



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
AUGUST 9, 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 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, August 9, 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

IV. CONSENT AGENDA

- A. Approval of Minutes of July 26, 2022
- B. Schedule Public Hearing for September 27, 2022 to consider the request of Marjorie Ann Rhudy, property owner, and RWW 34 LLC, contract purchaser, to rezone the property located at 1200 Buffalo Drive, N.W., Tax Parcel 566 - ((A)) - 84; Parcel ID 111028, from A Agricultural District A and B-3 General Business District to R-3 Multiple-Family Residential District with proffers, in order to allow 49 townhouse units. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- C. Contract for purchase of four (4) police vehicles from Sheehy Ford in the amount of \$154,180
- D. Contract to purchase replacement generator from Carter Machinery for \$135,621.52

V. INTRODUCTIONS AND PRESENTATION

- A. Planning Director Benjamin Tripp to present on the Planning Department

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Amendment of Sec. 6-1 of Chapter 6 Alcoholic Beverages of the *Christiansburg Town Code* in regards to provisions for playing pool where alcoholic beverages are sold or dispensed. The Public Hearing was held on July 26, 2022.
- B. Recommendation to the Montgomery County Circuit Court of reappointment of Ernie Wade to the Board of Zoning Appeals for a 5-year term from September 1, 2022 to August 31, 2027.
- C. Appointment of two representatives to the New River Valley Passenger Station Authority Board of Directors (four-year term)
- D. Special Events Town Contribution Threshold

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

August 15, 2022, 5:30 P.M. – Work Session  
August 23, 2022, 7:00 P.M. – Regular Meeting  
September 13, 2022, 7:00 P.M. – Regular Meeting

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

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Executive Assistant/Clerk of Council Tracy Heinline; Chief of Fire & Rescue Billy Hanks; Deputy Rescue Chief Dustin Williams; Finance Director Valerie Tweedie; Public Works Director Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Chief of Police Mark Sisson

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilwoman Hicks.

II. ADJUSTMENT OF THE AGENDA

Town Manager Wingfield made a correction to the agenda under Discussion and Action by Mayor and Town Council, item B. and explained the dates should read July 23, 2022 to July 22, 2025.

III. PUBLIC HEARINGS

- A. Amendment of Sec. 6-1 of Chapter 6 Alcoholic Beverages of the *Christiansburg Town Code* in regards to provisions for playing pool where alcoholic beverages are sold or dispensed

Chris Waltz, 1370 Rigby Street, expressed that the amendment should have been changed sooner.

IV. CONSENT AGENDA

- A. Approval of Minutes of July 12, 2022
- B. Monthly Bill List
- C. Contract to purchase Caterpillar 920-14 AC Wheel Loader for \$194,624 from Carter Machinery

Councilwoman Hicks questioned the allowance for cleaning of Town vehicles and asked what vehicles were being cleaned. Finance Director Valerie Tweedie explained the vehicles in question were the Fire Department vehicles. Chief of Fire and Rescue Billy Hanks explained that his department does not wash their own emergency vehicles because of the amount of time it takes and that it was more cost efficient to have them washed professionally.

Councilwoman Hicks also questioned why there were cleaning service bills on the monthly bill list for the Aquatics and Parks and Recreation Departments. Finance Director Valerie Tweedie explained that the cleaning for both facilities had been contracted out due to staffing shortages.

Councilman Bishop made a motion to approve the Consent Agenda as presented, seconded by Councilman Wilson. Council voted on the motion as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Wilson – Aye.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Montgomery Museum of Art and History representative to request for closure of E. Main Street (from Franklin Street to Pepper Street) and Marvin Jarels Circle (from E. Main Street to N. Franklin Street) from 6:00 a.m. to 7:00 p.m. and alcohol sales on Town property (in Town Hall parking lot) from 10:00 a.m. to 5:00 p.m. in conjunction with the Heritage Day Festival on Saturday, August 20, 2022

Becky Novy, Special Projects Coordinator for the Montgomery Museum of Art and History asked if Council had any specific questions concerning the Heritage Day Festival request for the closure of streets and alcohol sales on Town property. Councilwoman Hicks questioned what the contributions were from the museum for this event. Ms. Novy explained that this had been a long-running event and that the Museum had coordinated arrangements for food, alcohol, and entertainment vendors, silent auctions, as well as community activities. She expressed that the festival was a free event for the community, and they had always received positive feedback every year. Mayor Barber explained that the Town had no cost involved in the Heritage Day Festival other than the community grant to the museum.

- B. Chief of Fire and Rescue Billy Hanks to present on Fire Department programs and operations

Chief of Fire and Rescue Billy Hanks came before Council and gave a brief presentation concerning operations within the department. Chief Hanks explained that funding for the Fire Department came from both the Town of Christiansburg and Montgomery County and added that the County supplies the Fire Department with several vehicles. He noted that along with several full time positions the department had 37 dedicated volunteer firefighters who continue to provide fire safety talks and station tours to the public. Chief Hanks also noted that the Christiansburg Fire Department had received an ISO (Insurance Services Office) rating of a Class 4 and was working towards a Class 3 which would mean reduced insurance rates for the citizens of Christiansburg.

Chief Hanks touched on the FY 2022 total calls for the Fire Department and noted that most of the calls were concerning rescue/medical calls within Town limits. He spoke about the Fire Department being active and playing a vital role with the New River Valley Public Health Task Force during and after Covid-19. He included that Fire Marshal Curtis Whitt continued to conduct routine fire, sprinkler, and fire alarm system inspections as well as food truck inspections. Chief Hanks also spoke about on-the-job training for new firefighters and the hours needed to become a firefighter.

He explained that the Fire Department had new software for records management and noted that the new web-based records management system allowed his department to see building occupancy information and commercial floor plans in real time from the field. Chief Hanks concluded with future goals for the Fire Department which included possible sites for an additional new fire station and additional volunteers and staffing.

- C. Rescue Deputy Chief Dustin Williams to present on Rescue Squad programs and operations

Rescue Deputy Chief Dustin Williams presented to Council data for the Town's Rescue calls and explained that call numbers had dropped during Covid-19. Mr. Williams talked about call response times for the Rescue Department and how those calls were prioritized. He touched on the Rescue's goals which included a new Rescue station, 10 - minute average response call times, more provider coverage, and more volunteers and staffing.

Councilwoman Hicks inquired if there was anything Town Council could do to help with the call response times, especially across town in the Uptown area. Chief of Fire and Rescue Billy Hanks explained that another factor for response times was the traffic lights throughout Town and noted that a new facility in the area of Roanoke Street or Uptown would allow Rescue to respond more efficiently. Mr. Williams added that currently a new facility and additional staff and volunteers were the biggest need for Rescue. Mr. Williams and Mr. Hanks concluded that all surrounding areas were having difficulty recruiting for these positions.

Mayor Barber recognized Mr. Kevin Foutz who had been appointed by Town Council previously, to the 911 Regional Authority Board. Mr. Foutz thanked Council for the opportunity to serve.

## VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, expressed concern for the Heritage Day Festival application submitted by Councilman Jenkins that benefited his place of employment, the Montgomery Museum of Art and History. Mr. Waltz noted that the subject of COIA (Conflict of Interest) had been brought up at the previous Town Council meeting concerning façade grants and the museum. He asked that Council take a serious look at this for conflict and decide if Councilman Jenkins should be applying for a grant for the Town that would benefit the museum.

Mr. Waltz also mentioned that the agenda packet for the Council meeting had been replaced on Monday morning and the application from Mr. Jenkins had been removed. Mr. Wingfield clarified that he believed the information in agenda packet had not changed.

Paul Leichner, 160 Alexa Lane, expressed his appreciation for Town Council and Town staff but noted his concern for the traffic lights in Town. He asked if there was current technology that could help with the traffic lights concerning emergency responses. Mayor Barber and Mr. Hanks explained that currently all but two of the Town traffic lights were equipped with a system called Opticom that aides emergency vehicles and stops traffic at traffic lights, but unfortunately it was still a struggle to get through the build-up of traffic when there was an emergency.

Mr. Leichner also responded to Mr. Waltz's public comment and questioned the subject of conflict of interest. Town Attorney Reid Broughton explained that Councilman Jenkins signed a statement at the beginning of the year stating he would not vote or discuss matters concerning the Montgomery County Museum. Mr. Leichner also questioned the previous Town Council meeting and asked if Mr. Jenkins should be allowed to make the decision whether something was a conflict of interest or not. Mr. Broughton explained that it is a Council member's sole decision to decide if something is a conflict of interest. Councilwoman Hicks stated that it is a Council member's responsibility to decide and protect themselves and explained she had excused herself some Town projects due to potential conflicts of interest.

## VII. COMMITTEE REPORTS

Councilman Wilson reported that the Sustainability Committee had their first meeting on July 15th and noted there were several projects in progress by Town staff that the public was perhaps not aware of. He expressed that the public could donate plastic bags to the Farmers Market which would in turn support new park benches for the area. Mr. Wilson expressed that he would like to get information out to the public more efficiently in the future.

Councilwoman Hocket – no report

Councilman Bishop – no report

Councilwoman Hicks reported that the Water and Waste Committee would meet July 27th at 3:00 p.m. Mrs. Hicks also reported that the Central Business Committee would not meet this week due to a Council member not being able to attend. Mrs. Hicks announced that the Public Arts Advisory Board had approved a mural for the Cambria area and the mural would

soon be placed on the side of Electrical Supply. She noted that the Town had received 16 applicants and referred to the drawing on the screen.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Request by Montgomery Museum of Art and History for closure of E. Main Street (from Franklin Street to Pepper Street) and Marvin Jarels Circle (from E. Main Street to N. Franklin Street) from 6:00 a.m. to 7:00 p.m. and alcohol sales on Town property (in Town Hall parking lot) from 10:00 a.m. to 5:00 p.m. in conjunction with the Heritage Day Festival on Saturday, August 20, 2022

Councilwoman Hockett made a motion to approve the request by Montgomery Museum of Art and History for closure of the above-mentioned streets in conjunction with the Heritage Day Festival, seconded by Councilman Bishop.

Councilwoman Hicks agreed with the motion that was made but asked if Council could separate the closing of the streets from the alcohol sales.

Councilwoman Hockett retracted her previous motion and made a new motion to include both the closing of the streets for the Heritage Day Festival and the alcohol sales on Town property. The motion was seconded by Councilman Bishop.

Councilwoman Hicks questioned that in the future if there were alcohol sales on Town property could the organization pay for the additional police presence. Councilman Wilson expressed that the current grant application does allow for up to \$8,000 and anything extra is reimbursable to the Town by the organization. Councilwoman Hicks questioned the number of hours being spent for the Heritage Day Festival. Mr. Wingfield explained that he had sent Town Council cost estimates for equipment for the Heritage Day Festival based on Public Works time at a 2-hour rate or charging the rental rate for the equipment for the entire time of the event. Mr. Wingfield explained that previously the Town had charged for the full-time of the event but did not feel it was fair to charge the full equipment rental rate when the vehicle was not being operated but just sitting as a barricade. He explained that the total amount for a 2-hour rental would be \$7,420.28 for the Town. He noted that if the Town used an expanded footprint for the setup of the barricades the total would be \$8,420.28.

Council voted on the above motion as follows: Councilman Bishop – Aye; Councilwoman Hicks – Nay; Councilwoman Hockett – Aye; Councilman Wilson – Aye.

- B. Recommendation to the Montgomery County Board of Supervisors for reappointment of Mayor Barber to the Montgomery Regional Economic Development Commission (term of July 23, 2022 to July 22, 2025)

Mayor Barber expressed that he would suggest the term be changed to run through December 31, 2025, which would be the end of the current Mayor's term.

Councilman Bishop made a motion to approve the recommendation to the Montgomery County Board of Supervisors for reappointment of Mayor Barber to the Montgomery Regional Economic Development Commission for the terms mentioned above, seconded by Councilwoman Hicks. Council voted as follows: Councilman Bishop – Aye; Councilwoman Hicks – Aye; Councilwoman Hockett – Aye; Councilman Wilson – Aye.

## IX. STAFF REPORTS

### A. Town Manager

Mr. Wingfield reported that the Citizens Academy would be held Wednesday evenings on September 7<sup>th</sup> through October 26<sup>th</sup> and the application could be found on the Town's website with a deadline of August 15<sup>th</sup>.

Mr. Wingfield inquired if Council was comfortable with counting the hours of operation of the equipment for the upcoming festival towards the rental rates. Council agreed. Councilwoman Hockett noted that once the event was over Council would have a better understanding of the total cost and the organization would be responsible for anything above the \$8,000. Mr. Wingfield agreed and asked Council if they would like to increase the \$8,000 total amount for future special event grants. Councilwoman Hockett expressed that it was worth discussing. Council agreed. Mr. Wingfield noted that he would add that item to the next agenda.

Mr. Wingfield reported that a high grass complaint had been reported on S. Franklin Street and that a Council member disagreed with the assessment of a violation by Town staff. Mr. Wingfield noted that Town staff felt this was a clear violation and that if the Town was not enforcing this type of complaint, then the code section should be removed. Councilwoman Hockett expressed that people were interested in building those types of habitats and questioned how the Town could differentiate between weeds and wildflowers. Mr. Wingfield did note that a majority of the property was covered in high grass and weeds, while there were some flowers. He noted that he had expressed to the property owner they could create a clearly defined area for wildflower habitat, just not the entire yard (but that it would need to be wildflowers). Councilwoman Hicks stated that she felt the owner did define the habitat and that the higher grass could not be seen from the road. Mrs. Hicks expressed that the Town needed consistency and the Town facilities needed to follow the same code standard. Mrs. Hicks asked what the next step was for this complaint against the property owner. Mr. Wingfield explained that the Town would mow the property and send a bill to them if the area was not taken care of. Councilwoman Hockett noted she would like the Town Code to be very clearly stated due to more property owners growing wildflowers in their yards.

Mr. Wingfield also reported there had been several comments online regarding Aquatic Center hours. He explained that starting September 6<sup>th</sup> the Aquatic Center hours would be changing to Monday – Thursday: 7:00 a.m. to 7:30 p.m., Friday: 7:30 a.m. to 5:00 p.m., Saturday: 10:00 a.m. to 5:00 p.m., and closed on Sunday. Mr. Wingfield noted that there was still a lack of staff at the Aquatic Center which has caused closures on certain days.

Mr. Wingfield concluded that a work session would be held concerning Community Support Applications August 15<sup>th</sup> at 5:30 p.m.

- B. Town Attorney – no report
- C. Other Staff – no report

Finance Director Valerie Tweedie asked if Council preferred the new bill list format that had been provided in the Council packet. Mrs. Tweedie explained the new format was due to the new finance software and that now the bills were separated out to show every purchase. Council all agreed they liked the new format.

X. COUNCIL REPORTS

Councilman Bishop – no report

Councilwoman Hicks reported there would be a Waste and Water Committee meeting July 27<sup>th</sup>.

Councilwoman Hockett – no report

Councilman Wilson reported that he toured the new park with Mr. Wingfield and expressed that everything was running smoothly and moving forward.

XI. OTHER BUSINESS

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:46 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:**  
Consent Agenda

**Meeting Date:**  
August 9, 2022

**ITEM TITLE:**  
Purchase of Four 2022 Ford Police Interceptors

**DESCRIPTION:**  
To issue a purchase order to Sheehy Ford of Richmond for \$154,180.40 (\$38,545.10 each) through a cooperative procurement contract issued by the Virginia Sheriff's Association.

**POTENTIAL ACTION:**  
Approval

**DEPARTMENT:** Police      **PRESENTER:** Mark Sisson

**ITEM HISTORY:**  
This purchase is included in capital outlay expenditures in the Town's fiscal year 2023 budget.

**Information Provided:**  
Procurement Worksheet  
<https://christiansburg.box.com/s/5bdixgux1dlyn5v0tgz53q65mskj0ix>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

August 9, 2022

**ITEM TITLE:**

Purchase of a replacement emergency generator at the Recreation Center

**DESCRIPTION:**

To issue a purchase order to Carter Machinery Company, Inc. for \$135,621.52 for a 300kW natural-gas Caterpillar generator through a cooperative procurement contract issued by the Sourcewell.

**POTENTIAL ACTION:**

Approval

**DEPARTMENT:**

Parks and Recreation

**PRESENTER:**

Brad Epperley

**ITEM HISTORY:**

This purchase is included in capital outlay expenditures in the Town's fiscal year 2023 budget.

**Information Provided:**

Carter Machinery Company, Inc. Quote

<https://christiansburg.box.com/s/imxewxjul0awm5cj1ujrwpb0sbu6589n>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

August 9, 2022

**ITEM TITLE:**

Amendment of Sec. 6-1 of Chapter 6 Alcoholic Beverages of the Christiansburg Town Code in regards to provisions for playing pool where alcoholic beverages are sold or dispensed

**DESCRIPTION:**

Public hearing was held on July 26, 2022. There was one speaker who was in favor of the proposed changes.

Currently the Town Code does not allow billiards/pool in the same room that beer or wine is dispensed or sold (Sec. 6-1 of the Town Code). Mr. Ron Frank Jr. came before Council during Public Comments on June 27, 2022 to request that Council consider a code amendment so that he could pursue developing a large restaurant/bar within Town. He intends to have many pool tables in the room where alcoholic beverages would be sold.

The proposed code amendment attached changes Sec. 6-1 to only allow billiards/pool in a room where alcohol is being sold or dispensed if a conditional use permit for a “public billiard parlors and poolrooms” is granted by Town Council. Any conditions of approval would be considered terms of the selling or dispensing of alcohol in conjunction with billiards/pool. The language has been expanded to include all alcoholic beverages and would not be limited to beer and wine since typically beer, wine, and other alcoholic beverages are common offerings of restaurants today. The change would not require an amendment to the Zoning Ordinance or any other chapter of the Town Code. The Zoning Ordinance currently allows “public billiard parlors and poolrooms” in the General Business (B-3), Limited Industrial (I-1), Central Business (B-2), and General Industrial (I-2) Zoning Districts by conditional use permit. The amendment would allow this use where deemed appropriate within the Town while maintaining regulatory authority through the conditional use permit process for the protection of surrounding properties.

**POTENTIAL ACTION:**

Action

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**

Draft Ordinance

<https://christiansburg.box.com/s/x92o14kw5p3ibn14xkcfqvqdu5qznpbo>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

August 9, 2022

**ITEM TITLE:**

Recommendation to the Montgomery County Circuit Court of reappointment of Ernie Wade to the Board of Zoning Appeals for a 5-year term from September 1, 2022 to August 31, 2027.

**DESCRIPTION:**

Mr. Wade has served on the Board of Zoning Appeals (BZA) since 2012. Town Council's role in BZA appointments differ slightly than other boards and commissions; Council will make a recommendation to the Circuit Court, which will then make the final appointment.

The BZA meets when there is a case to review. The two typical cases are Zoning Ordinance Variance requests and Appeals of Zoning Administrator's Determinations. The BZA met once last year. There are two vacant positions. We advertised earlier this year and have now readvertised.

**POTENTIAL ACTION:**

Action

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager



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

**AGENDA LOCATION:**

Discussion and Action by Mayor and Council

**Meeting Date:**

August 9, 2022

**ITEM TITLE:**

Appointment of two representatives to the New River Valley Passenger Station Authority Board of Directors (four-year term)

**DESCRIPTION:**

Town Council acted to participate in the New River Valley Passenger Station Authority at its October 12, 2021 meeting. The initial terms of office of such representatives shall begin on the date of the written certification from the Secretary of the Commonwealth that the ordinances and resolutions adopted by the Members for creation of the Authority have been filed with the Secretary of the Commonwealth. Subsequent appointments shall be for terms of four years, except appointments to fill vacancies, which shall be for the unexpired terms. The terms of office of all representatives appointed to serve on the Board of Directors shall begin and end on the same date.

[Code of Virginia Code - Chapter 38. New River Valley Passenger Rail Station Authority](#)

The organizational documents for the authority do not prescribe whether the representatives need to be an elected official, that distinction is up to the governing body making the appointment. Per the state code, appointees shall be residents of the jurisdiction making the appointment.

The length of terms will be four years. The initial terms will commence upon written certification from the Secretary of the Commonwealth that the ordinances and resolutions have been filed with the Secretary, which is running currently to this appointment process.

The initial members of the Authority are Giles County, Montgomery County, Pulaski County, Radford City, the Towns of Blacksburg, Christiansburg and Pulaski, Virginia Tech and Radford University. Each member will have two representatives to the Board, but voting will be waited based on financial contributions to the Authority. The first meeting of the New River Passenger Rail Station Authority is planned for September 28, 2022. Mayor Barber and Town Manager Wingfield have been the Town of Christiansburg representatives on the New River Valley Passenger Rail Committee.

**POTENTIAL ACTION:**

Appointment of representatives

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**

Town Council minutes of October 12, 2021:

<https://www.christiansburg.org/ArchiveCenter/ViewFile/Item/2231>

Town Council Ordinance:

<https://christiansburg.box.com/s/7iq2w6vub7021ptyuilpyh9gf9hshtb>

New River Regional Commission Memo dated July 18, 2022:

<https://christiansburg.box.com/s/z9qqtetviniubhza02l7ucjyg6s4g3fj>

NRV Passenger Rail Station Authority Agreement

<https://christiansburg.box.com/s/99vk33qolie0zyy9nuvjv2nxx027bv5d>



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

**AGENDA LOCATION:**

Discussion and Action

**Meeting Date:**

August 9, 2022

**ITEM TITLE:**

Special Events Town Contribution Threshold

**DESCRIPTION:**

The Town offers a grant program for event organizers/organizations to apply for financial assistance from the Town of Christiansburg to subsidize all or some of the cost associated with the event planning and production for Town services and resources. Currently the grant will cover up to \$8,000 per event and event organizers/organizations would be required to pay for any expense over the grant amount awarded. This amount was increased from \$3,000 to \$8,000 on August 28, 2018.

At the July 26, 2022 Council meeting, it was agreed to reconsider the threshold for the Special Events grant amount due to desirability of supporting community events and the larger events approaching the amount due to considerations such as increased costs including the stage usage, and increased security precautions such as the placement of blocker trucks at all event entrances and more police coverage due to alcohol sales. Staff would recommend Council consider increasing the threshold to \$10,000 or \$12,000.

**POTENTIAL ACTION:**

Discussion and Possible Action

**DEPARTMENT:**

Administration

**PRESENTER:**

Randy Wingfield, Town Manager

**INFORMATION PROVIDED:**