



AGENDA  
REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
OCTOBER 25, 2016 – 7:00 P.M.

- I. CALL TO ORDER
  - A. Moment of Reflection
  - B. Pledge of Allegiance
- II. ADJUSTMENT OF THE AGENDA
- III. PUBLIC HEARINGS
  - A. Conditional Use Permit, for Exterminating Services in the B-3 General Business District at 516 Roanoke Street (Tax Parcel No. 528 – ((A)) – 47) request by Chris Woolwine, agent for Woolwine Brothers, LLC.
  - B. Ordinance vacating a .069 acre portion of Stone Street adjoining Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion.
  - C. Ordinance vacating a public utility easement on Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion.
- IV. CONSENT AGENDA
  - A. Meeting Minutes of September 27, 2016
  - B. Schedule Public Hearing for November 8, 2016 for an Ordinance Amending the 2013 Comprehensive Plan to Allow Four (4) Urban Development Areas within the Town of Christiansburg.
  - C. Resolution in Support of Depot Park Trail Extension Project
- V. CITIZEN COMMENTS
- VI. INTRODUCTIONS AND PRESENTATIONS
  - A. Introduction of New Town of Christiansburg Staff
  - B. Police Department Strategic Planning Presentation
  - C. John Burke, Environmental Program Manager, to present on the Municipal Separate Storm Sewer System Permit (MS4).
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
  - A. Council Action On:

1. Ordinance vacating a .069 acre portion of Stone Street adjoining Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion.
2. Ordinance vacating a public utility easement on Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion.
3. Right of Way Vacation and Easement Relocation Plat From Records For The Town Of Christiansburg and Kroger Limited Partnership 1 hereby vacating a 0.069 Acre Portion of Stone Street and Portions of Public Utility Easements at 555 North Franklin Street.

B. Request and Resolution for Lien Subordination from Community Housing Partners.

IX. COMMITTEE REPORTS

A. Street Committee:

1. Subdivision Plat from Records for Snyder-Hunt Company, LLP Creating Lots 1-11, 28-39, 58-76, and Two Open Spaces” – 42 lots – northern side of Quin W. Stuart Boulevard.
2. Plat Showing the Division and Property Line Vacation of the Property of RWW36, LLC at 2175 North Franklin Street [Tax Parcel Nos. 436-A-10 thru 436-A-12]” – 2 lots – eastern side of N. Franklin Street.

X. STAFF REPORTS

- A. Town Manager  
B. Town Attorney  
C. Other Staff

1. Director of Engineering Wayne Nelson – Update on Submitted Revenue Sharing Projects and Transportation Alternatives Application.

XI. COUNCIL REPORTS

XII. OTHER BUSINESS

A. Closed Meeting:

1. Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(5), for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The Closed Meeting is being held to consider incentives for proposed economic development investment.
2. Reconvene in Open Meeting
3. Certification
4. Council Action on the Matter

XIII. ADJOURNMENT

*The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, November 8, 2016 at 7:00 P.M.*



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
PUBLIC HEARINGS

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Conditional Use Permit

**DESCRIPTION:**  
Conditional Use Permit, for Exterminating Services in the B-3 General Business District at 516 Roanoke Street. Requested by Chris Woolwine, agent for Woolwine Brothers, LLC.

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Planning & Zoning

**PRESENTER:**  
Andrew Warren, Director of Planning

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**



# TOWN OF CHRISTIANSBURG

100 East Main Street  
Christiansburg, VA 24073  
Phone (540) 382-6120 Fax (540) 381-7238

## Conditional Use Permit Application



Landowner: Woolwine Brothers, LLC  
All Pest Control Inc. Agent: Chris Woolwine  
Address: 516 Roanoke St. Address: \_\_\_\_\_  
Christiansburg VA 24073  
Phone: 540-382-3181 Phone: \_\_\_\_\_

I am requesting a Conditional Use Permit to allow Exterminating Services  
on my property that is zoning classification B3 under Chapter 42: Zoning of the  
Christiansburg Town Code.

My property is located at 516 Roanoke Street, Christiansburg VA 24073  
Tax Parcel(s): 528-1(A)-47

Fee: \$750<sup>00</sup>

I certify that the information supplied on this application and any attachments is accurate and true to the best of my knowledge. I understand that Conditions may be placed on my property in regards to the above mentioned use/activity. I also understand that the Conditional Use Permit may be revoked and/or additional Conditional Use Permits required should questions regarding conformity arise.

Signature of Landowner(s): Chris Woolwine Date: 9/8/2016  
\_\_\_\_\_  
Date: \_\_\_\_\_  
\_\_\_\_\_  
Date: \_\_\_\_\_

This request was approved / disapproved by a vote of the Christiansburg Town Council on \_\_\_\_\_  
Any Conditions attached shall be considered requirements of the above request.

Town Manager \_\_\_\_\_

Date \_\_\_\_\_



ESTABLISHED  
NOVEMBER 10, 1792

INCORPORATED  
JANUARY 7, 1833  
MAYOR

D. MICHAEL BARBER  
COUNCIL MEMBERS  
SAMUEL M. BISHOP  
HARRY COLLINS  
R. CORD HALL  
STEVE HUPPERT  
HENRY SHOWALTER  
BRADFORD J. "BRAD" STIPES

TOWN MANAGER  
STEVE BIGGS

ASSISTANT TOWN MANAGER  
RANDY WINGFIELD

ASSISTANT TO THE TOWN  
MANAGER  
ADAM CARPENETTI

DIRECTOR OF  
FINANCE/TOWN TREASURER  
VALERIE L. TWEEDIE,  
CPA, CFE, CGFM

CHIEF OF POLICE  
MARK SISSON

CLERK OF COUNCIL  
MICHELE M. STIPES

TOWN ATTORNEY  
GUYNN & WADDELL, P.C.

# *Town of Christiansburg, Virginia 24073*

100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

## Town of Christiansburg Planning Staff Report

Planning Commission Public Hearing Date: Monday, October 3, 2016 at 7:00 p.m.

Town Council Public Hearing Date: Tuesday, October 25, 2016 at 7:00 p.m.

Application Type: Conditional Use Permit

Applicant: Chris Woolwine, agent for Woolwine Brothers, LLC

Location: 516 Roanoke Street

Permit #: CUP-16-11

The Town of Christiansburg has received a conditional use permit request by Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District. A conditional use permit is required for an exterminating services business in the General Business (B-3) zoning district per Sec. 42-336 (58) of the Christiansburg Town Code. The property is currently used by the applicant for an exterminating services business.

The property is not located within the 100-Year and 500-Year Flood Hazard Areas. The property does not lie within a Historic District. The adjoining properties are zoned B-3 General Business. The adjoining properties contain businesses and vacant land.

The following suggested conditions are taken from a previously approved conditional use permit related to this request and are provided to Planning Commission for discussion purposes.

1. The operation is limited to 150 gallons of pesticide concentrate, all of which is to be stored indoors.
2. Environmental Protection Agency regulations and requirements are to be met and maintained.
3. The permit is subject to Planning Commission review in twelve months

### List of attachments included with staff report

1. Aerial map
2. Zoning map
3. Adjoining properties

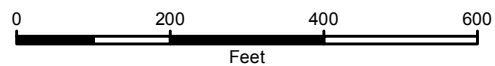


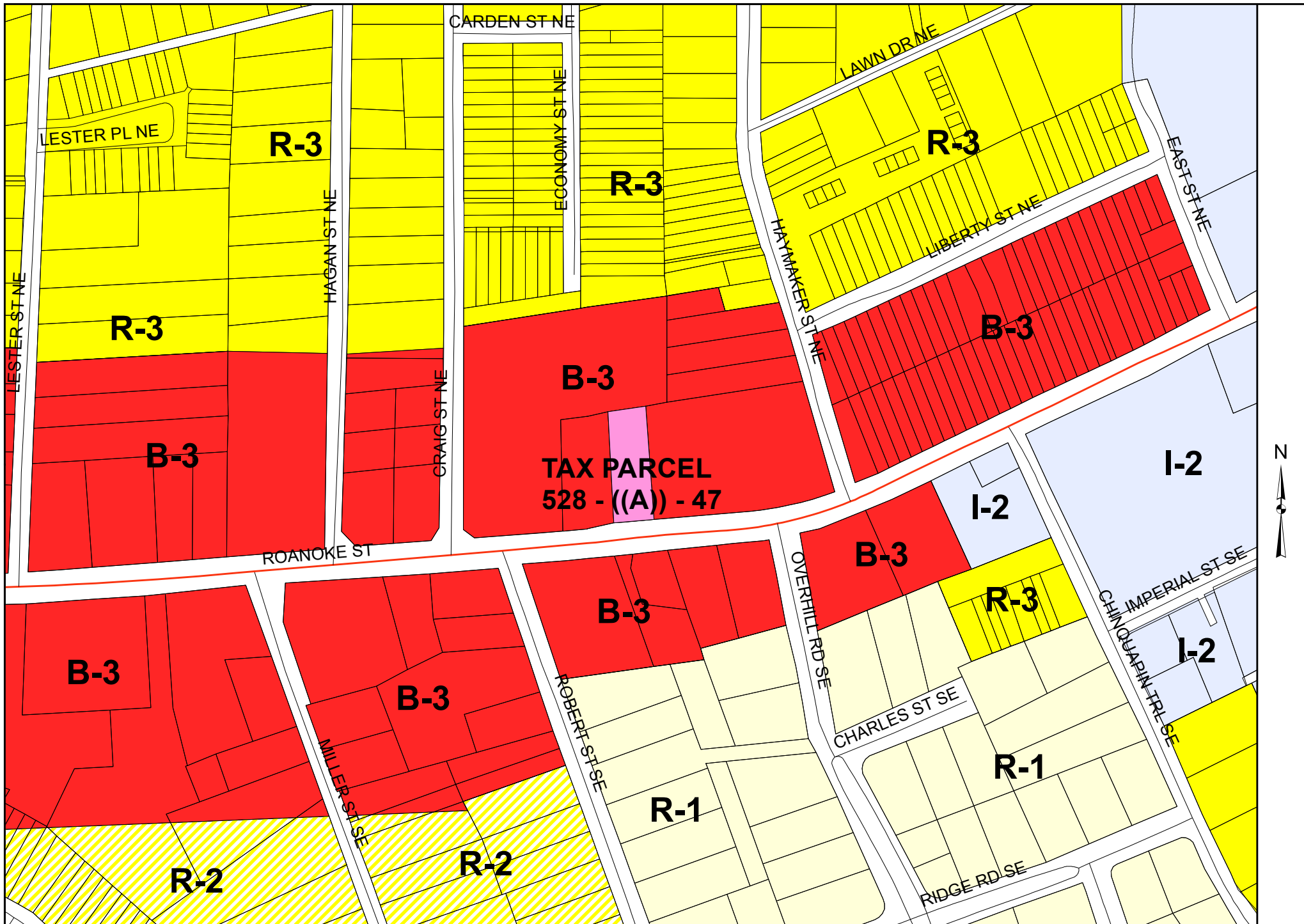
## Legend

- 528-((A))-47
- Parcels

CUP REQUEST: 516 ROANOKE STREET

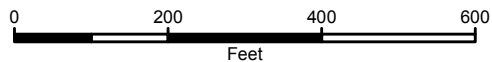
PC: OCTOBER 3, 2016  
TC: OCTOBER 25, 2016





CUP REQUEST: 516 ROANOKE STREET

PC: OCTOBER 3, 2016  
TC: OCTOBER 25, 2016



**CUP: 516 Roanoke Street**

**Adjoining Property Owners**

| <b><u>Tax Map #</u></b> | <b><u>Owner(s)</u></b>       | <b><u>Mailing Address</u></b> | <b><u>City, State, Zip</u></b> |
|-------------------------|------------------------------|-------------------------------|--------------------------------|
| 528- A 52               | COCHRAN STUART W             | 361 PENGUIN LN                | SALEM VA 24153                 |
| 528- 35 2A              | ELLETT JUANITA H             | 6734 CIRCLE DR                | RADFORD VA 24141               |
| 528- 35 2               | ELLETT JUANITA H             | 6734 CIRCLE DR                | RADFORD VA 24141               |
| 528- 35 1               | RENTAL INVESTMENTS OF VA INC | 10 WEST MAIN ST               | CHRISTIANSBURG VA 24073        |
| 527- A192               | WADE LOWELL E                | 510 ROANOKE ST                | CHRISTIANSBURG VA 24073        |
| 527- A193               | WADE LOWELL E                | 510 ROANOKE ST                | CHRISTIANSBURG VA 24073        |
| 528- A 46               | WALLEEZ II LLC               | 2303 WILLIAMSON RD            | ROANOKE VA 24012               |
| 528- A 47               | WOOLWINE BROTHERS LLC        | 516 ROANOKE ST                | CHRISTIANSBURG VA 24073        |

# Resolution of the Town of Christiansburg Planning Commission

## *Conditional Use Permit Application*

WHEREAS the Christiansburg Planning Commission, acting upon a request by the Christiansburg Town Council to study a Conditional Use Permit (CUP) request by Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District, has found following a duly advertised Public Hearing that the public necessity, convenience, general welfare and good zoning practices (**permit / ~~do-not-permit~~**) the issuance of a Conditional Use Permit (CUP) to Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District.

THEREFORE be it resolved that the Christiansburg Planning Commission (**recommends / ~~does not-recommend~~**) that the Christiansburg Town Council approve the Conditional Use Permit with the following conditions:

1. The operation is limited to 150 gallons of pesticide concentrate, all of which is to be stored indoors.
2. Federal and state regulations and requirements are to be met and maintained.
3. The permit is subject to Planning Commission review in twelve months

Dated this the 3<sup>rd</sup> day of October 2016.

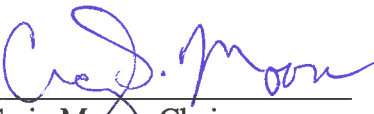


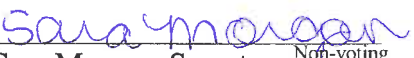
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Craig Moore, Chairperson  
Christiansburg Planning Commission

The above Resolution was adopted on motion by Johnson seconded by Collins at a meeting of the Planning Commission following the posting of a public hearing notice upon the property and a duly advertised Public Hearing on the above request on October 3, 2016. Upon a call for an aye and nay vote on the foregoing resolution, the Commission members present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

| <u>MEMBERS</u>                       | <u>AYES</u> | <u>NAYS</u> | <u>ABSTAIN</u> | <u>ABSENT</u> |
|--------------------------------------|-------------|-------------|----------------|---------------|
| Matthew J. Beasley                   | X           |             |                |               |
| Ann H. Carter                        | X           |             |                |               |
| Harry Collins                        | X           |             |                |               |
| David Franusich                      |             |             |                | X             |
| Hil Johnson                          | X           |             |                |               |
| Craig Moore, Chairperson             | X           |             |                |               |
| T.L. Newell                          | X           |             |                |               |
| Joe Powers                           | X           |             |                |               |
| Jennifer D. Sowers, Vice-Chairperson | X           |             |                |               |

  
 Craig Moore, Chairperson

  
 Sara Morgan, Secretary Non-voting



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
PUBLIC HEARINGS

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Ordinance concerning Stone Street adjoining N. Franklin St. NE

**DESCRIPTION:**  
Ordinance vacating a portion of Stone Street adjoining 555 N. Franklin Street NE. Related to the Kroger store expansion.

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Planning & Zoning

**PRESENTER:**  
Andrew Warren, Director of Planning

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**



ESTABLISHED

NOVEMBER 10, 1792

INCORPORATED  
JANUARY 7, 1833

MAYOR  
D. MICHAEL BARBER

COUNCIL MEMBERS  
SAMUEL M. BISHOP  
HARRY COLLINS  
R. CORD HALL  
STEVE HUPPERT  
HENRY SHOWALTER  
BRADFORD J. "BRAD" STIPES

TOWN MANAGER  
STEVE BIGGS

# *Town of Christiansburg, Virginia 24073*

100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

## Town of Christiansburg Planning Staff Report

### **Town Council Public Hearing Date:**

Tuesday, October 25, 2016 at 7:00 p.m.

Town Hall

100 East Main Street

Christiansburg, VA 24060

### **Application Type:**

Partial Street Vacation (.069) and Public Utility Easement Vacation

### **Applicant:**

Kroger Limited Partnership I

### **Location:**

Portion of Stone Street NE adjacent to Kroger property and the Kroger property.

### **Background:**

The Town of Christiansburg has received two requests by Kroger Limited Partnership I in connection with the current redevelopment of the Kroger grocery store located at 555 North Franklin Street NE (Tax Parcel No. 496-27-4). The two requests are:

- 1) Vacation of a .069 acre portion of Stone Street public right-of-way adjoining the Kroger property in order to allow for a new parking lot layout meeting the Town requirements between the new south addition of the store and Stone Street.
- 2) Vacation of a public utility easement on the Kroger property related to the grocery store expansion and the relocation of the water line on the site. A new public utility easement for the new waterline location will be dedicated by a subsequent plat.

The property is not located within the 100-Year or 500-Year Flood Hazard Areas. The property does not lie within a Historic District. The adjoining properties are zoned B-3 General Business. The adjoining properties contain businesses, recreational facilities, and vacant land.

### **Contact:**

Andrew Warren

Planning Director

(540) 382-6120 ext. 1130

[awarren@christiansburg.org](mailto:awarren@christiansburg.org)



**Christiansburg Planning Commission  
Minutes of October 3, 2016**

Present: Matthew J. Beasley  
Ann Carter  
Harry Collins  
Hil Johnson  
Craig Moore, Chairperson  
T.L. Newell  
Joe Powers  
Jennifer D. Sowers, Vice-Chairperson  
Sara Morgan, Secretary <sup>Non-Voting</sup>

Absent: David Franusich

Staff/Visitors: Andrew Warren, Planning Director  
Will Drake, staff  
Cindy Wells-Disney, Montgomery County Planning Commission  
Chris Woolwine, 516 Roanoke Street  
Brad Woolwine, 516 Roanoke Street

Chairperson Moore called the meeting to order at 7:00 p.m. in the Christiansburg Town Hall at 100 E. Main Street, Christiansburg, Virginia.

Public Comment.

Chairperson Moore opened the floor for public comment. With no comments, Chairperson Moore closed the floor for public comment.

Approval of Planning Commission Minutes for September 19, 2016 meeting.

Chairperson Moore introduced the discussion. Commissioner Collins made a motion to approve the September 19, 2016 Planning Commission meeting minutes. Vice-Chairperson Sowers seconded the motion, which passed 7-0. Commissioner Newell abstained, as she was not present for the previous meeting.

Public Hearing on a Conditional Use Permit request by Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District.

Chairperson Moore opened the public hearing. Chris Woolwine introduced his request and stated he was seeking a conditional use permit to operate an exterminating services business at 516 Roanoke Street. With no objections, Chairperson Moore closed the public hearing. Planning Commission agreed to discuss the request.

Public Hearing on a Conditional Use Permit request by Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District - (continued).

Commissioner Newell inquired how the applicant obtained a business license and constructed a sign on the property without an approved conditional use permit. Mr. Warren stated the applicant operated a lawful business in the 900 block of Roanoke Street and did not update the address on the business license when the business moved to 516 Roanoke Street. Mr. Warren stated the applicant had submitted a sign permit when Mr. Wingfield, Assistant Town Manager, notified staff that a conditional use permit would be required. Mr. Warren stated the sign permit is pending approval of the conditional use permit and noted the applicant has worked with staff to come into compliance.

Commissioner Newell asked if the previous business location required a conditional use permit. Mr. Drake noted the previous location was in the I-2 General Industrial District and exterminating services are a permitted use in the district.

Commissioner Johnson asked if the business would need to cease and the sign be removed if the conditional use permit is denied. Mr. Warren stated that was correct. Commissioner Johnson stated he visited the site and noted the sign looked appropriate.

Commissioner Newell stated the previous tenant at 516 Roanoke Street operated an environmental water testing business. Mr. Warren stated the applicant believed the exterminating services business was an equivalent use and was not aware a conditional use permit was required. Mr. Woolwine noted the environmental water business still operates on the premises in a small building behind their building.

Chairperson Moore read the proposed conditions.

1. The operation is limited to 150 gallons of pesticide concentrate, all of which is to be stored indoors.
2. Environmental Protection Agency regulations and requirements are to be met and maintained.
3. The permit is subject to Planning Commission review in twelve months.

Commissioner Collins asked how many trucks the business uses. Mr. Woolwine stated they have four trucks. Commissioner Johnson asked if the site has adequate parking. Mr. Woolwine stated they have ample parking.

Commissioner Beasley asked how many gallons of pesticide they store. Mr. Woolwine stated they typically store between twenty to forty gallons. Commissioner Newell asked if pesticide concentrate is regulated by the Environmental Protection Agency (EPA). Mr. Woolwine stated the EPA regulates pesticides and noted the Virginia Department of Agriculture will inspect the business annually to ensure they are following proper labeling procedures and maintaining their equipment.

Public Hearing on a Conditional Use Permit request by Chris Woolwine, agent for Woolwine Brothers, LLC, for an exterminating services business at 516 Roanoke Street (tax parcel 528 – ((A)) – 47) in the B-3 General Business District - (continued).

Commissioner Newell asked if they discharge chemicals into the public sewer system. Mr. Woolwine stated they do not. Chairperson Moore asked if they dilute the pesticide concentrate at 516 Roanoke Street. Mr. Woolwine stated they will dilute the concentrate at 516 Roanoke Street approximately 85 percent of the time and the remaining time it will be performed at the worksite.

Chairperson Moore asked if the Building Official will inspect the building and inquired if the structure had a backflow preventer. Mr. Warren stated the Building Official would review the use of the building during the business occupancy application process. Mr. Woolwine stated the Virginia Department of Agriculture requires and inspects backflow prevention and noted the building has a check valve and backflow preventers.

Commissioner Newell suggested revising the second condition to require "federal and state regulations and requirements are to be met and maintained". Planning Commission agreed. Commissioner Johnson made a motion to recommend Town Council approve the request with the three conditions, as modified. Commissioner Collins seconded the motion, which passed 8-0.

Chairperson Moore reviewed the public hearing process and encouraged the applicant to attend the Town Council public hearing for the request on October 25, 2016. Commissioner Beasley thanked the applicant for providing this business service to the community.

Other business.

Chairperson Moore introduced the discussion. Mr. Warren stated the Town will advertise for the vacant Planning Commission positions based on Town Council's request. Commissioner Collins asked Mr. Warren if the announcement can be featured on the homepage of the Town's website. Commissioner Newell asked if Town Council stated a preference for an odd or even number of commissioners. Commissioner Collins stated it was not discussed.

Mr. Warren provided an update on Town Council's approval of the conditional use permit request for Cambria Crossing. Mr. Warren reviewed the revised layout and access configuration the applicant presented to Town Council. Mr. Warren noted the applicant revised their proposal in response to the concerns raised during the Planning Commission public hearing and discussion. Commissioner Johnson and Chairperson Moore expressed satisfaction with the process.

Other business – (continued).

Mr. Warren noted Town Council also approved the conditional use permit for 30 Bower Street, N.W. / 45 Clearview Drive, N.W. and modified the condition to require review in six months.

Ms. Morgan stated the Development Subcommittee reviewed the draft sign ordinance and recommended it be presented to Town Council for review before scheduling public hearings for Planning Commission and Town Council.

Ms. Morgan stated Planning Commission will hold a public hearing at its next meeting on October 17, 2016 to receive comments on an amendment to adopt Urban Development Areas into the Comprehensive Plan.

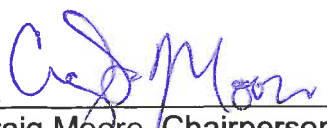
Mr. Warren stated Mr. Nelson, Director of Engineering, and Mr. Wingfield are working to complete the House Bill Two (HB2) transportation project applications. Mr. Warren noted the proposals include the North Franklin Street - Peppers Ferry Road Connector Project and the Parkway Drive extension project. Chairperson Moore noted the work staff members contribute for the benefit of Christiansburg.

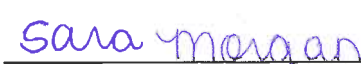
Mr. Warren stated the redesign project for the North Franklin Street - Cambria Street intersection is moving along and noted the Town is working to select an engineer/design team for the project. Chairperson Moore noted the Route 460 eastbound ramp to North Franklin Street project, which was put forth by the Metropolitan Planning Organization, is also moving forward.

Commissioner Johnson stated the food truck rodeo was a successful event and drew residents from around the region.

Commissioner Collins asked if Planning Commission can recommend inclusion of a town history section as part of the UDA amendment. Ms. Morgan stated the public notice did not advertise the inclusion of a history section. Mr. Warren stated this can be discussed at a future Comprehensive Plan Subcommittee meeting and there may be a more immediate opportunity to feature the history section of previous comprehensive plans on the Town Website. Mr. Warren noted he will follow up with Mr. Wingfield to discuss.

There being no more business, Chairperson Moore adjourned the meeting at 7:36 p.m.

  
\_\_\_\_\_  
Craig Moore, Chairperson

  
\_\_\_\_\_  
Sara Morgan, Secretary Non-Voting



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Meeting Minutes of September 27, 2016

**DESCRIPTION:**  
Meeting minutes of September 27, 2016 Town Council meeting

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Michele Stipes, Town Clerk

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
SEPTEMBER 27, 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 SEPTEMBER 27, 2016 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Steve Biggs; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Assistant to the Town Manager Adam Carpenetti; Finance Director/Treasurer Valerie Tweedie; Planning Director Andrew Warren; Director of Engineering Wayne Nelson; Public Relations Director Melissa Powell; Aquatics Director Terry Caldwell; Police Chief Mark Sisson; Lieutenant Tim Brown; Police Accreditation Specialist Donna Akers; Farmer's Market Manager Sarah Belcher.

I. CALL TO ORDER

A. Moment of Reflection

B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

A. Councilman Hall made a motion to adjust the agenda to add Council action on Public Hearing Item A: Community Development Block Grant - Consolidated Plan and Annual Action Plan for the year beginning July 1, 2016. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. The matter was scheduled as VIII.A.5.

III. PUBLIC HEARINGS

A. The Town of Christiansburg Virginia as a recipient of block grant funding is required by the U.S. Department of Housing and Urban Development (HUD) to prepare and adopt a multi-year Consolidated Plan and Annual Action Plan that solicit citizen views on proposed Community Development Block Grant (CDBG) program activities contained in these documents. The plan outlines proposed activities for CDBG funding and specific activities for the program year beginning July 1, 2016. Planning Director Andrew Warren reported that a month long open public review period had been held and resulted in no public comments. The annual action plan proposed was similar to past year's, with a focus on improvements/installment of sidewalks on Park Street. Council will take action on the matter later in the meeting.

B. Conditional Use Permit amendment request for the Cambria Crossing planned housing development in the MU-1 Mixed Use: Residential – Limited Business District for a 1.12 acre parcel on the eastern side of the intersection of Cambria Street, N.W. and Phoenix Boulevard, N.W. (tax parcel 465 – ((A)) – 3A) by SHAH Development, LLC. Planning Director Andrew Warren explained that the Planning Commission had recommended denial of the initial CUP request. SHAH Development, LLC amended its request to address concerns of the commission, but the commission again recommended denial based on ongoing concerns with access, density, and structure façade. Earlier today, SHAH Development, LLC submitted further revised conditions, along with a drawing indicating restructured access points, for Council consideration. Thom Rutledge, project manager for SHAH, explained that the 1.12 acre parcel had been designated as limited business use in 2005. SHAH had expected the property to be developed

commercially, but the lot had not sold, despite being listed for several years. Now, SHAH has decided to develop the property residentially as part of Cambria Crossing. Mr. Rutledge explained the revisions to the request that focused on reduced density from six units to five units, reconfigured access points, and changed façade plans to be uniform with existing homes in the neighborhood. It was noted that the Town would not be responsible for the new access if approved by Council. Mr. Rutledge said he worked with Town staff and Councilman Collins, who is the Council representative on the Planning Commission, to revise the plan in a way that would address all concerns of the Planning Commission, and would satisfy the concerns expressed by citizens during the Planning Commission and via email. In reference to an email from a concerned resident, Mr. Rutledge noted that the 1.12 acre lot was never intended to be designated as open space, but had been designed for business use. Also, he noted that the lot size of .02 acres was larger than some of the existing lots built on in Cambria Crossing. According to Mr. Rutledge, the average lot size in Cambria Crossing was .139 acre. Planning Director Andrew Warren noted that the lot sizes were designed and provided by the applicant, and the Town provided an analysis of the Planned Housing Development site plan. Councilman Stipes expressed concern with the limited sight distance at the only entrance/exit to Cambria Crossing, noting that the proposed residential use would create less traffic than if the property were developed for business use. Residents of Cambria Crossing, Mr. and Mrs. Franklin, were asked by Councilman Stipes if their concerns with density and façade had been alleviated through the new plan and revised conditions submitted by SHAH. Mrs. Franklin said she and her husband were pleased that the density had been reduce, and she clarified through Mr. Rutledge that the façade of the new structures would be brick face and brick to grade. According to Mrs. Franklin, some of the homes toward the rear of the neighborhood did not meet the standard of brick to grade, but instead had exposed concrete. Mr. Rutledge said he was aware that he overlooked a lack of brick on one of the homes he approved in the neighborhood, and he apologized for the oversight. David Hagan explained that the façade standard for the neighborhood was brick to grade, and that he has made sure through architectural review/approval that the appearance of the structures in the request met those standards and resembled existing homes. Since the next regular Council meeting had been cancelled, Councilman Hall made a motion to amend the agenda to include Council action on this matter, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Huppert expressed concern with not having adequate time to do a site visit in light of the newly proposed conditions.

- C. Proposed lease of land and tank space located at 1306 Buffalo Dr. (Tax Map #555-A-1), 2055 Simpson Rd. (Tax Map #499-2-8), 1525 Sherwood Drive (Tax Map #498-A-26A), and Oak Grove Tank Site (Tax Map #108-A-60A), by the Town of Christiansburg to New River Valley Unwired Ventures, LLC, for the purpose of providing broadband internet service. Assistant to the Town Manager Adam Carpenetti provided Council with a sample addenda and reviewed the key items of interest in the proposed contract, including term, rental costs, and rate limitations. The Town is currently working with an engineering firm to do an analysis of the water tank. The Town and New River Valley Unwired have agreed to comply with the recommendations provided in the analysis, and New River Valley Unwired agreed to reimburse the Town for 50% of the cost of the analysis. Mayor Barber, Adam Carpenetti, Town Manager Biggs, and Attorney Fontana expressed support for the five year lease term, with Town Manager Biggs noting that he anticipated that the business would continue to work with the Town in the future. Councilman Hall asked how the Town would monitor the rate limitations set forth in the contract. Town Manager Biggs replied that the rates could be generally known, and that the Town could ask the business to periodically certify its rates; however, Mr. Biggs stated that the business should not be compared to larger providers since it primarily provided service to underserved/unserved customers and was not competitive in nature.

#### IV. CONSENT AGENDA

##### A. Meeting Minutes of September 13, 2016

##### B. Monthly Bills

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

V. CITIZEN COMMENTS

A. No comments.

VI. INTRODUCTIONS AND PRESENTATIONS

A. Presentation by Mayor Barber of a Resolution in Support of Help Save the Next Girl. Mayor Barber introduced members of the Christiansburg High School chapter of Help Save the Next Girl, and presented them with a framed resolution declaring October as Help Save the Next Girl Awareness Month. Mayor Barber talked about how the group came together to offer support to the community and police when a fellow high school student went missing last year. The group's sponsor, Ms. Connelly, introduced the student members of the executive board, along with four freshmen who were new to the group. She spoke about the group's focus in bringing awareness to safety issues through its involvement in community events. Currently, there are 89 members in the Christiansburg High School chapter. Police Chief Sisson stated that the Help Save the Next Girl program was important to the missing person investigation last year, and he expressed appreciation for the group's assistance and support. He talked about how the group was helping to change the culture and the community through its efforts in bringing awareness to personal safety issues. In Montgomery County, Auburn High School, Blacksburg Middle School, and Blacksburg High School have chapters, while Eastern Montgomery and Christiansburg Middle School were working toward establishing chapters. A copy of the resolution is attached.

B. Christiansburg Police Department Presentation:

1. Gary Roche of the Virginia Law Enforcement Professional Standards Commission to present Police Chief Sisson with a Certificate of Reaccreditation. Mr. Roche addressed Council regarding the process of reaccreditation and, on behalf of the Virginia Law Enforcement Professional Standards Commission, congratulated the Police Department on receiving its reaccreditation, then presented Police Chief Sisson with a framed accreditation certificate. Mr. Roche explained that accreditation status was sought on a volunteer basis every four years and was a measure and confirmation of agency compliance with the one hundred and eighty professional standards focusing on policy, procedures, operations, management, and support services. Mr. Roche noted that although accreditation was a four year term, agencies that were accredited must provide annual verification of continued compliance. Mr. Roche congratulated Chief Sisson and his personnel for their hard work and dedication to excellence. This reaccreditation was the fifth consecutive accreditation award for the police department. Police Chief Sisson thanked Mr. Roche for the certificate, then acknowledged and introduced Lieutenant Tim Brown and Police Accreditation Specialist Donna Akers who were responsible for completing the reaccreditation process. Every standard was met by the police department and Chief Sisson thanked Mr. Brown and Mrs. Akers for their performance and professionalism during the process. Chief Sisson then spoke about the importance of being an accredited agency and how it benefited the community. In closing, he thanked Council for the opportunity to pursue accreditation status.

C. Engineering Department Presentation:

1. Engineering Director Wayne Nelson to present on the Towne Branch Stream Restoration Project. Using PowerPoint, Mr. Nelson introduced to Council the Towne Branch Stream Restoration Project, and indicated the project path from Depot Park to a large culvert under Mill Lane. Mr. Nelson reported that the low bid on the project exceeded available funds, however, the Town would be moving forward in discussions with the low bidder to re-negotiate the bid, or re-bid the project. The Town plans to reapply for grant funding in February, and the DEQ has advised that there would be a high potential for funding if the project was shovel-ready at the time of application. Funding would be from the state and would be a 50% matching grant. Mr. Nelson noted that the engineer's estimate on the project was on budget, but that the bids were significantly higher than expected. Director of Public Relations Melissa Powell, Project Manager Jessie Nester, Aquatics Director Terry Caldwell, and Director of Parks and Recreation Brad Epperley have been working together to develop a public relations plan that would highlight the recreational facilities along the project path. Mr. Nelson said he hopes construction on the project will begin next summer.

## VII. OLD BUSINESS

### A. Council Action On:

1. Conditional Use Permit request for a commercial garage in the B-3 General Business District at 30 Bower Street, NW [Tax Parcel No. 526 – ((A)) – 46] by George Gray. The Public Hearing was held September 13, 2016. The Planning Commission recommendation was for approval with 14 conditions as follows: 8 ayes, 0 nay; 1 absent. Councilman Huppert and Councilman Stipes said they did site visits and were satisfied with the property appearance and the Planning Commission recommendation. However, Councilman Stipes recommended a six-month CUP review by Town staff, at no cost to the property owner, instead of the recommended one-year review. Councilman Hall asked for clarification of the proposed conditions that pertain to vehicles on the lot. The applicant clarified that any car at the shop would be kept in the shop. The shop is for race cars and would not be an actual car service garage. Planning Director Andrew Warren clarified that the condition pertaining to "no more than six cars" complied with zoning requirements. Councilman Hall said he was satisfied that the conditions addressed the concerns expressed by neighboring property owners, and he voiced support for a six-month CUP review. Councilman Stipes made a motion to amend the conditions to require a six-month CUP review and to issue the CUP as amended. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. A copy of the CUP is attached.

## VIII. NEW BUSINESS

### A. Council Action On:

1. Proposed lease of land and tank space located at 1306 Buffalo Dr. (Tax Map #555-A-1), 2055 Simpson Rd. (Tax Map #499-2-8), 1525 Sherwood Drive (Tax Map #498-A-26A), and Oak Grove Tank Site (Tax Map #108-A-60A), by the Town of Christiansburg to New River Valley Unwired Ventures, LLC, for the purpose of providing broadband internet service. The Public Hearing was held earlier in the meeting. Councilman Hall made a motion to approve the lease with New River Valley Unwired Ventures, LLC, as presented, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
2. Council to set the personal property tax relief percentage at 37.08% as required by the Personal Property Tax Relief Act. Council is required to set the personal property tax relief percentage on an annual basis. Councilman Stipes made a motion to set the personal property tax relief percentage rate at 37.08% as recommended by Finance Director/Treasurer Valerie Tweedie, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
3. Resolution Honoring the 150<sup>th</sup> Anniversary of Schaeffer Memorial Baptist Church. Councilman Hall made a motion to adopt the resolution as presented, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
4. Resolution declaring October 9 – 15, 2016 as Fire Prevention Week. Councilman Hall made a motion to adopt the resolution as presented, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
5. Community Development Block Grant - Consolidated Plan and Annual Action Plan for the year beginning July 1, 2016. The Public Hearing was held earlier in the meeting. Councilman Showalter made a motion to approve the CDBG Consolidated Plan and Annual Action Plan as presented, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
6. Conditional Use Permit amendment request for the Cambria Crossing planned housing development in the MU-1 Mixed Use: Residential – Limited Business District for a 1.12 acre parcel on the eastern side of the intersection of Cambria Street, N.W. and Phoenix Boulevard, N.W. (tax parcel 465 – ((A)) –

3A) by SHAH Development, LLC. Councilman Stipes made a motion to issue the Conditional Use Permit with proffers provided today in a letter dated September 27, 2016 from SHAH Development, outlining additional self-imposed conditions that address the concerns of the Planning Commission. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Huppert expressed concern with taking action on the request tonight, noting that he voted in support because Mr. Rutledge agreed to tour the site with him, which he said he appreciated. Mr. Rutledge thanked Councilman Collins for working with him on behalf of the Planning Commission to develop a satisfactory plan. A copy of the CUP and SHAH Development's letter dated September 27, 2016 are attached to these minutes.

## IX. COMMITTEE REPORTS

### A. Street Committee:

1. A request from Montgomery County for a crosswalk and "No Parking" signs on Imperial Street. Councilman Stipes used an aerial photograph to explain the one block location of the crosswalk and "No Parking" signs in the County's request. The request was meant to address pedestrian safety concerns between the Government Center and its parking lot, and in studying the request, the Street Committee recommended two pedestrian crosswalks, augmented with vertical roadside crosswalk signs and a crosswalk delineator sign in the street, along with signs for no parking on the side of the road with sidewalks. Councilman Stipes reported that the Street Committee determined these traffic measures would improve pedestrian safety on Imperial Street because of low traffic volume and high pedestrian use. Councilman Stipes made a motion to approve the traffic safety measures for the portion of Imperial Street between the Government Center and its parking lot as described, seconded by Councilman Collins. Councilman Showalter asked if "No Parking" signs could be extended along Imperial Street to Chinquapin Trail to improve pedestrian safety along the entire length of Imperial Street. Director of Engineering Wayne Nelson noted that pedestrian safety at the Government Center was a concern due to obstructed visibility of pedestrians by delivery trucks. However, Councilman Stipes stated that Councilman Showalter was well familiar with Imperial Street, and its surrounding area, and he respected his opinion that extending no parking would be a safety improvement to the area. Director of Engineering Wayne Nelson said he did not see a concern with extending no parking along the left side of Imperial Street to Chinquapin Trail. Councilman Stipes revised his motion to include extending "No Parking" signs along the left side of Imperial Street to Chinquapin Trail. Councilman Collins seconded the revised motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
2. Subdivision Plat of Survey showing the Subdivision of Robin Hood Estates Lot 24A (Tax Map Parcel No. 498 17 24) to create 2 Lots for RWW35 LLC. Councilman Stipes explained the request to subdivide one lot into two for development purposes. The request conforms with the subdivision ordinance and Councilman Stipes made a motion to approve the request, seconded by Councilman Bishop. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

## X. STAFF REPORTS

### A. Town Manager Biggs:

1. Inspection and pruning plan for Constitution Oak. Town Manager Biggs reported that Micheal Huesman had photographically inspected Constitution Oak and determined that the tree had vigorous new growth, but also visible limb death from previous over-pruning. Mr. Biggs misstated and the inspection was actually performed by arborist Ed Milhaus. Mr. Milhaus recommended pruning the dead limbs for the health of the tree and for public safety reasons. He also recommended further inspection of the tree by a tree specialist to determine the extent of the visible fungal infection. Town Manager Biggs said he supported the recommendations and requested authorization from Council to move forward with pruning the limbs that appeared dead, and to ask Mr. Milhaus to further inspect the tree to determine the extent of the visible fungal infection and the survivability of the tree. Town Council authorized Town Manager Biggs to move forward with the recommendations of Mr. Milhaus. Mayor Barber gave a brief history of the oak tree and noted that three saplings had been grown from

the acorns of Constitution Oak by a citizen as legacy trees, should the oak tree ever need to be removed.

2. Main Street paving bid process. Town Manager Biggs reported that the Town received one response to the Main Street paving bid, and that response was unsatisfactory. As a result, Town Manager Biggs recommended combining the paving of East Main Street with the future West Main Street paving project. Deferring the East Main Street paving would be a good financial decision according to Town Manager Biggs; however, it would mean that the newly improved sidewalk area near the square would remain unfinished for a few months, but that would not create a safety concern for motorists or pedestrians.
3. Town Manager Biggs reported that he would finalize the details for the annual Council retreat scheduled for November 9 – 10.

#### XI. COUNCIL REPORTS

- A. Councilman Huppert reported on the recent annual Food Truck Rodeo and confirmed through Police Chief Sisson that there were no arrests made at the event. He then reported on the financial success of the recent Heritage Day event.
- B. Councilman Showalter reported on the NRV Regional Commission, noting the commission's focus on promoting the Go Virginia initiative, and the Cascades area of the Jefferson National Forest. He then thanked Councilman Collins and Hil Johnson for their willingness to serve on the commission, and invited all to attend commission meetings.
- C. Councilman Stipes - No report.
- D. Councilman Hall reported on the John Lemley Lane Park and expressed appreciation for the newspaper coverage of the park on October 7. He then reported that two high school students had been chosen by the Recreation Advisory Commission for appointment to the commission: Matthew Davidson and Nicole Diloia. The students were highly recommended by Shane Guynn, the new assistant principal at Christiansburg High School. The Town has advertised the three vacancies on the Recreation Advisory Commission and interviews are to be held in October and November.
- E. Councilman Bishop – No report.
- F. Councilman Collins - No report.
- G. Mayor Barber reported that Town representation was needed on the NRV Agency on Aging. Scott Weaver held the position for many years; Richard Ballengee serves as alternate and has been attending the meetings on Mr. Weaver's behalf for some time. He agreed to serve as representative if it was Council's pleasure. Councilman Hall made a motion to appoint Richard Ballengee as representative on the NRV Agency on Aging, and to appoint Councilman Huppert to serve as alternate. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Mayor Barber then noted two vacancies on the Planning Commission and Council agreed to advertise the positions.

#### XII. OTHER BUSINESS

- A. The regular council meeting on October 11, 2016 has been cancelled due to a scheduling conflict with the Annual VML Conference.

#### XIII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:10 P.M.

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Michele M. Stipes, Clerk of Council

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D. Michael Barber, Mayor



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Resolution in Support of Depot Park Trail Extension Project

**DESCRIPTION:**

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Wayne Nelson, Director of Engineering

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **A RESOLUTION FOR THE TOWN COUNCIL OF THE TOWN OF CHRISTIANSBURG, VIRGINIA AS AN ENDORSEMENT OF THE DEPOT PARK TRAIL EXTENSION PROJECT**

WHEREAS, in accordance with Commonwealth Transportation Board construction allocation procedures, it is necessary that a request by resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the Town of Christiansburg.

NOW, THEREFORE, BE IT RESOLVED: That the Council of Town of Christiansburg requests the Commonwealth Transportation Board to establish a project for the construction of the Depot Park Trail Extension project.

BE IT FURTHER RESOLVED THAT: The Town of Christiansburg hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents.

BE IT FURTHER RESOLVED THAT: The Town of Christiansburg hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: The Town of Christiansburg will be responsible for maintenance and operating costs of the facility as constructed unless other arrangements have been made with VDOT.

BE IT FURTHER RESOLVED THAT: If the Town of Christiansburg subsequently elects to cancel the project, the Town of Christiansburg hereby agrees to reimburse the VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The Town of Christiansburg also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Town Council of the Town of Christiansburg hereby grants authority for the Town Manager to apply for funds and execute project administration agreements, as well as other documents necessary for approved 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 October 25, 2016, members of the Council stood as indicated opposite their names as follows:

|                           | <u>AYE</u> | <u>NAY</u> | <u>ABSTAIN</u> | <u>ABSENT</u> |
|---------------------------|------------|------------|----------------|---------------|
| Samuel M. Bishop          |            |            |                |               |
| Harry Collins             |            |            |                |               |
| R. Cord Hall              |            |            |                |               |
| Steve Huppert             |            |            |                |               |
| Henry D. Showalter        |            |            |                |               |
| Bradford J. Stipes        |            |            |                |               |
| D. Michael Barber, Mayor* |            |            |                |               |

\*Votes only in the event of a tie.

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

ATTEST:

\_\_\_\_\_  
Michele M. Stipes, Clerk of Council



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**

INTRODUCTIONS AND PRESENTATIONS

**Meeting Date:**

October 25, 2016

**ITEM TITLE:**

Police Department Strategic Planning Presentation

**DESCRIPTION:**

Chief Sisson will present strategic planning and items Council may see in budget cycle.

**POTENTIAL ACTION:**

**DEPARTMENT:**

Police

**PRESENTER:**

Mark Sisson, Chief of Police

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Request and Resolution for Lien Subordination from Community Housing Partners

**DESCRIPTION:**

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Steve Biggs, Town Manager

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**



Robert F. McDonnell  
Governor

James S. Cheng  
Secretary of Commerce  
and Trade

# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

William C. Shelton  
Director

April 4, 2011

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

Mr. Janaka Casper  
CEO  
Community Housing Partners  
448 Depot Street, NE  
Christiansburg, VA 24073

Re: Community Improvement Grant #02-10  
Change of Use of Former Tekoa Boy's Home

Dear Mr. Helms and Mr. Casper:

We have reviewed your letters dated January 10, 2011 and July 16, 2010, which were in response to my letter of June 28, 2010, regarding the change in use of former Tekoa's Boys Home. The original project was awarded Community Development Block Grant (CDBG) funds in the amount of \$700,000 to support services benefitting at-risk youths. A condition of this award is the requirement to secure the property with a 20-year lien to ensure continued use for the original purpose. In a circumstance where the original use is no longer being met, the invested CDBG funds must be repaid or with DHCD's consent, an alternate use may be considered. Based upon the information presented, it appears the current services offered are targeted to predominantly benefit low- to moderate- income (LMI) persons and will provide a measurable benefit to those clients and therefore, we consider those activities to be a reasonable replacement for the originally intended use.

Please note the 20-year lien must remain in place as required for DHCD's compliance with HUD regulations. DHCD will accept a second position should the need for this arise and we are notified in writing. Approximately 13 years remain on this timeframe. Documentation that persons of low- to moderate- income continue to benefit through services and programs at the

*Partners for Better Communities*



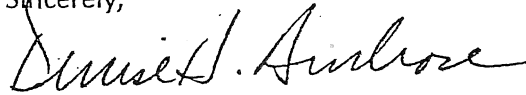
[www.dhcd.virginia.gov](http://www.dhcd.virginia.gov)

Messrs. Helms and Casper  
Page Two  
April 4, 2010

site should be maintained by the Town; the Town and Community Housing Partners should develop a methodology to accomplish this.

Thank you for providing the requested materials and working to find a suitable means to provide benefit to the LMI persons in the region. If you have any questions please feel free to contact me at 804-371-7029.

Sincerely,

A handwritten signature in dark ink, appearing to read "Denise H. Ambrose". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

Denise H. Ambrose  
Associate Director

cc: Bill Shelton, Director, DHCD  
Lisa A. Atkinson, Deputy Directory, DHCD

October 31, 2002  
Montgomery County, Virginia

\$675,000.00

**DEED OF TRUST NOTE**  
**Community Development Block Grant**  
**Virginia Department of Housing and Community Development**

For value received, the undersigned promise to pay the Town of Christiansburg, or order, the principal sum of Six Hundred Seventy Five Thousand Dollars (\$675,000.00) interest at the rate of ZERO (0.00%) per cent per annum on the unpaid principal balance until paid. Notwithstanding the foregoing, the principal sum of this Note will be forgiven in accordance with the following terms and conditions:

1. That Community Housing Partners Corporation construct a facility that will house twenty low income at-risk adolescent males on the real estate which secures this Note, which real estate is to be leased to Tekoa, Inc., a Virginia non-stock corporation, which will provide services to said residents, all of which is in accordance with the Community Development Block Grant received by the Town of Christiansburg from the Virginia Department of Housing and Community, the aforesaid Note, and a Development Agreement entered into between the Town of Christiansburg and Community Housing Partners Corporation contemporaneously herewith.

2. That one year from the date of this Note and every year thereafter, for a total period of twenty years, Community Housing Partners Corporation shall file with the Town of Christiansburg a certification that the property has been used for the purposes set forth above. Acceptance of such certification shall be by resolution of the Town Council and such resolution when adopted shall be recorded in the deed books of the Clerk of the

Circuit Court of Montgomery County. Upon twenty years of compliance, the entire principal sum shall be forgiven and the said Note and this Deed of Trust shall be marked "Paid and Satisfied" and released of record.

3. If at any time the Grantor fails to use the said property in compliance with said grants and agreements, then the Town shall give notice of such non-compliance to the Grantor at its last know address and shall have the right to declare the Note in default and exercise its rights under this Deed of Trust.

This Note is not assumable.

In the event of the breach of any covenant contained in the hereinafter-described Deed of Trust or if any deficiency in the payment of any amount due under this Note is not made good on or prior to the due date of such payment, or if there is any non-compliance with the additional terms and conditions set forth above, the entire principal sum shall at once become due and payable without notice at the option of the Noteholder. Failure to exercise this option shall not constitute waiver of the right to exercise the same in the event of any subsequent default.

The undersigned waives presentment, protest, and notice, and benefit of the homestead exemption as to this debt.

If this Note is not paid when due and is collected by suit, the undersigned agree to pay the court costs and Noteholder's reasonable attorney's fees incurred in collecting this Note.

This note is secured by a **Deed of Trust** of even date herewith on property located in Montgomery County, Virginia. This Note is to be construed in accordance with the laws of the Commonwealth of Virginia.

COMMUNITY HOUSING PARTNERS CORPORATION

By: Janaka Casper  
Janaka Casper, President

State of Virginia  
Montgomery County, to wit:

This is to certify that this is the note described in and secured by a deed of trust of even date herewith, and in the same principle amount as herein stated, to Harriet D. Dorsey, Trustee, on real estate located in Montgomery County, Virginia

Nancy J. Osborne  
Notary Public

My Commission expires: June 30, 2004

## COMMONWEALTH OF VIRGINIA



1A5

1A5

(11-7-039 1201)

 OFFICIAL RECEIPT  
 MONTGOMERY COUNTY CIRCUIT COURT  
 DEED RECEIPT

DATE: 11/01/02 TIME: 12:27:31 ACCOUNT: 121CLR02015568 RECEIPT: 02000024336  
 CASHIER: JHA REG: MT05 TYPE: DDT PAYMENT: FULL PAYMENT  
 INSTRUMENT : 02015568 BOOK: PAGE: RECORDED: 11/01/02 AT 12:25  
 GRANTOR: COMMUNITY HOUSING PARTNERS CORPORATION EX: N LOC: CO  
 GRANTEE: DORSEY, HARRIET D; TR EX: N PCT: 100%  
 AND ADDRESS : 930 CAMBRIA ST; C'BURG, VA 24073  
 RECEIVED OF : COMMUNITY HOUSING PARTNERS CORP DATE OF DEED: 10/31/01  
 CHECK : \$19.00  
 DESCRIPTION 1: T CH PARCEL 4.0897 AC PAGES: 0  
 2: NAMES: 0  
 CONSIDERATION: .00 ASSUME/VAL: .00 MAP:  
 CODE DESCRIPTION PAID CODE DESCRIPTION PAID  
 301 DEEDS 14.50 145 VLF 1.50  
 106 TECHNOLOGY FUND FEE 3.00  
 TENDERED : 19.00  
 AMOUNT PAID: 19.00  
 CHANGE AMT : .00

CLERK OF COURT: ALLAN C. BURKE

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DC-18 (12/01)

PREPARED BY AND RETURN TO:

Janaka Casper  
President  
Community Housing Partners Corporation  
930 Cambria Street  
Christiansburg, VA 24060

THIS DEED OF TRUST, made and entered into this 31<sup>st</sup> day of October, 2002 by  
and between COMMUNITY HOUSING PARTNERS CORPORATION,  
(CHPC), Borrower/Grantor; Harriet D. DORSEY, of Montgomery County,  
Virginia, Trustee, whose address is 1512 Highland Circle, Blacksburg, Virginia  
24060; and the TOWN OF CHRISTIANSBURG, (Town) a Municipal  
Corporation, Beneficiary/Noteholder; whose address is 100 East Main Street,  
Christiansburg, Virginia, 24073.

WITNESSETH:

THAT FOR and in consideration of the sum of Ten Dollars (\$10.00) cash  
in hand paid by the Grantor to the Trustee, the receipt and sufficiency of which is  
hereby expressly acknowledged, and for the further consideration of securing the  
hereinafter described indebtedness and the performance of the obligations  
hereinafter set forth and provided, the said Grantor does hereby bargain, grant and  
convey, unto the said Trustee, with General Warranty of Title and power of sale,  
the real estate and improvements thereto described All that certain tract or parcel  
of land, with the improvements thereon and the appurtenances thereunto  
belonging, situate, lying and being in the Town of Christiansburg, Shawsville  
Magisterial District of Montgomery County, Virginia, described as follows: That

certain portion designated as "T.M. 496-A-46 D.B. 167 PG. 463, 4.0897 Acres" as shown on that certain plat of survey entitled "Boundary Survey for Community Housing Partners Corporation" dated November 6, 2001, revised December 3, 2001, designated as Plan No. F-386601, which survey is of record in the Clerk's Office of the Circuit Court of Montgomery County.

TOGETHER WITH all buildings, improvements, and fixtures now or hereafter erected thereon, including without limitation all apparatus, equipment, fixtures or articles, used to supply heat, gas, air conditioning, water, light, power, refrigeration, ventilation, or other services, and all items of personal property and any other thing now or hereafter therein or thereon used in connection with the Property.

THIS DEED IS MADE IN TRUST to secure the Holder of the hereinafter described Note the payment of the principal sum of Six Hundred Seventy-five Thousand Dollars (\$675,000.00), with interest from the date hereof at the rate of zero per cent (0%) per annum, evidenced by a negotiable interest-bearing Note of even date herewith, made by Community Housing Partners Corporation, payable to the Town of Christiansburg, or order, at such place as the Noteholder may designate, if not paid sooner than to be paid in full on \_\_\_\_\_, 2022, and also to secure the due and punctual performance by Grantor of each and every covenant, condition and agreement contained herein, if any, and each and every other obligation, covenant and agreement of the Grantor to and with the Noteholder concerning or relating to the Property, which conditions are set forth

in said Note and include, but are not limited to, the requirement that Community Housing Partners Corporation construct a facility that will house twenty low income at-risk adolescent males on the said real estate, which real estate is to be leased to Tekoa, Inc., a Virginia non-stock corporation, which will provide services to said residents, all of which is in accordance with the Community Development Block Grant received by the Town of Christiansburg from the Virginia Department of Housing and Community, the aforesaid Note, and a Development Agreement entered into between the Town of Christiansburg and Community Housing Partners Corporation contemporaneously herewith.

This conveyance is made expressly subject to the following conditions, terms and provisions:

1. One year from the date of this deed of trust and every year thereafter, for a total period of twenty years, Community Housing Partners Corporation shall file with the Town a certification that the property has been used for the purposes set forth above. Acceptance of such certification shall be by resolution of the Town Council and such resolution when adopted shall be recorded in the deed books of the Clerk of the Circuit Court of Montgomery County. Upon twenty years of compliance, the entire principal sum shall be forgiven and the said Note and this Deed of Trust shall be marked "Paid and Satisfied" and released of record.

2. If at any time the Grantor fails to use the said property in compliance with said grants and agreements, then the Town shall give notice of

such non-compliance to the Grantor at its last known address and shall have the right to declare the Note in default and exercise its rights under this Deed of Trust.

3. Whenever moneys are to be applied by the Noteholder to the payment of the indebtedness, the Noteholder shall determine, in its sole discretion, the order and manner in which such moneys are to be applied to the individual indebtedness secured hereby, unless expressly provided otherwise by this deed of trust, by other written agreement between Grantor and Noteholder, or by law.

4. As additional security for the payment of the indebtedness and performance of the covenants set forth in the Note and/or this deed of trust, the Grantor hereby transfers, sets over and assigns to the Noteholder all judgments, awards of damages, settlements and compensation made in connection with or in lieu of (a) any taking of the Property by or under assertion of the power of eminent domain, (b) any damage to or destruction of the Property by insured casualty, and (c) any other injury or damages to the Property. The Noteholder is authorized and empowered (but not required) to collect and receive any such sums and is authorized to apply them in whole or in part to the reduction of the indebtedness and/or to the performance of the covenants set forth in the Note and/or this deed of trust.

5. Grantor shall pay without demand all indebtedness and shall fully perform without demand all covenants, when such payments or performances are due.

6. Grantor shall pay when due all amounts and shall perform all covenants secured by any deeds of trust recorded prior to this deed of trust. The Grantor also shall pay, when due, all claims of every kind and nature which might or could become a lien on the Property or any part hereof having priority over the lien of this deed of trust, and the Grantor shall not at any time create or allow to exist any prior *lien* on the Property or any part thereof of whatsoever kind or nature other than those specifically approved by the Noteholder; provided, however, that the following are excepted from the foregoing: (a) liens for taxes and assessments which are not delinquent although by law are given the status of a lien and (b) such of the above claims as are, and during the time they are, being contested by the Grantor in good faith and by appropriate legal proceedings, but the Grantor shall post such security for the payment of such contested claims as is requested by the Noteholder.

7. Grantor shall promptly repair, restore or rebuild any part of the Property that may become damaged or be destroyed while subject to the lien of this deed of trust. Grantor shall not commit or suffer waste of the Property. Grantor shall not commit or suffer to be done or exist on or about the Property any condition whereby the Property shall become less valuable. Without prior permission; Grantor shall not remove or demolish the Property. Grantor shall comply with all applicable laws, ordinances, regulations, covenants, conditions and restrictions affecting the Property, and not suffer or permit any violations thereof.

8. The Noteholder and its agents may make reasonable entries upon and inspections of the Property. The Noteholder shall give Grantor notice at the time of or prior to an inspection specifying reasonable cause for the inspection.

9. Grantor shall maintain insurance for the full replacement cost of the Property, and shall maintain policies of insurance against such other hazards, casualties and contingencies as the Noteholder may require, with all such policies naming the Noteholder as mortgagee and to be in form satisfactory to, and with insurance companies approved by, the Noteholder.

10. The Grantor shall pay, when due, all taxes and assessments both general and special, ground rents, fines, penalties, impositions, levies, dues and charges of every type or nature levied upon or assessed against the Property including any personal property included thereon, or upon the interest therein of the Noteholder or the Trustee(s) hereunder and shall annually provide to the Noteholder evidence that all such payments have been paid when due.

11. The Grantor is lawfully seized of an indefeasible estate in the Property in fee simple, free from encumbrances except as accepted by the Noteholder, has good right and power to convey the Property, does hereby warrant generally the same, and shall execute such further assurances as may be requisite.

12. If the Noteholder employs an attorney to collect any or all of the indebtedness to foreclose this deed of trust, or authorizes the Trustee(s) to conduct Trustees' sale proceedings hereunder, the Trustee(s) and the Noteholder

shall be reimbursed by Grantor, immediately and without demand, for all reasonable costs, charges and attorney's fees incurred by them or either of them in any such case whether or not suit be commenced, and the same be secured hereby.

13. The Grantor hereby covenants and agrees to comply with the Noteholder's guidelines regarding the Noteholder's funding of the loan secured hereby and agrees not to act or fail to act in any way which would cause the Noteholder to be in non-compliance with any such guidelines. The Grantor shall not permit the use of the property except as a single family owner-occupied residence without the prior written approval of the Noteholder. Without in any way limiting the foregoing, the Grantor shall not rent to, or otherwise allow occupancy of the Property by, any person or family who shall have an annual gross income greater than 80% of the median family income as then determined by the Noteholder for the applicable market area.

14. This deed of trust is made and shall be construed in accordance with and under the provisions of Sections 55-59, 59.1 through 59.4 and 55-60, of the *Code of Va.*, '950, as amended, including but not limited to the following:

- a. Exemptions waived.
- b. Subject to call upon default.
- c. Renewal, or extension or reinstatement permitted. d. Right of anticipation as provided by Note.
- e. Trustee's commission --5% of gross proceeds of sale.
- f. Advertisement required --once a week for two successive weeks.
- g. Substitution of Trustee permitted.
- h. Any Trustee may act.
- i. Deferred Purchase Money.
- j. Insurance required in an amount equal to at least the outstanding principal balance of the debt secured hereby.

In the event of foreclosure hereunder, the Holder of the Note must give the Maker at least fourteen (14) days written

notice by certified or registered mail at the property address prior to any sale.

THE GRANTOR EXPRESSLY UNDERSTANDS AND COVENANTS AND AGREES THAT THE NOTE AND THIS DEED OF TRUST ARE NOT ASSUMABLE WITHOUT THE WRITTEN CONSENT OF THE BENEFICIARY. IF ANY OF THE PROPERTY ENCUMBERED BY THIS DEED OF TRUST, OR AN INTEREST THEREIN, IS SOLD, LEASED OR OTHERWISE TRANSFERRED WITHOUT THE PRIOR WRITTEN CONSENT OF THE BENEFICIARY, OR IF BORROWER DOES NOT COMPLY WITH ALL OF THE TERMS AND CONDITIONS OF THE NOTE AND THE LOAN AGREEMENT, THE BENEFICIARY MAY DECLARE THE ENTIRE PRINCIPAL SUM AND ACCRUED INTEREST UNDER THE NOTE DUE AND PAYABLE.

WITNESS the following signature and seal:

COMMUNITY HOUSING PARTNERS  
CORPORATION

By:

Janaka Casper  
Janaka Casper, President

State of Virginia  
Montgomery County, Virginia, to wit:

The foregoing Deed was acknowledged before me this date the  
31st day of October, 2002,

by Janaka Casper, President, Community Housing Partners Corporation.

Nancy J. Osborne  
Notary Public

My commission expires:

June 30, 2004

**Resolution of the Board of Directors**  
**Community Housing Partners Corporation**  
(the “Corporation”)

The following is a true and correct copy of the resolutions adopted at a duly called meeting of the Board of Directors of Community Housing Partners Corporation, a Virginia nonstock corporation (the “Corporation”), pursuant to proper notice, held on September 16, 2016 at which meeting a quorum of the members of Board of Directors was present, either in person or by means of communication permitted by the Code of Virginia, and voting throughout:

**WHEREAS**, the Corporation is exempt from federal taxation pursuant to Sections 501(c)(3) of the Internal Revenue Code of 1986, as amended and has as one of its exempt purposes the fostering of low income housing and services; and

**WHEREAS**, the Corporation, in October 2002, entered into a development agreement with the Town of Christiansburg (the “Town”) to construct and operate a facility to house and provide services to twenty low income at-risk adolescent males at 448 Depot Street NE, Christiansburg Virginia described as follows: That certain portion designated as “T.M. 496-A-46 D.B. 167 PG 463, 4.0897 Acres” as shown on that of survey entitled “Boundary Survey for Community Housing Partners Corporation” dated November 6, 2001, revised December 3, 2001, designated as Plan No. F-386601, which survey is of record in the Clerk’s Office of the Circuit Court of Montgomery County; and

**WHEREAS**, the Town provided Community Development Block Grant (CDBG) funds made available by the Virginia Department of Housing and Community Development (VDHCD), in the principal amount of Six Hundred Seventy-Five Thousand Dollars (\$675,000) at the interest rate of ZERO (0.00%) per cent per annum and forgivable in the year 2022 in accordance with the covenants, conditions and agreement stipulated in the Note and Deed of Trust; and

**WHEREAS**, the terms and conditions of said CDBG funds stipulated in the Note and Deed of Trust required the Corporation to build a facility to house

twenty at-risk youth and provide services to those low and moderate income residents, unless an alternative use was approved by VDHCD; and

**WHEREAS**, in a letter dated, April 4, 2011, from the VDHCD approved a change in use of said facility to include all Low and Moderate Income (LMI) services provided by the Corporation and allowed under its 501 (c)(3) designation; and

**WHEREAS**, the Corporation hereby stipulates that it has met the continuous LMI service requirement to date, as evidenced by the attached Certificate of Good Standing and 2015 Impact Report.

**NOW THEREFORE, BE IT RESOLVED**, that the Community Housing Partners Corporation hereby requests the Town of Christiansburg approve the subordination of the Note and Deed of Trust to a yet to be determined first mortgage loan, not to exceed the total value of the property; and

**FURTHER RESOLVED**, that, the Corporation will pay all costs associated with said subordination; and

**FURTHER RESOLVED**, that, the Corporation will provide the Town with a letter from VDHCD re-approving the subordination of the Note and Deed of Trust to the first mortgage loan;

**FURTHER RESOLVED**, that, the Corporation will provide the Town with an annual report that documents compliance with the LMI service requirement.

The foregoing resolutions were adopted in accordance with the Articles of Incorporation and Bylaws of the Corporation and the laws of the Commonwealth of Virginia, and the Resolutions are in full force and effect and have not been altered, modified or rescinded.

**IN WITNESS WHEREOF**, I HAVE AFFIXED MY NAME AS Secretary of the Corporation this \_\_\_\_\_ day \_\_\_\_\_, 2016.

---

Name: Jeffery K. Reed, Secretary



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
STAFF REPORTS

**Meeting Date:**  
October 25, 2016

**ITEM TITLE:**  
Update from Director of Engineering

**DESCRIPTION:**  
Update on Submitted Revenue Sharing Projects and Transportation Alternatives Application

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Wayne Nelson, Director of Engineering

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

| TOWN OF CHRISTIANBURG                            |                       |                                                              |
|--------------------------------------------------|-----------------------|--------------------------------------------------------------|
| BILLS TO BE PAID FOR THE MONTHS OF               | SEPTEMBER AND OCTOBER |                                                              |
| ADAMS CONSTRUCTION CO.                           | 12,483.55             | ASPHALT MIX                                                  |
| AIRGAS MID-AMERICA, INC.                         | 449.13                |                                                              |
| ALL SEASONS PEST CONTROL, INC                    | 85.00                 |                                                              |
| AMERICAN RED CROSS-HEALTH & SAFETY SERVICES      | 108.00                |                                                              |
| ANDERSON & ASSOCIATES INC                        | 17,790.01             | CHRISMAN MILL CROSSING AND TRAIL STUDY                       |
| ARC3 GASES                                       | 207.66                |                                                              |
| ATLANTIC EMERGENCY SOLUTIONS, INC                | 2,330.52              | REPAIR BODY ON 93 PEIRCE ENGINE                              |
| AUTO ZONE, INC                                   | 274.61                |                                                              |
| B & T LAWN CARE LLC                              | 7,917.88              | MONTHLY MOWING END OF THIS YEARS CONTRACT                    |
| BALZER AND ASSOCIATES, INC                       | 750.00                |                                                              |
| BANE OIL COMPANY, INC                            | 2,946.27              | OFF ROAD DIESEL                                              |
| BASHAM OIL COMPANY                               | 536.22                |                                                              |
| BKT UNIFORMS                                     | 648.03                |                                                              |
| BLACKSBURG POWER EQUIPMENT                       | 657.46                |                                                              |
| BLUE RIDGE HEATING & AIR, INC                    | 3,187.00              | HEAT PUMP FOR 911 DATA CENTER                                |
| BOB'S REFUSE SERVICE, INC.                       | 220.00                |                                                              |
| BOONE TRACTOR & IMPLEMENT INC.                   | 114.93                |                                                              |
| BOUND TREE MEDICAL, LLC                          | 7,733.99              | MEDICAL SUPPLIES RESCUE                                      |
| BOWIE SALES, INC.                                | 3,093.48              | PIPE AND FITTINGS WATER AND SEWER                            |
| BOXLEY ASPHALT, LLC                              | 1,454.52              |                                                              |
| BRACKENS TROUT HATCHERY                          | 1,000.00              |                                                              |
| BRAME SPECIALTY COMPANY INC.                     | 2,342.12              | JANITORIAL SUPPLIES                                          |
| BSN SPORTS COLLEGIATE PACIFIC                    | 125.12                |                                                              |
| BUCKINGHAM GREENERY, INC.                        | 336.00                |                                                              |
| C. W. WILLIAMS & COMPANY, LLC                    | 4,505.07              | FOAM FOR GASOLINE FIRES, FIRE DEPT                           |
| CAMBRIDGE COMPUTER SERVICES, INC                 | 49,649.60             | IT STORAGE EXPANSION                                         |
| CARGILL, INC.                                    | 38,822.56             | DEICER FOR PUBLIC WORKS-STREETS                              |
| CAROLINA INDUSTRIAL EQUIPMENT                    | 328.40                |                                                              |
| CARROT-TOP INDUSTRIES, INC.                      | 619.51                |                                                              |
| CARTER MACHINERY                                 | 3,522.69              | REPAIR ON SOLID WASTE EQUIPMENT                              |
| CDW LLC                                          | 115.80                |                                                              |
| CLARK NEXSEN, INC                                | 15,953.79             | ENGINEERING SERVICES DOWNTOWN PROJECT AND HUCKLEBERRY TRAIL  |
| CMC SUPPLY, INC.                                 | 1,260.14              |                                                              |
| COLE TRUCK PARTS, INC                            | 10.35                 |                                                              |
| COOKS CLEAN CENTER #10                           | 24.00                 |                                                              |
| COUNTER RESPONSE TACTICAL LLC                    | 1,500.00              | TRAINING POLICE DEPT                                         |
| D J R ENTERPRISES                                | 4,318.10              | T-SHIRTS ETC FOR YOUTH FOOTBALL, VOLLEYBALL AND BASEBALL     |
| DAN'S GARAGE RADFORD, LLC                        | 51.50                 |                                                              |
| DATA NETWORK SOLUTIONS, INC                      | 6,141.00              | EMAIL ARCHIVER                                               |
| DCI/SHIRES, INC                                  | 51,009.82             | DOWNTOWN PROJECT                                             |
| DEHART TILE CO., INC.                            | 109.95                |                                                              |
| DIANE C FENTON                                   | 50.00                 |                                                              |
| DITCH WITCH OF ROANOKE, INC.                     | 36.06                 |                                                              |
| DUNCAN FORD MAZDA                                | 367.94                |                                                              |
| EEE CONSULTING, INC                              | 1,220.00              | ENGINEERING BROWN CHURCH LUCAS                               |
| ELECTRICAL SUPPLY CO                             | 1,461.43              | VARIOUS ELECTRICAL SUPPLIES FOR TOWN BUILDING MAINTENANCE    |
| ELEVATING EQUIPMENT INSPECTION SERVICE           | 100.00                |                                                              |
| EMS MANAGEMENT & CONSULTANTS, INC                | 2,246.21              | THIRD PARTY BILLING FOR EMS                                  |
| EMS TECHNOLOGY SOLUTIONS, LLC                    | 306.00                |                                                              |
| EMS, INC                                         | 460.00                |                                                              |
| ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC | 15,000.00             | BIOSOLID WASTE DISPOSAL                                      |
| EVIDENT INC                                      | 630.02                |                                                              |
| EXCEL TRUCK GROUP                                | 778.86                |                                                              |
| FAIN AUTOMOTIVE                                  | 33.65                 |                                                              |
| FAMILY MEDICINE OF BLACKSBURG LLC                | 818.00                |                                                              |
| FASTENAL COMPANY                                 | 30.58                 |                                                              |
| FERGUSON ENTERPRISES, INC.#75                    | 10,933.28             | PIPE, FITTINGS FOR WATER AND SEWER                           |
| FIRE RESCUE AND TACTICAL, INC                    | 631.87                |                                                              |
| FITNESS CONCEPTS, INC.                           | 70.00                 |                                                              |
| FLEET ONE, LLC                                   | 20,980.72             | FUEL FOR TOWN VEHICLES                                       |
| FLEET PRIDE, INC                                 | 1,785.60              | PARTS FOR REPAIR AND MAINTENANCE TOWN VEHICLES AND EQUIPMENT |
| G/A SAFETY SUPPLY, INC                           | 1,023.56              |                                                              |
| GALLS, AN ARAMARK COMPANY                        | 2,481.32              | UNIFORMS AND POLICE SUPPLIES                                 |
| GAY AND NEEL, INC.                               | 5,363.75              | ENGINEERING SERVICES FRANKLIN AND 114 CONNECTOR ROAD         |

| TOWN OF CHRISTIANSBURG                           |                       |                                                            |
|--------------------------------------------------|-----------------------|------------------------------------------------------------|
| BILLS TO BE PAID FOR THE MONTHS OF               | SEPTEMBER AND OCTOBER |                                                            |
| GILDAY ENTERPRISES, INC                          | 36,998.70             | HUCKLEBERRY TRAIL EXTENSION IIB                            |
| GODWIN MANUFACTURING CO.,INC.                    | 494.21                |                                                            |
| GRAINGER                                         | 339.21                |                                                            |
| GRANTURK EQUIPMENT CO., INC                      | 47.45                 |                                                            |
| GUYNN & WADDELL, P.C.                            | 7,035.15              | LEGAL SERVICES                                             |
| HAJOCA CORPORATION                               | 50.10                 |                                                            |
| HAMANN, INC                                      | 8,676.00              | MOWING SERVICES FINAL FOR SEASON                           |
| HANDY RENTALS, INC                               | 965.00                |                                                            |
| HARPER AND COMPANY INC.                          | 3,505.00              | TREATMENT SUPPLIES FOR WASTE WATER TREATMENT PLANT         |
| HARVEY CHEVROLET CORP.                           | 2,398.76              | VEHICLE REPAIR PARTS, AND REPLACEMENT TRANSMISSION         |
| HD SUPPLY WATERWORKS, LTD.                       | 3,050.22              | 2 NEW FIRE HYDRANTS                                        |
| HIGHWAY MOTORS, INC.                             | 28.07                 |                                                            |
| HOLLAND SUPPLY, INC                              | 2,003.35              | TENT FRAMING FOR CEMETERY                                  |
| HOSE HOUSE, INC.                                 | 383.16                |                                                            |
| HOUSTON N. SNODDY                                | 450.00                |                                                            |
| IDEAL CABINETS INC.                              | 795.00                |                                                            |
| IMPACT GRAPHICS + SIGNS                          | 320.00                |                                                            |
| INSTRULOGIC LLC                                  | 1,192.00              |                                                            |
| INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC | 318.00                |                                                            |
| J J KELLER & ASSOCIATES, INC                     | 755.19                |                                                            |
| JAMES RIVER LASER & EQUIPMENT, LLC               | 139.80                |                                                            |
| JAMES ROBERT WILLIAMSON, JR.                     | 25.00                 |                                                            |
| JAMISON'S SHARPENING, INC                        | 402.75                |                                                            |
| JOHN MICHAEL HARRIS                              | 25.00                 |                                                            |
| JORDAN OIL CO., INC.                             | 3,225.16              | FUEL FOR FIRE AND RESCUE                                   |
| KIMBALL MIDWEST                                  | 220.17                |                                                            |
| KING-MOORE, INC                                  | 3,847.50              | IT CONSULTING                                              |
| KNOWBE4, INC                                     | 4,852.43              | IT TRAINING COURSES                                        |
| LANCASTER, INC.                                  | 437.50                |                                                            |
| LANDSCAPE SUPPLY INC.                            | 1,590.33              |                                                            |
| LOWES HOME CENTERS, INC.                         | 5,862.63              | VARIOUS REPAIRS FOR TOWN BUILDING MAINTENANCE AND SUPPLIES |
| MARY B. CRITZER                                  | 25.00                 |                                                            |
| MARYLAND INSTITUTE OF CRIMINAL JUSTICE           | 7,295.00              | POLYGRAPH SYSTEM PD                                        |
| MATERIAL FLOW & CONVEYOR SYSTEM, INC             | 4,498.00              | GANTRY CRANE FOR PUBLIC WORKS                              |
| MATERIAL HANDLING SOLUTIONS, LLC                 | 4,806.75              | CHAIN HOIST PUBLIC WORKS                                   |
| MCAFEЕ, INC                                      | 225.00                |                                                            |
| MCCORMICK TAYLOR, INC                            | 24,702.32             | ENGINEERING SERVICE FALLING BRANCH INTERSECTION            |
| MEADE TRACTOR                                    | 526.15                |                                                            |
| MICHAEL B. COOKE, CPA,PC                         | 4,400.00              | YEAR END CLOSE OUT ASSISTANCE                              |
| MICHAEL L. SAYLORS                               | 25.00                 |                                                            |
| MONTGOMERY COUNTY FINANCIAL & MANAGEMENT SERVICE | 194,775.00            | REGIONAL 911 QTRLY PAYMENT                                 |
| MONTGOMERY DISTRIBUTORS                          | 786.17                |                                                            |
| MONTGOMERY MUSEUM                                | 18,000.00             | ANNUAL SUPPORT                                             |
| MONTGOMERY SANITATION SERVICES                   | 1,400.00              |                                                            |
| MOORE MEDICAL CORP.                              | 1,125.36              |                                                            |
| MUNICIPAL EMERGENCY SERVICES, INC                | 312.05                |                                                            |
| NATIONAL TACTICAL OFFICERS ASSOC.                | 150.00                |                                                            |
| NETWORKFLEET INC                                 | 240.45                |                                                            |
| NEW LEAF FARMS, INC                              | 738.40                |                                                            |
| NEW RIVER ENGRAVING                              | 294.33                |                                                            |
| NEW RIVER VALLEY RESTAURANT SERV.                | 189.78                |                                                            |
| NORTHERN TOOL & EQUIPMENT                        | 22.50                 |                                                            |
| NORTHWEST HARDWARE CO INC                        | 44.17                 |                                                            |
| NRV REGIONAL WATER AUTHORITY                     | 501,446.47            | WATER PURCHASES JULY TO SEPTEMBER                          |
| OLD TOWN PRINTING & COPYING                      | 61.87                 |                                                            |
| O'REILLY AUTO PARTS                              | 651.19                |                                                            |
| PC LAND, INC.                                    | 227.00                |                                                            |
| PCM-G                                            | 5,620.57              | MALWAREBYTES LICENSE AND SUPPORT                           |
| PETERS AQUATICS                                  | 32.50                 |                                                            |
| PHILIPS HEALTHCARE                               | 426.40                |                                                            |
| PILOT FASTENERS LTD                              | 119.00                |                                                            |
| PLANT CULTURE, INC.                              | 2,076.00              | ANNUAL MAINTENANCE PLANTS RECREATION CENTER                |
| POWER ZONE                                       | 125.80                |                                                            |
| PRESTON H. ROBERTS, INC                          | 16,850.00             | CELLULAR CONCRETE GROUTING OF 6 RELINES AT 4 LOCATIONS     |

| TOWN OF CHRISTIANBURG                          |                       |                                                      |
|------------------------------------------------|-----------------------|------------------------------------------------------|
| BILLS TO BE PAID FOR THE MONTHS OF             | SEPTEMBER AND OCTOBER |                                                      |
| PRO CHEM INC                                   | 192.56                |                                                      |
| PROFESSIONAL COMMUNICATIONS                    | 808.00                |                                                      |
| QUALITY TIRE & BRAKE SERVICE                   | 3,701.00              | VEHICLE TIRE REPLACEMENTS AND REPAIRS                |
| QUILL CORP.                                    | 135.96                |                                                      |
| RAKESTRAW LAWN CARE, INC                       | 75.00                 |                                                      |
| RIDDELL/ALL AMERICAN SPORTS CORP.              | 189.55                |                                                      |
| ROBERTS OXYGEN COMPANY, INC                    | 472.50                |                                                      |
| ROPHO SALES INC                                | 7.22                  |                                                      |
| SAFE AIR SYSTEMS                               | 1,058.07              |                                                      |
| SAFETY & COMPLIANCE SERVICES, INC.             | 496.00                |                                                      |
| SANICO, INC                                    | 2,439.07              | JANITORIAL SUPPLIES                                  |
| SCHOLASTIC SPORTS, INC                         | 139.00                |                                                      |
| SELECTIVE INS. CO. OF AMERICA                  | 724.92                |                                                      |
| SERVICE COMMUNICATION                          | 75.00                 |                                                      |
| SERVICEMASTER COMMERCIAL CLEANING              | 2,829.00              | MONTHLY SERVICE CONTRACT AQUATICS FOR FLOOR CLEANING |
| SHELOR MOTOR MILE                              | 2,016.09              | BRAKE SYSTEM REPLACEMENT ON RESCUE VEHICLE           |
| SHERWIN-WILLIAMS                               | 193.22                |                                                      |
| SHRED-IT US JV LLC                             | 211.04                |                                                      |
| SIGN-A-RAMA                                    | 81.12                 |                                                      |
| SIMPLEXGRINNELL LP                             | 889.30                |                                                      |
| SKYLINE DOOR & HARDWARE, INC                   | 105.30                |                                                      |
| SNAP-ON TOOLS                                  | 774.04                |                                                      |
| SOUTHERN STATES                                | 1,158.31              |                                                      |
| STAPLES BUSINESS ADVANTAGE                     | 100.47                |                                                      |
| STATE ELECTRIC SUPPLY CO.,INC.                 | 413.81                |                                                      |
| STEVEN WAYNE HALL                              | 277.00                |                                                      |
| SUBURBAN PROPANE, L.P.                         | 716.35                |                                                      |
| TAYLOR OFFICE & ART SUPPLY,INC                 | 5,148.17              | OFFICE SUPPLIES VARIOUS DEPARTMENTS TOWN WIDE        |
| TELEDYNE ISCO, INC.                            | 5,637.50              | REFRIDGERATED SAMPLER UNIT WWTP                      |
| TEMPLETON-VEST                                 | 1,863.00              | KEY SCAN ACCESS CONTROL TOWN HALL                    |
| TESSCO                                         | 188.57                |                                                      |
| THOMPSON TIRE & MUFFLER                        | 806.00                |                                                      |
| TIDY SERVICES                                  | 70.90                 |                                                      |
| TONIA DENISE WINN                              | 50.00                 |                                                      |
| TOTER, LLC                                     | 2,984.30              | 47 NEW WASTE DISPOSAL CARTS                          |
| TRANE                                          | 5,347.50              | REPAIRS AQUATIC CENTER                               |
| TREASURER OF MONTGOMERY CO.                    | 5,401.66              | FY 2016 TOURISM FUNDING CLOSE OUT                    |
| TRUCK ENTERPRISES ROANOKE, INC                 | 1,318.54              |                                                      |
| UNIFIRST CORPORATION                           | 168.89                |                                                      |
| UNITED RENTALS,INC.                            | 1,062.03              |                                                      |
| USA BLUE BOOK                                  | 690.04                |                                                      |
| UTILITY ONE SOURCE FORESTRY EQUIPMENT, LLC     | 146.60                |                                                      |
| VA INFORMATION TECHNOLOGIES AGENCY             | 50.91                 |                                                      |
| VICTOR STANLEY, INC.                           | 723.00                |                                                      |
| VIRGINIA BUSINESS SYSTEMS                      | 959.46                |                                                      |
| VIRGINIA FIRE SERVICE COUNCIL                  | 50.00                 |                                                      |
| VIRGINIA UTILITY PROTECTION SERVICE, INC       | 330.75                |                                                      |
| VULCAN, INC                                    | 1,836.75              | SIGN MATERIALS FOR STREET SIGNAGE                    |
| WADES FOODS INC.                               | 356.97                |                                                      |
| WETLAND STUDIES AND SOLUTIONS, INC             | 501.40                |                                                      |
| WHOLESALE MONUMENT COMPANY, INC                | 1,200.00              | BENCH AT CEMETERY, REIMBURSED BY S. HUPPERT DONATION |
| WILSON BROTHERS INCORPORATED                   | 941.28                |                                                      |
| WITMER PUBLIC SAFETY GROUP, INC                | 202.99                |                                                      |
| WORDSPRINT                                     | 120.20                |                                                      |
|                                                |                       |                                                      |
| <b>TOTAL BILLS TO BE PAID OCTOBER 28, 2016</b> | <b>1,252,630.01</b>   |                                                      |

**TOWN OF CHRISTIANSBURG  
BILLS PAID DURING THE MONTH OF  
SPECIAL REVENUE FUNDS**

**SEPTEMBER AND OCTOBER**

| <b>VENDOR</b>                                | <b>AMOUNT<br/>PAID</b> | <b>DESCRIPTION</b>                           |
|----------------------------------------------|------------------------|----------------------------------------------|
| ADVANCE AUTO PARTS                           | 99.75                  |                                              |
| ALERT-ALL CORP                               | 1,182.00               | 600 Cappy Fire Dog School Kits               |
| CITY OF RADFORD                              | 10,570.98              | NRVCIT GRANT                                 |
| DIRECTV                                      | 194.22                 |                                              |
| DOUG WEDDLE                                  | 346.81                 |                                              |
| EXXON MOBIL                                  | 566.13                 |                                              |
| FIRST DUE GEAR, LLC                          | 172.00                 |                                              |
| GATES FLOWERS AND GIFTS                      | 422.00                 |                                              |
| GILES COUNTY SHERIFF                         | 900.00                 | NRVCIT GRANT                                 |
| GOOD SHEPHERD BAPTIST CHURCH                 | 1,000.00               | PARTICIPATION 2016 FALL FESTIVAL             |
| LANCASTER, INC                               | 217.00                 |                                              |
| MONTGOMERY COUNTY SHERIFF                    | 1,550.00               | NRVCIT GRANT                                 |
| MUNICIPAL EMERGENCY SERVICES DEPOSITORY ACCT | 2,041.31               | COAT AND PAINT (FIRE)                        |
| RADIO EXPRESS                                | 1,271.25               | MONITOR VI UHF, CHARGER AND EXTEND. WARRANTY |
| TESSCO INCORPORATED                          | 45.99                  |                                              |
| TOWN OF BLACKSBURG                           | 15,146.68              | NRVCIT GRANT                                 |
| TOWN OF CHRISTIANSBURG                       | 1,840.06               | NRVCIT GRANT                                 |
| TOWN OF DUBLIN                               | 262.50                 | NRVCIT GRANT                                 |
| TOWN OF PEARISBURG                           | 450.00                 | NRVCIT GRANT                                 |
| TOWN OF PULASKI POLICE DEPT                  | 706.25                 | NRVCIT GRANT                                 |
| VERIZON                                      | 367.90                 |                                              |
| VIRGINIA TECH POLICE DEPARTMENT              | 75.00                  | NRVCIT GRANT                                 |
| WITMER PUBLIC SAFETY GROUP, INC.             | 184.50                 |                                              |
|                                              |                        |                                              |
|                                              |                        |                                              |
| <b>TOTAL PAID BILLS</b>                      | <b>39,612.33</b>       |                                              |

| TOWN OF CHRISTIANBURG                     |                       |                                                                                                                                       |
|-------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| BILLS PAID DURING THE MONTH               | SEPTEMBER AND OCTOBER |                                                                                                                                       |
| VENDOR                                    | AMOUNT PAID           | DESCRIPTION                                                                                                                           |
| AIRGAS NATIONAL CARBONATION               | 1,042.68              | AQUATIC SUPPLY                                                                                                                        |
| ANTHEM BLUE CROSS BLUE SHIELD             | 126,226.94            | EMPLOYEE HEALTH INSURANCE                                                                                                             |
| ANTHEM LIFE INSURANCE COMPANY             | 3,063.25              | EMPLOYEE LIFE INSURANCE                                                                                                               |
| APPALACHIAN POWER                         | 80,665.42             | UTILITY BILLS                                                                                                                         |
| AT & T                                    | 401.01                |                                                                                                                                       |
| ATMOS ENERGY                              | 1,714.05              |                                                                                                                                       |
| BB&T                                      | 13,859.00             | AUTO AND UMBRELLA PACKAGE INSURANCE                                                                                                   |
| BLACKSBURG BAGELS                         | 192.00                | FARMERS MARKET                                                                                                                        |
| BMS DIRECT                                | 16,732.90             | PRINTING INSERTS FOR WATER BILLS AND NEWSLETTERS/ POSTAGE FOR BILLS                                                                   |
| BOSTON MUTUAL LIFE INS                    | 1,825.90              | EMPLOYEE WITHHELD INSURANCE                                                                                                           |
| BRUCE CALDWELL                            | 245.00                | FARMERS MARKET                                                                                                                        |
| BRUGH COFFEE                              | 89.00                 | FARMERS MARKET                                                                                                                        |
| CARDMEMBER SERVICES                       | 35,225.45             | EQUIPMENT AND SUPPLIES 17240.96 DUES 904 SCHOOLS 7741.19 TRAVEL 7485.56 SOFTWARE 702.41 UNIFORMS 305.43 FIRE/RESCUE RECRUITING 845.90 |
| CHANDLER CONCRETE                         | 1,757.80              | CONCRETE FOR PW PROJECTS                                                                                                              |
| CITIZENS                                  | 2,665.00              | INTERNET SERVICES                                                                                                                     |
| COLD STONE CREAMERY                       | 240.00                |                                                                                                                                       |
| COLONIAL LIFE & ACCIDENT INSURANCE        | 1,071.96              | EMPLOYEE WITHHELD INSURANCE                                                                                                           |
| COMMERCIAL ATHLETICS INC                  | 725.00                | REPAIR CURTAINS AT REC CENTER                                                                                                         |
| CONCRETE PIPE & PRECAST                   | 548.21                |                                                                                                                                       |
| DE LAGE LANDEN                            | 768.00                |                                                                                                                                       |
| DELL MARKETING                            | 112.49                |                                                                                                                                       |
| DELTA DENTAL                              | 10,412.05             | EMPLOYEE DENTAL COVERAGE 2 MONTHS                                                                                                     |
| DEN HILL PERMACULTURE                     | 210.00                | FARMERS MARKET                                                                                                                        |
| DONS AUTO CLINIC                          | 286.00                |                                                                                                                                       |
| DUES                                      | 25.00                 | RESCUE 25                                                                                                                             |
| ELITE K-9 INC                             | 1,391.85              | TRAINING AIDS FOR K-9'S                                                                                                               |
| EXPRESS SERVICES IN                       | 4,698.59              | TEMP LABOR IN ENGINEERING AND LANDSCAPING CREW                                                                                        |
| EXXON MOBIL                               | 17.50                 |                                                                                                                                       |
| FEDERAL EXPRESS                           | 287.25                |                                                                                                                                       |
| FITNESS CONCEPTS INC                      | 3,848.00              | NEW WEIGHTS FOR RECREATION CENTER                                                                                                     |
| FIRE ENGINEERING                          | 21.00                 |                                                                                                                                       |
| GENWORTH LIFE INSURANCE COMPANY           | 346.35                | EMPLOYEE WITHHELD INSURANCE                                                                                                           |
| GOV DEALS                                 | 404.62                |                                                                                                                                       |
| HI-D-HO DOG TRAINING                      | 1,380.00              | RECREATION PROGRAM DOG OBEDIENCE CLASS                                                                                                |
| INFLATABLE CONNECTION LLC                 | 3,505.00              | CRIME PREVENTION FALL FESTIVAL                                                                                                        |
| IVICA ICO BUKVIC                          | 89.83                 |                                                                                                                                       |
| KEY RISK INSURANCE                        | 41,215.77             | WORK COMP INSURANCE                                                                                                                   |
| KING-MOORE INC                            | 2,517.50              | IT CONSULTANTS                                                                                                                        |
| LUMOS NETWORKS INC                        | 991.48                |                                                                                                                                       |
| MAGNET FORENSICS USA INC                  | 3,250.00              | PD MOBILE BUNDLE INVESTIGATIONS                                                                                                       |
| MARSHALL JACQUELINE                       | 500.00                |                                                                                                                                       |
| MID ATLANTIC KROGER                       | 206.54                |                                                                                                                                       |
| MONTGOMERY REGIONAL (RECYL)               | 1,207.70              |                                                                                                                                       |
| MONTGOMERY REGIONAL SOLID WASTE AUTHORITY | 32,628.54             | SOLID WASTE DISPOSAL TIPPING FEES                                                                                                     |
| MOUNTAIN 2 ISLAND PADDLE BOARD            | 50.00                 |                                                                                                                                       |
| MOYE, JESSICA                             | 1,480.00              | INSTRUCTOR RECREATION                                                                                                                 |
| NEW RIVER VALLEY PIZZA LLC                | 541.35                | AQUATICS BDAY PARTIES                                                                                                                 |
| NEW RIVER VALLEY VERTICAL ADVENTURE       | 850.00                | NRV FALL FESTIVAL                                                                                                                     |
| PAUL CONWAY SHIELDS, INC                  | 55.89                 |                                                                                                                                       |
| PCMG INC                                  | 12,576.88             | SERVER AND SOFTWARE LICENSES                                                                                                          |
| PETTY CASH                                | 181.90                |                                                                                                                                       |
| PITNEY BOWES                              | 3,000.00              | POSTAGE FOR MACHINE                                                                                                                   |
| POSTMASTER                                | 200.00                | PO BOX FOR THIRD PARTY BILL PAY                                                                                                       |

| TOWN OF CHRISTIANSBURG                  |                       |                                                                              |
|-----------------------------------------|-----------------------|------------------------------------------------------------------------------|
| BILLS PAID DURING THE MONTH             | SEPTEMBER AND OCTOBER |                                                                              |
|                                         |                       |                                                                              |
| VENDOR                                  | AMOUNT PAID           | DESCRIPTION                                                                  |
| REFUND FEES REC DEPT                    | 534.00                |                                                                              |
| REFUND CONSTRUCTION BOND                | 400.00                |                                                                              |
| REFUND FARMERS MARKET                   | 65.00                 |                                                                              |
| REFUND WATER                            | 762.63                |                                                                              |
| REFUNDS AQUATICS                        | 100.00                |                                                                              |
| REIMBURSEMENTS EMPLOYEES                | 255.15                |                                                                              |
| R.E. MICHAEL COMPANY INC                | 23.72                 |                                                                              |
| ROANOKE TIMES                           | 1,360.70              | JOB POSTINGS, BUDGET, STORM WATER, WATER FEE ADVERTISEMENTS FOR HEARINGS     |
| SAMS CLUB                               | 607.19                |                                                                              |
| SCHNEIDER ELECTRIC                      | 296.00                |                                                                              |
| SCHOOLS                                 | 4,050.00              | RESCUE 4050.                                                                 |
| SCRUGGS, RANDY                          | 2,526.20              |                                                                              |
| SELECTIVE INSURANCE                     | 87,643.00             | COMMERCIAL PACKAGE INSURANCE                                                 |
| SHENTEL                                 | 300.86                |                                                                              |
| SISSON & RYAN LLC                       | 10,246.06             | SAND GRAVEL FOR STREET/WATER PROJECTS                                        |
| SOUTH EASTERN SECURITY CONSULTANTS      | 630.00                |                                                                              |
| SPIRIT SERVICES INC                     | 2,757.05              | PW VAC TRUCK SERVICES AND DISPOSAL                                           |
| SPRINT                                  | 68.94                 |                                                                              |
| STAND ENERGY                            | 2,736.31              | GAS FOR AQUATICS                                                             |
| SUPER SHOES INC                         | 274.46                |                                                                              |
| THC ENTERPRISES INC                     | 27.49                 |                                                                              |
| THOMSON REUTERS                         | 488.49                |                                                                              |
| TRACTOR SUPPLY                          | 350.88                |                                                                              |
| TRAVEL                                  | 6,872.12              | PW 260.59 RESCUE 867.34 ENG 78.30 PD 1400 BLDING 56.33 PLAN 294 FIRE 3915.56 |
| TRAVELERS INSURANCE                     | 8,510.00              | CYBER LIABILITY                                                              |
| TREASURER OF VIRGINIA                   | 15,281.00             | DEQ PERMITS 13297. GEN SERVICES 604 DMV STOPS 1380                           |
| TREASURER OF VIRGINIA                   | 157.63                | UNCLAIMED PROPERTY AND SALES TAX                                             |
| VIRGINIA RETIREMENT SYSTEM              | 140,806.18            | EMPLOYEE RETIREMENT                                                          |
| US CELLULAR                             | 397.56                |                                                                              |
| VERIZON                                 | 5,934.01              | PHONE BILLS                                                                  |
| VERIZON WIRELESS                        | 6,635.55              | AIR CARDS FOR TABLETS AND CELL PHONES                                        |
| VIRGINIA ASSOCIATION OF COUNTIES        | 646.15                |                                                                              |
| WEATHERTOP FARMS                        | 70.00                 | FARMERS MARKET                                                               |
| <b>TOTAL SPECIAL REVENUE BILLS PAID</b> | <b>39,612.33</b>      |                                                                              |
| <b>TOTAL PAID BILLS</b>                 | <b>719,472.95</b>     |                                                                              |
| <b>BILLS TO BE PAID</b>                 | <b>1,252,630.01</b>   |                                                                              |
| <b>GRAND TOTAL</b>                      | <b>2,011,715.29</b>   |                                                                              |