

**CHRISTIANSBURG TOWN COUNCIL
CHRISTIANSBURG, MONTGOMERY CO., VA.
MINUTES OF NOVEMBER 6, 2012 AT 7:30 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, VA, ON NOVEMBER 6, 2012 AT 7:30 P.M.

COUNCIL MEMBERS PRESENT: Mayor Richard G. Ballengee; Vice-Mayor James W. Vanhoozier; D. Michael Barber; R. Cord Hall; Steve Huppert; D. Henry Showalter; Bradford J. Stipes.
ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Barry Helms; Assistant Town Manager Randy Wingfield; Town Clerk Michele Stipes; Town Attorney Jim Guynn; Assistant to the Town Manager Adam Carpenetti; Planning Director Nichole Hair; Finance Director/Treasurer Valerie Tweedie.

PLEDGE OF ALLEGIANCE.

PUBLIC HEARING

1. Ordinance amendment request for Chapter 26 "Subdivisions" of the *Christiansburg Town Code* in regards to traffic impact analysis requirements, and Chapter 30 "Zoning" of the *Christiansburg Town Code* in regards to provisions for planned housing developments, for horses in the R-1A Rural Residential District, and regulations for amateur radio antennas and communications structures.

Mr. Joel Walker, 415 Miller Street, said he does not support the ordinance amendment as presented, specific to the keeping of horses in the R-1A Rural Residential zoning, and recommended Town Council disapprove it and consider the original ordinance amendment as drafted by the Planning Commission subcommittee. The ordinance amendment, as presented, places higher restrictions on residents regarding lot size requirements for keeping large animals in the R-1A Rural Residential zoning, but the original draft amendment allowed the keeping of horses with administrative approval, which Mr. Walker said is standard protocol for many localities with urban agriculture in town limits. Mr. Walker understands the concerns with keeping horses in a residential area, and reviewed measures that can be taken to eliminate concerns regarding disease, smell, and possible injury to others by animal aggression. Mr. Walker noted that there are numerous agricultural zones in town that are in close proximity to residential zoning, and he urged Council to deny this amendment request and consider the original ordinance amendment as drafted by the Planning Commission subcommittee.

Ms. Michelle Wood of 415 Miller Street referred to the proposal for zoning changes with regards to keeping of horses in the R-1 and R-2 zonings, which was included in Council's agenda packet for review. Ms. Wood discussed the matter of horse to property size ratio, noting that her request for five thousand square feet per horse is based on the ratio used by Virginia Tech for the keeping of its horses, and is where Ms. Wood's horses are currently boarded. Pictures of the Virginia Tech horse farm are included in the information packet. Ms. Wood asked to keep no more than two horses on her property, and noted that in 2003 horses were recognized by the Supreme Court as possible family pets and not necessarily livestock. Town

Manager Helms noted that one letter was received by the Town in opposition to the request and was included in the agenda packet. Planning Director Nichole Hair stated that several residents came forward to speak out against the ordinance amendment request during the Planning Commission meeting regarding the keeping of horses.

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 October 16, 2012. There being none, Councilman Vanhoozier made a motion to approve the minutes as presented, seconded by Councilman Barber. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

CITIZEN HEARINGS:

1. PLANNING COMMISSION RECOMMENDATION ON:
 - a. A rezoning request by Quorum Holding Corporation for property located on Somerset Street, N.W. (tax parcel 435 – ((4)) – 4) from R-1 Single-Family Residential to B-3 General Business. The property contains 0.402 acres and is scheduled as Residential in the Future Land Use Map of the Christiansburg Comprehensive Plan. The Public Hearing was held on October 16, 2012. Town Manager Helms read the Planning Commission's resolution recommending Town Council approve the rezoning as requested with proffers. The Planning Commission vote was 6 ayes, 0 nays, 2 abstentions.
2. PRESENTATION OF A RESOLUTION TO MS. CARMEN GRAVES IN RECOGNITION OF HER ACADEMIC AND ATHLETIC ACHIEVEMENTS. THE RESOLUTION WAS ADOPTED BY COUNCIL ON OCTOBER 2, 2012. Mayor Ballengee read and presented to Ms. Carmen Graves a resolution recognizing her outstanding academic and athletic achievements while a student at Christiansburg High School, and currently as a student at Roanoke College. Ms. Graves' family stood with her as she accepted the resolution.
3. NRV Cares to address Council regarding the annual Tree of Hope. Ms. Bev Walters, Executive Director of NRV Cares, along with Mr. Ron Underwood, Chairman of the Board, thanked Council for doubling its financial support of NRV Cares in the Fiscal Year 2011 – 2012. A fact sheet was provided to Council that explained the mission of the non-profit child abuse prevention agency, and outlined the three educational program areas supported by the annual funds contributed by the Town. Ms. Bev Walters asked for continued support of the Annual Tree of Hope project by allowing use of the large evergreen tree in the downtown square for the fundraiser. Over eight thousand dollars was raised last year through this project. In 2009, Town Council voted to allow NRV Cares use of the evergreen tree in the downtown square for its Annual Tree of Hope project for three years. Ms. Walters requested approval to use the tree for the annual fundraiser for another three years, which includes placement of a sign explaining the project. Councilman Barber made a motion to approve use of the evergreen tree in the downtown square for a three year period, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None. Town Council thanked Ms. Walters for the update on NRV Cares' use of the funding received from the Town, and voiced support for the mission of the agency.
4. MR. SHANE LAVENDER, CPA, TO PRESENT THE 2011 – 2012 ANNUAL AUDIT REPORT

FOR THE TOWN OF CHRISTIANSBURG. Mr. Shane Lavender referenced a PowerPoint presentation that was prepared, and will be presented, by Ms. Val Tweedie, Director of Finance/Treasurer, and provided Council with a comprehensive annual financial report, which he urged Council to read. Included in the report is analytical information to be used in future fiscal planning and discussions of Council. Mr. Lavender reviewed the annual report with Council and reported that no discrepancies were found during the audit. He then explained to Council members the importance of adhering to financial disclosure reporting guidelines. Mr. Lavender commended Ms. Val Tweedie and Town administration on efforts to provide efficient, detailed financial information, noting that if Ms. Tweedie chooses, the annual audit report can be submitted to the Government Finance Officers Association for consideration for a Certificate of Excellence. Mr. Lavender thanked Council for allowing him to perform the annual audit and offered to answer any questions.

5. FINANCIAL DIRECTOR/TREASURER VALERIE TWEEDIE TO REPORT ON THE 2011-2012 FINANCIAL STATEMENTS FOR THE TOWN OF CHRISTIANSBURG. Ms. Val Tweedie presented in PowerPoint the 2012 audit summary report, noting that this is the Town's first ever Comprehensive Annual Financial Report. Ms. Tweedie reviewed the information with Council and provided answers to Council's questions. The audit report indicated that the Town would need to reassign approximately \$2.5 million to come into compliance with its fund balance policy. Ms. Tweedie plans to submit the audit report to the Government Finance Officers Association for a Certificate of Excellence review. A copy of the audit summary report is attached to these minutes. Councilman Hall requested that Council be provided information on the specific proportion of sales tax generated by the Town in relation to disbursements to Montgomery County. Ms. Tweedie replied that she would provide Council with that information.
6. BLACKSBURG TRANSIT UPDATE BY MS. BECKY MARTIN, DIRECTOR OF BLACKSBURG TRANSIT. Ms. Becky Martin provided Council with a handout that reported the ridership numbers of the two commuter routes in Christiansburg, and provided project details of the capital improvement program. Ms. Martin reported that ridership is strong and consistent on the Explorer bus, and the Go Anywhere bus continues to grow in ridership. Councilman Vanhoozier commented that more information will be presented to Council regarding the capital improvement program at a future Council meeting. Ms. Martin explained Job Access and Reverse Commute (JARC) funding, performance based funding for which Virginia is working to establish measurement guidelines for allotting funds. Ms. Martin closed by speaking briefly about the newly established commuter route from Christiansburg to Blacksburg, which was supported by Council and approved by the Town of Blacksburg and Blacksburg Transit.
7. CITIZEN COMMENTS.
 - a. Mr. Chris Tuck, District B representative on the Montgomery County Board of Supervisors (BOS), addressed Council independently on his areas of focus in serving the Christiansburg District on the BOS. Mr. Tuck said his primary focus is on capital maintenance for Christiansburg High School (CHS) and he obtained from the Montgomery County School Board a Capital Maintenance Project Budget List for this facility. Mr. Tuck provided a copy of that list to Council for review. Mr. Tuck discussed with Council suggestions he gave the school board for practical ways of prioritizing the listed items and ways to reduce the estimated costs. Long-term plans for CHS haven't been addressed by the school board, even though Mr. Tuck has been asking for consideration since early 2012. Council expressed appreciation for Mr. Tuck's efforts to advocate for Christiansburg, and for his willingness to update Council on matters of interest regarding the Town. Concerning long-term planning for CHS, Councilman Stipes stressed the importance of identifying and banking land for a new CHS building, noting

that land needs per the State Board of Education is at least forty acres. Banking the land is the crucial first step; without land to build on, there is no possibility for a new facility according to Councilman Stipes. Councilman Barber spoke of some of the items listed on the Capital Maintenance Project Budget that could be avoided if a new facility is built within ten years. Mr. Tuck noted several upgrades that could move forward such as a girl's softball field, electrical upgrades, and sidewalk repairs. Mayor Ballengee mentioned the campus in Christiansburg that was updated to accommodate Blacksburg Middle School (BMS) and spoke to the importance of holding that building in reserve once BMS returns to Blacksburg. Councilman Showalter asked if Mr. Tuck had the support of other Supervisors on progressing forward with upgrades/improvements to CHS. Mr. Tuck said he believes he has support for some of the temporary capital improvements, if the costs are reasonable. Mayor Ballengee invited Mr. Tuck, and the other representatives on the BOS, to visit Council for further discussion regarding the needs in Christiansburg.

DISCUSSIONS BY MAYOR AND COUNCIL MEMBERS:

1. TOWN COUNCIL ACTION ON:

- a. A rezoning request by Quorum Holding Corporation for property located on Somerset Street, N.W. (tax parcel 435 – ((4)) – 4) from R-1 Single-Family Residential to B-3 General Business. The property contains 0.402 acres and is scheduled as Residential in the Future Land Use Map of the Christiansburg Comprehensive Plan. Councilman Vanhoozier made a motion to approve the rezoning request with accompanying proffers, seconded by Councilman Stipes. Councilman Barber said he initially was hesitant about this request because several residents of Somerset Street had expressed concern. However, after the Public Hearing, and in reviewing the details of the request, he is confident that the property would be improved, which he feels would be an improvement to the area in general. Town Clerk Stipes polled Council on the motion as follows: Barber – aye; Hall – aye; Huppert – aye; Showalter – aye; Stipes – aye; Vanhoozier – aye.

1. Resolution IN SUPPORT OF APPLICATION FOR AN ALLOCATION OF FUNDS THROUGH THE VIRGINIA DEPARTMENT OF TRANSPORTATION STORM DRAINAGE IMPROVEMENTS REVENUE SHARING PROGRAM AND GRANTING AUTHORITY TO THE TOWN MANAGER TO EXECUTE ASSOCIATED PROJECT ADMINISTRATION AGREEMENTS. Councilman Stipes made a motion to approve the Resolution, seconded by Councilman Hall. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

2. Report regarding the farmer's market. Town Manager Helms reported that matching grant funds up to \$75,000 are available for the construction of a farmer's market, which would be a multi-purpose facility. The application process is open, but a preliminary architecture feasibility report with renderings, support from local farmers, and ownership of the land on which the farmer's market would be built, are necessary for consideration. The Town would have one year to spend funding if granted. Council expressed support for seeking this funding opportunity and for identifying Town property that could be used for the purpose of a farmer's market.

TOWN MANAGER'S REPORT:

MONTHLY BILLS – On motion by Councilman Barber, seconded by Councilman Stipes, Council voted to approve the monthly bills to be paid on November 7, 2012, in the amount of \$1,672,249.76. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier.

NAYS: None.

PUBLIC HEARING REQUEST(S) – Town Manager Helms presented the following requests and recommended setting the Public Hearings as indicated:

November 20, 2012

1. Tax Relief for the Elderly.

On motion by Councilman Vanhoozier, seconded by Councilman Showalter, Council voted to set the Public Hearing for November 20, 2012. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

December 4, 2012

1. Proposed Cost Recovery from DUI and Reckless Driving Convictions Ordinance.
2. Rezoning request for 310 Bell Road from I-2 General Industrial to B-3 General Business.
3. Right-of-way vacation request for a portion of Sunset Street.

On motion by Councilman Barber, seconded by Councilman Showalter, Council voted to set the Public Hearings for December 4, 2012. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

TOWN MANAGER HELMS reported that the Christiansburg Soccer Club, as pledged, has donated \$5,000 to Depot Street Park for upgrades to the soccer field.

TOWN MANAGER HELMS provided Council with an update on the bicycle trail project, and provided a monthly Huckleberry Trail progress report.

ANNUAL EMPLOYEE CHRISTMAS GIFT CERTIFICATES – On motion by Councilman Barber, seconded by Councilman Showalter, Council authorized Town Manager Helms to begin the bidding process for the annual employee Christmas gift certificates given each year to full-time, salaried employees. The bid requests are sent to Christiansburg grocery stores for certificates in the amount of \$50.00. Council voted on the motion as follows: AYES: Barber, Hall, Huppert, Showalter, Stipes, Vanhoozier. NAYS: None.

PROGRESS REPORTS –

1. Construction continues on Depot Street Park. A meeting is scheduled for next week with Kroger to discuss easement needs.
2. Paving on Alleghany Street and Miller Street continues. Two three-way stops will be installed.
3. The driveway at the fire department is currently being replaced and is slightly behind schedule because of the old foundation that was uncovered.
4. Leaf removal began on October 29, 2012 and continues.

TOWN MANAGER HELMS reported that the Christmas holiday falls on a Tuesday and according to the Town's policy, employees will receive one half day off on the Monday before. Town Manager Helms requested that Town employees be given the entire day off on Monday, December 24, 2012 as part of the Christmas holiday, in keeping with the state holiday schedule. Councilman Showalter commented that many localities observe the holiday schedules set forth by the state and voiced support for doing the same. Councilman Vanhoozier stated his support for granting Town Manager Helm's request for this year, but would like to review the policy for next year prior to November 1st. After discussion of Council, Councilman Vanhoozier made a motion to approve the request to close Town

offices on December 24, 2012 as part of the Christmas holiday break, and to match the state holiday policy regarding future Christmas and New Year's holidays. Councilman Barber seconded the motion and Town Clerk Stipes polled Council as follows: Barber - aye, Hall - aye, Huppert - aye, Showalter - aye, Stipes - aye, Vanhoozier – aye.

ADJOURN:

There being no further business to bring before Council, the meeting was adjourned at 9:41 PM.

Michele M. Stipes, Clerk of Council

Richard G. Ballengee, Mayor