



AGENDA  
REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
AUGUST 28, 2018 – 7:00 P.M.

REGULAR MEETING

- I. CALL TO ORDER
  - A. Moment of Reflection
  - B. Pledge of Allegiance
  
- II. ADJUSTMENT OF THE AGENDA
  
- III. JOINT PUBLIC HEARING WITH PLANNING COMMISSION
  - A. Ordinance to amend Chapter 42 “Zoning” of the Christiansburg Town Code in regards to boardinghouses, hotel/motels and tourist homes.
  
- IV. CONSENT AGENDA
  - A. Approval of Council Minutes of August 14, 2018.
  - B. Monthly Bills.
  - C. Schedule Public Hearing on October 9, 2018 for a Conditional Use Permit request the Christiansburg Presbyterian Church, for an electronic messaging sign located at 107 W. Main Street (tax map nos. 526-A-203, 206) in the B-2, Central Business District.
  - D. Council to set the personal property tax relief percentage at 37.14% as required by the Personal Property Tax Relief Act. Council is required to set the personal property tax relief percentage on an annual basis.
  
- V. CITIZEN COMMENTS
  
- VI. INTRODUCTIONS AND PRESENTATIONS
  - A. Introduction of New Town Employees
    1. Jim Lancianese, Public Works Director:
      - Chris Sarten, Safety Coordinator
    2. Grant Hoover, Crew Supervisor, Stormwater:

- Cody Sowder, Maintenance Worker, Storm Water
- 3. Michael Huesman, Crew Supervisor ROW Maintenance:
  - Joseph Cook, Maintenance Worker, ROW
  - Logan Ross, Maintenance Worker, ROW
  - Timothy Stuckey, Maintenance Worker, ROW
- 4. John Kirtner, Crew Supervisor, Utilities:
  - Cody Caldwell, Maintenance Worker, Utilities
  - Matt Richardson, Maintenance Worker, Utilities
- 5. John Shelor, Operations Supervisor, WWTF:
  - Jason Calvert, Crew Supervisor, WWTF Maintenance
  - Seth Dalton, Pump Station Maintenance Technician
- 6. Max Brown, Solid Waste Supervisor:
  - Brandon Owen, Truck Driver, Solid Waste
- 7. Dave Brahmstadt, Human Resources Director:
  - Breyona English, Human Resources Generalist
- B. Presentation of Resolution in Recognition of Finance Officer Manager Sherry Hunter.

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Christiansburg High School PTSA request for street closures for the Homecoming Parade to be held Wednesday, September 5, 2018.
- B. Downtown Christiansburg, Inc. request for street closures for the Food Truck Rodeo to be held Friday, September 21, 2018.
- C. Reappointment of Craig Moore to the Planning Commission for a four-year term beginning September 1, 2018 and ending December 31, 2022.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT



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

**AGENDA LOCATION:**

JOINT PUBLIC HEARING

**Meeting Date:**

August 28, 2018

**ITEM TITLE:**

Joint Public Hearing to amend Chapter 42 "Zoning" of the Christiansburg Town Code in regard to boardinghouses, hotel/motels and tourist homes

**DESCRIPTION:**

The Town of Christiansburg has initiated a proposed Town Code Amendment to Chapter 42 – Zoning, of the *Christiansburg Town Code*. The amendment would require a conditional use permit for a boardinghouse in all zoning districts where such use is permitted. As part of the proposed code amendment, the definitions of *boardinghouse* and *hotel/motel* have been revised. Based on a recommendation from the Planning Commission's Development Subcommittee, the draft ordinance removes boardinghouse from the permitted uses in the B-1, Limited Business District. Finally, the amendment removes *tourist home* from the list of permitted uses in the B-2, Central Business and B-3, General Business zoning districts and removes the term from the list of definitions in Sec. 42-1.

The Planning Commission Development Subcommittee reviewed and discussed the draft ordinance on August 9, and August 20, 2018. The Development Subcommittee recommended several edits to the draft ordinance during its August 20 meeting and recommended approval of the draft ordinance, as revised, by a vote of 5-0.

**POTENTIAL ACTION:**

Hold Public Hearing

**DEPARTMENT(S):**

Planning Department

**PRESENTER**

Andrew Warren, Planning Director /  
Asst. Town Manager

**Information Provided:**

Draft Ordinance

<https://christiansburg.box.com/s/ko6xijq0440d645yp3cdi3a2pk7spo5w>

Staff Report

<https://christiansburg.box.com/s/u69ki3vpd44mezw6260mrjz7u1riih88>

Development Subcommittee Notes – August 9, 2018 & August 20, 2018

<https://christiansburg.box.com/s/84xotrcjz1ujheqax1jbh42g318b8lrf>

<https://christiansburg.box.com/s/g4k4vxips8wflorsqhwf0k90h5uztbww>

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
AUGUST 14, 2018 – 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 AUGUST 14, 2018 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Assistant to the Town Manager Adam Carpenetti; Finance Director/Treasurer Val Tweedie; Engineering Director Wayne Nelson; Director of Aquatics Terry Caldwell; Public Relations Director Melissa Demmitt; Building Official Jerry Heinline; Director of Parks and Recreation Brad Epperley; Fire Chief/Fire Marshal Billy Hanks; Public Works Director Jim Lancianese; Superintendent of Streets Travis Moles; Superintendent of General Services David Sutphin; Events Coordinator Casey Jenkins.

I. CALL TO ORDER

- A. Moment of Reflection
- B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Approval of Town Council meeting minutes of July 24, 2018.
- B. Resolution Affirming Support for NRV Regional Water Authority Projects and Bond Financing by the Authority.
- C. Resolution in Recognition of Finance Office Manager Sherry Hunter.
- D. Construction contract award to King General Contractors for the Hans Meadow Drainage Improvements Project.
- E. Construction contract award to HT Bowling for a portion of the Street Repair and Reconstruction Project.

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

## V. INTRODUCTIONS AND PRESENTATIONS

- A. Recognition of Christiansburg Middle School teacher Kathleen O'Dell for receiving the Presidential Award for Excellence in Mathematics and Science Teaching. Mayor Barber and Vice-Mayor Stipes presented Ms. O'Dell with a resolution recognizing her receipt of the Presidential Award for Excellence in Mathematics and Science Teaching, the highest teaching award in the country. Mayor Barber and Vice-Mayor Stipes talked about the importance of STEM and expressed appreciation for Ms. O'Dell's accomplishments and commitment to her students.
- B. Director of Parks and Recreation Brad Epperley to present on Parks and Recreation operations.

Director of Parks and Recreation Brad Epperley thanked Council for the opportunity to provide an update on the Recreation Department for the FY 2017-2018 and highlighted the following:

- The department currently has 6,173 memberships, with 108,767 membership scans last year.
- 575 programs were offered with 28,000 participants, including 69 special events at the recreation center and Harkrader Sports Complex.
- The facilities management program oversees seven town-owned parks, the recreation center, aspects of the Huckleberry Trail, and Harkrader Sports Complex.
- Bikeway Walkway Sponsorship Program has provided benches, water stations, and pet pick-up stations along portions of the Huckleberry Trail.
- NRV Roam Bike Share launched in August 2018 and currently has 379 active members with bike stations at the recreation center and NRV Mall.
- The Town was awarded a grant from Virginia Recreation and Park Society (VRPS) for construction of a playground and challenge course, and a grant from National Fitness Court for the construction of an outdoor fitness court. Because of these grants, Christiansburg has been selected as a 2019 NRC Healthy City.

Mr. Epperley talked about the baseball tournaments held at Harkrader Sports Complex, and the impact of those tournaments on the community through lodging and meals, and called attention to what he called one of his favorite special events, Jill's Buddy Camp. Jill's Buddy Camp is a collaboration between Christiansburg and Montgomery County Public Schools to pair teenage buddies with children with disabilities ages preschool to 2<sup>nd</sup> grade for a one-week camp. The active camp offers music, art, reading, physical activities, and field trips, and serves as Extended School Year Services (ESY) for Montgomery County. Mr. Epperley also highlighted the annual Tony L. Huddleston Trout Rodeo, named for Tony Huddleston who was a long-time coach with the recreation center who tragically drowned.

Council thanked Mr. Epperley for his presentation and Council Showalter expressed his appreciation for the amenities that are offered along the Christiansburg strand of the Huckleberry Trail. Mr. Epperley noted that Girl Scout 51 recently planted more than thirty huckleberry bushes along the Huckleberry Trail. Councilman Huppert expressed his appreciation for the programs at the recreation center that offer something for people of all ages and abilities.

- C. Building Official Jerry Heinline to present on the blighted building program.

Building Official Jerry Heinline presented Council with an update on measures taken by the Town to address blighted properties over the past eighteen months. The Town has enlisted the help of Bane Compton of Roanoke who works part-time with building staff in enforcing the blighted building program. Using photograph slides, Mr. Heinline called attention to the eleven properties identified as blighted in 2017, and offered an overview of how each property had been addressed and the current status of each, which included the demolition of seven of those properties. Mr.

Heinline noted that four buildings had been identified for demolition in FY 2018-2019 and he talked about progresses being made in working with property owners to establish a plan for moving forward with renovation or demolition. Mr. Heinline discussed with Council the costs of structure demolition and recourse for recouping costs incurred by the Town in addressing blighted properties, including pre-demolition maintenance/management. He also reviewed state guidelines pertaining to properties in disrepair and the challenges faced by his department due to limited staff and financial resources, suggesting that the department would benefit from a full-time staff member to oversee the blighted building program. Council directed Mr. Heinline to be aggressive in addressing blighted properties in Town, and further requested he advise Council of his department needs in regards to enforcing the blighted building program. Mr. Heinline briefly addressed government regulations pertaining to the clean-up of meth labs in response to Mr. Waltz's earlier comments.

D. Events Coordinator Casey Jenkins to present regarding the Culture Crossing brochure.

Events Coordinator Casey Jenkins provided Council with a new Town brochure, designed by Public Relations Specialist Anaika Miller, that mapped a downtown walking tour that highlighted the history and art in Christiansburg. The walking tour includes twenty-six stops and was a collaborative effort between himself, Tourism Director Lisa Bleakley, and the Montgomery Museum. The brochure has been placed in all Christiansburg hotels and bed and breakfasts.

## VI. CITIZEN COMMENTS

- A. Chris Waltz, 1370 Rigby Street, asked Council to establish guidelines for the clean-up of meth labs to address the former meth lab across the street from his house. Mr. Waltz said the vacant property was deemed unsafe in March 2016, but has not been cleaned up.
- B. Linda Wurtzburger of The Oaks Victorian Inn at 311 E. Main Street, commented on the student-painted parking spaces at Christiansburg High School and suggested the Town enlist the help of the students to paint parking spaces and other murals in the downtown area as part of the efforts to bring the arts to Christiansburg.

## VII. COMMITTEE REPORTS

- A. Sachs and Showalter - Water, Sewer, Solid Waste Committee:
  - 1. Discussion regarding privatization of garbage service.

Councilman Showalter reported that the Water, Sewer, Solid Waste Committee was studying privatization of the Town's garbage service and requested approval to submit a Request for Proposal (RFP) to determine the cost benefit to residents. Purchase of the Town's garbage trucks would be included in the RFP. It was the consensus of Council to approve submitting an RFP as requested.

- B. Collins and Stipes - Street Committee:
  - 1. Redesign of Roanoke Street between E. Main Street and First Street.

Councilman Stipes reported that the Street Committee recommended that the right turn lane from the intersection of Roanoke Street and First Street to the intersection of Roanoke Street and Main Street, be shortened to provide additional on-street parking spaces for the downtown area. After Council discussion regarding concerns with possible bottlenecking in the area, the Street Committee recommended a modified plan that would eliminate the

parking space closest to the intersection of Roanoke Street and First Street. The change in street design would be monitored and adjusted as necessary. It was the consensus of Council to approve the modified recommended street design. An effective date would be determined at a future time.

*Councilman Huppert requested that Town Manager Wingfield contact VDOT to request that the traffic signal at the Cambria/North Franklin intersection be adjusted to provide for a more efficient traffic flow.*

## VIII. DISCUSSION BY MAYOR AND COUNCIL

### X. STAFF REPORTS

#### A. Town Manager Wingfield:

1. Montgomery County is constructing a burn building on Merrimac Road to be used as a regional fire training facility for emergency departments in Montgomery County. The county has requested equipment donations for use at the site and Town Manager Wingfield recommended the Town donate a surplus dump truck. It was noted that Blacksburg donated a surplus backhoe. Construction on the building was expected to be completed in December and Fire Chief Billy Hanks offered to give Council a tour of the facility. Construction of the facility is supported through a grant and funding from Montgomery County. It was the consensus of Council to donate the surplus dump truck.

#### B. Town Attorney:

#### C. Other Staff:

### XI. COUNCIL REPORTS

- A. Councilwoman Sachs invited all to attend the Central Business District meeting tomorrow.
- B. Councilman Huppert reminded all of the Montgomery Museum hosted Heritage Day on August 25 from 10:00 a.m. to 4:00 p.m.
- C. Councilman Stipes informed Council that retired VT professor, Dr. David Orcutt, met with Town staff recently to discuss the recent Depot Park stream restoration and offered his professional services to work with the Town in tracking the long-term effects of the restoration quality. Mr. Stipes added that information provided by Dr. Orcutt's study could be of interest to citizens.
- D. Councilman Showalter, no report.
- E. Councilman Bishop encouraged Council to attend the Farmer's Market as a show of support and for the opportunity to interact with citizens.
- F. Councilman Collins expressed appreciation for the staff presentations tonight and asked Events Coordinator Casey Jenkins to provide a timeline for the arts program mentioned.
- G. Mayor Barber reported that the first Coffee with the Mayor would be held on August 25 at 8:00 a.m. at Mockingbird Café. The monthly series is intended to provide opportunities for dialogue between elected officials and the community and will be held at various businesses. Mayor Barber reported on the upcoming Touch a Truck event sponsored by NRV Home Builders, and the Police Department Fallen Officers softball game on August 18 at Harkrader Sports Complex.

### XII. OTHER BUSINESS

A. Closed Meeting:

1. Motion by Councilman Stipes to enter into a Closed Meeting in accordance with Code of Virginia § 2.2-3711(29) for the discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. The discussion pertains to the former Truman Wilson land development contract. The motion was seconded by Councilman Bishop and voted upon as follows: Bishop - Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
2. Reconvene in Open Meeting.
3. Certification. Councilman Stipes moved to certify that the Town Council of the Town of Christiansburg, meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting. The motion was seconded by Councilman Showalter and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.
4. Council action on the matter. No action taken.

XIII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 10:47 P.M.

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Michele M. Stipes, Clerk of Council

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



TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	JULY AND AUGUST	
3B CONSULTING SERVICES, LLC	630.00	ENGINEERING CONSULTING SERVICES
A MORTON THOMAS AND ASSOCIATES, INC	37,512.00	ENGINEERING SERVICES DTWN WATERSHED AND CHURCH RIGBY ELLETT
A. M. LEONARD, INC.	31.32	
ACTIVE NETWORK, LLC	150.00	
ADAMS CONSTRUCTION CO.	13,622.44	ASPHALT FOR STREET REPAIRS
AGEE'S NEW & USED AUTO PARTS	25.00	
AIRGAS MID-AMERICA, INC.	105.48	
ALL SEASONS PEST CONTROL, INC	170.00	
ALVIS ELECTRIC, INC.	2,730.00	ELECTRICAL LABOR AND MATERIALS PEPPERS FERRY PUMP STATION
AMERICAN PUBLIC WORKS ASSOC.	216.00	
ANN SANDBROOK	330.00	PLANNING COMMISSION MEETINGS 2ND QTR
ARC3 GASES	270.08	
ARCHIVE SOCIAL, INC	4,788.00	SOFTWARE LICENSE
ASETA LLC	3,468.00	SOFTWARE SUBSCRIPTION ENGINEERING
ASHLEY BRIGGS	240.00	PLANNING COMMISSION MEETINGS 2ND QTR
ATLANTIC UTILITY SOLUTIONS, INC	4,734.00	19 NEW WATER METERS
AUDIOTRONICS	114.99	
AUTO EXPERTS, LLC	90.00	
B & K TRUCK ACCESSORIES	960.00	
B & T LAWN CARE LLC	11,640.00	MOWING TOWN FACILITIES AND PARKS
BANE OIL COMPANY, INC	4,554.16	OFF ROAD DIESEL
BASHAM OIL COMPANY	175.04	
BENTLEY SYSTEMS INC.	3,661.00	WATERGEMS SOFTWARE LICENSE ENGINEERING
BKT UNIFORMS	109.98	
BLACKBERRY MULCH	70.20	
BLACKSBURG POWER EQUIPMENT	49.02	
BLUE DEMON SPIKERS	120.00	
BOB'S REFUSE SERVICE, INC.	330.00	
BOONE TRACTOR & IMPLEMENT INC.	306.08	
BOUND TREE MEDICAL, LLC	1,824.58	RESCUE MEDICAL SUPPLIES
BRAIN INJURY SERVICES OF SW VA	1,500.00	ANNUAL SUPPORT
BRAME SPECIALTY COMPANY INC.	15,677.95	JANITORIAL SUPPLIES
BRIAN'S LOCK & KEY	34.00	
CAPITAL LIGHTING & SUPPLY, LLC	144.71	
CARDINAL BLUEPRINTERS, INC.	1,483.60	
CAROLINA INDUSTRIAL EQUIPMENT	2,609.71	EQUIPMENT MAINTENANCE AND REPAIR
CARTER MACHINERY	1,193.91	
CATHERINE CLIFTON	300.00	PLANNING COMMISSION MEETINGS 2ND QTR
CAVALIER EQUIPMENT CORPORATION	375.24	
CDW LLC	8,139.32	SOFTWARE LICENSES ADOBE AND CALL APP
CHA CONSULTING INC	2,421.26	ENGINEERING SERVICES PRETREATMENT AND GAS LANDFILL MONITORING
CLARK GAS AND OIL, INC	1,416.19	
CLATTERBUCK PAVEMENT MARKINGS, INC	13,991.70	PAVEMENT MARKING
CLEAR CREEK WATER WORKS	1,216.55	
CLEAR WATER SALES, INC	15,850.00	PUMP ASSEMBLY TREATMENT PLANT
CMC SUPPLY, INC.	1,466.39	
CRAIG STEWART MOORE	270.00	PLANNING COMMISSION MEETINGS 2ND QTR
CROW'S NEST GREENHOUSES	59.00	
CUES	2,500.00	SOFTWARE LICENSES AND SUPPORT WWTP
D J R ENTERPRISES	1,271.33	
DATA MANAGEMENT, INC	3,617.60	WEBHOSTING TIMECLOCK PLUS MAY, JUNE, JULY
DCI/SHIRES, INC	231,735.54	90679.17 RETAINING WALL CONSTRUCTION 141056.37 CHURCH RIGBY ELLETT DRAINAGE
DETAILING BY RAYMOND	1,375.00	
DIRECT SPORTS, INC.	225.00	
DIVING ENTERPRISES, LTD	322.54	
DLT SOLUTIONS, INC.	2,169.48	SOFTWARE LICENSING ENGINEERING (CONSTRUCTION COLLECTION)
DUNCAN FORD MAZDA	15,162.95	ENGINE REBUILD PW F550 11118.49 AND OTHER VEHICLE MAINTENANCE AND REPAIR.
DYNAMIC DATA SYSTEMS, LLC	236.00	
EAST COAST EMERGENCY VEHICLES, LLC	672.38	
EEE CONSULTING, INC	1,329.00	ENGINEERING SERVICES MS4 CONSULTING
ELECTRICAL SUPPLY CO	1,784.94	REPAIR AND MAINTENANCE TOWN FACILITIES
ELEVATING EQUIPMENT INSPECTION SERVICE	210.00	
EMS, INC	110.00	
ENVIRONMENTAL EXPRESS, INC	282.38	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	15,000.00	BIO SOLID WASTE MANAGEMENT
EVIDENT INC	832.35	
EXCEL TRUCK GROUP	138.47	

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	JULY AND AUGUST	
FASTENAL COMPANY	319.78	
FERGUSON ENTERPRISES, INC.#75	9,128.00	PIPE, FITTINGS FOR VARIOUS WATER AND SEWER LINE REPAIRS AND REPLACEMENT
FIRE RESCUE AND TACTICAL, INC	165.97	
FISHER AUTO PARTS, INC.	8.17	
FITNESS CONCEPTS, INC.	256.00	
FLEET PRIDE, INC	1,759.27	PARTS AND SUPPLIES FOR VEHICLE AND EQUIPMENT REPAIR AND MAINTENANCE
G/A SAFETY SUPPLY, INC	1,096.65	
GALLS, AN ARAMARK COMPANY	3,335.60	UNIFORMS AND POLICE SUPPLIES
GAY AND NEEL, INC.	13,181.25	ENGINEERING SERVICES HBTIII
GEMPLER'S INC.	644.75	
GLOBAL EQUIPMENT CO.	787.61	
GRAINGER	2,273.24	
GREEN-EYED DESIGNS	225.50	
GUYNN & WADDELL, P.C.	9,065.79	LEGAL SERVICES
HAJOCA CORPORATION	40.38	
HAMANN, INC	475.00	
HANDY RENTALS, INC	1,455.00	
HARPER AND COMPANY INC.	3,480.00	SUPPLIES WWTP
HARVEY CHEVROLET CORP.	856.50	
HAWKINS-GRAVES, INC	902.71	
HAZEN AND SAWYER	176,697.00	ENGINEERING SERVICES FOR UV DISENFECTION FACILITY UPGRADE
HEYWARD INCORPORATED OF VA, INC	6,551.00	ROTATING ASSEMBLY FOR WWTP
HIGHWAY MOTORS, INC.	241.09	
HOSE HOUSE, INC.	162.79	
HUNTER SMITH'S CUSTOM MILLING	531.75	
HURT & PROFFITT, INC	11,819.00	ENGINEERING SERVICES 6000 WEBGIS AND VARIOUS PROJECTS
ICMA	1,120.00	DUES TOWN MANAGER
IDENTI-KIT SOLUTIONS	620.00	
IDEXX DISTRIBUTION, INC.	718.75	
IMAGE TREND, INC	2,935.50	RESCUE SOFTWARE ANNUAL MAINTENANCE
INNOVATIVE SYSTEMS & SOLUTIONS, INC	9,595.63	CABLING INSTALLATION FOR IT SYSTEMS
INTERNATIONAL CODE COUNCIL	87.25	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	842.87	
JAMES RIVER LASER & EQUIPMENT, LLC	182.59	
JAMES TIMOTHY HAGEDORN II	250.00	
JEANANNE KNIES	150.00	PLANNING COMMISSION MEETINGS 2ND QTR
JENNIFER SOWERS	270.00	PLANNING COMMISSION MEETINGS 2ND QTR
JESSICA M. DAVIS	330.00	PLANNING COMMISSION MEETINGS 2ND QTR
JOHNSON CARS INC	133.30	
JOHNSON CONTROLS	480.00	
JORDAN OIL CO., INC.	3,655.36	FUEL AT FIRE STATION
JOSHUA B. COOK	530.00	
K & N TOOLS, LLC	563.05	
KERESTES-MARTIN ASSOCIATES, INC	42.50	
KIMBALL MIDWEST	411.60	
KING-MOORE, INC	4,030.00	IT CONSULTING SERVICES
KINGS TIRE SERVICE, INC	5,112.77	VEHICLE REPAIR AND MAINTENANCE
KLINGSPOR ABRASIVES, INC	116.36	
L-3 COMMUNICATIONS-MOBILE VISION	735.10	
LANCASTER, INC.	387.00	
LAWRENCE EQUIPMENT	393.15	
LINKOUS LAWN SERVICE	70.00	
LITTLE RIVER POOL AND SPA, INC	552.05	
LOWES HOME CENTERS, INC.	6,648.08	SUPPLIES FOR BUILDING MAINTENANCE
MARK CURTIS	240.00	PLANNING COMMISSION MEETINGS 2ND QTR
MATTERN & CRAIG	8,722.68	INSPECTION SERVICES VARIOUS TOWN PROJECTS
MCCORMICK TAYLOR, INC	19,201.54	ENGINEERING SERVICES PARKWAY DRIVE,N. FRANKLIN,DEPOT TRAIL, FALLING BRANCH
MCDONOUGH BOLYARD PECK, INC	3,853.00	PROFESSIONAL SERVICES QUINN STUART BLVD
MEADE TRACTOR	346.13	
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	940.00	
METRO HEAVY-DUTY, INC.	424.36	
MOBOTREX, INC	2,522.00	TRAFFIC SIGNAL MAINTENANCE AND REPAIR
MONTGOMERY COUNTY CHRISTMAS STORE	5,000.00	ANNUAL SUPPORT
MONTGOMERY DISTRIBUTORS	713.99	
MONTGOMERY SANITATION SERVICES	1,500.00	PUMPING AT PEPPERS FERRY DURING TRANSFER SWITCH INSTALL
MOORE MEDICAL CORP.	8,474.05	MEDICAL SUPPLIES RESCUE
MOORE'S BODY & MECHANICAL SHOP, INC	8,613.57	VEHICLE REPAIR AND MAINTENANCE

TOWN OF CHRISTIANBURG		
BILLS TO BE PAID FOR THE MONTHS OF	JULY AND AUGUST	
MOTION INDUSTRIES, INC.	2,243.87	HYDRAULIC CYLINDER WWTP
MSC EQUIPMENT INC.	854.13	
MT ELECTRONICS, INC	296.65	
MUNICIPAL EMERGENCY SERVICES, INC	54.17	
NAFECO INC	758.98	
NATIONAL POOLS OF ROANOKE, INC.	1,647.50	
NATIONAL SAFETY COUNCIL	650.00	
NEW LEAF FARMS, INC	173.75	
NEW PIG CORPORATION	252.18	
NEW RIVER ENGRAVING	541.22	
NEW RIVER FIRE EXTINGUISHERS	425.00	
NICKELSTON INDUSTRIES, INC	6,330.00	GUARDRAIL REPLACEMENT
NORTHERN TOOL & EQUIPMENT	930.98	
NORTHWEST HARDWARE CO INC	130.59	
OFFICE OF THE UNIVERSITY BURSAR	128.63	
OLD TOWN PRINTING & COPYING	560.60	
ON MAIN STREET INC	497.50	
O'REILLY AUTO PARTS	1,065.08	
PACE ANALYTICAL SERVICES, INC.	1,271.00	
PET WASTE ELIMINATOR	220.99	
PICTOMETRY INTERNATIONAL CORP	10,288.00	ANNUAL LICENSE FEE FOR ENGINEERING
PILOT FASTENERS LTD	493.94	
PITNEY BOWES GLOBAL FINANCIAL SERV	3,707.42	LEASE PAYMENTS APRIL TO JULY
POWER ZONE	2,963.68	EQUIPMENT REPAIR AND MAINTENANCE, SUPPLIES
PRO CHEM INC	165.45	
PROFESSIONAL COMMUNICATIONS	4,375.00	MAINTENANCE VCIN COUNSEL
PROFESSIONAL NETWORKS, INC.	41.00	
QUALITY TIRE & BRAKE SERVICE	5,382.00	VEHICLE REPAIR AND MAINTENANCE
QUILL CORP.	140.40	
RADIO SOURCE LLC	2,200.00	RADIOS FOR PD
RAILROAD MANAGEMENT COMPANY IV, LLC	499.55	
RECREATION SUPPLY CO INC	582.19	
RICHARD HILDING JOHNSON	240.00	PLANNING COMMISSION MEETINGS 2ND QTR
RICHMOND MACHINERY & EQUIP CO	240.09	
ROBERTS OXYGEN COMPANY, INC	455.94	
ROCAN INDUSTRIAL PRODUCTS, INC	1,330.99	
RODNEY A JORDAN DBA ROCK HAVEN TURF SPECIALTIES	1,850.00	UNDESIRABLE GRASS CONTROL
SAFETY & COMPLIANCE SERVICES, INC.	258.00	
SANICO, INC	4,191.26	JANITORIAL SUPPLIES
SAUNDERS SERVICE & REPAIR, LLC	85.00	
SEPI ENGINEERING & CONSTRUCTION, INC	29,874.40	INSPECTION SERVICES FOR PAVING PROJECTS
SERVICE COMMUNICATION	75.00	
SERVICEMASTER COMMERCIAL CLEANING	3,629.00	CLEANING SERVICES AQUATICS
SHEEHY AUTO STORES	637.00	
SHELOR MOTOR MILE	175.01	
SHERWIN-WILLIAMS	1,408.18	
SHRED-IT US JV LLC	157.72	
SIGN-A-RAMA	1,388.06	
SNAP-ON TOOLS	2,771.00	SAFETY EQUIPMENT PUBLIC WORKS
SOUTHERN AIR, INC	12,154.30	7955 AQ REPAIRS AND VARIOUS TOWN FACILITIES
SOUTHERN REFRIGERATION CORP.	80.90	
SOUTHERN STATES	1,238.45	
STAPLES BUSINESS ADVANTAGE	348.41	
STATE ELECTRIC SUPPLY CO., INC.	563.72	
SUBURBAN PROPANE, L.P.	1,031.03	
SUNAPSYS, INC	18,674.88	SCADA DESIGN AND ANNUAL MAINTENANCE
TAYLOR OFFICE & ART SUPPLY, INC	5,288.72	VARIOUS OFFICE SUPPLIES TOWN WIDE
TEMPLETON-VEST	75.00	
TENCARVA MACHINERY CO.	5,635.46	EQUIPMENT REPAIR AND MAINTENANCE
TESSCO	2,706.65	RADIO EQUIPMENT REPAIR AND MAINTENANCE
THE JACK-MAN, LLC	2,601.25	MAINTENANCE ON AERATION BLOWERS WWTP
THOMPSON TIRE & MUFFLER	1,610.08	
TIDY SERVICES	176.80	
TIMMONS GROUP, INC	4,250.00	GIS CONSULTING AGREEMENT
TOWN OF BLACKSBURG	92,775.00	BT 1STQTR OPERATING
TREASURER OF VIRGINIA	1,512.00	
ULINE	1,344.48	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>JULY AND AUGUST</b>	
UNIFIRST CORPORATION	6,295.21	UNIFORMS PW
UNITED RENTALS, INC.	40.00	
USA BLUE BOOK	813.11	
VA PUBLIC WORKS EQUIPMENT CO	2,544.05	SUPPLIES PUBLIC WORKS
VIRGINIA ASSOCIATION OF CHIEFS OF POLICE	350.00	
VIRGINIA EVERYWHERE LLC	275.00	
VIRGINIA REC. & PARK SOCIETY	216.00	
VIRGINIA UTILITY PROTECTION SERVICE, INC	456.75	
VML/VACO	4,232.00	2018-2019 ASSESSMENT FOR RESEARCH AND SUPPORT OF STEERING COMMITTEE
WADES FOODS INC.	425.96	
WEST END ANIMAL CLINIC, INC	176.01	
WESTERN BRANCH DIESEL, INC.	356.30	
WETLAND STUDIES AND SOLUTIONS, INC	1,252.46	
WILEY & WILSON, INC	2,620.00	ENGINEERING SERVICES DEPOT PARK TRAIL EXTENSION
WILSON BROTHERS INCORPORATED	1,157.04	
WIN-911 SOFTWARE	1,100.00	
WITMER PUBLIC SAFETY GROUP, INC	632.98	
WORDSPRINT	4,365.49	AQ FALL BOOKLET 3060 AND VARIOUS ENVELOPES ETC.
<b>TOTAL BILLS TO BE PAID JUNE 29, 2018</b>	<b>1,065,139.48</b>	

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

**JULY AND AUGUST**

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
BLUE RIDGE RESCUE SUPPLIES	341.46	
DIRECTV	214.17	
DUNCAN FORD-MAZDA-LINCOLN-MERCURY	619.44	
FIRST DUE GEAR, LLC	330.00	
GATES FLOWERS AND GIFTS	30.00	
POWER ZONE	1,392.01	Honda Generator - replace fuel system
TOWN OF CHRISTIANBURG	851.02	Gas/Diesel July
TREASURER OF VIRGINIA	100.00	
VERIZON	255.63	
<b>TOTAL PAID BILLS</b>	<b>4,133.73</b>	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	JULY AND AUGUST	
VENDOR	AMOUNT PAID	DESCRIPTION
AIRGAS NATIONAL CARBONATION	834.13	CARBON DIOXIDE GAS FOR AQUATICS
ANGELA DEVORE	120.00	SIGN LANGUAGE INSTRUCTOR
ANTHEM BLUE CROSS BLUE SHEILD	168,154.19	EMPLOYEE HEALTH INSURANCE
ANTHEM LIFE INSURANCE	2,705.23	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	87,341.98	ELECTRIC BILLS TOWN WIDE
ATCOM	6,668.00	PHONE SERVICE AGREEMENT 18-19
AT & T	449.06	
ATMOS ENERGY	2,601.86	GAS BILLS TOWN WIDE
B&T LAWN CARE	11,640.00	MOWING
BIRD AND HOPPER FARM	90.00	FARMERS MARKET
BMS DIRECT	6,208.89	POSTAGE, PRINTING WATER BILLS AND NEWSLETTER
BRIGHT SERVICES	712.80	
BRUCE CALDWELL	130.00	FARMERS MARKET
CARROT TOP INDUSTIRS INC	321.47	
CARDMEMBER SERVICES	38,246.96	SUPPLIES EQ 13819.94 DUES 1205 SCHOOLS 9905.83 TRAVEL 3475.38 SOFTWARE 8723.96 UNIFORMS 0.00 RECRUITING RETENTION FIRE RESCUE 1116.85
CARILION CLINIC	160.00	
CHANDLER CONCRETE	2,543.00	FOR PUBLIC WORKS REPAIRS
CITIZENS	3,925.00	INTERNET
COLD STONE CREAMERY	128.00	
CONCRETE PIPE & PRECAST	905.52	
CLATTERBUCK PAVEMENT MARKINGS INC	14,436.30	CAMBRIA ST. STRIPING
DATA MANAGEMENT INC	2,560.78	TRAINING TIMECLOCK PLUS
DELL MARKETING	538.73	
DELTA DENTAL	14,020.95	2 MONTHS EMPLOYEE DENTAL INSURANCE
DIVING ENTERPRISES	1,733.25	RESCUE DIVING GEAR
DONS AUTO CLINIC	2,439.49	VEHICLE REPAIR AND MAINTENANCE
DRIVEERT	5.53	
DS SERVICES	287.64	PW WATER COOLER
DUES AND MEMBERSHIPS	1,100.00	PD 200 PW 550
DYLAN ALLANSON	20.00	FARMERS MARKET
ELECTRICAL EQUIPMENT COMPANY	3,620.00	COMPUTER HARDWARE AND SOFTWARE SUPPORT WWTP
ELEVATING EQUIPMENT INSPECTION	100.00	
EMS MANAGEMENT	2,706.07	COLLECTIONS FEES
EXPRESS SERVICES INC	11,742.41	SEASONAL EMPLOYEES
FEDERAL EXPRESS CORPORATION	20.17	
GEORGE HALL	31.00	FARMERS MARKET
GRATEFUL BREAD	40.00	FARMERS MARKET
HI D HO DOG TRAINING, INC	1,625.00	
HOME DEPOT CREDIT SERVICES	596.57	MATERIALS FOR PICNIC SHELTERS AND VARIOUS REPAIR AND MAINTENANCE
LUMOS NETWORKS INC	1,102.28	
MANSFIELD OIL	528.75	
MELISSA LAROSE	45.00	FARMERS MARKET
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	38,274.76	TIPPING FEES FOR SOLID WASTE SERVICES
MOUNTAIN2 ISLAND PADDLEBOARD	20.00	
MOUNTAIN VIEW HOPS LLC	30.00	FARMERS MARKET
NETWORKFLEET INC	287.35	
NEW RIVER VALLEY PIZZA	137.96	
PEPSI BOTTLING COMPANY	176.45	
PETTY CASH	196.82	
PET WASTE ELIMINATOR	128.00	
PLANT 1 ON U	47.00	FARMERS MARKET
REFUND FEES REC DEPT	1,400.00	
REFUND WATER/SEWER	2,069.12	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>JULY AND AUGUST</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
RICHARDSON WAYLAND ELECTRICAL	20,473.19	TRAFFIC LIGHT CABINET REPLACEMENT
ROANOKE TIMES	5,941.67	ADVERTISING, JOBS PUBLIC HEARINGS ETC
ROGER JORDAN ROLLER JR	60.00	
SALEM STONE	593.08	SAND GRAVEL ETC FOR STREET AND WATER REPAIRS.
SAMS CLUB	1,386.86	
SCHOOLS	23,618.00	PD ANNUAL POLICE ACADEMY 21900 PW 175 FIRE 550 HR 198 AQ 445 RESCUE 350
SHENTEL	489.64	
SISSON&RYAN LLC	7,714.88	SAND GRAVEL ETC FOR STREET AND WATER REPAIRS.
SOUTH EASTERN SECURITY CONSULTANTS	600.00	
SPEEDWAY	23,574.18	FUEL TOWN VEHICLES
STAND ENERGY	6,017.23	NATURAL GAS FOR AQUATIC CENTER
STUMP RIDGE FARM LLC	105.00	FARMERS MARKET
SUPER SHOES STORES INC	551.96	
SWALLOWTAIL TEA	30.00	FARMERS MARKET
TELEVENT	296.00	
TODD GORDON	45.00	FARMERS MARKET
TRACTOR SUPPLY	1,287.73	MISC SUPPLIES
TRAVEL	11,665.96	
TREASURER OF VIRGINIA	1,975.51	BUILDING LEVY FEE 925 DMV STOPS
TREASURER OF VIRGINIA	184.00	
U.S. CELLULAR	241.92	
VA ASSOC OF COUNTIES GROUP INSURANCE	1,046.82	HYBRID INS
VALEAC	521.00	
VERIZON	8,243.35	PHONE LINES REPAIR DAMAGED LINE 2320.04
VERIZON WIRELESS	7,353.91	CELL PHONES AND TABLETS
VIRGINIA DEPT OF TRANSPORTION	750.00	LAND USE PERMIT
VIRGINIA MEDIA	846.75	JOB POSTINGS, PUBLIC HEARINGS ETC
VIRGINIA TECH BURSAR	70.88	
WEST PUBLISHING COMPANY	231.14	
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>	<b>4,133.73</b>	
<b>TOTAL PAID BILLS</b>	<b>561,869.13</b>	
<b>BILLS TO BE PAID</b>	<b>1,065,139.48</b>	
<b>GRAND TOTAL</b>	<b>1,631,142.34</b>	



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

**AGENDA LOCATION:**

CONSENT AGENDA

**Meeting Date:** 8-28-2017

**ITEM TITLE:**

Personal Property tax relief percentage for 2017 (PPTRA)

**DESCRIPTION:**

Each year the town receives \$228,552.85 in funds from the state to provide relief on personal Property tax bills for its citizens with qualifying vehicles. This year the calculated relief percentage is 37.14%. This is a slight decrease from last year's percentage of 37.85%

**POTENTIAL ACTION:**

Approval of the Personal Property tax Relief percentage of 37.14% to be applied to qualifying vehicles for 2018 tax bills.

**DEPARTMENT:**

Finance

**PRESENTER:**

Val Tweedie

**ITEM HISTORY:**



## 2018

### TOWN OF CHRISTIANBURG

### PPTRA PERSONAL PROPERTY TAX RELIEF ACT

### VALUES BASED ON ESTIMATED PRORATED VALUES FOR ADDS AND DELETES

ESTIMATED  
# vehs.

VALUE FOR 1000 AND LESS	545,623	839
1001-20000	94,722,196	15,163
OVER 20000	40,564,000	2,028

LESS THAN 1,000	2,455.30
1,001 TO 20,000	426,249.88
OVER 20,000	182,538.00
TOTAL ASSESSED	611,243.19

TOTAL ASSESSED	611,243.19
LESS 100% RELIEF	2,455.30
BASE	608,787.88

STATE REIMBURSEMENT (PPTRA)	228,552.85
LESS UNDER 1,000	2,455.30
	226,097.55

TOWN OF CHRISTIANBURG	
PROPERTY TAX RELIEF PERCENTAGE	37.14%