

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
MINUTES OF JUNE 21, 2011 AT 7:30 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT THE CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VA, ON JUNE 21, 2011 AT 7:30 P.M.

COUNCIL MEMBERS PRESENT: Mayor Richard G. Ballengee; Vice-Mayor Michael D. Barber; R. Cord Hall; Henry D. Showalter; Bradford J. Stipes; James W. Vanhoozier. ABSENT: Steve Huppert.

ADMINISTRATION PRESENT: Assistant to the Town Manager Adam Carpenetti; Town Clerk Michele M. Stipes; Town Attorney Mark Williams; Planning Director Randy Wingfield; Finance Director/Treasurer Val Tweedie. ABSENT: Interim Town Manager Barry Helms.

PLANNING COMMISSION MEMBERS PRESENT: Chairperson Craig Moore; Meghan Dorsett. ABSENT: Ann H. Carter; Barry Akers; Mark Caldwell, Kevin Conner; Joe Powers, Jennifer Sowers.

PLEDGE OF ALLEGIANCE.

REGULAR MEETING

MAYOR BALLENGEE called the Regular Meeting of Council to order and asked if there were any additions or corrections to the Regular Meeting Minutes of June 7, 2011. Councilman Barber noted that, although absent, the Minutes reflect the presence of Mayor Ballengee. Councilman Vanhoozier made a motion to approve the Minutes with the noted correction, seconded by Councilman Showalter. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

MAYOR BALLENGEE introduced the newly hired Director of Human Resources, Ms. Ashley Ferguson. Ms. Ferguson is a Senior Professional Human Resources with nine years of experience, including experience in local government. Ms. Ferguson expressed her gratitude for the opportunity to work for the Town of Christiansburg.

CITIZEN HEARINGS:

2. Citizens Comments:

- a. Ms. Meghan Dorsett, 630 Depot Street, President of the Christiansburg Civic League, reported on the first annual Depot Days Festival held in May in Cambria. Ms. Dorsett said the purpose of the celebration was community building and celebration of Cambria, and Ms. Dorsett offered to answer questions in response to her submitted request for reimbursement in the amount of five hundred dollars from funds assigned to tourism. Ms. Dorsett submitted the reimbursement request after the event date. Mr. Rich Taubman, Treasurer of the Christiansburg Civic League, gave a brief background of the origin of the festival and its association with Train Days, and spoke in support of the reimbursement request. Councilman Barber, who attended the event, explained that unexpected costs were incurred due to a five hundred dollar charge for a line-gang exhibition. Councilman Barber said he urged Ms. Dorsett to submit a reimbursement request for this unexpected charge. Ms. Dorsett reported that, because of low membership fees, many of the event expenses were paid out of pocket by the individual members. Mr. Taubman expressed his appreciation for the Town's assistance in providing barricades and cones, as well as closing the appropriate streets during the festival. Councilman Showalter commented that the Town provided approximately nine hundred and sixty dollars in services for this event, and that the Town would typically bill for the charges after the event as stated in the Christiansburg Events Policy, which Councilman Showalter said was included on the application submitted by Ms. Dorsett. Ms. Dorsett said she was unaware of this policy and did not believe it was included in her application packet.
- b. Mr. Samuel Bower, 100 Alleghany Street, thanked Council for its support of the infrastructure repairs on Alleghany Street, and spoke of his concerns with safety and traffic load issues on Alleghany Street. Mr. Bower said the construction has increased traffic concerns, but that traffic concerns were present before construction began because the street is used as a cut-through between South Franklin Street and Roanoke Street. Mr. Bower

said his concern is that the speed limit is often exceeded. Mr. Bower requested that police increase patrols through this area. Another concern expressed by Mr. Bower is his understanding that signage in the area notifying that the road is closed to through traffic because of construction is unenforceable by Town Police. Mr. Bower suggested ways to change the behavior of the vehicle operators through this area through reward and punishment; placement of a three way stop at Alleghany and Miller Street; extend the existing four-ton limit to abandon all heavy equipment including trailers; lower speed limit to 15mph; and personnel be made available to the Police Department so they can be effective in traffic enforcement.

- c. Ms. Carol Lindstrom, Depot Street, member of the Christiansburg Civic League, asked for an itemized bill of the Town's charges for the Depot Days Festival mentioned earlier by Councilman Showalter. Ms. Lindstrom stated that the purpose of festival was community building, and that all vendors were local and non-profit, except two. If the charges are accurate, Ms. Lindstrom requested the Town consider waiving the charges and approving the reimbursement request. Councilman Stipes, referring to an email sent by Councilman Showalter, asked if it was the Town's intent to bill the charges. Assistant to the Town Manager Adam Carpenetti replied that the information provided in the email was only intended to fulfill a request by Councilman Showalter.
- d. Ms. Connie Turner, Alleghany Street, spoke of her concerns with the high level of dust and vehicles exceeding the speed limit along Alleghany Street. Ms. Turner asked that the speed limit on Alleghany be lowered to address the traffic issues on this street. Mayor Ballengee turned the request to lower speed limit (temporarily during construction) to the Street Committee for review and recommendation. Mayor Ballengee noted that Police Chief Sisson is aware of concerns along Alleghany Street and has given this area extra attention including placement of the speed buggy.
- e. Ms. Shirley Hallock, 1015 Forrest Street, addressed Council regarding the Christiansburg Civic League's request for reimbursement from tourism funding specified as downtown festival funding. Ms. Hallock said that eight thousand dollars of grant money was budgeted last year and only five thousand is projected for use. Councilman Showalter explained the tourism budget format noting that Ms. Hallock was referring to the 1% allotted to tourism from the 15% tax revenue received from hotels and restaurants. Councilman Showalter clarified that the 1% was not intended for this type of use.
- f. Mr. Allen Palmer, 45 Sky Ridge Drive, brought his concerns with stormwater runoff and debris from Franklin Street and neighboring property collecting in his yard. Mr. Palmer is concerned with potential health problems resulting from this issue and he has notified the Town of this matter with no results. Councilman Showalter asked that Town administration review this request and bring a report to Council.

2. Planning Commission recommendation on:

- a. Rezoning request by M & F Homes, LLC for property on the eastern side of Walters Drive (tax parcel 434 – ((A)) – 14E) from B-3 General Business to R-2 Two-Family Residential. The property contains 1.054 acres and is scheduled as Mixed Use – Residential/Limited Business in the Future Land Use Map of the Christiansburg Comprehensive Plan. Planning Commission Chairperson Craig Moore presented proffers submitted by the applicant to be included in this rezoning request. A copy of the proffers is attached herewith. Mr. Moore read the Planning Commissions resolution recommending Town Council approve the rezoning request with the three proffers. Planning Commission vote was seven ayes, with two absent.
- b. Planning Commission Chairman Craig Moore reported that the Planning Commission is beginning the process of updating the Christiansburg Comprehensive Plan led by Planning Commissioner Meghan Dorsett. Mr. Moore reported that the Planning Commission is creating a community input survey that will go out with the July 1, 2011 utility bills. Also, community outreach meetings will be offered and further information will be provided on the town's website, and through the local newspapers. Councilman Vanhoozier noted that the Planning Commission is also soliciting opportunities to present at various civic organizations.

DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. Town Council action on:

- a. Rezoning request by M & F Homes, LLC for property on the eastern side of Walters Drive (tax parcel 434 – ((A)) – 14E) from B-3 General Business to R-2 Two-Family Residential. The property contains 1.054 acres and is scheduled as Mixed Use – Residential/Limited Business in the Future Land Use Map of the Christiansburg Comprehensive Plan. Councilman Stipes made a motion to accept the Planning Commission's recommendation to

approve the rezoning request, seconded by Councilman Vanhoozier. Councilman Vanhoozier and Councilman Hall both expressed appreciation for the members of the community who participated in Planning Commission discussions on this request, noting general support for the request. Councilman Barber cautioned the Town's building inspectors to be more diligent in its inspections in light of the long list of errors for the original development of this subdivision, and other residential developments in Town. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. Fund Balance Policy. Mayor Ballengee presented the proposed Fund Balance Policy for Council's consideration, and Finance Director/Treasurer Val Tweedie explained the format of the policy and the expected numbers for the fiscal year 2011 – 2012, including minimums and maximums. Ms. Tweedie referenced her email to Council providing detailed information on the Fund Balance Policy and the expectations for the coming year. Ms. Tweedie said based on the current cash flow, appropriate percentages are reflected for the year, and she is recommending a thirty-five to forty percent in reserves. Councilman Vanhoozier stated he is comfortable with the procedures as outlined in Ms. Tweedie's email to Council, which includes a warning if the reserve fund drops below a predetermined percentage. Councilman Barber reminded Council that the fund balance portion of the policy needs immediate approval by Council because of the June 30, 2011 year end. Councilman Showalter asked if there has been any discussion regarding future funds for the aquatic center. Ms. Tweedie stated that with this Fund Balance Policy the Town will begin to grow towards planning for long-term needs. Councilman Hall suggested setting aside a portion of the reserves percentage for this specific use. Councilman Vanhoozier asked that projections be made available for long-term planning, which Ms. Tweedie is currently working on and will provide to Council for discussion in the future. Councilman Barber made a motion to approve the Fund Balance Policy with modifications to reflect a reserve fund of thirty-five to forty percent as recommended by Ms. Tweedie. Councilman Hall seconded the motion and Town Clerk Stipes polled Council as follows: Barber – Aye; Hall – Aye; Showalter – Aye; Stipes – Aye; Vanhoozier – Aye. A copy of the Fund Balance Policy can be obtained in the Treasurer's Office.
3. Christiansburg Civic League – Request for financial assistance from the Tourism Fund. Councilman Barber stated that, after speaking with members of the Christiansburg Civic League and realizing the unexpected costs incurred by them, he urged them to file a request for reimbursement with the Town from the downtown festival fund. After listening to comments made during the address by Ms. Dorsett, Councilman Barber asked that the request be withdrawn and he would personally provide the reimbursement. Councilman Vanhoozier recommended that the Central Business District Committee review the request and provide a recommendation to Council. Mayor Ballengee referred to the newly adopted Downtown Events Policy, which states that a reimbursement application must be filed 45 days prior to an event and, unfortunately, the application by the Christiansburg Civic League came after the event. Mayor Ballengee stated his support for reimbursing the organization for the five hundred dollar expenditure, but is concerned with setting precedence if the request is approved. Councilman Hall also expressed his concern with setting precedence with this request and after reading the policy guidelines believes Council is unable to approve the request. Councilman Barber made a motion to deny the request, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Barber, Hall, Showalter, Stipes, Vanhoozier. NAYS: None.

1. Mr. Stipes and Mr. Vanhoozier – Street Committee Report/Recommendation on:
 - a. Discussion regarding plat showing subdivision of a portion of Lot 26, Dr. Brammer Farm, hereby creating parcels "A" and "B", 2 lots located at the intersection of Roanoke Street and Patricia Lane. Councilman Stipes reported that the Street Committee met and discussed the request, which is a simple subdivision dividing one lot into two, both zoned B-3 General Business District. Councilman Stipes said the request is in conformance with the Town's subdivision ordinance and he made a motion to approve the request, seconded by Councilman Vanhoozier. Council voted on the motion as follows: AYES: Barber, Hall, Showalter, Stipes, Vanhoozier. NAYS: None.
 - b. Community Development Block Grant. Councilman Stipes reported that sidewalk improvements along Roanoke Street are expected to begin later this summer with completion in the fall.
 - c. Update on Route 114 widening project. Councilman Stipes reported that the Commonwealth Transportation Board adopted the final draft of the 6-Year Plan. This project is expected to be advertised for construction in October 2011, with construction beginning next spring.

TOWN MANAGER REPORTS:

ASSISTANT TO THE TOWN MANAGER ADAM CARPENETTI reported that the Alleghany Street, Phase I project has been completed, and the water line extension is expected to begin next week.

ASSISTANT TO THE TOWN MANAGER ADAM CARPENETTI provided Council with an update on the water tank rehab.

ASSISTANT TO THE TOWN MANAGER ADAM CARPENETTI reported that a Bike Virginia event will have approximately seventeen hundred participants biking through Christiansburg on Tuesday from Radford. Information about this event will be posted on the Town's website.

ADJOURNMENT:

There being no further business to bring before Council, the meeting was adjourned at 8:47PM.

Michele M. Stipes, Clerk of Council

Richard G. Ballengee, Mayor