

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
MAY 13, 2025 – 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 MAY 13, 2025, AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Assistant Town Manager Scot Shippee; Town Attorney Reid Broughton; Clerk of Council Tracy Heinline; Director of Public Relations Christina Bolt; Police Chief Chris Ramsey; Public Works Director Jim Lancianese; Assistant Director of Public Works - Streets Travis Moles; Fire and EMS Chief Billy Hanks; Finance Director Katie Miano; Engineering Director Mike Kelley

REGULAR MEETING

I. CALL TO ORDER

A. Moment of Reflection

Mayor Barber recognized that it was National Police Week.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilman Jenkins.

II. ADJUSTMENT OF THE AGENDA

None.

III. PUBLIC HEARINGS

A. Purchase of property located on the southern side of Cambria Street, N.W. (approximately 2.314-acre Tax Parcel 466 – ((A)) – 8C2; Parcel ID 210032) for \$370,000

*Hearing no public comment the Public Hearing closed.*

B. Fiscal Year 2025-26 Budget

Finance Director, Katie Miano presented to Council a summary of the budget process. She explained that Council was presented with the Town's proposed budget on March 25<sup>th</sup> and has since held two budget work sessions on April 19<sup>th</sup> and April 29<sup>th</sup>. Mrs. Miano added that the proposed budget had been advertised in the local newspaper on April 9<sup>th</sup> and April 16<sup>th</sup>.

Mrs. Miano referenced several changes in the budget per Council and staff, due to recent Council work sessions. Mrs. Miano explained the Town has increased revenues on moving capital to the FY 2026 budget, noting that several projects were expected to start in the current fiscal year, but instead have been pushed to FY 2026. She explained that the HEAT grant had been added to the budget along with an update to the CDBG grant. She noted the changes/adjustments to several expenses including NRV Housing, Fire Equipment, signage removal from the Exit 118 Park & Ride, as well as the decrease in cost of paint for Aquatics equipment.

Mrs. Miano stated that the next steps would be to hear public feedback, the adoption of the budget, and finally budget approval by June 30, 2025.

Christine Waltz, 1370 Rigby Street, expressed concern for the Town's budgeted increase in water fees. She referenced the Town's leak study and urged Council to wait for those results before raising water rates.

Chris Waltz, 1370 Rigby Street, expressed concern for Council deciding to postpone new positions for emergency services until a study by Montgomery County had been completed. Mr. Waltz referenced a work session in January of 2025 where Council agreed to hire for those positions immediately. He noted several layoffs of part-time employees at EMS and expressed that it did not make sense since they have been asking for new positions for quite some time.

*Hearing no further public comment the public hearing closed.*

#### IV. CONSENT AGENDA

- A. Approval of Minutes of April 22, 2025 and April 29, 2025
- B. Bill List
- C. Task Order #3 with Hurt & Proffitt for Acoustic Leak Detection and Field Analysis in the amount of \$180,000
- D. Award a construction contract to King General Contractors, Inc. in the amount of \$665,245.39 for the construction of the East Main Street Sidewalk project
- E. Resolution recognizing May 18 – 24, 2025 as National Public Works Week

- F. Resolution recognizing May 18 – 24, 2025 as Emergency Medical Services Week
- G. Set Town Council Public Hearing for July 8, 2025 for a Conditional Use Permit request by Main Street Preservation LLC, property owner, and Joseph L. Simmons, applicant, to allow residential use, specifically the construction of ten (10) townhomes, in the B-3 General Business District on property located at 511 Roanoke Street (approximately 1.008-acre Tax Parcel 528 – ((35)) – 1; Parcel ID 031706). The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Councilman Jenkins asked that item A. be separated from the Consent Agenda for Council vote, due to his absence at the April 29<sup>th</sup> work session.

Councilwoman Hicks made a motion to separate item A. from the Consent Agenda for Council vote, seconded by Councilman Bishop. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

Councilwoman Hicks asked if there was also a request to change the zoning to residential for this property. Mr. Wingfield explained that the B-3 district allows residential use with a conditional use permit. Councilwoman Hicks noted concern that the B-3 zoning would allow for businesses on the property as well. Mr. Wingfield explained that if a property is zoned B-3 general business and it is developed as residential the owners could still obtain home occupations under the home occupation definitions. He noted they could potentially develop the property for commercial use but would need necessary parking and landscaping. Mr. Wingfield stated that it would be difficult to convert a townhouse unit to a business due to parking. He added that Council could place conditions on conditional use permit requests and noted that any proffer would carry with the property even if it changes hands in the future.

Councilman Wilson made a motion to approve items B. through G. of the Consent Agenda, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

Councilman Wilson made a motion to approve item B. of the Consent Agenda, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Abstain; Wilson – Aye.

*Motion Approved*

V. INTRODUCTIONS AND PRESENTATIONS

None.

VI. CITIZEN COMMENTS

Glen Walters, 1805 S. Franklin Street asked if the Town had plans to repave S. Franklin Street. Mr. Walters expressed concern for the condition of the street stating specifically, from the Montgomery County Courthouse to the Town limits. He stated there were potholes, patches to the street, and cracked pavement which made the street rough and jarring to drive on. Mr. Walters added that residents should enjoy the privilege of driving on roads in the Town. He specifically referenced 208 and 516 S. Franklin Streets that have patched areas which cause a severe jolt when driving over them. And added that 1705 S. Franklin Street had potholes that were patched yearly and had become very rough to drive over. Mr. Walters urged Council to drive through those areas. Engineering Director Mike Kelley explained the areas referenced were due for repaving in the next budget cycle.

VII. COMMITTEE REPORTS

None.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. Conditional Use Permit request by SHAH Development LLC, applicant and property owner, to allow single-family or two-family dwelling(s) in the B-3 General Business District on property located on the western side of Plum Street, NE across from Trent Drive, NE (approximately 0.776-acre Tax Parcel 497 – ((2)) – B; Parcel ID 120350). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The Public Hearing was held on April 22, 2025.

Councilman Wilson made a motion to approve the conditional use permit on property located on the western side of Plum Street, NE across from Trent Drive, NE (*including the staff suggested alternative condition to the one placed by the Planning Commission*), seconded by Councilwoman Hockett.

Councilwoman Hicks reiterated that this property could potentially have a business placed on the property due to the B-3 General Business District.

Council voted as follows: Bishop -Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

- B. Resolution for Fiscal Year 2024-25 Budget Amendment #4

Mayor Barber noted the grand total budget amendment amount was \$90,500. He explained that \$88,000 would be used for the purchase of land and \$2,500 for repairs to the Aquatic Center's roof.

Councilman Wilson made a motion to approve the resolution for Fiscal Year 2024-25 Budget Amendment #4, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

C. Appropriation for Fiscal Year 2024-25 Budget Amendment #4

Councilman Wilson made a motion to approve the appropriation for Fiscal Year 2024-25 Budget Amendment #4, seconded by Councilwoman Hockett. Council voted as follows: Bishop – Aye; Bowman – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Aye.

*Motion Approved*

IX. STAFF REPORTS

A. Town Manager

Mr. Wingfield reported the Farmers Market would have its first market on Thursday, May 15<sup>th</sup> from 3:00 p.m. to 7:00 p.m. and this year the Town has included more vendors and event themes. The Aquatic Center will hold its annual Beach Bash event Friday, May 30<sup>th</sup> from 5:30 p.m. to 8:00 p.m. Launch Christiansburg will provide its first mini workshop free of charge with the topic being “Business Finance”. Christiansburg’s Façade Grant Workshop will be held Thursday, May 22<sup>nd</sup> from 6:00 p.m. to 7:00 p.m. at the Parks and Recreation Center. The topic will be “Applying for Façade Grants”.

Mr. Wingfield also reported street closure to begin on May 21, 2025 for a portion of W. Main Street at the intersection of Hickok Street for crews to begin repair to the structural integrity of an adjacent, privately-owned building. The urgency for this work is an effort to resolve public safety concerns. He explained this closure would coincide with work on the Town’s Hickok Street Drainage Improvement Project that will also result in a closure of Main Street within the same area. The continuous work of both projects will result in closures until February 2026. Local traffic on Main Street will be permitted, however there will be no through traffic. Downtown businesses will remain open and accessible either by vehicle or foot traffic and directional signage will be provided.

Mr. Wingfield reminded Council of potential meeting dates for discussion with the County concerning Emergency Services funding and asked if they would like to postpone the discussion until the County’s study was completed. Councilwoman Hicks expressed she would like to meet with the County as soon as possible. Mayor Barber noted the

County had recently approved their budget and did not think they would make an amendment for the Town. He expressed that Council should wait for the study to be completed. Council agreed. Councilwoman Hicks expressed the need for open conversations with the County and did not want to postpone the discussion. Councilwoman Hockett expressed the need for the County's study to have talking points in order to present the numbers to the County. Councilwoman Bowman agreed that Council should wait for the County's study before meeting with the County.

Councilwoman Hicks questioned who was funding the repair to the structure on W. Main Street. Mr. Wingfield explained the property owners were responsible for paying the contractors.

Mr. Wingfield inquired if Council would like to have a work session to discuss the budget on May 21<sup>st</sup>. Councilwoman Hicks agreed that another budget work session should take place before a Council vote. She asked that water rate increases, and Town employee merit and COLA increases be discussed. Mrs. Hicks also asked that EMS part time position issues be discussed at the work session. Council agreed.

B. Town Attorney

Town Attorney Broughton reported that the Christiansburg Police Department had been successful in prosecuting five more vape cases of vape sales to people underage. He added that for the first offense, a business would be fined \$500 and for the second offense the fine is \$2,500. He explained the state handles the licensing aspect, not the Town.

C. Other Staff – no report.

X. COUNCIL REPORTS

Councilwoman Hockett reported the Rockin' Main event was a success and recognized the Parks and Recreation Department as well as all public safety for a job well done.

Councilman Wilson recognized National Police Week and the Christiansburg Police Department's efforts. Mr. Wilson reported the Montgomery County Chamber of Commerce would have another small business bingo event in the months of May and June. He explained that if you visit small businesses or local arts to get your stamps, you could receive a prize from the Chamber.

Mayor Barber recognized an email from Director of Parks and Recreation Brad Epperly that mentioned in addition to the Rockin' Main event, there was a girls softball tournament at the Christiansburg Huckleberry Park over the weekend and all parking spaces were full.

XI. OTHER BUSINESS

None.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting 7:47 p.m.

  
Tracy Heinle, Clerk of Council

  
D. Michael Barber, Mayor