



AGENDA

REGULAR MEETING OF TOWN COUNCIL
CHRISTIANSBURG TOWN HALL
100 EAST MAIN STREET
OCTOBER 28, 2025 – 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 28, 2025 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. Town Council's intention to adopt an ordinance in regard to a rezoning request by Roger Woody, registered agent for RWJW Properties, LLC, applicant and property owner, to rezone property located at 300 Kimball Lane SW (approximately 37.987-acre Tax Parcel 557 – ((A)) – 20; Parcel ID 016002) from A Agricultural to R-1 Single-Family Residential. 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 October 14, 2025
- B. Approval of Minutes of October 22, 2025
- C. Bill list
- D. Contract with Virginia Business Systems in the amount of \$155,966.40 for the 60-month lease
- E. Contract Amendment #3 with CHA Consulting, Inc. for the renewal of Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act
- F. Contract Amendment #3 with Hazen and Sawyer for the renewal of Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act
- G. Contract Amendment #3 with Hurt and Proffitt for the renewal of Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act
- H. Contract Amendment #3 with McGill Associates, PA for the renewal of Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act
- I. Contract Amendment #3 with Whitman, Requardt & Associates, LLP for the renewal of Water, Sewer, and Wastewater Treatment Term Services in excess of \$100,000 not to exceed \$500,000 per task order and not to exceed \$2,500,000 per annual contract term per Virginia Public Procurement Act

- J. Proclamation to recognize November 1, 2025 as Extra Mile Day
- K. Set Town Council Public Hearing for November 18, 2025, for Town Council's intention to adopt an ordinance in regard to a request by Westwood Professional Services, applicant, and F & B Land L.P., property owner, to vacate a portion of a 20-foot-wide public drainage easement on property located between Diana Drive NW and Aldwych Avenue NW on Tax Parcel 525 – ((A)) – 4; Parcel ID 028638.
- L. Set Town Council Public Hearing for November 18, 2025, for Town Council's intention to adopt an ordinance in regard to a street vacation request by Ryan Davis to vacate an unimproved portion of South Street NE on the north side of property located at 506 Hill Street NE (Tax Map ID 497 – ((15)) – 14,15,16, and 17; Parcel ID 001522).
- M. Set Town Council Public Hearing for January 13, 2026 for a Conditional Use Permit request by Clayco, LLC, property owner and applicant, to allow a Planned Housing Development of 28 multi-family residential dwelling units on approximately 2.031 acres located northwest of the intersection of Chrisman Street SW and First Street SW, between 101 Chrisman Street SW and 400 W Main Street (Tax Parcel 526 – ((A)) – 138; Parcel ID 013446) in the R-3 Multifamily Residential District. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

V. INTRODUCTIONS AND PRESENTATIONS

- A. Blacksburg – Christiansburg – Montgomery County Regional Tourism Office Executive Director Samantha Livesay to present their Fiscal Year 2024-25 Annual Report
- B. Virginia Tech – Montgomery Executive Airport Executive Director Keith Holt to present on airport operations

VI. CITIZEN COMMENTS

VII. COMMITTEE REPORTS

VIII. DISCUSSION AND ACTION BY MAYOR AND COUNCIL

- A. An Ordinance Amending Chapter 18 “Finance and Taxation” of the *Christiansburg Town Code* in Regard to Tax Exemptions and Deferrals for the Elderly and Totally Disabled

IX. STAFF REPORTS

A. Town Manager

B. Town Attorney

C. Other Staff

X. COUNCIL REPORTS

XI. OTHER BUSINESS

A. Closed Meetings:

1. Request for Closed Meeting:

- a. Request for a Closed Meeting under Code of Virginia § 2.2-3711(A)(1) for 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; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. The Closed Meeting is being held for discussion of the Town Manager position.
- b. Reconvene in Open Meeting
- c. Certification
- d. Council action on the matter

XII. ADJOURNMENT

Upcoming meetings of Council:

~~November 11, 2025, 7:00 p.m.~~ Regular Meeting – cancelled

November 18, 2025, 7:00 p.m. – Regular Meeting – rescheduled regular meeting

~~November 19, 2025, 6:30 p.m.~~ Regular Work Session – cancelled

~~November 25, 2025, 7:00 p.m.~~ Regular Meeting – cancelled

December 9, 2025, 7:00 p.m. – Regular Meeting

December 17, 2025, 6:30 p.m. – Regular Work Session