



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
MARCH 22, 2022 – 7:00 P.M.

(The meeting will be in-person and streamed on YouTube Live)

The meeting will be streamed live on the Town of Christiansburg's YouTube page at www.christiansburg.org/YouTube and will remain on the Town's YouTube page once the meeting concludes.

If you do not want to or cannot attend the meeting in-person, there are several contactless methods for submitting public comment. To submit public comments, please visit www.christiansburg.org/publichearings. You may also leave a voicemail with your comments at 540-382-6128, ext. 1109; mail a letter to Town Hall, ATTN: Town Council, 100 E. Main St., Christiansburg, VA 24073; use the drop box to the left of the front doors at Town Hall to leave a letter; or email info@christiansburg.org. Regardless of the method you use, please include your full name and address with your comments. Please provide comments prior to 6:00 p.m. on Tuesday, March 22, 2022, for the comments to be distributed to Town Council before the meeting.

REGULAR MEETING

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. Conditional Use Permit request by Jacqueline Marshall, owner, and Shaun Chuyka, lessee, to allow a contractor's equipment storage yard in the General Business District (B-3) on

property located at 301 Depot Street, N.W. (Tax Parcel 526 – ((23)) – (BK1) – 12, Parcel ID 007535). The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

- B. An ordinance regarding a rezoning request by John D. and Arnedo V. Elmore, owners, and Garand Hopkins III, contract purchaser, from Agricultural District A to General Business District B-3 for a portion of the property located at 710 Peppers Ferry Road, N.W. (Tax Parcel 435 - ((A)) - 23; Parcel ID 021274). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

IV. CONSENT AGENDA

- A. Approval of Minutes of March 8, 2022
- B. Monthly Bill List
- C. Resolution recognizing March 29, 2022, as Vietnam Veteran's Day
- D. Resolution recognizing April 4 – 10, 2022 as National Public Health Week
- E. Resolution recognizing April 10 – 16, 2022 as National Public Safety Telecommunicators Week
- F. Resolution recognizing April 2022 as Child Abuse Prevention Month

V. INTRODUCTIONS AND PRESENTATIONS

- A. Information Technology Director Craig Hatmaker to update Council on the IT Department
- B. Finance Director Valerie Tweedie and Town Manager Randy Wingfield to present the proposed Fiscal Year 2022-2023 Budget.

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

- A. Bishop and Hockett – Street Committee Report/Recommendation
 - 1. Plat of Lot Line and Public Utility Easement Relocation between Tax Parcel 529 ((47)) 2D and Tax Parcel ((34)) 2A located on Corporate Drive in Falling Branch Corporate Park
 - 2. Plat Showing Subdivision of Tax Parcel 497 ((A)) 29 Situated on Depot Street, N.E.

3. Plat from Records Showing Right of Way Vacation and Boundary Line Adjustment for Tax Parcel 495 ((1)) 1C Situated Along Scattergood Drive, N.W.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Andi Golusky, Executive Director of NRV Cares, to request street closure of Hickock Street, N.W. (between W. Main Street and Commerce Street) on April 21, 2022, from 2:00 p.m. to 7:30 p.m. for the Spring Family Fun Festival in conjunction with Child Abuse Prevention Month
- B. Ernie Wade of the Kiwanis Club of Christiansburg to request street closure of Main Street (between Dunkley Street and Pepper Street), Franklin Street (between First Street and Commerce Street), Hickok Street (between Commerce Street and First Street), and Marvin Jarels Circle (in its entirety) for Wilderness Trail Festival on September 17, 2022, from 5:30 a.m. to 6:00 p.m.
- C. Adoption of the Emergency Operations Plan
- D. Update on Community Garden Locations
- E. Proposed Rescue Pay Increases

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 12, 2022, 7:00 P.M. – Regular Meeting

April 26, 2022, 7:00 P.M. – Regular Meeting



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

AGENDA LOCATION:
HOLD PUBLIC HEARING

Meeting Date:
March 22, 2022

ITEM TITLE:

Conditional Use Permit request by Jacqueline Marshall, owner, and Shaun Chuyka, lessee, for a contractor's equipment storage yard in the General Business District (B-3) on property located at 301 Depot Street, NW, Tax Parcel 526 - ((23)) - (BK1) - 12, Parcel ID 007535. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting a Conditional Use Permit (CUP) to allow a Contractor's Equipment Storage Yard.

The applicant states that there will be no customers coming to the location, and that all equipment and materials will be stored inside the building, except for a work truck.

On February 28, 2022, Planning Commission voted 7 to 0 to recommend approval with the following condition:

1. No external storage of equipment or materials except for company vehicles.

POTENTIAL ACTION:
Hold Public Hearing

DEPARTMENT(S):
Planning Department

PRESENTER:
Benjamin W. Tripp, Planning Director

Information Provided:

Planning Commission Minutes – February 28, 2022

<https://christiansburg.box.com/s/axy0p1fzbti75ge979exab73wib0trj>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/h49gi3q33u38ozfi2cie3u9uob7z6ne4>

Staff Report with maps

<https://christiansburg.box.com/s/9ec0leu90yt78c8obvico0bj38u19wzc>

Town Council Resolution (draft)

<https://christiansburg.box.com/s/sv8bsavkhly4rhkk3bp5kor6cfbv15qx>



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

AGENDA LOCATION:
HOLD PUBLIC HEARING

Meeting Date:
March 22, 2022

ITEM TITLE:

An ordinance regarding a rezoning request by John D. and Arned V. Elmore, owners, and Garand Hopkins III, contract purchaser, from Agricultural District A to General Business District B-3 for a portion of the property located at 710 Peppers Ferry Rd. N.W. (Tax Parcel 435 - ((A)) - 23; Parcel ID 021274). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The applicant is requesting a 1.6-acre southwest portion of the property be rezoned from Agricultural District A to General Business District B-3, in order to allow the existing self-service storage business to be expanded.

The 1.6-acre portion of the property which is the subject of this request was recently added to 710 Peppers Ferry Road from the property to the west, resulting in a combined split-zoned parcel since the newly added portion is zoned A, but the original parcel is zoned B-3. If approved, the applicant plans to discontinue the existing "Contractor Storage Yard" use and add an additional 181 "prefabricated painted steel buildings" to the existing 144 storage units. A Site Plan would be required to be submitted to the Town for approval prior to any development occurring on the site.

On February 28, 2022, Planning Commission voted 7 to 0 to recommend approval without conditions. Since that time the applicant has voluntarily proffered the following:

1. All storage units shall be prefabricated all-white power-coated metal, and of similar size.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

PRESENTER:

Benjamin W. Tripp, Planning Director

Information Provided:

Planning Commission Minutes – February 28, 2022

<https://christiansburg.box.com/s/axy0p1fzbt75ge979exab73wib0trj>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/7bsbhupwm7z51oq8h0tpfph7xxollvgw>

Staff Report with maps

<https://christiansburg.box.com/s/kn6m7bqnbrkwce0cbgtnoftmxg0356e2>

Proffer Statement

<https://christiansburg.box.com/s/aszh141tynp0l2d2ipevagckmd04fbml>

Town Council Ordinance (draft)

<https://christiansburg.box.com/s/0uhwk4x0h4kxq2629xvyetd1zultpcon>

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
MARCH 8, 2022 – 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 8, 2022, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Johana Hicks; Tanya Hockett; Casey Jenkins; Tim Wilson.

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Executive Assistant/Clerk of Council Tracy Heinline; Finance Director Valerie Tweedie; Engineering Director Mike Kelley; Chief of Police Mark Sisson; Police Officer Mike Nelson.

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Wilson.

II. ADJUSTMENT OF THE AGENDA

Mayor Barber noted there was no Monthly Bill List for the agenda. Item B. had been added to the Consent Agenda in error.

III. PUBLIC HEARINGS

IV. CONSENT AGENDA

- A. Approval of Minutes of February 22, 2022
- B. Monthly Bill List
- C. Resolution recognizing March 21, 2022, as Down Syndrome Awareness Day

- D. Award contract to Boxley Materials Company in the amount of \$579,043.50 for construction of the Primary Extension Paving – Roanoke Street, Depot to US 460 Bypass Interchange subject to VDOT’s concurrence.

Councilman Showalter made a motion to approve the Consent Agenda items A., C., and D. Councilwoman Hicks seconded the motion and Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett-Aye; Councilman Jenkins – Aye; Councilman Showalter – Aye; Councilman Wilson – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Police Chief Mark Sisson to provide update on the AXON body camera program

Chief Mark Sisson presented the new AXON body camera and passed one of the devices around to Council. Mr. Sisson explained that thirty-two new dash cameras had been installed in police vehicles in November 2021 as well. He expressed that the new AXON program was a logistical project that took many people to bring to fruition. He talked about the goals of the program and how both the body and dash cameras would enhance the accountability of the officers and reduce citizen complaints. Mr. Sisson also noted that after training of personnel, the new Taser 7 had been issued to sworn designated officers in February 2022. He explained that according to research, post users of the Taser 7 expressed there was over a 60% reduction in officer and citizen injury. Mr. Sisson explained that his department was in the process of scheduling Axon Academy officer training for the Taser 7’s and for de-escalation of mentally ill suspects. He talked about the capabilities of the new body camera and the in-car system including audio redaction and facial/object redaction. He also included that Town residents could upload a home security recording to the cloud-based system if needed and those transcriptions could be provided to the courts for prosecution. Mr. Sisson concluded that in the future he would like to see the Town take advantage of the Axon Air system that would include drones for the Police Department.

Councilwoman Hockett questioned the storage of the body camera content and how long footage could be kept. Mr. Sisson answered that the Police Department follows the Virginia retention rules to keep and redact evidence. Councilman Wilson asked if the Police Department currently utilizes drones. Mr. Sisson explained that the Police Department uses the Sheriff’s Department drone if needed but there was currently allowance in the budget for a drone and expressed that it would cost approximately \$30,000 for one.

- B. Engineering Director Mike Kelley to provide Engineering Department update

Mike Kelley updated Council on the Engineering Department and talked about the department’s core responsibilities. Mr. Kelley explained the department was primarily responsible for the Town’s compliance and supporting other town departments with compliance. He touched on environmental programs and Engineering’s responsibility for administering several programs that originate at the Federal level with the Clean Water Act. He talked about the Virginia Stormwater Management Program (VSMP) and how the Town is responsible for plan review, construction inspection and past construction

responsibilities. Mr. Kelley spoke about the Municipal Separate Storm Sewer System Program (MS4) and the responsibility of the Engineering Department to address stormwater pollution and improve impaired waters. He explained the Engineering Department takes the lead as far as private land development in the Town and the focus of this review effort is the staff Technical Review Committee (TRC). He explained the committee provides a review and approval process for private development projects. Mr. Kelley presented Council with FY 2021 land development statistics and included totals for plan review, utility installation, and right-of-way permits. He talked about the Town's GIS system and explained it was maintained by the Engineering Department and basically is designated to capture and store geographical data. He stated that the public had access to the GIS system as well and that it was accessible through the Town's website. Mr. Kelley walked through the process of capital projects in Engineering and expressed that the process begins with discussions with the project stakeholders and developing the "project need". He explained that from this discussion items would be developed in support of the project. Mr. Kelley concluded with several videos showing capital projects the Town had worked on recently and some that are still active. Councilwoman Hicks inquired if the Engineering Department was involved with the Town's Comprehensive Plan. Mr. Kelley explained that the department would provide technical support for the development of the Comprehensive Plan.

VI. CITIZEN COMMENTS

Charles Robins, 1720 Old Farm Village, addressed Council concerning a need for a community garden in the Town. He explained that due to food costs rising he felt a community garden could aid in helping citizens in Town that could not afford to shop. Mr. Robins asked if Council could help find an answer for locations for a garden. Mr. Wingfield explained there were currently three locations in Town for community gardens and expressed there could be additional alternative locations. He noted an area on Roanoke Street (former Eanes property), a location near Kamran Court, and a property off Route 114 (in Slate Creek Commons) were three locations that currently have community gardens. He explained that these locations had not been tilled but the Town had utilized in the past. He added that he and Parks and Recreation Director Brad Epperley were reviewing alternative locations before authorizing the tilling process to get started. Councilman Showalter asked Mr. Wingfield to please keep Mr. Robins updated on the situation. Councilwoman Hockett inquired if there were signs at these locations. Mr. Wingfield answered that currently there were no signs for the community gardens, but they were open to the public since they are on Town property.

VII. COMMITTEE REPORTS

A. Central Business Committee

Councilwoman Hicks reported that the Central Business Committee was currently working on a description of the committee and welcomed input from Council. Councilman Jenkins explained the committee wanted to widen the scope of what Central Business is and to look at all the historic and commercial districts. Mr. Jenkins also explained that by utilizing the Placemaking Plan the Regional Commission had provided,

they could move forward with how that informs the committee's decision in all the commercial areas.

B. Street Committee

Councilwoman Hockett reported a parking issue on Hampton Boulevard in Town and explained that large trucks were parking on both sides when staying in the area. Mrs. Hockett expressed that this limits access for first responders as well as access to the daycare center in that area. She explained the Street Committee had recommended "No Parking" signs on one side of the street and the signs would continue down into the cul-de-sac.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Resolution for the disposition of a Town-owned lot at the intersection of West Street and Johnston Street (Tax Parcel 497 – ((12 Sec 3)) – 16A; Parcel ID 070451). The public hearing was held on February 8, 2022.

Mayor Barber explained this item had been placed out for bid and Joseph Stump (owner of the adjoining properties) had offered a bid of \$1,500. Mr. Wingfield explained the County assessment on the property was \$5,900 and the lot was not large enough to build on.

Councilwoman Hicks made a motion to approve the resolution for the disposition of a Town-owned lot at the intersection of West Street and Johnston Street and accept the offer. Councilwoman Hockett seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- B. Conditional Use Permit request by Rockstep Christiansburg, LLC for operation of a carnival from April 27, 2022, through May 8, 2022, on property located at 782 New River Road N.W., (Tax Parcel 435 – ((A)) – 41; Parcel ID 007741) in the B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held February 22, 2022.

Councilman Showalter made a motion to approve the conditional use permit request for operation of a carnival at 782 New River Road N.W. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- C. Conditional Use Permit request by Taylor E. Linkous and Blair Lawton, LLC for a business auction house on property located at 2790 Roanoke Street (Tax Parcel 501 – ((5)) – 2; Parcel ID 030021) in the B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held February 22, 2022.

Councilwoman Hicks stated that at the last Council meeting she had asked for information on the items that would be auctioned at this property. Mrs. Hicks expressed that firearms and ammunition had not been included. She expressed concern that several citizens in Town had an issue with the selling of firearms and ammunition. Mr. Linkous explained that they follow federal arms licensing regulations and were currently registered with the State Police, similar to pawn stores.

Councilman Showalter made a motion to approve the conditional use permit request for a business auction house located at 2790 Roanoke Street. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

D. Sunset Cemetery burial plot sales prices

Town Manager Wingfield informed Council of the opening of a new section at Sunset Cemetery and explained that burial plot fees are typically increased with cemetery expansion. He stated that currently the fee is \$1,000 for a burial plot and the Town would like to increase that fee to \$1,200. Mr. Wingfield explained the new addition would hold 840 new burial plots. Councilman Showalter expressed his concern on raising the plot fees and stated he would not vote for an increase due to the pandemic and inflation. Councilwoman Hicks expressed that the cemetery does allow payment plan options for this type of service and there was not a great deal of restrictions.

Councilman Wilson made a motion to approve the increase in Sunset Cemetery burial plot fees. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Nay; Showalter – Nay; Wilson – Aye.

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield reported there would be a budget work session Tuesday, March 15th at 6 p.m. at the Town Hall.

B. Town Attorney

No report.

C. Other Staff

No report.

X. COUNCIL REPORTS

Councilman Showalter

Mr. Showalter reported that the Recreation Advisory Commission held a meeting February 7th and one of the main items discussed was the ballot boxes placed at the Town Hall, Recreation Center, and the Aquatic Center. He explained the ballot boxes were for the citizens to recommend a name for the new park. Mr. Showalter also announced that on April 22nd there

would be an event at the Recreation Center with the theme “Dress as Your Era”. He also reported that the Farmer’s Market would open again in May. He touched on the impact of the Recreation Advisory Commission and what they do for the community. He expressed that they had pushed out 164 meals to seniors in the area with grant funding.

Councilman Bishop
No report

Councilwoman Hicks
Mrs. Hicks asked Councilman Showalter what he predicted for the future location of the Farmers Market and questioned if it would stay at the Recreation Center parking lot or move back to Hickok Street. She stated there had been an increase in visitors since the market had moved to the Recreation Center location. Councilman Showalter answered that Assistant Event Coordinator Marty Gordon would communicate with the Central Business Committee about the future of the location. Mr. Showalter proceeded to inform the new Council members the reason for the Farmers Market previous and current locations. He explained the community had requested a location in downtown Christiansburg. He noted there had been several discussions pertaining to the market’s location. He explained it was moved to the Recreation Center due to a capital project and that Council could make the decision to move it back to Hickok Street when needed or let it remain at the Recreation Center. Mayor Barber expressed it was successful at the Recreation Center and he would like to see it remain there, but it was Council’s decision. Mr. Showalter brought up the difficulty of getting the community downtown into the central business area and explained that residents may prefer the Recreation Center location.

Councilwoman Hockett
No report

Councilman Wilson
No report

Councilman Jenkins
No report

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:22pm.

TOWN OF CHRISTIANBURG	PAY DATE 3-25-2022	
BILLS TO BE PAID FOR THE MONTHS OF	FEBRUARY AND MARCH	
A MORTON THOMAS AND ASSOCIATES, INC	845.00	ENGINEERING SERVICES PEPPERS FERRY AND ARBOR DRIVE
AIRECO SUPPLY INC	875.00	
ALGONQUIN PRODUCTS COMPANY	121.90	
AMELIA ELIZABETH TUCKWILLER	50.00	RECREATION COMMISSION
B & K TRUCK ACCESSORIES	4,940.00	WEATHERGUARD TOOL BOXES AND FLOOR MATS PW
BANE OIL COMPANY, INC	6,192.00	OFF ROAD DIESEL
BEVERLY J BRIDGES	50.00	RECREATION COMMISSION
BLUE RIDGE ANALYTICAL LLC	890.00	
BMG METALS INC	165.99	
BORING CONTRACTORS INC	60,353.10	CONSTRUCTION TOWER ROAD
CARDINAL TOOLS, SALES & SERVICE, INC	686.00	
CARGILL, INC.	19,172.29	DEICER
CHA CONSULTING INC	158,876.80	ENGINEERING SERVICES DESIGN BIOSOLD CENTRIFUGE
CIVIC PLUS	2,192.47	WEBSITE HOSTING AQUATICS
CMC SUPPLY, INC.	882.98	
COLE TRUCK PARTS, INC	3,287.67	VEHICLE EQUIPMENT MAINTENANCE AND REPAIR PW
CONCRETE PIPE & PRECAST LLC	351.00	
CORE & MAIN LP	626.04	
DALE'S GARAGE	834.95	
DATA MANAGEMENT, INC	1,208.30	
DELL MARKETING L.P.	3,375.00	DOCKING STATIONS AND LAPTOPS
DUNCAN FORD MAZDA	2,118.84	
DV-S LLC DBA ALPINE ARMS	12,892.50	PD NIGHT VISION
E. C. PACE COMPANY INC	77,745.22	CONSTRUCTION PEPPERS FERRY AND ARBOR DRIVE
EAST COAST EMERGENCY VEHICLES, LLC	1,186.50	LIGHT BARS FOR TOWN VEHICLES
ELECTRICAL SUPPLY CO	776.20	
ENVIRONMENTAL RESOURCE ASSOC.	526.62	
EPLUS TECHNOLOGY INC	1,972.00	IT BACKUP SERVICES
EU AUTOMATION INC	3,471.00	FLOW METER WWTF
FASTENAL COMPANY	364.50	
FAULCONER CONSTRUCTION INC	239,542.50	CONSTRUCTION NEW PARK
FERGUSON ENTERPRISES, INC.#75	21,739.65	PIPE, PARTS, FITTINGS AND SUPPLIES WATER AND WASTE WATER
FIRE RESCUE AND TACTICAL, INC	70.14	
FISHER AUTO PARTS, INC.	415.47	
FISHER SCIENTIFIC CO.	81.39	
FLEET PRIDE, INC	3,121.16	VEHICLE EQUIPMENT MAINTENANCE AND REPAIR PW
FLEXIBLE SOLUTIONS INC	1,150.00	
GALLS, AN ARAMARK COMPANY	500.49	
GAY AND NEEL, INC.	1,188.75	
GRAINGER	349.66	
HAJOCA CORPORATION	1.19	
HARVEY CHEVROLET CORP.	154.19	
HAZEN AND SAWYER	13,390.00	LIFT STATION ARC STUDY WWTF
HOSE HOUSE, INC.	255.15	
HOUSTON N. SNODDY	450.00	
HY-TEST, INC	144.00	
INFRASTRUCTURE SOLUTIONS GROUP INC	42.99	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	136.95	
JAMES T DAVIS AUTO FINISHES	250.00	
JEREMY MADISON WILLIAMS	50.00	RECREATION COMMISSION
KAREN L DRAKE-WHITNEY	50.00	RECREATION COMMISSION
KIMBALL MIDWEST	341.72	
KING-MOORE, INC	3,000.00	IT CONSULTING SERVICES
KINGS TIRE SERVICE, INC	6,557.14	VEHICLE EQUIPMENT MAINTENANCE AND REPAIR PW
KNOX ASSOCIATES, INC DBA KNOX COMPANY	2,702.00	KNOX KEY CONTROL FIRE DEPT
KORMAN SIGNS, INC.	910.00	
LIBERTY FIRE SOLUTIONS, INC	9,973.00	FIRE ALARM PANEL AQUATICS
MATTERN & CRAIG	2,420.00	ENGINEERING SERVICES PRIMARY PAVING
MCDONOUGH BLYARD PECK, INC	50,008.83	ENGINEERING SERVICES NEW PARK AND TOWER ROAD
MCGRADY-PERDUE HEATING & COOLING, INC	595.00	
MONTGOMERY DISTRIBUTORS	1,378.96	
MOORE'S BODY & MECHANICAL SHOP, INC	1,020.00	
MOTIVE POWER INC	1,672.50	BATTERIES AND CHARGERS WWTF
NAFECO INC	532.00	
NATIONAL POOLS OF ROANOKE, INC.	4,686.03	AQUATIC CENTER SUPPLIES
NEW RIVER ELECTRICAL CORPORATION	1,186.50	
NORFOLK SOUTHERN CORPORATION	55,780.57	CHRISMAN MILL CROSSING
NORTHERN SAFETY CO., INC.	203.65	

TOWN OF CHRISTIANBURG	PAY DATE 3-25-2022	
BILLS TO BE PAID FOR THE MONTHS OF	FEBRUARY AND MARCH	
NORTHERN TOOL & EQUIPMENT COMPANY, INC	254.95	
NORTHWEST HARDWARE CO INC	1,064.97	
PILOT FASTENERS LTD	331.35	
POWER ZONE	1,498.24	
PRECISION WEIGHING	513.00	
PRO CHEM INC	226.78	
PROFESSIONAL COMMUNICATIONS	7,335.88	RADIOS FOR PD
QUALITY TIRE & BRAKE SERVICE	2,685.00	VEHICLE REPAIR AND MAINTENANCE
ROANOKE ELECTRIC SUPPLY INC	1,604.80	
SALEM STONE CORPORATION	17,070.72	SAND STONE GRAVEL FOR STREETS AND WATER
SANDS ANDERSON	16,708.00	LEGAL SERVICES
SANICO, INC	3,985.86	JANITORIAL SUPPLIES TOWN WIDE
SCHAEFFER MANUFACTURING COMPANY	420.72	
SHELOR MOTOR MILE	240.00	
SHIRLEY C. HALLOCK	50.00	RECREATION COMMISSION
SISSON & RYAN LLC	2,616.80	SAND STONE GRAVEL FOR STREETS AND WATER
SNAP-ON TOOLS	14.35	
SOUTHERN AIR, INC	23,746.64	MAINTENANCE CONTRACT FOR TOWN HVAC SYSTEMS
SOUTHERN REFRIGERATION CORP.	1,293.04	
STERN, CONRAD AND SCHMIDT CONSULTING ENGINEERS, INC	6,086.32	ENGINEERING SERVICES LANDFILL CLOSURE
STEVEN CARLYLE SIMMONS	50.00	RECREATION COMMISSION
SUNAPSYS, INC	17,000.00	REPLACE BLOWER #3 WWTF
SW SERVICES	3,276.12	VALVES AND REPAIRS WWTF
TAYLOR OFFICE & ART SUPPLY, INC	4,209.90	OFFICE SUPPLIES TOWN WIDE
TESSCO	24.71	
THE BATTERY STATION LLC	785.80	
THE KERCHER GROUP, INC	3,600.00	ENGINEERING SERVICES PAVEMENT MANAGEMENT
TRANE	1,173.69	
TYLER TECHNOLOGIES, INC	12,600.00	IMPLEMENTATION SERVICES NEW FINANCIAL SOFTWARE
ULINE	256.72	
UNIFIRST CORPORATION	3,235.79	UNIFORMS PW
UNITED RENTALS, INC.	671.25	
VALLEY BOILER AND MECHANICAL, INC	1,900.00	REPAIR BOILER WWTF
VAREC BIOGAS INC	2,330.10	PREVENTATIVE MAINT KIT FOR DRIP TRAP WWTF
VEST'S SALES & SERVICE, INC.	131.60	
VIRGINIA UTILITY PROTECTION SERVICE, INC	473.55	
VSC FIRE & SECURITY, INC	175.00	
WETLAND STUDIES AND SOLUTIONS, INC	1,889.23	ENGINEERING SERVICES CULVERT DESIGN
WILSON BROTHERS INCORPORATED	2,171.70	VEHICLE EQUIPMENT MAINTENANCE AND REPAIR PW
WITMER PUBLIC SAFETY GROUP, INC	336.99	
WRANGLER HOLDCO CORP	28,447.26	RECYCLING CONTRACT
ZOLL MEDICAL CORP.	139.13	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	FEBRUARY AND MARCH	
VENDOR	AMOUNT PAID	DESCRIPTION
ABSOLUTE CONSTRUCTION	3,000.00	CONCRETE PAD PARKS AND REC
ADVANCE AUTO PARTS	150.37	
ALL SEASONS PEST CONTROL	90.00	
ALGONQUIN PRODUCTS CO	2,431.19	PIPES AND SUPPLIES WWTP
ALL SEASON PEST CONTROL	95.00	
AMAZON CAPITAL SERVICES INC	4,381.55	MISC SUPPLIES TOWN WIDE
AMERICAN FLAGPOLE & FLAG CO	439.80	
AMERICAN RED CROSS	451.00	
ANTHEM BLUE CROSS BLUE SHEILD	210,472.09	EMPLOYEE INSURANCE
APPALACHIAN POWER	65,582.22	ENERGY BILLS TOWN WIDE
ARC3 GASES	965.49	
ASSURED PARTNERS CAPITAL INC	9,120.00	BENEFITS CONSULTING
ATCOM	225.00	
AT & T MOBILITY	175.02	
ATMOS ENERGY	23,696.83	ENERGY BILLS TOWN WIDE
BECKNER BOILER CO	2,270.10	REPAIR BOILER WWTP
B&S CONTRACTING INC	4,281.75	ASPHALT MIX
BLUE RIDGE ANALYTICAL LLC	1,482.00	TESTING WWTP
BMG METALS INC	40.02	
BMS DIRECT	13,698.75	POSTAGE AND BILL PRINTING WATER AND TAX BILLING
BOUND TREEE MEDICAL LLC	3,839.87	RESCUE SUPPLIES
CAPITAL LIGHTING & SUPPLY	129.00	
CARILION MEDICAL GROUP	201.00	
CAROLINA INDUSTRIAL	690.08	
CARTER MACHINERY CO	5,981.65	EQUIPMENT MAINTENANCE AND REPAIR
CARDMEMBER SERVICES	27,099.05	EQUIP-SUPPLIES 13210.64 DUES 1252 SCHOOLS 8553 TRAVEL 701.61 SOFTWARE 2267.55 UNIFORMS 859.92 FIRE/RESCUE RECRUITING 254.33
CECILIA ELLINGTON	800.00	ROCKING MAIN EVENT
CHANDLER CONCRETE COMPANY	150.00	
CFS BLUE RIDGE DISPOSAL	707.00	
CITIZENS	4,554.38	PHONE BILL AND INTERNET
CLARK GAS & OIL	1,691.14	FUEL FIRE DEPT
CMC SUPPLY	2,593.00	SUPPLIES WATER AND WASTE WATER
CURTISS BAY MEDICAL WASTE VIRGINIA LLC	109.25	
DELTA DENTAL	17,196.90	EMPLOYEE DENTAL INSURANCE 2 MONTHS
DISPLAY SALES	300.00	
DON'S AUTO CLINIC	1,209.68	VEHICLE MAINTENANCE AND REPAIR
DS SERVICES CRYSTAL SPRINGS	238.68	
DUES AND MEMBERSHIPS	1,405.00	pd 50 WWTP 670 fire 390 P&R 25
ELECTRICAL SUPPLY CO	475.00	
ELEVATING EQUIPMENT INSPECTIONS SERVICES	575.00	
ELEVEN WEST INC	3,318.75	JERSEY'S REC CENTER BASKETBALL
ENNIS INC	1,058.15	
EXCEL TRUCK GROUP	54.86	
EXPRESS SERVICES INC	1,048.30	
FAPS HOLDING INC	57.70	
FASTENAL	136.29	
FEDERAL EXPRESS	245.84	
FERGUSON ENTERPRISES INC	1,998.50	PIPES AND FITTINGS WATER AND WASTE WATER
FIRE & RESCUE TACTICAL INC	2,310.49	SUPPLIES RESCUE AND FIRE
FORILINE INC	1,995.00	
GALLS AN ARAMARK COMPANY	501.13	UNIFORMS PD
GATES FLOWERS	60.00	
G&H APPLIANCE INC	999.00	WASHING MACHINE AQUATICS

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	FEBRUARY AND MARCH	
VENDOR	AMOUNT PAID	DESCRIPTION
GODWIN MANUFACTURING CO INC	440.96	
GRANITE TELECOMMUNICATIONS LLC	6,670.31	PHONE SERVICES
HALL'S GARAGE DOOR INC	1,450.00	RESCUE DOOR
HIGHLAND TREE CARE	1,450.00	TREE REMOVAL
HI-D-HO DOG TRAINING INC	2,340.00	TRAINING REC CENTER
HOLLYBROOK MULCH	1,204.00	
HONEST ROYAL CLEANING	5,284.55	JANITORIAL SERVICES AQUATICS AND RECREATION
HUMANE SOCIETY ANIMAL SHELTER	187.56	DISBURSE DMV PLATE FEES
IMAGE TREND INC	2,028.74	SOFTWARE RESCUE
INFRASTRUCTURE SOLUTIONS GROUP INC	4,302.30	HOSES SUPPLIES WWTP
INTEGRITY DATA	544.75	
JOHNSON CONTROLS INC	1,974.40	
JORDAN OIL	7,003.07	OFF ROAD DIESEL
JULLIARD CORPORATION	626.50	
KIWANIS CLUB OF CHRISTIANBURG	819.00	REIMBURSE PARTIAL INSURANCE COST KIWANIS FIELDS
KLA ENTERPRISES	14.88	
LITERACY VOLUNTEERS	1,655.00	ANNUAL COMMUNITY SUPPORT
M&V ASSOCIATES	1,942.50	ASPHALT MIX
MANSFIELD OIL	47,980.98	FUEL TOWN VEHICLES
MARKETING ON MAIN STREET LLC	705.01	SHIRTS AQUATICS
MCKESSON MEDICAL SURGICAL GOVERNMENT SOLUTIONS L	1,156.95	SUPPLIES RESCUE
MEDEXPRESS URGENT CARE PC	59.00	
MIDWAY PRODUCTION SERVICES	2,350.00	ENTERTAINMENT PARKS & REC
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	71,255.06	TIPPING FEES
MONTGOMERY SANITATION SERVICES	3,200.00	PUMP STATION MAINTENANCE
MONTGOMERY CHAMBER OF COMMERCE	2,035.00	ADVERTISING
MONTGOMERY MUSEUM	50,000.00	BLDING ACQUISITION CONTRIBUTION
MOTION PICTURE LICENSING CORP	697.65	
MOUTAIN VIEW HUMAN SOCIETY	187.57	DISBURSE DMV PLATE FEES
NATIONAL TIME & SIGNAL CORPORATION	1,876.49	
NETWORK FLEET	436.56	
NEW RIVER ENGRAVING	60.90	
NEW RIVER VALLEY MPO	3,300.00	QUARTERLY SUPPORT
NORTHERN SAFETY CO INC	517.86	
OTIS ELEVATOR COMPANY	3,662.60	REPAIRS PD ELEVATOR
PETTY CASH	185.26	
POWER LINE RENT-E-EQUIP, INC	556.20	
POWER ZONE	89.60	
QUADIENT	594.75	POSTAGE MACHINE LEASE , SUPPLIES, POSTAGE
REFUND EMS	945.76	
REFUNDS CONSTRUCTION BONDS	64,849.88	
REFUND FEES REC DEPT	609.33	
REFUND TAXES	4,334.50	
REFUND WATER/SEWER	1,894.81	
REIMBURSEMENTS EMPLOYEES	1,461.55	
THE ROANOKE TIMES	1,799.52	ADVERTISING
ROANOKE AVA AM LLC	951.64	VEHICLE REPAIRS
ROBERTS OXYGEN COMPANY INC	818.81	
ROLLER VENTURES/RODGER ROLLER JR	120.00	
SAMS CLUB	598.28	
SCHINDLER ELEVATOR COMPANY	2,175.00	ELEVATOR MAINTENANCE CONTRACT
SCHAEFFER MANUFACTURING COMPANY	416.29	
SCHOOLS	2,999.00	ENG 250 WWTP 1830 parks and rec 919
SEGRA/LUMOS	30.35	INTERNET
SHELOE MOTOR MILE	52.50	
SHERWIN WILLIAMS COMPANY	392.06	

TOWN OF CHRISTIANBURG		
BILLS PAID DURING THE MONTH	FEBRUARY AND MARCH	
VENDOR	AMOUNT PAID	DESCRIPTION
SHENTEL	1,125.20	
SIGNWISE	530.00	
SKYLINE DOOR & HARDWARE INC	1,092.33	
SPORTSENGINE INC	360.00	
SOUTHERN STATES	568.07	
SOUTHERN TEAM NEW RIVER NISSAN	795.38	
STAND ENERGY CORP	27,560.99	FUEL FOR AQUATICS
STATE ELECTRIC SUPPLY CO INC	8.32	
STAPLES BUSINESS ADVANTAGE	73.17	
SUBURBAN PROPANE	2,776.45	GENERATOR FUEL WWTP
SUPER SHOES INC	199.01	
SW SERVICES	2,076.22	PUMPS WWTP
TAYLOR OFFICE SUPPLY	553.80	
TBC ASSOCIATES IILLC DBA TIDY SERVICES	380.00	PORTA JOHNS
TELVENT USA HOLDINGS	612.00	
TESSCO	31.10	
TIME TECHNOLOGIES	765.00	
TNT PRO TINT	2,050.00	AQUATICS CENTER WINDOW TINT
TRACTOR SUPPLY	388.50	
TRANE	1,064.00	HVAC REPAIRS AQUATICS
TOWN GUN SHOP	3,555.00	
TOWN OF BLACKSBURG	96,675.00	BT TRANSIT CHRISTIANBURG SERVICES
TRAVEL	3,869.10	AQUATICS 640.22 PW 194.06 PD 840 FIRE 1625.60 RESCUE 137.67
TREASURER OF VIRGINIA	2,968.00	COUNCIL 431.55
TURPIN DISTRIBUTION SERVICES	370.00	DEQ FEES 2968
UNITED INDUSTRIAL SERVICES INC	534.90	
US CELLULAR	129.00	
VA ASSOC OF COUNTIES GROUP INSURANCE	64,570.71	1477.21 SHORT TERM DISABILITY 63093.50 WORKERS COMP
VALICOR ENVIRONMENTAL SERVICES LLC	32.78	
VERIZON	1,259.43	PHONE SERVICE
VERIZON WIRELESS	5,564.58	CELL PHONES AND TABLET DATA SERVICE
VIRGINIA BUSINESS SYSTEMS	467.71	
VIRGINIA EVERYWHERE	275.00	
VIRGINIA MEDIA	555.00	ADVERTISING
VIRGINIA RETIREMENT SYSTEMS	187,883.37	EMPLOYEE RETIREMENT
VOLSAP PLAN ADMINISTRATOR	2,187.50	
WHOOSTER INC	3,245.00	SOFTWARE PD
WEST PUBLISHING COMPANY	138.92	
WILSON BROTHERS INC	44.40	
WORDSPRINT	181.53	
XEROX CORPORATION	1,604.67	COPIER LEASES
ZEP MANUFACTURING	320.07	
ZOLL MEDICAL CORP	285.99	
TOTAL PAID BILLS	1,161,800.31	
BILLS TO BE PAID	965,707.41	PAY DATE 3-25-2022
GRAND TOTAL	2,127,507.72	

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



Resolution for Vietnam Veteran's Day March 29, 2022

WHEREAS, On January 12, 1962, America's first combat mission against the Viet Cong marked the beginning of one of the nation's longest and most challenging conflicts. Over more than a decade, the service of American men and women in uniform stood true. In honor of the more than three million who served and in tribute to those laid to rest, it remains important to reaffirm the nation's dedication in showing a generation of veterans the respect and support of a grateful nation.

WHEREAS, The Vietnam War is a story of service members of different backgrounds, colors and creeds who came together to complete a daunting mission. It is a story of Americans from every corner of the nation who left the warmth of family to serve the country they loved. It is a story of patriots who braved the line of fire, who cast themselves into harm's way to save a friend, who fought hour after hour, day after day to preserve the liberties they held dear.

WHEREAS, Eleven years of combat left an imprint on a generation. Thousands returned home bearing shrapnel and scars, and still more were burdened by the invisible wounds of post-traumatic stress, Agent Orange and memories that would never fade. More than 58,000 laid down their lives in service to the nation. Now and forever, the names of Montgomery County residents are etched on a lasting memorial at the Christiansburg Town Square as a tribute to those who bore conflict's greatest cost.

WHEREAS, On March 29, 1973, the last of the troops left Vietnam. Yet, in one of the war's most profound tragedies, many of these men and women came home to be shunned or neglected—to face treatment unbefitting their courage and a welcome unworthy of their example. Today, Americans shall reaffirm one of our most fundamental obligations: to show all who have worn the uniform of the United States the respect and dignity they deserve.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Christiansburg, Virginia declares March 29, 2022, Vietnam Veteran's Day, and do call upon the residents of Christiansburg to join in this special observance with appropriate gratitude and commemorations for veterans on the anniversary of the resolution of the Vietnam War.

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 March 22, 2022, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Tanya Hockett

Casey Jenkins

Henry D. Showalter

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



Resolution for National Public Health Week

WHEREAS, the week of April 4 - 10, 2022 is National Public Health Week, and the theme is Public Health is Where You Are; 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, BE IT RESOLVED that Christiansburg Town Council, meeting in regular session on March 22, 2022, declares April 4 – 10, 2022 as National Public Health Week and encourages 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. Upon a call for an aye or nay vote on the foregoing resolution, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Tanya Hockett

Casey Jenkins

Henry D. Showalter

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG

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RESOLUTION DECLARING APRIL 10 - 16, 2022 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 ensuring 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 RESOLVED that the Council of the Town of Christiansburg, Virginia declares the week of April 10 - 16, 2022 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 March 22, 2022, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Tanya Hockett

Casey Jenkins

Henry D. Showalter

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG

Established November 10, 1792

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RESOLUTION FOR CHILD ABUSE PREVENTION MONTH FOR APRIL 2022

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, BE IT RESOLVED that the Council of the Town of Christiansburg, Virginia declares 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.

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 March 22, 2022, members of Council stood opposite their names as indicated:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Johana Hicks

Tanya Hockett

Casey Jenkins

Henry D. Showalter

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor



Special Events Permit Application

To apply for a special event permit for a Town-sanctioned event, please complete this application and submit it to Events Coordinator, Rachel Vinson, at rvinson@christiansburg.org, or by hand/mail to the Christiansburg Recreation Center at 1600 N. Franklin, Christiansburg, VA 24073. Completed applications must be received at least **45 days prior** to the event to be considered for approval. Major events (requiring the closure of more than three blocks or lasting more than two days) must be received at least 90 days in advance. **The Special Events Permit Application must be completed in its entirety or it will be returned to the applicant and considered incomplete.**

Applications stating "same as before" or "see previous years" or anything similar will be returned. Please include a site plan or map with the application, outlining any applicable run/walk, festival, or parade. The Town reserves the right to have a tent, table, or any other display at any approved event. Event organizer agrees to abide by the Town of Christiansburg Severe Weather and Lightning Policy. Policy is available upon request.

<https://www.christiansburg.org/DocumentCenter/View/9919/Severe-Weather-and-Lightning-Policy>

Definition of a Town-Sanctioned Event

For purposes of this permit application, a special event is defined as any organized assembly that utilizes Town property and resources (examples include public streets, security, trash pick-up, etc.) Alcoholic beverage sales or admission fees are required to be reviewed and approved as part of the special event application. Examples that warrant a permit include, but are not limited to, concerts, parades, fairs, festivals, runs, walks, bike ride/races and community gatherings.

Event Information

Name of Event: Spring Family Fun Festival

Date(s) Requested: 4/21/22

Location: Hickok Street

Town Space Needed: Hickok Street

Time Frame for Set-Up: 2:00-3:00pm

Time Frame of Actual Event: 3:00pm-6:30pm

Time Frame for Clean-Up: 6:30 pm- 7:30pm

Total Hours Needed for Event: about 6

Admission: ☐ Yes ☒ No

Admission Price Advance: _____ Admission Price Day-Of: _____

Sponsors: _____

Rain Date(s): 4/21/2022

Event Organizer Contact Information

Name: Andi Golusky Phone: 540-381-8310 Email: andi@nrvcare.org

Company/Organization Name: NRV CARES

Event Description

Purpose and Description: In honor of Child Abuse Prevention Awareness Month we would like to conduct

a Spring Family Fun Festival that would celebrate happy childhoods. Human & child serving agencies to set u

Specify Type of Event: (check all that apply) ☒ Community Festival ☐ Bike Race/Tour booths w/ games & prizes

☐ Parade ☐ Run/Walk ☐ Concert ☐ Other _____

Anticipated Attendance: 200? Previous Attendance: _____

Start Location for Event: Hickok Street Finish Location for Event: Hickok Street



THE PLACE TO BE.
CHRISTIANSBURG VA
Established November 10, 1792

100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6128
f: (540) 382-7338

Town Resources/Services Requested

☐ Water ☐ Ground Preparation ☒ Electricity ☐ Public Address System
☐ Mobile Stage ☒ Barricades ☐ Police ☐ Rescue

Describe Location and Set-Up Requested for Town Resources i.e. where do you need electricity:

Will just need to close off traffic to Hickok Street and we will line up on the street. Electricity would be nice to have but not necessary if unable to have it.

Note: Staff will evaluate the resources/services requested and provide a cost estimate. The Town cannot guarantee any or all of the requested resources/services.

Clean Up (Returning Area to Pre-Event Condition)

Start Date and Time for Clean Up: 4/7- 6:30pm Finish Date and Time for Clean Up: 4/7; 8:00pm

Solid Waste Bin Request: ☒ Yes ☐ No If yes, how many bins? 2

Solid Waste Bin Drop-off Location: Hickok Street

Recycling Bin Request: ☒ Yes ☐ No If yes, how many bins? 2

Recycling Bin Drop-off Location: Hickok Street

Town Clean Up Crew Request: ☐ Yes ☒ No

Note: Event Organizers are responsible for all cleanup of the event. Town will provide assistance with solid waste trucks if requested.

Does your event require street closure? ☒ Yes ☐ No

If yes, list your street closure request below (street names and time frame):

Hickok Street Set up until clean up is complete. Approx. 2-7:30pm

If your event is requesting street closures, you are required to provide the town with a public parking plan. Please describe specific lots attendees of your event may use and where handicap access will be provided in your public parking plan below:

We only need Hickok Street closed so parking should not be impacted by this closure.

Notes: Event Organizers will be required to attend a Town Council meeting to request the street closure. Town Council will vote to approve or deny the request.



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100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6128
f: (540) 382-7338

You are responsible for contacting owners of any lots that will be used for the event and confirming that these owners have granted permission to use their lots for the event.

Local Business and Residents

Please list any potential local businesses or residents that may be adversely affected by your event:

None we are aware of. None directly

How do you plan to notify the parties listed above about your event (flyers, phone calls, letters)?

We can call and provide flyers. Will provide flyers to businesses on Main St. as FYI

Event Staff

Who will be the event staff? All of the human/child serving agencies will have their staff assist with their

own booths and festival clean up, etc.

How many staff members do you anticipate working the event?

6 from NRV CARES and more from MCDSS

Marketing and Funding

How will the event be advertised and promoted? Facebook, flyers, radio, television,

Is your organization subsidized by the current fiscal budget of the Town of Christiansburg? ☒ Yes ☐ No

Food and Drink

Are you selling food and drink? ☐ Yes ☒ No If yes, what will you be selling? Considered having for

food trucks if possible & allowed. otherwise will be giving out popcorn & cotton candy at no charge.

Will this event be catered? ☐ Yes ☒ No If yes, who? _____

Will there be alcohol sold? ☐ Yes ☒ No Type: ☐ Liquor ☐ Beer ☐ Wine

Please describe in detail and when it will be served: _____

Note: Event Organizers will be required to provide all applicable health permits and ABC licensing beforehand.

Entertainment

Will there be live music? ☐ Yes ☒ No If yes, who and what time(s)? _____

Will you be providing amplified music or announcements of any type? ☒ Yes ☐ No

Will you be providing your own speakers? ☒ Yes ☐ No



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Established November 10, 1792

100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6128
f: (540) 382-7338

What genre of music will be played? Family friendly music

Note: Event organizers will be responsible for managing sound decibel requirements to meet the Town of Christiansburg Ordinance and may be asked to adjust the sound as requested by Town staff at any time.

Planned Open Fires, Fireworks or Pyrotechnics will not be permitted unless approval has been granted by the Fire Marshal and the Special Events Committee. Will not be permitted unless approval has been granted by the Town Fire Marshal and Special Events Committee.

Merchandise

Will you be selling any merchandise or other products? ☐ Yes ☒ No

If yes, please describe what vendors are selling and the nature of the products: _____

Special Events Grant Program

The grant program allows event organizers/organizations to apply for financial assistance whereby the Town of Christiansburg may subsidize all or some of the cost associated with the event planning and production for Town services and/or resources. Please note that the grant will only cover up to \$8,000 per event. The event organizers/organizations may be required to pay for any expense over the grant amount awarded. You will be notified via email whether you have been approved or not approved for the Special Events Grant within 30 days of receipt of your completed application.

Would you like to apply for the Special Events Grant Program? ☐ Yes ☒ No

Has your event ever applied for the Special Events Grant Program? ☐ Yes ☒ No

If yes, when did your event last receive the grant? _____

Will you hold this event if you do not receive the full grant or a partial grant? ☒ Yes ☐ No NA

If yes, then how would receiving the grant improve the event? NA no grant

If no, explain why you will not hold the event if it does not receive the full or partial grant:

NA no grant

Where will the revenue gained from the event be allocated? No money collected, therefore no revenue.



THE PLACE TO BE.
CHRISTIANSBURG VA
Established November 10, 1792

100 East Main Street
Christiansburg, VA 24073
p: (540) 382-6126
f: (540) 382-7338

Liability Insurance Information

A certificate of insurance for this event must be presented to the Town of Christiansburg no later than 15 calendar days prior to the start date of the event. The Town requires the event organizer or organization to hold a policy of at least \$1,000,000 in liability. The Town of Christiansburg must also be listed as an additional insured within the policy. If the information requested below is not available when this application is submitted, it can be added later, but no later than the 15-calendar day deadline previously noted.

Insurance Agency: Philadelphia Insurance Compa Agent's Name: Janet Christian- McGriff Insurance

Business Phone: 1.877.438.7459

Policy Number: PHPK2283185

Policy Dollar Limit: \$5,000,000

Address: One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

Indemnity Agreement

In consideration for the Town of Christiansburg granting the undersigned Event Organizer representative permission to hold the proposed event on public property and to display, sell, or offer for sale wares, services and/or food or merchandise within the perimeters of their event venue, the undersigned agrees to assume the defense of and indemnify and save harmless the Town, its employees, offices and agents against any and all claims, liabilities, judgments, costs, causes of action, damages, expenses and shall pay all attorney's fees, court costs and other costs incurred in defending such claims, which may accrue against, be charged to, be recovered from, or sought to be removed from the Town, its employees, officers and agents by reason of, or on account of any personal injury or death or damage to property arising from the undersigned's event and associated activities, if such personal injury or death or damage of property is caused by the acts or omissions or negligence of the undersigned, or the undersigned's employees and agents or by such acts, omissions, or negligence of any other person subject to the undersigned's control. **The Town, its employees, officers, and agents shall not have to give the undersigned any specific types of notices of such claims.**

Signature: _____

Date: 2/28/2022

Name of Applicant: Andi Golusky

Title: Executive Director



THE PLACE TO BE.
CHRISTIANSBURG VA
Established November 10, 1792

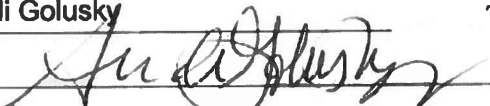
100 East Main Street
Christiansburg, VA 24073
p: (540) 382 6128
f: (540) 382 7338

Affidavit of Applicant

I certify that the information contained in this Special Event Application is true and correct to the best of my knowledge and that I understand and agree to abide by all regulations, provisions and rules governing Special Events as set forth by the Town of Christiansburg. I understand that the Town has the authority to cancel my event if the Town deems the event unsafe due to weather or any other reason, as stated in the Severe Weather/Lighting Policy. I understand that this application is made subject to the rules and regulations established by the Christiansburg Town Council. I agree to abide by these rules and further certify that, on behalf of the organization, I am authorized to commit that organization, and therefore, agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the Town of Christiansburg.

Name of Applicant: Andi Golusky

Title: Executive Director

Signature of Applicant: 

Date: 2/28/2022

A signed paper copy of the Indemnity Agreement and Affidavit of Applicant portions of the Special Event Permit Application must be provided to the Town ***before*** an application will considered fully executed. Submit a hard copy of this Special Event Permit Application to the Town of Christiansburg Town Hall.



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Special Event Application & Special Events Grant Program Approval:

- ☐ The Special Event Application **was approved** by Special Events Administration contingent upon compliance with the Christiansburg Special Events Policy and all specified conditions being met.
- ☐ The Special Event Application **was not approved**.
- ☐ The Town-sanctioned Special Event Grant Application **was approved** by the Grant Committee contingent upon compliance with the Christiansburg Special Events and Grant Program and all specified conditions being met.
- ☐ The Special Events Grant Program Application **was not approved**.

Administrator Signature: _____

Date: _____



Special Events Permit Application

To apply for a special event permit for a Town-sanctioned event, please complete this application and submit it to Events Coordinator, Rachel Vinson, at rvinson@christiansburg.org, or by hand/mail to the Christiansburg Recreation Center at 1600 N. Franklin, Christiansburg, VA 24073. Completed applications must be received at least **45 days prior** to the event to be considered for approval. Major events (requiring the closure of more than three blocks or lasting more than two days) must be received at least 90 days in advance. **The Special Events Permit Application must be completed in its entirety or it will be returned to the applicant and considered incomplete.**

Applications stating "same as before" or "see previous years" or anything similar will be returned. Please include a site plan or map with the application, outlining any applicable run/walk, festival, or parade. The Town reserves the right to have a tent, table, or any other display at any approved event. Event organizer agrees to abide by the Town of Christiansburg Severe Weather and Lightning Policy. Policy is available upon request.

<https://www.christiansburg.org/DocumentCenter/View/9919/Severe-Weather-and-Lightning-Policy->

Definition of a Town-Sanctioned Event

For purposes of this permit application, a special event is defined as any organized assembly that utilizes Town property and resources (examples include public streets, security, trash pick-up, etc.) Alcoholic beverage sales or admission fees are required to be reviewed and approved as part of the special event application. Examples that warrant a permit include, but are not limited to, concerts, parades, fairs, festivals, runs, walks, bike ride/races and community gatherings.

Event Information

Name of Event: Kiwanis Wilderness Trail Festival

Date(s) Requested: 09/17/2022

Location: Main, Pepper, Franklin and Hickok

Town Space Needed: See 2021 Town Map

Time Frame for Set-Up: 5:30 a.m. to 9:00 a.m.

Time Frame of Actual Event: 9 a.m. to 4 p.m.

Time Frame for Clean-Up: 4:00 p.m. to 6:00 p.m.

Total Hours Needed for Event: 13

Admission: ☐ Yes ☒ No Admission Price Advance: _____ Admission Price Day-Of: _____

Sponsors: Kiwanis Club of Christiansburg

Rain Date(s): None

Event Organizer Contact Information

Name: Ernie Wade Phone: 540 230 4365 Email: wade_ernie@yahoo.com

Company/Organization Name: Kiwanis club of Christiansburg

Event Description

Purpose and Description: Fund raiser for Kiwanis Club. The Kiwanis Wilderness Trail Festival is an arts and crafts festival for the Kiwanis Club. The 2022 Festival will be very similar to past years.

Specify Type of Event: (check all that apply) ☒ Community Festival ☐ Bike Race/Tour

☐ Parade ☐ Run/Walk ☐ Concert ☐ Other _____

Anticipated Attendance: 10,000 Previous Attendance: 10,000

Start Location for Event: _____ Finish Location for Event: _____



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Town Resources/Services Requested

- ☐ Water ☐ Ground Preparation ☒ Electricity ☒ Public Address System
☒ Mobile Stage ☒ Barricades ☒ Police ☒ Rescue

Describe Location and Set-Up Requested for Town Resources i.e. where do you need electricity:
Electricity to poles on streets; Mobile stages same as last year; Public Address System if available;
Normal Police presence. Rescue Squad usually are there as part of the emergency respond group

***Note:** Staff will evaluate the resources/services requested and provide a cost estimate. The Town cannot guarantee any or all of the requested resources/services.*

Clean Up (Returning Area to Pre-Event Condition)

Start Date and Time for Clean Up: 4:00 p.m. Finish Date and Time for Clean Up: 6:00 p.m.

Solid Waste Bin Request: ☒ Yes ☐ No If yes, how many bins? 10

Solid Waste Bin Drop-off Location: _____

Recycling Bin Request: ☒ Yes ☐ No If yes, how many bins? 10

Recycling Bin Drop-off Location: Hickok and Pepper Sts intersection with Main St.

Town Clean Up Crew Request: ☐ Yes ☒ No

***Note:** Event Organizers are responsible for all cleanup of the event. Town will provide assistance with solid waste trucks if requested.*

Does your event require street closure? ☒ Yes ☐ No

If yes, list your street closure request below (street names and time frame):
See Town Map from 2021 event. Main, Pepper, Hickok, and Franklin

If your event is requesting street closures, you are required to provide the town with a public parking plan. Please describe specific lots attendees of your event may use and where handicap access will be provided in your public parking plan below:

See Map from 2021 event.

***Notes:** Event Organizers will be required to attend a Town Council meeting to request the street closure. Town Council will vote to approve or deny the request.*



You are responsible for contacting owners of any lots that will be used for the event and confirming that these owners have granted permission to use their lots for the event.

Local Business and Residents

Please list any potential local businesses or residents that may be adversely affected by your event:
All businesses located on the streets where closure takes place may be affected.

How do you plan to notify the parties listed above about your event (flyers, phone calls, letters)?
We personally visit all businesses that may be impacted

Event Staff

Who will be the event staff? Kiwanis members and volunteers

How many staff members do you anticipate working the event?
Approximately 50

Marketing and Funding

How will the event be advertised and promoted? TV (Shentel), radio ads, signs throughout the area,
Main Street banner, flyers, posters and various social media,

Is your organization subsidized by the current fiscal budget of the Town of Christiansburg? ☐ Yes ☒ No

Food and Drink

Are you selling food and drink? ☐ Yes ☒ No If yes, what will you be selling? No,
but some of the vendors will be selling food and drink

Will this event be catered? ☐ Yes ☒ No If yes, who? _____

Will there be alcohol sold? ☐ Yes ☒ No Type: ☐ Liquor ☐ Beer ☐ Wine

Please describe in detail and when it will be served: _____

Note: Event Organizers will be required to provide all applicable health permits and ABC licensing beforehand.

Entertainment

Will there be live music? ☒ Yes ☐ No If yes, who and what time(s)? Two stages are planned for
the entire day the festival is open

Will you be providing amplified music or announcements of any type? ☒ Yes ☐ No

Will you be providing your own speakers? ☒ Yes ☐ No



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What genre of music will be played? Various

Note: Event organizers will be responsible for managing sound decibel requirements to meet the Town of Christiansburg Ordinance and may be asked to adjust the sound as requested by Town staff at any time.

Planned Open Fires, Fireworks or Pyrotechnics will not be permitted unless approval has been granted by the Fire Marshal and the Special Events Committee. Will not be permitted unless approval has been granted by the Town Fire Marshal and Special Events Committee.

Merchandise

Will you be selling any merchandise or other products? ☐ Yes ☒ No

If yes, please describe what vendors are selling and the nature of the products: _____
No, but vendors will be selling.

Special Events Grant Program

The grant program allows event organizers/organizations to apply for financial assistance whereby the Town of Christiansburg may subsidize all or some of the cost associated with the event planning and production for Town services and/or resources. Please note that the grant will only cover up to \$8,000 per event. The event organizers/organizations may be required to pay for any expense over the grant amount awarded. You will be notified via email whether you have been approved or not approved for the Special Events Grant within 30 days of receipt of your completed application.

Would you like to apply for the Special Events Grant Program? ☒ Yes ☐ No

Has your event ever applied for the Special Events Grant Program? ☒ Yes ☐ No

If yes, when did your event last receive the grant? 2021

Will you hold this event if you do not receive the full grant or a partial grant? ☒ Yes ☐ No

If yes, then how would receiving the grant improve the event? We are only asking the grant to cover Town expenses incurred. If we had to pay for the Town support, the net income from the event would be greatly reduced and the Club would have to curb some of the community children's programs.

If no, explain why you will not hold the event if it does not receive the full or partial grant:

Where will the revenue gained from the event be allocated? All income from the event will go into the Service Account and 100% will be used to support the youth in our community.



Liability Insurance Information

A certificate of insurance for this event must be presented to the Town of Christiansburg no later than 15 calendar days prior to the start date of the event. The Town requires the event organizer or organization to hold a policy of at least \$1,000,000 in liability. The Town of Christiansburg must also be listed as an additional insured within the policy. If the information requested below is not available when this application is submitted, it can be added later, but no later than the 15-calendar day deadline previously noted.

Insurance Agency: Hylant Agent's Name: Lisa Christenson
Business Phone: 317 817 5172 Policy Number: 1261782574
Policy Dollar Limit: \$2,000,000
Address: 10401 North Madison St. Ste 200, Indianapolis, In. 46290

Indemnity Agreement

In consideration for the Town of Christiansburg granting the undersigned Event Organizer representative permission to hold the proposed event on public property and to display, sell, or offer for sale wares, services and/or food or merchandise within the perimeters of their event venue, the undersigned agrees to assume the defense of and indemnify and save harmless the Town, its employees, offices and agents against any and all claims, liabilities, judgments, costs, causes of action, damages, expenses and shall pay all attorney's fees, court costs and other costs incurred in defending such claims, which may accrue against, be charged to, be recovered from, or sought to be removed from the Town, its employees, officers and agents by reason of, or on account of any personal injury or death or damage to property arising from the undersigned's event and associated activities, if such personal injury or death or damage of property is caused by the acts or omissions or negligence of the undersigned, or the undersigned's employees and agents or by such acts, omissions, or negligence of any other person subject to the undersigned's control. **The Town, its employees, officers, and agents shall not have to give the undersigned any specific types of notices of such claims.**

Signature: _____ Date: _____

Name of Applicant: _____

Title: _____



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Name of Applicant: Ernie Wade for Kiwanis club

Title: Event Chair.

Signature of Applicant: [Signature]

Date: 1/28/2022

A signed paper copy of the Indemnity Agreement and Affidavit of Applicant portions of the Special Event Permit Application must be provided to the Town before an application will be considered fully executed. Submit a hard copy of this Special Event Permit Application to the Town of Christiansburg Town Hall.



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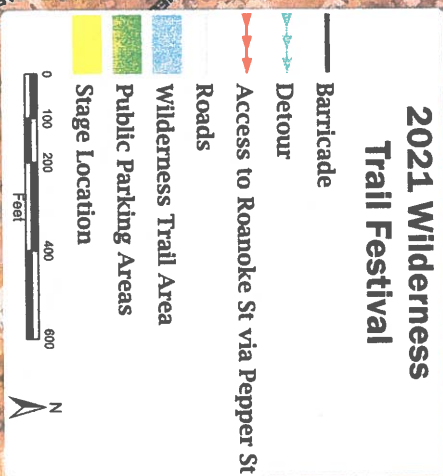
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Administrator Signature: _____

Date: _____





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Hylant - Indianapolis
10401 North Meridian St, Ste 200
Indianapolis IN 46290

CONTACT
NAME: Lisa Christenson
PHONE
(A/C, No, Ext): 317-817-5172 FAX
(A/C, No): 317-817-5151
E-MAIL
ADDRESS: kiwaniscert@hylant.com

INSURED
Kiwaniis International, All Clubs and Their Members
3636 Woodview Trace
Indianapolis IN 46268
Kiwaniis Club of Christiansburg
P. O. Box 313
Christiansburg, VA 24068

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Lexington Insurance Company	19437
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1261782574

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		013136005	11/1/2021	11/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Liability \$ 1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		013136005	11/1/2021	11/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention		013136005	11/1/2021	11/1/2022	All Claims \$75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Arts and Crafts Festival to be held in downtown Christiansburg, Va on September 17, 2022

CERTIFICATE HOLDER

CANCELLATION

Town of Christiansburg
100 East Main Street
Christiansburg, VA 24073

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Judy K. Wilson



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

AGENDA LOCATION:

Action by Mayor and Town Council

Meeting Date:

March 22, 2022

ITEM TITLE:

Resolution for Adoption of the Emergency Operation Plan (EOP)

DESCRIPTION:

This is an update to the Town's EOP last updated in 2017. The revised plan reflects how the Town will address natural and man-made disasters and events as they develop. The plan has been re-formatted to conform to the recommendations of the Virginia Department of Emergency Management, the National Response Framework (NRF), the National Incident Management System (NIMS), and the Incident Command System (ICS). It is based on current resources available at the local level and will need to be re-adopted in four years.

POTENTIAL ACTION:

Approval

DEPARTMENT:

Administration
Fire/Rescue

PRESENTER:

Randy Wingfield, Town Manager
Chief Billy Hanks

INFORMATION PROVIDED:

Emergency Operations Plan

<https://christiansburg.box.com/s/22sat1y5vtgzg6igpthymrgpcc7maelg>

Resolution regarding Emergency Operations Plan

<https://christiansburg.box.com/s/cxp0opnqb4mwwnthmck9azcgl107sqjn>



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

AGENDA LOCATION:

Action by Mayor and Town Council

Meeting Date:

March 22, 2022

ITEM TITLE:

Update on Community Garden Locations

DESCRIPTION:

We have identified 3 sites as the most desirable locations for community gardens, but each site had some possible concerns as well. The three sites are:

- Slate Creek Commons (Tax Parcel 434 – ((8)) – A; Parcel ID 110420) – 3.68 acres total
- Palmer Street, N.W. (Tax Parcel 436 – ((A)) – 25C; Parcel ID 071280) – 2.0 acres total
- Roanoke Street (Tax Parcel 529 – ((A)) – 44; Parcel ID 005715) – 2.021 acres total

We are going to do soil samples at each site to help determine suitability. The Town is going to work with the Agricultural Extension office to help assure the sites are suitable if soils are lacking.

Additionally, the Virginia Department of Health in Christiansburg has a community garden on Pepper Street, S.E. called the Farmacy Garden.

POTENTIAL ACTION:

Direction on Community Garden Locations

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

INFORMATION PROVIDED:

Community Garden Locations Map

<https://christiansburg.box.com/s/4tn1y7113n1pwdfgp52x1y7d019qogo0>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

March 22, 2022

ITEM TITLE:

Proposed Rescue Pay Increases

DESCRIPTION:

Montgomery County is currently hiring EMTs at \$19.23/hour, Advanced EMTs at \$20.19/hour and Paramedics at \$22.26/hour, compared to the Town's current starting pay of \$16.00/hour for EMTs, \$16.50/hour for Advanced EMTs, and \$19.10/hour for Paramedics.

Administration is proposing a shift to \$20.00/hour for EMTs, \$21.00/hour for Advanced EMTs and \$23.00/hour for Paramedics effective March 28, 2022, which would cost approximately \$22,953 for the remainder of FY 2021-22 (91,812 annually) to be funded through Revenue Recovery. The Emergency Services Committee met on March 14, 2022 to discuss the proposed increases and made recommendation to Town Council to proceed. Town Council discussed the proposed increases at their March 15, 2022 Budget Work Session and agreed to add it to the regular Town Council agenda.

POTENTIAL ACTION:

Approval

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

INFORMATION PROVIDED:

Nothing additional