



**Vinton Town Council
Regular Meeting
Council Chambers
311 South Pollard Street
Tuesday, July 5, 2016**

AGENDA

Consideration of:

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

B. MOMENT OF SILENCE

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

D. INVESTITURE SERVICE

1. Town Clerk administers Oath of Office to:
 - a. Newly-elected Council Member – Keith N. Liles
 - b. Newly-elected Council Member – Janet Scheid
 - c. Re-elected Mayor – Bradley E. Grose
2. Mayor calls for nominations for Vice Mayor
 - a. Town Clerk administers Oath of Office to Vice Mayor

E. APPOINTMENTS:

1. Council-appointed Officers
 - a. Barry W. Thompson, Town Manager/Treasurer
 - b. Susan N. Johnson, Town Clerk
 - c. Thomas L. Foster, Chief of Police
 - d. Theresa Fontana, Town Attorney
2. Council-appointed Committees
 - a. Economic Development Committee
 - b. Finance Committee
 - c. Public Safety Committee
 - d. Public Works Committee
3. VML Policy Committee – Community and Economic Development
4. Boards/Commissions/Committees

F. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS

G. REQUESTS TO POSTPONE, ADD TO OR CHANGE THE ORDER OF AGENDA ITEMS

H. CONSENT AGENDA

1. Consider approval of minutes for the regular Council meeting of June 7, 2016.

I. PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS

1. Proclamation – National Disability Voter Registration Week
2. United Way Most Innovative Campaign Award for the Town Employees' 2015 Campaign

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

K. TOWN ATTORNEY

L. BRIEFINGS

1. Briefing on the proposed Performance Agreement with Richard Macher and the Roanoke County Economic Development Authority (EDA) to encourage the redevelopment of the former Vinton Branch Library to a full-service Macado's restaurant – **Pete Peters**

M. ITEMS REQUIRING ACTION

1. Consider adoption of an Ordinance amending Section 86-287, Itinerant Vendors Generally; Tax Rate of Article VIII, License, Chapter 86, Taxation of the Vinton Town Code – **Town Manager**
2. Consider adoption of a Resolution appropriating \$6,331.00 received from the Department of Criminal Justice Services and the Town's required \$703.00 match for the purchase of 28 hard drives and 23 vest carriers – **Chief Tom Foster**

N. TOWN MANAGER

O. MAYOR

P. COUNCIL

Q. 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 COMMITTEE/TOWN COUNCIL MEETINGS:

July 11, 2016 – 3:00 p.m. – Finance Committee meeting – Finance Conference Room

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

August 2, 2016 – No regular meeting – Council will participate in National Night Out – Senior Center



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Town Clerk

Issue

1. Town Clerk administers Oath of Office to:
 - a. Newly-elected Council Member – Keith N. Liles
 - b. Newly-elected Council Member – Janet Scheid
 - c. Re-elected Mayor – Bradley E. Grose

2. Mayor calls for nominations for Vice Mayor
 - a. Town Clerk administers Oath of Office to Vice Mayor

Summary

None

Attachments

None

Recommendations

Town Clerk conducts Investiture Service

Nominations and motion to elect Vice Mayor and Town Clerk administers Oath



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Council

Issue

Appointments of Council-appointed Officers

- a. Barry W. Thompson, Town Manager/Treasurer
- b. Susan N. Johnson, Town Clerk
- c. Thomas L. Foster, Chief of Police
- d. Theresa Fontana, Town Attorney

Summary

None

Attachments

None

Recommendations

Motion to appoint Council-appointed Officers



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Council

Issue

Appointments to Council-appointed Committees

- a. Economic Development Committee
- b. Finance Committee
- c. Public Safety Committee
- d. Public Works Committee

Summary

None

Attachments

Boards and Commissions Booklet Summary Page – Council Committees

Recommendations

Nominations and motion to approve appointments to Council-appointed Committees

ECONOMIC DEVELOPMENT COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Bradley E. Grose	407 Aragona Drive	01/19/16	06/30/16	CM-1/19/16
Janet Scheid	1453 Wolf Creek Drive	01/19/16	06/30/16	CM-1/19/16
Barry Thompson	311 South Pollard Street	n/a	n/a	n/a
Richard W. "Pete" Peters	311 South Pollard Street	n/a	n/a	n/a

FINANCE COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Matthew S. Hare	621 Aragona Drive	07/06/10	06/30/16	CM-7/1/14
Irvin Douglas Adams, Jr.	1632 Meadows Road	09/15/15	06/30/16	CM-9/15/15
Barry Thompson	311 South Pollard Street	n/a	n/a	n/a

PUBLIC SAFETY COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Irvin Douglas Adams, Jr.	1632 Meadows Road	07/03/12	06/30/16	CM-7/1/14
Matthew S. Hare	621 Aragona Drive	07/06/10	06/30/16	CM-7/1/14
Tom Foster	311 South Pollard Street	n/a	n/a	n/a

PUBLIC WORKS COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Sabrina McCarty	1012 Blakemore Circle	07/01/14	06/30/16	CM-7/1/14
Bradley E. Grose	407 Aragona Drive	07/03/12	06/30/16	CM-7/1/14
Joey Hiner	311 South Pollard Street	n/a	n/a	n/a



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Town Clerk

Issue

Appointment to VML Policy Committee-Community and Economic Development

Summary

Council Member Adams was appointed to serve on the 2016 VML Policy Committee for Community and Economic Development. Council needs to nominate and appointment a replacement on said Committee for Mr. Adams

Attachments

2016 VML Policy Committee List

Recommendations

Motion to nominate and appoint to Committee

VML 2016 Policy Committee Nominations

Please return this form by **April 15** 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: Richard W. Peters, Assistant Town Manager/Director of Economic Development

Environmental Quality

Name & Title: Janet Scheid, Council Member

Name & Title: Anita McMillan, Planning & Zoning Director

Finance

Name & Title: Matthew S. Hare, Vice Mayor

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

General Laws

Name & Title: Thomas L. Foster, Police Chief

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

Human Development & Education

Name & Title: Bradley E. Grose, Mayor

Name & Title: Donna Collins, Human Resources Director

Transportation

Name & Title: Sabrina McCarty, Council Member

Name & Title: Joey Hiner, Acting Public Works Director

Signed: _____ Locality: Town of Vinton
(Mayor/Chair, or Manager/Administrator)



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Council

Issue

Appointments to Boards and Commissions

Summary

Highway Safety Commission

Council Member Adams serves on this Commission. There are currently one eight regular members, but the by-laws allow for nine regular members. Mr. Adams can continue to serve if he so desires. Council would need to appoint a Council Member to fill the ninth slot.

Comprehensive Economic Development Strategy (CEDS)

Council Member Adams serves on this Committee. Council needs to appoint a Council Member to replace Mr. Adams.

Roanoke Valley Transportation Planning Organization (TPO)

Council Member Adams serves on this Committee. Council needs to appoint a Council Member to replace Mr. Adams.

Roanoke Valley Regional Cable TV Committee

Council Member Adams serves on this Committee. Council needs to appoint a Council Member to replace Mr. Adams.

Attachments

Boards and Commissions Booklet Summary Pages

Recommendations

Nominate and motion to appoint individuals

BOARD OF ZONING APPEALS

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
VACANT (Alternate)			02/20/16	
VACANT (Alternate)			02/20/16	
Robert W. Benninger	1206 Jeanette Avenue	01/17/07	01/16/17	R #1947
Donald R. Altice	627 South Maple Street	09/07/10	01/16/18	CM-12/18/12
Debra P. Hagins	505 Jefferson Avenue	01/17/09	01/16/19	CM-12/17/13
Frederick J. "Mick Michelsen	225 North Maple Street	01/17/10	01/16/20	CM-12/16/14
Allen S. Kasey	105 Giles Avenue	01/17/06	01/16/21	CM-12/15/15

HIGHWAY SAFETY COMMISSION

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Robert A. Patterson	1056 Blandford Avenue	11/01/07	12/31/16	CM-12/17/13
Carolyn Fidler	428 Cedar Avenue	03/04/08	02/04/17	CM-2/4/14
Roy G. McCarty, Jr.	450 Jackson Avenue	02/05/08	02/04/17	CM-2/4/14
Doug Adams	1632 Meadows Road	09/15/09	02/04/17	CM-2/4/14
Robert R. Altice	616 Maple Street	07/01/10	06/30/17	CM-7/1/14
James Warren Childress, II	223 Craig Avenue	02/05/09	02/04/18	CM-12/16/14
Fred L. Swisher	422 Chestnut Mtn. Drive	02/05/09	02/04/18	CM-12/16/14
Michael Hopkins	1129 Mountain View Road	12/16/14	02/04/18	CM-12/16/14
Tom Foster (ex-officio member)	311 South Pollard Street	n/a	n/a	n/a
(ex-officio member)	311 South Pollard Street	n/a	n/a	n/a

PLANNING COMMISSION

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
William E. Booth	1007 Blandford Avenue	07/20/10	10/31/16	CM-10/16/12
Dawn M. Michelsen	225 North Maple Street	11/06/07	12/31/16	CM-12/18/12
David R. Jones	806 Olney Road	03/01/07	02/28/19	CM-12/16/14
Robert A. Patterson	1056 Blandford Avenue	01/01/07	12/31/19	CM-12/15/15
Keith Liles	702 Clearview Drive	09/15/15	06/06/20	CM-6/7/16

STORMWATER CITIZENS ADVISORY COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
W. Ray Sandifer	912 Colbourne Avenue	09/04	n/a	n/a
David R. Jones	806 Olney Road	11/03	n/a	n/a
VACANT			n/a	

CLEAN VALLEY COUNCIL

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Anita McMillan	311 South Pollard Street	02/28/95	n/a	n/a

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDDS)

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Hal Mabe	6010 Windcrest Lane, Roanoke, VA 24012	06/08	06/30/17	CM-7/1/14
I. Douglas Adams	1632 Meadows Road	05/05/15	06/30/17	CM-5/5/15
Chris McCarty	1012 Blakemore Circle, Vinton, VA 24012	12/17/13	06/30/17	CM-7/1/14
Richard W. Peters, Jr.	311 South Pollard Street	12/15/15	n/a	CM-12/15/15

GREATER ROANOKE TRANSIT COMPANY

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Richard W. Peters, Jr.	Vinton, Virginia	12/15/15	06/30/16	CM-12/15/15

ROANOKE REGIONAL PARTNERSHIP

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Bradley E. Grose	311 South Pollard Street	07/06/04	n/a	n/a
Barry W. Thompson	311 South Pollard Street	12/15/15	n/a	CM-12/15/15

ROANOKE VALLEY – ALLEGHANY REGIONAL COMMISSION EXECUTIVE COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Bradley E. Grose (Council member)	311 South Pollard Street	07/01/09	06/30/18	CM-5/19/15
Barry W. Thompson (Non-elected member)	311 South Pollard Street	12/15/15	06/30/19	CM-6/7/16

ROANOKE VALLEY GREENWAY COMMISSION

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Janet Scheid	1453 Wolf Creek Drive	07/01/09	06/30/18	CM-6/16/15
Matthew S. Hare	621 Aragona Drive	07/10/10	06/30/19	CM-6/7/16
Arthur LaRoche, III	1453 Wolf Creek Drive	10/02/12	06/30/19	CM-6/7/16
Anita J. McMillan	311 South Pollard Street	n/a	n/a	n/a

ROANOKE VALLEY TRANSPORTATION PLANNING ORGANIZATION (TPO)

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Janet Scheid	1453 Wolf Creek Drive	09/15/15	06/30/17	CM-9/15/15
Doug Adams	1632 Meadows Road	07/08/08	06/30/17	CM-7/1/14

ROANOKE VALLEY REGIONAL CABLE TV COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
I. Douglas Adams (Council Member)	1632 Meadows Road	07/01/14	n/a	CM-7/1/14
Richard W. Peters, Jr. (Executive Member)	311 South Pollard Street	12/15/15	n/a	CM-12/15/15
Mary Beth Layman (Member)	1028 Almond Drive	09/03/91	8/31/18	CM-8/18/15

ROANOKE VALLEY RESOURCE AUTHORITY

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Joey M. Hiner	311 South Pollard Street	04/19/16	12/31/19	CM-04/19/16



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Town Clerk

Issue

Consider approval of minutes for the regular Council meeting of June 7, 2016

Summary

None

Attachments

June 7, 2016 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, JUNE 7, 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
Susan Waddell, Town Attorney
Richard W. Peters, Assistant Town Manager/Director of Economic Development
Anita McMillan, Planning & Zoning Director
Anne Cantrell, Accounting Manager
Joey Hiner, Acting Public Works Director
Donna Collins, Human Resources Director
Tom Foster, Police Chief
Christopher Linkous, Deputy Chief

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

Roll call

Under upcoming community events, Council Member McCarty announced the first Mingle at the Market on June 11th at the War Memorial.

Council Member Scheid made a motion that the Consent Agenda be approved as presented; the motion was seconded by Council Member Adams and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) - None.

Approved minutes of the regular meeting of May 17, 2016

Chief Foster introduced Andrew DiCarlo, a new Police Officer with his Department.

The next item on the agenda was a presentation of Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended June 30, 2015 awarded to the Treasurer/Finance Department. Vice Mayor Hare made brief comments and presented the award to Barry

Thompson, Interim Town Manager/Finance Director/Treasurer. Mr. Thompson expressed appreciation to his entire department and recognized Anne Cantrell, Lydia Verdillo and GinaMarie Overstreet who were present at the meeting.

Under citizens' comments and petitions, Roy McCarty of 450 Jackson Avenue made comments regarding the deer and groundhog population in the town. He also commented on the cat population and requested Council to provide for a full-time Animal Control Officer again to assist with these issues.

Chief Foster commented that due to a shortage of officers in the Police Department, the full-time Animal Control Officer was re-assigned to patrol to make sure that primary calls for service were being handled. However, with the addition of new officers, Officer Hurt will be going back to Animal Control/Community Services full-time soon. He further commented that he will be exploring options with other localities regarding the deer population.

Vice Mayor Hare commented that about four years ago, a decision was made by Council to discontinue wildlife management and just handle cats and dogs for budget reasons. After further comments, the Mayor asked staff to further review the issues brought up by Mr. McCarty.

The next item on the agenda was to consider adoption of an Ordinance approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017. Anne Cantrell began with a PowerPoint presentation and first commented on the total recommended budget of \$12,613,788. This is a slight change from the proposed budget in the General Fund from that was previously presented due to the fact of an increase in the Virginia 599 fund. The Utility and Stormwater Funds remain the same. The total increase is \$18,320 from the prior year adopted budget.

The main changes in the budget were the \$6,095 increase in the Virginia 599 fund that the town will be receiving. There is also a net effect on the General and Utility Funds for the debt savings with a decrease in the debt budget and an increase in the contingency to allow for the savings to be allocated during the fiscal year. The budget

priorities were next restated.

With regard to changes in employee benefits, the budget includes a 2% increase for full-time and part-time positions as well as a market adjustment to some positions based on the compensation study.

The only revenue item with change is an increase in the transient occupancy tax from 2% to 7%. This will be a small impact on the budget, but should help in the future for economic development opportunities.

Ms. Cantrell next commented that there is a 3.87% decrease from last year's approved budget in the General Fund due to CDBG funds decreasing. There is a slight increase in the Utility Fund of 1.82% or \$66,001. The capital items to be funded are \$85,000 in the General Fund and \$305,250 in the Utility Fund. Debt service will be \$467,307 in the General Fund and \$721,445 in the Utility Fund which does include the savings from the refunding of the two bonds. The total for milling and paving for the year will be \$374,984 and the total contingency added is \$29,835.

Next a slide was shown giving the details of the capital improvement budget for the fiscal year. The slides following showed a graph and breakdown of the General Fund revenues with a comparison of the past two fiscal years as well as a similar graph and breakdown for General Fund expenditures. The next few slides showed a summary of the accounts under the categories of Administration, Public Safety, Public Works, Special Programs, Community Development and other expenses and After Ms. Cantrell commented briefly on each major changes in each category, Vice Mayor Hare commented that the 2% raise was not included for Town Council.

With regard to the Utility Fund, the next slides showed a graph and comparison of the past two fiscal years of the revenues. There was also a graph shown and a comparison slide for the expenditures.

Ms. Cantrell next commented on the creation of the new Stormwater Fund. The main purpose was to track stormwater expenses incurred in both funds. After meeting with staff, funds were transferred from the Public Works and Planning and Zoning budgets

to this Fund of \$299,792.00. In addition to this amount is also an additional \$30,000 for anticipated consultant expenses to assist in evaluating the need for a future stormwater fee.

Vice Mayor Hare commented on the fact that this budget closes the pool, but the reallocation of those funds went into needed projects. He further commented that the increase for employees was long overdue as well as the adjustments from the compensation study and expressed appreciation for all of the employees.

The Mayor also commented on the increase for the employees and expressed appreciation to the Finance Committee and staff for all the work on the budget as well as appreciation to all of the employees. He next commented on the increase in the 599 funds from the State and Mr. Thompson commented that this was the first increase in approximately six years.

Vice Mayor Hare made a motion to adopt the Ordinance 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.

The next item on the agenda was to consider adoption of an Ordinance of an Ordinance amending Article VII, Transient Occupancy Tax of Chapter 86, Taxation, of the Vinton Town Code and establishing an effective date. Mr. Thompson began by commenting that he was advised by the Town Attorney today that this item needs to be treated as a briefing. Initially it was thought that since this increase was considered as part of the adoption of the budget that it was properly advertised as part of the Public Hearing for the budget. In reviewing the State Code, we realize that it needs to have a separate Public Hearing. We will advertise it and have a Public Hearing at a future meeting. The Ordinance will raise the transient occupancy tax from 2% to 7% and the other changes in the language will bring our current ordinance in compliance with the State Code.

Vice Mayor Hare made a motion to table the matter to a future meeting; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0;

Adopted Ordinance No. 972 approving the Town of Vinton, Virginia budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017

Tabled adoption of an Ordinance amending Article VII, Transient Occupancy Tax of Chapter 86, Taxation, of the Vinton Town Code

Yeas (5) – Adams, McCarty, Scheid, Hare, Grose;
Nays (0) - None.

and establishing an effective date to
a future meeting

The next item on the agenda was to consider adoption of a Resolution of a Residency Policy for Council Appointive Officers. Mr. Thompson commented that this Policy would affect four appointive officers—the Town Manager, Chief of Police, Town Treasurer and the Fire Chief, which are all identified in the Town Code. Currently the Town Manager is required to live within the Town corporate limits. This new Policy would require that all of these officers live within the town limits or the utility service area. After comments, Council Member Adams 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.

Adopted Resolution No. 2151
establishing a Residency Policy for
Council Appointive Officers

The Town Manager gave Council an update on the forced sewer issue on Hardy Road, the sink holes at Pine Street and Coolbrook, on Jefferson, in the rear parking lot of the Municipal Building and on Chestnut. He also commented that the Town did receive the grant for the new ambulance.

The next item on the agenda was the appointment of the Town Manager. After brief comments, Vice Mayor Hare made a motion to appoint Barry W. Thompson as the permanent Town Manager; the motion was seconded by Council Member Adams. The Mayor asked if there were any other nominations; hearing none the nominations were closed. The motion carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) - None.

Appointed Barry W. Thompson as
Town Manager

The Mayor and Council made comments and congratulated Mr. Thompson following which Mr. Thompson made brief comments.

The Mayor commented on the retirement of Richard Turner as principal of William Byrd High School and the success of the community meeting last night regarding the proposed rezoning of the former library property. He also expressed thanks to Deputy Chief Linkous and his department for supporting a special event at the Longwood apartments.

Comments from Council: Council Member

McCarty expressed thanks to Joey Hiner for how he responded to a business owner that was affected by the sewer situation on Hardy Road. She next asked for an update on the skateboard park. Mr. Thompson responded that staff had a conference call with FEMA and VDEM. They requested additional information and staff has responded to the request. Council Member Adams announced that Wayne Guffey is now the new Rescue Squad Chief.

The Mayor asked if the two items listed under the Work Session could be moved up on the agenda. Vice Mayor Hare made a motion to move the Work Session items to briefing items on the agenda; 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.

Approved moving the Work Session items to briefing items on the agenda

The next item on the agenda was a briefing on the Itinerant Vendors Ordinance and Mobile/Temporary Food Unit Policy and License Information. Anita McMillan commented that at the last Council meeting, there were questions regarding the proposed Ordinance and Policy. Staff has submitted the proposed changes.

The changes on the Ordinance are the deletion of the license fee charge for special events. This has been a part of the Town Code for the last 20 years, but has never been charged. As discussed in prior meetings, at the recommendation of the Planning Commission the proposal is to reduce the itinerant vendor fee from \$500 to \$50 in line with the adjoining localities.

With regard to the Policy, Item No. 2 that relates to the license fee has been deleted. Also Item No. 5 that relates to the reporting of exact dates and locations has been deleted. With regard to the Use Permission form, the exact dates and locations have been deleted.

Council Member Scheid commented that she would like the Policy to be more specific to the Dogwood Festival and only apply to the Saturday. Discussion ensued on the possible impact of the itinerant vendors on the brick and mortar restaurants in Town, how to limit the number of

days that someone could vend and the issue of enforcement. Mr. Thompson commented that these changes would bring us more in line with what Roanoke City, Roanoke County and some other localities are doing. There have been requests for some food vendors in the past and they are not interested because of the current fee.

Ms. McMillan asked Council to let staff know of any additional changes to the proposed Ordinance and Policy. Once Council feels it is ready for adoption, it will be placed on a future meeting agenda.

The next item on the agenda was a briefing on the petition of the County of Roanoke for a rezoning of the former Roanoke County Vinton Branch Library Property, from RB Residential Business to GB General Business District for the building to be renovated to accommodate a full service restaurant, Macado's Restaurant, located at 800 Washington Avenue, Vinton, Tax Map Number 060.16-06-32.00.

Anita McMillan began with a brief history of the library building and next stated that a revised and completed application was received on May 31, 2016. A flyer was mailed to 91 surrounding property owners informing them of the Planning Commission and Council Public Hearings as well as the open house. The required notice for the Public Hearings has been advertised in The Vinton Messenger and on RVTV-3. Last night the open house was held at the War Memorial. Ms. McMillan next commented on the revised Staff report that was provided to Council and included the traffic data from 2015 along Washington Avenue and Meadow Street. The revised site plan and elevation were also provided to Council.

Based on the dining area of approximately 3,000 square feet, the zoning ordinance would require one off-street parking space for every 100 square feet. The required parking spaces are proposed to be provided with the existing parking spaces of 17 and 13 additional spaces to be constructed on the front and to the side of the building that is facing Washington Avenue.

The site can be assessed by vehicles on Meadow Street and from East Washington Avenue. Pedestrians can access the building from the parking areas. There is a proposed sidewalk going from the parking areas from the Vinton War

Memorial to the rear of the property and can be assessed from the front of East Washington Avenue.

The comments from the open house were listed on the revised report. A letter was also included from one of the property owners of the four-unit apartment expressing her concerns and those of her tenants. Today, an additional concern was submitted that is also stated in the staff report. The Planning Commission Public Hearing will be held on Thursday at 7:00 p.m.

Ms. McMillan further commented that as part of the rezoning application, the petitioner also submitted proffers as to what uses are not to be allowed on the property. If the rezoning is approved, those uses that will not be allowed are: Auto and Truck Sales and Service Establishment, Auto Wash Facilities, Gasoline Service Stations, Auto and Truck General Repair, Flea Markets, Antennas, Wireless Transmission Towers, Towers or Monopoles and Outpatient Substance Abuse Centers.

Council Member Scheid asked if there was statistics on the trips per day to the property when the library was open and could staff check with the Library system. Ms. McMillan responded that of the approximately 30 individuals that attended the open house, about 12 of them stated they were excited about Macado's coming to the Town. The concerns that were mentioned to staff were making a left turn onto Meadow Street and any overflow parking during the first few weeks of the restaurant opening. Staff has been discussing with the petitioner about having the Vinton War Memorial parking as the overflow as needed. However, the issue is how to get to the overflow parking since it is one-way leaving the War Memorial. She and the Town Manager looked at the site and there is no curbing on the south side. There are ways to widen the area to make it for two-way traffic.

Council Member Scheid asked if there had been any discussion with the petitioner about proffering the site plan. Jill Loope with Roanoke County responded that they have discussed with the buyer the possibilities associated with the development. It is the County's interest given that this property is being sold to a viable economic development project for both the Town and the County. Given

that this is an approved use within the ordinance requirements, it is their preference to have it rezoned as is without proffering the site plan. However, if that is a condition they will be happy to continue discussions with the buyer. Council Member Scheid next commented that she would like to see the site plan proffered in addition to the elevations. Ms. Loop further responded that she felt it would be in everyone's interest long-term to rezone the property to General Business regardless of the long-term use because it is very difficult to market property like this in its location without that designation.

The next item on the agenda was a request to go into Closed Session pursuant to § 2.2-3711 (A) (1) of the 1950 Code of Virginia, as amended, for discussion for discussion regarding appointments to boards and commissions. Council Member Adams made a motion that Council go into Closed Session; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None. Council went into Closed Meeting at 8:45 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 Vice Mayor Hare; 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.

Following the closed session, Vice Mayor Hare made a motion to re-appoint Keith Liles to the Planning Commission for a new four-year term to expire on June 6, 2020; to re-appoint Barry Thompson to the Roanoke Valley-Alleghany Regional Commission for a new three-year term to expire on June 30, 2016; to re-appoint Matt Hare to the Roanoke Valley Greenway Commission for a new three-year term to expire on June 30, 2019 and to re-appoint Arthur LaRoche to the Roanoke Valley Greenway Commission for a new three-year term to expire on June 30, 2019. The motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None.

Certification of Closed Meeting

Re-appointed Keith Liles to the Planning Commission for a new four-year term to expire on June 6, 2020; re-appointed Barry Thompson to the Roanoke Valley-Alleghany Regional Commission for a new three-year term to expire on June 30, 2016; re-appointed Matt Hare to the Roanoke Valley Greenway Commission for a new three-year term to expire on June 30, 2019 and to reappointed Arthur LaRoche to the Roanoke Valley Greenway Commission for a new three-year term to expire on June 30, 2019

The Town Manager commented that based on the new Residency Policy he would be revising Pete Peter's employment letter to take out the residency requirement and the \$5,000 allowed for moving expenses. Mr. Peters will also be given an additional 40 hours of vacation to coincide with other department heads.

In response to a question regarding how employees will be informed if they will be receiving a market study adjustment, the Town Manager commented that all Town employees will be notified by email of the 2% increase and market rate adjustment approval in the budget. With their first pay in July, each employee will be given a benefit sheet that will detail information specific to them.

Vice Mayor Hare made a motion to adjourn the meeting; the motion was seconded by Council Member Adams and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, McCarty, Scheid, Hare, Grose; Nays (0) – None. The meeting was adjourned at 10:15 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Council

Issue

Proclamation - National Disability Voter Registration Week

Summary

The Blue Ridge Independent Living Center (BRILC) is a private, nonprofit organization that assists individuals with disabilities to be independent. They also work with the community to ensure it is accessible.

As a part of their participating in REV UP America (Register-Educate-Vote, Use your Power), they have been challenged by their national organization to get local officials to sign a proclamation designating the week of July 11 through July 15 as “National Disability Voter Registration Week” to support the growing involvement of the disability community in the political process.

Antwyne Calloway, Community Services Manager, will be present at the meeting to receive this Proclamation.

Attachments

Proclamation

Recommendations

Read and present Proclamation



PROCLAMATION

WHEREAS, in July 2015 people with disabilities and our supporters celebrated the 25th anniversary of the Americans with Disabilities Act (ADA); and

WHEREAS, there are over 50 million people with disabilities of all ages living in communities throughout the United States; and

WHEREAS, the disability community has a critical interest in policies enacted at local, state and national levels that effect the integration of people with disabilities, young and old, into our communities; and

WHEREAS, getting the disability community involved in influencing public policies is essential if these policies are to meet the real needs of people with disabilities to live in the community; and

WHEREAS, voting is one way for the disability community to exert their influence at local, state and national elections; and

WHEREAS, there are multiple efforts to develop disability coalitions around the issue of voting and REV UP America * Register – Educate – Vote Use your Power is a national effort to encourage local and/or state disability community voting coalitions; and

WHEREAS, members of national disability rights community are organizing a national Disability Voter Registration Week (DVRW) July 11th – July 15th.

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 July 11-15, 2016 as **“NATIONAL DISABILITY VOTER REGISTRATION WEEK”** in the Town of Vinton and supports the growing involvement of the disability community in the political process.

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 July, 2016.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Administration

Issue

United Way Most Innovative Campaign Award for the Town Employees' 2015 Campaign

Summary

At a recent United Way Celebration Luncheon at Hotel Roanoke, the Town was recognized and received the "Most Innovative Campaign" Award for our 2015 Campaign. The success of this campaign is due to the hard work of Susan Johnson, our United Way Campaign Coordinator, and the members of the Vinton CARES Committee: Robbin Reams, Chasity Barbour, Valerie Cummings, John Foutz, Mary Beth Layman, GinaMarie Overstreet, Fred Sink and Karla Turman.

Attachments

None

Recommendations

None



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Administration

Issue

Briefing on the proposed Performance Agreement with Richard Macher and the Roanoke County Economic Development Authority (EDA) to encourage the redevelopment of the former Vinton Branch Library to a full-service Macado's restaurant.

Summary

The Town of Vinton in partnership with the Roanoke County Economic Development Authority has negotiated terms of an Performance Agreement with Richard Macher valued up to \$500,000 over a ten year period to encourage the redevelopment of the former Vinton Branch Library into a full service sit-down Macado's restaurant.

Terms of the Performance Agreement include the Town of Vinton appropriating to the Roanoke County Economic Development Authority an amount not to exceed \$50,000 annually and not to exceed the annual amount of meals tax collected by the Town from the Vinton Macado's location. The appropriation to the EDA will be provided for a ten year period and is not to exceed \$500,000 over the term of the performance agreement. In addition, the Town of Vinton will negotiate a separate lease agreement for the shared use of a parking lot on War Memorial Property for the purpose of employee and overflow patron parking for the Macado's.

The proposed Vinton Macado's location will generate positive revenue for the Town of Vinton through the collection of Prepared Food & Beverage Tax, Sales Tax, Business License Tax and Real Estate Tax, and the total private investment towards the purchase and renovation of the property is anticipated to reach approximately \$1.25 million. Once opened, the restaurant is anticipated to employ four to six full-time and as many as 60 part time employees necessary to staff the restaurant.

Attachments

Draft Performance Agreement

Recommendations

No action required

PERFORMANCE AGREEMENT

THIS PERFORMANCE AGREEMENT (the "Agreement") is made as of this ____ day of _____, 2016, by and between the **TOWN OF VINTON**, a political subdivision of the Commonwealth of Virginia, (hereafter, the "Town"), the **ECONOMIC DEVELOPMENT AUTHORITY OF ROANOKE COUNTY, VIRGINIA** (hereafter, the "Authority"), and _____, a Virginia limited liability company (hereafter, the "Company").

WITNESSETH

WHEREAS, the Town Council of the Town of Vinton and the Economic Development Authority of Roanoke County, Virginia, desire to promote and encourage the economic development and vitality of the Town of Vinton and Roanoke County through the redevelopment existing property in order to provide for retained and increased employment and corporate investment in the Town of Vinton; and

WHEREAS, the Company desires to acquire the old Vinton Branch Public Library, located in the Town of Vinton, that will be redeveloped and converted into a Macado's Restaurant, (the "Project") located at 800 Washington Ave, Vinton, VA (Tax Map #060.16-32.00-0000) (the "Property"), and

WHEREAS, the Town and the Authority expect that the Project will promote economic development and generate new local tax revenues for the Town of Vinton; and

WHEREAS, this increased investment constitutes a valid public purpose for the expenditure of public funds.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, the parties agree to the following:

1. **Company's Performance Requirements.**

- a. The Company will cause this new Project in the Town of Vinton to be constructed and developed, obtaining ordinary and necessary governmental approvals from the Town, and meeting the applicable requirements of any other governmental agency.
- b. The Company agrees to provide the Town and the Authority with any and all documentation (provided that any personally identifiable, private, confidential, or other information that Company is required by law to keep private, shall be redacted) that may be required to verify the Company's investment figures, during the period in which the Economic Development Incentive Grant ("Grant") payments are to be made pursuant to this Agreement.
- c. The Company agrees to acquire the property from Roanoke County for \$700,000 subject to the terms and conditions set out in a Purchase Agreement, which is available from Roanoke County and referenced in this Performance Agreement. The Company also agrees to fully be responsible for any and all redevelop costs associated with the building, the property and all other ancillary site improvements necessary to achieve the previously mentioned use of a full service restaurant.

2. **Economic Development Incentive Grant.**

- a. The Town shall appropriate annually to the Authority the funding for an Economic Development Incentive Grant for the benefit of the Company. The annual amount of the funding provided by the Town will be equal to the annual meals taxes generated by the Company and paid to the Town by the Project with a maximum cap of \$50,000 per year. The Town's funding of the Grant shall be provided for a total of ten (10) years and the Town's total contribution is not to exceed Five-Hundred Thousand Dollars (\$500,000).
 - b. The Town also agrees to negotiate a separate lease agreement with the Company for additional parking options on Town owned property adjacent to the Project for a period equal to the term of the Grant.
 - c. Within sixty (60) days of the end of each calendar year beginning January 1, 2018 and until December 31, 2027, the Company shall provide such financial and tax data relating to the Project (provided that any personally identifiable, private, confidential, or other information Company is required by law to keep private, shall be redacted) as may be reasonably required by the Authority so that the Authority may calculate the actual Grant payment. The Company hereby authorizes the Treasurer for the Town to release to the Authority the Company's tax information and data so that the Authority may calculate the actual reimbursement amounts. The Authority shall pay the annual Grant payment to the Company at an address designated by the Company within thirty (30) days after receipt by the Authority of the data.
 - d. If the Company fails to complete the construction of this development by December 31, 2017, terminates this project prior to its completion or sells or transfers ownership of the location at any point during the term of the agreement, then the Authority and Town shall be relieved of any obligation to the Company for any Economic Development Incentive Grant.
3. If any party is unable to perform its commitments under this Agreement by reason of force majeure, then that party shall not be deemed to be in default of its obligations under this Agreement, and any deadlines for the performance of its obligations and, if applicable, the deadlines for the performance of the other party's obligations shall be extended for a time equal to the time period of the force majeure event, plus ten days. The term "force majeure" as used herein, shall include without limitation acts of God: hurricanes, floods, fire, tornadoes, earthquakes, storm; strikes or other industrial disturbances; acts of public enemy's; orders of governmental authorities; insurrections; riots; epidemics.
4. This agreement shall be governed by and all disputes related hereto shall be determined in accordance with the laws of the Commonwealth of Virginia.
5. This Agreement and any payments of public funds are subject to future appropriations by the Vinton Town Council to the Authority.

IN WITNESS WHEREOF, the undersigned have executed this Agreement the day and year first written.

TOWN OF VINTON, VIRGINIA

**ECONOMIC DEVELOPMENT AUTHORITY OF
ROANOKE COUNTY, VIRGINIA**

By: _____
Barry W. Thompson
Town Manager

By: _____
Title: _____

APPROVED AS TO FORM:

_____ (Company)

Theresa J. Fontana, Town Attorney

By: _____
Title: _____

DRAFT



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Planning and Zoning

Issue

Consider adoption of an Ordinance amending Section 86-287, Itinerant Vendors Generally; Tax Rate of Article VIII, License, Chapter 86, Taxation of the Vinton Town Code

Summary

Town Staff has received requests from food truck vendors to reduce the itinerant vendor license tax for mobile food vendors. The City of Roanoke has reduced their tax \$500.00 to \$75.00 and Roanoke County has reduced their tax from \$500.00 to \$50.00.

At the direction of Town Council; the Planning Commission was briefed on this proposed amendment by Staff during its work session on February 25, 2016. Additionally, the Planning Commission also held a work session on March 24, 2016, to discuss mobile food vending. At that meeting, the Planning Commission recommended the following solution: Reduce the current itinerant vendor fee for mobile food vendors from \$500.00 to \$50.00.

A Policy and Use Permission Form are also attached.

Attachments

Ordinance
Mobile Food Unit/Food Truck Policy and License Information
Mobile Food Unit/Food Truck Property Use Permission Form

Recommendations

Motion to adopt Ordinance

ORDINANCE NO.

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

AN ORDINANCE AMENDING SECTION 86-287, "ITINERANT VENDORS GENERALLY; TAX RATE," OF ARTICLE VIII, "LICENSES," CHAPTER 86, "TAXATION," OF THE VINTON TOWN CODE BY REDUCING THE LICENSE TAX FOR ITINERANT VENDORS.

WHEREAS, in recent years, the number of food trucks has increased significantly nationally, as well as regionally; and

WHEREAS, the Vinton Town Council finds that reducing the business license tax for a growing and new classification of businesses known as food trucks, which are currently classified as "itinerant vendors", would promote economic development in the Town of Vinton; and

WHEREAS, reducing the business license for this classification of businesses would encourage the entrepreneurial development of small businesses in the Town of Vinton; and

WHEREAS, reducing this license tax from a maximum of \$500.00 in any one (1) year to a maximum of \$50.00 in any one (1) year would be consistent with neighboring jurisdictions; and

WHEREAS, the Planning Commission was briefed by Vinton Planning and Zoning Staff at its meeting on February 25, 2016, and a work session on mobile food vending/food trucks was held by the Planning Commission on March 24, 2016; and

WHEREAS, the Vinton Town Council held a work session on the mobile food vending on April 19, 2016, on the proposed reduction of the itinerant vendor business license tax.

NOW, THEREFORE, BE IT ORDAINED that the Vinton Town Council does hereby amend Section 86-287, "Itinerant vendors generally; tax rate," of Article VIII, "Licenses," Chapter 86, "Taxation." of the Vinton Town Code as follows:

* * *

Sec. 86-287. - Itinerant vendors generally; tax rate.

(a) *Itinerant vendor defined.* An itinerant vendor means any person who engages in, does, or transacts any temporary or transient business in the town, and who for the purpose of carrying on such business occupies any location for a period of less than one year.

(b) *License display.* A license certificate must be prominently displayed by an itinerant vendor.

(c) *Tax rates enumerated.* License tax rates shall be as follows:

(1) Itinerant vendors of family supplies, meals, or merchandise of a perishable nature or which are used for heating purposes (i.e. meals from food trucks/carts/temporary food establishments, produce, fruits, meats, seafood, perishable food, ice cream, sandwiches, beverages, vegetables, flowers, plants, ice, wood, coal, etc.): ~~\$250.00 per month or fraction thereof~~ \$50.00 per year.

(2) Itinerant vendors of general merchandise (not household supplies of a perishable nature, or supplies used for heating purposes as previously described): ~~\$500.00 per month~~ year or fraction thereof.

(3) In no event shall the tax rates specified in subsections (c)(1) and (c)(2) of this section exceed cumulatively \$50.00 or \$500.00 per year, respectively.

(4) Prior to the issuance of any business license to an itinerant merchant of family supplies, meals, or merchandise of a perishable nature, the applicant shall provide proof of any required permit or license from the Health Department.

(d) *Exemptions.*

(1) Any person licensed to operate in the Vinton Farmer's Market shall be exempt from the provisions of this section; provided, however, that any activities outside the Vinton Farmer's Market within the town shall be subject to licensure under the provisions of this section or other sections of this article.

(2) This section shall not apply to persons who sell or offer for sale, in person or by their employees, ice, wood, charcoal, or family supplies of a perishable nature *grown or produced by them and not purchased by them for sale.* Anyone exempt under this section must provide proof of such exemption.

(3) This section shall not apply to any person who holds not more than two garage or yard sales within any 12 month period, provided that such sale is held on residential property and only household or personal goods owned by the seller or his immediate family are being offered for sale.

~~(e) *License fee.* An itinerant vendor wishing to conduct business at a festival, parade or other special event in the town shall purchase a license for \$25.00 per day.~~

~~(f) *Application of section provisions.* This section shall not apply to any person who holds more than two garage or yard sales within any 12 month period, provided that such sale shall be held upon residential property and shall offer for sale only used household or personal goods owned by the seller or his immediate family.~~

* * *

BE IT FURTHER ORDAINED, that this Ordinance shall become effective upon its adoption.

This Ordinance 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 of Vinton

311 S. Pollard Street, Vinton, VA 24179
Phone (540) 983-0605
Fax (540) 983-0621

MOBILE/TEMPORARY FOOD UNIT POLICY AND LICENSE INFORMATION

A Mobile/Temporary Food Unit is defined as: A readily movable wheeled cart, table, trailer, or vehicle designed and equipped for the preparing, serving, and/or selling of food and operated at temporary locations. This may include food trucks/food carts/temporary food establishments.

- (1) The Itinerant Vendor License Fee for a Mobile/Temporary Food Unit shall be set at \$50.00 per calendar year (January through December). In addition to the Itinerant Vendor License Fee, Mobile/Temporary Food Units are also required to pay Prepared Food and Beverage Tax to the Town of Vinton per the set payment schedule, as well as Sales Tax and litter tax, to the state of Virginia.
- (2) Mobile/Temporary Food Units will be allowed to vend only on commercially zoned properties (GB, CB, MUD, M-1, or M-2). Mobile/Temporary Food Units will not be allowed to vend on any residentially zoned properties except those owned by the Town of Vinton or other government entities with written permission from the Town Administration. Mobile/Temporary Food Units must have written permission from entity who owns the property.
- (3) Mobile/Temporary Food Units will not be allowed to vend during special events (the Saturday of the Dogwood Festival, the Fall Festival and the Christmas Parade) on Town-owned properties including public Right-of-Ways.
- (4) Mobile/Temporary Food Units will not be required to meet prescribed setbacks for the districts in which they intend to vend; however, they must setup in a manner that avoids any site visibility issues along streets or in parking areas for drivers or pedestrians.
- (5) Mobile/Temporary Food Units are allowed to vend on public streets or sidewalks so long as the license requirements are met, permission is obtained and so long as the unit is legally parked in an on-street parking space and is not impeding pedestrian or vehicular traffic. At no time shall seating areas for Mobile/Temporary Food Units be allowed on public streets or sidewalks.
- (6) Mobile/Temporary Food Units will not be allowed to setup and vend along a public street or right-of-way directly in front of an established, permanent restaurant at any time.
- (7) Written permission must be obtained from the property owner to setup a Mobile/Temporary Food Unit on a private property. A copy of the permission must be presented with the Itinerant Vendor License Application.

- (8) Mobile/Temporary Food Units must comply with all Town of Vinton Noise Ordinance regulations as prescribed by the Vinton Town Code. A copy of the Noise Ordinance can be furnished upon request.
- (9) Trash collection and disposal within a 20 foot radius of the Mobile/Temporary Food Unit is the responsibility of the Mobile/Temporary Food Unit proprietor. The town will not provide trash removal services to a Mobile/Temporary Food Unit. If the trash is not properly disposed of, responsibility for cleanup will be relegated to the owner of the property on which the Mobile/Temporary Food Unit was located.
- (10) Proper wastewater disposal shall be the responsibility of the Mobile/Temporary Food Unit proprietor. At no time shall wastewater be discharged onto a parking lot, grassy area, or into a storm drain.
- (11) Any violations of the trash and wastewater disposal requirements may result in the revocation of the Itinerant Vendor License by the Town Manager.
- (12) A Mobile/Temporary Food Unit will be allowed to display an unlimited number of signs permanently attached flat to the sides of the unit.
- (13) At no time shall any electronic signs flash or change messages more frequently than every 5 seconds. Signs must not cause a distraction to operators of vehicles.
- (14) One sandwich board (A-Frame) sign shall be allowed for each Mobile/Temporary Food Unit. Sandwich board signs shall not be greater than 4 feet in height or 2.5 feet in width. Sandwich board signs must be anchored to the ground immediately adjacent to the unit and must not cause any sight visibility issues for drivers or pedestrians. Sandwich boards signs shall not project over any portion of a street nor shall they obstruct any sidewalk to less than 4 feet in width.
- (15) A valid Virginia Department of Health permit shall be on prominent display at all times during the operation of the Mobile/Temporary Food Unit. A copy of this permit shall also be provided to the town at the time of application for the Vinton Itinerant Vendor License.
- (16) A valid Town of Vinton Itinerant Vendor License shall be on prominent display at all times during the operation of the Mobile/Temporary Food Unit.



TOWN OF VINTON

311 S. POLLARD STREET
VINTON, VIRGINIA 24179

PHONE (540) 983-0608
FAX (540) 985-3105

Mobile Food Vendor/Food Truck Property Use Permission

Date of Request: _____

Vinton Business License Number: _____

Health Department Food Facility Permit: _____ Expires: _____

Property Owner Name: _____

Property Address: _____

Zoning District: _____

Property Owner Mailing Address: _____

Telephone: _____ E-Mail: _____

Grants Permission to:

Applicant Name: _____

Applicant Mailing Address: _____

Telephone: _____ E-Mail: _____

To set up a: Truck Trailer Cart Booth Non Food

For the Purpose of: _____

Property Owner Signature: _____ Date: _____

Applicant Signature: _____ Date: _____



Town Council Agenda Summary

Meeting Date

July 5, 2016

Department

Police

Issue

Consider adoption of a Resolution appropriating \$6,331.00 received from the Department of Criminal Justice Services and the Town's required \$703.00 match for the purchase of 28 hard drives and 23 vest carriers.

Summary

The Department of Criminal Justice Services has approved a grant for the Police Department in the amount of \$7,034.00 to include a match of \$703.00, to be paid by the Vinton Police Department. This funding, if approved by Council, will be used to replace hard drives in 28 computers/MDT's and 23 vest carriers.

Attachments

Resolution

Recommendations

Motion to adopt Resolution

RESOLUTION NO.

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

WHEREAS, the Vinton Police Department recognizes the need to keep all equipment in good working order and up to date; and

WHEREAS, the Department of Criminal Justice Services (DCJS) has approved a grant for the police department in the amount of \$7,034.00, to include a match in the amount of \$703.00, to be paid out of the police departments budget; and

WHEREAS, the police department would use these grant funds to update all of our older MDT's and Computers by replacing the hard drives with newer, faster ones. By just replacing hard drives, we significantly cut costs to replace outdated computers. The police department would also purchase outer vest carriers for the department, these new carriers will replace the military look with a softer look; and

WHEREAS, the matching funds will be paid out of our current operating budget using account 200.3101.716, Other Equipment fund.

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

APPROPRIATE

FROM:	200.2404.005	BJAG One Time Equipment Grant	\$6,331.00
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TO:	200.3105.305	BJAG One Time Equipment Grant	\$6,331.00
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TRANSFER

FROM:	200.3101.716	Other Equipment	\$ 703.00
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TO:	200.3105.305	One Time Equipment Grant	\$ 703.00
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TOTAL			\$7,034.00
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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