 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 Council Member Adams; seconded by Vice Mayor Hare and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None.

Certification of Closed Meeting

Following the Closed Session, the Mayor commented in open session that he saw a crew pulling core samples on Hardy Road earlier this week on the site of the new Dentist Office. He had been told the owner was excited about the new location and was anxious for a move.

Council Member Adams commented that he saw a crew moving items out of the former Vinton Motors building and asked if anyone had heard from Mr. Vinyard about his plans. Pete Peters responded that Mr. Vinyard had pulled his demo permit for the former parts counter and had hired D.H. Griffin to do

the demo work. Mr. Peters further commented that he believed the building would be on the ground within a week or two. Barry Thompson commented that the demo was being done due to the unsafe condition of the building.

Council Member McCarty asked if Mr. Vinyard was still planning to build his new storage building on Washington. Mr. Peters responded that during several conversations with Mr. Vinyard, he had indicated that he was still trying to get the design of the footers. He was still planning to build the storage building to locate his classic cars collection there and to have convenient access to his office in the old used car dealership building. Mr. Peters further commented that Mr. Vinyard was also planning on demolishing the rest of the building on the corner of Pollard and Washington just as soon as he could relocate his car collection.

Mr. Thompson asked Mr. Peters to provide Council with an update on the Roland E. Cook project. Mr. Peters commented that he had been contacted by Jill Loope with Roanoke County and inquired as to whether or not the town had authorized the Performance Agreement with Old School Partners who was redeveloping the property. Ms. Loope explained that the County had authorized an agreement with Old School Partners in August of 2015 to forgive permitting fees and property taxes for a ten year period. It was her understanding that the town had agreed to provide Old School Partners with a mirror agreement for town fees and property taxes. After doing some research, Mr. Peters did discover that the town had in theory agreed to a Performance Agreement with Old School Partners to mirror the incentives as Roanoke County's agreement. When the former Town Manager, Chris Lawrence was contacted, he explained that he agreed to the incentives due to the total value of the agreement being within the predetermined threshold that he had authorization from Council to offer in such negotiations. Mr. Lawrence explained that it was his intentions to take the agreement to Council for final authorization, but he did not have the necessary details prior to his departure.

Council expressed concern about the terms of the agreement and asked Mr. Peters to provide details. Mr. Peters commented that the total value of Roanoke County's agreement was based on a total investment of \$3.2 million and contingent to Old

School Partners achieving various target planning, design and construction deadlines. The agreement also was structured to provide the incentives as a reimbursement through Roanoke County's EDA. Roanoke County's agreement was capped at \$150,000, which represented 43% of the total value of the project.

Mr. Peters next commented that Vinton's agreement with Old School Partners would be valued in the neighborhood of \$23,000, although the town's total incentive package would be capped around \$9,800 over the ten year term. Mr. Peters also commented that the town's agreement would provide the incentives as a reimbursement through Roanoke County's EDA. Therefore, if the revenue was not generated or Old School Partners did not hit their targets, the town would not be responsible for providing the incentives.

Mr. Peters next commented that he would be proceeding with the performance agreement with a Council briefing and request for authorization for the Interim Town Manager to execute the agreement. Old School Partners were scheduled to close on the property on March 23rd and the town may need to issue a Letter of Intent to Old School Partners before closing. He had spoken to the Town Attorney and she advised that Mr. Thompson could provide the letter, although the agreement was still subject to Council authorization by a formal Resolution.

With regard to the old William Byrd High School property, Mr. Peters commented that he and Ms. Loope had also discussed that Roanoke County had received a proposal to purchase the property from a developer. Ms. Loope indicated that she planned to present the proposal to the Roanoke County Board of Supervisors on March 22nd and she anticipated a very similar performance agreement as the one with the Roland E. Cook project and would be seeking another mirror performance agreement from the town. After further discussion, Mr. Peters commented that he and Mr. Thompson would continue to work Roanoke County to ensure that the town's interests were considered and would keep Council informed. Mr. Thompson commented that the terms of any future performance agreements will be taken to the Finance and Economic Development Committees.

Vice Mayor Hare asked about the announcement of the new Police Chief. Mr. Thompson responded that he and Mayor Grose met with the candidate on February 26th and he signed a Conditional Offer. They were waiting on the results of the background check and physical before making the formal announcement and he expected the formal announcement to be made on March 7th although an internal announcement had been made to the Police Department staff. Mr. Thompson further commented that he would be appointed and sworn in at the March 15th Council meeting and would start work on March 16th. Vice Mayor Hare commented that he understood the start date would be March 14th. After further discussion, Council agreed that the March 14th start date would be acceptable which would allow him extra time to get acclimated and spend time with Interim Police Chief Dudley.

Council Member Adams made a motion to adjourn the meeting; the motion was seconded by Vice Mayor Hare and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None. The meeting was adjourned at 10:40 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Council

Issue

Recognition of Jeff Dudley, Interim Police Chief

Summary

Council will recognize Jeff Dudley for his service to the Town as Interim Police Chief

Attachments

None

Recommendations

Make presentation



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Administration

Issue

Proclamation – National Child Abuse Prevention Month

Summary

The GFWC Woman's Club of Vinton in conjunction with the Police Department will again be planting pinwheels in the flower garden in front of the Municipal Building to promote the month of April as National Child Abuse Prevention Month. This will take place on Tuesday, April 5th, at 5:30 p.m., just prior to the Council Meeting. A member of the Woman's Club will be present at the meeting to make brief comments and receive the Proclamation.

Attachments

Proclamation

Recommendations

Read and present Proclamation



PROCLAMATION

WHEREAS, the health and safety of all citizens is important to the prosperity and well-being of our families and communities; and

WHEREAS, our children are our most valuable resource and will shape the future of the Vinton community; and

WHEREAS, child abuse is considered to be one of our nation's most serious public health problems, and the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and how we can prevent it, because prevention remains the best defense for our children; and

WHEREAS, displaying pinwheels during the month of April will serve as a positive reminder that together we can prevent child abuse and neglect and keep our children safe; and

WHEREAS, the partnership between the General Federation of Women's Clubs – Vinton Women's Club and the Vinton Police Department have worked together to raise awareness and promote the prevention of child abuse in our community.

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 April 2016 as "**NATIONAL CHILD ABUSE PREVENTION MONTH**" in the Town of Vinton and call upon all citizens of the Town of Vinton and surrounding areas to work together to prevent child abuse.

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 April, 2016.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Administration

Issue

Proclamation for National Public Safety Telecommunicators Week

Summary

The week of April 10 through April 16 has been declared "National Public Safety Telecommunicators Week" by the Senate and House of Representatives of the United States of America. The Town of Vinton would like to recognize the Communications Officers of the Roanoke County Emergency Communications Center, who serve the Town of Vinton and Roanoke County faithfully and professionally with a proclamation for their service.

Attachments

Proclamation

Recommendations

Read and present Proclamation



PROCLAMATION

- WHEREAS,** the week of April 10 through 16, 2016, has been declared "National Public Safety Telecommunicators Week" by the Senate and House of Representatives of the United States of America; and
- WHEREAS,** the President of the United States issued a proclamation calling upon the people of the United States to observe that week with appropriate ceremonies and activities; and
- WHEREAS,** problems of crime, fire and other disasters touch and affect all segments of our society, and if unabated, can undermine and erode both moral and economic strengths of our community; and
- WHEREAS,** men and women are engaged in the operation of emergency response systems for the Town of Vinton; and
- WHEREAS,** these professionals are responsible for responding to stressful telephone calls from the general public for police, fire, and emergency medical assistance, and for calmly and professionally dispatching appropriate assistance to help save the lives and property of our citizens; and
- WHEREAS,** our Communications Officers daily serve the public in countless ways without recognition by the beneficiaries of their services.

NOW, THEREFORE, I, Bradley E. Grose, Mayor of the Town of Vinton, and on behalf of Town Council and all our citizens, do hereby proclaim **April 10-16, 2016** as "**NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**" in the Town of Vinton, and call upon the citizens of the Town of Vinton to observe this week with appropriate ceremonies and activities.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 5th of April, 2016.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Administration

Issue

Proclamation – Mayor’s Day of Recognition for National Service

Summary

The nation’s mayors and county officials are increasingly turning to national service as a cost-effective strategy to address local challenges. By unleashing the power of citizens, AmeriCorps and Senior Corps programs have a positive and lasting impact – making our cities and counties better places to live. To spotlight the impact of national service and thank those who serve, mayors and country officials will participate in the fourth-annual Mayor and County Recognition Day for National Service on April 5, 2016.

Ashley Wilson, AmeriCorps VISTA Leader, and Samantha Lukasiewicz, Director of Civic Engagement, of our local Advancement Foundation will attend the meeting to accept this Proclamation.

Attachments

Proclamation

Recommendations

Read proclamation and present to representatives at the meeting.



PROCLAMATION

WHEREAS, because service to others is a hallmark of the American character, and central to how we meet our challenges, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet community needs; and

WHEREAS, national service participants address the most pressing challenges facing our communities, from mentoring youth, teaching ESL to immigrant learners, providing financial education to low-income populations, raising funds for economic development projects, and securing volunteers for health and human service nonprofits; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps VISTA and State Members currently serve at 14 nonprofits in the Roanoke Valley that are vital to our economic and social well-being which helps to increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars whose participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, City of Service, and mayors across the country to recognize the impact of service on the Mayors Day of Recognition for National Service on April 5, 2016.

NOW, THEREFORE, I, Bradley E. Grose, Mayor of the Town of Vinton and on behalf of Town Council and all our citizens do hereby proclaim April 5, 2016, as **NATIONAL SERVICE RECOGNITION DAY**, and encourage residents to recognize the positive impact of national service in our town, to thank those who serve; and to find ways to give back to their communities.

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 April, 2016.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Administration

Issue

Briefing on the proposed redevelopment of the former William Byrd High School property by Waukeshaw Development, Inc.

Summary

Roanoke County recently agreed to sell the former William Byrd High School property to Waukeshaw Development of Petersburg VA, for a proposed redevelopment project to construct up to 74, one and two bedroom market rate apartments, while maintaining the historical character of the property.

Attachments

Power Point Presentation

Recommendations

No action required

PRESENTATION TO:
TOWN OF VINTON
TOWN COUNCIL

April 2016

WAUKESHAW
DEVELOPMENT INC
HISTORIC TAX CREDIT PROJECTS

INTRODUCTION

By 2016 Waukeshaw Development will have completed more than \$70M in historic redevelopment projects throughout the Commonwealth of Virginia.

All market-rate offerings when complete

All done under the guidelines of the:

- Department of Historic Resources
- National Park Service

Combined Warehouse Site

Downtown Petersburg, VA



Mayton Transfer Lofts

Petersburg, VA

220 Market-Rate
Apartments

\$26M Total
Investment

95%
Occupancy
Rate

Completed
(phased)

2008 – 2011



Southern Express – Street Side



Today: Demolition Coffee Co



Same view from west



SOUTHERN EXPRESS LOFTS

PETERSBURG, VA



- Coffee Shop & 8 Market-Rate Apartments
- \$1M Total Investment
- Completed in 2009

Henry Hotel

\$3.2M – from Various funding sources:

Historic Tax Credits – State and Federal

DHCD/Main Street Program

Enterprise Zone Real Property Grant

Bank Financing



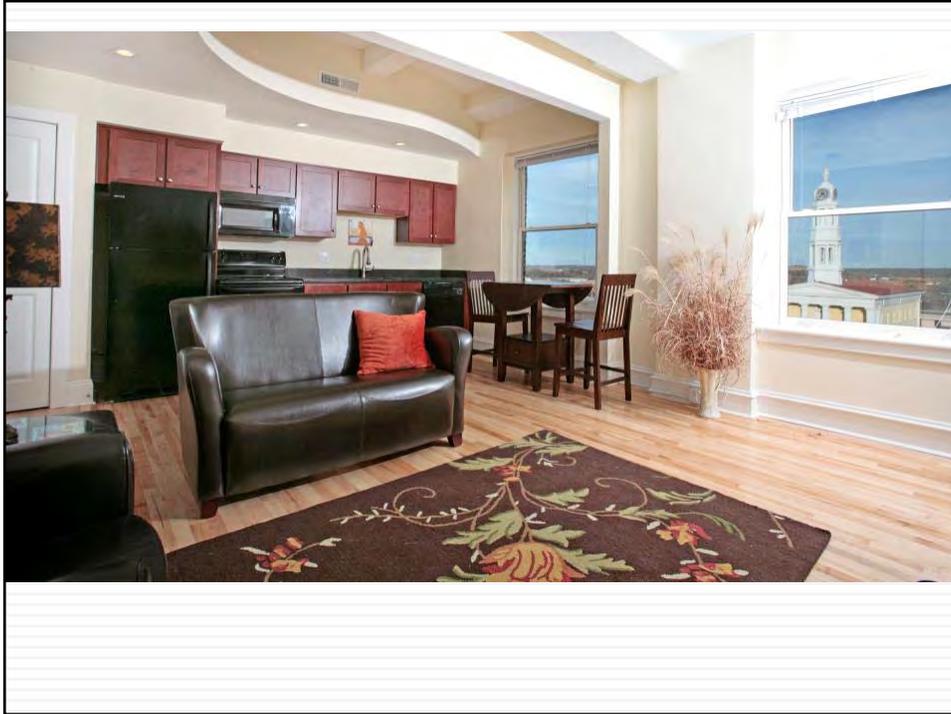
Henry Hotel

assessment

- Asbestos found in pipes and tiles
- Lead-based paint suspected
- Comprehensive code-compliant renovation
- Preserving and highlighting historic features
- Rehabilitating and restoring the exterior
- Four commercial spaces on the ground floor
- 1 ADA unit on the ground floor
- 24 studio and one-bedroom units on upper floors

Total Interior Rehab





Leasing Day – 24 months later



James E. Mallonee H.S.

Hopewell, VA



HOPEWELL LOFTS

Hopewell, VA



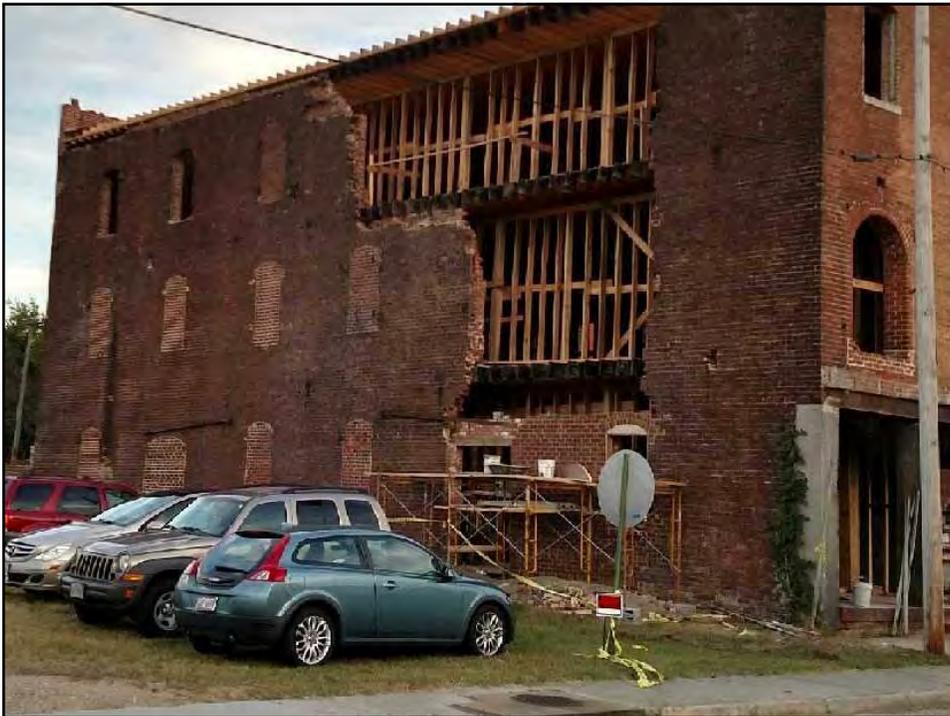
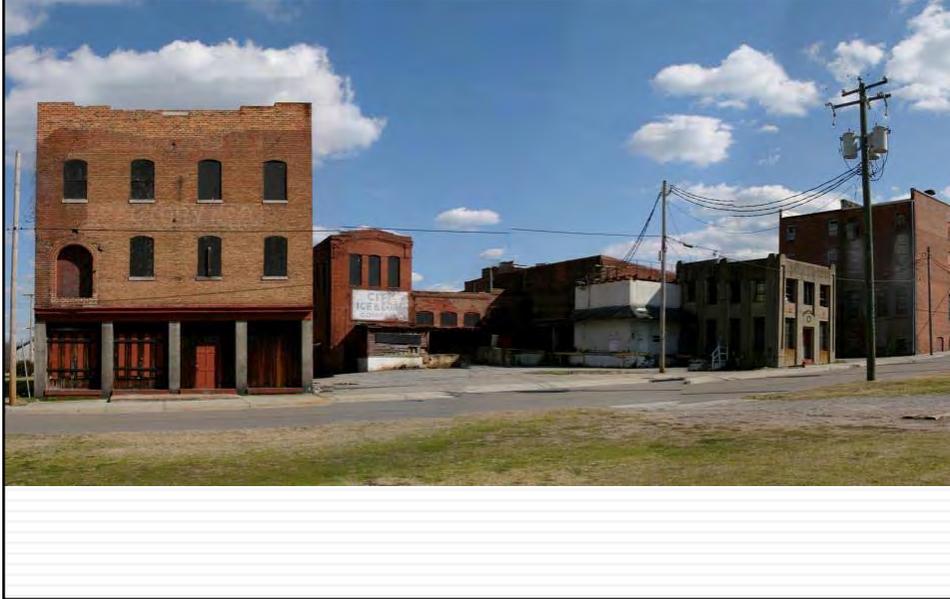
\$6M
Investment

50 Market-
Rate
Apartments

Retained
auditorium for
public use

Completed in
2010

THE ICE HOUSE – PETERSBURG VA





TRAPEZIUM BREWING

OPENING DAY – JUNE 1 2016

This slide features a white background with a thin black border. At the top, there is a horizontal bar with an orange square on the left and a blue rectangle on the right. The text 'TRAPEZIUM BREWING' is centered in white within the blue rectangle. Below this, the text 'OPENING DAY – JUNE 1 2016' is centered in a dark grey font.



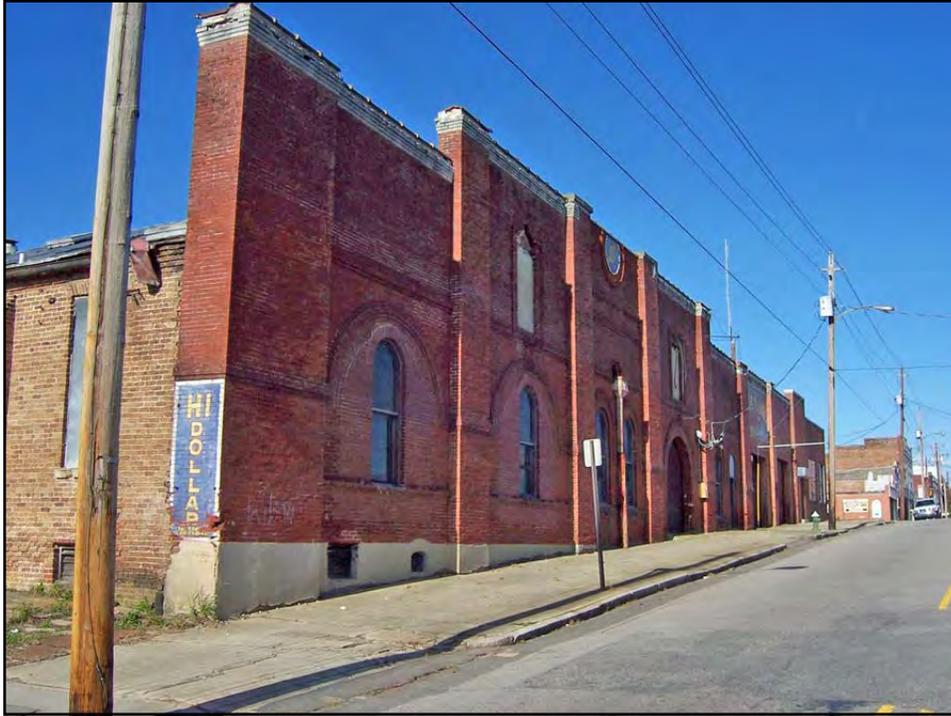
The Hi Dollar Warehouse

Closing: March 1 2016

Construction: April 1 2016*

*Pending "Part 2" HTC approval

This slide features a white background with a thin black border. At the top, there is a horizontal bar with an orange square on the left and a blue rectangle on the right. The text 'The Hi Dollar Warehouse' is centered in white within the blue rectangle. Below this, the text 'Closing: March 1 2016' is centered in a dark grey font. Further down, 'Construction: April 1 2016*' is centered, followed by '*Pending "Part 2" HTC approval' centered below it.



HI DOLLAR WAREHOUSE | Schematic Design

Interior Rendering

STUDIO ARROWS
ARCHITECTS
1000 MARKET STREET, PHILADELPHIA, PA 19104
PHILADELPHIA, PA 19104
TEL: 215.595.1000
WWW.STUDIOARROWS.COM



Project Details

REBRANDED AS 'WHIRLIGIG STATION'

- \$11,300,000 TOTAL INVESTMENT
- 91 MARKET RATE APARTMENTS
- 2 RETAIL/RESTAURANT
- POTENTIAL COMMERCIAL OFFICE
- WHIRLIGIG PARK VISITORS CENTER

Economic Impact

- 50+ temporary construction jobs
- 15+ perm jobs (restaurant, visitor ctr, etc)
- Meals, property, sales taxes
- New Downtown Residents







Town Council Agenda Summary

Meeting Date

April 5, 2016

Department

Planning and Zoning

Issue

Consider adoption of a Resolution authorizing the Interim Town Manager to a Memorandum of Understanding (MOU) between Roanoke County Board of Supervisors and the Vinton Town Council for administration of the Virginia Erosion and Sediment Control Program (VESCP) and the Virginia Stormwater Management Program (VSMP).

Summary

The Virginia Erosion and Sediment Control Program (VESCP) and the Virginia Stormwater Management Program (VSMP) are becoming increasingly more interrelated and complex to administer. The County has been administering the VESCP for the Town since February 14, 1984. On August 13, 2013, the Town and County executed two MOU agreements for the County to provide the Town with the following services: (1) Stormwater management plan review, and (2) Inspections of stormwater management facilities. Staff determined that it would be beneficial for Roanoke County to operate as the local VSMP Authority for the Town, and the County is willing to serve in this capacity.

The County currently reviews and inspects new land disturbing activities for conformance with the Stormwater Management Design Standards, Hydrologic Design, and Best Management Practices (BMPs) of the Town. The County is also currently recognized as the local VESCP Authority within the County and the Town to regulate stormwater runoff from construction sites.

On February 23, 2016, the Board of Supervisors approved the amendment to the County of Roanoke Stormwater Management, and Erosion and Sediment Control ordinances. The attached agreement was approved during the County Board of Supervisors meeting on February 23, 2016, and if approved by the Town Council, will transfer all the responsibilities to Roanoke County. Responsibilities include, but are not limited to, the VESCP and VSMP administration; the enforcement of the state regulations; collection of permit fees; review of plans; and coordinating

with the Virginia Department of Environmental Quality (DEQ) on issuance of permit coverage; and maintaining all records.

On March 1, 2016, Vinton Town Council held a work session to discuss the proposed VSMP MOU; the County proposed amendments to the Stormwater Management (SWM); Erosion and Sediment Control (ESC) ordinances; and the SWM design manuals.

In order for this agreement to become effective, an approval by the Virginia State Water Control Board for transfer of the local VSMP from the Town to the County is required. Such approval by the State shall remain in effect unless terminated by the Town or the County.

Attachments

Memorandum of Understanding (MOU) Agreement
Resolution

Recommendations

Motion to adopt Resolution

MEMORANDUM OF UNDERSTANDING (MOU) FOR ADMINISTRATION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL PROGRAM (VESCP) AND THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) BETWEEN THE COUNTY OF ROANOKE, VIRGINIA AND THE TOWN OF VINTON, VIRGINIA

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered this 23rd day of February, 2016, by and between the County of Roanoke, Virginia, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the "County", and the Town of Vinton, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as the "Town".

Purpose of the Memorandum

WHEREAS, clean water is crucial to the quality of life of both County and Town residents as well as the economic vitality of the region and the Commonwealth of Virginia; and,

WHEREAS, the County is currently recognized as the local "Virginia Erosion and Sediment Control Program (VESCP) Authority" within the County and the Town to regulate stormwater runoff from construction sites; and,

WHEREAS, the County currently reviews and inspects new land disturbing activities on behalf of the Town for conformance with the Stormwater Management Design Standards, Hydrologic Design, and Best Management Practices (BMPs); and

WHEREAS, the VESCP and the Virginia Stormwater Management Program (VSMP) are becoming increasingly more inter-related and complex to administer; and

WHEREAS, the Town has determined that it would be beneficial for the County to operate as the local VSMP Authority in the Town; and the County is willing to serve in this capacity.

NOW THEREFORE, the County and the Town agree that their respective responsibilities are as follows:

A. Responsibilities of the County:

1. The County shall continue to be the local "VESCP Authority" for the Town.
2. Upon approval of the revised Stormwater Management Ordinance by the Roanoke County Board of Supervisors, approval of this Memorandum of Understanding by the parties, and upon approval by the Virginia State Water Control Board, The County shall become the local "Virginia Stormwater Management Program (VSMP) Authority" in the Town.
3. Roanoke County shall possess the authority and perform the duties of the local "VESCP Authority" as set forth in Chapter 8.1 of the Code of the County of Roanoke; Title 62.1,

Chapter 3.1, Article 2.3 of the Code of Virginia; and 9VAC25-840, as amended, or as set forth in such ordinances, statutes, and regulations that are enacted to succeed the above.

B. Responsibilities of the Town:

1. The Town shall adopt a Stormwater Management Ordinance that recognizes Roanoke County as the local VESCP authority.
2. The Town shall not issue any permits for activities that require VESCP and/or VSMP permits, until the VESCP and/or VSMP permits are issued.

C. Previous Agreements

1. Previous agreements between the Town and the County concerning the VESP and the VSMP are void and superseded by this agreement.

D. Fees

1. Roanoke County shall collect fees from regulated land-disturbing activities occurring within the Town, in accordance with the fee schedule adopted by the Roanoke County Board of Supervisors.
2. The fees for regulated land-disturbing activities within the Town shall be the same as those for regulated land-disturbing activities in other parts of the County.

D. Amendments and Modifications

This Memorandum of Understanding may be amended at any time by mutual consent of the parties, in writing.

E. Termination

This agreement may be terminated by either party upon giving 90 days written notice. If this agreement is terminated, the Town understands that it would need to obtain Virginia State Water Control Board approval to become the local VESCP and VSMP authority within the Town.

F. Effective Date

This Memorandum of Understanding shall become effective upon the endorsement of the parties as well as adoption of applicable ordinances; and approval by the Virginia State Water Control Board for transfer of the local VSMP from the Town to the County; and it shall remain in effect unless terminated by one of the parties as noted above.

In Witness Whereof, the parties herein have caused this document to be executed as the date of the last signature shown below.

FOR ROANOKE COUNTY:

Approved as to Form:



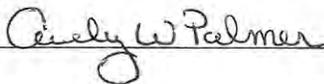
Peter S. Lubeck
Senior Assistant County Attorney

BOARD OF SUPERVISORS OF
COUNTY OF ROANOKE, VIRGINIA
By 

Thomas C. Gates
County Administrator

STATE OF VIRGINIA,
CITY/COUNTY OF Roanoke, to-wit:

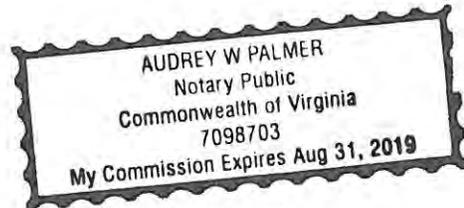
The foregoing instrument was acknowledged before me this 1st day of March, 2016, by Thomas Gates, County Administrator on behalf of the County of Roanoke, Virginia.



Notary Public

Registration Number: 7098703
My commission expires: 8-31-2019

(SEAL)



FOR TOWN OF VINTON:

Approved as to Form:

TOWN COUNCIL OF
TOWN OF VINTON, VIRGINIA

Theresa Fontana
Town Attorney

By _____
Barry Thompson
Interim Town Manager

STATE OF VIRGINIA,
CITY/COUNTY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Barry Thompson, Interim Town Manager on behalf of the Town of Vinton, Virginia.

Notary Public

Registration Number: _____
My commission expires: _____

(SEAL)

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, APRIL 5, 2016, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

A *RESOLUTION* authorizing the Interim Town Manager for and on behalf of the Town of Vinton, to enter and execute a Memorandum of Understanding (MOU) with the County of Roanoke, for the County of Roanoke to act as the Virginia Stormwater Management Program (VSMP) Authority for the Town of Vinton pursuant to § 62.1-44.15:27 B of the Code of Virginia, as amended.

WHEREAS, Roanoke County (“the County”) and the Town of Vinton (“the Town”) have continued to cooperatively work together to provide an optimum level of customer service to the development/construction community; and

WHEREAS, on February 23, 2016, the County Board of Supervisors adopted an ordinance amending Chapter 23 of the Code of Roanoke County, wherein the County is authorized to establish a Virginia Stormwater Management Program (VSMP) and a Virginia Erosion and Sediment Control Program (VESCP) within the County and within the Town; and

WHEREAS, the VESCP and the VSMP are increasingly becoming more interrelated and complex to administer; and

WHEREAS, the County is willing to serve as the Town’s VSMP Authority by adopting a Resolution on February 23, 2016, authorizing the County Administrator for and on behalf of the County to enter and execute a Memorandum of Understanding (MOU) with the Town, for the County to act as the VSMP Authority for the Town pursuant to § 62.1-44.15:27 B of the Code of Virginia, as amended; and

WHEREAS, the County currently reviews and inspects new land disturbing activities for conformance with the Stormwater Management Design Standards, Hydrologic Design, and Best Management Practices (BMPs) of the Town; and

WHEREAS, the County is also currently recognized as the local VESCP Authority within the County and the Town and regulates stormwater runoff from construction sites;

WHEREAS, on August 13, 2013, the Town and the County executed two Memorandums of Understanding (MOU) for the County to provide stormwater management plan review services, inspections for stormwater management facilities and post-construction inspection services for fees; and

WHEREAS, on August 31, 2015, Christopher S. Lawrence, the former Town Manager of the Town, submitted a letter to the County, requesting that the County become the VSMP Authority for the Town; and

WHEREAS, on March 1, 2016, the Town Council held a work session on the proposed VSMP MOU; the County's proposed amendments to the Stormwater Management and Erosion and Sediment Control (ESC) ordinances; and the Stormwater Management Design Manual.

WHEREAS, the Town Council recognizes that, in order to maintain a high quality level of customer service to its development and construction community, and to comply with federal, state, and local requirements of the stormwater management regulations, a close working relationship with the County is desirable and will be made possible through said MOU.

NOW, THEREFORE, BE IT RESOLVED, that Vinton Town Council authorizes the Interim Town Manager to enter into a Memorandum of Understanding (MOU) agreement, on behalf of the Town of Vinton, with the County of Roanoke upon a form approved by the Town Attorney, for the County of Roanoke to become the Virginia Stormwater Management Program (VMSP) Authority for the Town of Vinton.

This Resolution adopted on motion made by Council Member _____ and 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

April 5, 2016

Department

Planning and Zoning

Issue

Consider adoption of a Resolution adopting the County of Roanoke Stormwater Management Design Manual dated March 22, 2016 by reference.

Summary

The County of Roanoke currently has a Stormwater Management Design Manual that supplements their newly adopted stormwater management ordinance. The Town of Vinton will also be adopting it by reference. The purpose of the manual is to assist engineers and developers in preparing development plans that meet Town/County/State requirements and assist the Town/County in implementing the post construction responsibilities (i.e. periodic inspections).

Many chapters have numerous minor changes in technical or procedural requirements in response to the County's experience over the past year running the County's Virginia Stormwater Management Program (VSMP). The most significant changes are:

- Require additional information for development with wetlands.
- Submittal of a stormwater master plan for phased plans in a common plan development.
- Additional information for stormwater plans to improve review efficiency and recordkeeping.
- Addition of a section on residential lot grading and drainage.
- Expanding the requirements for as-built (record) drawings.

Town staff was informed that County staff has reviewed these changes with the Roanoke Regional Home Builders Association (RRHBA) and with the County's Board of Supervisors at a work session on August 25, 2015. Following the September 22, 2015, Board of Supervisors meeting, County staff met several times with the Roanoke Regional Home Builders Association (RRHBA), and together they resolved all outstanding issues. Since the January 26, 2016, Board

work session, it was brought to staff's attention there are some minor clarifications that need to be addressed.

On March 22, 2016, the resolution adopting the revisions to the Stormwater Management Design Manual was adopted by the County of Roanoke's Board of Supervisors.

A copy of the County's Stormwater Management Design Manual is available in the Vinton Planning and Zoning Department and County's website.

Attachment

Resolution

Recommendations

Motion to adopt Resolution

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, APRIL 5, 2016, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

A *RESOLUTION* adopting the County of Roanoke's Stormwater Management Design Manual, as amended.

WHEREAS, Chapter 79, Section 79-8 of the Town of Vinton Code provides for the adoption of the County of Roanoke Stormwater Management Design Manual; and

WHEREAS, Section 23-1.8 of the Roanoke County Code provides for the adoption of a Stormwater Management Design Manual; as amended and

WHEREAS, Roanoke County and the Town of Vinton will utilize the policies, criteria, and information contained in the Stormwater Management Design Manual for the proper implementation and requirements of the stormwater management ordinance; and

WHEREAS, on February 23, 2016, Roanoke County Board of Supervisors adopted an ordinance amending Chapter 23 of the Code of Roanoke County, wherein the County is authorized to establish a Virginia Stormwater Management Program (VSMP) and a Virginia Erosion and Sediment Control Program (VESCP) within the County and within the Town; and

WHEREAS, the County is willing to serve as the Town's VSMP Authority by adopting a Resolution on February 23, 2016, authorizing the County Administrator for and on behalf of the County to enter and execute a Memorandum of Understanding (MOU) with the County of Roanoke, for the County to act as the VSMP Authority for the Town pursuant to §62.1-44.15:27 B of the Code of Virginia, as amended; and

WHEREAS, on March 1, 2016, the Town Council held a work session on the proposed VSMP MOU; the County's proposed amendments to the Stormwater Management and Erosion and Sediment Control (ESC) ordinances; and the Stormwater Management Design Manual; and

WHEREAS, on April 5, 2016, Vinton Town Council adopted Roanoke County's amended Stormwater Management and Erosion and Sediment Control Ordinances by reference, as amended, and authorized the Interim Town Manager for and on behalf of the Town to enter and execute a Memorandum of Understanding (MOU) with the County of Roanoke, for the County to act as the VSMP Authority for the Town; and

WHEREAS, the County’s Stormwater Management Design Manual shall be authorized and approved by Vinton Town Council by resolution and by reference, as amended.

NOW, THEREFORE, BE IT RESOLVED, that Vinton Town Council hereby approves the following:

1. That the “County of Roanoke Stormwater Management Design Manual” dated March 22, 2016, as amended from time to time, is hereby adopted for the purpose of implementing the requirements of the Virginia Stormwater Management Program (VSMP) requirements.
2. That this resolution shall be effective on and after April 5, 2016.

This Resolution adopted on motion made by Council Member _____ and 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

April 5, 2016

Department

Special Programs

Issue

Consider adoption of a Resolution appropriating \$1,600.00 received from the American Association of Retired Persons (AARP) to utilize the SNAP/EBT program at the Vinton Farmers' Market.

Summary

The donated funds from AARP will be used for matching funds for SNAP purchases during the 2016 season.

Attachments

Resolution

Recommendations

Motion to adopt Resolution

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, APRIL 5, 2016 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA 24179.

WHEREAS, the American Association of Retired Persons (AARP) made a donation to the Town of \$1,600 to utilize for the SNAP/EBT program at the Vinton Farmers' Market; and

WHEREAS, the donation has been received into the Revenue Account 200.1899.018 – Gifts and Donations in the amount of \$1,600; and

WHEREAS, it is necessary for the Vinton Town Council to appropriate the funds from the Revenue Account 200.1899.018 – Gifts and Donations to the Expenditure Account – 200.7101.735 – Farmers Market.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby approve the following transaction.

FROM:

200.1899.018	Gifts and Donations	\$1,600.00
---------------------	----------------------------	-------------------

TO:

200.7101.735	Farmers Market	\$1,600.00
---------------------	-----------------------	-------------------

This Resolution was 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

April 5, 2016

Department

Administration

Issue

Consider adoption of a Resolution appropriating funds in the amount of \$4,000.00 received through the VML Insurance Programs Risk Management Safety Grant Program to the Gish Mill budget line item.

Summary

The Department is requesting that Council adopt the Resolution that appropriates funding received from VML Insurance Programs Risk Management Safety Grant Program in the amount of \$4,000.00. The grant was approved for implementation of various safety and security measures as recommended by the VML risk assessment officer subsequent to his site visit shortly after the Town's purchase of the property. Improvements included the following:

1. Board up windows and doors to prevent unauthorized entry into the building by people or animals and further protect the interior of the property from weather. Boards were also painted to match existing façade color.
2. Install Four (4) warning signs at the rear of the property to notify passers-by of the potential low water dam risk that may be present during high water events.
3. Secure either side of the property with chain link fence to prevent unauthorized access to the rear or underneath the property.

VML Insurance Programs (VMLIP) has offered the Risk Management Safety Grant program since 2000 to assist and encourage safety efforts for localities.

Attachments

VML Grant Approval letter
Resolution

Recommendations

Motion to adopt Resolution



February 2 , 2016

Mr. Barry Thompson
Interim Town Manager
Town of Vinton
311 South Pollard Street
Vinton, 24179

Re: 2015-2016 Risk Management Grant VML #043 Qualifying Level: Tier III
RMG Score at the time of application: 100

<u>Pending Reimbursement</u>	<u>Application Received</u>	<u>Items Eligible for Reimbursement</u>
\$4,000.00	1/12/2016	Secure windows, doors, purchase low water dam warning signs, install chain link fence for historical building

Dear Mr. Thompson:

This notice serves as confirmation of approval of your Risk Management Grant application. Please read the following carefully:

- If you have not already done so, please submit proof of purchase consistent with the options offered in the Risk Management Grant FAQ document which can be referenced on our website at www.vmlins.org.
- Proof of purchase must arrive within 60 days of the date of this letter.

Grant checks are processed approximately 30 days after receipts are received and are mailed to the attention of the grant applicant.

Please call me at 804-237-7326 or e-mail me at broenthal@vmlins.org with questions. Thank you for allowing us to enhance your risk management program efforts through grant funding.

Sincerely,

Beth A. Rosenthal
Director of Safety Services

cc: Mr. Barry Thompson, Interim Town Manager
Mr. Matt Reid

12-13-16 PM 1:50:55 PM

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, APRIL 5, 2016 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA 24179.

WHEREAS, the Town submitted an application for the VML Insurance Programs Risk Management Safety Grant in the amount of \$4,000.00 for safety improvements to the Gish Mill property; and

WHEREAS, said Grant was awarded in February and the funds were received into the Account 200.2404.040-VML Risk Mgmt Grant; and

WHEREAS, the funds need to be appropriated to the Gish Mill Expense Account for the reimbursement of costs incurred for said improvements.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby approve the following transaction.

FROM:

200.2404.040 VML Risk Mgmt Grant \$4,000.00

TO:

200.4304.365 Gish Mill \$4,000.00

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

April 5th, 2016

Department

Administration

Issue

Consider adoption of a Resolution awarding a bid and authorizing the Interim Town Manager to execute a contract with TBS Construction, LLC in the amount of \$142,498 for the Farmer's Market Stage and Roof Expansion Project as part of the Community Development Block Grant.

Summary

The Town authorized an Invitation for Bids for the Farmers Market Stage Renovation and Expansion Project on February 28th and bids closed on March 30th at 2:00 p.m.

The project included a base project consisting of the main stage and roof expansion and seat wall construction; additive bid item #1 included landscaping, sidewalk and curb and gutter improvements across the street near the market stalls; and additive bid #2 included the relocation of the Farmer's Market sign.

The town received three bids for the project and the breakdown is as follows:

	Base Bid	Add #1	Add #2	Total
1. TBS Construction	\$142,498	\$52,385	\$6,534	\$201,417
2. Building Specialists	\$157,600	\$41,200	\$4,100	\$202,900
3. Price Buildings	\$149,000	\$55,000	\$6,000	\$210,000

The remaining DHCD budget allocations for the remaining phases of the CDBG are as follows:

1. Streets (Stage Reno, Faux Paint, Vinton Sign)	\$149,734
2. Façade Improvements (up to 7 projects)	\$ 74,736
3. Revolving Loan (2 pending apps- \$54k)	\$ 74,240
4. Grant Admin/Closeout	\$ 14,571

The remaining local match (TOV Funds) is as follows:

- | | |
|--|----------|
| 1. Special Projects & Capital Outlay | \$35,000 |
| a. Furniture & Fixtures (\$15k) | |
| b. Town Hall Lights (\$11.5k) | |
| c. Landscaping (\$2.5k) | |
| d. Market Pavilion Repairs (\$3.5k) | |
| e. Gateway & Wayfinding Signage (\$5k) | |

Given the available funds remaining (both grant and local match), and those phases left to complete, staff recommends that Council only accept the base bid for the Farmers Market Stage Renovation in the amount of \$142,498 from TBS Construction, LLC.

Attachments

Artistic Site Rendering
Letter from Hill Studio approving bid
Resolution

Recommendations

Motion to adopt Resolution



VINTON

Welcome to Vinton



HILL
STUDIO

April 1, 2016

Richard "Pete" Peters
Assistant Town Manager /
Economic Development Director
Town of Vinton - Virginia
311 South Pollard Street
Vinton, VA 24179

RE: Vinton Farmer's Market Stage Addition
HS Comm. 1001.09

Dear Mr. Peters:

I have reviewed the bidding information provided by TBS Construction LLC for the Farmer's Market Stage Addition and these documents are submitted as requested in the Project Manual. I also contacted three references provided by Jay Gauldin of TBS. All three references spoke highly of the work TBS had done for them.

Based on this information, I recommend that the Base bid of \$142,498 be awarded to TBS Construction LLC

I've sent a Notice of Intent to Award for you to send to them at the appropriate time.

Please call me if you have any questions

Sincerely
Hill Studio

Hunter B. Greene, RA, LEED AP
Director of Architecture

cc: 1001.09 code 6

Community Planning

Landscape Architecture

Architecture

Preservation

120 W Campbell Avenue
Roanoke, Virginia 24011

tel: 540-342-5263
fax: 540-345-5625

WWW.HILLSTUDIO.COM

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, April 5, 2016 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

WHEREAS, the Town of Vinton received funds from the Virginia Department of Housing and Community Development through their Community Development Block Grant Program to do revitalization improvements to the downtown area of Vinton; and

WHEREAS, the Town of advertised for the expansion and improvements to the Farmers Market Stage; and

WHEREAS, the Town solicited bids and TBS Construction LLC., met the specifications and had the lowest base bid of \$142,498 for the stage renovations; and

WHEREAS, the funds will come from Community Development Block Grant of \$700,000; and

WHEREAS, Council needs to award the bid and authorize the Interim Town Manager to execute the contract for stage construction.

NOW THEREFORE, BE IT RESOLVED, that the Vinton Town Council does hereby grant a contract to TBS Construction LLC., in the amount of \$142,498 and hereby authorizes the Interim Town Manager to execute the contract.

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

April 5, 2016

Department

Town Clerk

Issue

Consider nominations for the 2016 VML Policy Committees

Summary

The Virginia Municipal League is accepting nominations for its 2016 Policy Committees. A description of the Policy Committee process is attached, along with our 2015 list. This information must be submitted to VML no later than Friday, April 15, 2016.

Attachments

2016 VML Policy Committee Information
2015 List

Recommendations

Motion to nominate and approve committee assignments



OFFICERS

PRESIDENT

RON RORDAM
BLACKSBURG MAYOR

PRESIDENT-ELECT

ROBERT K. COINER
GORDONVILLE MAYOR

VICE PRESIDENT

KATIE SHELDON HAMMLER
LEESBURG COUNCIL MEMBER

IMMEDIATE PAST PRESIDENT

WILLIAM D. EUILLE
ALEXANDRIA MAYOR

EXECUTIVE DIRECTOR

KIMBERLY A. WINN

MAGAZINE

VIRGINIA TOWN & CITY

March 15, 2016

To: Key Officials of Full Member Local Governments
Council and Board Clerks of Full Member Local Governments

From: Kim Winn, Executive Director

Subject: 2016 VML Policy Committee Nominations

The Virginia Municipal League is now accepting nominations for its 2016 policy committees. Accompanying this document is a description of the policy committee process, along with a nomination form. Please complete the nominations form and return it to VML by April 15. If your community has an election in May, please return this form by the requested date even if you must revise it later.

Please observe the following guidelines when making your policy nominations:

- Only full-member local governments may participate.
- You may nominate two individuals to a committee; if two are nominated, at least one nominee must be a governing body member.
- Only governing body members and appointed officials (i.e., employees of the local government) are eligible to serve.
- Individuals may serve on only one committee a year.
- The chief administrative officer or mayor/board chairman must sign the nomination form.
- Please return nomination forms by April 15.

We will forward information about policy committee meeting times and location as soon as they are confirmed. Policy committee recommendations that emerge from the July meeting will be forwarded to the Legislative Committee for consideration at its September meeting.

Please call/email Janet Areson (804/523-8522, jareson@vml.org) if you have any questions about the appointment process.

Attachments

P.O. BOX 12164
RICHMOND, VIRGINIA 23241

13 EAST FRANKLIN STREET
RICHMOND, VIRGINIA 23219

804/649-8471
FAX 804/343-3758
e-mail@vml.org
www.vml.org

VML's Legislative and Policy Committee Process

Each year the Virginia Municipal League develops two separate documents -- a legislative program and a compilation of policy statements -- through a process that involves the Legislative Committee and six separate policy committees. The Legislative Committee is responsible for developing the legislative program, but it may also rely on input from the policy committees to do so. The policy committees develop broad policy statements, in addition to submitting specific legislative recommendations for consideration by the Legislative Committee.

Legislative Committee

What is the role of the Legislative Committee?

The Legislative Committee is responsible for considering and developing positions on existing or proposed state and federal legislation or regulations, and urging the enactment or amendment of, or opposition to, such legislation or regulations.

How is the Legislative Committee appointed?

VML's Constitution spells out the composition of the Legislative Committee. The committee consists of 24 individuals holding local elective or appointed positions, all appointed by VML's President. Of the 24 members, 12 must be representatives of cities and urban counties with populations in excess of 35,000, six must be representatives of cities and urban counties with populations of 35,000 or less, and six must represent towns.

What is included in VML's Legislative Program?

The legislative program adopted by the Legislative Committee reflects specific legislative objectives that VML hopes to achieve during the upcoming legislative session. It is subject to the approval of VML's membership at the annual conference.

What is the relationship between the legislative committee and VML's policy committees?

The Legislative Committee meets prior to the policy committees to identify issues that it would like the committees to consider for potential inclusion in the league's legislative program. It meets again after the policy committees have met to consider their recommendations.

Policy Committees

What is the role of the policy committees?

Policy committees receive briefings on select statewide issues, consider possible changes to the policy statement, and develop legislative recommendations for the Legislative Committee to consider.

How are policy committees appointed?

Policy committee membership consists of elected and appointed officials of full-member local governments. Nomination information is sent in the spring to each locality, and each local government determines which of its officials will be nominated for each of the six policy committees. Each local government may nominate up to two people per policy committee, at least one of whom must be an elected official.

What are the benefits of serving on a policy committee?

VML policy committees offer members an opportunity to learn about current and emerging statewide issues that affect local governments, to develop through policy statements the broad philosophical framework that guides the league, and to network with local officials with similar policy interests.

How many policy committees are there?

There are six policy committees: community and economic development, environmental quality, finance, general laws, human development and education, and transportation.

What issues does each policy committee cover?

- **Community & Economic Development:** Authority, administration, and funding of local governments to manage a full range of community and economic development issues, including business development and retention, international competitiveness, infrastructure development and investment, planning, land use and zoning, blight, enterprise zones, housing, workforce development and historic preservation.
- **Environmental Quality:** Natural resources and the authority of local governments to manage the environment, including water resources and quality, solid and hazardous waste management, air quality and the Chesapeake Bay.
- **Finance:** Powers, organization and administration of local government financing, including taxing authority, debt financing, state aid to local governments and federal policies affecting local finance issues.
- **General Laws:** Powers, duties, responsibilities, organization and administration of local governments, including state-local and inter-local relations, conflicts-of-interest, freedom-of-information, information management and personnel, telecommunications, utilities and law enforcement, jails and courts issues.
- **Human Development and Education:** Management and funding of social services, prek-12 education, health, behavioral health, juvenile justice, recreation, rehabilitation and aging.
- **Transportation:** Development, maintenance, and funding of a comprehensive land, sea and air transportation system for the Commonwealth, and federal, state and local roles in the provision and regulation of transportation.

What is a policy statement?

Each policy committee develops a policy statement that covers issues in its respective area. The policy statement expresses the agreement of VML's membership on matters of interest to local governments. The statement generally addresses broad, long-term, philosophical positions. The VML membership approves the policy statements at its annual meeting.

How do policy statements differ from VML's legislative program?

Policy statements are general in nature. They reflect local governments' positions on a range of issues. The Legislative Program is more specific and immediate. It is limited to legislative positions that VML expects to lobby on during the upcoming legislative session.

VML 2015 Policy Committee Nominations

Please return this form by **April 17** to Joni Terry at VML, P.O. Box 12164, Richmond, VA 23241; Fax 804/343-3758; email: jterry@vml.org

Community & Economic Development

Name & Title: I. Douglas Adams, Council Member

Name & Title: Christopher S. Lawrence, Town Manager

Environmental Quality

Name & Title: Bradley E. Grose, Mayor

Name & Title: Anita McMillan, Planning & Zoning Director

Finance

Name & Title: Matthew S. Hare, Vice Mayor

Name & Title: Barry W. Thompson, Finance Director/Treasurer

General Laws

Name & Title: William W. Nance, Council Member

Name & Title: _____

Human Development & Education

Name & Title: _____

Name & Title: _____

Transportation

Name & Title: Sabrina Weeks, Council Member

Name & Title: Gary W. Woodson, Public Works Director



Signed: _____
Town Manager

Locality: Town of Vinton