

CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
REGULAR MEETING MINUTES
JULY 22, 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 JULY 22, 2025, AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Samuel M. Bishop; Kim Bowman (via phone); 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; Director of Public Works Jim Lancianese; Planning Director Retta Jackson; Associate Planner Jillian Layton; Planner II Devon Shields; Police Chief Chris Ramsey; Finance Director Katie Miano; IT Director Jay Waller; EMS Deputy Chief Josh Settlege

REGULAR MEETING

I. CALL TO ORDER

Councilwoman Hockett made a motion to allow Councilwoman Bowman to enter the meeting via phone, seconded by Councilwoman Hicks. Council voted as follows: Bishop – Aye; Hicks – Aye; Hockett – Aye; Jenkins – Aye; Wilson – Absent.

Motion Approved

A. Moment of Reflection

Mayor Barber recognized retired police officer Sergeant Frank Graves that recently passed. Mr. Graves was a life member of the Town of Christiansburg EMS as well.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Councilwoman Hicks.

II. ADJUSTMENT OF THE AGENDA

Town Manager Wingfield corrected the address under the closed meeting section of the agenda to 1460 S. Franklin Street. Mr. Wingfield also clarified a portion of the bill list under the consent agenda stating the item for Express Services should have been coded under “Streets” instead of “Cemetery”.

III. PUBLIC HEARINGS

None.

IV. CONSENT AGENDA

- A. Approval of Minutes of July 8, 2025
- B. Bill List
- C. Purchase order to Henderson Products Inc. for the purchase of a Dump Body, V-Box Salt Spreader/Pre-Wet, Snowplow in the amount of \$152,726.56
- D. Purchase order to Excel Truck Group for the purchase of a 2026 Freightliner 114SD Tandem Axle Chassis in the amount of \$146,613.00
- E. Resolution Recognizing August 3 -9, 2025 as National Farmers Market Week
- F. *(Revision from July 8, 2025. Public Hearing was originally scheduled for August 12, 2025)*
Set Town Council Public Hearing for September 9, 2025 for a Code Amendment request by Town of Christiansburg, applicant, to amend the Christiansburg Town Code, Chapter 42, Conditional Use Permits (Sec. 42-8); Lighting and Minimum Off-Street Parking (Sec. 42-9); Corner Lots [Secs. 42-74(3), 42-99(3), 42-134(3), 42-161(3), 42-189(3); 42-224(3); 42-255(3)]; Permitted Uses [Secs. 42-33, 42-68, 42-93, 42-128, 42-155, 42-183, 42-218, 42-249, 42-281, 42-305, 42-226] of the Christiansburg Town Code. The request is to alphabetize permitted uses and parking requirements, to clarify corner lot frontage requirements, and to clarify what "reasonable conditions" may be imposed on a Conditional Use Permit.

Councilman Bishop made a motion to approve the consent agenda as presented, seconded by Councilman Jenkins.

Councilwoman Hicks questioned the bill list and the amount for the newly built patio beside Town Hall. Mr. Wingfield explained this item was not an eligible reimbursement expense from VDOT since it did not pertain to street work, it was considered "Streets Non-Eligible". He continued that the Town's Public Works department performed the work. Finance Director Katie Miano explained the invoice for Express Services Inc. was a split invoice. She noted that part of the invoice was for the Cemetery and the other for Street Operations. Mrs. Miano added that when entering the data into the Town's software, the software recognizes the first entry and records that entry only, instead of both. Mrs. Miano expressed that moving forward she could name the invoices "Landscaping/Labor" to be less confusing.

Councilwoman Bowman referenced two bill items for the same amount for Rummel, Klepper, & Kahl, LLP and questioned if these were duplicates. Mrs. Miano explained these were not duplicates and that Rummel, Klepper, & Kahl had billed two times in a row for the same number of hours. Mrs. Bowman questioned the recurring item called "Disney Resort". Mrs. Miano clarified the item was from the same conference that had appeared on previous bill lists and since the Town's credit card was used for the conference it does take several weeks for the charges to show in the system.

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

Motion Approved

V. INTRODUCTIONS AND PRESENTATIONS

None.

VI. CITIZEN COMMENTS

Christine Waltz, 1370 Rigby Street, referenced the News Messenger and the error pertaining to the Farmers Market location. Public Relations Director Christina Bolt noted that the Town does not submit the information for the Farmers Market to the newspaper, but she would reach out to the paper to correct the error.

Chris Waltz, 1370 Rigby Street, referenced item A. under Discussion and Action by Council and expressed that the owner of the property was essentially trying to sell the land and not build on the land. Mr. Waltz noted that conditional use permits had a time limit and once the CUP was approved Council was limited to what they could do. Mr. Waltz also agreed that Item D. should be discussed and agreed the Water Authority meetings should be recorded.

VII. COMMITTEE REPORTS

Councilman Bishop reported the Street Committee had met prior to the Council meeting and discussed speed enforcement for residential zones in Christiansburg. He explained there had been Police enforcement at five different locations in Town recently and two speeding tickets had been issued. Mr. Bishop recognized that everyone would like to see enforcement on their streets, but the Town was too large of an area for police to be everywhere. Police Chief Chris Ramsey explained the Department of Motor Vehicles provides a grant for extra patrols for speed occupant safety and DUI enforcement annually.

Councilman Bishop also recognized that several streets in Town were too narrow for emergency vehicles, and they were being observed. Councilwoman Hicks requested that the Street Committee bring the closures of streets for Town events to Town Council for discussion and follow the same procedures residents/businesses follow.

Councilwoman Hockett reported that the Central Business Committee was looking over the 11 Façade Grant applications that had been received.

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- 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, on property located at the southeast corner of the intersection of Roanoke Street and Robert Street (approximately 1.008-acre Tax Parcel 528 – ((35)) – 1; Parcel ID 031706) in the B-3 General Business District. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan. The public hearing was held July 8, 2025.

Councilwoman Hockett made a motion to approve the conditional use permit request on the property located at the southeast corner of the intersection of Roanoke Street and Robert Street, seconded by Councilman Wilson.

Councilwoman Hicks expressed concern there was no site plan or drawings regarding this property. She added that due to the lack of information, she would vote no. Mrs. Hicks referenced the anonymous public comment that was received via email at the previous Council meeting referring to the conditional use permit. Mrs. Hicks further read the public comment (recorded in the final minute book of Town Council).

Mayor Barber reminded Council they could place restrictions on the CUP if needed. Mr. Wingfield noted there was one recommendation made by the Planning Commission in June that a site plan be brought back to the Planning Commission for consideration. He further explained that on July 1st a change was made to the Code of Virginia that site plans could not go back to the Planning Commission or Town Council after the conditional use permit was approved. Mr. Wingfield explained that everything would have to go through the Town's Planning Department for staff review, but that conditions could be placed on the CUP by Council later after approval.

Councilwoman Bowman asked how many townhomes were allowed if the Town did not give a variance. Mr. Wingfield explained it was zoned B-3, so any residential use is subject to Town Council approval. He added that by right up to 10 units were allowed in the R-3 District, and the Town allows up to 20 units with a conditional use permit. Mr. Wingfield noted that with B-3 zoning the property owner could have asked for a rezoning to R-3 multifamily instead of a conditional use permit, then it would have been allowed at one unit per tenth of an acre. Mr. Wingfield noted the property owners wanted to sell the property and market it as residential and retain potential for commercial use. Town Attorney Reid Broughton explained that townhouses are allowed as a use in B-3 zoning, but only with Town Council approval and only with conditions that Council imposes to mitigate any problems that could be seen.

Councilwoman Hockett asked if Town staff saw any concerns with an approval of this conditional use permit. Mr. Wingfield expressed that the biggest concern could be traffic in general. He explained that Roanoke Street could accommodate the extra traffic volume but the entrance and exit onto Roanoke Street would be the biggest concern.

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

Motion Denied

- B. Request for street closure for Saturday, August 23, 2025 between 6:30 a.m. to 5:30 p.m. The requested closures include E. Main Street (from N. Franklin Street to Montague Street), Roanoke Street (from E. Main Street to First Street SE), Pepper Street NE (from Hill Street NE to First Street SE), and Marvin Jarels Circle for the Heritage Day Festival to be held from 10:00 a.m. to 3:00 p.m.

Councilman Wilson made a motion to approve the request for street closure for the Heritage Day Festival on August 23, 2025, seconded by Councilwoman Hockett.

Councilwoman Hicks explained she would abstain from voting due to the conflict of interest in having businesses downtown.

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

Motion Approved

- C. Appointment of Damon Brewer and Renee Alarid to the Public Arts Advisory Board for a two-year term (July 22, 2025 to July 21, 2027) – The Central Business Committee has recommended approval.

Councilwoman Hockett made a motion to approve the appointment of Damon Brewer and Renee Alarid to the Public Arts Advisory Board, seconded by Councilwoman Hicks.

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

Motion Approved

- D. Recommendation Regarding Recording of New River Valley Regional Water Authority Board of Directors meetings

Councilwoman Hicks made a motion to approve the recommendation regarding recording the New River Valley Regional Authority Board of Directors meetings, seconded by Councilwoman Hockett.

Councilman Wilson expressed he was in favor of recording the Water Authority meetings and suggested Mayor Barber send a letter to the Authority requesting recordings for those meetings moving forward.

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 that the EMS Foster Care Supply Drive was a success and that several of the items donated were already in use. He reported that August 5th was National Night Out with more information to come from the Public Relations Department. He added that August 9th was the next Rockin Main event, and the location would be held on the W. Main Street end.

B. Town Attorney – no report.

C. Other Staff – no report.

X. COUNCIL REPORTS

Councilman Wilson asked for more information concerning the Foster Care Drive. Public Relations Director Christina Bolt explained the Town's Business Solutions Manager Miles Campbell was part of Montgomery County Chamber of Commerce's Leadership NRV. She explained this program was a continuing education program that provides professional development for businesses employees in connecting with the community and giving back. Mrs. Bolt explained that Leadership NRV asked the class members for ideas of nonprofits and what that would look like. Mr. Campbell shared his idea for foster care donations and the program helped him set up the foster closet drive. She also added that the Town's emergency services often work closely with the Department of Social Services with situations pertaining to children.

XI. OTHER BUSINESS

A. Closed Meeting:

1. Councilman Wilson made a motion to enter into a Closed Meeting under Code of Virginia § 2.2-3711(A)(7), for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this

subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. The Closed Meeting is being held for potential litigation regarding a retaining wall at 1406 S. Franklin Street. Councilwoman Hockett 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. Councilman Wilson 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. Councilwoman Hockett 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

No further action on the matter discussed.

XII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting 8:17 p.m.


Tracy Heinline, Clerk of Council


D. Michael Barber, Mayor