



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
AUGUST 13, 2024 – 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 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 Street, 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, August 13, 2024, 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. Rezoning request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to rezone property located on the west side of Depot Street, NW, also adjacent to the south side of 401 Depot Street, NW (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666 consisting of approximately of 0.254 acres) from R-2 Two-Family Residential to B-3 General Business. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- B. Conditional Use Permit request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to allow one (1) residential dwelling unit (apartment) on the second floor of the proposed “General Office” in the B-3 General Business District on property located on the west side of Depot Street, NW, also adjacent to the south side of 401 Depot Street, NW (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666 consisting of approximately of 0.254 acres). 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 July 23, 2024
- B. Approval of purchase order Sheehy Ford of Richmond for \$102,152 for 2 police patrol vehicles
- C. Approval of the Safe Streets and Roads for All (SS4A) Grant Agreement
- D. Approval of the Community Flood Preparedness Fund (CFPF) Grant Agreement
- E. Set public hearing for August 27, 2024 for Council’s intention to adopt a resolution or resolutions regarding the proposed financing of the development, renovation, equipping and improvement of the Town’s wastewater treatment facilities in part by the issuance of a general obligation bond to be issued in a principal amount not to exceed \$18,600,000.
- F. Set Town Council Public Hearing for September 24, 2024 for a rezoning request by Robert P. Fralin, registered agent for F & B Land, L.P., applicant and property owner, to rezone property located on the west side of Moose Drive, NW at the College Street, NW intersection (Tax Parcel 556 – ((A)) – 9; Parcel ID 008095 consisting of approximately of 16.330 acres) from A Agricultural and B-3 General Business to R-3 Multi-Family Residential. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- G. Set Town Council Public Hearing for September 24, 2024 for a Conditional Use Permit request by Robert P. Fralin, registered agent for F & B Land, L.P., applicant and property owner, to allow a planned housing development for a multi-family project of a maximum of 162 apartments in the proposed R-3 Multi-Family Residential District zoning district on property located on the west side of Moose Dive, NW at the College Street, NW intersection (Tax Parcel 556 – ((A)) – 9; Parcel ID 008095 consisting of approximately of

16.330 acres). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. The Cure Agency to present on tourism marketing analysis and recommendations

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Resolution for Adoption of Rescue Revenue Recovery Rate Increases
- B. Resolution for Adoption of Fire Revenue Recovery Rate Increases
- C. Resolution for Appointment of Zoning Administrator
- D. Appointment of Subdivision Agent

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 21, 2024, 6:30 p.m. – Regular Work Session

August 27, 2024, 7:00 p.m. – Regular Meeting

September 10, 2024, 7:00 p.m. – Regular Meeting



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

August 13, 2024

ITEM TITLE:

Rezoning request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to rezone property located on the west side of Depot Street, NW, also adjacent to the south side of 401 Depot Street, NW (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666 consisting of approximately of 0.254 acres) from R-2 Two-Family Residential to B-3 General Business. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The purpose of this request is to rezone the parcel from R-2 to B-3 to facilitate the expansion of the existing medical office on the adjacent property. The applicant intends to increase their staff by adding more therapists and medical professionals.

The applicant is also requesting an exception to the off-street parking requirements as permitted by Town Code Section 42-9(i).

On July 29, 2024, Planning Commission voted 3 – 1 to not recommend approval of the request.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

INFORMATION PROVIDED:

Application

<https://christiansburg.box.com/s/ojmrzav4ayb96wlgmvf7h1jmxe946bar>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/kn9wgpa3cqzp9sz2hfdei7vn29t4toaj>

Planning Commission Minutes

<https://christiansburg.box.com/s/c66nyo74dlan7ao11tkgf6ut94z27bjs>

Staff Report with maps

<https://christiansburg.box.com/s/d0n94pzw9pc4t5waqiviy0plwejq5ov1>



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

August 13, 2024

ITEM TITLE:

Conditional Use Permit request by JTCI Electric LLC, property owner, and Joseph Iskandar, applicant, to allow one (1) residential dwelling unit (apartment) on the second floor of the proposed "General Office" in the B-3 General Business District on property located on the west side of Depot Street, NW, also adjacent to the south side of 401 Depot Street, NW (Tax Parcel 526 – ((A)) – 158; Parcel ID 070666 consisting of approximately of 0.254 acres). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

DESCRIPTION:

The purpose of the request is to allow one residential dwelling unit (apartment) on the second floor of the proposed medical office building.

On July 29, 2024, Planning Commission voted 3 – 1 to not recommend approval of the request.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

INFORMATION PROVIDED:

Application

<https://christiansburg.box.com/s/tle696v6xcbdewn463pw90kthhwcf369>

Planning Commission Resolution(draft)

<https://christiansburg.box.com/s/h3sjutnxfvzrc2ad6z42yl48y3i60ztf>

Planning Commission Minutes

<https://christiansburg.box.com/s/c66nyo74dlan7ao11tkgf6ut94z27bjs>

Staff Report with maps

<https://christiansburg.box.com/s/ampy78yy7p5acv0th524gz2pxhe282il>

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JULY 23, 2024 – 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 23, 2024, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Andrew Warren; Town Attorney Reid Broughton; Land Development Coordinator Devon Shields; Finance Director Valerie Tweedie; Deputy Director of Finance Katie Miano; Engineering Director Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

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

The Pledge of Allegiance was led by Councilman Jenkins.

II. ADJUSTMENT OF THE AGENDA

No adjustments to the agenda.

III. PUBLIC HEARINGS

No public hearings.

IV. CONSENT AGENDA

- A. Approval of Minutes of July 9, 2024 and ~~July 18, 2024~~ July 17th (correction)
- B. Monthly Bill List
- C. Resolution in Support of the Smart Scale Application for the Peppers Ferry Road – Cambria Street Connector Route
- D. Resolution Recognizing August 4 – 10, 2024 as National Farmers Market Week

Councilwoman Hicks made a motion to approve the consent agenda as presented, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

- A. Gabrielle Spennacchio-Parker to present regarding fluorine/fluoride use in water treatment

Ms. Parker of Blacksburg presented with her intentions to end fluoridation of water in Montgomery County. Ms. Parker argued that fluoridation has not been shown to be necessary for human health and that her opinion was that fluoridating water is unconstitutional. She continued with some information on the chemistry and industrial uses of fluorine. She shared information on dental and skeletal fluorosis, including a history of the discovery of the causes of mottled teeth in children. Ms. Parker shared historical items regarding possible governmental and scientific influences on fluoridating of public water. She shared a number of symptoms of fluoride poisoning and ongoing research on fluoride. She spoke about the work of Dean Burke, who claimed fluoride was the cause of some cancers. Ms. Parker continued with information on fluoride's effects in the water distribution system.

Councilwoman Hicks clarified that the Town's water is provided by a centralized system in Montgomery County. She stated that one positive of fluoride is that it clears out the system of the human body of H. pylori and worms. She asked for recommended solutions, and Ms. Parker recommended ending fluoridation, or reverse osmosis. Ms. Parker clarified that fluoride is the only water additive intended to treat the population, not the water.

Mayor Barber reiterated that the water is provided by the New River Valley Regional Water Authority and confirmed that any change would require action by their Board. Ms. Parker shared that she had previously brought these concerns to the Water Authority, and that the Authority stated they follow EPA standards.

VI. CITIZEN COMMENTS

Joyce Radford, 510 Ellett Road, spoke regarding a previous Council Meeting presentation from Small Business Solutions Manager Amanda Hebert. Ms. Radford shared her concern that the presentation was made under the guise of being official business. She referenced the organizational structure stating that Council is a legislative body that establishes general policies for the Town and that staff was considered under the guidance of Town Council. Ms. Radford felt this was a personal matter that should have been handled by the Town Manager and Council in private. She stated that she felt

a public apology was warranted to both Councilwoman Hicks and Councilwoman Bowman.

Joanne Price, Blacksburg resident and Christiansburg business owner, spoke regarding Town Council meetings and the recent Supreme Court ruling on Chevron Vs. Natural Resources and cutting back on the power of federal agencies to interpret the laws they administer. Mrs. Price spoke about Roger Woody's written comments regarding the Christiansburg Park and Ride and the issue with a lefthand turn into the parking lot as an example. She stated that this decision was made without bringing the issue before Council and therefore urged Council to consider issues such as this to be public hearings in order for the public to be aware.

Charles Robins, 410 Pin Oak Drive, NW, expressed concern for vehicles speeding through Town as well as vehicles parking in non-parking areas. Mr. Robins also added he felt unsafe on his electric scooter during these times.

Councilwoman Hicks asked when these events were happening, because she understands that police are active and enforcing these types of traffic issues. Mr. Robins noted it was happening between 10:00 p.m. and 4:00 a.m.

Chris Waltz, 1370 Rigby Street, addressed Council concerning the presentation by Amanda Hebert at a previous Council Meeting and stated there were several inaccuracies in the document he had requested. Mr. Waltz felt this type of insubordination should not take place or be allowed at the Town. Mayor Barber noted this was a personnel issue.

VII. COMMITTEE REPORTS

A. Street Committee Report/Recommendation (Bishop, Hockett)

1. Easement Plat on Tax Parcel Numbers 528 – ((A)) – 72 and 528 – ((A)) – 65 prepared for Montgomery County Board of Supervisors (Approved December 12, 2023 – Applicant approval time expired)

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee to allow an easement plat on the tax parcels above, seconded Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

2. Plat of Subdivision of Tax Parcel Numbers 527 – ((15)) – 1 and 527 – ((15)) – 2 at 301 and 303 Park Street, NE (creating one additional lot) (Approved August 22, 2023 – Applicant approval time expired)

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee to allow a plat of subdivision at 301 and 303 Park Street, NE, seconded Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

3. Plat Dedicating .005 Right-of-Way of Tax Parcel 529 – ((34)) 2B to the Town of Christiansburg at the northwest corner of Corporate Drive S.E. and Technology Drive, S.E. (Approved November 15, 2022 – Applicant approval time expired)

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee to allow a plat dedicating .005 ROW at the tax parcel above, seconded Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

4. Easement Plat affecting Tax Parcel #529 – ((34)) – 2C along Corporate Drive S.E.

Councilwoman Hockett made a motion to approve the recommendation from the Street Committee to allow an easement plat along Corporate Drive, SE, seconded Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Amendment to Sec. 40-2. Definitions. and Sec. 40-3. Administrator. of Article I. In General of Chapter 40 “Subdivision” of the Christiansburg Town Code to provide for consistency with the Code of Virginia and additional administrative and planning commission reviews

Councilwoman Hockett made a motion to approve the amendment to Chapter 40 “Subdivision” of the Christiansburg Town Code, seconded Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

Councilwoman Hockett reaffirmed that this would not affect public hearings and added that the landowners would have an option to take their cases to the Street Committee and Council for lot line adjustments.

Councilwoman Hicks expressed that this takes away from public hearings and felt the citizens have the right to transparency. Town Manager Wingfield clarified there were no public hearings for subdivisions currently.

B. Façade Grant Program

Councilwoman Hicks made a motion to keep the Façade Grant Program the same as the previous year, but with an extension of time to complete being June 1, 2025, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

Councilwoman Hicks stated the Central Business Committee has been transparent to the public regarding the façade grant. Mrs. Hicks noted that she has been an advocate for this program in the past and is working in the best interest of the Town.

Mayor Barber noted that all Town businesses qualify for the façade grant.

IX. STAFF REPORTS

- A. Town Manager Wingfield reported that water service was not required in Town and that well service is allowed and clarified the Town receives its water from the New River Valley Regional Water Authority. Mr. Wingfield noted this policy has not changed and if a Town resident would prefer to dig a well, they are allowed to do that.

Mr. Wingfield spoke regarding the Christiansburg Park and Ride referencing Alma Street and explained the street vacation did require a public hearing and notices were published in the paper and letters were sent to adjoining property owners.

Mr. Wingfield made Council aware of adjoining property owners beside the Christiansburg Huckleberry Park installing gates in the Town fence to provide themselves access to the park. He noted the desire to control access to the park and added that he planned to create a permit form to allow adjoining property owners for access if they abide to the Park's hours.

Mr. Wingfield reported that the Emergency Services Committee desired training be provided for emergency operations for Town Council, and recommended the NIMS ICS 100, 200, 700, and 800 courses. He added that he would send the links to all councilmembers and asked that they complete within the next couple of months.

Town Attorney – no report.

Other Staff – no report.

X. COUNCIL REPORTS

Councilwoman Hicks shared the façade grant advertisement for the Town's website and electronic reader boards. Mayor Barber noted he has instructed Public Relations to start working on printout advertisements as well.

Councilman Wilson reported that the Emergency Services Committee met and discussed revenue recovery for Fire and Rescue and explained we currently bill at 130% and would like to recommend moving that to 170%. He added that by raising that percentage it would bring the Town in line with Montgomery County and the state.

Mr. Wilson noted several items for the upcoming Town Council work session including fire and safety. He noted a future discussion with the County concerning a new fire station and would like to discuss this item at the next work session. Mr. Wingfield stated that the August 21st work session had been planned for tourism and the Main Street Program, but that it would be revised to tourism and County emergency services request.

Mr. Wilson added that the training Mr. Wingfield mentioned previously for Town Council and emergency operations was a preface for elected officials. He explained that individually each councilmember would complete four levels of training, then Council would have a discussion which would then hopefully lead to a table discussion with the Emergency Services Chiefs.

XI. OTHER BUSINESS

No further business.

XII. ADJOURNMENT

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

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor



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

AGENDA LOCATION:

Consent Agenda

MEETING DATE:

August 13, 2024

ITEM TITLE:

Request approval for the purchase of two (2) new Ford 2025 Police Interceptor Utility AWD SUVs totaling **\$102,152.40**.

DESCRIPTION:

The Police Department requests the approval of two (2) new Ford 2025 Police Interceptor Utility AWD SUVs from Sheehy Ford of Richmond for a total cost of **\$102,152.40**. This is a cooperative procurement purchase using the Virginia Sheriffs' Association's Vehicle Procurement Program, Contract #22-05-0917RR, Vehicle and Motorcycle Procurement.

POTENTIAL ACTION:

Council approval

DEPARTMENT:

Police Department

PRESENTER:

Chief Chris Ramsey

ITEM HISTORY:

None

INFORMATION PROVIDED:

Reference Virginia Sheriffs' Association's Vehicle Procurement Program, Contract #22-05-0917RR, Vehicle and Motorcycle Procurement in effect until October 8, 2024.

<https://christiansburg.box.com/s/2erkdkppdfu15d00q2kzajq1vx460pqq>



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

AGENDA LOCATION:

Consent Agenda

MEETING DATE:

August 13, 2024

ITEM TITLE:

Approval of the Safe Streets and Roads for All (SS4A) Grant Agreement.

DESCRIPTION:

This grant agreement is between the Town of Christiansburg and the United States Department of Transportation (USDOT) and the Federal Highway Administration (FHWA). It is an 80% VDOT and 20% local grant, totaling \$150,000. The grant amount is \$120,000 and the Town match is \$30,000 for a total grant award of \$150,000. This grant funding is for the development of an Action Plan, aimed at supporting additional analyses such as more thorough crash analyses, active transportation incident remediation, High Injury Network and Hot Spot Identification, Systemic Improvement actions and location prioritization, and Public Engagement and Involvement activities. Development of an Action Plan will allow the Town to apply for additional SS4A funding for implementation of projects identified in the Action Plan. Once the agreement is fully executed, then the Town will have two years to complete the Action Plan before the grant expires.

POTENTIAL ACTION:

Approve the SS4A Grant Agreement and authorize the Town Manager to execute the grant agreement on behalf of the Town.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

The purpose of Safe Streets and Roads for All (SS4A) grant program is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development. The program provides funding to help strengthen a community's approach to roadway safety and save lives and is designed to meet the needs of diverse local, Tribal, and regional communities that differ dramatically in size, location, and experience administering Federal funding.

INFORMATION PROVIDED:

Grant Agreement

<https://christiansburg.box.com/s/e6wb0kvuzm3o5jnqh5ei7zs0u6ciaduf>

FY23 SS4A Terms and Conditions

<https://christiansburg.box.com/s/5fowpksvspfucx5dlj3bioturaas1ha>



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

AGENDA LOCATION:

Consent Agenda

Meeting Date:

August 13, 2024

ITEM TITLE:

Approval of the Community Flood Preparedness Fund (CFPF) Grant Agreement.

DESCRIPTION:

This grant agreement is between the Town of Christiansburg and the Virginia Resources Authority. It is a 90% DCR and 10% local grant award, totaling \$4,097,246.00. The grant amount is \$3,687,521.40 and the Town match is \$409,724.60 for a total grant award of \$4,097,246.00. This grant funding will be used to continue the engineering design and construction of drainage improvements in the College Street drainage basin. Once the agreement is fully executed, then the Town will have three years to complete the project before the grant expires.

POTENTIAL ACTION:

Approve the Community Flood Preparedness Fund (CFPF) Grant Agreement and authorize the Town Manager to execute the grant agreement on behalf of the Town.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

Information Provided:

Grant Agreement

<https://christiansburg.box.com/s/afg5w3rkk9e7p2djymfvp8pmtnbw5wgv>

Award Letter

<https://christiansburg.box.com/s/86gaqx4nfc2338hnm6c4zewkqrj3qx7>



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

Agenda Location:

Discussion and Action by Mayor and Council

Meeting Date:

August 13, 2024

Item Title:

Resolution for Adoption of Rescue Revenue Recovery Rate Increases

Description History:

On February 19, 2013, Town Council adopted an Ordinance Amending Chapter 26 "Public Safety" to add Section 26-25, Cost Reimbursement for Emergency Medical Transport, to the Christiansburg Town Code and Provide an Effective Date. The amendment to Town Code allowed the Town Council to pass reasonable fees to be charged for emergency medical services provided for emergency medical transport, whether provided by Town employees or volunteers, which they did at their regular October 1, 2013 meeting.

The schedule of rates for services is proposed to be amended by the drafted resolution of the Town Council. The rates would increase from the current 130% of Medicare rate for such services adopted by the U.S. Department of Health and Human Services to 170% of such rates. The funds received from the payment of these fees will be used to aid in defraying the cost of providing emergency medical transport services.

Potential Action:

Adopt resolutions

Department:

Administration

Presenter:

Town Manager Randy Wingfield

Attachments:

Resolution for Adoption of Rescue Revenue Recovery Rate Increases

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

Agenda Location:

Discussion and Action by Mayor and Council

Meeting Date:

August 13, 2024

Item Title:

Resolution for Adoption of Fire Revenue Recovery Rate Increases

Description History:

On September 26, 2023, Town Council adopted an Ordinance Amending Chapter 26 "Public Safety" to Add Section 26-136, Cost Reimbursement for Fire Services, to the Christiansburg Town Code and Provide an Effective Date. The amendment to Town Code allowed the Town Council to pass reasonable fees to be charged for fire services provided by all fire services personnel, whether provided by Town employees or volunteers, which they did at their November 14, 2023 regular meeting.

The schedule of rates for services is proposed to be amended by the drafted resolution of the Town Council. The former and proposed rates are specified in Exhibit A. Fire Service Mitigation Rates of the resolution. The funds received from the payment of these fees will be used to aid in defraying the cost of providing fire services.

Potential Action:

Adopt resolutions

Department:

Administration

Presenter:

Town Manager Randy Wingfield

Attachments:

Resolution for Adoption of Fire Revenue Recovery Rate Increases

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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

August 13, 2024

ITEM TITLE:

Resolution for Appointment of Zoning Administrator
Appointment of Subdivision Agent

DESCRIPTION:

The Town is required to have a Zoning Administrator and is also required to have a Subdivision Agent. Sec. 40-2 of Article I. In General of Chapter 40 Subdivisions of the *Christiansburg Town Code* provides a definition of “subdivision agent” as follows and Sec. 40-3 also provides guidance on the appointment:

Chapter 40 SUBDIVISIONS

ARTICLE I. IN GENERAL

Sec. 40-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Agent or subdivision agent means the representative of the town council who has been appointed to serve as the agent of the council in approving the subdivision plats.

Sec. 40-3. Administrator.

- (a) Appointment. The town council may appoint an agent to administer this chapter and if so appointed the agent is hereby delegated to administer this chapter. In so doing, the agent shall be considered the agent of the town council. Final approval or disapproval shall be made by the town council through the agent. The agent may approve a single lot line revision or any lot line vacations provided public easements or rights-of-way are not altered as provided for in section 40-28(i) and (j). The agent may also consult with the planning commission on matters contained herein.
- (b) Duties. The agent shall perform his duties as regards subdivisions and subdividing in accordance with this chapter and the Land Subdivision and Development Act.
- (c) Consultation. In the performance of his duties the agent may call for opinions or decisions, either verbal or written, from other departments in considering details of any submitted plat.
- (d) Additional authority. In addition to the regulations herein contained for the platting of subdivisions, the agent may, from time to time, establish any reasonable additional administrative procedures deemed necessary for the proper administration of this chapter.

(Code 1972, § 26-3; Code 1992, § 26-3; Ord. of 11-3-1998)

Sec. 42-1 Definitions of Article I. In General of Chapter 42 Zoning of the *Christiansburg Town Code* provides a definition of “administrator” as follows and Sec. 42-4 also provides guidance on the appointment:

Chapter 42 ZONING

ARTICLE I. IN GENERAL

Sec. 42-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Administrator means the official charged with the enforcement of this chapter. He may be any appointed or elected official who is, by formal resolution, designated to the position by the town council. He may serve with or without compensation as determined by the town council.

Sec. 42-4. Administrator of chapter.

This chapter shall be enforced by the administrator who shall be appointed by the town council. The administrator shall serve at the pleasure of the town council. Compensation for such shall be fixed by resolution of the town council.

(Code 1972, § 30-4; Code 1992, § 30-4)

Andrew Warren has been serving as Zoning Administrator and Subdivision Agent, but those are left vacant with his departure. Administration is recommending the appointment of Planning Director Retta Jackson as Subdivision Agent and Town Manager Randy Wingfield as Zoning Administrator. A resolution is required for the appointment of Zoning Administrator.

POTENTIAL ACTION:

Council Discussion/Action

DEPARTMENTS:

Administration

PRESENTER:

Randy Wingfield

ITEM HISTORY:

See above

ATTACHMENT

Resolution for Appointment of Zoning Administrator

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