



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
OCTOBER 8, 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, October 8, 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. Street vacation request by Derrick R. Lancaster for the vacation of 2 existing strips of land dedicated as a public street right-of-way and located on the southern side of Radford Street, NW (Tax Parcels 525 - ((A)) - 31A and 46; Parcel IDs 033305 and 031506) between 910 and 940 Radford Street, NW.
- B. 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.
- C. 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.

IV. CONSENT AGENDA

- A. Approval of Minutes of September 24, 2024
- B. Resolution Recognizing October 6 – October 12, 2024 as Fire Prevention Week
- C. Set Public Hearing for Fiscal Year 2024-25 Budget Amendment #2 for November 12, 2024

V. INTRODUCTIONS AND PRESENTATIONS

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Appointment of Hampton Inn General Manager Andrew Crowder as Hotel Representative to the Montgomery County – Blacksburg – Christiansburg Regional Tourism Office Tourism Development Council for the remainder of Logan Kessinger's term (ending December 31, 2024)

- B. 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)
- C. An Ordinance Amending Article I. In General. of Chapter 18 Finance and Taxation of the Christiansburg Town Code by Adding Sec. 18-4 Imposing Administrative and Collection Fees Upon Delinquent Accounts
- D. An Ordinance Amending Sec. 2-108 of Division I. - Generally of Article III. Officers and Employees of Chapter 2 Administration of the Christiansburg Town Code Authorizing Town Attorney to Prosecute Criminal Matters on Behalf of the Town with the Consent of the Commonwealth's Attorney
- E. Cooperation Agreement among the Counties of Giles, Montgomery, Pulaski and Floyd, the City of Radford, and the Towns of Blacksburg, Christiansburg, Glen Lyn, Pearisburg, Pembroke, Pulaski, Rich Creek, Narrows, Floyd, Dublin, for Designation as a Participating Consortium under the Housing and Urban Development Home Investment Partnership Program

IX. STAFF REPORTS

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

X. COUNCIL REPORTS

XI. OTHER BUSINESS

- A. Closed Meeting(s):
 - 1. Request for a Closed Meeting under Code of Virginia § 2.2-3711(A)(1), for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The Closed Meeting is being held for discussion of personnel, specifically the Treasurer/Finance Director position and benefits.
 - 2. Request for 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.

3. Reconvene in Open Meeting
4. Certification
5. Council action on the matters

XII. ADJOURNMENT

Upcoming meetings of Council:

October 16, 2024, 6:30 p.m. – ~~Regular Work Session~~ Canceled

October 22, 2024, 7:00 p.m. – Regular Meeting

November 12, 2024, 7:00 p.m. – Regular Meeting



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

October 8, 2024

ITEM TITLE:

Street vacation request by Derrick R. Lancaster for the vacation of 2 existing strips of land dedicated as a public street right-of-way and located on the southern side of Radford Street, NW (Tax Parcels 525 - ((A)) - 31A and 46; Parcel IDs 033305 and 031506) between 910 and 940 Radford Street, NW

DESCRIPTION:

The applicant is requesting vacation of the unmaintained street right-of-way located on the south side of Radford Street N.W. between structures addressed as 910 and 940 Radford Street N.W.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Administration

PRESENTER:

Randy Wingfield

INFORMATION PROVIDED:

Draft Ordinance

<https://christiansburg.box.com/s/4pkinb7zjjn5xuhtj73ritjj56d06b59>

Application (Vacation)

<https://christiansburg.box.com/s/do9z3w7qldiiq8bcinkoeovducggy570>

Aerial photograph

<https://christiansburg.box.com/s/9btz0fn9yxm4vp3a1nf47wxx4tswrk2g>



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

October 8, 2024

ITEM TITLE:

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.

DESCRIPTION:

The purpose of the request is to rezone the parcel from Agricultural and B-3 General Business to R-3 Multi-Family Residential. The applicant has also submitted a Conditional Use Permit request for a planned housing development, proposing the construction of seven apartment buildings with a maximum total of 162 units.

On September 30, 2024, Planning Commission voted 7 – 0 to recommend approval of the request with the submitted proffers:

1. The property shall be developed in substantial conformance with the masterplan submitted dated July 25, 2024.
2. The property proposed for R-3 Zoning shall only be utilized for multi-family residential use.
3. The main public road connection between Moose Drive and Bishops Gate Road shall be installed in the first phase of construction and must be complete prior to the issuance of the first Certificate of Occupancy.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

INFORMATION PROVIDED:

Application

<https://christiansburg.box.com/s/d46ja0rg0tj6o3g99mnwzc7kdxc412o>

Planning Commission Resolution (draft)

<https://christiansburg.box.com/s/bsbiuy005slciuwwvhyra493t7etvg0q>

Planning Commission Minutes

<https://christiansburg.box.com/s/49015lmx0bg9gr27p6is8snelbdzoew6>

Staff Report with maps

<https://christiansburg.box.com/s/0yeoz99i2a5m58nwnaqhlltmyqyoqry3>



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

AGENDA LOCATION:

Public Hearing

MEETING DATE:

October 8, 2024

ITEM TITLE:

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.

DESCRIPTION:

The applicant is seeking approval for a Conditional Use Permit (CUP) to allow a Planned Housing Development (PHD) within the R-3 multi-Family Residential District, with a maximum of 162 units.

The development aims to provide one- and two-bedroom units, with designated areas for open space, pedestrian pathways, and public roads. Public utilities, such as water, sewer, and stormwater management, will be constructed per Town standards and dedicated for public use where appropriate.

On September 30, 2024, Planning Commission voted 7 – 0 to recommend approval of the request with the following conditions:

1. The project shall be developed in substantial conformance with the master plan submitted, dated July 25, 2024.
2. The main public road connection between Moose Drive and Bishops Gate Road shall be installed in the first phase of construction and completed prior to the issuance of the first Certificate of Occupancy.
3. Public sidewalks along Moose Drive and on both sides of the new public road connecting Moose Drive to Bishops Gate Road shall be completed prior to the issuance of the first Certificate of Occupancy.
4. The clubhouse and pool area shall be completed prior to the issuance of the first Certificate of Occupancy.
5. The proposed open space located to the west of Good Samaritan Hospice shall be fully seeded, stabilized, and completed for recreational use, and made accessible to residents prior to the issuance of the first Certificate of Occupancy for Building seven, as shown on the master plan submitted, dated July 25, 2024.
6. The proposed open space located to the east of Building six shall be fully seeded, stabilized, and completed for recreational use, and made accessible to residents prior to the issuance of the first Certificate of Occupancy for Buildings 6, 3, and 5, as shown on the master plan submitted, dated July 25, 2024.
7. The proposed open space located on the far west side of the development shall be fully seeded, stabilized, and completed for recreational use, and made accessible to residents prior to the

- issuance of the first Certificate of Occupancy for Buildings one, two, and four, as shown on the master plan submitted, dated July 25, 2024.
8. Construction traffic related to the proposed development shall be prohibited from using College Street. All construction vehicles shall access the site via Moose Drive or other designated routes approved by the Town to minimize disruption to residential areas.

POTENTIAL ACTION:

Hold Public Hearing

DEPARTMENT(S):

Planning Department

INFORMATION PROVIDED:

Application

<https://christiansburg.box.com/s/zjbvhmisc092fc2ya47v246lg6hxvb67>

Planning Commission Resolution (draft)

<https://christiansburg.box.com/s/asghkumpzxrsirwxv3nh4529mxbm8krt>

Planning Commission Minutes

<https://christiansburg.box.com/s/z0kw6usnpovasdjk3fe2fcogn6tm4zt>

Staff Report with maps

<https://christiansburg.box.com/s/lipgyi5gertzhtewlpqza8zt0lx8n3y>

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
SEPTEMBER 24, 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 SEPTEMBER 24, 2024, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Public Relations Director Christina Bolt; Planner I Daria Eirich; Neighborhood Services Coordinator Tim Solosky; Finance Director Valerie Tweedie; Director of Public Works Jim Liancianese; Assistant Director of Public Works, Streets Travis Moles; Police Chief Chris Ramsey; Fire Chief Billy Hanks; Deputy Finance Director 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 Bishop.

II. ADJUSTMENT OF THE AGENDA

No adjustments to the agenda

III. PUBLIC HEARINGS

No public hearings

IV. CONSENT AGENDA

- A. Approval of Minutes of September 10, 2024 and September 18, 2024
- B. Monthly Bill List

- C. Approval of Task Order #5 to CHA Consulting for Construction Administration and Construction Testing services for the WWTP Biosolids Management Facilities and Headworks Improvements project in the amount of \$480,000
- D. Approval of Task Order #6 to CHA Consulting for Resident Project Representative (RPR) services for the WWTP Biosolids Management Facilities and Headworks Improvements project in the amount of \$487,500

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

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

- A. Planner I Daria Eirich and Neighborhood Services Coordinator Tim Solosky to present on Code enforcement and Neighborhood Enhancement Services

Daria Eirich spoke to Council concerning code enforcement efforts and how it impacts the community. Ms. Eirich explained that Neighborhood Services and Zoning enforce the Christiansburg Town Code including the Zoning Ordinance and the Virginia Property Maintenance Code (VPMC). These codes enforce and support clean neighborhoods, equity in land use, and a general decrease in blighted structures.

Mr. Solosky spoke concerning compliance in code cases and explained that the department's main goal was to build a positive communication between the Town and property owners to work through compliance issues. Mr. Solosky noted that contact with the property owner was important and explained that if contact is not made in person, then notice is provided through door hangers or handouts. He added that an estimated 90% of property owners reach back out to the Town and approximately 8.5% go through abatement, with a few cases closed through the court system. Mr. Solosky added that the final 1.5% are documented "unfounded cases" where the initial inspection did not result in a citation.

Ms. Eirich explained the costs of abatement pertaining to junk/debris and tall grass/weeds and added that those costs were billed to the property with large outstanding fees becoming liens on the property. She explained that the code team meets regularly to discuss current cases, share practices, review law updates, and hold training sessions to benefit staff.

Councilman Bishop asked for the definition of an inoperable vehicle. Ms. Eirich explained that an expired license plate or inspection sticker, or missing engine or wheels on a vehicle were a few signs of an inoperable vehicle and that essentially if the vehicle could not be operated on the public streets that it was considered inoperable.

Councilwoman Hicks questioned how many liens on properties had taken place in the last five years due to abatements. Finance Director Valerie Tweedie noted there were

approximately 4 or 5 a year. Ms. Eirich explained there were only a few reasons staff would abate a property and what goes to court were things the Town could not abate. Mrs. Hicks also asked if the Town enforced towing services. Ms. Eirich explained that the Town will cite the inoperable vehicle, but the Police Department contacts the towing companies. Mayor Barber noted there is a towing list and when the inoperable vehicle is reported, the Police Department goes through the towing list in order so no one company gets all the tows. Police Chief Ramsey explained the tow companies apply to be added to the list and there are certain conditions they must adhere to and if they do not then the department is informed.

B. Treasurer/Finance Director Valerie Tweedie to present on Finance Department operations

Mrs. Tweedie gave a brief history of the Finance Department and noted the vast difference in the department since her arrival in 2009. She explained that then the budget was solely worked by the Assistant Town Manager, there was no purchasing compliance, no purchasing personnel, and minimal grants. Mrs. Tweedie talked about the duties of the Finance Department and what they are responsible for currently. She spoke about the implementation of the new ERP System and noted the last phase of the software implementation would be completed in January 2025. Mrs. Tweedie added that the ERP system has many new features but there was much more that could be expanded upon to streamline the workload of many employees. She referenced Clear Gov, a budget document through the ERP system that would provide a more citizen friendly overview of the budget.

Mrs. Tweedie also spoke to Council concerning the new Director of Finance and Deputy Director of Finance positions. She explained that Council had allowed the Town to hire two additional Deputy Directors to train in order to replace the two retirees.

Mayor Barber thanked Mrs. Tweedie for her hard work throughout the years. Councilwoman Hicks and Councilman Bishop agreed with Mayor Barber and expressed that Mrs. Tweedie had always been a great deal of help to Council. Councilman Wilson questioned if the ERP system had been worth all the hard work. Mrs. Tweedie explained that although some transitions have been difficult there have been big steps forward.

VI. CITIZEN COMMENTS

Christo Al Duran, spoke to Council representing Baking is for Lovers. Mr. Duran expressed concern for communication between the business and the Town. He added that he had reached out to the Town for support to increase foot traffic downtown but feels there is a disconnect. Mr. Duran noted that the only email he has received from the Town was concerning meals tax being late. He added that other towns invite small businesses to events and provide discounts to them. Mr. Duran also added they had not received a notification of the Food Truck Rodeo event. He concluded that his business wants the opportunity to have better communication from the Town.

Mayor Barber stated that the Town had addressed the issue of the downtown event in the Events Committee meeting. He noted the Kiwanis Club may not have given prior notice of the event. Mr. Wingfield added that the plan for moving forward was that the Town would follow up with businesses beforehand, even for sanctioned events.

VII. COMMITTEE REPORTS

Councilman Bishop reported concern from residents of speeding on Park Street and noted a speed study had been completed between August and September 2024. He explained that the total average was 26.54 MPH and that this average did not meet the threshold of the study program and suggested more speed limit signage instead.

Councilwoman Hicks reported an upcoming Central Business Committee meeting and suggested that Baking is for Lovers participate. Mrs. Hicks noted she understood the business's concerns and wants to make sure they are treated fairly.

Councilman Jenkins reported the Public Arts Advisory Committee met and discussed a mural for the Gravity Real Estate Group building on Roanoke Street.

Councilwoman Bowman requested to form a subcommittee to look at applications for the Façade Grant program.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

A. New River Valley Regional Commission office building project financing

Mayor Barber explained there were two options to fund the Regional Commission office building: to finance the project for \$30,485 yearly for 20 years or pay a lump sum of \$400,000. Mr. Wingfield recommended paying the lump sum now and using the extra ARPA money left over from the College Street drainage project that must be utilized by the end of the fiscal year. Councilwoman Hicks asked if there could be a public hearing for this item before spending the funds and if the other localities had agreed to pay into this. Mr. Wingfield explained that some localities were still pending decisions. He added the Regional Commission would need an answer by next week as to what financing option the Town would choose but a public hearing was not required for this amount although a budget amendment would take place before spending the funds.

Councilman Wilson made a motion to move forward with paying a lump sum of \$400,000 to the New River Valley Regional Commission for the office building project, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Nay; Hicks – Nay; Jenkins – Aye; Wilson – Aye.

Motion Approved

B. Cooperative Agreement for Radio Technician Service Support Program

Mayor Barber explained this support program was an income producer for the Town of Christiansburg and a renewal of the agreement with Montgomery County and the Town of Blacksburg was required. Mr. Wingfield noted that last year the Town lost income due to material costs and staff time and because of that the contract was being revised. Mrs. Tweedie noted the loss was relatively small.

Councilwoman Hicks made a motion to approve the cooperative agreement for the Radio Technician Service Support Program, seconded by Councilman Wilson. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

IX. STAFF REPORTS

- A. Town Manager reported a successful blood drive on September 21st at the Rescue building. He noted that 130 individuals had given blood and the drive had raised \$2,575 that was donated to Fire and Rescue.

Mr. Wingfield reported several upcoming events:

- The downtown Homecoming Parade on September 25th at 7:00 p.m.
- The NAACP Freedom Fund Banquet will be held September 28th at 6:00 p.m. at the Inn at Virginia Tech
- The Fire Prevention Parade will be held October 2nd at 7:00 p.m.
- The Water Authority tour scheduled for October 9th at 2:00 p.m.
- A Town Council work session on October 16th at 6:30 p.m.

Mr. Wingfield noted that the outstanding items to be discussed included tourism, emergency services request from Montgomery County, the Main Street program, outdoor advertising, and a capital planning session. Councilman Wilson suggested tourism be pushed due to the impending draft of the contract between the Tourism office and the Town. Mr. Wilson also suggested canceling the work session on October 16th due to Council attending the VML Conference October 13 – 15, two days before. Council agreed.

Councilwoman Hicks brought up the subject of tourism and suggested the Town combine the salaries for a Tourism Director and the Small Business Solutions Manager.

Mr. Wingfield reported the Small Business Solutions Manager position had been advertised and interviews would take place beginning next week. Mr. Wingfield inquired concerning the Finance Director position. Council agreed to have a closed meeting on October 8th to meet with the individual that's currently being trained and to discuss personnel items.

- B. Town Attorney

- C. Other Staff

X. COUNCIL REPORTS

Mayor Barber reported the Town staff did a great job handling the Rockin' Main - Food Truck Rodeo as well as the Wilderness Trail Festival.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilman Bishop 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 and for discussion of potential purchase of property in the N. Franklin Street – Peppers Ferry Road area for emergency services purposes. Councilman Wilson seconded the motion and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

2. Reconvene in Open Meeting
3. Certification

Councilman Bishop 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. The motion was seconded by Councilman Wilson and Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Jenkins – Aye; Wilson – Aye.

Motion Approved

4. Council action on the matters

Mayor Barber noted that Council has authorized the Town Manager to pursue negotiations on the first property discussed but there was no action taking place on the second property.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 9:09 p.m.

Page _____
September 24, 2024

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor

TOWN OF CHRISTIANSBURG

Established November 10, 1792

Incorporated January 7, 1833



RESOLUTION RECOGNIZING OCTOBER 6-12, 2024 AS FIRE PREVENTION WEEK

WHEREAS the Town of Christiansburg, Virginia is committed to ensuring the safety and security of all those living in and visiting Christiansburg; and

WHEREAS fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire; and

WHEREAS with proper preparedness, you can help keep your family safe from fire; and

WHEREAS two easy steps you can take are: Testing the smoke alarms in your house, and creating and practicing a fire escape plan; and

WHEREAS the age of a smoke alarm can be determined by the date of its manufacture, which is marked on the back of the smoke alarm and households with children should consider drawing a floor plan of your home, marking two ways out of each room, including windows and doors; and

WHEREAS Christiansburg's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS Christiansburg's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS the National Fire Protection Association (NFPA) has announced "Smoke alarms: Make them work for you!" as this year's Fire Prevention Week campaign and strives to educate everyone about the importance of having working smoke alarms in the home.

NOW, THEREFORE BE IT RESOLVED, that Christiansburg Town Council, meeting in regular session September 27, 2022, proclaims October 6 – 12, 2024 as Fire Prevention Week throughout the Town of Christiansburg.

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Kim Bowman

Johana Hicks

Tanya Hockett

Casey Jenkins

Tim Wilson

D. Michael Barber, Mayor*

*Votes only in the event of a tie.

Tracy Heinline, Clerk of Council

D. Michael Barber, Mayor



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

Meeting Date:

October 8, 2024

ITEM TITLE:

Appointment of Hampton Inn General Manager Andrew Crowder as Hotel Representative to the Montgomery County – Blacksburg – Christiansburg Regional Tourism Office Tourism Development Council for the remainder of Logan Kessinger's term (ending December 31, 2024)

DESCRIPTION:

The term for Andrew Crowder is for the remainder of Logan Kessinger's term (ending December 31, 2024). The prior representative, former Hampton Inn Manager Logan Kessinger, has recently taken a new position outside the area.

POTENTIAL ACTION:

Council Action

DEPARTMENT(S):

Administration

PRESENTER:

Town Manager Randy Wingfield



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

October 8, 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:

The public hearing for the 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) was held on September 10, 2024. 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 made the property available for purchase through sealed bids with a deadline of September 30, 2024, at 4:00 p.m., at which time they were 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.

Only one offer was received for the property, which was \$675.50 from Childress Farms, Inc. (the adjoining property to the north and west of the 0.05-acre Town lot).

POTENTIAL ACTION:

Council action

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/qmiqk39762fjvvaa2ce084jcvsv7qdw2>

Childress Farms, Inc. offer letter
<https://christiansburg.box.com/s/bopy1agbgwsfm27ddrlo73yiszjfjqs>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

October 8, 2024

ITEM TITLE:

An Ordinance Amending Article I. In General. of Chapter 18 Finance and Taxation of the Christiansburg Town Code by Adding Sec. 18-4 Imposing Administrative and Collection Fees Upon Delinquent Accounts

DESCRIPTION:

Town Attorney Reid Broughton suggested this amendment to the Christiansburg Town Code authorizing administrative and collection fees upon delinquent accounts. The ordinance will codify this authorization so that it will be documented and readily publicly available.

POTENTIAL ACTION:

Council action

DEPARTMENT:

Administration

PRESENTER(S):

Town Manager Randy Wingfield

INFORMATION PROVIDED:

An Ordinance Amending Article I. In General. of Chapter 18 Finance and Taxation of the Christiansburg Town Code by Adding Sec. 18-4 Imposing Administrative and Collection Fees Upon Delinquent Accounts

<https://christiansburg.box.com/s/tn3bl86hg76a1w8o4enb25q80p6k6km3>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

October 8, 2024

ITEM TITLE:

An Ordinance Amending Sec. 2-108 of Division I. - Generally of Article III. Officers and Employees of Chapter 2 Administration of the Christiansburg Town Code Authorizing Town Attorney to Prosecute Criminal Matters on Behalf of the Town with the Consent of the Commonwealth's Attorney

DESCRIPTION:

Town Attorney Reid Broughton suggested this amendment to the Christiansburg Town Code authorizing the Town Attorney to prosecute criminal matters on behalf of the Town with the consent of the Commonwealth's Attorney. The ordinance will codify this authorization so that it will be documented and readily publicly available.

POTENTIAL ACTION:

Council action

DEPARTMENT:

Administration

PRESENTER(S):

Town Manager Randy Wingfield

INFORMATION PROVIDED:

An Ordinance Amending Sec. 2-108 of Division I. - Generally of Article III. Officers and Employees of Chapter 2 Administration of the Christiansburg Town Code Authorizing Town Attorney to Prosecute Criminal Matters on Behalf of the Town with the Consent of the Commonwealth's Attorney

<https://christiansburg.box.com/s/2jqie4czvmyrtdjg907zrpft5p4olqj2>



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

AGENDA LOCATION:

Discussion and Action by Mayor and Council

MEETING DATE:

October 8, 2024

ITEM TITLE:

Cooperation Agreement among the Counties of Giles, Montgomery, Pulaski, and Floyd, the City of Radford, and the Towns of Blacksburg, Christiansburg, Glen Lyn, Pearisburg, Pembroke, Pulaski, Rich Creek, Narrows, Floyd, Dublin, for Designation as a Participating Consortium under the Housing and Urban Development Home Investment Partnership Program

DESCRIPTION:

Town Council heard a presentation on February 13, 2024 by Jennifer Wilsie regarding the concept of a New River Valley Housing Fund as a participating consortium under the Housing and Urban Development Home Investment Partnership Program and Town Council was supportive of the concept and agreed to participate. The Town would fund \$39,484 toward the program for five years.

POTENTIAL ACTION:

Council action

DEPARTMENT:

Administration

PRESENTER(S):

Town Manager Randy Wingfield

INFORMATION PROVIDED:

Cooperation Agreement among the Counties of Giles, Montgomery, Pulaski, and Floyd, the City of Radford, and the Towns of Blacksburg, Christiansburg, Glen Lyn, Pearisburg, Pembroke, Pulaski, Rich Creek, Narrows, Floyd, Dublin, for Designation as a Participating Consortium under the Housing and Urban Development Home Investment Partnership Program

<https://christiansburg.box.com/s/skqy97xquzstt3no92pcv3nmxmaycf8e>

New River Valley Housing Fund memo from Jennifer Wilsie

<https://christiansburg.box.com/s/bxr6jbqsqovb92kl9o0ltaquj4fxt3m5>

February 13, 2024 Town Council meeting minutes

<https://christiansburg.box.com/s/a95otj6rywdzb6t27gak3so8298154ot>

February 13, 2024 Town Council presentation

<https://christiansburg.box.com/s/pxpz5xd0zbkdc3pkp2n74uin286sbd5>