



**City of Radford Council Agenda**  
**Meeting Number 12 of F.Y. 2015-2016**

**February 22, 2016 at 7:00 p.m.**  
**10 Robertson St., Radford, VA**

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**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**INVOCATION**

**MINUTES APPROVAL:** February 8, 2016 – regular meeting

**REPORT:** Radford Transit

**OLD BUSINESS:** None

**CITIZEN COMMENTS ON PUBLIC MATTERS:**

(Please state your name for the record – Please limit comments to 3 minutes or less)

**NEW BUSINESS:**

1. Consider Appropriation Ordinance 1673.21: \$158,896 Extreme Recruiting Grant – Radford City DSS

**CITY MANAGERS COMMENTS**  
**COUNCIL MEMBER COMMENTS**

*Future Meetings:*

*March 14, 2016 - Regular meeting, 7:00 pm*

*March 28, 2016 - Regular meeting, 7:00 pm*

10 Robertson St.

*The "New River" City*

February 8, 2016

Radford, Virginia

Regular Meeting Number 11 of Radford City Council, F.Y. 2015-2016

The regular meeting of the Radford City Council was convened at 7:00 p.m. in Council Chambers, 10 Robertson Street, Radford, VA. The Mayor of the City, Dr. Bruce Brown, was present and presiding. Other members of City Council present were Dr. Richard Harshberger, Mr. Daniel Keith Marshall, Mr. Robert Nicholson and Mr. David Michael Turk.

Others present were as follows:

Mr. David Ridpath, City Manager

Ms. Melissa Skelton, City Clerk

Mrs. Gail Cook DeVilbiss, City Attorney

Mrs. Patricia Cox, Finance Director

Mr.

Following the Pledge of Allegiance, led by Mayor Brown, and the invocation was led by Chaplin James Henegar.

**MINUTE APPROVALS:** On a motion by Dr. Harshberger seconded by Mr. Turk, that the minutes for January 25, 2016 are approved as presented.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown

NAYES: None-0

**RESOLUTIONS**

**SUBJECT: NRV Commerce Park Participation & Revenue Sharing Agreement**

**SUMMARY:** Virginia's First has requested an amendment to the Commerce Park Participation Agreement. The proposed amendment addresses the ownership of the park and distribution of shares, overall project description, eliminates the project committee, clarifies billing and financial transactions, as well as updates the financial plan and related long-term debt.

**ACTION:** Dr. Harshberger made a motion to approve the resolution as presented, Mr. Marshall seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown

NAYES: None-0

**SUBJECT: Virginia Library Association's Program Goal**

**SUMMARY:** The Virginia Library Association has submitted its program goals and related funding to the General Assembly. Highlights include support of summer reading programs; access to printed and digital materials in our public libraries, as well as STEM focused support.

**ACTION:** Mr. Nicholson made a motion to approve the resolution as presented, Mr. Turk seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown

NAYES: None-0

**PUBLIC HEARING:**

**SUBJECT: Amendment of City Code: Section 27-1 “Position and Custody of Booths and Ballot Boxes”, and Section 27-34 “Central Absentee Precinct”**

**SUMMARY:** The Voter Registrar has requested that City Council consider amending City Code Section 27-34 pertaining to the “Central Absentee Precinct”. The polling place of the absentee voter is at 619 Second Street where ballots are collected and counted. The City Code references the “Central Absentee Precinct” for “general” elections. The Voter Registrar would like the Code revised to reflect “elections” and drop the reference to “general” elections, so the Central Absentee Precinct would be used for all elections including primaries. The second aspect of the Ordinance would amend Section 27.1 to make the Voter Registrar responsible for the position and custody of the voting booths and ballot boxes in accordance with the Code of Virginia

Mayor Brown opened the public input hearing at 7:09

No Public comments.

Mayor Brown closed the public input hearing at 7:09

*Clerks note: Notice of the public hearing has been duly advertised.*

**CITIZENS COMMENTS:**

Pat Fluke, Radford Resident, shared that she had approached Mayor Brown a couple weeks ago about the amount of litter that accumulates at the High School parking lot. She said that about every three weeks she go across the street to the high school and fill up a trash can full of litter. She said she also has seen a lot of bottles and litter in the curbs. She suggested that Public Works get a crew together once a week to go throughout the City and pick up the litter. She also has a concern about all the water spots at the Recreation Center and the conditions of the restrooms at the Public Library.

Mr. Edwards, Economic Developer, shared with Council that he saw Mr. Wilson, Executive Director Virginia’s First and he wanted to pass along his appreciation for City Council to take the time to understand the resolution and their involvement with VA First.

Dr. Harshberger shared that they will bring the litter issue up to the University/City Commission and see if the can get adopt a spot program going with the students.

**NEW BUSINESS**

**SUBJECT: Consider Ordinance #1680 for Amendment of City Code: Section 27-1 “Position and Custody of Booths and Ballot Boxes”, and Section 27-34 “Central Absentee Precinct”**

**SUMMARY:** The Voter Registrar has requested that City Council consider amending City Code Section 27-34 pertaining to the “Central Absentee Precinct”. The polling place of the absentee voter is at 619 Second Street where ballots are collected and counted. The City Code references the “Central Absentee Precinct” for “general” elections. The Voter Registrar would like the Code revised to reflect “elections” and drop the reference to “general” elections, so the Central Absentee Precinct would be used for all elections including primaries.

Mr. Nicholson said on page 2 the ordinance states map should we include a map.  
Mr. Howard shared that the map is on the City’s GIS and he also has one in his office.  
Mrs. DeVilbiss stated that the map is in existence and will add it to the ordinance.

**ACTION:** Mr. Nicholson made a motion to place Ordinance #1680, with addition of the precinct map on its first reading, Mr. Marshall seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown  
NAYES: None-0

**ACTION:** Mr. Nicholson made a motion to approve Ordinance #1680, with the addition of the precinct map, on its second and final reading, Mr. Marshall seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown  
NAYES: None-0

**SUBJECT: Appropriation Ordinance # 1673.20: \$102,000 – 2015 State Homeland Security Program Grant**

**SUMMARY:** The Haz-Mat Team has received a Homeland Security Grant which will be used to purchase equipment and provide training to the Local Haz-Mat division of the State.

**ACTION:** Dr. Harshberger made a motion to approve Appropriation Ordinance #1673.20 on its first reading, Mr. Turk seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown  
NAYES: None-0

**ACTION:** Dr. Harshberger made a motion to approve Appropriation Ordinance #1673.20 on its second and final reading, Mr. Turk seconded the motion.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown  
NAYES: None-0

**CITY MANAGERS COMMENTS:**

Mr. Ridpath shared that Goodwill Industries had a structural fire over the weekend. The quick response of the Fire Department minimized the structure damage. He stated that Basil has been working with Goodwill to help get them back and running again.

He thanked Pat Fluke for her comments and stated that he will make sure that the trash and debris are taken care of, and he takes this very serious and will try to do better. Environmental Awareness Month is coming up and it would be good time to implement the Adopt a Spot again.

**CITY COUNCIL COMMENTS:**

Mr. Turk asked if there was any way they could get the minutes from the IDA meeting.

Mr. Edwards responded that he can provide those to them.

Mr. Marshall also asked about the agenda's and minutes from the Planning Commission and the other Boards and Commissions to get an idea of what's going on.

Mr. Ridpath stated that we will send them all a reminder note, and if they recall they had a meeting with all Boards and Commissions this time last year and informed them that they are supposed to submit their minutes and agenda's.

Mr. Nicholson added that it was also mentioned at that time was attendance record, because we have had some issues with appointing people and they not attending.

Mr. Howard, Voter Registrar said he has been approached several times about placing the agenda's and minutes for Planning Commission on the city website.

Ms. Skelton added that she had been working with Mrs. Wilder to get that set up and expect to have it ready to upload for Planning Commissions next meeting.

Mayor Brown shared that he was asked to represent the City in Richmond for an award that was given to Anderson and Associates for the design work of Second Avenue Project.

He also mentioned the Dr. Hemphill, new Radford University President, and his wife asked to have dinner with him, to open up the dialogue and maintain the dialogue we have had with President Kyle and had a very pleasant visit with him and is impressed with his commitment to maintain and growing enrollment.

Dr. Harshberger shared that they had a good meeting with President Lewis at New River Community College and he didn't realize all they were doing there with all the different associate degrees, many that required an enormous amount of investment.

Mayor Brown said its part of an initiative that Radford Schools are undertaking, they can't afford a welding lab, an automotive lab or an HVAC facility, so they are reaching out to partner with the Community College and thinks there's a great potential for Radford City Public Schools to provide those types of programs by sending their children to the Community College for that type of training.

He mentioned that the School Board has a meeting tomorrow evening and they will be going over their Facilities Study that was done by Thompson and Lytton and there will be some good information about the needs of the schools and he hope to attend.

Mr. Marshall made a motion to adjourn the meeting at 7:30 p.m., seconded by Mr. Turk.

**VOTE:**

AYES: Dr. Harshberger, Mr. Marshall, Mr. Nicholson, Mr. Turk, Mayor Brown

NAYES: None-0

**ATTEST:**

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Melissa A. Skelton, City Clerk of Council

# APPROPRIATION ORDINANCE

Ordinance Number: **1673.21**  
 1st Reading: February 22, 2016  
 2nd Reading:

AN ORDINANCE TO AMEND ORDINANCE NUMBER 1673, THE CITY OF RADFORD, VIRGINIA ANNUAL BUDGET FOR THE FISCAL YEAR 2015-2016 AND APPROPRIATE THE SUM OF \$160,000 FOR:

DSS Extreme Recruiter Program

Be it ordained by the Council of the City of Radford, Virginia that Ordinance Number 1673 identifying the revenue and expenditure accounts of the City of Radford contained in the annual budget for the fiscal year 2015-2016 is hereby amended and funds are herewith appropriated or adjusted as presented. Be it furthered ordained that an emergency exists and this Ordinance shall be in full force and effect from the date of its passage.

FUND	DEPARTMENT	CODE	ACCOUNT DESCRIPTION	REVENUES		EXPENDITURES	
				Increase	Decrease	Increase	Decrease
Grants	State Cad Aid	20124-324602-65315	Public Assistance & Welfare Administration	\$ 160,000			
Grants	DSS	2015311-401100-65315	Full Time Salaries & Wages			\$ 73,054	
Grants	DSS	2015311-401300-65315	Part Time Wages			\$ 34,666	
Grants	DSS	2015311-402100-65315	FICA Tax			\$ 7,911	
Grants	DSS	2015311-402210-65315	Retirement-VRS			\$ 23,250	
Grants	DSS	2015311-402300-65315	Hospital/Medical Insurance			\$ 811	
Grants	DSS	2015311-402400-65315	Group Life Insurance			\$ 200	
Grants	DSS	2015311-402700-65315	Workers' Compensation			\$ 500	
Grants	DSS	2015311-404200-65315	Internal Services - Automotive			\$ 720	
Grants	DSS	2015311-405110-65315	Electrical Service			\$ 136	
Grants	DSS	2015311-405190-65315	Water/Wastewater Service			\$ 100	
Grants	DSS	2015311-405210-65315	Postal Services			\$ 800	
Grants	DSS	2015311-405290-65315	Telecommunications			\$ 6,720	
Grants	DSS	2015311-405420-65315	Lease/Rent of Buildings			\$ 2,924	
Grants	DSS	2015311-405540-65315	Conferences & Education			\$ 100	
Grants	DSS	2015311-406001-65315	Office Supplies			\$ 200	
Grants	DSS	2015311-406005-65315	Janitorial Supplies			\$ 160,000	
			Totals	\$ 160,000	\$ -	\$ 160,000	\$ -

In Balance

The recorded roll call vote was as follows:

FIRST READING: February 22, 2016  
 VOTE:

Dr. Harshberger \_\_\_\_\_  
 Mr. Marshall \_\_\_\_\_  
 Mr. Nicholson \_\_\_\_\_  
 Mr. Turk \_\_\_\_\_  
 Mayor Brown: \_\_\_\_\_

SECOND READING:  
 VOTE:

Dr. Harshberger \_\_\_\_\_  
 Mr. Marshall \_\_\_\_\_  
 Mr. Nicholson \_\_\_\_\_  
 Mr. Turk \_\_\_\_\_  
 Mayor Brown: \_\_\_\_\_

MOTION:  
 SECOND:

MOTION:  
 SECOND:

ATTEST: Melissa Skelton, City Clerk

**City of Radford, VA  
City Council Action Form**

Date for Council consideration: 2/22/16

**Extreme Recruitment Grant Opportunity- Radford City DSS**

**Background Information:**

Extreme Recruiter Grant - The purpose of this grant is for Radford City Department of Social Services, and employees of the City of Radford, to provide Child Specific Adoption Recruitment using the Extreme Recruitment® model for VDSS Western Region youth who have parental rights terminated and have been waiting the longest for an adoptive family, or have characteristics that put them at risk of aging out of the foster care system without permanent placement. Extreme Recruitment®, created by the Foster & Adoptive Care Coalition, is a race to find permanency for youth using 12-20 weeks of intensive recruitment efforts and permanency preparation.

**Action Requested:**

Authorizing up to \$160,000 of expenditures for a 16 month period (March 1, 2016 to June 30, 2017). These expenditures will be reimbursed 100% using State funds and the State will be billed by the 15th of each month for the previous month.

**Pros and Cons/Financial Implications:**

**Pros:** Funds are 100% reimbursable (zero local match). One of the purposes of the grant is connect youths that are eligible for adoption to relatives with the possibility of the youth being adopted by those family members.

If the youth is adopted, this will decrease Comprehensive Services expenditures for the City of Radford DSS which will save the City money because of the required local match.

**Cons:** City will have to provide up to three computers for the new workers since the grant will not pay for assets.

**Financial impact on the department and City:** The cost to the local government is limited to items needed to establish the offices within the RCDSS building. The financial impact for the local department of social services is positive in that a portion of 2-3 salaries will be able to be billed to the grant for work done regarding Extreme Recruitment. Those funds will be able to go back into the overall RCDSS budget and help the agency as a whole.