

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
SPECIAL MEETING MINUTES  
APRIL 30, 2024 – 6:30 P.M.**

A SPECIAL MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON APRIL 30, 2024 AT 6:30 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Samuel M. Bishop; Kim Bowman; Johana Hicks; Vice-Mayor Tanya Hockett (via phone); Casey Jenkins; Tim Wilson

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Clerk of Council/Executive Assistant Tracy Heinline; Finance Director Valerie Tweedie; Deputy Finance Director Katie Miano; Engineering Director Mike Kelley; Director of Parks and Recreation Brad Epperley; Fire Chief Billy Hanks; Director of Public Works Jim Lancianese; Assistant Director of Public Works, Streets Travis Moles; Police Chief Chris Ramsey; Director of Public Relations Christina Bolt (Edney); Planning Director Retta Jackson

**WORK SESSION**

**I. Call To Order**

Mayor Barber called the work session to order and announced that Councilwoman Hockett would attend the meeting via telephone due to traveling.

Councilman Wilson made a motion to allow Councilwoman Hockett into the meeting via telephone, with a second to the motion Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Jenkins – Aye; Wilson – Aye.

**II. Discussion of Fiscal Year 2024-25 Budget**

**Special Events**

Parks and Recreation Director Brad Epperley reported on the budget submitted for Town sponsored special events. He noted the budget did increase by 5% due to increases for 4<sup>th</sup> of July fireworks, sound system costs for Town events, and the 4<sup>th</sup> of July concert band fee increase. Mr. Epperley recognized the Huckleberry Jam event as an additional Town-Sanctioned Special Event that had been requested.

**Travel**

Mrs. Tweedie clarified that travel expenses for Town staff had increased due to Police Department 2024 accreditation and several departments have resumed traveling for training in place of online training (due to Covid-19).

### Capital Projects

Engineering Director Mike Kelley reported on the funding sources for the Town and talked about the grants from VDOT, DEQ, DCR and the Federal Highway Administration. Mr. Kelley noted the Town had a good working relationship with these funding sources and noted the large grant from VDOT for the Hickok Street project. Mr. Kelley added that these capital projects can take up to 5 years to complete and most are so large they rollover into the next year's budget.

### Capital Equipment

Mrs. Tweedie clarified the funds in the Aquatic Center's reserve fund would go towards the HVAC project. Mr. Epperley reported that bathroom renovations for the Parks and Recreation Center have begun but the final two bathrooms would need to be completed next fiscal year. He added that construction could be done for a potential family locker room/bathroom at the Recreation Center, but utilities would need to be provided in that area in order for it to be a possibility.

### Community Support

Mrs. Tweedie referenced a list of the Community Support organizations that had applied. She noted the Boy Scouts of America did not receive enough votes by Council to be funded and noted the tie in votes for the Montgomery Museum of Art & History. Mr. Epperley noted that the Eagle Scouts have built shelters and kiosks along the Huckleberry Trail and has completed a considerable amount of work for the Town. Several Councilmembers suggested further discussion may be in order for clearer guidance for the Community Support applicants.

### Cellphone Stipends

Mrs. Tweedie explained that Town staff used their personal cellphones for work and the Town provides a stipend to reimburse cost for data only. She added that when an employee leaves employment their app on their personal phone would be removed by the Town. She explained that providing cellphones for employees would be costly.

### Next steps

Mrs. Tweedie explained the next step in the budget process would be to prepare a final draft and advertise. A public hearing would be held on the budget May 28<sup>th</sup> along with consideration of public comments. Adjustments will be made if appropriate and the final budget approval must be approved by June 30, 2024.


Mayor thanked Town staff for their involvement in the budget as well as working with the new Town system.

Mr. Wingfield asked Council if they would like to cancel the May 15<sup>th</sup> work session due to the regular Council meeting be held on the 14<sup>th</sup>. Council agreed to cancel.

### III. Adjournment

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 7:56 p.m.

  
Tracy Heindl, Clerk of Council

  
D. Michael Barber, Mayor