



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
APRIL 14, 2020 – 7:00 P.M.

*(The meeting will be livestreamed on Facebook)*

Declarations of Emergency have been made at all levels of government including the Town of Christiansburg. During a declared disaster, the Code of Virginia requires and allows governing bodies of localities and other public entities to conduct their meetings in manners which are consistent with providing continuity of government and in a safe and healthy manner, and for the public safety, health and welfare for the governing body and all attendees/interested parties consistent with open government. The COVID-19 virus makes it impractical and unsafe for Christiansburg Town Council to physically assemble in one location. The virus also makes it impractical and unsafe, as well as potentially life threatening, for the public, and the Town staff, to gather in the same location. As a result, the meeting will be conducted virtually. The Council members and any necessary staff will join the meeting via electronic communications without a quorum of Town Council physically assembled at one location pursuant to, and authorized by, Code of Virginia § 2.2-3708.2(A)(3) and the Continuity of Government Ordinance passed by Christiansburg Town Council on March 24, 2020. The meeting will be streamed live on the Town of Christiansburg's Facebook page at [www.facebook.com/cburgvagov](https://www.facebook.com/cburgvagov) and will be uploaded to the Town's YouTube page once the meeting concludes. Members of the public can also call into the meeting using one of these phone numbers: +1 312 626 6799 or +1 646 558 8656 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 301 715 8592. Webinar ID: 568 303 674. Members of the public who join the meeting will be in listen-mode only. If you would like to submit public comment, please email [info@christiansburg.org](mailto:info@christiansburg.org) with your full name, address and comments prior to 6 p.m. on Tuesday, April 14.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

#### IV. CONSENT AGENDA

- A. Approval of Minutes of March 24, 2020 and April 7, 2020.

- B. Recognition of Proclamation of April 2020 as Child Abuse Prevention Month
- C. Recognition of Proclamation of April 6-12, 2020 National Public Health Week
- D. Recognition of Proclamation of April 12-18, 2020 as National Public Safety Telecommunicators Week

V. INTRODUCTIONS AND PRESENTATIONS

- A. Major Ronald Mott of the Salvation Army to present on their programs and operations.
- B. Director Karim Khan of the Montgomery – Floyd Regional Library to present of their programs and operations.

VI. CITIZEN COMMENTS (see procedures above for submitting comments)

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Recommendation to the Montgomery County Board of Supervisors to reappoint John Overton to serve another three-year term on the Montgomery Regional Economic Development Commission. Mr. Overton's current term expires May 9, 2020 and Montgomery County has requested the recommendation.
- B. Recommendation to the Montgomery County Board of Supervisors to reappoint Matthew Carroll to serve another three-year term on the Fire and Rescue Commission. Mr. Carroll's current term expires May 27, 2020 and Montgomery County has requested the recommendation.
- C. Resolution in Support of the Director of the Department of Conservation and Recreation to designate the Christiansburg Signature Park as a public recreational area and to recommend to the Commonwealth Transportation Board that recreational access funds be allocated for an adequate access road to serve the park area.
- D. Consideration of request by Montgomery County Economic Development for the Town of Christiansburg to assume site review fees for Falling Branch Corporate Park Phase II.
- E. Consideration of Resolution for Landlords to Voluntary Take Measures to Assist Tenants.
- F. Consideration of Resolution regarding Merchant Service Fees.
- G. Consideration of Lease Agreement with Fiber Technologies for 415 Cambria Street, N.W.

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

April 21, 2020, 6:00 P.M. – Work session

April 28, 2020, 7:00 P.M. – Regular meeting

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
SPECIAL MEETING MINUTES  
REGULAR MEETING MINUTES  
MARCH 24, 2020 – 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 24, 2020 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Merissa Sachs; Samuel M. Bishop; Johana Hicks; Steve Huppert; 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 Reid Broughton; Finance Director/Treasurer Val Tweedie; Public Relations Director Melissa Demmitt; Police Chief Mark Sisson; Fire Chief/Fire Marshal Billy Hanks; Planning Director Will Drake.

**I. CALL TO ORDER**

- A. Moment of Reflection. Mayor Barber encouraged all to keep those affected by the coronavirus in their thoughts and prayers.
- B. Pledge of Allegiance.

**II. ADJUSTMENT OF THE AGENDA**

**III. PUBLIC HEARINGS –**

(Rezoning and Conditional Use Permit requests by Magnolia Point Community, LLC - postponed)

**IV. CONSENT AGENDA**

- A. Approval of Minutes of March 3, 2020 and March 10, 2020.
- B. Schedule Public Hearing on May 12, 2020 for a rezoning request by Golden Triangle Development, LLC for a 2 acre property (tax map no. 530-2-87C) located north of Glade Drive SE and south of Interstate 81, adjacent to the Reagan's Pointe Subdivision. The request is to rezone the property from A – Agricultural to R-3, Multi-Family Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Schedule Public Hearing on May 12, 2020 for a Conditional Use Permit – contingent on the preceding request – to amend the approved planned housing development for the Reagan's

Pointe Subdivision. The request is to modify the approved development plan in order to allow nine additional single-family dwellings to be constructed within the development, a portion of which will be located on tax map no. 530-2-87C, in the R-3, Multi-Family Residential District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

D. Monthly Bill List.

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

V. INTRODUCTIONS AND PRESENTATIONS

A. Montgomery - Virginia Tech Executive Airport Director Michael St. Jean to present on airport operations (via teleconference).

Mr. Michael St. Jean thanked Council on behalf of the airport authority for the opportunity to provide an update on airport operations. Mr. St. Jean explained the structure of the airport authority by the General Assembly in 2001, comprised of Christiansburg, Blacksburg, Virginia Tech, and Montgomery County, and he talked about the authority's mission and vision statements that guided the authority as an economic development tool. Mr. St. Jean provided an overview of airport operational revenue and expenditures, both of which have seen an upward trend over the years, and provided a breakdown of airport funding. Mr. St. Jean described planned capital improvements to the airport that would increase airport capabilities, furthering its ability to attract economic development in the region, and offered to answer questions of Council. Councilwoman Hicks asked how many Christiansburg residents utilized the airport for Christiansburg business. Mr. St. Jean responded that the airport did not collect data on where airport users were from, but stated that many Christiansburg businesses did utilize the airport for business purposes and provided numerous examples.

B. Finance Director/Treasurer Val Tweedie to present draft Fiscal Year 2020-21 Budget.

Council was provided a copy of the draft annual budget for review in preparation for the initial draft budget presentation. Finance Director/Treasurer Val Tweedie presented an overview of the draft budget and highlighted revenue projections that took into consideration economic impacts of the coronavirus, and included an increase in water rates, which is a flow through increase to the NRV Regional Water Authority. Ms. Tweedie reported on projected appropriations, and capital equipment and projects, then offered to answer questions of Council. Council discussed the potential impact of the coronavirus pandemic on the Town Park development project, and Town Manager Wingfield noted he was in communication with Faulconer Construction regarding potential cutbacks to park development due to current events as well as delaying construction a year. Mayor Barber requested Council be provided with a budget summary that did not include funds for the Town Park as a comparison to the current draft budget.

## VI. CITIZEN COMMENTS

- A. Citizens were provided the opportunity to submit emails to [info@christiansburg.org](mailto:info@christiansburg.org) if they preferred instead of attending the meeting. Council received one email from a citizen regarding the request by Magnolia Point Community LLC to rezone property (public hearing cancelled due to COVID-19 State of Emergency Declaration) located at the intersection of Peppers Ferry Road and New Village Drive (email attached). The citizen—Andrew—expressed concern that increased residential development in the area of New River Village would put additional burden on an already unstable and inadequate internet service, and he asked Council to consider incentivizing internet service providers to develop more reliable internet options.

## VII. COMMITTEE REPORTS

- A. At Mayor Barber's request, Police Chief Sisson and Fire Chief Billy Hanks provided an update on the proactive efforts of the Montgomery County Public Health Task Force to keep the community informed on ways to prevent the spread of COVID-19, and to prepare for managing confirmed cases of the virus. The task force meets daily and is in frequent communication with Virginia's Department of Emergency Management. Chief Sisson noted that early planning has allowed Montgomery County to be regionally ahead of any locality in Virginia in preparedness for the pandemic. Chief Hanks encouraged citizens who think they have COVID-19 to contact the Virginia Department of Health hotline.

## VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Council action on:
  - 1. Conditional Use Permit request by Cole Shows Amusement Co., Inc. (applicant) for property owned by Rockstep Christiansburg, LLC for a carnival at 782 New River Road, N.W. (tax map no. 435-A-41) in the B-3, General Business zoning district. The Public Hearing was held March 10, 2020.

Planning Director Will Drake presented the Planning Commission recommendation for approval of the CUP with fifteen conditions. Mr. Drake recommended that the carnival dates be amended to “unspecified future dates” due to the current “stay-at-home” order resulting from the COVID-19 pandemic. Councilman Stipes made a motion to issue the CUP, with the amendment recommended by Planning Director Drake and added that the Town Manager should approve the date change if it occurs, and the motion was seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye. Mr. Cole said he would notify the Town if a delay is necessary and coordinate the rescheduled dates if necessary with the Town Manager.

- B. Resolution Adopting Temporary Tax Relief Measures for Hospitality Businesses.

Assistant Town Manager Andrew Warren provided a brief overview of the resolution, which was included in the agenda packet for review. Councilman Stipes proposed extending the temporary relief measures from 90 days to 120 days, which Council supported. Councilman Stipes made a motion to adopt the resolution as amended, seconded by Councilwoman Sachs.

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

C. Resolution Adopting Temporary Utility Billing Measures for Coronavirus Emergency Response.

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

D. Consent to Director of Emergency Management's Declaration of Local Emergency.

Councilman Showalter made a motion to give consent to the Director of Emergency Management's Declaration of Local Emergency, seconded by Councilwoman Sachs. Council voted on the motion as follows: Bishop – Aye; Hicks – Aye; Huppert – Aye; Sachs – Aye; Showalter – Aye; Stipes – Aye.

E. Ordinance in Accordance with Code of Virginia § 15.2-1413 Confirming the Declaration of Local Emergency and Providing for the Continuity of Government.

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

IX. STAFF REPORTS

A. Town Manager:

- Noted a confirmed case of COVID-19 at the New River Valley Medical Center. The patient is a Radford University student.
- A COVID-19 command center has been set up at the New River Valley Mall.
- A test site will be announced as soon as test kits are available.

B. Town Attorney:

C. Other Staff:

IX. COUNCIL REPORTS

- A. Councilwoman Hicks requested Council provide assistance to restaurants, and other businesses, in addition to the measures already taken, specifically a reduction in meals tax over the next year and eliminating the water rate increase proposed in the annual budget for FY 2020-2021.
- B. Councilman Stipes thanked Chief Sisson and Chief Hanks for the update on COVID-19 preparations, and he encouraged all to pray for the community and all those impacted by the pandemic.
- C. Councilman Huppert echoed Mr. Stipes' comments and said it was reassuring to know of the preparations being made within the community. Mr. Huppert thanked task force members and said he was proud to be a resident of Christiansburg.

- D. Councilwoman Sachs called attention to the t-shirt she was wearing, which encouraged frequent, thorough handwashing to prevent the spread of COVID-19. Ms. Sachs said, with the support of Mayor Barber, she had created a short video about handwashing as an educational Public Service Announcement (PSA). She encouraged citizens to create their own PSA videos on ways to prevent the spread of COVID-19 and to send them to the town using hashtag “Are You a Handwashing Hero”.
- E. Mayor Barber noted that the Vietnam Veteran’s Day sign had been placed in the downtown area this morning. Mr. Barber thanked Merissa Sachs and LOGO Hub for donating the sign.

XI. OTHER BUSINESS

XII. ADJOURN

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:36 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor

**Public Comments Submitted to [Info@christiansburg.org](mailto:Info@christiansburg.org) Prior to the March 24, 2020 Council Meeting**

Good morning,

My question pertains to the request by Magnolia Point Community LLC to rezone property located at the intersection of Peppers Ferry Road and New Village Drive (Tax Map No. 434-A-8A) from agricultural to multi-family residential.

The COVID-19 emergency has caused a surge in persons working from their homes. As a result, many of the residents of New River Village have experienced problems with weak, unstable, or insufficient internet. While the COVID-19 issue will hopefully be short lived, it illustrates an issue plaguing much of SW-VA and rural communities across the US: Non-competitive and sub-par Internet Service Provider (ISP) options.

New River Village ultimately has two options for home internet: Shentel cable or point-to-point satellite, neither of which match the bandwidth, speed, or latency of competitors available to other residents of Christiansburg and nearby areas. If the lot were to be rezoned and developed, thus adding further strain to New River Village's lines, would the Town Council incentivize or require ISPs to develop affordable, fast, and reliable internet options to undeserved areas like New River Village.

Thank you for your time. I wish you the best of health,

Andrew ([jamcw07@gmail.com](mailto:jamcw07@gmail.com))

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **PROCLAMATION**

### **CHILD ABUSE PREVENTION MONTH**

WHEREAS, preventing child abuse and neglect is a community goal that depends on involvement among people throughout the community; and,

WHEREAS, child maltreatment can occur when people find themselves in stressful situations, without community resources, and without the ability to cope; and,

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and,

WHEREAS, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and,

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community.

NOW, THEREFORE, I D. Michael Barber, Mayor of the Town of Christiansburg, Virginia do hereby proclaim the month of April as Child Abuse Prevention Month, and do call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in community efforts to support families, thereby preventing child abuse and neglect, and strengthening the community in which we live.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the SEAL of the Town of Christiansburg to be affixed hereto this March 31, 2020.

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

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## PROCLAMATION

### National Public Health Week

WHEREAS, the week of April 6-12, 2020 is National Public Health Week, and the theme is NPHW@25: Looking Back, Moving Forward; and

WHEREAS, the New River Health District is committed to protecting all citizens in the New River Valley at all times, preventing disease, and promoting health and wellness; and

WHEREAS, the New River Health District works to prevent deaths from chronic disease by encouraging citizens to make healthy lifestyle choices like maintaining a healthy weight, being active, not smoking and adhering to recommended screening tests; and,

WHEREAS, protecting the public through vaccinations has been one of the greatest accomplishments in public health in order to prevent disease; and

WHEREAS, promoting a healthy environment through disease investigation, restaurant inspections, water testing, citizen preparedness for disasters and emergencies, identifying and controlling communicable diseases, preventing injuries, preventing drug use and abuse are a few instances of how public health works to ensure the public is protected; and

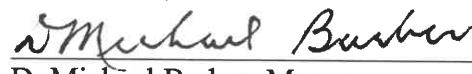
WHEREAS, having a strong public health system is vital in order to fulfill the goal of creating a healthy Town of Christiansburg that will be seen as a critical part of creating the Healthiest State in the Nation.

NOW, THEREFORE, I D. Michael Barber, Mayor of the Town of Christiansburg, do hereby proclaim April 6-12, 2020 as

### National Public Health Week

and encourage all citizens to lead a healthier life by making better choices in what they eat, how they live and what they do each and every day.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the SEAL of the Town of Christiansburg to be affixed hereto this March 31, 2020.

  
D. Michael Barber, Mayor

# TOWN OF CHRISTIANSBURG

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## **PROCLAMATION DECLARING APRIL 12-18, 2020 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,

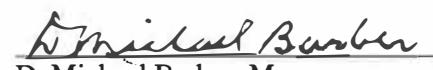
WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

WHEREAS, Public Safety Telecommunicators of the New River Valley Emergency Communications Regional Authority has 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 PROCLAIMED that I, D. Michael Barber, Mayor of the Town of Christiansburg, on behalf of and with the support of Christiansburg Town Council, do hereby declare the week of April 12 through 18, 2020 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.

ADOPTED, this March 31, 2020.

  
D. Michael Barber, Mayor



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

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
April 14, 2020

**ITEM TITLE:**

Resolution in Support of the Director of the Department of Conservation and Recreation to designate the Christiansburg Signature Park as a public recreational area and to recommend to the Commonwealth Transportation Board that recreational access funds be allocated for an adequate access road to serve said park area

**DESCRIPTION:**

The Town of Christiansburg intends to submit a full application to VDOT under the Recreational Access Funding Program for the construction of the Park Access Road construction. To secure the funding sought through the Recreational Access Funding Program, the Director of the Department of Conservation and Recreation must designate the Christiansburg Signature Park as a public recreational area and recommend to the Commonwealth Transportation Board that recreational access funds be allocated for an adequate access road to serve this park area. Additionally, the new roadway including the bikeway when constructed will be added to and become a part of the road system of the Town of Christiansburg.

**POTENTIAL ACTION:**

Council to approve Resolution

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**ITEM HISTORY:**

The Town submitted a pre-application for Recreational Access Funds to the VDOT Residency on March 5, 2020. The full application will be submitted to the VDOT Salem District upon approval of the Resolution.

**Information Provided:**

Draft Resolution

<https://christiansburg.box.com/s/ks9qrt8i86bsi9qokd5hsz23lji3ssaz>



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

April 14, 2020

**ITEM TITLE:**

Consideration of request by Montgomery County Economic Development for the Town of Christiansburg to assume site review fees for Falling Branch Corporate Park Phase II

**DESCRIPTION:**

Montgomery County Economic Development purchased the Cox property containing approximately 125.8 acres and is seeking to develop the property for marketing purposes. The Town and County are in agreement to bring the property into Town and Town Council had agreed to fund up to \$300,000 toward a Go Virginia grant application for utility extension to serve a building pad on the property at the September 25, 2018 Town Council meeting. Montgomery County Economic Development has requested that the Town assume site review fees (but not any permit fees) for the facilitation of the development of the property.

Montgomery County Director of Economic Development Brian Hamilton has requested the following fees to be assumed by the Town for the development review of Falling Branch Corporate Park Phase II. According to Mr. Hamilton, the grading plans, road, and utilities were developed by a Virginia Economic Development Partnership (VEDP) grant on a one to one match with Montgomery County. By finishing these plans, it moves the sites readiness from a Level 3 to a Level 4 (scale is one to five for greenfield sites) and makes it more competitive overall to attract larger scale industries. These grading plans cover both main sites. In order to balance the site, cut from "pad one" needs to be compacted on "pad 2."

Proposed Fees to be assumed by the Town:

|  |          |
|--|----------|
| Site plan review fee, 129 acres  | \$6,700  |
| Virginia Stormwater Management Program fee, Town portion, 80 acres disturbed | \$4,392  |
| Total  | \$11,092 |

Mr. Hamilton will be available on Tuesday at the meeting (via Zoom) to present and answer questions as needed.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**Information Provided:**



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

April 14, 2020

**ITEM TITLE:**

Consideration of Resolution for Landlords to Take Voluntary Measures to Assist Tenants

**DESCRIPTION:**

With the understanding that the COVID-19 pandemic has caused economic hardships for most of the Town's residents, it is recognized that many tenants may be particularly affected by the economic downturn and may become at risk of falling behind on rent and at risk of losing their home. The resolution encourages those who have the ability to assist in helping residents do their part in the response and requests that landlords consider voluntary measures for relief of tenants if needed. The resolution is an effort to reinforce the idea that we will get through this unprecedented time if we take care of each other and work together.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

# TOWN OF CHRISTIANSBURG

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## **RESOLUTION REQUESTING LANDLORDS TO TAKE VOLUNTARY MEASURES TO ASSIST TENANTS**

**WHEREAS**, COVID-19 has caused economic hardships for Town residents, many of whom are tenants within the Town of Christiansburg; and,

**WHEREAS**, Town Council has taken actions to assist in economic hardships for businesses and residents; and,

**WHEREAS**, Town Council believes those who have the ability to assist in economic hardships for residents should do their part in the response; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the Town of Christiansburg, Virginia, respectively requests that landlords within the Town of Christiansburg voluntary take the following measures for relief of tenants:

- Ask their tenants who will be unable to pay their rent on time to submit a written request for relief, including a description of their hardship or household situation.
- Offer an installment payment plan to those who seek relief that allows tenants who miss monthly rent an opportunity to make up the amount over the next twelve (12) months, with no fees or penalties.
- Waive late fees and/or penalties for those paying the rent partially, or in increments, at any times during the month, as they are able.
- Do not file eviction proceedings against any tenant who is late paying rent, instead asking those who are delinquent, to work out an installment payment plan as mentioned above.
- If you or your property staff becomes concerned about the health or welfare of any resident during the pandemic, to contact the Town, Montgomery County Social Services, Health Department, Montgomery County Emergency Assistance Program or other appropriate agency for needed assistance and/or referrals.

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 14, 2020, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Steve Huppert

Merissa Sachs

Henry D. Showalter

Bradford J. Stipes

D. Michael Barber, Mayor\*

\* Votes only in the event of a tie.



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

April 14, 2020

**ITEM TITLE:**

Discussion of Merchants Service Fees Resolution

**DESCRIPTION:**

Town Council discussion of whether the Town should take a formal stance on Merchants Service Fees charged by credit card companies. These fees are charged on the 5.3% state sales tax on all Virginia purchases subject to sales tax. The discussion should determine if the Town wants to take a formal position on the rate for timely payment (currently 1.0%), so that it may better correspond to the business expenses. Staff has not prepared a resolution, but would do so at the direction of Town Council.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Town Council

**Meeting Date:**

April 14, 2020

**ITEM TITLE:**

Consideration of Lease Agreement with Fiber Technologies Solutions, LLC for 415 Cambria Street, N.W.

**DESCRIPTION:**

Lease of approximately 10,000 square feet of warehouse space in the front, left portion of the building and a portion of approximately 1,560 square feet of office space. The entire building is approximately 48,840 square feet. While most of the building remains vacant, a portion of the building will be used for dog obedience classes in the front of the building, general Town file and furniture storage throughout the building, and public works materials, equipment, and vehicle storage in the rear of the building.

The rental period would be from May 1, 2020 to April 30, 2021, unless terminated under the provisions provided in the lease by the Tenant or the Town. The term of the lease may be extended from month to month by the tenant for one (1) additional year. The proposed rent is \$2,500.00 per month and the tenant will pay the power bill for the building.

The proposed tenant is a subcontractor of Comcast. The primary use of the warehouse space will be for storage of large spools of fiber.

**POTENTIAL ACTION:**

Take action on request.

**DEPARTMENT(S):**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**

Lease Agreement with Fiber Technologies Solutions, LLC for 415 Cambria Street, N.W.

<https://christiansburg.box.com/s/ks9qrt8i86bsi9qokd5hsz23lji3ssaz>