

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
AUGUST 26, 2014 – 7:00 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON AUGUST 26, 2014 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor James W. Vanhoozier; Samuel M. Bishop; R. Cord Hall; Steve Huppert; Bradford J. Stipes; Henry D. Showalter. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield, Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Planning Director Nichole Hair; Building Official Jerry Heinline; Director of Aquatics Terry Caldwell.

PLEDGE OF ALLEGIANCE

REGULAR MEETING

I. CALL TO ORDER:

MAYOR BARBER called the regular meeting of Council to order and asked if there were any additions or corrections to the meeting minutes of August 12, 2014. Councilman Hall requested that the last sentence of Item #4 under III. Discussions by Mayor and Council Members be stricken from the record; he then made a motion to adopt the minutes with the correction, seconded by Councilman Huppert. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

II. CITIZEN'S HEARING:

1. CITIZEN COMMENTS:
 - a. No comments.

III. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. REPORT FROM TOWN ATTORNEY REGARDING THE INSTALLATION OF SIGNAL LIGHTS. Town Attorney Theresa Fontana provided Council with a memo that explained the latitude of discretion and limits of liability for installation of traffic control devices. Upon her review of Virginia law, Attorney Fontana advised that "it appears that the installation of a traffic control device is considered a governmental function and therefore, the town is immune from liability for negligence when exercising its discretion to install a traffic light". Also included in the memo was additional information regarding street maintenance for Council's future use. The memo provided was marked *Confidential – Attorney/Client Privilege*; however, Council waived the privilege and allowed for public circulation. Councilman Showalter expressed concern that for years when traffic light issues were discussed, the response from Town administration was always a concern about liability. Councilman Stipes replied that it is wise to use caution in matters concerning the installation of traffic control devices, because any interruption in the flow of traffic increases the chances for traffic incidences. Based on the information provided by the Town Attorney, Councilman Vanhoozier made a motion to authorize the Town Manager to contact VDOT, upon completion of the Route 114 road widening project, to request a signal warrant analysis for the intersection of Route 114 and Quin W. Stuart Boulevard, stating that it is his understanding that the study would likely not start until a couple of months after completion of the road work. This would allow time to establish a traffic flow pattern for the new road configuration. The study would most likely not be completed before the end of March or April 2015. At that time, Council is to review the study findings and determine a course of action. The motion was seconded by Councilman Stipes. Town Attorney Fontana caution that placement of a signal light at Quin W. Stuart Boulevard may not be the best option, even with government immunity, because of the chance for an increase in the prevalence of accidents. Councilman Showalter reminded Council that VDOT has already pledged to do a traffic study upon completion of its road project, which may eliminate the Town's need to take action. Councilman Stipes agreed, reporting that the most recent study by VDOT in 2009 fell short of meeting traffic requirements by only thirty-percent. Council discussed various methods for addressing future requests for the installation of traffic control devices, determining that each request would fall under a case review with recommendations provided by Town staff. Council was polled

on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

2. COUNCIL ACTION ON:

- a. Council's intention to adopt an ordinance in regards to a rezoning request Stateson Homes for property located on the northern side of Quin W. Stuart Boulevard and at 745 Stafford Drive, N.W. (an approximately 27.8-acre portion of tax parcel 435 – ((A)) – 40, an approximately 6.2-acre portion of tax parcel 405 – ((A)) – 28 and tax parcel 405 – ((A)) – 9B) from A Agricultural to R-1 Single Family Residential with proffers. The property contains 35.4 acres and is scheduled as Residential in the Future Land Use Map of the Christiansburg Comprehensive Plan. The Public Hearing was held July 22, 2014. Councilman Huppert reiterated his support for the builder and the proposed subdivision of seventy-four single-family homes, noting that the developer has pledged to wait to begin construction until October 2015, allowing time to address traffic concerns. Councilman Huppert made a motion to approve the rezoning as requested, seconded by Councilman Stipes. Councilman Hall asked that his understanding that the submitted subdivision plans did not provide for an ingress/egress connection off Stafford Drive, only Quin W. Stuart Boulevard, be confirmed, and Councilman Huppert replied that his understanding was correct. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. (Note: Councilmen Hall and Stipes stated that they voted in favor of the rezoning because of the information provided by the Town Attorney concerning the Town's options for the installation of traffic control devices.)
- b. Contingent on the above, a Conditional Use Permit request by Stateson Homes for property on the northern side of Quin W. Stuart Boulevard and at 745 Stafford Drive, N.W. (an approximately 27.8-acre portion of tax parcel 435 – ((A)) – 40, an approximately 6.2-acre portion of tax parcel 405 – ((A)) – 28 and tax parcel 405 – ((A)) – 9B) for a planned housing development in the R-1 Single Family Residential District. The Public Hearing was held July 22, 2014. Town Manager Helms read the Planning Commission resolution recommending Town Council approve the request with eight conditions. Councilman Stipes made a motion to accept the Planning Commission's recommendation to issue the CUP with eight conditions, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. A copy of the resolution is attached herewith.
- c. Council's intention to adopt an ordinance amending Chapter 10 "Buildings and Building Regulations", Chapter 18 "Finance and Taxation" and Chapter 36 "Utilities" of the Christiansburg Town Code in regards to a fats, oils and grease program including provisions for reporting and penalties including fines. Councilman Vanhoozier made a motion to adopt the ordinance amendment as recommended, and to implement an effective date of September 1, 2014, as recommended by the Building Official. Councilman Hall seconded the motion and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. Information regarding the amended ordinance will be posted on the building inspections page of the Town's website.
3. REAPPOINTMENT OF CRAIG MOORE, JOE POWERS, AND STEVE HUPPERT, COUNCIL REPRESENTATIVE, TO THE PLANNING COMMISSION, WHO'S TERMS EXPIRE AUGUST 31, 2014. Councilman Hall made a motion to reappoint Craig Moore, Joe Powers, and Steve Huppert to serve another term on the Planning Commission, seconded by Councilman Vanhoozier. Council expressed appreciation for each member's service on the Planning Commission and voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Vanhoozier – Aye. Mr. Moore, Mr. Powers, and Mr. Huppert were each present and thanked Council for the reappointment. .
4. REVISIT THE AMENDMENT TO CHAPTER 30 "ZONING" OF THE CHRISTIANSBURG TOWN CODE PERTAINING TO DOWNTOWN PARKING. (COUNCIL APPROVED THE AMENDMENT IN NOVEMBER 2013). Council approved the amendment in November 2013 with a directive for a six month review. Town Manager Helms reported that Virginia Tech intends to present its parking study and recommendations to the Planning Commission in November. Council decided to postpone this issue until comments and recommendations have been provided by the Planning Commission.
5. CONSIDERATION OF THE PROPOSED PARKS AND RECREATION MASTER PLAN. The proposed Parks and Recreation Master Plan was presented to Council during the June 24, 2014 regular meeting, but formal action to adopt the plan has not been taken. Councilman Hall made a motion to adopt the Parks and Recreation Master Plan

as presented during the June 24, 2014 meeting, seconded by Councilman Vanhoozier who suggested that the adoption date be noted on the document prior to distribution. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

6. VOLUNTEER PROCLAMATION PRESENTED BY MAYOR BARBER. Councilman Hall made a motion to adopt the proclamation as presented by Mayor Barber, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Ayes; Stipes – Ayes; Vanhoozier – Aye. A copy of the proclamation is attached herewith. At Council's recommendation, Mayor Barber offered to follow-up on development of a banner announcing November 1, 2014 as Extra Mile Day and November 1 – November 7, 2014 as Extra Mile Week.
7. MR. STIPES AND MR. VANHOOZIER – STREET COMMITTEE RECOMMENDATIONS/REPORTS:
 - a. Plat from Records for F & B Land, L.P. creating “New Lot A” as part of the Kensington Subdivision; located at 1585 Diana Drive, N.W.; creating 1 new lot. Councilman Stipes reported that the Street Committee has reviewed this request, which is the first lot of the next phase of Kensington. The plat conforms with the subdivision ordinance and the Street Committee recommended approval. Councilman Stipes made a motion to approve the plat, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
 - b. Upgrading of Oakland Drive. Councilman Stipes provided the Street Committee recommendation based on a two month review, along with a spreadsheet indicating Town staff's prioritization of the Town's gravel streets. The Street Committee recommended that Oakland Drive be upgraded to a twelve-foot stabilized access with stone prime and double-seal at a cost of \$2500.00 for Town grading and preparation and \$4000.00 for contracted surfacing. This type of surfacing can be expected to last approximately ten to fifteen years with light traffic. The Street Committee deferred to Council as to who should bear the costs to upgrade to the recommended standard. According to the spreadsheet, several streets in town are of similar nature to Oakland Drive, with two prioritized as high maintenance (Perry Street and Clark Street). The Town has received upgrade requests for those two streets and the Street Committee recommended reviewing the requests on a case-by-case basis. Councilman Vanhoozier noted a cost of approximately \$100,000.00 to upgrade the eight streets prioritized by Town staff. Councilman Stipes made a motion to upgrade Oakland Drive as recommended by the Street Committee, seconded by Councilman Bishop. Councilman Huppert expressed support for shared costs in upgrading streets according to the prioritization schedule, but Councilman Stipes cautioned that some residents may not support the paving of their street, making it difficult to require financial assistance in those cases. Council considered requesting shared costs in the Oakland Drive upgrade and Town Attorney Fontana said she would research the limitations per state code and provide an opinion to Council as to the Town's options. Councilman Hall spoke in opposition to shared costs, preferring instead that the Town cover the costs in its annual budget. Council further discussed developing a program to upgrade the gravel public streets on a three year timeline using Town staff's prioritization schedule and providing for the costs each year in the budget. Councilman Stipes again cautioned against assuming that everyone who lives on a gravel road wants the road paved and suggested addressing upgrades as requests are received. Councilman Huppert questioned if a systematic gravel road upgrade program is the best use of Town funds, especially when sidewalks are an ongoing concern. Council discussed the costs for street maintenance versus the costs for street upgrades, along with other options for addressing unpaved streets, including street vacation. Upon further discussion, Councilman Hall made a motion to prepare, prime, and double seal the eight streets identified by Town staff for upgrades, and to defer to Town staff to establish a policy to address the upgrades over a four-year period at two streets per year, seconded by Councilman Vanhoozier. Councilman Stipes said he would vote against the motion because he did not agree with paving a street where no request for paving had been made, or spending Town money on unnecessary paving. Councilmen Showalter and Huppert both supported the Street Committee recommendation to upgrade the three streets for which requests have been received, but not with moving forward with a program to systematically upgrade the eight streets identified by Town staff. Town Manager Helms suggested establishing a paving policy to be used as requests for paving are received. Councilman Hall withdrew his motion and Councilman Vanhoozier withdrew his second. Councilman Hall then made a motion to approve the three paving requests that have been received by the Town, and to upgrade the streets according to Staff recommendations, seconded by Councilman Stipes. The three streets to be upgraded are Oakland Drive, S.W., Clark Street, N.E., and Perry Street, N.E. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. Town staff was directed to determine the order in which the streets would be paved.

8. CLOSED MEETING:

- a. Councilman Vanhoozier made a motion to enter into a Closed Meeting for the following purposes, seconded by Councilman Stipes: (1) Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(3), for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The purpose of the discussion is to consider the possible acquisition of right-of-way for a future road. And, (2) Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(4) for the protection of the privacy of individuals in personal matters not related to public business. The purpose of the discussion is to consider requests for leave without pay. Council was polled on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- b. Reconvene in Open Meeting.
- c. Certification. Councilman Vanhoozier moved to certify that the Town Council of the Town of Christiansburg, meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting. Councilman Hall seconded the certification and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier - Aye.
- d. Council action on the matters:
 1. Councilman Vanhoozier made a motion to grant Employee A an additional three months leave, without pay, with the option to renew on a three month basis for a period not to exceed one year. Councilman Hall seconded the motion and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier - Aye.
 2. Councilman Vanhoozier made a motion to grant Employee B seven and one-half hours of unpaid leave. Councilman Bishop seconded the motion and Council was polled as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier - Aye.

IV. COUNCIL REPORTS:

- a. Councilman Huppert referenced a letter published in the Roanoke Times regarding an upcoming eight-mile walk after the Huckleberry Trail Bridge is completed. He urged each Council member to participate as a show of support.
- b. Councilman Bishop reported that he attended an informative leadership course on August 21, 2014 at the Montgomery County Government Center, along with Town Manager Helms.
- C. Councilman Hall reported that the Parks and Recreation Advisory Commission meeting scheduled for September 1, 2014 has been postponed in observance of Labor Day. He will notify Council once a new meeting date has been scheduled.
- d. Councilman Vanhoozier expressed appreciation for Town Manager Helm's willingness to meet with him last week to discuss several issues of concern.

IV. TOWN MANAGER'S REPORTS:

1. MONTHLY BILLS: Councilman Hall made a motion to approve the monthly bills to be paid September 10, 2014 in the amount of \$2,433,754.78, seconded by Councilman Vanhoozier. Councilman Huppert questioned the charges for five police rifles, expressing concern that the amount may exceed the budget allotment. Town Manager Helms offered to look into this and provide a response via email. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.
2. PUBLIC HEARING REQUEST: Town Manager Helms presented the following requests and recommended setting the Public Hearings as indicated:

September 23, 2014:

- a. An easement vacation request for 1170 Juniper Drive.

October 14, 2014:

- a. A Conditional Use Permit request for residential use at 150 Arrowhead Trail in the B-3 General Business District.
- b. A Conditional Use Permit request for residential use at 201 Roanoke Street in the B-3 General Business District.

On motion by Councilman Hall, seconded by Councilman Bishop, Council voted as follows to set the Public Hearings for the dates indicated above: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. PROGRESS REPORTS AND ANNOUNCEMENTS:

- Town Manager Helms reported that the owners of Wells Fargo Bank are selling the property in its entirety and are uninterested in selling it in portions.
- The Planning Commission has been approached with a request to study cash proffers and Town Manager Helms asked for Council's thoughts on this topic. Neither Blacksburg nor Montgomery County has a cash proffer policy. This request has resulted from the recent Stateson Homes rezoning and Conditional Use Permit requests and Councilman Hall stated his support for study the matter, noting that it could be an avenue to get builders to assist with roadway improvements. Councilman Vanhoozier recommended that cash proffer policies established by surrounding localities be researched as a basis the Christiansburg study. Town Attorney Theresa Fontana advised that state code limitations on cash proffers must be included in the study. The consensus of Council was to support a study by the Planning Commission and to consider recommendations provided through the study.
- The first regular meeting of Council in November is scheduled for Veterans Day. Noting that two members of Council plan to be absent at the second regular meeting of Council in November, Council decided to move both meeting dates to November 18, 2014 at 7:00 P.M. Carryover items would be address during the first regular meeting in December.
- Assistant Town Manager Wingfield and Police Chief Sisson plan to address Town Hall parking concerns during the next regular meeting of Council.

V. ADJOURNMENT:

There being no further business to bring before Council, the meeting was adjourned at 9:31 P.M.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor

750 George Edward Via, N.W.

Created By: Nichole Hair

08-06-2014

Altizer Construction applied for a building permit for a detached garage at 750 George Edward Via , N.W. on 3-2-2009.

The setback inspection for the garage was approved on 3-6-2009 by Planner Nichole Hair. The setback was to be 15 feet from the rear property line, due to a 15-foot public utility easement on the property. Upon measuring the rear setback, the building rear setback was approximately 34 feet from the rear property line as had been marked in the field. Pins were marked and visible for use. The Building Permit received final approval on 4-29-2009.

On July 25, 2014, property owner Ronald Barnett contacted Development Coordinator Todd Walters after seeing property pins marked by Balzer and Associates, Inc. in conjunction with Branch Highways work at the Diamond Hills Park. The Town has since determined the pins used for the detached garage by the builder were not the correct property pins. Thus, the garage is not 34 feet from the rear property line. The left rear corner of the garage sets approximately 2 feet over the platted property line and the right corner of the garage sets approximately 4 feet over the platted property line. Additionally, the garage was built within the dedicated 15-foot public utility easement.

Attached are pictures showing the location of the pins used for the inspections versus the correct location of where the property pins should be. The incorrect pins are marked with green ribbon and the correct location for the property corners is marked in red/pink ribbon. Surveyors have not been able to locate those pins but have marked where the appropriate corners would be. Attached are the surveyor's findings. Property pins have been marked in red.

07.28.2014 15:36



07.28.2014 15:37



07.28.2014 15:37

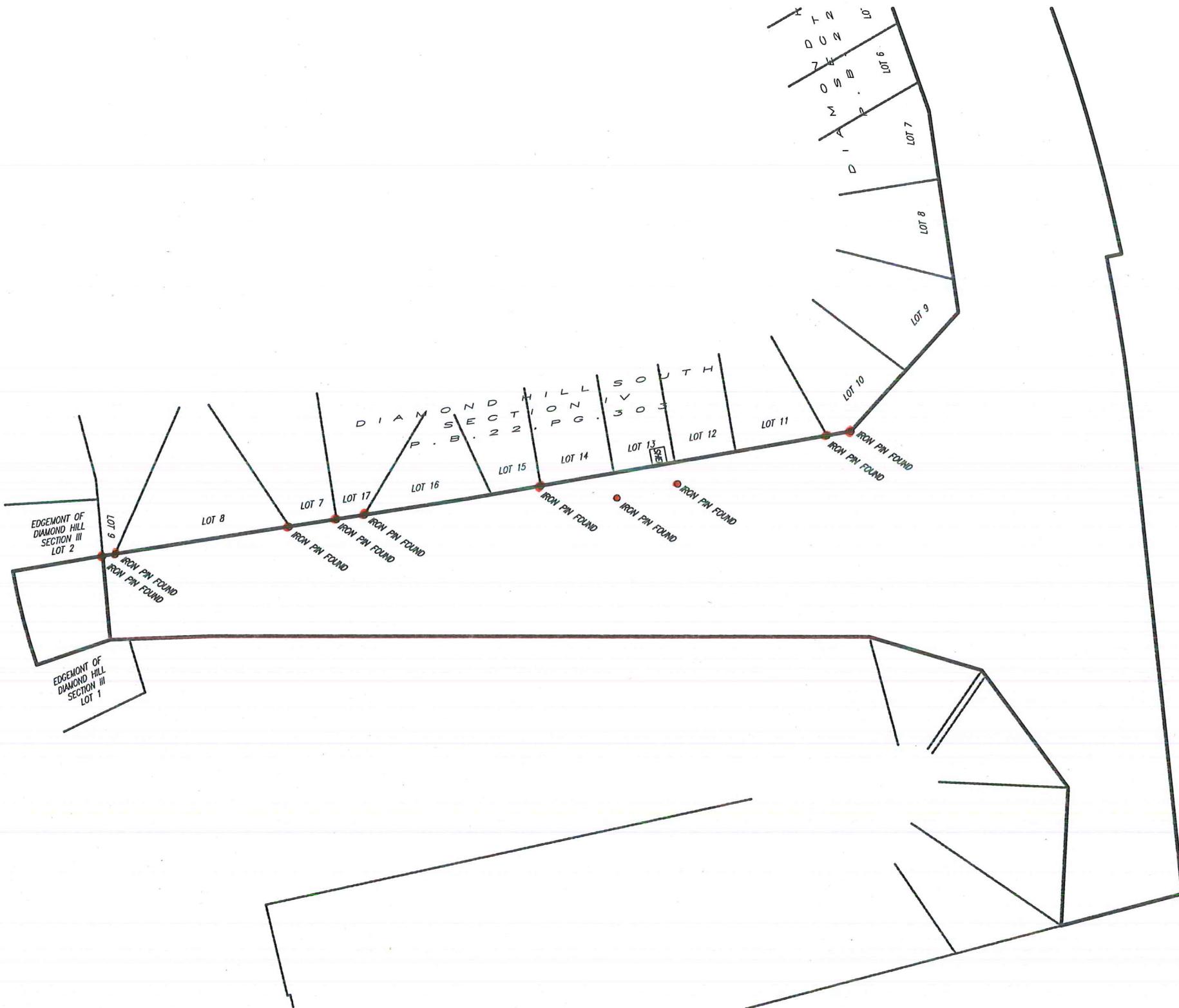


07.28.2014 15:39

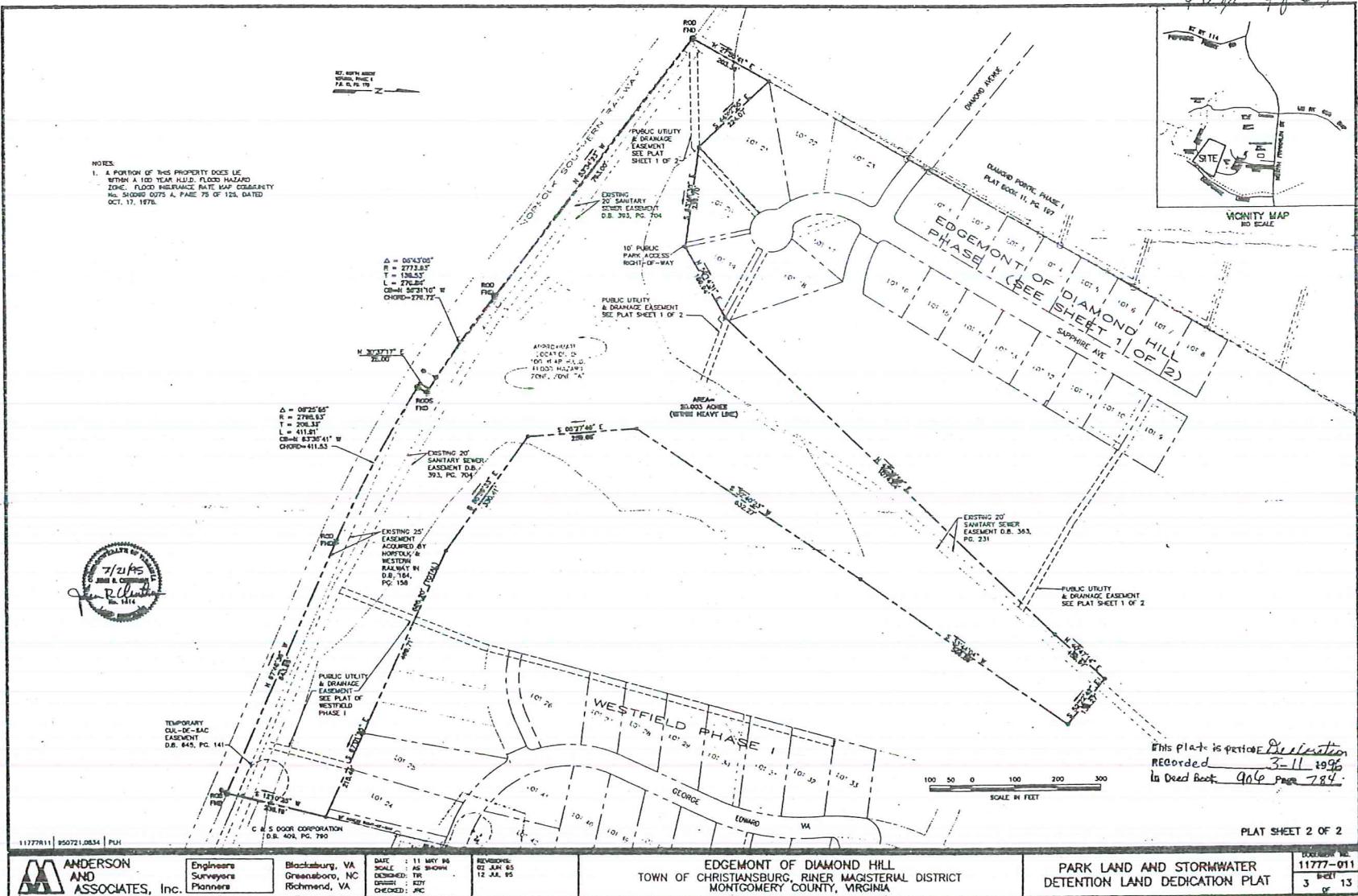


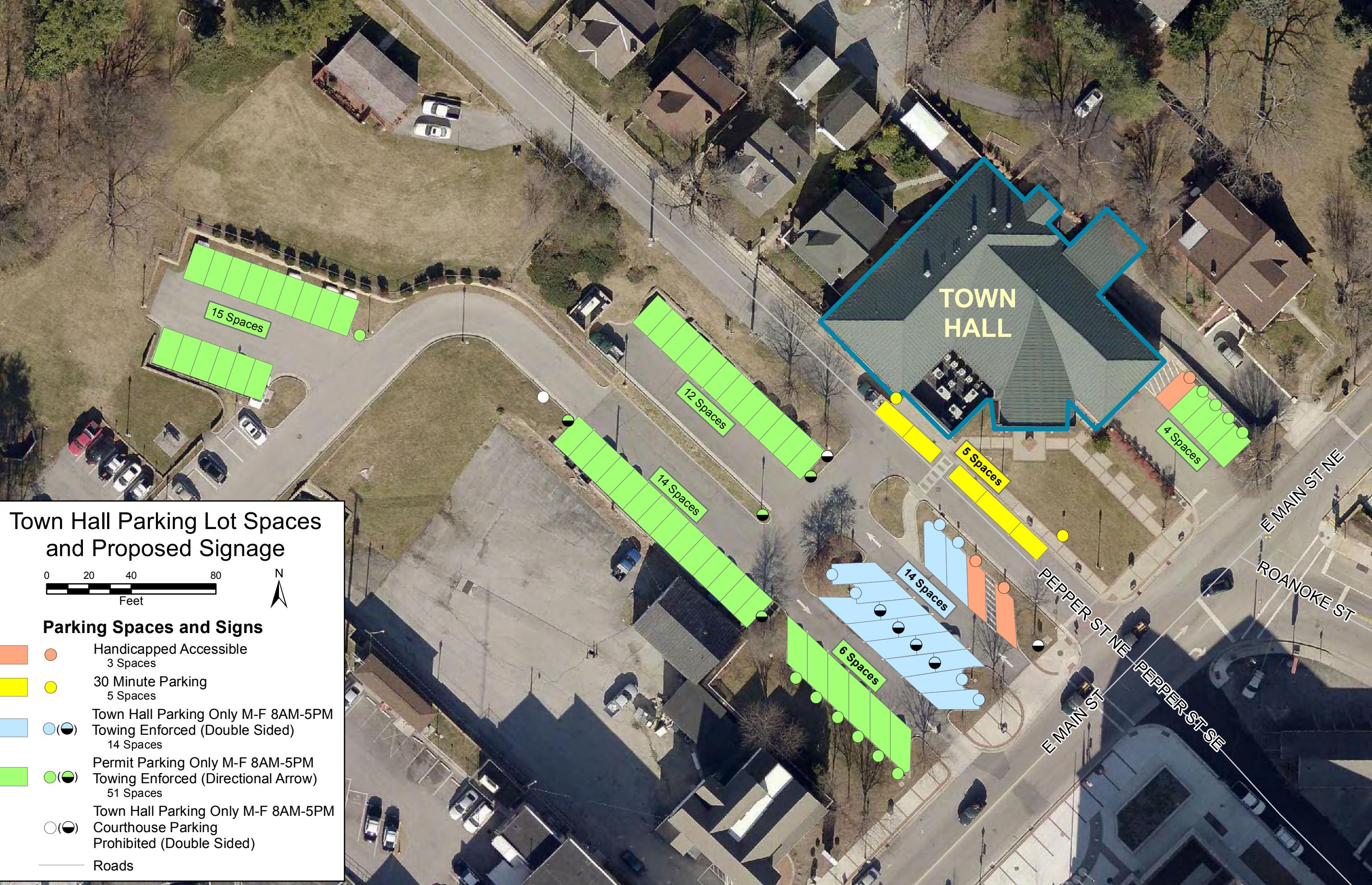
07.28.2014 15:40

1" = 200' - Property corners / Iron pins found
on July 23, 2014



FB. 16 Fig 516





Town Hall Available Spaces, Vehicles, and Staff

Town Hall Available Spaces

	Standard	HC	Total
Upper Lot (4 Town Vehicle and Staff Spaces and 1 HC for Customers)	4	1	5
Lower Lot - Front - East and Middle (14 Standard and 2 HC for Customers)	14	2	16
Lower Lot - Front - West (6 Town Vehicles and Staff Spaces)	6	0	6
Lower Lot - Rear (25 Town Vehicles and Staff Spaces)	25	0	25
Far Rear Lot (15 Town Vehicles and Staff)	15	0	15
On-street - 1/2 hour time limit (5 General Public)	5	0	5
 Total	 69	 3	 72
Subtotal - Customer and General Public Spaces	19	3	22
Subtotal - Town Vehicles and Staff Spaces	50	0	50

Town Hall Vehicles and Staff

Dept.	Vehicle	#	Total
Town Hall Vehicles			
Administration	Chevrolet Tahoe	1	
Administration	Ford Explorer	1	
Building Inspections	blue SUV	1	
Building Inspections	truck	1	
Building Inspections	gray SUV	1	
IT	White Chevy Tahoe	1	
Planning	2007 Chevrolet Colorado	1	
Engineering	former PD car	1	
Engineering	former PD car	1	
Engineering	former PD car	1	
Engineering	Chevrolet Colorado	1	
Engineering	truck	1	
Engineering	truck	1	
Engineering	SUV	1	14
Town Hall Staff			
Mayor		1	
Town Manager		1	
Assistant Town Manager		1	
Assistant to the Town Manager		1	
Executive Secretary		1	
Human Resources/PR		1	
Human Resources		1	
Human Resources		1	
PR		1	
IT		1	
IT		1	
EPI Reception		1	
Building Inspections		1	
Planning		1	
Engineering		1	
Treasurer/Finance		1	
Total		57	57

Potential Town Hall Parking Alternatives

Recommendations:

- 1) Add Courthouse parking directional signage (inexpensive, already done at several locations)
- 2) Post signage at the Courthouse (by the entrance and/or by the metal detector) (permission required)
- 3) Add prohibitive parking signage for Town Hall parking lot – could include “Towing Enforced” and/or signing each individual space as Town Hall parking only (inexpensive, but requires enforcement)
- 4) Park Town vehicles and/or encourage Town employees to park at alternative locations (i.e. – further to rear, up E. Main Street, etc.) (free, but there is a fairly limited number that could be accommodated; already occurring to a large degree)
- 5) Encourage use of mass transit and alternative transportation.
- 6) Designate all or portion of spaces as either Town employee parking spaces and Town Hall customer spaces (relatively inexpensive, but requires enforcement)
- 7) Encourage the County to proceed with their additional parking plans at the intersection of Roanoke Street and E. Main Street (former cash advance office) – approximately 10-14 standard spaces or 7-9 handicapped accessible spaces (expense for County; County likely wants many of these to be handicapped accessible)

Signage for Citizens Spaces

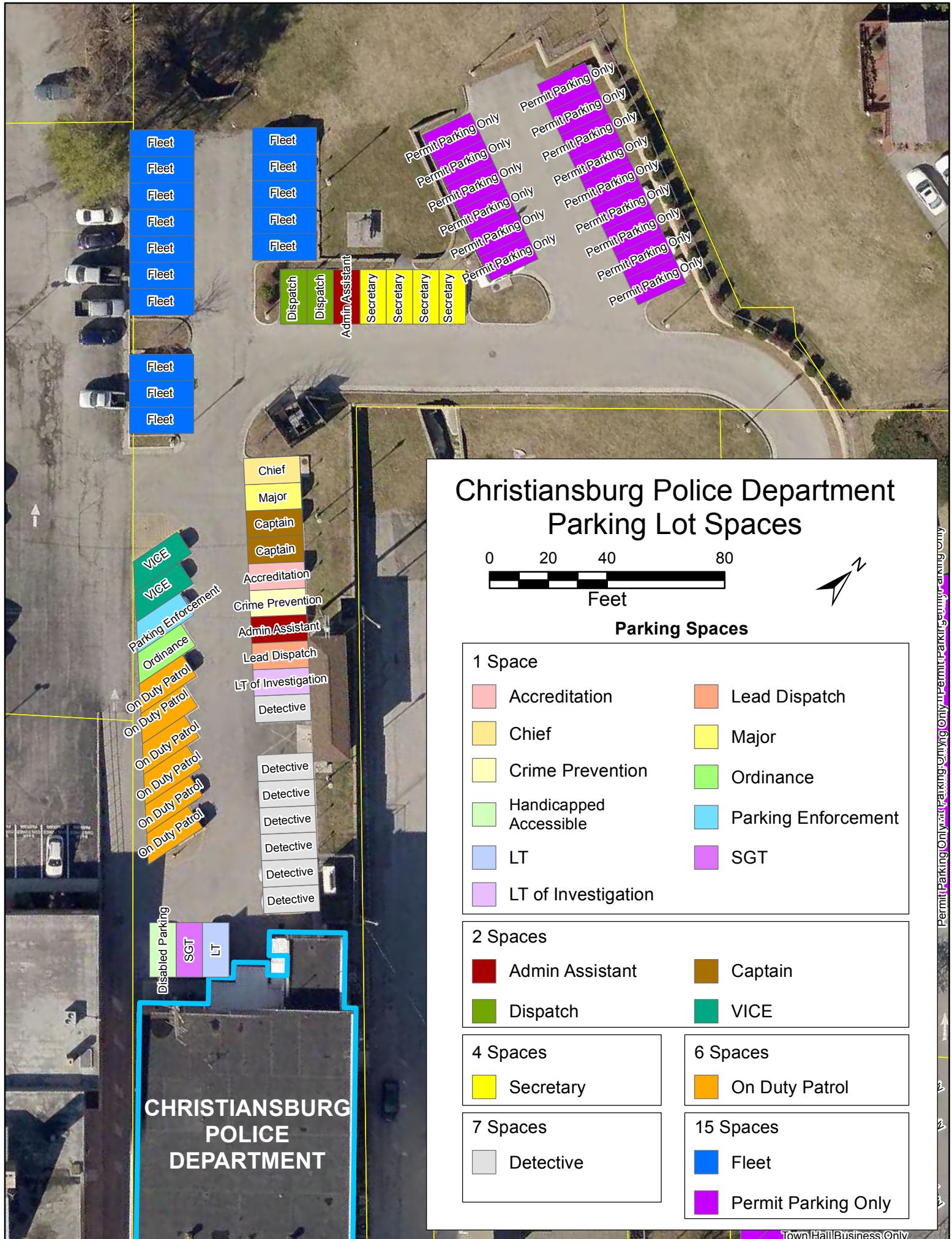
Town Hall Parking Only
Towing Enforced
M – F
8 – 5

Signage for Staff Parking

Permit Parking Only
Towing Enforced
M – F
8 – 5

Other items considered:

- 1) Allow Town employees who work at Town Hall to take vehicles home in order to reduce vehicle totals placing a limitation to within Town, County, mileage, etc. (fuel expense, wear and tear, tax issue)
- 2) Time limitations in Town parking lot (would require placards or decals for Town employees and may cause problems for non-Town employees who have a need for extended time at Town Hall; requires enforcement)
- 3) Put parking meters in the front of Town Hall parking lot and limit the remainder to Town employee only parking (probably not very popular; requires enforcement)
- 4) Utilize a gate system with a fee and possible validation system to allow for no charge or waiver or tickets with Town Hall business parking (probably not very popular; requires enforcement)
- 5) Encourage County to acquire additional building(s) on Roanoke Street or E. Main Street for parking (expense for County)
- 6) Town acquire additional building(s) on Roanoke Street or E. Main Street for parking (expense)
- 7) Build a parking garage (land and expense issues)



CHRISTIANSBURG POLICE DEPARTMENT
Take Home Vehicles
Sep-14

Car #	Year	Make / Model	Assigned	Use	Location	Milage	Distance	Cost/Mnth
122	12	Chev Impala Sedan		Operations Cpt	C'burg			
124	12	Ford Escape Util		Sp Services Cpt	C'burg			
032	03	Chevrolet Impala (Silver)		Admin Sgt	C'burg			
907	09	Ford Explorer XLT		CPO Sgt	C'burg			
608	03	Chevy Blazer 4x4 (Green)		Detective	C'burg			
710	06	Ford Fusion		Detective	C,burg			
902	08	Ford Tarus Sedan		Detective	C'burg			
125	12	Chev Impala Sedan		ICAC	C'burg			
507	05	Dodge Stratus		ICAC	C'burg			
602	06	Ford Police Interceptor		Patrol - ERT	C'burg			
702	07	Ford Police Interceptor		Patrol - ERT	C'burg			
506	05	Ford Police Interceptor		Patrol K9	C'burg			
903	08	Ford Explorer		Special Ops Lt	C'Burg			
705	07	Ford Police Interceptor		SRO	C'burg			
403	04	Ford Police Interceptor		Patrol	C'burg			
704	07	Ford Police Interceptor		Patrol	C,Burg			
123	12	Chev Tahoe 4WD		Chief	Mont Co			
907	10	Ford Explorer XLT		Asst Chief	Mont Co			
132	13	Chev Impala 4D Sedan		Detective Lt	Mont Co			
607	03	Chevy Blazer 4x4 (Black)		Drug Task Force	Mont Co			
906	09	Ford Police Interceptor		Patrol - ERT	Mont Co			
601	06	Ford Police Interceptor		Patrol K9	Mont Co			
041	13	Ford Police Utility 4WD		Patrol Lt.	Mont Co			
141	14	Ford Explorer 4WD		Patrol Lt. - ERT	Mont Co			
705	07	Ford Police Interceptor		Patrol Sgt - ERT	Mont Co			
605	06	Ford Police Interceptor		Ordinance-ERT	Floyd	52,886	24.5mi	
142	14	Ford Explorer 4WD		Patrol Lt. - ERT	Floyd	9,984	26.3mi	
803	08	Ford Police Interceptor		Patrol Sgt - ERT	Floyd	86,615	16.2mi	
505	05	Ford Police Interceptor		SRO - ERT	Floyd	123,530	28mi	Mont in Oct
121	12	Ford Escape Util		Detective	Floyd	19,424	24.5	
133	14	Ford Explorer 4WD		Drug Task Force	Pulaski	18,796	21.6mi	
031	03	Chevrolet Tahoe 4x4		Evidence	Dublin	115,545	18mi	
131	13	Ford Police Utility 4WD		Patrol Lt.	Floyd	15,246	22.2mi	
804	08	Ford Police Interceptor		Patrol Sgt	Floyd	105,660	16.78mi	\$97.48
033	03	Ford Police Interceptor		Vice	Giles Co	116,170	26.2mi	

17
Take Home Christiansburg
9
Take Home Montgomery
4
Take Home Vehilces Outside Montgomery Co ERT
6
Take Home Vehilces Outside Montgomery Co Non ERT

2012- 12 take home outside Montgomery 2014- 10 take home outside Montgomery

Memo

TO: All Town Employees
FROM: Barry Helms, Town Manager
DATE: August 30, 2012
RE: Take Home Vehicle Policy - Clarified



A take home vehicle policy was established on February 8, 2012. The following information clarifies the intent of the original policy and should be used as a guide moving forward:

- The participation of any and all employees in the take home vehicle program is subject to the approval of each employee's respective department head.
- All currently employed personnel authorized a take home vehicle will continue to be allowed the use of the vehicle as long as their job duties remain such that a take home vehicle is authorized. This means that an employee who is currently working in a position that allows a take home vehicle can move into a different position (promotion/demotion/lateral transfer/etc.) and still keep their take home vehicle, so long as a vehicle is also authorized for the new position.
- Employees living within the boundaries of Montgomery County will no longer be eligible to participate in the take home vehicle program if they move outside the boundaries of Montgomery County.
- Employees who currently live outside the boundaries of Montgomery County and have a take home vehicle will continue to be eligible to participate in the program so long as they do not move further away from the center of the Town of Christiansburg. If the employee lives outside the boundaries of Montgomery County and moves further away from the center of town, they will forfeit their eligibility to participate in the take home vehicle program. The center of the Town of Christiansburg is considered the intersection of Main Streets and Franklin Streets.
- All employees not currently participating in the take home vehicle program as of February 8, 2012, will only be eligible to participate if they hold an eligible position and live within the boundaries of Montgomery County. This also applies to all employees hired after February 8, 2012, and will apply regardless of the position held within the organization.



New River Valley Child Advocacy, Resources, Education & Services

August 25, 2014

Valerie Tweedie, CPA
Town of Christiansburg
100 East Main Street
Christiansburg, VA 24073

Dear Ms. Tweedie and the Christiansburg Town Council,

Thank you for including NRV CARES in your last year's budget. Your continued support is significant in preventing child abuse and neglect in the area. Contributions such as yours further NRV CARES' mission of protecting children from abuse and strengthening families through education, advocacy, and community partnerships.

NRV CARES enjoyed another successful year serving Christiansburg residents. A final report of program activities and the expenditure of funds is enclosed.

Please feel free to contact us should you have any additional questions or would like more detailed information. Again, your support is valued and we hope to continue our relationship with the administrators and citizens of the Town of Christiansburg.

Sincerely,



Bev Walters
Executive Director

NRV CARES Board Members:

President—Lindsey Eversole
Vice-President—Deb Sydnor
Treasurer—Jungmeen Kim-Spoon
Secretary—George Jackson

Beth Deskins
Michelle Gates
Kris Olin
Jamie Radford

NRV CARES Staff

Bev Walters
Executive Director

Mona Dollins DiGiulian
Grant Specialist/
Finance Director

Keli Lichtry
Education Program Director

Dionne Harrison
CASA Program Director

Tiffany Quist
CASA Volunteer Coordinator

NRV CARES— a Partner Agency
of United Way of Montgomery,
Radford, & Floyd, Pulaski Coun-
ty United Way & United Fund
Giles County.

Children are the  of our community

205 West Main Street, Office 4 • Christiansburg, VA 24073
Phone: 540-381-8310 • Fax: 540-381-8313 • website: www.nrvcares.org

NRV CARES FY14
Town of Christiansburg
Final Report

During FY14, 347 individuals (of a projected 950) living in Christiansburg were served by NRV CARES through Community Education Program activities, Parenting Young Children Courses, and Court Appointed Special Advocates (CASA) of the New River Valley.

327 individuals from Christiansburg were served by the following Community Education Program activities: the *Stewards of Children* child sexual abuse prevention training; Long Lunch Series (a networking and rejuvenating luncheon for those interested in the welfare of children); *Hugs and Kisses* (a child sexual abuse prevention play performed in elementary schools); and community presentations around the issue of child abuse/neglect.

Through Community Education services offered, NRV CARES worked collaboratively with civic and corporate groups, Montgomery County Public School System, and Montgomery County Department of Social Services. NRV CARES also continued participation in the Smart Beginnings Leadership Council, local Multi-Disciplinary Teams, Montgomery Coordinating Council on Sexual Assault and Domestic Violence, Montgomery County Prevention Partners, Partners for Access to Healthcare, Maternal Health Discussion Group, and Southwest Alliance for Safe Babies to further promote healthy and strong families.

Twelve (12) Parenting Young Children Courses for parents/caregivers of children aged 6 and under were held during the program year with 14 Christiansburg residents served. Parenting Young Children Courses continued to be supported by local Judges, counselors, Departments of Social Service, and other professionals who referred participants to the course as part of case management plans. Courses were also offered through partnerships with New River Community Action Head Start and Montgomery County Virginia Preschool Initiative.

CASA of the New River Valley's collaborative efforts involved local Departments of Social Services and Montgomery County Juvenile and Domestic Relations Courts. CASA provided advocacy for six (6) children under the age of 18 from Christiansburg involved in the court process due to child abuse/neglect.

Each program was evaluated for effectiveness using the stated outcomes or goals included in the chart attached.

Town of Christiansburg funding was used as originally proposed supporting CASA program salaries (including benefits), volunteer recruitment and training, and travel reimbursement for CASA staff. A financial report is also enclosed for your records.

Thank you for your support of the child abuse/neglect prevention services offered by NRV CARES to the Christiansburg Community.

NRV CARES
Program Outcomes
FY14

CASA

provides community volunteers to advocate for abused/neglected children involved in court proceedings. Court reports, monthly reports, training sign in sheets, file information sheets, and the CASA specific database are used to measure program goals.

112
served

·90% of children served by CASA during the program year will not experience a newly founded Child Protective Services complaint.	100%
·90% of reports submitted by a CASA volunteer will contain recommendations on behalf of abused and neglected children which will become part of the written court orders.	94%
·100% of Juvenile and Domestic Relations Court Judges will receive copies of CASA Program Operating Policies.	100%
·85% of children served by the CASA program during the program year will be working toward permanency within the Adoption and Safe Families Act (ASFA) guidelines: Children/families will be working toward returning home by the end of 14 months; Children living out of the home 15 of 22 months will begin the permanency process toward adoption, placement with a relative, permanent foster care, or independent living.	90%
100% of new volunteers assigned to a case will have completed pre-service training requirements	100%
100% of current, active volunteers assigned to a case will completed at least 12 hours of in-service training opportunities during the previous calendar year.	100%
100% of parents or legal guardians of children served by CASA will receive information regarding compensation benefits available for victims of crime.	100%

Parenting Young Children

utilizes the Systematic Training for Effective Parenting (STEP) Curriculum to provide a comprehensive 16 - 18 hour course to parents/caregivers of children under the age of 6.

98 served

85% of participants completing a Parenting Young Children Course will show an increased knowledge of child behavior, child development, communication strategies, and age appropriate strategies.	97% (1% no change)
85% of participants will show an increase in implementation of strategies learned throughout the duration of the course.	97% (1% no change)
85% of participants will express satisfaction of services provided regarding improved familial relationships, content, materials, facilitator and overall experience as measured by Course Evaluation Forms and Parent Satisfaction Surveys.	100%

Community Education

Hugs and Kisses

a musical play performed by Virginia Repertory Theatre of Richmond and scheduled and funded through grants by NRV CARES, uses song, dance, and humor to appropriately teach elementary school children valuable lessons about sexual abuse including what the child can do if they or someone they know is experiencing this type of abuse;

840
served (3 plays)

85% of the children viewing the play will exhibit an understanding of the plays lessons in safety: Sexual abuse is never the child's fault, tell a trusted adult if you know of abuse, and you have the right to say "no". This is measured by staff observations.	100%
--	------

Long Lunch Series

is an annual mini conference providing those concerned about the welfare of children current information, an opportunity to network, and a time to renew their commitment to the children of their community. Comments on the conference evaluation form completed by participants indicate goal achievements.

80% of participants reporting will comment positively on their renewed interest and/or energy in advocating for children.	97%
80% of participants will comment positively on the opportunity to network.	97%
80% of participants will find the information applicable to their current position working with children or their interest in the welfare of children.	97%

Stewards of Children

trains community members working with children on the recognition and prevention of child sexual abuse and an awareness of available resources if child sexual abuse is suspected.

93 served
(4 trainings)

85% of participants will show an increased knowledge of the concepts covered during the training including recognizing and preventing child sexual abuse and an awareness of available resources if child sexual abuse is suspected.	89% (11% no change)
--	------------------------

1:25 PM

08/25/14

Accrual Basis

**NRV CARES
Profit & Loss
July 2013 through June 2014**

	<u>Jul '13 - Jun 14</u>
Income	
Local Government Funding	
Town of Christiansburg	3,000.00
Total Local Government Funding	3,000.00
Total Income	3,000.00
Expense	
Payroll Expenses	
Employer SSI & Medicare	142.06
Payroll Expenses - Other	1,857.15
Total Payroll Expenses	1,999.21
Program Expense	
CASA Program	
Volunteer Recruitment	490.18
Volunteer Training	98.69
Total CASA Program	588.87
Total Program Expense	588.87
Travel	
Out of Area	411.92
Total Travel	411.92
Total Expense	3,000.00
Net Income	0.00