



AGENDA
REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
APRIL 9, 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 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).

IV. CONSENT AGENDA

- A. Council meeting minutes of March 26, 2019.
- B. Resolution in recognition of Craig Moore for his service on the Christiansburg Planning Commission.
- C. Resolution Declaring April 14-20, 2019 as National Public Safety Telecommunicators Week.
- D. Contract with BerryDunn for Business Technology Assessment.
- E. Schedule a Public Hearing on May 28, 2019 for a rezoning request by Tim Lawson, agent for M&T Development, LLC for an approximately 1.48-acre property located at 825 Park Street N.E. (tax map no. 498-A-83) from the I-2, General Industrial District to the I-1, Limited Industrial District. The property is designated as Mixed Use with Buffer (Industrial) on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Presentation of resolution in recognition of Craig Moore for his service on the Christiansburg Planning Commission.
- B. Sarah Hanks, Executive Director of *Wonder Universe: A Children's Museum* to provide an update on the museum.
- C. Casey Edmonds and Jalin Diggs of New River Community Action to present on their work with homelessness.
- D. Finance Director Val Tweedie to present the draft Annual Budget for FY 2019-2020.

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. First Amendment to Performance Agreement for Market Place Redevelopment to extend completion date to March 30, 2020.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings:

April 11, 2019, 9:30 A.M. – Town Council retreat at CrossPointe Conference Center, 936 Life Drive, #45, Christiansburg, VA 24073

April 12, 2019, 8:30 A.M. – Town Council retreat at CrossPointe Conference Center, 936 Life Drive, #45, Christiansburg, VA 24073

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

May 14, 2019, 7:00 P.M. – Regular Meeting



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

AGENDA LOCATION:
PUBLIC HEARING

Meeting Date:
April 9, 2019

ITEM TITLE:

A street vacation request by Invest Squared LLC, for an ordinance vacating 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).

DESCRIPTION:

The proposed ordinance would an approximately 3,800 sq. ft. portion of right-of-way along N. Franklin Street 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/e30r61zv4j7d62sogg3l68u399lbgunc>

Exhibit

<https://christiansburg.box.com/s/wrsoqvnsdjl8jfsxrjzni6ihk8q1zwni>

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
MARCH 26, 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 26, 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; Police Chief Mark Sisson; Director of Public Works Jim Lancianese; Director of Engineering Wayne Nelson; Superintendent of Streets Travis Moles; Special Events Coordinator Casey Jenkins; 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. 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).

Thom Rutledge, Project Manager for Hash Investments, LLC, offered to answer questions of Council regarding the street vacation request. Mr. Rutledge explained that Hash Investments had purchased the last parcel at the end of Bristol Drive and now owned all the property along Bristol Drive. The Planning Commission reviewed the request and has recommended approval. Councilman Collins announced he would abstain from all voting on this matter to avoid any perceptions of a conflict of interest. Councilman Stipes noted that there was no spoken opposition to the street vacation request, and he made a motion to add the request to tonight's agenda for discussion and action. Councilman Huppert seconded the motion and Council voted as follows: Bishop – Nay; Collins – Abstain; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

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.

Councilman Stipes 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. Introduction of New Employees
 - 1. Travis Moles, Public Works
 - Kagen Fisher, Truck Driver, Streets
- B. Montgomery County Board of Supervisor Representative Chris Tuck to provide an update on Montgomery County.

Montgomery County Board of Supervisor Chris Tuck provided Council with a printout of his PowerPoint presentation and thanked them for the opportunity to speak. Mr. Tuck has served on the Montgomery County Board of Supervisors for eight years and has served as both chair and vice-chair, but noted that tonight he would be speaking on behalf of himself, not the county. Mr. Tuck provided an overview of the county’s proposed budget for FY 2020, that included a breakdown of revenue and expenses, and called attention to the proposed school budget that projected an increase in school operations. Mr. Tuck talked about the challenges in addressing overcrowding and aging facilities in the Christiansburg strand, and reported that discussions regarding those concerns have focused on a choice between renovating Belview

Elementary, Christiansburg Elementary, and Christiansburg Primary, or renovating Christiansburg High. Mr. Tuck stressed funds were not available to renovate all four at the present, and that county discussions did not necessarily include any new construction in Christiansburg. Mr. Tuck asked Council for guidance in determining which avenue to pursue in addressing the school building needs in Christiansburg. In closing, Mr. Tuck presented the county's short-term and future capital projects, which included proposed expansion of broadband service, and offered to answer questions of council. Council discussed overcrowding and potential redistricting in Montgomery County, and expressed appreciation for Mr. Tuck's service and advocacy of Christiansburg. Council also acknowledged and welcomed board of supervisor representatives April Demotts and Chair Todd King.

- C. Resolution recognizing Chris Tuck for his service as chair of the Montgomery County Board of Supervisors. The resolution was adopted by Council January 8, 2019.

Mayor Barber presented Chris Tuck with a resolution recognizing his service on the Montgomery County Board of Supervisors, and thanked him for his advocacy of Christiansburg during his years of service on the board. Mr. Tuck said it was a great honor to receive the resolution and thanked Mayor Barber and members of Council for the recognition.

- D. Justin Sanders, President, Downtown Christiansburg Inc. (DCI) to provide an organizational update and to request street closures for the Wine and Artisans Event on Saturday, May 4, 2019.

Justin Sanders introduced himself and the DCI leadership team to Council and presented the vision and mission statement of DCI. Mr. Sanders talked about the goals of the volunteer-based organization, and the importance of its community partnerships and collaboration with the Town to the success of its programs and events. The organization recently secured 501(c)(3) status and is recognized as a commercial district affiliate with the Virginia Main Street Program, which will open the Town up to numerous grant programs. Mr. Sanders talked about the organization's involvements and initiatives in promoting downtown businesses, and efforts to grow its membership program through strategic planning based on recommendations from the Virginia Tech Office of Economic Development. Mr. Sanders talked about the success of the DCI hosted events in 2018 and presented the 2019 Events Calendar, along with a request for street closures for the Wine and Artisans events on May 4. Council thanked Mr. Sanders for the update and for the organization's efforts to bring vibrancy to the downtown area. Councilman Showalter commented he hears many positive comments from the community on the downtown events.

- E. Christiansburg Institute Executive Director Chris Sanchez to present regarding Christiansburg Institute, Inc.

Marcy Schnitzer, Vice-Chair of of the Christiansburg Institute (CI) Board, and Debbie Sherman-Lee, Treasurer, presented Council with an update on CI and progress on efforts to address roof reconstruction on the Edgar A. Long building. Ms. Schnitzer reported that CI received \$300,000 in the fall of 2000 from the state that was administered through HUD as a special projects grant, and funded the planning stage of the roof renovation project, which is now construction-ready. Photos were shown of the existing building and roof disrepair. Ms. Sherman-Lee provided an overview of the funds raised in 2018-2019 that totaled \$27,500, and reported on outstanding grant applications, efforts to expand community partnerships and involvements, and the current action plan in moving forward with the roof reconstruction. Ms. Sherman-Lee

thanked the Town for its continued support of the efforts to preserve CI has a historic site, and presented CI's budget request of \$75,000 to support the roof renovation project.

VI. CITIZEN COMMENTS

- A. Chris Waltz, 1470 Rigby Street, questioned why the Conditional Use Permit request by Cole Shows Amusement Co., Inc. (March 13, 2019), was approved by Council with restrictions not applied to events held by Downtown Christiansburg, Inc., until this year, claiming that the Special Events Ordinance was not content neutral or fairly applied.
- B. Karen Jones, 9 Depot Street, N.E., supported the plan proposed by Chris Tuck for renovation of several Christiansburg strand schools, and commended Downtown Christiansburg Inc., for bringing vibrancy to Christiansburg. In addition, Ms. Jones, a board member of the Christiansburg Community Center, said she was present in support of Christiansburg Institute and shared that several of her family members had attended or graduated from CI. Ms. Jones talked about the importance of educating the community on African American history and she expressed support for the proposed renovation of the Edgar A. Long building.

VII. COMMITTEE REPORTS

- A. Councilwoman Sachs welcomed all to attend the Central Business District Committee meeting scheduled for March 27, 2019 at noon at Town Hall.
- B. Councilman Showalter called attention to the draft Annual Budget for FY 2019-2020 provided to Council for review.

VIII. DISCUSSION 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.** Councilman Showalter made a motion to table the request, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Collins – Aye.
 - 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.

Councilman Stipes made a motion to approve the rezoning as recommended by the Planning Commission, seconded by Councilman Showalter. Council voted on the motion as

follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

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.

Councilman Showalter commented he was impressed by the professional community involvement session hosted by the applicant during the planning phase, and he made a motion to issue the CUP with one condition as recommended by the Planning Commission. Councilwoman Sachs seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Huppert – aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

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.

Planning Director Will Drake reported that the Planning Commission recommended approval of the CUP with fourteen (14) proffers. Councilwoman Sachs made a motion to accept the Planning Commission recommendation to issue the CUP with fourteen conditions, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Mayor Barber, in response to comments by Chris Waltz during the citizen comment period, noted that the CUP conditions for Cole Shows Amusement Co. Inc., were consistent with the conditions placed on clubs that have hosted carnivals in Christiansburg.

5. 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). The Public Hearing was held earlier in the meeting.

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

- 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.

Councilman Showalter made a motion to reappoint Barry Helms to the Montgomery Regional Solid Waste Authority Board for a four-year term ending June 30, 2023. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Council thanked Mr. Helms for his service, and Mr. Helms thanked Council for the reappointment.

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

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

- D. Contract with Acorn Sign Graphics, Inc. in the amount of \$434,335.60 for wayfinding signs.

Public Relations Director Melissa Demmitt reported on the wayfinding sign program that received six RFP's for sign fabrication and installation. All six RFP's were overbudget and Town staff reduced the sign type list, then a revised price list was submitted by the bidders to compare like sign types. As a result, Acorn Sign Graphics, Inc. was the selected bid in the amount of \$434,335.60. The original budget for sign fabrication and installation was \$400,000, and additional funding of \$34,335.60 would need to be budgeted for the program in FY 2019-2020. Councilwoman Sachs noted that no local bids were received for this project. Sign landscaping would be done by the Public Works Department. Councilman Showalter made a motion to approve the contract with Acorn Sign Graphics, Inc. in the amount of \$434,335.60, seconded by Councilman Stipes. 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:

- A job fair will be held at Christiansburg High School on April 4, 2019.
- The draft proposed Annual Budget for FY 2019-2020 will be presented at the next council meeting.

B. Town Attorney:

C. Other Staff:

Finance Director Val Tweedie noted that a rough draft of the FY 2019-2020 budget had been presented to Council for review, and called attention to the letter in the beginning of the document that outlined the information included in the first draft.

X. COUNCIL REPORTS

- A. Councilman Huppert expressed appreciation for the presentations heard during the meeting.
- B. Councilman Bishop reported on the recent Habitat for Humanity luncheon, which saw over 300 people in attendance. The organization recently provided homes to two new Christiansburg families.
- C. Mayor Barber welcomed Sherri Blevins to the meeting. Ms. Blevins is a candidate for the Montgomery County Board of Supervisors.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:01 P.M.

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



RESOLUTION DECLARING APRIL 14-20, 2019 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and,

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the New River Valley Emergency Communications Regional Authority; and,

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

WHEREAS, Public Safety Telecommunicators of the New River Valley Emergency Communications Regional Authority have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Christiansburg, Virginia declares the week of April 14 through 20, 2019 to be National Public Safety Telecommunicators Week in the Town of Christiansburg, Virginia in honor of the men and women whose diligence and professionalism keep our town and citizens safe.

Upon a call for an aye or nay vote on the foregoing resolution at a regular meeting of the Council of the Town of Christiansburg, Virginia held April 9, 2019, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

D. Michael Barber, Mayor*

Samuel M. Bishop

Harry Collins

Steve Huppert

Merissa Sachs

Henry D. Showalter

Bradford J. Stipes

*Votes only in the event of a tie.

Michele M. Stipes, Clerk of Council

D. Michael Barber, Mayor



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

AGENDA LOCATION:
CONSENT AGENDA

Meeting Date:
April 5, 2019

ITEM TITLE:
Contract with BerryDunn for a Business Technology Assessment.

DESCRIPTION:
The Town desires to evaluate its core business information software and workflow with a new suite of integrated systems to increase efficiency. The Town currently uses several disparate systems across departments to perform its necessary functions. The Town does not have a clear, comprehensive look at how technology is being utilized throughout the organization as well as in individual departments and believe opportunities for efficiency exist. After a thorough selection process, BerryDunn has been selected to assist the Town in its assessment. The contract is in the amount of \$99,800.

POTENTIAL ACTION:
Approval of contract and authorize the Town Manager to execute the contract between the Town of Christiansburg and BerryDunn.

DEPARTMENT(S):
IT Department

PRESENTER:
Adam Carpenetti, Assistant to the Town Manager

Information Provided:

Contract
<https://christiansburg.box.com/s/30tlg8zg4t2yszqdhytfriyqhv91svv1>



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

AGENDA LOCATION:

DISCUSSION/ACTION BY MAYOR AND COUNCIL

Meeting Date:

April 9, 2019

ITEM TITLE:

First Amendment to Performance Agreement for Market Place Redevelopment to extend completion date to March 30, 2020.

DESCRIPTION:

The proposed amendment to the performance agreement would grant a nine month extension for the completion of work scheduled from June 30, 2019 to March 30, 2020. The developer has progressively worked through the design phase of the stormwater pond, other site infrastructure improvements, and the Arby's relocation with the Town and has also worked with VDOT on the signal design at Shoppers Way and North Franklin Street. Construction has commenced on the site and staff believes this extension will be adequate for the agreed upon improvements to take place. The Amendment also recognizes the ownership change that has taken place within the development organization and on the property since the original agreement was complete.

POTENTIAL ACTION:

Consider Action

DEPARTMENT(S):

Town Manager's Office

PRESENTER:

Randy Wingfield

Information Provided:

First Amendment to Performance Agreement for Market Place Redevelopment dated March 5, 2019
<https://christiansburg.box.com/s/n4o07z3jitsqv0nbubnx45e291bu2urr>