



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
MAY 10, 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](http://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](http://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](mailto: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, May 10, 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. [Fiscal Year 2022-2023 Budget](#)

IV. CONSENT AGENDA

- A. [Approval of Minutes of April 26, 2022](#)
- B. Schedule Public Hearing on May 24, 2022 for the Town of Christiansburg 2022-2026 Community Development Block Grant Consolidated Plan and 2022 Annual Action Plan

V. INTRODUCTIONS AND PRESENTATIONS

- A. Goodwill Industries of the Valleys Chief Operating Officer Mindy Boyd to present on Goodwill programs and operations
- B. Human Resources Director Alicia Dials to present on department work program and operations

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Reappointment of Randy Wingfield as representative to the New River Valley Emergency Communication Regional Authority Board of Directors. The term would be May 10, 2022 to May 9, 2026.
- B. Reappointment of Wayne Nelson as Representative and Dr. William Knocke as At-Large Representative to the New River Valley Water Authority Board of Directors. The terms would be July 1, 2022 to June 30, 2026.
- C. [Discussion of Potential Meeting Topics with Montgomery County Board of Supervisors](#)

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XII. ADJOURNMENT

Upcoming meetings of Council:

May 24, 2022, 7:00 P.M. – Regular Meeting

June 14, 2022, 7:00 P.M. – Regular Meeting



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

**AGENDA LOCATION:**  
PUBLIC HEARING

**Meeting Date:**  
May 10, 2022

**ITEM TITLE:**  
Fiscal Year 2022-2023 Budget

**DESCRIPTION:**  
Council will hold the public hearing for the adoption of the FY 22-23 Town Budget to run from July 1, 2022 to June 30, 2023. The proposed budget is \$74,156,871. The draft budget and a copy of the March 22, 2022 budget overview presentation provided by Valerie Tweedie can be accessed on the Town's Web Site under the "Budget" link: [Current Budget | Christiansburg, VA - Official Website](#). A copy of the draft budget is also available for review in the Town Manager's Office at Town Hall. The current draft reflects Council's direction to staff at their April 20<sup>th</sup> meeting to remove a water rate increase in this year's budget.

**POTENTIAL ACTION:**  
Hold Public Hearing and consider adoption on May 24, 2022.

**DEPARTMENT(S):**  
Administration

**PRESENTER:**  
Randy Wingfield, Town Manager

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
APRIL 26, 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 APRIL 26, 2022, AT 7:00 P.M.

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

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; Chief of Police Mark Sisson; Director of Aquatics Terry Caldwell; Director of Parks and Recreation Brad Epperley; Director of Planning Benjamin Tripp; Director of Engineering Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Showalter.

II. ADJUSTMENT OF THE AGENDA

No adjustments

III. PUBLIC HEARINGS

No public hearings

IV. CONSENT AGENDA

- A. Approval of Minutes of April 12, 2022, and April 20, 2022
- B. Monthly Bill List
- C. Resolution recognizing May 1 – 7, 2022 as National Travel and Tourism Week

- D. Resolution recognizing May 6 – 12, 2022 as National Nurses Week
- E. Resolution recognizing May 15 – 21, 2022 as Public Works Week
- F. Resolution recognizing May 15 – 21, 2022 as National Police Week
- G. Resolution recognizing May 15 – 21, 2022 as Emergency Medical Services Week
- H. Resolution recognizing May 16 – 20, 2022 as United for Infrastructure Week
- I. Resolution recognizing May 2022 as National Water Safety Month
- J. Resolution recognizing May 2022 as Building Safety Month
- K. Award Contract to E.C. Pace Company, Inc., in the amount of \$2,393,335.00 for construction of the Roanoke Street Waterline Replacement Project
- L. Contract with A. Morton Thomas and Associates, Inc., d/b/a AMT for construction, engineering, and inspection services on the Roanoke Street Waterline Replacement Project in the amount of \$149,994.16
- M. Approval of Deed and Bargain of Sale of a Town-owned lot at the intersection of West Street NE and Johnston Street NE (Tax Parcel 497 – ((12 Sec 3)) – 16A; Parcel ID 070451)

Councilman Bishop made a motion to approve the Consent Agenda as presented. Councilman Wilson seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

#### V. INTRODUCTIONS AND PRESENTATIONS

- A. Montgomery – Floyd Regional Library Director Karim Khan to present on library programs and operations

Mr. Karim Khan presented to Council the library's history and spoke about reopening on April 8, 2021, following the second Covid-19 related exposure. Mr. Khan noted that in-person Pre-School Story Time, the Music on the Lawn series, and activities for children and teens summer reading would resume in 2022. He explained there had been an increase already this year in visits to the library as well as book check-outs. Mr. Khan expressed that the library's biggest increase in use and availability had been in downloadable resources. He spoke about the new mobile library that was purchased with Federal Cares Act funding through Montgomery County and explained the mobile library would provide services to five targeted areas in the County. Mr. Khan concluded that the library continues to grow and appreciated the community's support as well as the Town of Christiansburg's. Councilwoman Hicks expressed that the library has continued to do a great job during the pandemic and applauded them for all the efforts for the community.

B. YMCA at Virginia Tech Executive Director Ryan Martin to present on YMCA at Virginia Tech programs and operations

Mr. Ryan Martin presented to Council a variety of activities the YMCA had undertaken in the last five years. Mr. Martin explained that the YMCA specifically worked through public outreach and engagement in the community and had student volunteers from Virginia Tech and Radford University. He spoke about the ongoing community programs at the YMCA such as the Thrift Shop, which resells gently used items to the community and donates items to families in need. He included the recycling program that recycles textile goods, electronics, cardboard, etc. and explained that the funds received goes towards moving their programs forward and financing YMCA activities. Other ongoing community programs included the Newcomers Activities which involved an International Women's Tuesday Morning Group and a Pottery Studio that had 244 class participants. He explained there is a student council that supervises program leaders, interacts with community leadership, and represents the YMCA on committees and projects.

Mr. Martin touched on food insecurity in Montgomery County and that 11.6% of the population was in need. He talked about the after-school programs and "pop up" locations for Meals on Main and how YMCA volunteers had provided food for school-aged children. Mr. Martin talked about the YMCA's short-term goals and how a Mobile Kitchen had been funded by grant money and would be used to provide fresh meals to several sites in the County. He expressed that the need for feeding adults was great and the YMCA was currently looking for ways to expand that access. Mr. Martin expressed gratitude to the Town of Christiansburg for considering a \$10,000 grant to help feed adults throughout 2022. He noted that the YMCA Meals on Main wanted to create a NRV Food Distribution Hub that would be a warehouse space for dry, cold, and frozen storage. He explained this hub would have a commercial kitchen and multi-use space that could operate as a dining area for specific needs.

Councilman Bishop inquired how a family enrolls with the YMCA for meals. Mr. Martin explained that there was no need to sign up, the family could show up and meals would be provided to them with no questions asked. Councilwoman Hicks asked how the information was provided to the community. Mr. Martin explained that social media was a huge public outreach, along with outgoing emails to businesses, and other networking resources. Councilman Jenkins inquired how the YMCA calculates the metrics for the need for food in the community. Mr. Martin explained that the poverty rate and family eligibility for free and reduced meals factored in on calculating the percentage of population for people in need.

VI. CITIZEN COMMENTS

Dustin Robins, 1720 Old Farm Village Road, expressed that he had enjoyed the YMCA presentation and thought it was nice to see volunteers helping the community. Mr. Robins spoke to Council about the community gardens project in Town and expressed concern that the Town had taken his opportunity to garden away from him. He explained that he thought he would be allowed to use the community lot on Roanoke Street and then give away the produce to those in need. Mr. Robins also expressed that he was told by the Town that the

community gardens should not be a public event on social media and was told by the Parks and Recreation Department that to do so was essentially representing himself as a Town employee. Mr. Robins noted that the discussion with the Town had made him stressed. He concluded that the poverty rate was high in Montgomery County and the pandemic had made it worse and so he felt the community gardens issue should be brought to Town Council's attention.

Councilwoman Hicks thanked Mr. Robins for addressing Council and questioned the items that had been donated to him for the garden. Mr. Robins explained that the monetary donations had been returned to the community and the tiller that had been donated from PowerZone would be kept until the end of May, to see if it was needed, and at that point would then be returned to PowerZone. Councilwoman Hicks questioned how the Town could make the process smoother. Councilman Showalter asked Town Manager Wingfield where the Town was in the process with the garden lots. Mr. Wingfield explained that the area on Roanoke Street was almost ready for use and there would be applications available this week. Councilman Showalter asked when the other areas in Town would be tilled. Director of Parks and Recreation Brad Epperley explained that the soil samples from the different areas had been completed at Virginia Tech and the Town had laid out six plots of 20 x 20 spaces at each plot. He noted that the application to use the spots had been updated and would be available May 1<sup>st</sup> to residents. Mr. Epperley also noted that Public Works had provided irrigation and spickets to water the spots for gardeners. He explained that the Town would till again before anyone plants. Councilwoman Hicks inquired if anyone else had pushed for a community garden in the area. Mr. Epperley explained that no one had but the community garden had not been advertised. He explained that the gardens were a learning process and the rules had to be put in place before it began. Mr. Epperley explained that the gardens were a first come first serve, that each person had one plot, but if additional plots were available after May 15th, then anyone could apply for them. He expressed that in the future he would like to start the application process earlier in February and till the areas in March so people could plant early. Mayor Barber inquired if Mr. Epperley could stay in touch with Mr. Robins. Mr. Epperley expressed that Mr. Robins was welcome to apply for a spot like everyone else in the community. Mr. Robins asked why the Town would till the area on Roanoke Street and then later build an EMS building, noting he felt that was a waste of Town money. Mayor Barber explained that the lot on Roanoke Street was Town property and could be used for a garden now and an EMS building in the future.

VII. COMMITTEE REPORTS  
No committee reports

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- 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. The Public Hearing was held on March 22, 2022.



Councilman Bishop made a motion to approve the conditional use permit request as recommended to allow a contractor's equipment storage yard at 301 Depot Street, N.W. Councilman Jenkins seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- B. Rezoning request by John D. and Arnedo V. Elmore, owners, and Garard 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. The Public Hearing was held March 22, 2022.

Councilman Wilson made a motion to approve the rezoning request for a portion of 710 Peppers Ferry Road, N.W. Councilwoman Hicks seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- C. Increase of Day Pass fee for the Aquatic Center

Councilman Bishop explained that at the April 6, 2022, Aquatic Advisory Board meeting the board members agreed that a \$1 increase for membership to the Aquatic Center was needed. Mr. Bishop explained that if the increase was approved then it would only be the second increase at the facility since opening.

Councilwoman Hicks agreed with the increase but expressed that non-resident membership fees should be higher than town residents. Mrs. Hicks expressed that charging more for a non-resident showed that the Town residents were cared about and that there was a difference in membership fees. Councilman Showalter explained that the fees were kept the same across the board for Town residents and non-Town residents due to the difficulty of differentiating the two. Mr. Showalter expressed that he appreciated what the Aquatic Advisory Board wanted to do but would not approve a rate increase due to the economic impact the pandemic has had on the community. Councilman Hicks questioned if the Town would consider increasing the day pass fee for out-of-Town visitors. Councilman Showalter explained that the Aquatic Advisory Board would need to weigh in and make a recommendation in order for Town Council to support a change in fee for out-of-Town residents.

Councilman Bishop made a motion to approve the increase of the day pass fee for the Aquatic Center. Councilman Wilson seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Nay; Wilson – Aye.

- D. Discussion of potential signature park names

Director of Parks and Recreation Brad Epperley explained to Council that the Parks and Recreation Advisory Commission recommended park names to Council that they had received from staff, the public, and the Commission. The Commission then voted on their top eight choices and placed the names on a ballot. Mr. Epperley explained that ballot boxes were placed at Town facilities and the public voted for one of the eight names or they placed a write-in of their own choice. He explained that the Town had received

seventy votes from residents and the top three were narrowed down by the Commission and were as follows: Huckleberry Park, Huckleberry Park at 114, and Christiansburg Signature Park. Councilwoman Hicks recommended the name Huckleberry Signature Park. Mayor Barber expressed there could be confusion for non-residents when exiting 114 onto I-81 if the Town approved the name Huckleberry Park at 114. Councilman Bishop expressed that the park name should have the word Christiansburg. Councilwoman Hicks noted that the Town could plant more huckleberry bushes near the Huckleberry Trail and maybe around Town and in the new park. Mr. Epperley stated that the Town's horticulturalist Micheal Huesman could look into the planting and maintenance of those particular plants if needed. Councilman Showalter expressed that the Parks and Recreation Advisory Commission had done a good job and thought the word Christiansburg should be in the title as well and expressed that Council should move forward in naming the park sooner rather than later.

Councilman Wilson made a motion to name the new park Christiansburg Huckleberry Park. Councilman Showalter seconded the motion and Council voted as follows: Bishop – Aye; Hicks – Aye; Jenkins – Aye; Showalter – Aye; Wilson – Aye.

- E. Discussion of potential meeting with Montgomery County Board of Supervisors and potential topics

Mayor Barber polled Council on the meeting with Montgomery County Board of Supervisors. Councilwoman Hicks-aye, Councilman Wilson-aye, Councilman Bishop-aye, Councilman Showalter-aye, and Councilman Jenkins-aye. Councilman Showalter noted that the meeting with the Board of Supervisors had been effective years ago. Mayor Barber asked Council to email focus points for the meeting to Mr. Wingfield. Mr. Wingfield explained that a meeting could take place after May 1<sup>st</sup> and he would need to provide agenda items for the meeting.

## IX. STAFF REPORTS

- A. Town Manager

Mr. Wingfield noted that there would be park tours on April 27th for any Council members that were interested.

Mr. Wingfield also expressed that if Council had any budget questions to send them to himself or Mrs. Tweedie by email.

- B. Town Attorney

No report

- C. Other Staff

No report

X. COUNCIL REPORTS

Councilman Showalter - No report.

Councilman Bishop - No report.

Councilwoman Hicks - Councilwoman Hicks reported that the Central Business meeting would be held April 27<sup>th</sup> at 12:00 p.m. at the Town Hall. Mrs. Hicks also reported that the Agency on Aging would be holding an event on May 26<sup>th</sup> from 5:30 p.m.- 8:30 p.m. to generate funds to help the seniors in the community. She expressed that the Agency on Aging provided over 4,524 meals to Town residents in the last six months. Councilwoman Hicks encouraged the community to reach out with information on anyone that needed help in the area.

Councilman Wilson - Councilman Wilson reported there would be a Wastewater Committee meeting at the Town Hall on May 2, 2022.

Councilman Jenkins - No report.

Mayor Barber - Mayor Barber reported that the annual Easter Egg Hunt on April 16<sup>th</sup> had been a success and thanked the Parks and Recreation Department, Kiwanis Club, and Town staff for their hard work.

Councilwoman Hicks praised the Public Works department for their efforts during the Spring Clean - Up. Mayor Barber agreed and expressed that this year had ran smoothly according to Public Works. Mr. Barber noted that Public Works would begin picking up the loose limbs and brush pick up in the different quadrants soon.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:05 p.m.

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Tracy Heinline, Clerk of Council

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D. Michael Barber, Mayor



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

**AGENDA LOCATION:**  
DISCUSSION/ACTION

**Meeting Date:**  
May 10, 2022

**ITEM TITLE:**  
Discussion of Potential Meeting Topics with Montgomery County Board of Supervisors

**DESCRIPTION:**  
This is a follow-up to Council's direction at the last meeting. Councilmembers were asked to send potential discussion items to me for review at the next meeting. Attached is the list received so far. Items have been received from Mayor Barber and Councilwoman Hicks. The list is a summary of the comments received and Council may want to reference the original email from Mrs. Hicks for further detail.

**POTENTIAL ACTION:**  
Finalize discussion items

**DEPARTMENT(S):**  
Administration

**PRESENTER:**  
Randy Wingfield, Town Manager

**ATTACHMENT**  
Summary of Discussion Items received to date  
<https://christiansburg.box.com/s/ufuygz5jlnb2n7vgy5juxh59r6r8ultl>