



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MARCH 26, 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. Street vacation request by Hash Investments LLC for an ordinance vacating the entirety of Bristol Drive, S.E. (approximately 22,000 sq. ft.) located between 2395 Roanoke Street (tax map no. 500-3-B2), 2435 Roanoke Street (tax map no. 500-A-10) and 100 Bristol Drive, S.E. (tax map no. 500-3-C).

#### IV. CONSENT AGENDA

- A. Council meeting minutes of March 5, 2019 and March 12, 2019.
- B. Monthly bill list.
- C. Agreement for Cooperation in Furnishing Police Services with Town of Blacksburg.
- D. Award Contract to Allegheny Construction Company, Inc. in the Amount of \$5,090,774.35 for Construction of the Cambria Street Intersection and N. Franklin Street Corridor Improvements project.
- E. Change Order to the 2018 Street Repair and Reconstruction Contract awarded to HT Bowling, Inc. in the amount of \$102,700.41 for Huckleberry Trail Phase IID repair and reconstruction.
- F. Contract Amendment with CHA in the amount of \$69,900.00 for College Street Sewer Rehabilitation and Replacement Project – Sanitary Sewer Evaluation Survey (SSES).

- G. [Contract with Norwood Development, Inc. for 2019 Pavement Maintenance.](#)
- H. Schedule Public Hearing on June 11, 2019 for an ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of amending the permitted uses in the B-2, Central Business and B-3, General Business zoning districts to permit microbreweries, art galleries, studios, and similar leisure and entertainment uses.
- I. Schedule Public Hearing on June 11, 2019 for an ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of permitting Planned Commercial Development, with a conditional use permit in the B-3, General Business zoning district.

## V. INTRODUCTIONS AND PRESENTATIONS

- A. Introduction of New Employees
  - 1. Casper Violette, Public Works
    - Kagen Fisher, Truck Driver, Streets
- B. Montgomery County Board of Supervisor Representative Chris Tuck to provide an update on Montgomery County.
- C. Resolution recognizing Chris Tuck for his service as chair of the Montgomery County Board of Supervisors.
- D. Justin Sanders, President, Downtown Christiansburg Inc. to provide an organizational update and to request street closures for the Wine and Artisans Event on Saturday, May 4, 2019.
- E. Christiansburg Institute Executive Director Chris Sanchez to present regarding Christiansburg Institute, Inc.

## VI. CITIZEN COMMENTS

## VII. COMMITTEE REPORTS

## VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Council action on:
  - 1. 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. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held March 12, 2019. **The applicant has requested Town Council postpone action on this item until the May 28, 2019 meeting.**
  - 2. Rezoning request by Cambria Storage Partners, LLC, agent for Kenson, Inc for an approximately 4-acre property located at 300 and 390 Cambria Street, N.W. (tax map no.

466-27-A) from the B-1, Limited Business District to the MU-1, Mixed Use: Residential-Limited Business District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held March 12, 2019.

3. Conditional Use Permit request, contingent on the preceding item, by Cambria Storage Partners, LLC, agent for Kenson, Inc for mini-warehouses and related retail at 300 and 390 Cambria Street, N.W. (tax map no. 466-27-A) in the MU-1, Mixed Use: Residential-Limited Business District. The Public Hearing was held March 12, 2019.
4. Conditional Use Permit request by Cole Shows Amusement Co Inc, agent for NRV Mall Associates LLC for a carnival at 782 New River Road, N.W., (tax map no. 435-A-41) in the B-3, General Business District. The Public Hearing was held March 12, 2019.

B. Reappointment of Barry Helms to the Montgomery Regional Solid Waste Authority Board to a four-year term from July 1, 2019 until June 30, 2023.

C. Request by Downtown Christiansburg Inc. for street closures for the Wine and Artisans event on Saturday, May 4, 2019.

D. [Contract with Acorn Sign Graphics, Inc.](#) in the amount of \$434,335.60 for wayfinding signs.

**IX. STAFF REPORTS**

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

**X. COUNCIL REPORTS**

**XI. OTHER BUSINESS**

**XII. ADJOURNMENT**

**Upcoming meetings:**

April 9, 2019, 7:00 P.M. – Regular Meeting  
April 23, 2019, 7:00 P.M. – Regular Meeting



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

**AGENDA LOCATION:**  
PUBLIC HEARING

**Meeting Date:**  
March 26, 2019

**ITEM TITLE:**

A street vacation request by Hash Investments LLC, for an ordinance vacating the entirety of Bristol Drive, S.E. (approximately 22,000 sq. ft.) located between 2395 Roanoke Street (tax map no. 500-3-B2), 2435 Roanoke Street (tax map no. 500-A-10) and 100 Bristol Drive, S.E. (tax map no. 500-3-C).

**DESCRIPTION:**

The proposed ordinance would vacate the entirety of Bristol Drive, S.E. (approximately 22,000 sq. ft.) as shown on the attached exhibit.

**POTENTIAL ACTION:**  
Hold Public Hearing

**DEPARTMENT(S):**  
Planning Department

**PRESENTER:**  
Will Drake, Planning Director

**Information Provided:**

Ordinance

<https://christiansburg.box.com/s/ionjydmweckuu38otu2sgldg1xohdyey>

Exhibit

<https://christiansburg.box.com/s/bh6p4z0z1c7nycr75gze5upriv9eqp8h>



MINUTES  
SPECIAL MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MARCH 5, 2019 – 6:00 P.M.

A WORK SESSION OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON MARCH 5, 2019 AT 6:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council Michele Stipes; Town Attorney Mark Popovich; Police Chief Mark Sisson; Major Chris Ramsey.

WORK SESSION

I. CALL TO ORDER BY MAYOR BARBER

II. DISCUSSION BY MAYOR AND COUNCIL

A. Review of proposed ordinance to amend Chapter 26, Public Safety by Enacting Article IV. Special Events and Other Outdoor Assemblies.

Mayor Barber welcomed those present and turned the floor over to Police Chief Sisson who expressed appreciation for the opportunity to address the concerns of Council and the public concerning the proposed ordinance. Chief Sisson acknowledged Major Chris Ramsey and Town Attorney Mark Popovich, who worked together, along with town staff, in drafting the proposed ordinance, and he noted Major Ramsey's extensive experience in overseeing public safety during special events and outdoor assemblies, and Mr. Popovich's experience in government issues pertaining to public demonstrations through his service on the Public Demonstrations ad hoc committee through the Local Government Attorneys of Virginia organization. Chief Sisson explained that the Town had a compelling interest to protect the public and property, and that the proposed ordinance would help the Town obtain those objectives. Chief Sisson then asked Attorney Popovich to address concerns regarding First Amendment rights.

Mr. Popovich provided his legislative background, and education, and clarified that after the Charlottesville incident, the Governor's Task Force set forth basic parameters for localities to use in drafting ordinances that would help prevent another incident of that magnitude. Mr. Popovich talked about the long-standing principle upheld by the Supreme Court that afforded

governments the right to govern activities on public streets and sidewalks due to its responsibility to protect those not participating in the event, and he stressed the importance of finding balance between participants and non-participants within the law. In setting guidelines within the law, the government must be content neutral, and Mr. Popovich shared examples of content neutrality with regard to permits and the time frame for the application process. Councilman Huppert asked how the time frame would work according to the proposed ordinance amendment. Mr. Popovich explained that the ordinance required a forty-five-day notice for planned events, but provided for exemptions for short-notice or spontaneous events. It was noted that law enforcement would be involved in determining the distinction between spontaneous and planned events. Major Ramsey added that the proposed amendment included a provision that would allow the Town Manager to waive the forty-five-day application notice, if deemed appropriate, and if the event was in accordance with the law. Major Ramsey stressed that the goal of the ordinance was not to prevent or prohibit any event, but rather to help with planning for security, street closures, etc. He further noted that the ordinance also included a provision that allowed the Town Manager to waive the \$25 application fee, if the applicant was unable to pay.

Major Ramsey used PowerPoint to address the specific questions/concerns raised by the public during the February 26 council meeting and on social media. Regarding picketing on sidewalks without a permit, Major Ramsey said it would be up to Council to determine the parameters for that issue. The proposed ordinance allowed up to twenty-five people to picket on the sidewalk without a permit, and he advised that twenty-five people could result in a blocked sidewalk, while Chief Sisson commented that safety became an issue with groups larger than twenty-five. Councilwoman Sachs said she understood the Town's need to plan for events, but expressed her concern that requiring advance notice might infringe on free speech and she recommended advance notice of two-weeks for groups requiring a permit. Major Ramsey reiterated the necessity for content neutrality in writing and enforcing the law, and in holding everyone to the same standards. The ordinance, as written, would allow the Town ample time to prepare for a large-scale event, but also included provisions to waive the time frame, when appropriate, to smaller events typically seen in Christiansburg. Chief Sisson stated that when requests come in to waive the time frame, the Town Manager would consult with the Town Attorney, the Police Chief, and Council, in making a decision. Major Ramsey noted that decisions would be based on the amount of time needed to prepare for the safety of the public and property. Mr. Popovich stated that all applicants must be given equal treatment and access under the guidelines, and that decisions must not be made on the nature of the event. Mr. Popovich restated that the Town Manager, under advisement of the Town Attorney, law enforcement, and Council, would have the authority to waive the time frame, or set a shorter time frame.

Councilman Stipes said he was impressed with the efforts that went into drafting and explaining the proposed ordinance, and expressed his support for removing the application fee and changing the time limit for spontaneous events from two days to three days.

Councilman Huppert said he believe the proposed ordinance reached a fair balance that would protect participants and nonparticipants during events, and he agreed with removing the application fee and changing the limit for spontaneous events to three days.

Mr. Popovich pointed out that the \$25 fee was included because that was the standard charge for applications for parades, marches and festivals, and he noted that the courts uphold reasonable processing fees for demonstration/assembly applications. He added that most people understand the application processing fee and do not have a problem with it, and Major Ramsey said the fee also added a degree of accountability for the applicant.

Councilman Showalter stated that the proposed ordinance was about public safety and he questioned the ability of the Town to ensure public safety during large demonstrations without sufficient prior notice. Chief Sisson said it could not, and he gave an example of a time when a group of approximately seventy-five people gathered to protest outside Morgan Griffith's office on Main Street. The event became large enough to block sidewalks and public access. The Police Department did not have the resources or personnel on hand to adequately handle the situation and as a result, night shift officers were called in to provide assistance. Major Ramsey stressed that preparation time was necessary to ensure the safety of the community.

Councilwoman Sachs asked for clarification of the impact on religious organizations in handing out literature. Mr. Popovich said there would be no impact, unless the activity became a gathering, then it would fall under the guidelines of the ordinance.

Councilwoman Sachs called attention to the Class 3 Misdemeanor penalty for notice violations and questioned its necessity. Chief Sisson stated that the penalty was a tool meant to deter violations, and that law enforcement would not be actively looking for violations.

Councilwoman Sachs asked for clarification concerning what would result in a penalty charge, and at what point would the Town penalize for violations. Mr. Popovich explained that in the case of a violation, the Town would have the authority to decide whether or not to pursue charges. He further explained that the penalty was a means to entice people to follow the rules, and commented he supported a penalty of Class 1 Misdemeanor as even more of a deterrent for violations. State Code provides for the use of a range of misdemeanors as penalty for violations. State Code would be enforced for violent situations, according to Chief Sisson, but he stressed that the Police Department would work with people to help prevent violations and violent situations from occurring.

Councilwoman Sachs said that a citizen had misunderstood the section pertaining to videoing, and Mr. Popovich clarified that the section pertained to moviemaking/shooting television shows/broadcasting that involved staging and props on public property. The section does not prohibit individuals from taking private videos on public property, and Mr. Popovich agreed to revisit the section to see if the wording needed to be modified for clarity.

Councilman Collins asked if the ordinance was within the boundaries established by the Federal and the State Constitutions; Mr. Popovich replied that the principles of both constitutions were similar and were not infringed upon by the proposed ordinance, as long as all decisions made by the Town were content neutral.

Councilman Bishop asked if the prohibited items outlined in the proposed ordinance were the same for all types of events from parades to picketing. Mr. Popovich stated that items prohibited by the ordinance only applied to demonstrations, assemblies, pickets and marches because these types of events tended to be more emotional, and the goal of the ordinance was to provide public protection. Chief Sisson clarified the difference between carrying and brandishing firearms, both of which fall under a different section of State Code.

In closing, Council agreed to strike the application processing fee of \$25 for demonstrations/picketing of 25 persons or more and for special events (with a fee of \$25) under Section B "Fees" of the proposed ordinance.

Mayor Barber and Council thanked Mr. Popovich, Chief Sisson, and Major Ramsey for their time, and along with town staff for the efforts in drafting and presenting the proposed ordinance.

**III. ADJOURNMENT**

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:25 P.M.

**Upcoming meetings:**

March 12, 2019, 7:00 P.M. – Regular Meeting

March 26, 2019, 7:00 P.M. – Regular Meeting

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
MARCH 12, 2019 – 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 MARCH 12, 2019 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Steve Huppert; Samuel M. Bishop; Harry Collins; Merissa Sachs; Henry Showalter; Bradford J. Stipes. 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; Parks and Recreation Director Brad Epperley; Planning Director Will Drake; Police Chief Mark Sisson; Aquatics Director Terry Caldwell; Building Official Jerry Heinline; Public Works Director Jim Lancianese; Superintendent of Streets Travis Moles.

**I. CALL TO ORDER**

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

**II. ADJUSTMENT OF THE AGENDA**

**III. PUBLIC HEARING**

- 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. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Steve Semones, of Balzer & Associates, provided Council with background on the original proffer statement that called for the improvement of Buffalo Drive to full public street standard, with time frames for completion. Mr. Semones explained that obstacles with stormwater management, and traffic flow concerns at the middle school, caused him to investigate amending the proffer statement to call for the design of a new road, rather than improvements to Buffalo Drive. Mr. Semones described the location of the proposed new street that would tie into Moose Drive, and would be built to standard with curb, gutter, and sidewalks. In addition, the developer has proposed to build a 400-foot trail system that would lead to the middle school. Councilman Collins, who serves as liaison to the Planning Commission, noted that the original proffer was dated 2006, and he asked for clarification on how many of the proffers had been completed to date. Assistant Town Manager Andrew Warren provided the original proffer statement and noted that five proffers had not been completed at this time, and he added that the proffer amendment included five proffers. Mr.

Semones explained that in addition to the proffers pertaining to Buffalo Drive improvements, several of the proffers had “triggers” before going into effect that delayed completion. He then described the Phase I pocket parks under construction, and the trail systems and connections that were dependent on development of the proposed new street. Councilman Collins questioned the intent of the developer to complete the proffers in a timely manner, since that had not been done with the original proffer statement. Councilman Stipes agreed, noting that there had been unkept promises with regard to the Kensington development. Councilman Huppert referred to an email Council received from a Kensington resident who claimed that the proffered greenspace was mud and gravel, and had not been developed for neighborhood use. Councilman Huppert also questioned when Diana Drive would be paved, and Mr. Semones informed that Diana Drive would be paved by the end of 2019, or prior to obtaining a Certificate of Occupancy for the first lot in Phase 6, which ever came first. Councilman Stipes asked if stormwater management requirements had been grandfathered for the Kensington development, and Mr. Semones replied that it had not been grandfathered.

Skip Harkrader, representing his father, Robert R Harkrader Jr., commented that his property surrounds the Town water tower off Buffalo Drive, and that since the proposed new street did not interfere with their ingress/egress off Buffalo Drive, the Harkrader family did not oppose the request, and he thanked Assistant Town Manager Andrew Warren and Planning Director Will Drake for their assistance in this matter. Mr. Harkrader stressed the importance of Buffalo Drive to his family and to the Town as ingress/egress access.

Dan Rhudy, owner of property off Buffalo Drive, commented that the proposed new street between Buffalo Drive and Diana Drive would provide traffic relief at the intersection of Moose Drive near the middle school, which he stated was greatly needed.

B. Rezoning request by Cambria Storage Partners, LLC, agent for Kenson, Inc for an approximately 4-acre property located at 300 and 390 Cambria Street, N.W. (tax map no. 466-27-A) from the B-1, Limited Business District to the MU-1, Mixed Use: Residential-Limited Business District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

John Lugar of Virginia Varsity Storage in Salem, Virginia, explained to Council the rezoning request that would allow Virginia Varsity Storage on Cambria Street to expand to property located directly across the street. Mr. Lugar introduced his management team and provided a brief background on Virginia Varsity Storage and its success in Christiansburg. Council was shown a drawing of the property and proposed expansion, and Mr. Lugar explained the design and layout of the expansion facility that would allow the company to improve customer features, diversify products, and meet demand. Mr. Lugar noted a small portion of greenspace on the drawing that was unusable to the company and he offered it to the Town for a possible pocket park. Traffic impact would be minimal, and Mr. Lugar noted that the proposed facility would not interfere with construction of the Town’s future connector road, and added that the connector road had been included in plans for stormwater management, which would also accommodate runoff from the connector road. Mr. Lugar said the company wanted to be a good neighbor and he offered to answer questions.

- C. Conditional Use Permit request, contingent on the preceding item, by Cambria Storage Partners, LLC, agent for Kenson, Inc for mini-warehouses and related retail at 300 and 390 Cambria Street, N.W. (tax map no. 466-27-A) in the MU-1, Mixed Use: Residential-Limited Business District. There was no one to speak for or against this request.
- D. Conditional Use Permit request by Cole Shows Amusement Co Inc, agent for NRV Mall Associates LLC for a carnival at 782 New River Road, N.W., (tax map no. 435-A-41) in the B-3, General Business District.

Applicant R.C. Cole of Covington, Virginia, explained his request to host a carnival at the NRV Mall from May 2 – May 12, 2019, and noted no alcohol would be served during the event.

#### IV. CONSENT AGENDA

- A. Council meeting minutes of February 26, 2019.
- B. Monthly bill list.
- C. Schedule Public Hearing for April 9, 2019 for a street vacation request by Invest Squared LLC for an ordinance to vacate an approximately 3,800 sq. ft. portion of right-of-way along N. Franklin Street located between 850 N. Franklin Street (tax map no. 496-18-1) and 900 N. Franklin Street (tax map no. 496-18-2).

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

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Update on the Montgomery-Floyd Regional Library by Director Karim Khan.

Director Karim Khan thanked Council for the opportunity to provide an update on the library, and introduced Christiansburg branch manager, Salena Sullivan. Mr. Khan thanked Council for its continued support through contributions, and for also ensuring accessible roads during weather events. Mr. Khan provided an overview of library programs, operations, and usage during 2018, and introduced the newly implemented notification services that provide more effective communication between the library and citizens. Mr. Khan described ways the library has worked to become more user friendly, and to meet the needs and expectations of the community, including a new database that served as a resource for adults in search of employment and important services. Mr. Khan talked about the importance of community engagement programs and partnerships to the success of the library, and in closing reported on current planning for facility maintenance and upgrade needs. Council thanked Mr. Khan for his report and expressed appreciation for the library.

- B. Montgomery Museum of Art and History Executive Director Sue Farrar to request street closures for Cruise-In and Heritage Day events.

Ms. Farrar presented Council with her request for street closures for Cruise In on May 4, 2019, and for Heritage Day on August 24, 2019. Street closures for the Cruise In event would be the same as previous years, and Ms. Farrar shared a map detailing the street closures. The museum will hand-deliver a letter to each downtown merchant informing of the event and street closures. Assistant Town Manager Warren noted that the ABC area would be on private property and would be barricaded.

Ms. Farrar explained the planned expansion of the Heritage Day festival from the museum property down to Pepper Street and including a block of East Main Street at Town Hall. The museum has seen a decline in participation in the fundraiser event over the years and is hoping that expansion into downtown would increase attendance. Assistant Town Manager Warren noted that the museum worked with the Police Department on the street closure request to ensure access to and from the Police Department would not be blocked.

## VI. CITIZEN COMMENTS

- A. Chris Waltz, 1370 Rigby Street, said he attended the March 5<sup>th</sup> work session discussion regarding the proposed ordinance amendment pertaining to outdoor assemblies, and he expressed concern that he was told by Town Attorney Popovich that applying for an assembly permit would trigger an investigation by the Police Department. Mr. Waltz expressed his belief that Council did not see freedom of speech as a right, and had presented the amendment under the guise of public safety, even though, in his opinion, it would do nothing to stop violent situations from occurring. Mr. Waltz said, as a veteran, he did not take his constitutional oath lightly.
- B. Christy Strawbridge, 240 Auburn Drive, referred to comments that the ordinance amendment pertaining to outdoor assemblies was proposed in the interest of public safety, and stated she did not believe the ordinance would protect law abiding citizens who want to protest, or the average hardworking citizen. She stated that removing the proposed processing fee did not change anything, and that the ordinance turned a right into a privilege. She asked Council to consider that many people who are working would have no time to give advance notice for the right to protest.
- C. Crystal Mello, 992 Poplar Hollow, Shawsville, said she was in Charlottesville when the violent protest took place, and expressed that the problem was that Charlottesville did not take advice from citizens regarding the types of groups that were coming to protest, and that the police were inactive during the event. She noted that a permit had been issued for the group, yet the event still turned violent. Ms. Mello asked who would receive the \$25 processing fee, if approved, and disputed the 45-day advance notice, commenting that Roanoke required 14-day notice. Ms. Mello stressed that the Town should take advice from citizens who were at the Charlottesville event when considering this matter.
- D. Adam Ryan, 2336 Platinum Drive, urged Council to vote down the proposed ordinance amendment pertaining to outdoor assemblies, and stated that the ordinance only served to criminalize community members who were expressing their rights. Mr. Ryan called the proposed amendment a total restriction on rights, and stated he would probably not comply with the ordinance if passed. Mr. Ryan said to pass the ordinance would send the message that the Town was prioritizing the convenience of police over rights of citizens.

VII. COMMITTEE REPORTS

- A. Councilwoman Sachs provided an update from the Central Business District Committee and announced that the Police Department, in partnership with Help Save the Next Girl, would offer safe rides home the night of March 16, 2019 for those celebrating St. Patrick's Day. The committee also discussed the farmer's market, a potential new "Love" sign, downtown/Cambria arts program, and the Fascade Grant Program. Ms. Sachs welcomed all to attend the meetings, which are held the fourth Wednesday each month. Ms. Sachs also reported that the Water, Sewer, Solid Waste Committee was currently discussing residential trash collection, dumpster services, Stormwater Utility Fee, and public education programs. Meetings are scheduled as needed, and meeting dates are posted to the Town's website when scheduled.

VIII. DISCUSSION BY MAYOR AND COUNCIL

- A. Appointment of Reba Smart to fill the vacant Parks and Recreation Advisory Commission position vacated by Tonia Winn and reappointment of Diane Fenton, Jim Williamson, and Mike Saylor to the Parks and Recreation Advisory Commission. The terms expire December 31, 2022.

Parks and Recreation Director Brad Epperley provided introduction of Reba Smart and each member up for reappointment, and introduced Christiansburg High School student, Kendall Lewis, who the Recreation Advisory Commission has recommended as the student representative. Mr. Epperley stated that the Recreation Advisory Commission has recommended the appointment/reappointment of each individual introduced. Councilman Stipes made a motion to appointment Reba Smart, reappointment Diane Fenton, Jim Williamson, and Mike Saylor, and appoint Kendall Lewis to serve as student representative. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

- B. Ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of amending and clarifying the permitted uses in the I-2, General Industrial District. The Public Hearing was held February 26, 2019.

Councilman Stipes made a motion to approve the amendment to Chapter 42 "Zoning" as presented, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Council thanked the Planning Commission for assisting Council in updating the ordinance pertaining to permitted uses in the 1-2 General Industrial District.

- C. Ordinance to amend Chapter 42, "Zoning" of the Christiansburg Town Code for the purpose of amending and clarifying the permitted automotive service uses, including towing services, in the business and industrial zoning districts. The Public Hearing was held February 26, 2019.

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

D. Ordinance to Amend Chapter 26, Public Safety by Enacting Article IV. Special Events and Other Outdoor Assemblies. The Public Hearing was held February 12, 2019, and the matter was tabled on February 26, 2019 for further review. Mayor Barber noted that Council held a work session March 6, 2019 to further review the ordinance and address concerns. The \$25 processing fee has been stricken from the ordinance.

Councilman Stipes made a motion to approve the ordinance amendment as presented, seconded by Councilman Huppert. Councilwoman Sachs addressed comments she has received over the past two weeks and noted she shared some of the concerns. She stressed her support for maintaining freedom of speech, and noted that ordinance was designed to allow for preparation in the event of nonpeaceful demonstrations, and did not restrict peaceful demonstrations. Ms. Sachs stated that the Town had an obligation to protect all citizens, that citizens deserved police protection, including those demonstrating, and she emphasized that safety and preparedness must come first. Councilman Huppert agreed, stated that it was important to represent those who were demonstrating and those who were not. Councilman Stipes added that the proposed ordinance was based on guidelines established by the Governor, and had been drafted and reviewed with due diligence to ensure that it was not in violation of the Constitution. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

E. Montgomery Museum of Art and History request for street closures for Cruise-In and Heritage Day events.

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

F. Consideration of support for resolution supporting collection on sales tax on internet sales.

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

G. Discussion of Montgomery Regional Solid Waste Authority request for consideration of a solid waste flow control ordinance.

Town Manager Wingfield referred to information provided by Town Attorney Popovich and advised that the issue involved more than just approving the ordinance as requested at the February 26 council meeting. Mr. Wingfield noted that Blacksburg and Montgomery County had not taken action on this matter, and he recommended scheduling a meeting between the managers and town attorneys to discuss potential legal ramifications of this matter. Council expressed support for the recommendation.

H. Merchant service fees.

Finance Director Val Tweedie asked for Council direction in what they want the policy to be regarding merchant service fees. Currently the Town pays the third-party fees for credit card usage. Ms. Tweedie provided Council with a memo that detailed the current process. Councilman Showalter stated that as stewards of tax money, the Town should not pay for fees

for credit card use, since many people choose to use credit cards to accrue personal benefits. Councilwoman Sachs agreed, noting that tax dollars should not be used to cover convenience fees. Ms. Tweedie said changing policy would require new software and transition would take approximately one-year. Council agreed to schedule a work session for further discussion of the matter.

#### IX. STAFF REPORTS

##### A. Town Manager Wingfield:

- The Water, Sewer, Solid Waste Committee has recommended that the Town not pursue garbage privatization at this time, but to revisit when the matter in two or three years. There are three private companies that have submitted proposals to the Town and Mr. Wingfield requested authorization to notify them of the Town's decision. Councilwoman Sachs said she would like to further review the matter in a meeting with the Finance Director and the Water, Sewer, Solid Waste Committee. Mr. Wingfield reported other Water, Sewer, Solid Waste Committee recommendations were to eliminate commercial dumpster service, establish an 8-cart maximum for commercial service, eliminate free service for non-profits, and add recycling to commercial business at residential rates. Councilman Bishop asked if eliminating dumpster service would eliminate jobs. Mr. Wingfield replied that those employee positions would be reassigned, not eliminated. Councilman Showalter noted that the committee has discussed placing stricter signage, and possible surveillance, at the recycling facility on Cambria Street to discourage regular trash dumping, which has become a significant problem. Councilman Bishop asked how much it cost the Town to not charge non-profits for service. Ms. Tweedie said she did not have the specific numbers with her, but that the Town provided service to thirty-eight non-profits. Ms. Sachs commented that the recommendation was in effort to keep service fair across the board.

##### B. Town Attorney:

##### C. Other Staff:

Assistant Town Manager Andrew Warren requested Council consider directing the Planning Commission to study possible code amendments to allow for a new planned commercial district option in the general business zoning district and allow for microbreweries, art galleries, studios, and similar leisure and entertainment uses in the general business and central business zoning districts. Council agreed to Mr. Warren's request.

#### X. COUNCIL REPORTS

- A. Councilman Collins read a post in the Why I Love My Hometown section of the Town's website by Phyllis Olinger, who expressed her appreciation for the superior quality of Christiansburg and Montgomery County, for top notch employees, and for affordable housing.
- B. Councilman Bishop reported that the Montgomery County Tourism Development Council had a booth set up in at an event in Laramie, Wyoming, and that the council had formed a committee to review the potential location of a welcome center in Montgomery County.
- C. Councilman Showalter recommended a work session to discuss merchant service fees.
- D. Councilman Huppert reported on the Relay for Life fundraiser at the aquatic center scheduled for March 14, 2019. He then called attention to Councilwoman Sachs, who had recently been recognized as one of the outstanding women leaders in the community by the Montgomery County Chamber of Commerce. Council congratulated Ms. Sachs.

- E. Councilwoman Sachs complemented the Parks and Recreation Department for successfully hosting the home show last weekend, and the aquatic center for recently hosting a large swim meet. Ms. Sachs then reported she spoke with the Police Department regarding "clandestine lab remediation" and requested a committee to study this issue with the goal of developing a policy. Councilman Showalter recommended discussing the matter in a work session, since the issue would present active town involvement in personal property. Mayor Barber noted that Building Official Jerry Heinline has expressed interest in meeting with Council regarding this matter.
- F. Mayor Barber thanked Council for its due diligence in adopting the ordinance amendment pertaining to outdoor assemblies, adding that much of the public was not aware of the depth of information provided to Council in making its decision.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:54 P.M.

---

Michele Stipes, Clerk of Council

---

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG		PAY DATE 3-29-2019	
BILLS TO BE PAID FOR THE MONTHS OF		FEBRUARY AND MARCH	
A & A SALES ASSOCIATES, LLC	1,743.93	UNIFORMS JACKETS PW	
A MORTON THOMAS AND ASSOCIATES, INC	312.50		
ADVANCED ANALYTICAL SOLUTIONS	105.00		
ALGONQUIN PRODUCTS COMPANY	166.00		
ALL SEASONS PEST CONTROL, INC	95.00		
AMELIA ELIZABETH TUCKWILLER	25.00	AQUATICS ADVISORY BOARD	
AMERICAN CEMETERY SUPPLIES, INC	351.94		
ANGLE FLORIST	94.50		
ARC3 GASES	203.75		
ARROW INTERNATIONAL, INC	562.50		
ATCOM, INC	192.50		
ATLANTIC UTILITY SOLUTIONS, INC	8,201.13	48 WATER METERS	
B & K TRUCK ACCESSORIES	492.00		
BANE OIL COMPANY, INC	1,402.15	OFF ROAD DIESEL	
BASHAM OIL COMPANY	592.19		
BEVERLY J. BRIDGES	25.00	AQUATICS ADVISORY BOARD	
BKT UNIFORMS	367.82		
BLIND THE WORLD, LLC	1,005.00	WINDOW SHADE REPLACEMENT TOWN HALL	
BOUND TREE MEDICAL, LLC	1,679.78	MEDICAL SUPPLIES RESCUE	
BRAME SPECIALTY COMPANY INC.	1,027.71	JANITORIAL SUPPLIES	
BRIAN'S LOCK & KEY	5.85		
BROWNELLS, INC.	337.97		
BSN SPORTS COLLEGIATE PACIFIC	1,039.76	ATHLETIC FIELD IMPROVEMENTS	
CAPITAL LIGHTING & SUPPLY, LLC	1,002.14		
CARDINAL BLUEPRINTERS, INC.	350.00		
CARILION HEALTHCARE CORP.	15.00		
CDW LLC	430.77		
CENTRAL PIEDMONT EMPLOYERS ASSOCIATION	900.00		
CHA CONSULTING INC	22,519.56	ENGINEERING SERVICES , BIOSOLID MGT, TESTING , ARROWHEAD SEWER, COLLE	
CLARK GAS AND OIL, INC	1,256.39	GAS FUEL TANKS FIRE STATION	
CMC SUPPLY, INC.	482.32		
CORE & MAIN LP	7,264.32	HYDRANTS WATER DEPT	
CRAIG'S FIREARM SUPPLY, INC	183.08		
CUMMINS INC	1,530.48	EQUIP AND VEHICLE REPAIR AND MAINTENANCE	
CUSTOMIZED LAWN CARE, INC	825.00		
DATA NETWORK SOLUTIONS, INC	7,764.17	BARACUDA ARCHIVING SOFTWARE	
DOMINION DOOR & HARDWARE INC	250.00		
DUNCAN FORD MAZDA	1,514.28	VEHICLE REPAIR AND MAINTENANCE	
EARTH & TURF PRODUCTS, LLC	3,436.00	SPREADER FOR RECREATION DEPT	
EAST COAST EMERGENCY VEHICLES, LLC	1,778.18	VEHICLE LIGHTS PW	
ELECTRIC MOTOR SHOP	480.64		
ELECTRICAL SUPPLY CO	1,111.90	BUILDING MAINTENANCE AND REPAIR	
EMS, INC	2,145.00	SUPPLIES WWTP	
ENVIRONMENTAL LAND WASTE MANAGEMENT SERVICE, INC	15,000.00	BIOSOLID MANAGEMENT	
ENVIRONMENTAL RESOURCE ASSOC.	471.89		
EUSTACE MERCHANT FORD INC	42,104.00	NEW VEHICLE PW	
EVIDENT INC	143.45		
EXCEL TRUCK GROUP	137.22		
F & R ELECTRIC	4,412.00	NEW MOTOR WWTP	
FASTENAL COMPANY	527.06		
FERGUSON ENTERPRISES, INC.#75	8,884.69	PIPE & FITTINGS FOR WATER AND WASTE WATER	
FIDELITY POWER SYSTEMS	53.15		
FIRE RESCUE AND TACTICAL, INC	287.94		
FIRE SAFETY PRODUCTS, INC	145.00		
FISHER AUTO PARTS, INC.	2,411.14	PARTS FOR EQUIPMENT AND VEHICLE REPAIRS WWTP	
FISHER SCIENTIFIC CO.	1,496.04	PARTS FOR MAINTENANCE WWTP	
FLEET PRIDE, INC	4,576.40	PARTS AND SUPPLIES FOR VEHICLE AND EQUIPMENT REPAIRS	
GALLS, AN ARAMARK COMPANY	1,313.28	UNIFORMS AND SUPPLIES PD	
GAY AND NEEL, INC.	3,426.55	ENGINEERING SERVICES HBT III AND N FRANKLIN DRAINAGE	
GEMPLER'S INC.	16.64		
GLOBAL EQUIPMENT CO.	327.79		
GRAINGER	2,253.29	PARTS AND SUPPLIES MAINTENANCE WWTP	
GRANTURK EQUIPMENT CO., INC	303.80		
HANDY RENTALS, INC	630.00		
HARPER AND COMPANY INC.	590.00		
HARVEY CHEVROLET CORP.	3,845.94	REPLACE TRANSMISSION IN PW VEHICLE AND PARTS AND SUPPLIES MAINTENANCE OF EQUIPMENT AND VEHICLES	
HAZEN AND SAWYER	4,216.95	ENGINEERING SERVICES UV UPGRADE AT WWTP	

TOWN OF CHRISTIANSBURG		PAY DATE 3-29-2019	
BILLS TO BE PAID FOR THE MONTHS OF		FEBRUARY AND MARCH	
HENDERSON PRODUCTS, INC	26.25		
HIGHWAY MOTORS, INC.	3,101.71	VEHICLE REPAIR AND MAINTENANCE	
HILL MANUFACTURING COMPANY INC	208.34		
HOSE HOUSE, INC.	273.99		
HOUSTON N. SNODDY	450.00		
HURT & PROFFITT, INC	9,500.00	ENGINEERING SERVICES ARBOR DRIVE, QUINN STEWART, SILVER LAKE INTERCEPTOR	
HY-TEST, INC	95.00		
IDEXX DISTRIBUTION, INC.	992.64		
IMAGE TREND, INC	1,856.58	CAD SYSTEM RESCUE	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	414.85		
JAMES RIVER EQUIPMENT-SALEM	62.47		
JAMES RIVER LASER & EQUIPMENT, LLC	833.15		
JEREMY MADISON WILLIAMS	25.00	AQUATICS ADVISORY BOARD	
JJ KELLER & ASSOCIATES, INC	1,409.00	HR POLICY AND PROCEDURE MANUAL	
JOHNSON CONTROLS	850.94		
JORDAN OIL CO., INC.	5,827.62	DIESEL FUEL FIRE STATION	
KAREN L DRAKE-WHITNEY	25.00	AQUATICS ADVISORY BOARD	
KIGER TRANSPORTATION, INC	300.00		
KIMBALL MIDWEST	301.96		
KING GENERAL CONTRACTORS, INC	220,750.51	PROGRESS BILLING HANS MEADOW ROAD	
KING-MOORE, INC	3,275.00	IT CONSULTING	
KINGS TIRE SERVICE, INC	3,342.36	VEHICLE TIRE REPAIRS PW AND RESCUE	
KLA ENTERPRISES LLC	1,767.48	LETTERING ON NE PD VEHICLES	
KLINGSPOR ABRASIVES, INC	190.32		
LANCASTER, INC.	250.00		
LANDSCAPE SUPPLY INC.	2,432.60	SUPPLIES RECREATION	
LANGUAGE LINE SERVICES	28.80		
LARRY'S PNEUMATIC SERVICE, LLC	19.46		
LITTLE RIVER POOL AND SPA, INC	150.69		
MATTERN & CRAIG	19,904.07	INSPECTION SERVICES HANS MEADOW DRAINAGE AND FALLING BRANCH INTERSECTION	
MCDONOUGH BOLYARD PECK, INC	5,089.89	ENGINEERING SERVICES PPEA AND CHRISMAN MILL ROAD	
MEDEXPRESS URGENT CARE, P.C. - VIRGINIA	570.00		
METROLINE INC	97.72		
MID ATLANTIC WASTE SYSTEMS	768.37		
MIDWAY PRODUCTION SERVICES	50.00		
MONTGOMERY DISTRIBUTORS	481.60		
MONTGOMERY SANITATION SERVICES	4,000.00	PUMPING OF WASTE PUMP STATION DURING REPAIRS	
MOORE'S BODY & MECHANICAL SHOP, INC	918.79		
MSC EQUIPMENT INC.	205.88		
NATIONAL POOLS OF ROANOKE, INC.	19,043.78	SUPPLIES AND REPAIR EQUIPMENT AQUATICS	
NEW RIVER ELECTRICAL CORPORATION	1,900.00	ANNUAL CALIBRATIONS AT WWTP	
NEW RIVER ENGRAVING	8.00		
NEW RIVER FIRE EXTINGUISHERS	643.50		
NEW RIVER GLASS	545.91		
NEW RIVER OFFICE SUPPLY	176.88		
NORTH CENTRAL LABS	66.57		
NORTHERN SAFETY CO., INC.	461.70		
NORTHWEST HARDWARE CO INC	68.91		
OFFICE OF THE UNIVERSITY BURSAR	157.85		
OUTDOOR POWER EQUIPMENT	299.95		
P B ELECTRONICS	433.00		
PHYSIO-CONTROL, INC	370.00		
PICTOMETRY INTERNATIONAL CORP	1,895.25	PICTOMETRY LICENSING	
PINE RIDGE NURSERY & LANDSCAPING, INC	332.50		
POWER ZONE	257.23		
PRECISION WEIGHING	649.00		
PRO CHEM INC	167.85		
PROFESSIONAL COMMUNICATIONS	2,892.95	RADIOS FOR NEW VEHICLES PD	
QUALITY TIRE & BRAKE SERVICE	4,181.00	VEHICLE TIRE REPAIR AND MAINTENANCE	
ROANOKE VALLEY SPEECH &	1,455.00	HEARING TESTING	
ROBERTS OXYGEN COMPANY, INC	607.98		
S C ROSSI & COMPANY, INC	83,332.77	PROGRESS PAYMENT FOR FALLING BRANCH INTERSECTION	
SANICO, INC	7,568.19	JANITORIAL SUPPLIES	
SERVICE COMMUNICATION	350.00		
SERVICEMASTER COMMERCIAL CLEANING	3,629.00	CLEANING AQUATICS CENTER	
SHANE K. PRESCOTT PRESCOTT COMMUNICATIONS SERVICES	1,041.50	TOWER REPAIRS HUBLE AND PALMER	
SHERWIN-WILLIAMS	257.96		

<b>TOWN OF CHRISTIANSBURG</b>		PAY DATE 3-29-2019	
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>		<b>FEBRUARY AND MARCH</b>	
SHIRLEY C HALLOCK	25.00	AQUATICS ADVISORY BOARD	
SNAP-ON TOOLS	67.05		
SOUTHEASTERN EMPLOYERS SERVICE CORPORATION	3,500.00	WAGE AND BENEFIT SURVEY	
SOUTHERN AIR, INC	42,381.55	REPAIR AND MAINTENANCE TOWN WIDE HVAC SYSTEMS	
STATE AMUSEMENT COMPANY, INC	1,400.00	REPAIR OF GAME TABLES RECREATION	
STATE ELECTRIC SUPPLY CO.,INC.	3,158.26	BUILDING MAINTENANCE AND REPAIR	
STERNS, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	20,360.44	ENGINEERING SERVICES LANDFILL TESTING AND MONITORING	
STEVEN CARLYLE SIMMONS	25.00	AQUATICS ADVISORY BOARD	
STORM WIND, LLC	4,470.00	TRAINING IT	
STRYKER SALES CORP.	10,277.91	MAINTENANCE AGREEMENT STRYKER POWER STRETCHERS RESCUE	
SUNAPSYS, INC	12,050.36	SCADA UPGRADES AT WWTP	
TACTICAL VIDEO INC	11,949.52	CAMERAS FOR SURVEILLANCE PD	
TAYLOR OFFICE & ART SUPPLY,INC	2,993.22	OFFICE SUPPLIES VARIOUS DEPARTMENTS	
TBS CONSTRUCTION, LLC	61,508.37	RESCUE SQUAD RENOVATIONS	
TENCARVA MACHINERY CO.	1,788.50	NEW IMPELLER REPAIR WWTP	
THE BATTERY STATION LLC	526.65		
THE KERCHER GROUP, INC	5,764.50	ENGINEERING SERVICES PAVEMENT MANAGEMENT	
THE WILLIAM G. SIMMONS CO., INC	22,984.00	CRAIG MOUNTAIN BOOSTER STATION	
THOMPSON TIRE & MUFFLER	90.50		
TIDY SERVICES	78.90		
TRITECH SOFTWARE SYSTEMS	4,939.42	CRIME MAPPING SOFTWARE PD	
ULINE	98.94		
UNIFIRST CORPORATION	4,640.09	UNIFORMS PW	
USA BLUE BOOK	742.58		
VA PUBLIC WORKS EQUIPMENT CO	496.20		
VIRGINIA UTILITY PROTECTION SERVICE, INC	309.75		
VSC FIRE & SECURITY, INC	75.00		
WADES FOODS INC.	19.76		
WESTERN VIRGINIA EMS COUNCIL	2,400.00	SCHOOLS RESCUE	
WILSON BROTHERS INCORPORATED	1,304.61	REPAIR PARTS FOR VEHICLE AND EQUIPMENT MAINTENANCE	
WITMER PUBLIC SAFETY GROUP, INC	995.99		
WMA ARCHITECTS/PLANNERS, INC	7,200.00	ARCHITECTURAL SERVICES RESCUE RENOVATIONS	
<b>TOTAL BILLS TO BE PAID</b>	<b>825,106.77</b>	PAY DATE 3-29-2019	

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

**FEBRUARY AND MARCH**

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
ADVANCE AUTO PARTS	64.39	
ATLANTIC EMERGENCY SOLUTIONS	6,990.02	REPAIRS 2005 PEIRCE ENGINE
BLUE RIDGE RESCUE SUPPLIERS,	169.15	
DIRECT TV	200.87	
FIRE AND RESCUE TACTICAL	910.00	
GATES FLOWERS	35.00	
HOLIDAY MOTOR CORP	586.41	
MUNICIPAL EMERGENCY SERVICES, INC	412.63	MENS BOOT FIRE
NAFECO INC	40.00	
POWER ZONE	399.96	FIRE DEPT BACK PACK BLOWER
SOUTHWEST VIRGINIA FIREFIGHTERS	40.00	
VA CHAPTER I.A.A.I.	45.00	
VERIZON WIRELESS	254.21	
VIRGINIA EMERGENCY MANAGEMENT	75.00	
<b>TOTAL PAID BILLS</b>	<b>10,222.64</b>	

TOWN OF CHRISTIANSBURG		
BILLS PAID DURING THE MONTH		FEBRUARY AND MARCH
VENDOR	AMOUNT PAID	DESCRIPTION
ADVANCE AUTO PARTS	109.45	PARTS FOR REPAIRS OF VEHICLES AND EQUIPMENT
AIRGAS NATIONAL CARBONATION	344.20	CARBON DIOXIDE GAS FOR AQUATICS
ALLSTATE	3,833.40	EMPLOYEE PAID INSURANCE
ANGLE FLORIST	45.00	
ANTHEM BLUE CROSS BLUE SHEILD	244,200.20	MEDICAL INSURANCE EMPLOYEES
ANTHEM LIFE INSURANCE COMPANY	3,182.03	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	98,182.16	TOWN WIDE UTILITY SERVICES
AT & T	412.28	
ATMOS ENERGY	11,300.47	TOWN WIDE GAS SERVICES
AYERS DISTRIBUTING COMPANY	1,806.00	REC EASTER EGG HUNT
BMS DIRECT	5,000.00	POSTAGE PRINTING WATER BILLS, TAX TICKETS
BRIGHT PERSONNEL	334.13	
BOYS & GIRLS CLUBS OF NRV	7,500.00	ANNUAL SUPPORT
BUSINESS & LEGAL REPORTS INC	1,295.00	HR SUBSCRIPTION
CAPITAL LIGHTING AND SUPPLY LLC	861.34	
CARGILL	55,986.70	ROAD SALT
CARDINAL MACHINERY COMPANY	7,875.08	EQUIPMENT REPAIRS AND OIL FOR EQ AND VEHICLE MAINTENANCE
CARTER MACHINERY COMPANY	949.52	
CARDMEMBER SERVICES	28,515.82	SUPPLIES EQ 11685.16 DUES 634. SCHOOLS 4053.82 TRAVEL 9745.90 SOFTWARE 1709.75 UNIFORMS 00.00 RECRUITING RETENTION FIRE RESCUE 687.19
CARLION MEDICAL GROUP	400.00	
CFS GROUP BLUE RIDGE DISPOSAL		RECYCLING SERVICES
CHANDLER CONCRETE	521.43	FOR PUBLIC WORKS REPAIRS
OLD STONE CREAMERY	16.00	
CRYSTAL SPRINGS	26.49	
CITIZENS	3,925.00	INTERNET
CURTIS BAY MEDICAL WASTE	219.94	MED WASTE SERVICES
DATA MANAGEMENT INC	1,190.00	TIMECLOCK WEB HOSTING
DONS AUTO CLINIC	233.93	PD VEHICLE MAINT.
DUES AND MEMBERSHIPS	288.95	pw 288.95
DTN INC	296.00	
EMS MANAGEMENT	1,526.70	COLLECTIONS FEES
FEDERAL EXPRESS	169.42	
FITNESS CONCEPTS INC	95.00	
HI-D-HO DOG TRAINING	2,925.00	RECREATION DOG TRAINING
HOME DEPOT	371.53	
HOWARD PAUL FLEENOR	3,850.00	EMT CLASS
J&J ASPHALT	6,330.40	SURFACE MIX STREETS
KIWANIS CLUB OF CHRISTIANSBURG	1,019.00	REMIMBURSE INSURANCE COST
LOWE'S HOME CENTERS INC	3,681.39	VARIOUS DEPTS MAINTENANCE REPAIRS AND SUPPLIES
LUMOS NETWORKS INC	1,078.96	PHONE SERVICE
MANSFIELD OIL	1,047.43	FUEL PURCHASES PW
MEADE TRACTOR	54.98	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	30,185.68	TIPPING FEES FOR SOLID WASTE SERVICES 2 MONTHS
MONTGOMERY COUNTY CHAMBER OF COMMERCE	1,995.00	QUALITY OF LIFE MAGAZINE
MOTION PICTURE LICENSING CORP	595.24	
NETWORKFLEET INC	287.35	
NEW RIVER VALLEY REGIONAL COMMISSION	1,841.09	PLANNING GRANT
OLD TOWN PRINTING & COPYING	174.69	
PACE ANALYTICAL	5,966.00	WATER SAMPLE TESTING
POTAMOI HOLDINGS LLC	41,705.00	NUTRIENT CREDIT PURCHASES FOR CAPITAL PROJECTS
PITNEY BOWES	965.04	
PURCHASE POWER	3,000.00	POSTAGE METER REFILL
PYROTECHNICO FIREWORKS INC	7,150.00	
REFUND AQUATICS	110.00	

<b>TOWN OF CHRISTIANSBURG</b>			
<b>BILLS PAID DURING THE MONTH</b>		<b>FEBRUARY AND MARCH</b>	
<b>VENDOR</b>		<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
REFUND FEES REC DEPT		150.70	
REFUND TAXES		2,803.88	REFUND TAX OVERPAYMENTS
REFUND WATER/SEWER		422.30	
REFUND PERMITS		59.24	
REFUND EMS		187.23	
REIMBURSEMENT EMPLOYEES		1,141.98	WORK BOOT ALLOWANCE
ROANOKE TIMES		1,917.66	ADVERTISING, JOBS PUBLIC HEARINGS ETC
RODGER SPORTS GROUP INC		4,256.00	REC FIELD IMPROVEMENTS
ROLLER VENTURES		150.00	
SALEM STONE CORPORATION		186.91	
SAMS CLUB		539.84	PARKS AND REC SUPPLIES
SCHOLASTIC SPORTS INC		139.00	
SCHOOLS		1,890.00	rescue 90 WATER/WASTE WATER 1800
SHENTEL		458.98	
SHRED-IT		78.86	
SISSON AND RYAN QUARRY LLC		286.85	STONE AND GRAVEL STREET REPAIRS
SOUTHEASTERN SECURITY CONSULTANTS		225.00	
SOUTHERN REFRIGERATION CORP		50.65	
SPEEDWAY		18,982.76	FUEL TOWN VEHICLES
STAND ENERGY		3,803.80	NATURAL GAS FOR AQUATIC CENTER
SUPER SHOES		527.95	
SUBURBAN PROPANE		15,223.72	WWTP GENERATORS
TIDY SERVICES		141.80	
TRACTOR SUPPLY		183.92	MISC SUPPLIES
TRAVEL		2,637.83	PW 298.69 PD 1072 RESCUE 1267.14
TREASURER OF MONTGOMERY COUNTY		170.00	
TREASURER OF VIRGINIA		2,208.37	WWTP LAB CERTIFICATIONS 0750.44 SALES TAX 11.93 DMV STOPS 625 TOKEN 65 STORMWATER CONST PERMIT FALLING BRANCH
VA ASSOC OF COUNTIES GROUP INSURANCE		70,915.91	SHORT TERM DISABILITY 1294.66 QTRLY WORK COMP 69621.25
VERIZON		5,880.97	PHONE LINES
VERIZON WIRELESS		6,433.00	CELL PHONES AND TABLETS
VIRGINIA EVERYWHERE		275.00	
VIRGINIA MEDIA		1,315.00	JOB POSTINGS, PUBLIC HEARINGS ETC
VIRGINIA POWER MOTOR SPORTS		120.00	
VIRGINIA RETIREMENT SYSTEMS		152,331.29	EMPLOYEE RETIREMENT
VIRGINIA RURAL WATER ASSOCIATION		1,050.00	CONFERENCE REGISTRATION
VOLSAP		1,665.00	FIRE FIGHTERS RETIREMENT
WORDSPRINT		223.04	AQUATICS POSTCARDS ON RATES AND ADDL FLYERS
WEST PUBLISHING COMPANY		119.04	
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>		<b>10,222.64</b>	
<b>TOTAL PAID BILLS</b>		<b>894,128.90</b>	
<b>BILLS TO BE PAID</b>		<b>825,106.77</b>	
<b>GRAND TOTAL</b>		<b>1,729,458.31</b>	



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Agreement for Cooperation in Furnishing Law Enforcement Services

**DESCRIPTION:**

This action simply renews the agreement that we currently have with the Town of Blacksburg. Our previous agreement expired on December 31, 2018. We have similar agreements in place with Montgomery County and Virginia Tech. These agreements allow us to provide one another resources in non-emergency situations that do not rise to the level of a mutual aid event. These resources include, but are not limited to providing backup on drug or other felony arrests or investigations, providing patrol services if either agency is understaffed or overtaxed, providing technical or tactical expertise involving crash investigations, SWAT operations, jail transport, crime prevention services and school resource activities.

**POTENTIAL ACTION:**

Town Council's approval to authorize the Town Manager to enter into this agreement with the Town of Blacksburg. This agreement will become effective upon signature from both respective Town Managers and will remain active until December 31, 2023.

**DEPARTMENT:** Police Department

**PRESENTER:** Mark Sisson

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

1. Agreement for Cooperation in Furnishing Law Enforcement Services  
<https://christiansburg.box.com/s/ma1crqa3dfxlfyua4elqhsjo6ofb8m4w>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

March 26, 2019

**ITEM TITLE:** Award Contract to Allegheny Construction Company, Inc. in the Amount of \$5,090,774.35 for Construction of the Cambria St. Intersection and N. Franklin Corridor Improvements project.

**DESCRIPTION:** Contract award in the amount of \$5,090,774.35 to Allegheny Construction Company, Inc. for construction of the Cambria St. Intersection and N. Franklin Corridor Improvements (UPC 104387) project. This project will upgrade the intersection of N. Franklin St. at Cambria St., as well as provide access management and signal coordination improvements on N. Franklin St. between Cambria St & Independence Blvd.

**POTENTIAL ACTION:** Approve Notice of Award and authorize the Town Manager to enter into Contract for the subject Work, contingent upon approval and notice of Authorization to Award from the Virginia Department of Transportation.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**ITEM HISTORY:**

The Construction Phase budget total for this project is \$6,474,534.00.

This project has VDOT grant funds associated with it (Urban Funds and Smart Scale). The estimated reimbursement for the Construction Phase totals \$6,464,534.00 which includes a construction contingency amount, the Design Engineer's contract amount for Construction Phase Services not to exceed \$115,400.00 and a pending contract for CEI Services in the amount of \$697,212.57.

**Information Provided:**

Notice of Award

<https://christiansburg.box.com/s/0u5va7ogixjfgy7t10rodt0b0nsd3lv2>

Bid Opening Log

<https://christiansburg.box.com/s/5870ezzca1a7tes771j6isf9d0y64qv6>

Engineer's Cambria-North Franklin Bid Analysis

<https://christiansburg.box.com/s/lqhjqq2lo1bdx41fqs8xprenxydbbkqj>



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

**AGENDA LOCATION:**  
Consent Agenda

**Meeting Date:**  
March 26, 2019

**ITEM TITLE:**  
Change Order to the 2018 Street Repair and Reconstruction Contract awarded to HT Bowling, Inc. in the amount of \$102,700.41 for Huckleberry Trail Phase IID repair and reconstruction.

**DESCRIPTION:**  
Change Order No. to the 2018 Street Repair and Reconstruction Contract awarded to HT Bowling, Inc. to complete the repair and reconstruction needed on the Huckleberry Trail Phase IID project.

**POTENTIAL ACTION:**  
Approve Change Order No. 3 and authorize the Town Manager to execute the change order for the subject Work.

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Wayne Nelson

**ITEM HISTORY:**  
The 2018 Street Repair and Reconstruction package was awarded to HT Bowling, Inc. to repair and pave sections of Dunlap Drive and Providence Boulevard. Change Order No. 1 was issued for paving of the Southern States spur line rail crossing of Roanoke Street, and Change Order No. 2 was issued for repairs to existing subgrade on Providence Boulevard

Change Order No.3 has been prepared to accommodate repair and reconstruction of approximately 2500 linear feet of the Huckleberry Trail Phase IID. The original trail construction by the initial contractor, Gilday Enterprises Inc. was determined to be deficient and remains unfinished. Engineering staff is working with our legal representative to pursue reimbursement of this change order cost from the bonding company that insured the original work.

An amount of \$50,000 was approved as part of the FY19 Budget Amendment. An additional amount of \$80,000 will need to be appropriated to this project which includes an amount to cover construction contingency and geotechnical engineering services.

**Date:** **Action Taken:**

**Information Provided:**  
Contract ENG-18-0047 - Change Order No. 3  
<https://christiansburg.box.com/s/v3a17tncodw1vy16dtvvgd4jvp0pemgt>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Contract Amendment with CHA in the amount of \$69,900.00 for College Street Sewer Rehabilitation and Replacement Project – Sanitary Sewer Evaluation Survey (SSES).

**DESCRIPTION:**

Contract amendment to include a SSES into the scope of services to be performed by CHA as part of the College Street Sewer Rehabilitation and Replacement Project for areas upstream of First Street and the upper end of College Street near Buffalo Drive.

**POTENTIAL ACTION:**

Approve Contract Amendment and authorize the Town Manager to execute the amendment for the subject Work.

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**ITEM HISTORY:**

This SSES will investigate and determine causes for Inflow and Infiltration (I&I) in the upper most sections of the College Street Sewershed. During bidding of the initial construction project (currently underway), capacity improvements in these areas exceeded \$300,000 in cost. In lieu of completing the capacity improvements, this work will identify the defects which are leading to I&I which then can be addressed through various, more cost-effective means.

**Date:**

**Action Taken:**

**Information Provided:**

Contract CN 02086 – Amendment #1

<https://christiansburg.box.com/s/cdhy4stnzt2p2e3o07jk8z7t3n5dxhd>



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

**AGENDA LOCATION:**  
Consent Agenda

**Meeting Date:**  
March 26, 2019

**ITEM TITLE:**  
2019 Pavement Maintenance contract with Norwood Development, Inc.

**DESCRIPTION:**  
On-call contract for various small pavement maintenance projects.  
This contract piggy-backs on a Town of Pulaski street improvements contract executed with Norwood Development, Inc.

**POTENTIAL ACTION:**  
Approve the Contract, subject to final Town Attorney approval, and authorize the Town Manager to execute for associated Work.

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Wayne Nelson

**ITEM HISTORY:**  
Having a paving contractor available to perform small paving projects was identified as a need for the Pavement Management Program. This contact will allow the Town to contract and bond small paving projects to address the Town's needs.

**Date:** **Action Taken:**

**Information Provided:**  
Town of Pulaski Street Improvements contract  
<https://christiansburg.box.com/s/zsklar2ofety21za0nk0698jrtcnhiib>

Town of Pulaski bid sheet – Norwood Development, Inc.  
<https://christiansburg.box.com/s/n5kjq8ff2gic1qcj673ne4oh2rk11hvg>

Participation Agreement between the Town and Norwood Development, Inc.  
<https://christiansburg.box.com/s/k1mci9wfygrno05rkhcxryp2iudk1j30>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Public Hearing 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 Aldwyche 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. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan (RZN 2019-02).

**DESCRIPTION:**

The applicant requests to amend proffers accepted with the 2006 rezoning action by Montgomery County (the property was located in Montgomery County at the time of the 2006 rezoning but has since become fully located within the Town of Christiansburg). The requested amendments to the proffers are in regard to the timing of completing Diana Drive, N.W., the elimination of an extension of Buffalo Drive, N.W. between Bishops Gate Road, N.W. and Moose Drive, N.W. and the elimination of related intersection and sidewalk improvements along Buffalo Drive, a new proposed street connection located between Bishops Gate Road, N.W. and Moose Drive, N.W., the timing of a trail connection to the Christiansburg Middle School property, trail along a portion of the existing gravel access drive east of Diana Drive, N.W., and Town access to the Buffalo water tank.

The total number of lots and development standards approved for this portion of the Kensington development is not proposed to change with this request.

Planning Commission held its public hearing on February 19, 2019. At its March 4, 2019 meeting the Commission further discussed the request but did not take action. At its March 18, 2019 meeting, at the request of the applicant, Planning Commission postponed action on the request until its April 29, 2019 meeting.

Town Council held its public hearing on March 12, 2019. The applicant has provided a letter requesting Town Council postpone action until its May 28, 2019 meeting.

**POTENTIAL ACTION:**

Take action on request or postpone action until May 28, 2019, as requested by applicant.

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

Planning Commission Minutes – March 18, 2019 (Draft)

<https://christiansburg.box.com/s/qmw8uj0bdviahjtwe8yq6375mg77o7ow>

Letter from applicant requesting Planning Commission postpone action  
<https://christiansburg.box.com/s/bpeqt5zwoy0e3134un66nmig1mpugx3p>

Letter from applicant requesting Town Council postpone action  
<https://christiansburg.box.com/s/qazct4489ybt54rhrw01z764oudm0b1t>

The application, staff report and Planning Commission minutes were provided in the March 12, 2019 agenda packet.



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Public Hearing for a Rezoning request by Cambria Storage Partners, LLC, agent for Kenson, Inc for an approximately 4 acre property located at 300 and 390 Cambria Street, N.W. (tax map no. 466-27-A) from the B-1, Limited Business District to the MU-1, Mixed Use: Residential-Limited Business District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan (RZN 2019-01).

**DESCRIPTION:**

The applicant requests to rezone the property located at 300 and 390 Cambria Street, N.W. from the B-1, Limited Business District to the MU-1, Mixed Use: Residential-Limited Business District. The applicant has submitted a corresponding application – which is contingent on the rezoning request – for a Conditional Use Permit to use the property for a mini-warehouse business with related retail.

Planning Commission held its public hearing on February 19, 2019. At its February 19, 2019 meeting, the Planning Commission recommended approval by a vote of 8-0.

Town Council held its public hearing on March 12, 2019.

**POTENTIAL ACTION:**

Take action on request

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

The application, staff report and Planning Commission minutes were provided in the March 12, 2019 agenda packet.

Staff has received no additional information following Council's public hearing.



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Conditional Use Permit request – contingent on the preceding rezoning request – by Cambria Storage Partners, LLC, agent for Kenson, Inc for mini-warehouses and related retail at 300 and 390 Cambria Street, N.W. (tax map no. 466-27-A) in the MU-1, Mixed Use: Residential-Limited Business District (CUP 2019-04).

**DESCRIPTION:**

The applicant requests a Conditional Use Permit (CUP) for a mini-warehouse business with related retail at 300 and 390 Cambria Street, N.W. in the MU-1, Mixed Use: Residential-Limited Business zoning district. The request is contingent on the preceding rezoning request submitted by the applicant. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Planning Commission held its public hearing on February 19, 2019. At its February 19, 2019 meeting, the Planning Commission recommended approval by a vote of 8-0 with one condition:

1. The property shall be developed and used in general conformance with the conceptual plan and application package as presented by the applicant on February 19, 2019.

Town Council held its public hearing on March 12, 2019.

**POTENTIAL ACTION:**

Take action on request

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

The application, staff report and Planning Commission minutes were provided in the March 12, 2019 agenda packet.

Staff has received no additional information following Council's public hearing.



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

March 26, 2019

**ITEM TITLE:**

Conditional Use Permit request by Cole Shows Amusement Co. Inc., agent for NRV Mall Associates LLC, for a carnival at 782 New River Road, N.W. (tax map no. 435-A-41) in the B-3, General Business District (CUP 2019-03).

**DESCRIPTION:**

The applicant requests a Conditional Use Permit (CUP) to operate a carnival at 782 New River Road, N.W. in the B-3, General Business zoning district. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Planning Commission held its public hearing on February 19, 2019. At its March 4, 2019 meeting, the Planning Commission recommended approval by a vote of 5-0 with fifteen conditions:

1. A bond in the amount of \$5,000.00 shall be posted prior to final issuance of this CUP to insure adequate cleanup within 48 hours.
2. The carnival shall contact the Montgomery County Health Department for all necessary permits.
3. The carnival shall contact the Town Superintendent of Public Works in regards to water connections for any recreational vehicles, campers, vending areas, etc. A water meter deposit shall be required of the carnival and shall be applied toward usage.
4. The carnival shall provide portable toilets cleaned daily or more frequently as required by Virginia Department of Health standards for its patrons and shall provide holding tanks for septic on all recreational vehicles, campers, vending areas, etc. All holding tank materials shall be properly disposed of.
5. All sanitary and water connections shall be inspected by the Town prior to use and be maintained in a healthy and sanitary manner.
6. The carnival shall provide the Town with a list of all amusement devices including name of ride, manufacturer, and year manufactured.
7. A certificate of inspection for all amusement devices is to be issued by a person certified by the Commonwealth of Virginia to perform inspections of amusement devices prior to opening of the carnival.
8. Efforts shall be made to have all inspection conducted during regular Town office hours (Monday – Friday, 8:00 a.m. – 5:00 p.m.). The carnival shall reimburse the Town of Christiansburg for overtime pay for all inspections made after Town office hours.
9. A permit shall be obtained for each tent and a certificate of fire resistance for each tent shall be provided to the Christiansburg Fire Marshall prior to opening.
10. Proof of financial responsibility in the minimum amount of \$1,000,000.00 per occurrence along with a statement indemnifying the Town of Christiansburg from any liability shall be provided to the Town prior to opening.
11. The carnival operators shall be responsible for disposal of all animal droppings and these shall not be disposed of in dumpsters, sanitary sewers, or storm water systems.
12. The carnival shall not operate beyond 11:00 p.m.

13. The carnival shall be required to staff the event with at least four uniformed Christiansburg Police Officers, with additional Officers at the discretion of the Town Manager or Police Chief, and the carnival shall be responsible for paying the overtime rate for each Officer.
14. All appropriate state and local revenues including sales tax and meals tax shall be collected and submitted and documentation shall be provided to the Town.  
This permit shall be valid for May 2019 only.

Town Council held its public hearing on March 12, 2019.

**POTENTIAL ACTION:**

Take action on request

**DEPARTMENT(S):**

Planning Department

**PRESENTER:**

Will Drake, Planning Director

**Information Provided:**

The application, staff report and Planning Commission minutes were provided in the March 12, 2019 agenda packet.

Staff has received no additional information following Council's public hearing.



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

**AGENDA LOCATION:**  
Discussion/Action by Mayor and Council

**Meeting Date:**  
March 26, 2019

**ITEM TITLE:** Contract for Wayfinding Signs

**DESCRIPTION:** To submit a contract with Acorn Sign Graphics, Inc. for wayfinding signs around Christiansburg in the amount of \$434,335.60. The project schedule will extend into the spring of 2020 and will require commitment of an additional \$34,335.60 in funds in the FY20 budget to complete the project.

**POTENTIAL ACTION:** Approval

**DEPARTMENT:** Finance/Purchasing/Public Relations

**PRESENTER:**

**ITEM HISTORY:** Wayfinding signs approved per 2019 capital budget for Public Relations in the amount of \$400,000.

The Town received six proposals for the wayfinding fabrication and installation, and those six proposals were narrowed down to three, based on pricing, quality, experience and references. The Town ultimately interviewed and selected Acorn Sign Graphics. Acorn, based in Richmond, was the only Virginia company to respond to the RFP and was also the lowest bidder. The first meeting with Acorn went well, and we're looking forward to working with them on this project moving forward. Based on Acorn's initial rough timeline, we expect the wayfinding signs to be installed by November. The sign types that will be installed include: three primary gateway signs, four secondary gateway signs, eight tertiary gateway signs (includes downtown and Cambria signs), 41 vehicular directional signs, and nine pedestrian trail directional signs (Huckleberry Trail).

**Information Provided:**

Contract  
<https://christiansburg.box.com/s/ysj8g4mba1xgtevta3kridjawe5ooqxj>