

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
MAY 26, 2015 – 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 MAY 26, 2015 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Director of Engineering and Special Projects Wayne Nelson; Assistant Director of Engineering Todd Walters; Staff Accountant Marc Evans; Engineering Technician Travis Moles.

PLEDGE OF ALLEGIANCE.

PUBLIC HEARING

1. Proposed Annual Budget for Fiscal Year 2015-2016. Town Manager Helms reported on the changes to the draft of March 24, which resulted in excess revenue over expenditures of \$2,205. There were no citizen comments during the Public Hearing.

Councilman Vanhoozier made a motion to amend the agenda to include Council action on the Conditional Use Permit request by Billy Massie (agent for Starlight MHP, LLC) for the expansion of an existing mobile home park with one single-wide mobile home and one single family residence on Starlight Drive (tax parcel 529 – ((A)) – 41) in the B-3 General Business District. The Public Hearing was held May 12, 2015. Councilman Hall seconded the motion and Council voted as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. The matter was placed as item #1.b. under V. Discussions by Mayor and Council Members.

REGULAR MEETING

I. CALL TO ORDER BY MAYOR BARBER.

II. CONSENT AGENDA

1. Council Meeting Minutes of May 12, 2015
2. Monthly Bills

Councilman Hall made a motion to approve the consent agenda as presented, seconded by Councilman Vanhoozier. Council voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.

III. RECOGNITIONS

1. Mayor Barber announced that two proclamations had recently been issued in honor of Relay for Life scheduled for May 29, 2015. The first proclamation was in recognition of the American Cancer Society, and the second was in recognition of Day of Hope, Paint the Town Purple to bring awareness to the efforts to finding a cure for cancer. A copy of each proclamation is attached to these minutes.

IV. CITIZEN'S HEARING

- a. No comments

V. STAFF REPORTS

1. Wayne Nelson, Director of Engineering and Special Projects, update on the Engineering Department. Mr. Nelson presented Council with a report on the operations of the Engineering Department, and provided an overview of the responsibilities of the department that include providing customer service; involvement with land development; maintaining the geographic information system; and management of environmental programs, utilities that include water, sewer, and stormwater, and transportation programs that include paving, inspections, recreational accesses, and assistance with traffic calming studies. Mr. Nelson explained the importance of the department's collaboration with developers and other engineers in developing land through a process that involves plan reviews, construction monitoring and post-construction monitoring. He further explained how the management of projects is used as a blueprint for budget request planning, based on capital improvement needs. The engineering department has worked with Finance Director Val Tweedie to implement a time and benefits tracking software program that provides an avenue for daily time accountability and is useful in obtaining VDOT reimbursements for time spent on projects. The department will also soon begin using project management software that will track environmental controls such as erosion and sediment control and stormwater management programs. Mr. Nelson expressed his appreciation for the employees of the engineering department who he said are integral to the successful operations within the department: Tracey Eastridge, Secretary; Christopher Webster, Erosion & Sediment Control Program; Dayton Poff, GIS Coordinator; Todd Walters, Assistant Director of Engineering; Jessie Nester, Utilities Program; John Burke, Environmental Program Manager; Alan Shaw, Erosion & Sediment Control Inspector; Travis Moles, Engineering Technician; and Paul Vest, Construction Inspector. A copy of Mr. Nelson's report is attached to these minutes.

V. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS

1. COUNCIL ACTION ON:

- a. Proposed Real Property tax rate increase from \$0.13/\$100 to \$0.16/\$100. Councilman Vanhoozier made a motion to increase the real property tax rate from \$0.13/\$100 to \$0.16/\$100 effective for the 2016 calendar year. Councilman Huppert seconded the motion. Councilman Hall stated that he does not like the proposed tax increase but understands that the budget calls for the increase, which is driven by the need for capital improvements and aquatics operations; without the \$600,000 generated by the increase, important services and capital improvements would suffer. Councilman Stipes agreed with Councilman Hall's comments and stated that the Finance Committee wrestled with the desire to avoid a tax increase while realizing the necessity to keep the Town's infrastructure and facilities in a state of good repair, and to continue providing appropriate levels of service to citizens. A portion of the tax increase will be used to advance planning of the new Town park (Truman Wilson property). Councilman Vanhoozier expressed his appreciation for Council's willingness to work together on this issue, and Councilman Huppert noted that the increase was important to meet the capital improvement needs established in the annual budget for FY 15-16; however, he would hesitate to consider additional tax increases in the coming years. Councilman Bishop noted that during the public hearing on this issue a citizen questioned if the increase was because of the cost of the aquatic center. He clarified that the aquatic center is only a part of the reason for the tax increase and that the revenues generated by the increase would support several necessary capital improvement projects. Councilman Showalter agreed with the comments of Council noting that the aquatic center, employee raises, and capital improvements were the driving force behind the tax increase, and he reinforced the necessity of the capital improvements included in the annual budget for FY 2015-16. Councilman Showalter stated that with the proposed tax increase, he hopes to avoid the need for additional increases in the next few years. Mayor Barber thanked Town staff for working with the Finance Committee on this issue.
- b. Conditional Use Permit request by Billy Massie (agent for Starlight MHP, LLC) for the expansion of an existing mobile home park with one single-wide mobile home and one single family residence on Starlight Drive (tax parcel 529 – ((A)) – 41) in the B-3 General Business District. The Public Hearing was held on May 12, 2015. Town Manager Helms read the Planning Commission resolution recommending Town Council issue the CUP with four conditions. The Planning Commission vote was 9 ayes; 1 nay; 1 absent. (It was noted that the "nay" vote was in response to Mr. Massie's absence from the Planning Commission meeting when this issue was discussed, which resulted in unanswered questions of the commission). Councilman Vanhoozier made a motion to issue the CUP with four conditions as recommended by the Planning Commission, seconded by Councilman Hall. In response to Condition #4, which provides for a multiple purpose developed recreational area, Councilman Stipes proposed that the Town require that the recreational area be developed and approved by the Town prior to the expansion of the mobile home park to ensure that the intent of the Planning Commission for a well-defined playground is met. At Councilman Stipes proposal, Councilman Vanhoozier withdrew his motion and Councilman Hall withdrew his second to the motion. Council discussed the need to better define the CUP condition for a developed recreational area and Town Manager Helms agreed to work with the Planning Department and Mr. Massie on this matter.

Councilman Hall made a motion to table the CUP request until the June 9, 2015 regular Council meeting, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. It was noted that Mr. Massey intends to occupy the single family residence included in the expansion.

2. CLOSED MEETING:

- a. REQUEST FOR A CLOSED MEETING. Councilman Hall made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(3) for 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 Closed Meeting is for a discussion regarding a connector road right-of-way. The motion was seconded by Councilman Bishop and Council was polled on the motion as follows: Barber – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier - Aye.
- a. RECONVENE IN OPEN MEETING.
- b. CERTIFICATION. Councilman Hall 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, seconded by Councilman Vanhoozier. Council voted on the motion as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye.
- d. COUNCIL ACTION ON THE MATTER. No action was taken.

VI. COUNCIL REPORTS

- a. Councilman Hall reported that the next Recreation Advisory Commission meeting will be held June 1 at 6:00 P.M. at the recreation center.
- b. Councilman Huppert reminded Council of the upcoming Mountains of Music festival hosted by Montgomery Museum on June 13, 2015. The event is part of the Crooked Road music trail and is a fundraiser to benefit the museum.
- c. Mayor Barber invited Council to attend the grand opening, ribbon-cutting for the Christiansburg Farmer's Market on May 28 at 3:00 P.M.

VII. TOWN MANAGER'S REPORTS:

1. PROGRESS REPORTS AND ANNOUNCEMENTS:

- The Christiansburg employee picnic will be held June 12, 5:00 P.M. at the aquatic center.
- The Christiansburg Aquatic Center 5-year celebration is scheduled for June 26 – 27 at the aquatic center, and will feature aquatics demonstrations, games and competitions, along with food vendors and trucks.
- Council was provided a copy of the proposed Water and Sewer Leak Adjustment Policy for review. The proposed policy will be placed on the June 9th consent agenda. Council was asked to forward questions or comments to Town Manager Helms.
- Mr. Mike Miller has requested a work session with Council to discuss his proposal for redevelopment of the property at 100 W Main Street presented to Council on April 28, 2015. Councilman Hall expressed his desire for something in writing that outlined Mr. Miller's plan, vision, and research for the redevelopment, along with information on the kind of support expected from the Town, that Council could study prior to a work session. After further discussion, Council directed Town Manager Helms to schedule an informal meeting with Mr. Miller and to inform him of Council's wish for the documented information as noted, prior to the meeting.

V. ADJOURNMENT:

There being no further business to bring before Council, Councilman Vanhoozier made a motion to adjourn the meeting at 8:44 P.M., seconded by Councilman Bishop. Council voted on the motion as follows: AYES: Bishop, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.