

AGENDA  
REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MAY 10, 2016 – 7:00 P.M.

REGULAR MEETING

- I. CALL TO ORDER BY MAYOR BARBER
  
- II. CONSENT AGENDA
  - 1. Council meeting minutes of April 26, 2016
  
- III. RECOGNITIONS
  
- IV. CITIZENS' HEARINGS
  - 1. Dale Buckner to address Council regarding a Gospel Singing event.
  
  - 2. Citizen Comments
  
- V. STAFF REPORTS:
  - 1. Captain Altizer to provide an overview of the Towing Board and how the board regulates tow companies in Christiansburg.
  
- VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS
  - 1. Ordinance amending Chapter 36 "Utilities" of the Christiansburg Town Code in regards to establishing a stormwater utility and system of stormwater utility fees. Council will take action on the ordinance and fee schedule when it votes on the Annual Budget for Fiscal Year 2016-2017.
  
  - 2. Discussion regarding a moment of silence (Councilman Collins).
  
  - 3. Resolution for the Renewal of the FY13 Revenue Sharing Projects
  
  - 4. Request regarding street closures for the Food Truck Rodeo. This is a carryover item from April 26, 2016.
  
  - 5. Aquatic Center Logos
  
  - 6. Aquatic Center wall wrap project (Councilman Showalter).
  
  - 7. Request by Montgomery – Floyd Regional Library to have the \$10.00 per event Loudspeaker Permit fee waived for the summer concerts on the lawn. The request is for this year and future years.
  
  - 8. Closed Meeting:
    - a. Request for a Closed Meeting under (1) 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; and (2)

Virginia Code Section 2.2-3711(A)(1) for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The first matter pertains to disposition of property on Peppers Ferry Road, and the second matter is for discussion regarding the town manager position.

- b. Reconvene in Open Meeting.
- c. Certification.
- d. Council action on the matter.

#### VII. COUNCIL REPORTS

#### VIII. TOWN MANAGER'S REPORTS

- 1. Progress Reports and Announcements

#### IX. ADJOURNMENT

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*The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, May 24, 2016 at 7:00 P.M.*

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
APRIL 26, 2016 – 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, VIRGINIA, ON APRIL 26, 2016 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Treasurer/Finance Director Val Tweedie; Planning Director Andrew Warren; Director of Engineering and Special Projects Wayne Nelson; Environmental Project Manager John Burke; Farmers' Market Manager Sarah Belcher. ABSENT: Town Manager Barry Helms.

PLEDGE OF ALLEGIANCE

**PUBLIC HEARING**

1. Ordinance amending Chapter 36 "Utilities" of the Christiansburg Town Code in regards to establishing a stormwater utility and system of stormwater utility fees. Javad Torabinejad of Blacksburg expressed his support for the creation of a storm water utility fee, and advised that the fee should be usage based in the same manner as water, gas, and electricity billings. He presented to Council state code guidelines for usage based utility fees, and further advised that the stormwater utility fee proposed by the Town lacks the criteria outlined in the state code. He spoke to Council about what he considered more effective stormwater utility fees, using Harrisonburg and Roanoke as examples to study. In addition, he stated that supporters of the proposed stormwater utility fee have expressed the expectation that moving to a new system would cost the Town money; however, Mr. Torabinejad said in reviewing Blacksburg's stormwater utility fee, he found that moving to the new system resulted in an increase in revenue for the Town. Mr. Torabinejad asked Council to revise the proposed stormwater utility fee to be accordance with guidelines set forth in the state code. Councilman Huppert said that when the proposal was drafted, the intent was to hold down the administrative costs of implementing a new utility fee system. Mr. Torabinejad said he spoke with the treasurer of Blacksburg about the impact the new billing system had on the Town and was told that costs were minimal, even with new software. Mr. Torabinejad recommended Council talk with Mr. Phil Schirmer of Roanoke to discuss the operations of their system as a model for Christiansburg, and he offered to act as a liaison in redrafting the proposed policy.
2. Council's intention to enter into a lease agreement for property at 415 Cambria Street, N.W. (tax parcel 466 – ((A)) – 1). Assistant Town Manager Wingfield reported that Council was provided a copy of the lease agreement in the agenda packet for review, and he offered to answer any questions. Councilman Hall asked if the Town presently has a need for the building located at 415 Cambria Street; Mr. Wingfield replied that the Town does not have a need for the building at this time. He noted that the building was being used to warehouse hotel furniture.
3. Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. Tracy McCoy, vice-president of M&M Tire Holdings, Inc., reviewed with Council her plan to open an indoor baseball/softball training facility on her property at 1265 Moose Drive. The practice facility will be housed indoors with four indoor batting stations and four tee stations. The facility would be operated on a membership basis, with special accommodations for out-of-town baseball/softball teams participating in games held in Christiansburg. Ms. McCoy said she is hoping to partner with Harkrader Sports Complex to meet the practice needs of participating ball teams. The only other similar venue would be Sportsplex, according to Councilman Collins. Councilman Collins further stated that Ms.

McCoy presented her CUP request to the Planning Commission and he recommended moving forward with Council action tonight.

4. Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. Planning Director Andrew Warren said that Bryan Rice was unable to attend the Public Hearing due to a death in the family. Mr. Rice will be back in town next week and would be available to answer questions of Council. Mr. Warren reported that the Planning Commission has reviewed the Conditional Use Permit request and has recommended issuing the CUP with one condition that the property be restricted to single-family use.
5. Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. Planning Director Andrew Warren said that Mr. Dean France, representative of Construction Services, LLC, was planning to attend the Public Hearing, but was running late. Mr. Warren reported that the Conditional Use Permit was presented to the Planning Commission, and the Planning Commission recommended approving the CUP with several conditions outlined. A copy of the Planning Commission's resolution outlining the conditions is attached herewith. Councilman Collins reported that he was present during the Planning Commission's Public Hearing and found all to be in order with the request. It was noted that Construction Services, LLC provided welding services for specialized jobs that are shipped around the world.

## **REGULAR MEETING**

- I. CALL TO ORDER BY MAYOR BARBER. Mayor Barber stated there was a quorum of Council present.

*Councilman Hall made a motion to amend the agenda to add the following to the consent agenda: 1) An amended resolution in recognition of National Travel and Tourism Week; 2) A proclamation recognizing over 70,000 community service hours over the past five years by the students of Ignite Life Pacific College. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.*

- II. CONSENT AGENDA:
  1. Council meeting minutes of April 12, 2016
  2. Monthly Bills
  3. Business Appreciation Month Proclamation
  4. Amended resolution in recognition of National Travel and Tourism Week, May 1 – 7
  5. Resolution in recognition of Ignite Life Pacific College

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

- III. RECOGNITIONS:

- IV. CITIZEN'S HEARING:

1. Citizen Comments:
  - a. David Franusich of Christiansburg, director of Downtown Christiansburg Inc, presented Council with a request for street closures for the Food Truck Rodeo on May 10 from 3:00 p.m. to 11:00 p.m. Grant applications for the street closures have been submitted to the Town. Mr. Franusich said he expects more than twenty vendors to participate in the event. Councilman Stipes asked if alcohol would be sold on private property or on the public street. Mr. Franusich said that was

undecided at this time, but that the beer garden would probably be set up in the street, similar to last year, but that they would operate under the conditions that Council sets forth.

- b. Dean France, representative of Construction Services, LLC, apologized for being late and offered to answer questions regarding the Conditional Use Permit request by Construction Services, LLC for welding and metal fabrication 1360 Mud Pike Road. Councilman Hall said that detailed minutes were taken of the two Planning Commission Public Hearings for this request, which were provided to Council for review. Council had no questions for Mr. France at this time.

V. STAFF REPORTS:

VI. DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Audit Engagement Agreement. Financial Director/Treasurer Val Tweedie provided Council with a copy of the Audit Engagement Agreement for informational purposes only. The document is a requirement of the annual audit. Ms. Tweedie noted that the Town changed its audit company at a cost savings to the Town.
2. Budget amendment for Police Department Construction. Council was provided a written budget amendment for Fiscal year ending June 30, 2016, from Town Manager Helms and Finance Director/Treasurer Val Tweedie, requesting that budget funds be reallocated to the completion of the police department third floor renovations. According to the request, the funds are needed to "cover unexpected costs related to structural issues not known until construction began and items were uncovered". There is also a need for additional funds to cover the cost of wiring changes for computer systems. The amount to be reallocated per the request is \$86,000, with \$42,200 from "Land Acquisition" and \$43,800 from "Fuel". Councilman Hall expressed concern with the request for additional funds, since this is the second budget amendment request for the police department third floor renovation, and considering that renovation costs that were originally quoted by the contractor to be approximately \$400,000, but are now over \$900,000. Councilman Hall said Council has been supportive of the contractor, but is concerned with the significant cost increases over time. Councilman Stipes agreed, adding that he has been concerned with the way the project has played out over time, and both Councilman Stipes and Councilman Hall questioned the contractual obligation of the contractor pertaining to costs. Ms. Tweedie said she understands the renovation will be completed soon, and Assistant Town Manager Wingfield added that a portion of the cost increases resulted from problems with installation of the elevator. Councilman Showalter said he, too, has concerns regarding the overall cost of the renovation, and stated that he was not willing to provide any additional funding after this request. Councilman Hall requested that the budget amendment be included in the agenda packet for the May 10<sup>th</sup> meeting for public awareness, and on the agenda for Council action. Council agreed that explanations were needed from the contractor concerning the large discrepancy between the amount bid through the professional procurement process and the total amount of the renovation to date. Assistant Town Manager Wingfield said he would request a written statement from the contractor explaining the cost overages. Councilman Huppert asked if Council could tour the renovation site, and Assistant Town Manager Wingfield said he could arrange for the architect and contractor to tour the facility with them. Councilman Hall said he would like to see the original bids for the renovation project as a comparison to the explanation that will be provided by the contractor. Finance Director/Treasurer Tweedie said the initial bids had not gone out when the project was budgeted, which was based on the estimated cost of the architect. Ms. Tweedie stated that it would be beneficial to the project to approve the budget amendment request. Councilman Huppert made a motion to approve the budget amendment as requested and as recommended by Finance Director/Treasurer Tweedie, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Nay; Collins – Nay; Hall – Aye; Huppert – Aye; Showalter – Nay; Stipes – Aye. Noting a tie vote, Mayor Barber voted Aye to break the tie and approve the budget amendment.
3. Council's intention to enter into a lease agreement for property at 415 Cambria Street, N.W. (tax parcel 466 – ((A)) – 1). Councilman Hall made a motion to approve the lease agreement as presented, seconded by Councilman Stipes. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

4. Conditional Use Permit request by M&M Tire Holdings, Inc. for a private recreational facility at 1265 Moose Drive, N.W. (tax parcels 556 – ((A)) – 31, 32) in the B-3 General Business District. Councilman Hall made a motion to issue the Conditional Use Permit as recommended by the Planning Commission, seconded by Councilman Collins. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
5. Conditional Use Permit request by Bryan Rice, agent for Karen Kay Zimmerman, for a single-family dwelling residential use at 1120 Radford Street, N.W. (tax parcel 525 – ((A)) - 6) in the B-3 General Business District. Councilman Hall made a motion to issue the Conditional Use Permit with one condition as recommended by the Planning Commission, seconded by Councilman Collins. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. A copy of the Conditional Use Permit with one condition is attached herewith.
6. Conditional Use Permit request by Construction Services, LLC, agent for Snyder-Hunt Company, LLP, for welding and metal fabrication with no more than fifty (50) persons engaged in actual production work at 1360 Mud Pike Road, N.W. (tax parcels 556 – ((A)) – 21A, 22) in the B-3 General Business District. Councilman Collins made a motion to issue the Conditional Use Permit with four conditions as recommended by the Planning Commission, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. A copy of the Conditional Use Permit with four conditions is attached herewith.

#### VIII. COUNCIL REPORTS

- a. Councilman Collins referred to information provided to Council by the Police Department reporting on the vehicle accident locations in Town. He recommended installing street signs notifying motorists when they are entering high traffic incident zones. Mayor Barber turned the matter over to the Street Committee for review and recommendation.
- b. Councilman Hall reported that a Recreation Advisory Commission meeting was scheduled for May 2 at 6:00 p.m. He asked the Street Committee to provide an update on the street striping matter on Independence Boulevard. He then invited all to attend the child abuse prevention event at the Montgomery County Courthouse on April 28 at 6:00 p.m.
- c. Councilman Stipes reported that HB2 funding for the Town's Peppers Ferry Road/North Franklin Street Connector project was removed by the Commonwealth Transportation Board in the most recent funding announcement. However, the project can be resubmitted for consideration in the year 2016.
- d. Councilman Showalter reported on the Central Business Advisory Committee meeting held prior to tonight's Council meeting. He then requested that Mr. Franusich's request regarding street closures for the Food Truck Rodeo be placed on the May 10, 2016 regular meeting agenda for Council discussion and action.
- e. Councilman Huppert complemented the hiring process for the new town manager and Council's decision to hire a consultant, even though he initially was opposed to using a consulting service.
- f. Mayor Barber congratulated Tracy McCoy on her plans to open an indoor baseball/softball practice facility. He then reported that Ricky Bourne, Director of Public Works, sent an email informing that April 28, 2016 has been designated as a day to remember the Town employees who have lost their lives while on the job. The Town has had three on-the-job fatalities since 2005, all within the Public Works Department.

#### IX. TOWN MANAGER'S REPORTS:

1. PUBLIC HEARING REQUEST: Assistant Town Manager Wingfield presented the following requests and recommended setting the Public Hearings as indicated:

##### May 24, 2016

1. Proposed Annual Budget for Fiscal Year 2016 – 2017

##### June 14, 2016

1. Conditional Use Permit request for a towing service, 409 Roanoke Street, B-3 General Business District.

On motion by Councilman Hall, seconded by Councilman Stipes, Council voted to set the Public Hearings as indicated: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

2. PROGRESS REPORTS AND ANNOUNCEMENTS:

- The New River Valley Regional Commission awards dinner will be held on May 11, 2016 at the Draper Mercantile. Council was asked to RSVP by April 27, 2016.

X. ADJOURNMENT:

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:07 P.M.

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Michele M. Stipes, Clerk of Council

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D. Michael Barber, Mayor

**AN ORDINANCE AMENDING CHAPTER 36 “UTILITIES” OF THE  
CHRISTIANSBURG TOWN CODE TO ADOPT ARTICLE X, “STORMWATER  
UTILITY,” FOR THE PURPOSE OF ESTABLISHING A STORMWATER  
UTILITY AND SYSTEM OF STORMWATER UTILITY FEES AND CREDITS;  
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Town Council and town staff have discussed the need for increased funding for maintenance of the town’s stormwater infrastructure and for complying with federal and state environmental and stormwater regulations; and,

WHEREAS, Town Council established the Christiansburg Stormwater Stakeholders Committee (“Committee”) in 2015 to evaluate a proposed stormwater utility, including a possible stormwater utility fee structure; and,

WHEREAS, the Committee, which was comprised of representatives from the citizenry, local government, non-profits, and the business community, studied the issues in a series of comprehensive meetings (September 9, 2015 through November 23 2015); and,

WHEREAS, the Committee recommended to the Town Council that a stormwater management program should be established; and,

WHEREAS, the Committee also developed recommendations for a rate structure and the implementation of stormwater charges to fund the costs of complying with federal and state regulations as well as existing stormwater issues, which Town Council and town staff considered in developing this ordinance; and,

WHEREAS, Town Council finds that the proposed stormwater charges developed by the Committee, as modified and set forth in this ordinance, are based on an analysis that demonstrates a rational relationship between the amounts charged and the benefits received; and,

WHEREAS, notice of the intention of the Town Council to consider said ordinance was published two consecutive weeks (April 13, 2016 and April 20, 2016) in The News Messenger, a newspaper published in and having general circulation in the Town of Christiansburg; and,

WHEREAS, in addition to extensive public outreach conducted by the Committee, a public hearing was held April 26, 2016 in accordance with Code of Virginia § 15.2-2114 (B), at which citizens were afforded the opportunity to present their opinions and views in support of or in opposition to the proposed stormwater utility; and,

WHEREAS, Council deems proper so to do,

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Christiansburg that Chapter 36 “Utilities” of the *Christiansburg Town Code* is hereby amended and reordained by retitling Article III. “Charges and Rates” as Article III. “Water and Sewer Charges and Rates” and by the adoption of Article X. “Stormwater Utility” as follows:



## **Article X. Stormwater Utility**

### **Sec. 36-300. Authority.**

The town is authorized by Code of Virginia § 15.2-2114 to enact a system of utility fees to support a local stormwater management program consistent with the Virginia Stormwater Management Act (Code of Virginia, Title 62.1, Chapter 3.1, Article 2.3, §§ 62.1-44.15:24, et seq.) and all other state or federal regulations governing stormwater management.

### **Sec. 36-301. Findings and purpose.**

The purpose of this Article is to establish a stormwater utility and impose stormwater utility fees to fund compliance with state and federal regulations pertaining to stormwater management and maintenance of the town's stormwater infrastructure. The town council finds that an adequate and sustainable source of revenue for its stormwater management activities is necessary to protect the general health, safety, and welfare of the residents of the town, and that the town's stormwater management program benefits properties within the town through control of flooding, improvement of water quality, and protection of the town's natural environment.

Council recognizes that stormwater runoff is associated with all improved properties in the town, whether residential or nonresidential, and the quantity and quality of runoff is typically correlated to the amount of impervious surface and land-disturbing activities on the property. Further, the council finds that properties with higher amounts of impervious area contribute greater amounts of stormwater and pollutants to the waters of the Commonwealth and should carry a proportionate burden of the cost of the town's stormwater management program.

The council also recognizes that all property owners of developed properties have a responsibility to contribute to program costs by providing funding for necessary stormwater infrastructure upgrades that reduce pollutants that enter the waters of the Commonwealth, protect and restore streams and other aquatic habitat areas, collect and convey stormwater safely through all parts of the town, and comply with federal and state regulations for water quality improvements.

Therefore, council determines that it is in the best interest of the public to establish a stormwater utility and impose stormwater utility fees on all town property owners and/or their tenants that, to the extent practicable, allocates program costs on an equitable and rational basis related to the amount of impervious area located on their property.

### **Sec. 36-302. Definitions.**

The following words and terms used in this article shall have the following meanings:

"Developed real property" means real property that has been altered from its natural state by the addition of improvements such as buildings, structures, and other

impervious surfaces. For new construction, property shall be considered developed pursuant to this section upon (a) issuance of a certificate of occupancy or (b) certification of the final building permit inspection for those facilities not requiring a certificate of occupancy.

“Developed mixed-use property” for the purpose of this chapter means a developed lot or parcel containing at least one residential unit and impervious area associated with non-residential use.

“Developed nonresidential property” means developed property that does not serve a primary purpose of providing permanent dwelling units. Such property shall include, but is not limited to, commercial properties such as retail, hotels, motels, extended living facilities, restaurants, and offices, industrial properties, parking lots, recreational and cultural facilities, and churches.

“Developed residential property” means a developed lot or parcel containing at least one (1) dwelling unit, common areas, and accessory uses related to but subordinate to the purpose of providing permanent dwelling facilities. Such property may include, but is not limited to, single-family houses, duplexes, apartments, townhouses, condominiums, and mobile homes.

“Dwelling unit” means a single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

“Impervious surface area” means the calculated area of a surface that is compacted or covered with material that is highly resistant to infiltration by water, including, but not limited to, most conventionally surfaced streets, structures, sidewalks, parking lots, gravel lots and driveways, and other similar surfaces.

“Revenues” means all rates, fees, assessments, rentals or other charges, or other income received by the stormwater management utility in connection with the management and operation of the system, including amounts received from the investment or deposit of moneys in any fund or account and any amounts contributed by the town, funds provided by developers or individual residents, and the proceeds from sale of general obligation bonds for stormwater projects or stormwater revenue bonds.

“Stormwater billing unit” or “SBU” means the equivalent impervious area of a single-family residential developed property per dwelling unit located within the town based on the statistical average horizontal impervious area of a single-family residence in the town. A SBU equals three thousand and thirty (3,030) square feet of impervious surface area.

“Stormwater billing unit rate” or “SBU rate” means the amount charged for a stormwater billing unit.

“Stormwater management system” or “system” means the stormwater management infrastructure and equipment of the town and all improvements thereto for

stormwater control in the town. Infrastructure and equipment shall include structural and natural stormwater control systems of all types, including, without limitation, stormwater structural best management practices, storm drains, conduits, pipelines, pumping and ventilation stations, and other plants, structures, and real and personal property used for support of the system (but not including private drainage systems.

“Stormwater management utility” or “utility” means the system of stormwater utility fees and the enterprise fund created by this article to maintain and operate the town’s stormwater management system.

“Stormwater utility credit manual” or “credit manual” means the Town of Christiansburg manual, as amended from time to time, that serves to provide guidance, procedures, and standards for providing stormwater utility fee credits to property owners that implement on-site systems, facilities, measures, or other actions that mitigate the impact of stormwater runoff on their properties.

“Stormwater utility fee” means the monthly utility charges based upon the SBU rate applied and billed to property owners or occupants of developed residential property, developed nonresidential property and developed mixed use property, all as more fully described in this article.

“Tiered rates” means the rates established for ranges of total impervious areas on developed nonresidential or mixed use properties. Rates for each tier are based on the low end of the impervious range divided by the SBU and multiplied by the SBU rate. Rates established by council can be found in the latest edition of the town stormwater utility fee schedule, which may be amended from time to time by the council.

“Undeveloped property” means any parcel which has not been altered from its natural state to disturb or alter the topography or soils on the property in a manner which substantially reduces the rate of infiltration of stormwater into the earth.

**Sec. 36-303. Establishment of stormwater management utility; stormwater utility fee.**

(a) The stormwater management utility is hereby established to provide for the general health, safety and welfare of the town and its residents.

(b) A stormwater utility fee is hereby imposed on every parcel of developed real property in the town that appears on the real property assessment rolls as of December 31 of each year or as assessed by the State Corporation Commission. All stormwater utility fees and other income from the charges shall be deposited into the stormwater management enterprise fund.

(c) The SBU rate to be used for calculating the stormwater utility fee shall be at the rate specified in the latest edition of the stormwater utility fee schedule, which may be amended by ordinance from time to time by town council.

(d) Except as otherwise provided in this article, the impervious area for developed non-residential and mixed-use properties shall be determined by the town using aerial photography, as-built drawings, final approved site plans, professional surveys, field surveys or other appropriate engineering, surveying, and mapping analysis tools.

(e) Notwithstanding subsection (b) of this section, and consistent with Code of Virginia § 15.2-2114, the stormwater utility fee shall be waived in its entirety for the following:

(1) A federal, state, or local government, or public entity, that holds a permit to discharge stormwater from a municipal separate storm sewer system, except that the waiver of charges shall apply only to property covered by any such permit;

(2) Public roads and street rights-of-way that are owned and maintained by state or local agencies including property rights-of-way acquired through the acquisitions process; and

(3) Cemeteries as defined in Code of Virginia § 54.1-2310.

#### **Sec. 36-304. Stormwater utility fee calculations.**

Adequate revenues shall be generated to provide for an enterprise fund budget for expansion, operation, and maintenance of the stormwater management system, as well as compliance with regulatory requirements by setting sufficient levels of stormwater utility fees. Income from stormwater utility fees shall not exceed the costs incurred in providing the services and facilities described in this article (though rollover of enterprise funds shall be allowed to remain in the enterprise fund). These fees shall be billed to owners of all property in the town subject to the stormwater utility fee; provided, however, that where a tenant or occupant is the person to whom water or sewer service, or both, are billed, the utility fees may be billed to such tenant or occupant.

(a) For purposes of determining the stormwater utility fee, all properties in the town are classified into one of the following classes:

(1) Developed residential property;

(2) Developed mixed-use property;

(3) Developed nonresidential property; or

(4) Undeveloped property.

(b) The monthly stormwater utility fee for developed residential property shall equal the SBU rate. However, where more than one dwelling unit is located on a single lot or parcel the owner of the lot or parcel shall be charged a stormwater utility fee that

is equal to the SBU rate multiplied by the number of dwelling units located on the lot or parcel.

(c) The monthly stormwater utility fee for developed non-residential property shall be determined by the applicable tiered rate based on the property's total impervious surface area as set forth in the tiered rate structure referenced in section 36-202.

(d) The monthly stormwater utility fee for developed mixed-use property shall be the greater of the fee as calculated by the methods set forth in subsection (b) or subsection (c).

(e) For purposes of impervious area evaluation under the non-residential tier system of charges, impervious surfaces within common areas is included in the impervious area evaluation.

(f) The stormwater utility fee for vacant developed property, both residential and nonresidential, shall be the same as that for occupied property of the same class.

(g) Undeveloped property shall be exempt from the stormwater utility fee; provided, however, that any impervious areas on the property greater than 500 square feet shall be subject to the monthly stormwater utility fee for developed nonresidential property, as set forth above in subsection (c).

#### **Sec. 36-305. Stormwater utility fee credits and exemptions.**

(a) The Director of Engineering is authorized to implement a system of credits approved by the town council in accordance with Code of Virginia § 15.2-2114 (D) and § 15.2-2114 (E) that will provide for partial waivers of stormwater utility fees for any property owner who installs, operates, and maintains a stormwater management facility that achieves a permanent reduction in stormwater flow or pollutant loadings. The amount of the waiver shall be based in part on the percentage reduction in stormwater flow or pollutant loadings, or both, from pre-installation to post-installation of the facility.

(b) Credit amounts are defined in the stormwater credit schedule established in the stormwater utility credit manual. A copy of the stormwater utility credit manual and credit schedule shall be available on the town website and on file with the department of engineering. Nothing shall prevent the town council from modifying the adopted system of credits by resolution from time to time. Credits shall not be issued retroactively.

(c) An application for credits shall be submitted to the director of engineering and shall include a credit application form provided by the director of engineering and necessary documentation to meet the requirements set for in the credit manual. There is no fee for a credit application.

(d) Continued credit will be subject to the stormwater facility or practice remaining in compliance with the inspection, maintenance, and reporting requirements set forth in the credit manual.

(e) Except for new construction, applications for credits shall be made each year by January 1, with any approved credit to be effective on the following July 1. Applications for credits received after January 1 will be accepted but may not be reviewed until the following year, at the director of engineering's discretion.

**Sec. 36-306. Stormwater management enterprise fund.**

(a) The stormwater management enterprise fund is hereby established as a dedicated enterprise fund. The fund shall consist of revenues generated by stormwater utility fees, as well as all other revenues as defined in Sec. 36-302.

(b) The stormwater management enterprise fund shall be dedicated special revenue used only to pay for or recover costs permitted pursuant to Code of Virginia § 15.2-2114(A), as amended from time to time.

**Sec. 36-307. Billing, enforcement, and interest.**

(a) The stormwater utility fee shall be billed to the owner or tenant of each property subject to the fee. However, where a tenant is the person to whom water or sewer service, or both, are billed, and the tenant fails to pay the utility fee, the delinquent utility fee shall be collected from the owner of the property. All properties subject to the utility fee shall be issued bills or statements for stormwater utility fees. As permitted by Code of Virginia § 15.2-2114 (G), such bills or statements may be combined with sewer and water bills levied pursuant to Chapter 36, provided that all charges shall be separately stated. The combined bill shall be issued for one (1) total amount. The director of finance is hereby authorized and directed to create policies and procedures for the efficient billing and collection of the combined bill, including a policy for allocating payments to the separate charges stated on the combined bill. The bills or statements shall include a date by which payment shall be due. All bills for stormwater utility fees prescribed by this article shall be due and payable the date the water and sewer bill is due and shall be deemed delinquent if not paid in full within such time.

(b) Delinquent stormwater utility fees shall be subject to a penalty in accordance with Code of Virginia § 15.2-105. Interest on the balance of the account shall be imposed and collected on all such delinquent fees in accordance with Code of Virginia § 15.2-105.

(c) A delinquent stormwater utility fee, along with penalty and interest, shall constitute a lien on the property ranking on parity with liens for unpaid taxes and shall be recorded in the public records as set forth in Code of Virginia § 15.2-104 and collected in the same manner as provided for the collection of unpaid taxes or as otherwise permitted by law.

**Sec. 36-308. Petitions for adjustments.**

(a) Any property owner may request an adjustment of a stormwater utility bill by submitting a request in writing to the director of engineering within sixty (60) days after the date the bill is mailed or issued to the property owner. Grounds for adjustment of stormwater utility fees are limited to the following:

(1) An error was made regarding the square footage of the impervious area of the property;

(2) The property is exempt under the provisions of section 36-303 (e);

(3) There is a mathematical error in calculating the stormwater utility fee;

(4) The identification of the property owner invoiced is in error; or

(5) An approved credit was incorrectly applied.

(b) The property owner shall complete a stormwater utility fee adjustment application form available on the town's website or supplied by the director of engineering.

(c) If the application alleges an error in the amount of the impervious area, a scaled plan view of the property's impervious area will be provided by the town depicting all impervious areas within the property boundaries, including buildings, patios, driveways, walkways, parking areas, compacted gravel areas, and any other separate impervious structures identified in the town's impervious area database. This assessment will be the town's initial response to the request for adjustment.

(d) If the applicant is not satisfied with this initial response, the applicant may:

(1) Request a meeting with the director of engineering; and/or,

(2) Submit an appeal to the town manager with a revised plan signed and sealed by a professional engineer or professional land surveyor licensed in the Commonwealth of Virginia attesting to the accuracy of the impervious area measurements.

(e) The requirement for a plan view of the property's impervious area required in subsection (c) above may be waived by the director of engineering, if at the sole discretion of the director of engineering the error is obvious and is the result of a technical error or oversight by the town. In such case, the town shall be responsible for recalculating the impervious area of the property.

(f) The director of engineering, or the town manager in the case of an appeal, shall make a determination within forty-five (45) days of receipt of a complete submittal for the request for adjustment.

(g) The director of engineering's or town manager's decision on a stormwater utility fee adjustment petition is a final decision from which an aggrieved party may appeal to the Circuit Court of Montgomery County, Virginia.

**Sec. 36-309. Severability.**

The provisions of this article shall be deemed severable; and if any of the provisions hereof are adjudged to be invalid or unenforceable, the remaining portions of this article shall remain in full force and effect and their validity unimpaired.

This ordinance shall become effective July 1, 2016. If any part of this ordinance is deemed unlawful by a court of competent jurisdiction all remaining parts shall be deemed valid.

Upon a call for an aye and nay vote on the foregoing ordinance at a regular meeting of the Council of the Town of Christiansburg, Virginia held \_\_\_\_\_, 2016, the members of the Council of the Town of Christiansburg, Virginia present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
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Mayor D. Michael Barber\*

Samuel M. Bishop

Harry Collins

Cord Hall

Steve Huppert

Henry Showalter

Bradford J. Stipes

\*Votes only in the event of a tie vote by Council.

SEAL:

\_\_\_\_\_  
Michele M. Stipes, Town Clerk

\_\_\_\_\_  
D. Michael Barber, Mayor





# Upcoming Council Action: Stormwater Utility Fee & Enterprise Fund

Christiansburg Town Council will vote on the proposed Stormwater Enterprise Fund and implementation of a stormwater utility fee in June 2016. This fee would help offset the cost of stormwater infrastructure projects and the implementation of state and federally mandated stormwater programs.

If approved, a stormwater utility fee will be assessed for all utility customers beginning July 1. This fee would be reflected on the August 1 utility bills. **Please read the information below to learn more about the stormwater utility fee and how a stormwater enterprise fund may affect you.**

## What is stormwater?

Stormwater is rain or melted snow that does not soak into the ground.

As this stormwater runoff makes its way into nearby creeks or streams, it can pick up pollution along the way (such as fertilizer, leaves or pet waste), which in turn pollutes the creek or stream. The number one source of surface water pollution in the United States is urban stormwater runoff. In addition, during times of heavy or frequent precipitation, the rain or snow may not have anywhere to go, which can result in flooding.

## What is a stormwater enterprise fund?

Like all other urbanized areas in Virginia, Christiansburg is bound by law to proactively keep stormwater pollution from entering creeks and streams. These state and federal requirements make it necessary for the Town to invest in stormwater management programs, activities and capital projects.

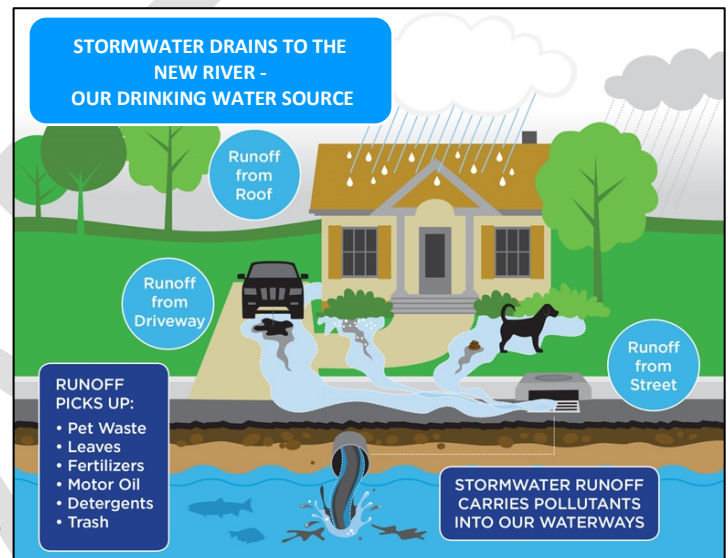
The resources needed to operate and maintain the stormwater drainage system, fund stormwater capital projects and comply with the requirements of the Virginia Stormwater Management Program and Municipal Separate Storm Sewer System (MS4) program amount to \$1-2 million annually (this figure may vary depending on the availability of other funds, such as grant monies, each year). Without a dedicated source of funding, meeting these important community needs would compete for funding with other critical local government services.

A **stormwater enterprise fund** would provide a balanced approach to meet these needs. Similar programs are already operating throughout communities in Virginia. Numerous localities throughout Virginia have established stormwater utility fees, including: the Town of Blacksburg and the cities of Lynchburg, Richmond, Roanoke, Staunton and Harrisonburg.

A **stormwater utility fee** would be implemented as part of the stormwater enterprise fund. Funds generated by the stormwater utility fee would **only** be used for stormwater related needs, helping ensure that the Town's stormwater program is sustainable over time. The Town's stormwater program is dedicated to implementing capital stormwater projects, addressing stormwater quality improvements and funding the increased maintenance costs of stormwater infrastructure.

## How is a stormwater utility fee determined?

To determine a stormwater utility fee, the Town took into account the cost of meeting stormwater requirements and determined the average square footage of impervious surface (hard surfaces that shed rain water, such as driveways, roofs, walkways and patios) of a residential unit, which set a baseline for the proposed stormwater utility fee.



The average amount of residential impervious surface determines the Stormwater Billing Unit (SBU). A SBU represents the mean value of impervious surface for all single-family residences in town.

A SBU sets a common standard with which to compare larger, non-residential properties and residential properties. One SBU for the Town of Christiansburg equals 3,030 square feet of impervious surface. The SBU is based on the statistical average of impervious areas of single-family residences in town.

### **What would a stormwater utility fee cost me?**

The Town of Christiansburg's proposed SBU rate is \$6/monthly.

**Residential properties** would be charged one SBU rate of \$6/monthly for each dwelling unit. Such properties may include, but are not limited to, single-family houses, duplexes, apartments, townhouses, condominiums and mobile homes.

**Non-residential properties** would be assessed based on a tiered system. These properties do not serve as dwelling units and may include retail properties, hotels, motels, extended living facilities, restaurants, offices, industrial properties, parking lots, churches and recreational and cultural facilities.

The proposed tiered system and associated fees are based on multiples of the 3,030 square feet SBU. For example, if a developed non-residential property contains 37,500 square feet of impervious surface, the property would be assessed in the tier range of 30,001-40,000 square feet and would be billed \$59.41/monthly. This fee is calculated by dividing 30,001 (the low end of the tier) by 3,030 (the SBU) and then multiplying by \$6 (the SBU rate).

**Mixed-Use Properties** that contain at least one residential unit and impervious area associated with non-residential use would be charged the greater of the fees calculated from the two methods above.

**Credits** would be available to developed properties which have stormwater facilities and a maintenance agreement with the town. A credit manual would outline the requirements to apply for and receive credits.

### **When would the stormwater utility fee go into effect?**

If approved, the stormwater utility fee would be implemented July 1, 2016. Please note that the stormwater utility fee would appear on your August 1, 2016 utility bill.

### **How would I be billed?**

If approved, a stormwater utility fee would be applied to each utility bill. If the address is a rental property, and/or is unoccupied, or has no water meter or direct utility bill, the property owner would receive the bill for the stormwater utility fee. The property owner would be responsible for payment of the stormwater utility fee even if other utility services have been suspended.

### **How would a stormwater enterprise fund benefit me?**

By having a dedicated source of funding for stormwater improvement and maintenance, the Town will be able to undertake projects that will help:

- Reduce flooding of roadways and private properties
- Improve water quality in our creeks and streams
- Improve maintenance and inspection frequency of existing storm drain systems to help ensure working order

### **Why is stormwater management important?**

By maintaining an effective stormwater management program, the Town can help ensure the overall health of our stormwater infrastructure. A stormwater management program helps preserve the health of town creeks and streams, which run into the New River – our source of drinking water. Other benefits include preventing stream pollution, reducing stream bank erosion and lessening the impact of flooding.

Planning a proactive approach to stormwater not only meets state and federal requirements, but ensures that the town is capable of meeting stormwater needs for years to come. A stormwater enterprise fund is a proactive approach to stormwater management, increasing the overall infrastructure health of the town.

### **Who can I call with questions about stormwater?**

Please contact the Engineering Department at (540) 382-6120 with any questions regarding stormwater or the stormwater enterprise fund. You may also visit [www.christiansburg.org/stormwater](http://www.christiansburg.org/stormwater) to find more information, view your property's proposed fee with our GIS application, and check out a list of potential stormwater projects currently under consideration.

**Town of Christiansburg**  
**Proposed Stormwater Utility Fee Schedule**  
**Effective July 1, 2016**  
(Council 05/06/2016 Update)

<b>Residential Rate</b>
Residential properties will be charged a rate of \$6/month for each dwelling unit.

<b>Non-Residential Tiered Rates</b>		
<b>Tier Number</b>	<b>Square feet of impervious area</b>	<b>Monthly Stormwater Utility Fee</b>
1	Impervious area up to 6,060	\$6.00
2	6,061 to 10,000	\$12.00
3	10,001 to 20,000	\$19.80
4	20,001 to 30,000	\$39.61
5	30,001 to 40,000	\$59.41
6	40,001 to 50,000	\$79.21
7	50,001 to 60,000	\$99.01
8	60,001 to 70,000	\$118.81
9	70,001 to 80,000	\$138.62
10	80,001 to 90,000	\$158.42
11	90,001 to 100,000	\$178.22
12	100,001 to 133,000	\$198.02
13	133,001 to 167,000	\$263.37
14	167,001 to 200,000	\$330.70
15	200,001 to 250,000	\$396.04
16	250,001 to 300,000	\$495.05
17	300,001 to 400,000	\$594.06
18	400,001 to 500,000	\$792.08
19	500,001 to 600,000	\$990.10
20	600,001 to 750,000	\$1,188.12
21	750,001 to 1,000,000	\$1,485.15
22	1,000,001 or greater	\$1,980.20

A RESOLUTION SUPPORTING A PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT  
EXTENSION ADDENDUM FROM THE VIRGINIA DEPARTMENT OF TRANSPORTATION  
FOR REVENUE SHARING PROJECTS AND AUTHORIZATION FOR THE TOWN MANAGER TO  
EXECUTE THE PROJECT ADMINISTRATION AGREEMENT EXTENSION ADDENDUM AND  
ASSOCIATED PROJECTS

WHEREAS, the Town of Christiansburg, Virginia and the Virginia Department of Transportation entered into a Programmatic Project Administration Agreement for Revenue Sharing Projects on July 30, 2013; and,

WHEREAS, said agreement has an initial term of three fiscal years (each year being July 1<sup>st</sup> – June 30<sup>th</sup>), and will expire on June 30, 206, and may be extended for one additional term of three fiscal years; and,

WHEREAS, the parties to the agreement hereby declare their intentions to extend said agreement as provided in Paragraph 1 of said agreement and further declare that such terms and provisions provided therein shall remain unchanged.

NOW THEREFORE BE IT RESOLVED that the Council of Town of Christiansburg, Virginia, in consideration of the mutual premises contained therein and in the Addendum, the Town agrees to extend said agreement for one additional term of three fiscal years with a new expiration date of June 30, 2019.

BE IT FURTHER RESOLVED that the Council of Town of Christiansburg hereby grants authority for the Town Manager to execute administration agreements for programmatic project administration agreement extension addendum for revenue sharing projects and to execute agreements for associated projects.

Upon a call for an aye and nay vote on the foregoing resolution on a motion by Councilman \_\_\_\_\_ seconded by Councilman \_\_\_\_\_ at a regular meeting of the Council of the Town of Christiansburg, Virginia held May 10, 2016, the members of the Council of the Town of Christiansburg, Virginia present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor D. Michael Barber*				
Samuel M. Bishop				
Harry Collins				
Cord Hall				
Steve Huppert				
Henry Showalter				
Bradford J. Stipes				

\*Mayor votes only in the event of a tie vote by Council.

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D. Michael Barber, Mayor

A True Copy Test:

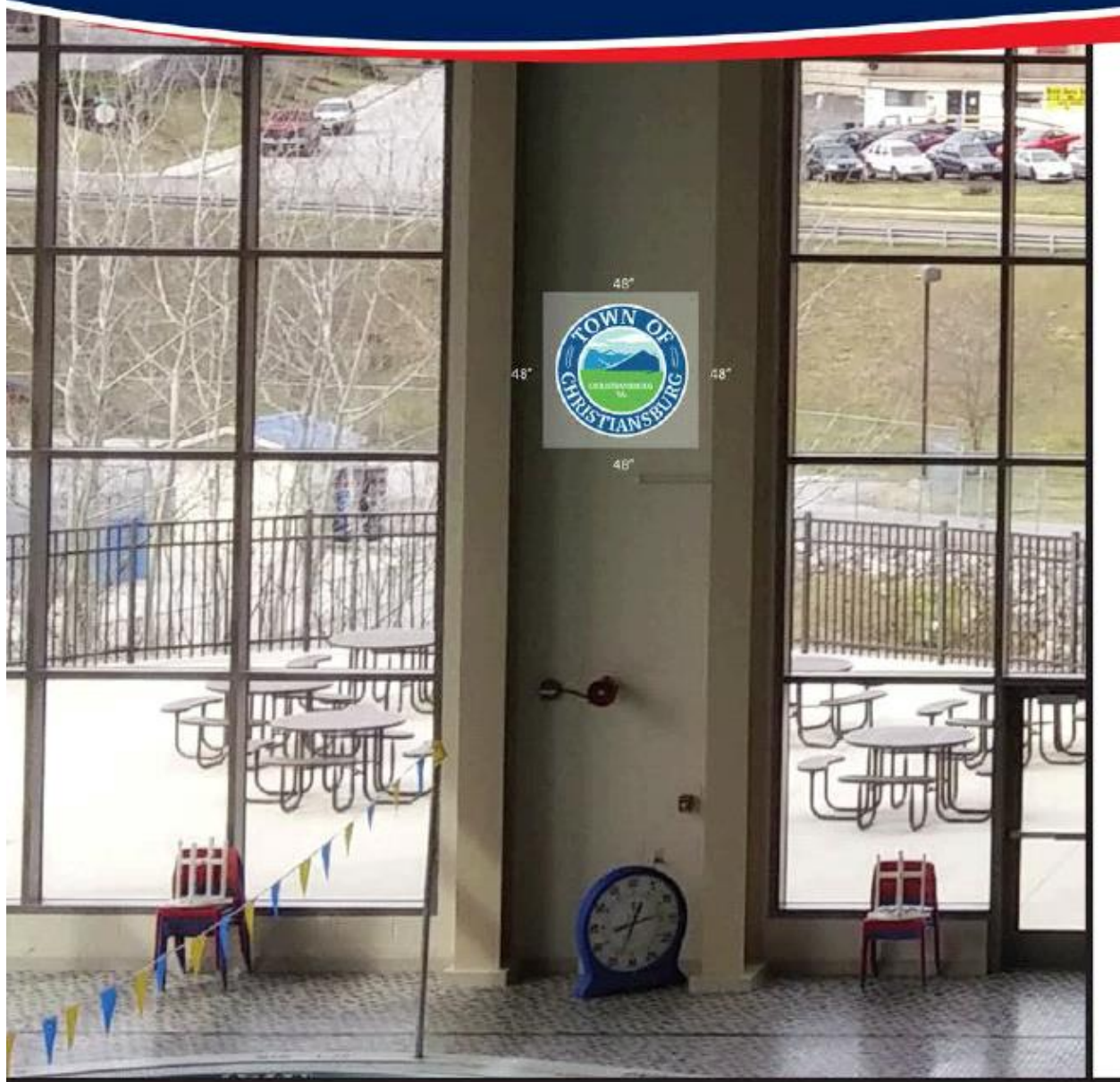
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Michele M. Stipes, Clerk of Council

Town Seal Acrylic Sign W/ Standoffs - \$465.00 Blue & Green (Located on leisure pool side)

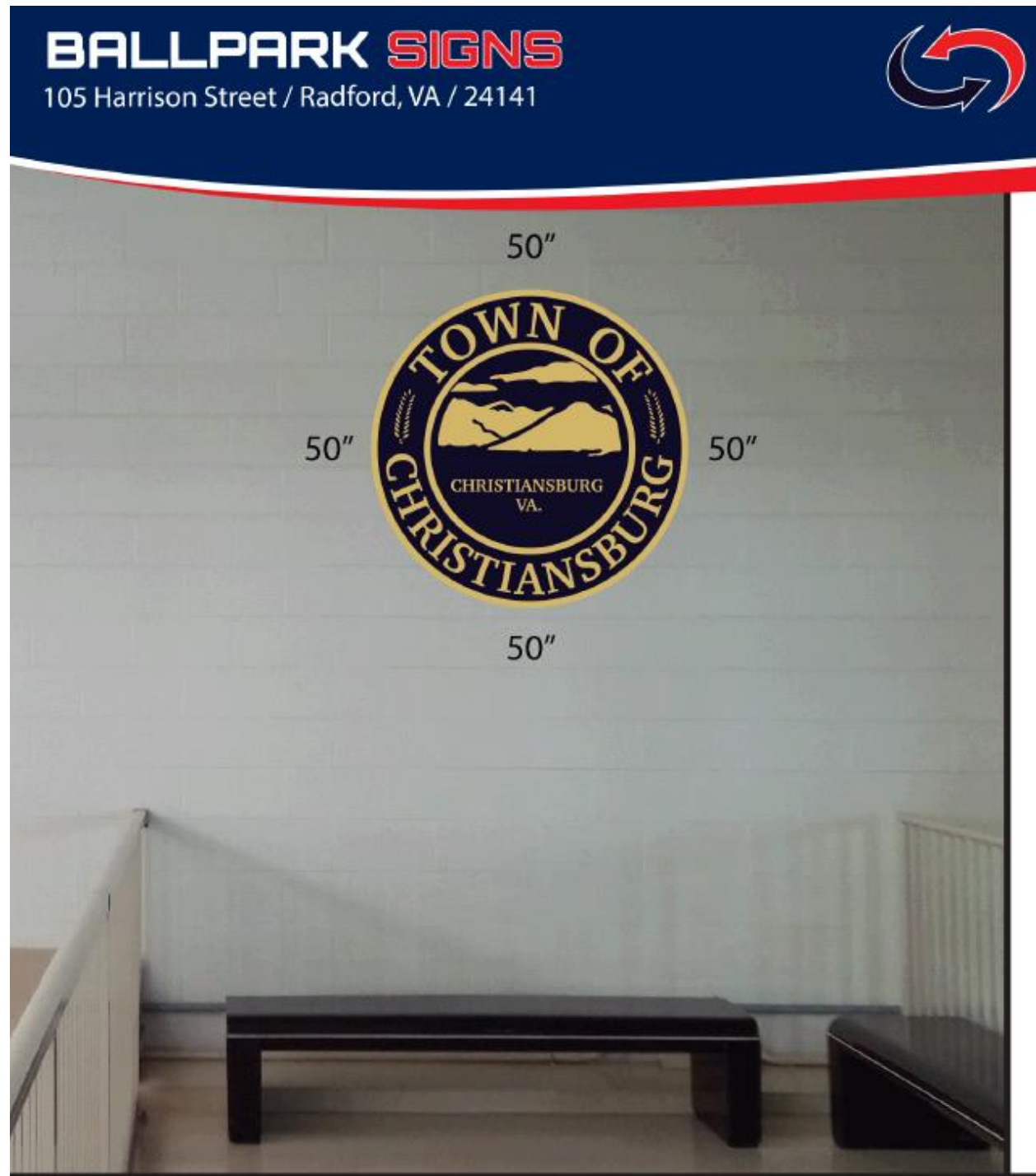
**BALLPARK SIGNS**

105 Harrison Street / Radford, VA / 24141





\* Town Seal ACM - 3MM - \$685.00 Blue and Gold (Located on wall at end of walkway)



\* Town Seal ACM - 3MM - \$325.00 Blue and Gold (Located behind diving boards between VT and NCAA)

# BALLPARK SIGNS

105 Harrison Street / Radford, VA / 24141



Copyright Notice:

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\* Town Seal Concrete Wrap Vinyl - \$120.00 Blue and Gold (Located on diving tower)



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\* Town Seals Double Sided Glass Adhere - \$160.00 Blue and Gold  
(Located on doors and workout facility middle glass)

## BALLPARK SIGNS

105 Harrison Street / Radford, VA / 24141



8"



Double Sided Graphics  
Applied To (4) Door  
Windows Within The  
Facility.

12"



Double Sided Graphics  
Applied To (3) Windows  
Showing The Workout  
Facility.

6"



Double Sided Graphics  
Applied To (2) Door  
Windows As You Walk  
Into The CAC.

Copyright Notice:

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\* CAC Logo Frosted Etched Vinyl - \$50.00 (Located on entrance doors) -  
No Example

**Total - \$1805.00**



May 2, 2016

Mr. Barry Helms, Town Manager  
Town of Christiansburg  
100 East Main Street  
Christiansburg, VA 24073

Dear Mr. Helms:

As you know, each summer the Christiansburg Library holds a series of concerts on our lawn. These are popular events that have been happening for several years. We are charged a \$10.00 events fee for each concert when we apply for the permit. I am writing to request a waiver to the permit fee for this year and each year going forward.

We enjoy organizing these concerts for the community and they are well attended. The fees charged by the artists are covered by our most generous Friends of the Library. This would make a wonderful in-kind contribution to the library if the Town Council could waive these fees.

We appreciate your support for the library and the programs and services we provide to the residents of Christiansburg.

Thank you for your consideration.

Sincerely,

Paula Alston, Library Director

*Christiansburg Library presents*

# MUSIC on the LAWN

made possible by the Friends of the Library

Scott Perry & The Front Porch Swing - Saturday, May 21

Old Man Kelly & The Streetsweepers- Friday, June 10

Indian Run Stringband - Saturday, July 16

Mac & Jenny Traynham - Saturday, August 20

*All Shows*

7:00-8:30 pm

rain or shine

FREE

food for purchase from Mockingbird Café

lawn games

## Aquatic Center Revenue Report

### March 1-31 2016

<b>Days of Operation</b>	27
Facility Closed for Meets	3
Holiday Closings	1
Meets Held (without Facility Closure)	1
Maintenance Closings	0
Weather Closings	0

### Memberships

Non-Resident Membership	82
Resident Membership	26
Total Memberships	108

### Attendance

Daily Resident Pass	932
Daily Non-Resident Pass	1,404
Dry Pass	367
Member Scan	3,831
Programs, Rentals	1,950
Total Attendance	8,484
Daily Average	314

\$1 Late Admission	29
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### Revenue

Facility Revenue	12,085.10
Daily Admission	8,544.00
Program Revenue	14,050.51
Retail Revenue	378.58
Food Concessions	437.33
Membership Revenue	7,085.74
Competitive Meet Revenue	42,263.00
Refund	-
Over/Short	8.00
Total Revenue	84,852.26

<b>Birthday Parties</b>	19
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# Christiansburg Aquatic Center



## Monthly Report: March 2016

### Terry Caldwell, Director of Aquatics

- Continued planning in regards to "Swim for the Next Girl" fundraising event
- Advisory Board meeting; Aloha Day, webpage development, Swimming Saves Lives Grant for Adult Learn to Swim program, Skatepark outdoor lighting
- Tourism meeting at Crosspointe
- Prevention Partners meeting, Souper Splash event partnership
- Attended the Lean Government Conference in Roanoke
- Meeting with Mayor Barber and members of Town Council to discuss branding with the town seal at the CAC.
- Aquatic Center presentation to Town Council
- Discussion and planning for an outdoor Community Yard Sale at the CAC

### Chrystal Jones, Aquatic Supervisor

- Coordinating SSLF Free Adult Learn to Swim program for April.
- Coordinating CAC Job Fair



## **Scott Coppock, Customer Service Supervisor**

Prior Membership Monthly reports have been distributed by current, renewing memberships. This report and future reports will reflect the memberships sold in the month of March.

- Total Memberships Sold:
  - Resident: 26
  - Non Resident: 82
- Attendance:
  - Daily Resident Passes: 932
  - Daily Non-Resident Passes: 1,404
  - Dry Passes: 367
  - Members Scanned: 3,831
  - \$1 Admissions: 29

### **Birthday parties & room rentals**

- Had 19 birthday parties in March
- Had 9 room rentals in March
- Updated Front Desk Manual for 2016
- Held Facility Attendant In-Service
- Created new flyers for all parties
- Distributed radio equipment
- Updated standardized training form for front desk staff
- Aloha Day- March 19



## **Wayne Hunter, Maintenance Superintendent**

- Installed new water fountain
- Maintenance truck repaired
- Installed swim suit dryer
- Repaired tiles on pool deck
- Ice machine serviced
- Steps on van repaired
- Repaired chlorinator- leisure pool
- Installed new receptacle under front counter
- Installed new pump seal on chlorinator pump- leisure pool
- Repaired steps on roll out bleachers
- Installed new light in the front of the building
- Machine work on card scanner in front lobby
- Met with Trane on repairs



## **Bill Beecher, Competitive Coordinator**

- Setup and oversaw Virginia swimming's Age Group Championship 760 Swimmers from 33 teams, 1140 spectators
- Set up and oversaw Virginia Tech Club Invite 132 Athletes, 4 Teams, 66 spectators, Virginia and Maryland represented.
- Oversaw the Fins Youth fitness program
- Secured the VISSA Meet for next year
- Secured the VHSL 2A Championship for next year
- During March we hosted 892 athletes and 1,206 spectators





## Olivia Smith, Program Supervisor

Learn to Swim	24
Homeschool Learn to Swim	13
Morning Fit	8, 6 passes
Evening Fit	4, 3 passes
Warm Water Workout	31, 5 passes
Rolling in the Deep	6, 8 passes
Yoga	4
Hydro HIIT	8 + 6 passes
Private swim lessons	78, 40 unique



- The Fins Spring Break Camp was a huge success! The kids had a great time swimming, making butterfly cupcakes and searching for eggs at the skate park. We look forward to hosting this camp again next year.
- Planning began in March for our Spa Day on April 25<sup>th</sup>. The CAC is working with the Christiansburg High School Cosmetology Program and a portion of the proceeds will be donated to their program.
- Participated in the American Red Cross Water Safety Instructor course in March.
- Attended focus group meeting on March 7. Topics included summer family memberships, summer brochure, lunch and learn series for the fall, and free adult swim lessons on Saturdays in April.
- Hydro HIIT kicked off in March and has received wonderful reviews thus far. This class will be offered in April and May.



Approved by Town Council

April 26, 2016

Town of Christiansburg Virginia

April 22, 2016

From Barry Helms, Town Manager and Valerie Tweedie Director Finance/Treasurer

Budget Amendment #2

Fiscal Year ending June 30, 2016

We respectfully request that the Council approve the following amendment to the budget for Fiscal year ending June 30, 2016. This amendment is to reallocate budget funds to the completion of the police department third floor renovations. The changes are needed to cover unexpected costs related to structural issues not known until construction began and items were uncovered. These funds will also cover the cost of wiring changes needed for computer systems related to the third floor.

Increase renovation costs by \$86,000 to be covered by savings in the land acquisitions of \$42,200 and expected savings in the fuel line item of the police department in the amount of \$43,800.

10-3101-7008	Construction	86,000
10-1224-7020	Land Acquisition	(42,200)
10-3101-5406	Fuel	<u>(43,800)</u>
Net Change		-0-