



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
SEPTEMBER 10, 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, September 10, 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. Resolution for the Disposition of a Town-owned Property Located on the Western Side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63: Parcel ID 080323)

IV. CONSENT AGENDA

- A. Approval of Minutes of August 27, 2024
- B. Award Task Order #2 to McGill Associates, PA for Engineering Services for a Redundant Water Line project in the amount of \$133,800.00.
- C. Set Public Hearing for October 8, 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 16.33 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.
- D. Set Public Hearing for October 8, 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 16.33 acres). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Deputy Rescue Chief Josh Settlage to present on Rescue programs and operations

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Ordinance Amending Sec. 18-277. Exemption rate. of Article IX. Property Tax Exemptions and Deferrals for the Elderly and Totally Disabled of Chapter 18 “Finance and Taxation” of the *Christiansburg Town Code* in Regard to Tax Exemptions and Deferrals for the Elderly and Totally Disabled

- B. Approval of the Percentage Rate for the Personal Property Tax Rate Relief Act (PPTRA) for Calendar Year 2024
- C. Request for street closures for Wednesday, September 25, 2023 with a temporary shutdown between 3:00 - 3:30 p.m. to place barricades along W. Main Street from the intersection of Franklin Street and Main Street to Phlegar Street and street closures from 5:00 - 9:00 p.m. to include Main Street from Park Street, N.E. to Radford Street, N.W., Roanoke Street from E. Main Street to First Street, Pepper Street, S.E. from E. Main Street to First Street, Pepper Street, N.E. from E. Main Street to Hill Street, Franklin Street from First Street to Commerce Street, N.W., Hickok Street from Commerce Street, N.W. to First Street, S.W., Dunkley Street, N.W. from W. Main Street to College Street, N.W., Phlegar Street, S.W. from W. Main Street to First Street, Radford Street, N.W. from W. Main Street to Depot Street, N.W., Depot Street, N.W. from Radford Street, N.W. to Middle School Road, N.W., Middle School Road, N.W. from Radford Street, N.W. to Sheltman Street, N.W. for the Christiansburg High School Homecoming Parade to be held from 7:00 to 8:00 p.m.
- D. Appointment of Gracie Conner to serve as Student Representative to the Recreation Advisory Commission with a term ending August 31, 2026
- E. Resolution to approve VRA loan agreement and financing agreement for the wastewater treatment plant improvements
- F. Award Contract to Ulliman Schutte Company in the amount of \$16,226,000.00 for the construction of the Biosolids Management Facilities and Headworks Improvements project
- G. Approval to Adopt Resolution to Approve Budget Amendment #1 for FY 2025
- H. Approval to Adopt Resolution for the Appropriation of funds per Budget Amendment #1
- I. Authorize the purchase order to acquire the ambulance at a cost of \$286,652 from Red Storm
- J. Funding of New River Valley Regional Commission office building project

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

XII. ADJOURNMENT

Upcoming meetings of Council:

September 18, 2024, 6:30 p.m. – Regular Work Session

September 24, 2024, 7:00 p.m. – Regular Meeting

October 8, 2024, 7:00 p.m. – Regular Meeting



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

September 10, 2024

ITEM TITLE:

Resolution for the Disposition of a Town-owned Property Located on the Western Side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63: Parcel ID 080323)

DESCRIPTION:

This is the public hearing for resolution for the disposition of the small parcel (.05 acres) located on the western side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63: Parcel ID 080323). This is the site of a former Town sewer pump station lot that was recently taken off-line by the Silverlake Sewer Interceptor project.

The Town is making the property available for purchase through sealed bids with a deadline of September 30, 2024, at 4:00 p.m., at which time they will be opened in the Town Manager's office. The Town will accept the highest bid for the property and reserves the right to restrict construction of a single-family residence on the property unless it is combined with another property and made compliant with applicable zoning and subdivision regulations by deed restrictions. The Town also reserves the right to retain a portion on the eastern side of the property for street widening and the right to retain public utility and drainage easements on the remaining property through the transfer deed, which will be prepared by the Town Attorney. Town Council will have the right to reject any and all bids and cancel the sale at any time.

The current Montgomery County land value assessment is \$400.

POTENTIAL ACTION:

Hold public hearing

DEPARTMENT:

Administration

PRESENTER(S):

Town Manager Randy Wingfield

INFORMATION PROVIDED:

Resolution for the Disposition of a Town-owned Property Located on the Western Side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63: Parcel ID 080323)

<https://christiansburg.box.com/s/d7xkuvropydnosvy9cvx79z0edbj03ks>

Deed for Town-owned Property Located on the Western Side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63: Parcel ID 080323)

<https://christiansburg.box.com/s/kh12alymlgd00tj35ougasn8xoevxht9>

Silverlake Road, N.W. lot sketch

<https://christiansburg.box.com/s/qmiqk39762fjvaa2ce084jcvsv7qdw2>

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
AUGUST 27, 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 AUGUST 27, 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; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Public Relations Director Christina Bolt; Finance Director Valerie Tweedie; Deputy Finance Director Katie Miano; Police Chief Chris Ramsey; 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 Wilson.

II. ADJUSTMENT OF THE AGENDA

No adjustments to the agenda.

III. PUBLIC HEARINGS

- A. 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.

Finance Director Valerie Tweedie explained the Town previously held a public hearing on March 12, 2024 for the loan amount to not exceed \$15.5 million but has since received approval for an increased general obligation bond to be issued not to exceed \$18.6 million. Mrs. Tweedie added that since this loan was designated as a "Principal Forgiveness Loan" the amount of forgiveness would be \$929,000.

There being no further public comments the public hearing closed.

IV. CONSENT AGENDA

- A. Approval of Minutes of August 13, 2024 and August 21, 2024
- B. Monthly Bill List
- C. Resolution in Support of the New River Valley Metropolitan Planning Organization's Virginia Department of Transportation Smart Scale Application for the Roanoke Street (US Route 11/460 Business) Improvements Project
- D. Set Town Council Public Hearing for October 8, 2024 for a rezoning request by Roger Woody, registered agent for RWW 34 LLC, applicant and property owner, to rezone property located on the southeast corner of Sherwood Drive, N.W. and Maid Marian Lane, N.E. and adjacent to the US Route 460 Bypass (approximately 2.31 acres of a 10.227-acre Tax Parcel 499 – ((A)) – 12; Parcel ID 018085) from R-1 Single-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.
- E. Set Town Council Public Hearing for October 8, 2024 for a Conditional Use Permit request by Roger Woody, registered agent for RWW 34 LLC, applicant and property owner, to allow a 90-unit townhome residential development in the B-3 General Business District on property located on the southeast corner of Sherwood Drive, N.E. and Maid Marian Lane, N.E. and adjacent to the US Route 460 Bypass (Tax Parcel 499-((A))-12; Parcel ID 018085) consisting of approximately 10.227 acres. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.
- F. Set public hearing for the disposition of property located on the western side of Silverlake Road, N.W. (0.05-acre Tax Parcel 525 – ((2)) – 63; Parcel ID 080323) for September 10, 2024

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

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

No introductions or presentations.

VI. CITIZEN COMMENTS

Chris Waltz, 1370 Rigby Street, addressed Council and expressed concern the Town was continuing to fund Regional Tourism even though the agreement with them had expired. Mr. Waltz questioned the 15% of the 1.0% lodging tax collection and where it goes since it is for internal use for promotion of tourism. He further questioned Councilwoman Hockett and Councilman Jenkins vote to pull out of tourism previously but now wanting to partner with tourism again.

VII. COMMITTEE REPORTS

Councilwoman Hicks reported there would be a Central Business Committee meeting August 28th.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

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 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. The public hearing was held August 13, 2024.

Mayor Barber noted the Planning Commission voted 3-1 to recommend denial of the rezoning request at Depot Street.

Councilman Bishop made a motion to not approve the rezoning request above, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

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 0.254 acres). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held August 13, 2024.

Councilman Bishop made a motion to not approve the conditional use permit request above, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

C. Reappointment of Randy Wingfield to the NRV Passenger Rail Passenger Station Authority Board of Directors for a term beginning September 1, 2024 and ending August 31, 2028

Councilwoman Hicks questioned the process if Mr. Wingfield retired during his time of serving on the authority. Councilman Wilson explained that ultimately Council has the authority to remove an appointed position even in the middle of serving. Town Attorney Broughton clarified that Mr. Wingfield was not locked into the position.

Councilman Wilson made a motion to approve the reappointment of Randy Wingfield to the NRV Passenger Station Authority Board of Directors, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

D. Montgomery County – Blacksburg – Christiansburg Regional Tourism Office

Councilwoman Hicks expressed she would like to use the tourism funds for other purposes and questioned where the percentage of lodging tax collection the Town keeps is placed within the budget.

Councilman Jenkins read a disclosure statement concerning his personal interest pertaining to Council's discussion regarding the Tourism Office stating his employer is part of a group of three or more organizations that receive a promotional benefit from the Tourism Office.

Councilwoman Hockett expressed disappointment in seeing this item on the agenda since Council had discussed tourism at their previous work session and decided to have further discussion before voting.

Councilman Wilson noted that Council has been discussing this issue for over two years and had expressed concern that the Town of Christiansburg was not receiving what they had been promised out of Regional Tourism. Mr. Wilson expressed that he would like Council to have further discussion and decide what tourism that represents Christiansburg looks like. He added that whether the Town moves forward with a partnership or chooses to promote tourism internally, the decision of what tourism should look like for Christiansburg is still the question.

Councilwoman Hockett agreed with Mr. Wilson and expressed that Council has been reactionary to the management of tourism and wanted Council to take time to think about what they want out of tourism. Mrs. Hockett stated she did not want to react to Regional Tourism based on the management of just the last few years.

Councilwoman Hicks expressed that Regional Tourism had been an issue for some time and felt funds were being wasted with tourism since the Town was not being represented well. Mrs. Hicks added that hotels currently charge an additional tax for lodging and would like to see the lodging tax lowered to 7% instead and see the hotels help promote Christiansburg. Councilwoman Hockett noted that hotels have that option now to promote tourism, but hotels normally do not promote their towns. Mayor Barber noted that if the

Town drops the lodging tax rate to 7% or 8% then the Town would need to take non-resident taxes and apply it to real estate taxes in order to make up the difference.

Town Attorney Broughton clarified the Town could not un-allocate funds that have been allocated to Regional Tourism. Finance Director Tweedie explained 85% of 1% was in one budget line item and the other 15% in a different line item. She added the 15% was expendable at Council's discretion.

Councilwoman Hicks made a motion to withdraw immediately and stop payment to the Montgomery County – Blacksburg – Christiansburg Regional Tourism Office, seconded by Councilwoman Bowman. Council voted as follows: Bishop – Nay; Bowman – Aye; Hicks – Aye; Hockett – Nay; Jenkins – Nay; Wilson – Nay.

Motion Denied

Councilwoman Hockett expressed she would like an additional work session with Council to discuss what tourism looks like for Christiansburg when it is successful. Councilwoman Bowman questioned what Regional Tourism would provide differently to the Town this time. Councilman Wilson explained that Council is now focusing on the subject and communication would be clear. Mayor Barber expressed that he felt tourism had run smoothly up until a few years ago and noted the Town relies on tourism greatly. He clarified that Town Council would like this subject placed on the next regular work session. Council agreed.

IX. STAFF REPORTS

A. Town Manager

Town Manager Wingfield reported that both the Rockin' Main event and Food Truck Rodeo would come together on September 14th from 3:00 p.m. to 7:00 p.m. for the public to enjoy. Mr. Wingfield noted he would not bring the street vacation for the combined events to Council since it is a Town event. Councilwoman Hicks made Council aware of a potential conflict of interest because of her ownership of a Town business on Main Street. Mrs. Hicks expressed that she felt the Town should be transparent and the street closure should come before Council for public awareness. Mr. Wingfield reminded Council a policy had been written by staff to make business owners aware of events downtown and that it would be followed.

Mr. Wingfield also reported the Wilderness Trail Festival would be held on September 21st from 9:00 a.m. to 4:00 p.m. Mr. Wingfield questioned Council regarding the September 18th work session and their preference to what items were on the agenda. Council clarified they wanted tourism on the agenda and would like to place the Emergency Services funding from the County on a closed session at an upcoming Town Council meeting. Mr. Wingfield asked about the Main Street Program and Outdoor Advertising as potential work session discussion. Council agreed that tourism should be the only item on the agenda for the September 18th work session and the Main Street Program and Outdoor Advertising could be pushed to the October work session.

B. Town Attorney

C. Other Staff

X. COUNCIL REPORTS

Mayor Barber congratulated Councilman Jenkins and the Montgomery Museum of Art and History on their efforts for Heritage Days.

Councilwoman Hicks asked Council to discuss the Small Business Solutions Manager position that was currently open to receiving applications. Mrs. Hicks questioned if the position was needed and further asked if the position had brought in revenue or showed any positive results. She recommended that money for that position be applied elsewhere and leave the position closed for now. Mrs. Hicks asked for more information and expressed that emergency services should be more important than this position.

Councilman Wilson noted he felt the position was valuable to the Town and that data would show that it was beneficial. He added that programs were already in place such as Launch Christiansburg and thought the position should be filled.

Councilwoman Bowman expressed she would like to see metrics on how the Town decides on new positions. She further commented that she was not convinced the process works and added she would like to see a survey of the businesses that were aided by this position.

Councilman Jenkins noted the Launch Christiansburg program has fallen on the Public Relations and Planning Departments and felt there was an immediate need for the position to be filled.

Councilwoman Hockett felt the position needed to be filled especially due to the programs coming up and further noted that the newer businesses should be surveyed. She expressed that business satisfaction would show if the position was doing what it was intended to do.

Council agreed to leave the position open until filled.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilwoman Hockett made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(3), for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The Closed Meeting is being held for discussion of potential purchase of property located on the northern side of Roanoke Street for Public Works purposes. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye;

Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

2. Reconvene in Open Meeting
3. Councilwoman Hockett made a motion to certify that the Town Council of the Town of Christiansburg meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting. Councilman Bishop seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

4. Council action on the matters

Mayor Barber explained that Council has authorized Town Manager Wingfield to pursue information to further consider the purchased of the discussed land.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:26 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:

September 10, 2024

ITEM TITLE:

Award Task Order #2 to McGill Associates, PA for Engineering Services for a Redundant Water Line project in the amount of \$133,800.00

DESCRIPTION:

Professional Services task order to provide engineering design and construction administration services for the East End Waterline (redundant water line) in the eastern portion of the Town's water distribution system. The water line will provide a connection between areas of the Town's water system that are only supplied from one direction. This will enhance flow, improve water quality, and reliability of service to these areas of Town. This task order will include design, right-of-way services, bidding, and construction administration services. This task order is being issued under the Professional Services Contract for Water, Sewer, and Wastewater Treatment Term Services.

POTENTIAL ACTION:

Task order approval and authorize the Town Manager to execute Task Order #2

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

The Town has identified areas within the water distribution system that require an additional water supply line. This East End Waterline project will provide for a more reliable supply of water in case of a water main break, or during maintenance operations. System redundancy is always desired as it allows for operational flexibility. It is sound engineering and operational practice to provide redundancy in the water distribution system where practical.

In 2022 the Town entered into a contract with Mc Gill Associates, PA for water, sewer and wastewater treatment term services and executes task orders under this contract as they relate to their expertise.

INFORMATION PROVIDED:

Original Contract Document & Amendment 1

<https://christiansburg.box.com/s/4c2wo89s65ocdlhrmuivxq6tjrhejab>

Task Order #2

<https://christiansburg.box.com/s/t4rl5yi6ma373fnno2nhngb989migtcn>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

Ordinance Chapter 18 “Finance and Taxation” of the Christiansburg Town Code in Regard to Tax Exemptions and Deferrals for the Elderly and Totally Disabled

DESCRIPTION:

Montgomery County recently adopted tax exemptions and deferrals for the elderly and totally disabled. The Town of Christiansburg has historically tried to match the County’s tax exemptions and deferrals for the elderly and totally disabled for consistency.

The Ordinance would increase eligible income levels to a maximum of \$70,000 and a maximum value of \$205,000 for the residence.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Approve Ordinance

INFORMATION PROVIDED:

Ordinance Chapter 18 “Finance and Taxation” of the Christiansburg Town Code in Regard to Tax Exemptions and Deferrals for the Elderly and Totally Disabled

<https://christiansburg.box.com/s/birql3rlumx1p7vguy9yj09c2eojgzia>



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

AGENDA LOCATION:

Discussion by Mayor and Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

Personal Property Tax Relief Act (PPTRA) percentage for 2024

DESCRIPTION:

Each year the Town receives \$228,552.85 in funds from the state to provide relief on personal property tax bills for its citizens with qualifying vehicles pursuant to the Personal Property Tax Relief Act. This year the calculated relief percentage is 23.06%. This is a decrease from last year's percentage of 25.16%.

POTENTIAL ACTION:

Approve the ordinance to set the Personal Property Tax Relief percentage of 23.06% to be applied to qualifying vehicles for 2024 tax bills.

DEPARTMENT:

Finance

PRESENTER:

Val Tweedie

ITEM HISTORY:

In 1998 the Virginia legislature passed the Personal Property Tax Relief Act (PPTRA) and each year we calculate the percentage of relief that citizens will receive based on qualifying vehicles. All vehicles that are for personal use and under \$1,000 in value receive 100% relief. Personal use vehicles valued between \$1,001 and \$20,000 receive the calculated percentage relief and no relief is provided for vehicles valued in excess of \$20,001.

Before proration, this was a relatively straight forward calculation as we received all vehicle values as of January 1 of each year and the percentage was calculated using those numbers. With proration in effect the calculation now requires estimation of the number of qualifying vehicles that will be added and deleted in the last quarter as well as an estimation of the values to be applied to those vehicles added and deleted during the first 9 months of the year.

Based on the data received to date and review of prior years we have calculated the PPTRA percentage for this year to be 23.06%. This is a 2.10% drop from last year's relief percentage of 25.16%. The change is due primarily to an increase in the number of qualifying vehicles and the increased values for those vehicles. Vehicles increased by almost 300 and the values increased by \$27 million this spreads the fixed \$228,552 in relief we receive over a larger base resulting in a lower percentage of relief.

INFORMATION PROVIDED:

PPTRA 2024 Calculations

<https://christiansburg.box.com/s/dkynuyjpop06s97u2xj199xxl2tos0pu>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

Request for street closures for Wednesday, September 25, 2024 with a temporary shutdown between 3:00 - 3:30 p.m. to place barricades along W. Main Street from the intersection of Franklin Street and Main Street to Phlegar Street and street closures from 5:00 - 9:00 p.m. to include Main Street from Park Street, N.E. to Radford Street, N.W., Roanoke Street from E. Main Street to First Street, Pepper Street, S.E. from E. Main Street to First Street, Pepper Street, N.E. from E. Main Street to Hill Street, Franklin Street from First Street to Commerce Street, N.W., Hickok Street from Commerce Street, N.W. to First Street, S.W., Dunkley Street, N.W. from W. Main Street to College Street, N.W., Phlegar Street, S.W. from W. Main Street to First Street, Radford Street, N.W. from W. Main Street to Depot Street, N.W., Depot Street, N.W. from Radford Street, N.W. to Middle School Road, N.W., Middle School Road, N.W. from Radford Street, N.W. to Sheltman Street, N.W. for the Christiansburg High School Homecoming Parade to be held from 7:00 to 8:00 p.m.

DESCRIPTION:

This is for the annual Christiansburg High School Homecoming Parade on Wednesday, September 25, 2024. The roads will have a temporary shutdown for set up between 3:00 and 3:30 p.m. and then the shutdown for the parade itself will happen between 5:00 and 9:00 p.m.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Approve Street Closures

INFORMATION PROVIDED:

Special Events Permit Application

<https://christiansburg.box.com/s/row0tpd2ah5mt9lbtw89g5g3og0qt9un>

Street Closure Map

<https://christiansburg.box.com/s/xu86vf2gllmy8gho1ki41x980pzl4u3k>



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

AGENDA LOCATION:

Discussion and Action by Mayor & Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

Resolution to approve VRA loan agreement and financing agreement for the wastewater treatment plant improvements

DESCRIPTION:

In the 2024 budget, there are capital projects listed for major improvements at the Wastewater Treatment as previously presented by the Engineering Department. We have been granted a very low interest loan of 0.5% to do these improvements because of issues with DEQ and discharges into the New River.

Projects to be funded with this debt include the construction of a new building to house two centrifuges and a rotary drum thickener for efficient biosolids dewatering, crucial upgrades to the main electrical building, replacement of two influent Archimedes screw pumps, and replacement of both aerated grit and bar screen equipment.

The Town previously held a Public Hearing on March 12, 2024, for the loan amount to not exceed \$15.5 million and approved that resolution on March 26, 2024, but have received approval for an increased general obligation bond to be issued in a principal amount not to exceed \$18,600,000. As an added benefit, the previously approved \$450,650 of this loan designated as a "Principal Forgiveness Loan" would increase to \$929,000. The Public Hearing was held on August 27, 2024.

POTENTIAL ACTION:

Action

DEPARTMENT:

Finance/Treasurer and Engineering

PRESENTER:

Valerie Tweedie/Mike Kelley

INFORMATION PROVIDED:

Bond Resolution

<https://christiansburg.box.com/s/amnpkxr1srf6sokok4m74uot6jilueu>

Wastewater Financing Agreement

<https://christiansburg.box.com/s/qr90khama0ty7xu1h3u4al8twb0w8joy>

Wastewater Funding Agreement

<https://christiansburg.box.com/s/53zn6gyj2pivuktx19qwdnkzenwtoesn>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

Award Contract to Ulliman Schutte Company in the amount of \$16,226,000.00 for the construction of the Biosolids Management Facilities and Headworks Improvements project

DESCRIPTION:

On Thursday, June 27, 2024, bids were received for the Town of Christiansburg Biosolids Management Facilities and Headworks Improvement Project. This Invitation for Bid (IFB) was structured with two contacts and a bid alternate to Contact 1. These contracts encompass necessary renewals and upgrades to ensure reliable treatment and compliance with the current discharge permit and reliable and resilient solids production capabilities. Contract 1 included renewal of headworks equipment including two new influent screens, two replacement influent Archimedes screw pumps and grit removal system, primary clarifier splitter box slide gate actuators, and new site lighting. This contract also encompassed construction of a new Biosolids Management Facility including a new Centrifuge Building, modifications for a centrate storage tank, and new solids dewatering/thickening equipment, including a centrifuge, rotary drum thickener, polymer activation equipment, and sludge pumps. Bid Alternate A to Contract 1 included an additive bid alternate for provision of a second dewatering centrifuge to provide redundancy and resilience for the facility's ability to process solids. Contract 2 included renovations to the electrical building that included demolition and renewal, where needed, of existing electrical equipment and new LED lighting within several buildings.

POTENTIAL ACTION:

Approve Notice of Award for construction and authorize the Town Manager to enter into contract for the subject Work.

DEPARTMENT:

Engineering

PRESENTER:

Michael Kelley

ITEM HISTORY:

The Town issued an IFB for construction on April 29, 2024, for the WWTP Biosolids Management Facilities and Headworks Improvements project. A pre-bid meeting was held on May 15, 2024. Bids were received on June 27, 2024, from two contractors. This project is being funded through the Virginia Clean Water Revolving Loan Fund (VCWRLF) Program and is administered by Virginia Department of Environmental Quality (VDEQ). It is anticipated that the construction duration for this project will be in the range of 24 to 30 months.

INFORMATION PROVIDED:

Notice of Award

<https://christiansburg.box.com/s/dyxummh43gu39y07n3v1hfr0v0o2ye8z>

Bid Tabulation & Award Recommendation Letter

<https://christiansburg.box.com/s/2ts24j63ikcc4fkh0w6fty4ghiv5clda>



**TOWN OF CHRISTIANSBURG
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AGENDA COVER SHEET**

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

September 10, 2024

ITEM TITLE:

- Approval to Adopt Resolution to Approve Budget Amendment #1 for FY 2025
- Approval to Adopt Resolution for the Appropriation of funds per Budget Amendment #1
- Authorize the purchase order to acquire the ambulance at a cost of \$286,652 from Red Storm

DESCRIPTION:

We are seeking to amend the budget and appropriate funds for the purchase of an ambulance for \$286,652 from Red Storm. This is a demo model that would be a significant cost savings of approximately \$110,000 for a custom order ambulance.

DEPARTMENT:

Administration

PRESENTER:

Randy Wingfield, Town Manager

POTENTIAL ACTION:

Council action

INFORMATION PROVIDED:

Resolution to Adopt Budget Amendment #1

<https://christiansburg.box.com/s/kv86bace51vdiv3rgfk1adgcgjm86m0s>

Resolution for Appropriation of Funds

<https://christiansburg.box.com/s/82wy76sh7a3iduntv467pw9u45vi40d9>

Christiansburg Rescue Proposal

<https://christiansburg.box.com/s/wap27mz3rijrkg25cl86jnb6lpau6gdv>



**TOWN OF CHRISTIANSBURG
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AGENDA COVER SHEET**

AGENDA LOCATION:
Discussion and Action by Mayor and Council

MEETING DATE:
September 10, 2024

ITEM TITLE:
Funding of New River Valley Regional Commission office building project

DESCRIPTION:
The New River Valley Regional Commission ([New River Valley Regional Commission | NRVRC](#)) is currently housed in the Pulaski Innovation Center at 6580 Valley Center Drive, Suite 124, Radford, VA 24141 in Pulaski County. The NRVRC is seeking to purchase the property at 2950 Market Street, N.E. in Christiansburg and is asking member localities to commit to financing of the purchase. Member localities would be charged per the NRVRC funding formula based on population and would be given the option of a one-time payment (which would be \$400,908.14 for Christiansburg for Fiscal Year 2025-26) or financing over what is likely to be a 20-year term.

DEPARTMENT:
Administration

PRESENTER:
Randy Wingfield, Town Manager

POTENTIAL ACTION:
Council action

INFORMATION PROVIDED:
NRVRC Office Building Purchase Memo (from Kevin Byrd)
<https://christiansburg.box.com/s/y5vf65v9derfr0lq99fbtavlvtgyw0ia>

Marketing Flyer 2950 Market Street
<https://christiansburg.box.com/s/wk4y0xcb011466r77z85kz12fze2dm4x>

Member Contributions for Financing
<https://christiansburg.box.com/s/qgf9zjkyg9wg1hukhxbrv92vsgma81ju>