



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
JANUARY 8, 2019 – 7:00 P.M.

REGULAR MEETING

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

A. CONSENT AGENDA

- A. [Council meeting minutes of December 11, 2018.](#)
- B. [Monthly bill list dated December 31, 2018.](#)
- C. Police Department vehicle contract for four police Interceptor utility vehicles from Sheehy Ford in the amount of \$120,270.40.
- D. [Change Order for 2019 Primary Extension and Annual Paving.](#)
- E. Resolution recognizing Chris Tuck for his service as Chair of the Montgomery County Board of Supervisors.
- F. Schedule Public Hearing on February 12, 2019 for an Ordinance to Amend Chapter 26, Public Safety by Enacting Article IV. Special Events and Other Outdoor Assemblies.
- G. Schedule Public Hearing on February 26, 2019 for an ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of amending the permitted uses in the I-2, General Industrial District.
- H. Schedule Public Hearing on February 26, 2019 for an ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of clarifying permitted automotive service uses, including towing services, in the Business and Industrial zoning districts.

- I. Schedule Public Hearing on February 26, 2019 for a rezoning request by F&B LAND, LP for an amendment to proffers on an approximately 38-acre portion of tax map no. 525-A-4, located north of Diana Dr. N.W., east of Aldwych Ave. N.W., and south of Kensington Way, N.W. in the Kensington Subdivision. The property is zoned MU-1 with proffers and the request is to amend the proffers accepted with the 2006 rezoning action.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Marty Gordon to present on the Public Art & the Arts Council.

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Council action on:

1. Ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of permitting and regulating homestay / short-term rentals as accessory uses to residential dwellings. The Public Hearing was held December 11, 2018.
2. [Resolution to approve Budget Amendment #1 to the 2018-2019 fiscal year budget](#). The Public Hearing was held December 11, 2018.
3. [Resolution to approve the Appropriation of Funds per the Budget Amendment #1](#). The Public Hearing was held December 11, 2018.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

- A. Re-organization for the Year 2018:
 1. Election of Vice-Mayor.
 2. Set regular meeting dates of Council.

3. Appointment to Committees of Council:
 - a. Water, Sewer, Solid Waste, and Stormwater Committee
 - b. Street Committee
 - c. Finance Committee
 - d. Emergency Services Committee
 - e. Public Health and Welfare Committee – Ad hoc
 - f. Central Business District Committee
 - g. Council on Human Relations Committee – Ad hoc
- B. Closed Meeting:
 1. Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(1), for the discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The Closed Meeting is being held for discussion of personnel, specifically the appointment of officers for the year 2018.
 2. Reconvene in Open Meeting.
 3. Certification.
 4. Council action on the matters.
- C. Appointment of Officers:
 1. Town Manager
 2. Finance Director/Treasurer
 3. Police Chief
 4. Clerk of Council
 5. Town Attorney

XII. ADJOURNMENT

Upcoming meetings:

January 22, 2019 – Regular meeting
February 12, 2019 – Regular meeting

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
DECEMBER 11, 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 DECEMBER 11, 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 Jim Guynn; Finance Director/Treasurer Val Tweedie; Public Relations Director Melissa Demmitt; Public Relations Specialist Anaika Miller; Director of Engineering Wayne Nelson; Director of Public Works Jim Lancianese; Planning Director Will Drake.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARING

- A. Conditional Use Permit request by Rebecca Compton and Andrew Goodall for a major home occupation (beauty parlor) at 1525 Spruce Street, S.E. (tax map no. 529-17-10) in the R-2, Two-Family Residential District.

Applicant Rebecca Compton provided Council with a handout that explained her CUP request that would allow a beauty parlor at her residence at 1525 Spruce Street. Ms. Compton is licensed and expects to serve one client at a time. Council was provided a photo of 1525 Spruce Street that showed adequate parking space. Ms. Compton offered to answer questions of Council. Councilman Collins reported that the Planning Commission voted unanimously to recommend approval with six conditions.

- B. Ordinance to amend Chapter 42, “Zoning” of the Christiansburg Town Code for the purpose of permitting and regulating homestay / short-term rentals as accessory uses to residential dwellings.

Assistant Town Manager Andrew Warren reported that the Development Sub-Committee reviewed the ordinance amendment drafted by the Planning Commission that would treat homestay/short-term rentals as a home-occupation with required safety inspections. Mr. Warren noted that language in the amendment could change if the Town chose to apply lodging tax to this type of business in the future.

- C. Ordinance repealing any Town interests for an approximately 1,050 square foot portion of an alleyway located between tax map no. 497-A-45 and tax map no. 497-A-48 located at 596 Depot Street, N.E.

Using an aerial map, Town Manager Wingfield indicated the portion of the alleyway behind the Cambria Emporium to be vacated and explained that a small portion of the easement was located under the building. Owners of Cambria Emporium have requested the vacation to facilitate the sale of the building. However, owners of Electrical Supply, located next to Cambria Emporium, said that portion of the alleyway was their only forklift access and necessary for their business operations. Mr. Wingfield noted that the Town had no need for the access. After discussing the matter with the owners of Cambria Emporium and Electrical Supply, Council and the respective business owners agreed that vacating the eastern five-foot portion of the alleyway that included the portion located under the Cambria Emporium building would be satisfactory to all involved.

- D. Budget amendment for FY 2018-2019 budget.

Finance Director Val Tweedie provided Council with a copy of the FY 2018-2019 budget amendment for review and gave a brief overview of the items listed in the amendment that included changes to the general fund program, new full-time employee positions in the engineering and police departments, special revenue funds for grants and awards, water and wastewater enterprise, and capital projects rolled over and/or added. Ms. Tweedie noted that unassigned reserves were still within the approved percentage range at approximately 38%. Engineering Director Wayne Nelson noted that the new staff member requested for engineering would answer phones, greet customers, and provide additional administrative relief for the current administrative assistant who was over-extended providing administrative support to the engineering and planning departments. The new employee would also be available to assist with answering phones for all town departments. Councilman Showalter noted the possibility of an Arts and Culture Committee to oversee the \$100,000 donation by the Nixon and Thompson families.

- E. 2017 Consolidated Annual Performance and Evaluation Report (CAPER) as required for Community Development Block Grant (CDBG) funding by the U.S. Department of Housing and Urban Development (HUD). The Town of Christiansburg, as a recipient of Community Development Block Grant (CDBG) funding, is required by the U.S. Department of Housing and Urban Development (HUD) to prepare the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER compares the actual performance measures with those measures listed in the 2017 Annual Action Plan, and Planning Director Andrew Warren noted that the performance goal was met with the completion of the sidewalk project along Park Street. Advertisement of the month-long citizen comment period has been posted on the Town's website and at the local library.

Councilwoman Sachs made a motion to add Public Hearings items A and C to the agenda for Council action. The motion was seconded by Councilman Showalter and voted upon as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

IV. CONSENT AGENDA

- A. Council meeting minutes of November 13, 2018 and November 27, 2018.

- B. Contract with Stageline for a mobile stage for the Parks and Recreation Department in the amount of \$162,555.
- C. Construction contract for Falling Branch Intersection Improvement Project.
- D. Contract for Roanoke Street and Arbor Drive Design-Build Sidewalks.
- E. Schedule Public Hearing on February 12, 2019 for a Conditional Use Permit request by SHAH Development LLC, for a residential development to consist of multiple-family dwellings at a density of development not to exceed 20 dwelling units per acre on an approximately 5.7 acre property located at 2000 Sunset Drive, N.E. (tax map nos. 436-A-22A and 436-A-42) in the B-3, General Business District.
- F. Schedule Public Hearing on February 12, 2019 for a Conditional Use Permit request by Michael Abraham, agent for The Threshold Center LLC, for a private recreational facility (gym) at 225 Industrial Drive, N.E. (tax map nos. 500-A-5K, 5K1) in the I-2, General Industrial District.

Councilman Showalter made a motion to approve the consent agenda, seconded by Councilman Stipes. Councilman Huppert questioned the cost of the Stageline mobile stage. Town Manager Wingfield noted that the mobile stage had been approved during the November 27 Consent Agenda, but at an incorrect cost. The correct cost of the stage is indicated on the current Consent Agenda. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes - Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Public Relations Director Melissa Demmitt to present on the Public Relations Department.

Public Relations Director Melissa Demmitt introduced herself and Public Relations Specialist Anaika Miller, and thanked Council for the opportunity to speak. Mrs. Demmitt provided Council with an update on department responsibilities, highlighted the methods used by the department in communicating information to the public, and reported on the Town's growing social media presence and presence within the community through the distribution of town publications. Mrs. Demmitt talked about the focus on town branding through communications, and reported on projects for 2019 that would include moving forward with the design and placement of wayfinding signs, and a redesign of the town's website that would be more user-friendly and mobile-friendly. Council thanked Mrs. Demmitt and Ms. Miller for a job well-done within the PR Department.

VI. CITIZEN COMMENTS

- A. No comments.

VII. COMMITTEE REPORTS

- A. Collins and Stipes – Street Committee report/recommendation on:
 - 1. Plat from records showing New Public and Private Easements on Tax Map #436-5-1 and #436-5-C, C-1 (Market Place Redevelopment Phase 1).

Councilman Stipes reported that the two plats under consideration pertained to the redevelopment of Market Place and include a sidewalk plat to comply with connectivity requirements, and a utility easement that would redirect existing water and sewer lines. The Street Committee found both plats to be in conformity with the subdivision ordinance and Councilman Stipes made a motion to approve the plats, seconded by Councilman Collins.

Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

VIII. DISCUSSION BY MAYOR AND COUNCIL

A. Council action on:

1. 2017 Consolidated Annual Performance and Evaluation Report (CAPER) as required for Community Development Block Grant (CDBG) funding by the U.S. Department of Housing and Urban Development (HUD). Councilman Showalter made a motion to approve the CAPER as presented, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
2. Conditional Use Permit request by Rebecca Compton and Andrew Goodall for a major home occupation (beauty parlor) at 1525 Spruce Street, S.E. (tax map no. 529-17-10) in the R-2, Two-Family Residential District. Councilman Showalter made a motion to issue the CUP with six conditions as recommended by the Planning Commission, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.
3. Ordinance repealing any Town interests for an approximately 1,050 square foot portion of an alleyway located between tax map no. 497-A-45 and tax map no. 497-A-48 located at 596 Depot Street, N.E. Councilman Stipes made a motion to vacate only the eastern five-foot portion of the alleyway that included the portion located under the Cambria Emporium, seconded by Councilwoman Sachs. Councilman Stipes thanked the interested parties for being present and working with Council to resolve this matter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

IX. STAFF REPORTS

A. Town Manager Wingfield:

1. Thanked Mayor Barber for mentioning the passing of Roy Redd, long-time Town employee and member of the fire department, during the Moment of Reflection.
2. The Christiansburg Christmas Parade and market is scheduled for December 14 and will include lighting of the town Christmas tree.

B. Town Attorney:

C. Other Staff:

X. COUNCIL REPORTS

- A. Councilwoman Sachs asked Town Manager Wingfield about the ride program discussed during the Central Business District Committee report. Town Manager Wingfield reported that the Town has discussed partnering with Hooptie Ride to provide free transportation home, within Town limits, during the New Year's holiday and on St. Patrick's Day. General consensus was to sponsor the program at a cost of \$300 - \$600, with local sponsorships potentially covering the costs of the ride service.
- B. Councilman Huppert reported on the Town's progress in 2018 with regards to the development of Market Place and the former Truman Wilson property.

- C. Councilman Stipes expressed regret that he would miss the Town Christmas parade due to an out-of-town funeral.
- D. Councilman Showalter wished staff and citizens a *Happy Holiday*, and expressed his appreciation for the great job the Public Relations Department does in spotlighting the Town.
- E. Councilman Bishop, no report.
- F. Councilman Collins expressed his appreciation for the Public Relations staff, and the projected development of Market Place, and wished all a *Merry Christmas*.
- G. Mayor Barber wished all a *Merry Christmas*, and highlighted retail openings in 2018. He noted that he and town staff would meet tomorrow to discuss postponing the Christmas Parade, due to forecasted bad weather, and noted further information would be forthcoming. He further noted that the proceeds from the Historic Downtown walking tour, developed by Casey Jenkins, would benefit Montgomery Museum.

Councilman Collins asked about the project to name the future connector road from Peppers Ferry Road to Cambria Street. Town Manager Wingfield reported that the Town has submitted an application for funding of the road and noted that a name was not necessary at this phase of the project. Councilman Showalter recommended turning the matter over to the Public Relations Department.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:26 P.M.

Michele Stipes, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG		PAY DATE 12-28-2018
BILLS MONTHLY BILLS PAID 12-28-2019 FOR THE MONTHS OF		OCTOBER AND DECEMBER
A & A SALES ASSOCIATES, LLC	2,669.86	SAFETY GEAR PUBLIC WORKS
A MORTON THOMAS AND ASSOCIATES, INC	19,152.54	ENGINEERING SERVICES HANS MEADOW, CHRUCH RIGBY ELLETT, STREET REPAIR AND RECONSTRUCTION
ADAMS CONSTRUCTION CO.	561.16	
AECOM TECHNICAL SERVICES, INC	9,300.00	BRIDGE INSPECTIONS
ALL SEASONS PEST CONTROL, INC	170.00	
AMELIA ELIZABETH TUCKWILLER	75.00	AQUATIC ADVISORY
AMERICAN BOILER INSPECTION SERVICE, INC	500.00	
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	77.00	
ARC3 GASES	265.84	
ATLANTIC UTILITY SOLUTIONS, INC	1,170.00	3 LARGE WATER METERS
AUDIOTRONICS	2,862.48	REPLACE AMP AT AQUATIC CENTER
BANE OIL COMPANY, INC	2,884.12	OFF ROAD DIESEL FOR GENERATORS AND EQUIPMENT
BASHAM OIL COMPANY	374.46	
BEVERLY J. BRIDGES	75.00	AQUATIC ADVISORY
BKT UNIFORMS	184.99	
BMG METALS INC	464.26	
BOUND TREE MEDICAL, LLC	3,595.27	MEDICAL SUPPLIES RESCUE
BRAME SPECIALTY COMPANY INC.	2,404.17	JANITORIAL SUPPLIES
BSN SPORTS COLLEGIATE PACIFIC	52.95	
C.I.T.C. IMAGING	809.60	
CAMBRIDGE COMPUTER SERVICES, INC	9,493.69	HARDWAR AND SOFTWARE SUPPORT SANS MAINTENANCE
CARDINAL BLUEPRINTERS, INC.	700.00	
CARILION HEALTHCARE CORP.	330.00	
CARILION MEDICAL CENTER	750.00	
CARTER MACHINERY	1,835.66	REPAIR PARTS FOR EQUIPMENT
CHA CONSULTING INC	16,809.48	ENGINEERING AND CONSULTING SERVICES, BIOSOLIDS, DUMP STATION, DTWN DRAINAGE, COLLEGE ST SANITARY SEWER
CLARK GAS AND OIL, INC	1,367.56	FUEL FOR FIRE STATION
COGSDALE SYSTEMS INC.	2,859.62	TRAINING AND BUSINESS REVIEW TRAVEL
COLE TRUCK PARTS, INC	4,120.00	EQUIPMENT REPAIR AND PARTS
COLORADO TIME SYSTEMS	1,120.00	REPAIRS TIMING SYSTEM
CONCRETE PIPE & PRECAST LLC	200.00	
CREATIVE PRODUCT SOURCING, INC.	2,269.08	PD SUPPLIES
CUMMINS INC	1,109.15	
CURTIS BAY MEDICAL WASTE VIRGINIA, LLC	184.94	
D J R ENTERPRISES	1,007.50	RECREATION UNIFORMS YOUTH SPORTS
DATA MANAGEMENT, INC	1,160.00	TIMECLOCK WEB HOSTING
DCI/SHIRES, INC	150,423.08	CONSTRUCTION QUINN STUART AND CHURCH RIGBY ELLETT
DISPLAY SALES COMPANY	4,963.00	PW DTWN CHRISTMAS DECORATIONS
DIVING ENTERPRISES, LTD	4,954.66	WATER RESCUE EQUIPMENT
DUNCAN FORD MAZDA	1,055.01	
DYNAMIC DATA SYSTEMS, LLC	236.00	
EAST COAST EMERGENCY VEHICLES, LLC	38,306.41	LIGHT BARS ETC FOR 3 NEW PD VEHICLES
ELECTRICAL EQUIPMENT COMPANY	362.90	
ELECTRICAL SUPPLY CO	3,426.19	VARIOUS SUPPLIES FOR REPAIRS AND CHRISTMAS LIGHT DISPLAYS
EMORY UNIVERSITY	1,000.00	
EMS, INC	1,210.00	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	15,000.00	BIOSOLID HAULING
EVIDENT INC	364.80	
EVOQUA WATER TECHNOLOGIES, LLC	3,310.00	REPAIR ASSEMBLY FOR WWTF
EXCEL TRUCK GROUP	557.60	
F & R ELECTRIC	5,180.00	REBUILD SUBMIXER AT WWTF
FASTENAL COMPANY	189.14	
FERGUSON ENTERPRISES, INC.#75	15,600.45	VARIOUS PIPES AND FITTINGS WATER AND WASTE WATER
FIRE RESCUE AND TACTICAL, INC	1,928.57	SAFETY EQUIPMENT FIRE DEPT
FISHER AUTO PARTS, INC.	1,052.56	
FISHER SCIENTIFIC CO.	166.95	
FITNESS CONCEPTS, INC.	7,053.12	EXERCISE EQUIPMENT RECREATION CENTER
FLEET PRIDE, INC	1,999.13	PARTS AND SUPPLIES VEHICLE AND EQUIPMENT MAINTENANCE
G/A SAFETY SUPPLY, INC	1,000.68	
GALLS, AN ARAMARK COMPANY	3,452.79	SUPPLIES POLICE DEPARTMENT
GATES FLOWERS AND GIFTS, LLC	136.99	
GAY AND NEEL, INC.	1,093.75	
GEMPLER'S INC.	399.71	
GLATFELTER INSURANCE GROUP	327.00	
GLIDE PADDLESPORTS, LLC	3,444.00	6 GLIDE FITS AQUATICS CENTER
GLOBAL EQUIPMENT CO.	1,460.51	
GRAINGER	1,657.44	

TOWN OF CHRISTIANSBURG		PAY DATE 12-28-2018
BILLS MONTHLY BILLS PAID 12-28-2019 FOR THE MONTHS OF		OCTOBER AND DECEMBER
GREEN-EYED DESIGNS	138.75	
GUYNN & WADDELL, P.C.	14,438.37	LEGAL SERVICES
H. T. BOWLING, INC.	450,644.57	STREET REPAIR AND RECONSTRUCTION
HAJOCÀ CORPORATION	44.42	
HALL'S GARAGE DOORS, INC	1,950.00	RESCUE DOOR REPAIR
HANDY RENTALS, INC	630.00	
HARPER AND COMPANY INC.	5,718.55	SUPPLIES WWTF
HARVEY CHEVROLET CORP.	530.06	
HAZEN AND SAWYER	3,933.20	ARCHITECTURAL SERVICES RESCUE RENOVATION
HDH TECHNICAL, INC	690.00	
HIGHWAY MOTORS, INC.	603.09	
HOFFMAN & HOFFMAN, INC	12,490.00	NEW FABRIC DUCTWORK AQUATICS CENTER
HOLLYBROOK MULCH TRUCKING, INC	58.50	
HOSE HOUSE, INC.	65.72	
HOUSTON N. SNODDY	400.00	
HURT & PROFFITT, INC	9,513.67	ENGINEERING SERVICES QUIN STUART, CHRISMAN MILL, WATER STORAGE TANK
IDEXX DISTRIBUTION, INC.	1,382.63	
INNOVATIVE SYSTEMS & SOLUTIONS, INC	11,686.87	IT MAINTENANCE CONTRACTS
INTERNATIONAL CODE COUNCIL	1,053.83	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	261.45	
JAMES RIVER EQUIPMENT-SALEM	1,586.24	
JAMES RIVER LASER & EQUIPMENT, LLC	88.50	
JAYME J SCHMIDT EXPERT T'S	2,533.26	RESCUE BACKPACKS
JEREMY MADISON WILLIAMS	75.00	AQUATIC ADVISORY
JOHNSON CONTROLS	92.29	
JORDAN OIL CO., INC.	3,756.21	FUEL AT FIRE STATION
KAREN L DRAKE-WHITNEY	75.00	AQUATIC ADVISORY
KIMBALL MIDWEST	179.40	
KING GENERAL CONTRACTORS, INC	109,243.92	CONSTRUCTION HANS MEADOW DRAINAGE
KING-MOORE, INC	3,350.00	IT CONSULTING
KINGS TIRE SERVICE, INC	3,706.88	TIRE REAPIR AND REPLACEMENT RESCUE AND PW
KLA ENTERPRISES LLC	805.00	
KORMAN SIGNS, INC.	1,983.17	SIGNAGE MATERIALS
LANCASTER, INC.	200.00	
LANDSCAPE SUPPLY INC.	235.00	
LANE-ENTERPRISES, INC	67.06	
LAWRENCE EQUIPMENT	83.62	
LIBERTY FIRE SOLUTIONS, INC	1,000.00	
LITTLE RIVER POOL AND SPA, INC	63.96	
MATTERN & CRAIG	4,965.25	ENGINEERING SERIVCES HANS MEADOW DRAINAGE
MCCORMICK TAYLOR, INC	6,751.50	ENGINEERING SERVICES N. FRANKLIN CORRIDOR
MCDONOUGH BOLYARD PECK, INC	2,536.00	ENGINEERING SERVICES QUIN STUART
MEADE TRACTOR	461.76	
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	980.00	
MIDWAY PRODUCTION SERVICES	1,000.00	AUDIO SYSTEM FOR CHRISTMAS MARKET
MODERN AUTOMOTIVE	25.66	
MONTGOMERY DISTRIBUTORS	511.51	
MONTGOMERY SANITATION SERVICES	2,157.50	CLEAN OUT PUMP STATIONS
MOORE MEDICAL CORP.	830.98	
MOTION INDUSTRIES, INC.	912.32	
MT ELECTRONICS, INC	256.38	
MUNICIPAL EMERGENCY SERVICES, INC	396.57	
NATIONAL POOLS OF ROANOKE,INC.	4,407.79	CHLORINE, ALGICIDE SUPPLIES FOR AQUATICS
NEW PIG CORPORATION	903.66	
NEW RIVER ENGRAVING	89.97	
NEW RIVER FIRE EXTINGUISHERS	479.50	
NEW RIVER VALLEY MPO	3,300.00	SUPPORT QTRLY
NORTHERN SAFETY CO., INC.	366.91	
NORTHWEST HARDWARE CO INC	28.37	
OLD DOMINION BRUSH	1,470.59	
OLD TOWN PRINTING & COPYING	313.38	
O'REILLY AUTO PARTS	41.44	
PARSON ENVIROMENTAL PRODUCTS, INC	423.49	
PILOT FASTENERS LTD	140.11	
POWER ZONE	22,125.33	2 MOWERS FOR RECREATION CENTER
PRECISION GLASS & UPH. INC.	175.00	
PRESSURE WASHING SUPPLIES & SERV	325.00	
PRO CHEM INC	566.70	
QUALITY TIRE & BRAKE SERVICE	2,691.00	VEHICLE TIRE REPAIRS AND REPLACEMENTS

TOWN OF CHRISTIANSBURG		PAY DATE 12-28-2018
BILLS MONTHLY BILLS PAID 12-28-2019 FOR THE MONTHS OF		OCTOBER AND DECEMBER
QUILL CORP.	133.98	
R. K. CHEVROLET	39,508.53	TAHOE FIRE DEPT
ROBERTS OXYGEN COMPANY, INC	666.72	
ROBINSON FARMER COX ASSOCIATES, PLLC	29,650.00	ANNUAL AUDIT
ROCAN INDUSTRIAL PRODUCTS, INC	2,206.86	DEGREASER WWTF
S.J. CONNER & SONS INC.	1,397.20	
SAFE AIR SYSTEMS	252.00	
SAFETY & COMPLIANCE SERVICES, INC.	266.00	
SALEM STONE CORPORATION	340.84	
SANICO, INC	3,997.74	JANITORIAL SUPPLIES
SERVICEMASTER COMMERCIAL CLEANING	3,629.00	AQUATICS DEEP CLEANING
SHELOR MOTOR MILE	877.11	
SHERWIN-WILLIAMS	30.11	
SHIRLEY C HALLOCK	75.00	AQUATIC ADVISORY
SISSON & RYAN LLC	309.88	
SNAP-ON TOOLS	267.65	
SOUTHEASTERN EMPLOYERS SERVICE CORPORATION	5,000.00	WAGE STUDY
SOUTHERN AIR, INC	34,002.49	HVAC MAINTENANCE CONTRACT AND REAPIRS, TOWN WIDE BUILDINGS AND FACILITIES
SOUTHERN REFRIGERATION CORP.	1,508.47	
SOUTHERN STATES	234.09	
STATE ELECTRIC SUPPLY CO.,INC.	3,822.46	ELECTRICAL SUPPLIES AND PARTS
STERNS, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	41,308.71	ENGINEERING SERVICES LANDFILL MONITORING AND CLOSURE
STEVEN CARLYLE SIMMONS	50.00	AQUATIC ADVISORY
SUNAPSYS, INC	3,609.40	SCADA SYSTEM DESIGN
TAYLOR OFFICE & ART SUPPLY,INC	3,129.17	OFFICE SUPPLIES VARIOUS DEPARTMENTS
TENCARVA MACHINERY CO.	587.72	
TESSCO	244.17	
THE CFS GROUP BLUE RIDGE DISPOSAL & RECYCLING SERVICES LLC	220.00	
THE KERCHER GROUP, INC	3,069.60	ENGINEERING SERIVCES PAVEMENT MANAGEMENT
THOMPSON & LITTON, INC	565.31	
THOMPSON TIRE & MUFFLER	662.70	
THOMSON REUTERS TAX & ACCOUNTING-CHECKPOINT	337.46	
TIMMONS GROUP, INC	245.00	
TRUCK ENTERPRISES ROANOKE, INC	2,111.53	REPAIR PARTS EQUIPMENT AND VEHICLES PW
UNIFIRST CORPORATION	5,765.25	UNIFORMS PW
UNITED MUFFLERS	37.00	
UNITED RENTALS,INC.	554.20	
USA BLUE BOOK	190.93	
VA PUBLIC WORKS EQUIPMENT CO	63.48	
VALLEY EQUIPMENT CENTER	481.27	
VCS FIRE & SECURITY, INC	75.00	
VEST'S SALES & SERVICE, INC.	1,351.00	
VIRGINIA BUSINESS SYSTEMS	9,839.28	COPY CONTRACTS AND USAGE TOWN WIDE
VIRGINIA UTILITY PROTECTION SERVICE, INC	318.15	
WADES FOODS INC.	536.25	
WETLAND STUDIES AND SOLUTIONS, INC	7,936.25	ENGINEERING SERVICE NORTH FRANKLIN ST DRAINAGE
WILEY & WILSON, INC	3,590.00	DEPOT PARK TRAIL DESIGN ENGINEERING SERVICES
WILLS RIDGE SUPPLY INC	803.01	
WILSON BROTHERS INCORPORATED	1,864.96	VEHICLE AND EQUIPMENT REPAIR AND MAINTENANCE
WORDSPRINT	3,990.00	PROGRAM GUIDES RECREATION
TOTAL BILLS PAID	1,290,982.61	PAY DATE 12-28-2018

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

OCTOBER AND DECEMBER

VENDOR	AMOUNT PAID	DESCRIPTION
CARDMEMBER SERVICES	2,777.54	Hoodie Carhardts (Fire Dept - 2461.09)
COPPERHEAD GRAPHICS	1,020.00	Produce & Install Reflective Graphics - Chevy Tahoe
DIRECTV	432.59	
EXXON MOBIL	187.36	
FIRE RESCUE & TACTICAL	347.25	
FIRST DUE GEAR, LLC	370.00	
GATES FLOWERS AND GIFTS	95.00	
HETHWOOD MARKET	555.00	
LANCASTER, INC	43.49	
MUNICIPAL EMERGENCY SERVICES	475.00	
NAFECO	655.55	PARTS FOR VEHICLES
POWER ZONE	21.47	
THE LION ROOM	200.00	
TOTAL CAR CARE & TOWING	32.00	
TOWN OF CHRISTIANSBURG	598.71	FUEL COUNTY
VERIZON	511.38	
TOTAL PAID BILLS	8,322.34	

TOWN OF CHRISTIANSBURG			
BILLS PAID DURING THE MONTH		OCTOBER AND DECEMBER	
VENDOR	AMOUNT PAID	DESCRIPTION	
ADVANCE AUTO PARTS	278.32	PARTS FOR REPAIRS OF VEHICLES AND EQUIPMENT	
AIRGAS NATIONAL CARBONATION	610.80	CARBON DIOXIDE GAS FOR AQUATICS	
ADAMS CONSTRUCTION	27,236.00	ADA CURB RAMPS	
ALLSTATE INSURANCE	3,832.59	EMPLOYEE PAID INSURANCE	
AMERICAN PUBLIC WORKS ASSOCIATION	1,140.00	DUES RENEWAL PUBLIC WORKS	
ANGEL FLORIST	72.00		
ANTHEM BLUE CROSS BLUE SHEILD	190,748.66		
APPALACHIAN POWER	92,793.53	TOWN WIDE UTILITY SERVICES	
AT & T	601.99		
ATMOS ENERGY	8,599.83	TOWN WIDE GAS SERVICES	
BMS DIRECT	5,000.00	POSTAGE PRINTING WATER BILLS, TAX TICKETS	
		SUPPLIES EQ 24201.68 DUES 2218.38 SCHOOLS 3099.06 TRAVEL 4302.77	
		SOFTWARE 343.55 UNIFORMS 1012.74 RECRUITING RETENTION FIRE	
CARDMEMBER SERVICES	35,355.86	RESCUE 177.68	
CHANDLER CONCRETE	566.50	FOR PUBLIC WORKS REPAIRS	
CRYSTAL SPRINGS	252.29		
CITIZENS	3,925.00	INTERNET	
CLEARWATER SALES INC	700.00	ULTRASONIC FLOW TRANSMITTER	
DELL MARKETING	531.97	MONITORS , UPS'S	
DELTA DENTAL	17,611.04	EMPLOYEE DENTAL INSURANCE TWO MONTHS	
DELUXE BUSINESS CHECKS&SOLUTIONS	405.48		
DONS AUTO CLINIC	1,213.53		
DUES AND MEMBERSHIPS	6,707.44	FIRE 40 ENG 2,109 pd 3300 wwtf 568.44 rec 690	
ELIZABETH RIVER TUNNELS	10.70		
EMS MANAGEMENT	2,917.53	COLLECTIONS FEES	
EVENTS BY SHERRI, LLC	618.50	RESCUE PARTY	
FEDERAL EXPRESS CORPORATION	470.48		
FITNESS CONCEPTS	135.00		
GOVERNMENT FINANCE OFFICERS ASSOCIATION	435.00		
HOME DEPOT CREDIT SERVICES	1,590.64	MATERIALS VARIOUS REPAIR AND MAINTENANCE	
JESSICA MOYE	470.00	TRAINING FEE RECREATION DEPT	
LOWE'S HOME CENTERS INC	2,761.42	VARIOUS DEPTS MAINTENANCE REPAIRS AND SUPPLIES	
LUMOS NETWORKS INC	1,012.57	PHONE SERVICE	
MANSFIELD OIL	1,750.78	FUEL PURCHASES PW	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	36,094.95	TIPPING FEES FOR SOLID WASTE SERVICES 2 MONTHS	
MOTION PICTURE LICENSING CORP	819.16		
NETWORKFLEET INC	287.35		
NEW RIVER VALLEY PIZZA	134.47		
ON MAIN STREET INC	277.50	RESCUE RENTAL	
PAUL A BURCHETT	35.00	REIMB FOR CAR WASH	
PETTY CASH	194.93		
PITNEY BOWES	636.00		
POSTMASTER	225.00		
PURCHASE POWER	3,000.00	POSTAGE METER REFILL	
PUMPERNICKEL PICKLE SHINDIGS	5,532.00	RESCUE PARTY	
REFUND FEES REC DEPT	190.00		
REFUND TAXES	19,567.14	REFUND TAX OVERPAYMENTS	
REFUND WATER/SEWER	497.28		
R.E. MICHEL COMPANY LLC	2,797.22		
REIMBURSEMENT EMPLOYEES	380.67		
ROANOKE TIMES	1,734.24	ADVERTISING, JOBS PUBLIC HEARINGS ETC	
ROGER JORDAN ROLLER JR	30.00	AUATICS AQUARIUM MAINTENANCE	
ROLLER VENTURES	115.00		
SAMS CLUB	784.71	PARKS AND REC SUPPLIES	
SCHOOLS	1,056.00	rescue 50 fire 40 HR 966	
SHADE TREE REPAIR LLC	390.00		
SHENTEL	553.68		

TOWN OF CHRISTIANSBURG			
BILLS PAID DURING THE MONTH		OCTOBER AND DECEMBER	
VENDOR		AMOUNT PAID	DESCRIPTION
SHRED-IT		159.65	
SOUTH EASTERN SECURITY CONSULTANTS		465.00	
SOUTHERN STATES		86.48	
SPEEDWAY		20,593.89	FUEL TOWN VEHICLES
STAND ENERGY		5,541.25	NATURAL GAS FOR AQUATIC CENTER
SUBURBAN PROPANE		3,234.85	WWTP GENERATORS
SUPER SHOES STORES INC		1,117.89	RESCUE 832.91
TELEVENT		592.00	
TOWN OF BLACKSBURG		92,775.00	BT TRANSIT
TRACTOR SUPPLY		35.98	MISC SUPPLIES
TRAVEL		1,791.79	PW 200.75 RESCUE 71.04 PD 925 FIN 595
TREASURER OF MONTGOMERY COUNTY		236,314.38	LODGING 85% OF 1% JULY TO SEPT 2018; NRV REG COMM AUTH 195,500
TREASURER OF VIRGINIA		2,545.52	dmv 475 deq 1702.44 sales tax 358.08 LICENSES 10
TREASURER OF VIRGINIA		145,133.08	RETIREMENT
U.S. CELLULAR		244.17	
VA ASSOC OF COUNTIES GROUP INSURANCE		70,785.17	WORK COMP AND SHORT TERM DISABILITY
VERIZON		2,750.53	PHONE LINES
VERIZON WIRELESS		6,471.45	CELL PHONES AND TABLETS
VIRGINIA ASSOCIATION OF CHIEFS		2,152.50	OFFICER TESTING
VIRGINIA EVERYWHERE LLC		275.00	
VIRGINIA MEDIA		1,175.00	JOB POSTINGS, PUBLIC HEARINGS ETC
VIRGINIA UTILITY PROTECTION SERVICE INC		366.45	
VOLSAP		1,755.00	INSURANCE VOLUNTEER FIRE
WASTE INDUSTRIES		52,537.23	WASTE INDUSTRIES OCTOBER AND NOVEMBER RECYCLING
WORDSPRINT		2,604.17	AQUATICS POSTCARDS ON RATES
WEST PUBLISHING COMPANY		119.04	
TOTAL SPECIAL REVENUE BILLS PAID		8,322.34	
TOTAL WEEKLY PAID BILLS		1,137,310.22	
MONTHLY PAID BILLS		1,290,982.61	
GRAND TOTAL		2,436,615.17	



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

January 8, 2019

ITEM TITLE:

Change Order for 2019 Primary Extension and Annual Paving

DESCRIPTION:

A Change Order No. 2 to the 2018 Primary Extension and Annual Paving Contract awarded to Adams Construction Company to complete the 2019 Primary Extension and Annual Paving work. The Primary Extension Paving includes Roanoke Street from Tower Road to the Corporate Limits, 200 feet east of Woodland Drive. Annual Paving is planned to include College Street from Moose Dive to Depot Street and Depot Street from West Main Street to North Franklin Street.

POTENTIAL ACTION:

Approve Change Order No. 2 and authorize the Town Manager to execute the change order for the subject Work.

DEPARTMENT:

Engineering

PRESENTER:

Wayne Nelson

ITEM HISTORY:

The 2018 Primary Extension and Annual Paving package was bid on March 30, 2018 and awarded to Adams Construction Company. Change Order No. 1 was issued to replace the curb ramps at the intersection of N. Franklin Street at Wades Lane with ADA compliant ramps.

Date:

Action Taken:

Information Provided:

Project # 02088 - Change Order No. 2

TOWN OF CHRISTIANSBURG, VIRGINIA
CONSTRUCTION CONTRACT CHANGE ORDER

Effective Date: December 13, 2018

Contractor: Adams Construction Company

Project Name: Annual Paving and Primary Extension Paving

Contract Number: ENG-18-0048

Change Order Number: 2

This Contract Change Order (“Change Order”) is made this ____ day of January, 2019, by and between the Town of Christiansburg, Virginia (“Town”) and Adams Construction Company, (“Contractor”).

WITNESSETH:

WHEREAS, Town and Contractor are parties to the Annual Paving and Primary Extension Paving Contract dated April 17, 2018, (“Contract”); and WHEREAS, Town and Contractor now desire to amend the Contract;

NOW THEREFORE, in consideration of the terms and provisions of this Change Order, Town and Contractor agree as follows:

1. Add to **SECTION 1: DESCRIPTION OF SERVICES** the following paragraph:

The Contractor shall mill, install asphalt concrete pavement, dress shoulders, install striping, and upgrade curb ramps to current VDOT and ADA standards in the following areas:

- Roanoke Street (all lanes including acceleration and deceleration lanes) from Tower Road to the pavement joint approximately 200 feet east of Woodland Drive. Note: a portion of westbound Roanoke St near Hampton Blvd was previously paved as part of this contract and shall not be repaved.
- Depot Street (all lanes) from West Main Street to N. Franklin Street.
- College Street from Moose Drive to Depot Street.

The Work will be completed and ready for final payment on or before June 30, 2019.

The estimated quantities and unit prices are shown in the table below.

Town of Christiansburg – Primary Extension Paving						
ITEM #	SPEC	DESCRIPTION	UNIT	EST QUAN	UNIT PRICE (\$)	AMOUNT (\$)
10090	308	AGGR. MATL. NO. 21A (DRESS SHOULDERS*)	TON	1,040	44.63	46,415.20
10635	315	ASPHALT CONCRETE TY. SM-9.5D	TON	6,500	95.82	622,830.00
10642	315	ASPHALT CONCRETE TY. BM-25.0A	TON	350	252.36	88,326.00
13108, 13220	504	NS ADA COMPLIANT CG-12 RAMP	EA	10	6,806.87	68,068.70
16522	515	FLEX. PAVE PLANING 0"-2"	SY	79,000	2.10	165,900.00
54043	704	TY.B CL.I PAVE. LINE MARK.4"	LF	69,000	0.88	60,720.00
54048	704	TY.B CL.II PAVE. LINE MARK.24"	LF	883	21.95	19,381.85
54395	704	PVMT MESSAGE MARK. SCHOOL ZONE, TYP B, CL II	EA	2	819.50	1,639.00
54572	704	PVMT SYMB MRKG (THRU ARROW) TY B, CL II	EA	4	434.50	1,738.00
54575	704	PVMT SYMB MRKG TY B, CL II	EA	46	434.50	19,987.00
54578	704	PVMT SYMB MRKG (DBL TURN ARROW THRU/LT OR RT)TY B, CL II	EA	10	896.50	8,965.00
54590	704	PVMT SYMB MRKG (LANE REDUCTION ARROW) TY B, CL II	EA	16	1,094.50	17,512.00
	ATTD	NS DEEP MILL**	SY	1,600	18.06	28,896.00
					TOTAL	1,150,378.97

*Dress Shoulders includes furnish, place, grade and compact an average section of two inches by four feet of VDOT Standard 21A or approved substitute along both edges of pavement.

**Deep Mill includes milling to a depth of 8" in areas of poor subgrade as delineated by the Town's Representative.

The Contractor shall supply all Traffic Control and shall be responsible for removing and legally disposing of all demolished materials.

This work shall be constructed according to: the *Virginia Department of Transportation Road and Bridge Specifications*, dated 2016 and the Supplement thereto, dated 2018; the *Virginia Department of Transportation Road and Bridge Standards*, dated 2016; the 2011 edition of the *Virginia Work Area Protection Manual with Revision Number 1* incorporated, dated April 1, 2015;

the 2009 edition of the *MUTCD with Revision Numbers 1 and 2* incorporated, dated May 2012; and the 2011 edition of the *Virginia Supplement to the MUTCD with Revision Number 1* dated September 30, 2013; *Virginia Erosion and Sediment Control Handbook* Third Edition, dated 1992.

2. Revise **SECTION 2: CONTRACT PERIOD** with the following paragraph:

The contract period is from the date of this signed contract through June 30, 2019

3. Add to **SECTION 3: COMPENSATION** the following paragraph:

The Town shall pay the Contractor for all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item) for the work as described in **SECTION 1: DESCRIPTION OF SERVICES**. The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. Estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by the Town's representative. This price shall be full compensation for all materials, labor, tools, equipment, and incidentals necessary to satisfactorily complete the work; including all excavation and backfilling, disposal costs, compaction, restoration of property, traffic control, and appurtenances. All reimbursable costs for printing, travel, mailings, etc. are included in the unit costs.

The unit prices for all Asphalt Concrete Mixes in Change Order #2 are based on the March 2018 VDOT Asphalt Binder Index Price of \$434.00 per Ton. The Town of Christiansburg agrees that the Contractor reserves the right to Change the Unit Prices for all Asphalt Concrete Mixes to reflect any price change to the VDOT Asphalt Binder Index for Grade PG-22 at the time the actual work is performed. The Contractor shall notify the Town of such changes prior to starting work.

4. All other terms and conditions of the Contract not specifically amended herein remain in full force and effect.

In WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

By: _____

Title: _____

Date: _____

TOWN OF CHRISTIANSBURG:

By: Randy Wingfield _____

Title: Town Manager _____

Date: _____



BUDGET AMENDMENT #1 RESOLUTION
BUDGET MODIFICATION #1 FOR FISCAL YEAR 2019

WHEREAS, on June 12, 2018, the Town of Christiansburg approved the budget for fiscal year ending June 30, 2019 in accordance with § 15.2-2503, *et seq.* of the Code of Virginia (1950), as amended (the "Code"); and

WHEREAS, the Town Council seeks to amend the approved budget for fiscal year ending June 30, 2019 in accordance with § 15.2-2507; and

WHEREAS, the Town published a synopsis of the amendment and notice of public hearing to be held December 11, 2018 in accordance with § 15.2-2507; and

WHEREAS, the public hearing on the budget amendment was held on December 11, 2018; and

WHEREAS, based upon comments received from the public attending the public hearing and upon all information known to Council regarding the financial needs of the Town for such fiscal year;

NOW THEREFORE, BE IT RESOLVED that the Town of Christiansburg hereby adopts Budget Amendment #1 to the 2018-2019 approved budget as follows and further detailed in the attached budget amendment summary amendment #1 to the 2018-2019 budget:

REVENUE INCREASES:

General Fund Use of Fund Balance	\$ 2,830,151
Special Revenue Fund	\$ 185,000
Capital Project Funds	\$ 13,720
Storm Water Utility Fund	<u>\$ 334,645</u>
GRAND TOTAL NEW REVENUE	\$ 3,363,516

APPROPRIATIONS INCREASE:

General Fund net increase	\$ 1,808,156
Capital Projects	\$ 571,972
Special Revenue Fund	\$ 220,000
Water and Sewer Enterprise Fund	\$ 20,185
Storm Water Enterprise Fund	<u>\$ 743,203</u>
GRAND TOTAL NEW APPROPRIATIONS	\$ 3,363,516

BE IT FUTHER RESOLVED, by the Town Council of Christiansburg, Virginia:

1. That revenues and expenditures budget changes are hereby adopted by Fund as set forth above and in the attachment;
2. That the Town Manager shall administer this budget in adherence to the Town Charter and Code of the Town of Christiansburg, Virginia, as amended, and the laws of the Commonwealth of Virginia. Amendments to the budget as adopted shall be by resolution, provided further that the Town Manager is authorized to approve transfers of appropriated expenditures between accounts within and between fund groups as may be necessary to carry out the work of the Town and as outlined in the approved Budget Policy of the Town, and as directed by the Town Council during the fiscal year;
3. This resolution shall take effect immediately upon its adoption by Town Council.

Adopted:

D. Michael Barber, Mayor

Attest: _____

Michelle Stipes, Clerk of Council



RESOLUTION NO. ____

AT A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF CHRISTIANSBURG, VIRGINIA, HELD AT THE CHRISTIANSBURG TOWN HALL ON TUESDAY, JANUARY 8, 2019 AT 7:00 PM

A RESOLUTION APPROPRIATING FOR EXPENDITURE IN FISCAL YEAR 2019 ALL FUNDS BUDGETED FOR EXPENDITURE IN THE FISCAL YEAR 2019 PER BUDGET AMENDMENT #1; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council adopted a budget for the fiscal year beginning on July 1, 2018 and ending on June 30, 2019 (“FY 2019 Budget”); and

WHEREAS, pursuant to Virginia Code § 15.2-2506, the Town Council must also take action to appropriate all funds to be expended each fiscal year before the Town may obligate or expend such funds; and

WHEREAS, the Town may amend its budget from time to time, which it has done as of January 8, 2019 approved Budget amendment #1 to the fiscal year 2019 budget

WHEREAS, the Town Council appropriated for expenditure in fiscal year 2019 the amounts per the 2019 budget approved June 12, 2018 therefore, Town Council desires to appropriate the funds required from this Amendment to the Budget for FY 2018-2019;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Christiansburg that:

1. The amended budgeted expenditures in each fund category, as reflected in the FY 2019 Budget amendment, are hereby appropriated for expenditure in fiscal year 2019.
2. Supplemental appropriations may be enacted by the Town Council from time to time.
3. The Town Manager is hereby authorized and directed to take all appropriate administrative action necessary and prudent to implement this Resolution.
4. If any provision of this Resolution is declared invalid, the decision shall not affect the validity of the Resolution as a whole or any remaining provisions of the Resolution.
5. This Resolution shall become effective upon approval.

Upon motion for approval and a call for an aye and nay vote on the foregoing Resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held January 8, 2019 the members of the Council of the Town of Christiansburg, Virginia, present throughout all

deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

Aye Nay Abstain Absent

Mayor D. Michael Barber*

Samuel M. Bishop

Harry Collins

Marissa Sachs

Steve Huppert

Henry Showalter

Bradford J. Stipes

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

SEAL:

Michele M. Stipes, Town Clerk

D. Michael Barber, Mayor

BUDGET MODIFICATION FOR FY 2018-2019

draft 12-11-2018 presentation to Council 1st reading

For approval 1-8-2019

Budget fy 2019 estimated beginning fund balance	19,431,852
Actual year end fund balance	<u>23,179,082</u>

Fund balance rolled over	3,747,230
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General fund budget modifications:

10-3401-5654 building dept The retaining wall repair was expected to be completed in fy 18 but was not completed until early July rollover 96,956

10-3401-5654 Building dept Additional funds needed to pursue non compliant properties (blighted properties) 15,000

10-8150-5680 Economic Development

The grant for development of new intersection storm water pond and sidewalks

at market place not expended in fy 18 rollover rollover 1,380,000

10-3203-7006 Rescue camera system

Install could not be completed in fy 18 rollover rollover 20,000

10-7201 Materials for aquatic center parking lot 10,000

10-1224-7020 land acquisition 220,000

10-4305-5420/7008 Adminstration door security 5,000

10-1226-5431 software for ACA compliance 10,700

10-8204-5431 Engineering VGIN Ortho Imagery Upgrade and Pictometry 13,800

Wage study April 1 implementation pending approval by Council of wage study results (Finance requested this be removed and added at a later date after council approves the study)

10-3101 Police department reclass budget saving for capital item from 10-3101-5655 to 10-3101-7006 pole camera for investigations 11,500
(11,500)

Request for new FTE's

10-3101 Police dept replace part time administrative person with full time sworn officer to assist with vehicle maintenance and school resource officer annual cost \$59,800

10-8204 Engineering request for additional full time administrative person to assist with phones and other administratice duties annual cost \$49,000 20,580

Total Uses General Fund	1,808,156
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SPECIAL REVENUE

15-6006 Add Grant Award DCJS equipment grant revenue (50,000)

15-6006 Grant Award DCJS equipment expenditure 50,000

15-5945 7008 EMS recovery funds postpone radio communications building till fy 20 (108,000)

15-5945-7008 increase cost of rescue building renovations 108,000

15-xxxx ARC Planning Grant Revenue (35,000)

15-xxxx ARC Planning Grant expenditure 70,000

15-xxx Arts & Culture Donation (100,000)

15-XXXX Arts & Culture expenditures 100,000

(Finance committee request this be placed in special revenue fund)

Support from General fund for special revenue 35,000

BUDGET MODIFICATION FOR FY 2018-2019

draft 12-11-2018 presentation to Council 1st reading

CAPITAL PROJECTS

Cambria Trail design		70,000
HBT ph IID		50,000
Truman Wilson Park 1mill allocation play ground?(Finance committee recommends we forgo the grant at this time as don't feel we should add cost of \$465,000 when PPEA and final decision on park not yet concluded.		
)		
MPO Traffic signal study		5,000
40-4620 Quinn Stuart increase Revenue	rollover	(13,720)
40-4620 Quinn Stuart Signal	rollover	32,000
40-4610 Arbor Drive Sidewalk		146,320
40-4230 Depot Park Trail		19,900
40-4850 additional engineering funds for connector road		200,000
40-NEW Roanoke Street fire station move overhead lines		48,752
Support from General Fund for capital projects		558,252

Water and waste water enterprise

20-4505-7006 Pump assembly not received till after year end	rollover	15,850
20-4505-7006 Emergency boiler replacement in digester WWTP		14,120
20-4505-7008 Increase Cost of UV Project		70,000
20-4401-7006 Chapel and Stuart waterline replacement		30,000
20-4550 College Street I&I increase cost of construction		49,400
20-4480-7006 PH 6 Pump Station upgrade Craig and Edgewood reduced costs		(159,185)
Support from General Fund For Water Waste Water Projects		20,185

Storm water Enterprise

25-4365 N Franklin drainage reduce revenue		18,970
25-4365 N Franklin drainage additional costs		344,530
25-4365 Hans Meadow drainage project revenue reduction		125,070
25-4365 Hans Meadow drainage project cost reduction		(186,981)
25-4355 Ellett drainage project increase project funding	rollover	(464,255)
25-4355 Ellett drainage project increase costs	rollover	627,847
25-4380 Town Branch restoration		(81,193)
25-4395 Watershed study revenue	rollover	(14,430)
25-4395 Watershed study completion	rollover	39,000

Support from General Fund for Storm Water Projects	408,558
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Total all Uses	2,830,151
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