

## AGREEMENT FOR COOPERATION IN FURNISHING POLICE SERVICES

WHEREAS, this Agreement for cooperation in furnishing police services is made and entered into this \_\_\_\_ day of July 2013, by and between the **TOWN OF BLACKSBURG, VIRGINIA**, a municipal corporation of the Commonwealth of Virginia, herein referred to as "Blacksburg," and the **TOWN OF CHRISTIANSBURG, VIRGINIA**, a municipal corporation of the Commonwealth of Virginia, herein referred to as "Christiansburg";

WHEREAS, the Towns of Blacksburg and Christiansburg neighbor each other;

WHEREAS, the Blacksburg and Christiansburg police departments enjoy a good working relationship and frequently assist each other;

WHEREAS, to enhance the security of each jurisdiction, Blacksburg and Christiansburg wish to enter into an agreement to provide for cooperation in providing police services to each jurisdiction; and

WHEREAS, the intent of this Agreement is to establish a cooperative arrangement, as authorized by Virginia Code § 15.2-1726, for the provision of additional police services by Blacksburg and Christiansburg police officers within the limits of each town.

NOW THEREFORE, for and in consideration of the mutual promises herein exchanged the parties do hereby agree as follows:

### 1. TERM

1.1 Effective Dates: This Agreement shall be effective from July 1, 2013, through June 30, 2018. Notwithstanding the foregoing, this Agreement shall automatically renew from year to year, effective July 1<sup>st</sup> for two subsequent years thereafter, unless ninety (90) days written notice of non-renewal is given by one party to the other prior to the expiration of the term of this Agreement.

1.2 Amendments of Agreement During Term of Agreement: At any time during the term of this Agreement, the parties may evaluate the terms of this Agreement and develop amendments as necessary. Any such amendment shall be in writing and approved by the Councils of both towns.

1.3 Termination By Convenience: Notwithstanding any provisions contained herein, either party may terminate this Agreement, at any time, as a matter of convenience, upon giving the other parties herein ninety (90) days written notice of intention to terminate and providing a date certain for such termination by convenience to become effective.

## 2. SCOPE OF SERVICES

### 2.1 Law Enforcement Services Provided:

- (a) Blacksburg agrees, and Christiansburg consents to, provide and furnish law-enforcement services in Christiansburg consistent with this Agreement and with the laws of the Town of Christiansburg, Montgomery County, the Commonwealth of Virginia and the United States. Any Blacksburg police officer serving as a Christiansburg law enforcement officer pursuant to this Agreement shall have the authority to enforce Christiansburg's ordinances describing criminal acts. Likewise, Blacksburg police officers, while serving as a Christiansburg law enforcement officer as authorized by this Agreement, shall have the same powers, rights, benefits, privileges and immunities as those of regular Christiansburg police officers.
- (b) Christiansburg agrees, and Blacksburg consents to, provide and furnish law-enforcement services in Blacksburg consistent with this Agreement and with the laws of the Town of Blacksburg, Montgomery County, the Commonwealth of Virginia and the United States. Any Christiansburg police officer serving as a Blacksburg law enforcement officer pursuant to this Agreement shall have the authority to enforce Blacksburg's ordinances describing criminal acts. Likewise, Christiansburg police officers, while serving as a Blacksburg law enforcement officer as authorized by this Agreement, shall have the same powers, rights, benefits, privileges and immunities as those of regular Blacksburg police officers.

## 3. OPERATIONAL ISSUES

3.1 Routine Administrative Authority: Each Chief of Police shall be responsible for establishing, consistent with this Agreement, the policies, practices and procedures for the supervision of all law enforcement personnel who provide police services, as authorized by this Agreement. In the event of an emergency in either Blacksburg or Christiansburg, the provision of police services under this Agreement shall be subject to the Mutual Aid Agreement between the parties dated July 1, 2002.

3.2 Specific Law Enforcement Services: Each party sporadically needs assistance from the other party in non-emergency situations. This assistance consists of the following types of activities:

- (a) providing backup on drug or other serious felony arrests or investigations;
- (b) providing patrol services if either agency is understaffed or overtaxed;
- (c) providing technical or tactical expertise and/or assistance to include crash investigation ERT (SWAT), jail transport, communications/dispatch, crime prevention services, and school resource activities; and
- (d) providing internal investigations of personnel and/or policy.

#### **4. LEVEL OF SERVICE**

**4.1 Level of Service:** This Agreements calls for no specific levels of service.

**4.2 Misdemeanor Warrants:**

(a) Unless contrary to applicable state or other law, any incident, resulting in the issuance of any misdemeanor warrants against any person or business entity within the Blacksburg town limits shall be written pursuant to Blacksburg ordinance provisions and code sections. Subject to and except as may be provided by applicable law, which by reference is incorporated herein, when arrests are made and prosecuted for violations of Blacksburg ordinances, any fines collected shall be paid to the Blacksburg finance director. Should any arrest be made pursuant to a Blacksburg ordinance which results in any jail sentence being imposed pursuant to any such Blacksburg ordinance, then the costs of incarceration shall be paid by Blacksburg.

(b) Unless contrary to applicable state or other law, any incident, resulting in the issuance of any misdemeanor warrants against any person or business entity within the Christiansburg town limits shall be written pursuant to Christiansburg ordinance provisions and code sections. Subject to and except as may be provided by applicable law, which by reference is incorporated herein, when arrests are made and prosecuted for violations of Christiansburg ordinances, any fines collected shall be paid to the Christiansburg treasurer. Should any arrest be made pursuant to a Christiansburg ordinance which results in any jail sentence being imposed pursuant to any such Christiansburg ordinance, then the costs of incarceration shall be paid by Christiansburg.

**4.3 Certification Regarding Minimum Training Standards Of Employees:** Each Chief of Police shall certify that, at the time of the signing of this Agreement and that at the time of any renewal or extensions thereof, all law enforcement officers providing services pursuant to this Agreement shall be certified law enforcement officers in compliance with all applicable minimum training standards of the Criminal Justice Services Board.

#### **5. RECORDS AND REPORT**

Each Chief of Police shall regularly communicate with the other about the services provided pursuant to this Agreement. Each Chief of Police shall record the services performed by its police officers, including number of hours worked per officer, and/or other reasonably obtainable and relevant information necessary to create reports concerning the performance of this Agreement and each party shall be entitled to all such reports, except for portions of reports containing personnel records exempted by Virginia Code § 2.2-3705.1.

#### **6. PROVISION OF SUPERVISION, LABOR, AND EQUIPMENT**

**6.1 Supervision:** The responsibility of supervision of and the hiring of personnel, establishing standards of performance, assignment of personnel, determining and

effecting discipline, determining training required, maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with each party's Chief of Police in a manner consistent with this Agreement. Each Chief of Police may solicit and consider comments from the other Chief of Police concerning the performance of police officers providing services under this Agreement.

**6.2 Additional Necessary Labor, Supervision and Equipment:** Each party shall furnish and supply all labor, supervision, and supplies necessary to provide the level of service described in this Agreement. Any equipment purchased by either party to provide these services shall remain the property of that party.

## **7. COMPENSATION/COSTS/EXPENSES**

**7.1 Blacksburg Responsibility:** Each party shall be responsible for the compensation and all other expenses required for its police officers to provide police services pursuant to this Agreement.

**7.2 Shared Costs:** The parties may agree to share expenses related to this Agreement that benefit both parties.

## **8. INTERNAL POLICIES**

If requested by either party, an internal policy memorandum may be entered into between the Chiefs of Police for Blacksburg and Christiansburg with respect to the provision of service under this Agreement. Such policy memorandums shall administratively implement, interpret, or clarify one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the Councils of the Towns. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this Agreement shall prevail.

## **9. IMMUNITIES/WORKER'S COMPENSATION**

The services performed and expenditures made under this Agreement shall be deemed for public and governmental purposes, and, when acting hereunder, the parties and their police officers, deputies and their principal shall be entitled to all of the same immunities from liability enjoyed in their own jurisdiction and shall enjoy all the same exemptions from laws, ordinances and regulations and shall have all of the same pension, relief, disability, workers' compensation and other benefits enjoyed by them while performing their regular job duties. Each party will be responsible for workers compensation coverage for its officers providing services under this agreement even though the officers may be under the control of the other Chief of Police at the time an injury occurs.

## **10. LIABILITY**

Prior to the effective date of this Agreement, the parties hereto shall notify their respective law enforcement liability insurance carriers of the existence and terms of the Agreement.

No party to this Agreement shall be liable to any other party hereto for any loss, damage, personal injury or death to equipment, materials or personnel resulting from the performance of this Agreement, whether such should occur within or outside the jurisdictional boundaries of the parties hereto. Additionally, there shall be no liability to any of the parties hereto for reimbursement for injuries to equipment, materials or personnel occasioned by a response rendered pursuant to this Agreement incurred when traveling to or from another jurisdiction. Neither party shall be liable to the other for any cost associated with or arising out of the rendering of assistance pursuant to this Agreement.

## **11. NOTICES**

Any notices required or desired to be served by either party upon the other shall be personally delivered or forwarded by certified mail, return receipt requested, to the respective parties now designated representative:

If to the Town of Blacksburg, Virginia: Marc Verniel, Blacksburg Town Manager, 300 South Main Street, Blacksburg, Virginia, 24060.

If the Town of Christiansburg: Mayor Richard G. Ballengee, 100 East Main Street Christiansburg, Virginia, 24073, and Chief Mark Sisson, Christiansburg Police Department, 10 East Main Street, Christiansburg, Virginia 24073.

## **12. SEVERABILITY**

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

## **13. ENTIRE AGREEMENT**

This Agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understanding, oral or written, in connection therewith.

#### **14. GOVERNING LAW/LEGAL PROCEEDINGS AND VENUE**

This Agreement shall be construed and enforced pursuant to the laws of the State of Virginia. Venue and jurisdiction for all proceedings pertaining to this Agreement shall be in the Circuit Court for the County of Montgomery, Virginia.

#### **15. NO OBLIGATION TO THIRD PARTIES**

Nothing in this Agreement is intended to, nor shall it create, any right in any person, firm, corporation, or entity, other than in the parties hereto, including but not limited to the employees of the parties, to any of the benefits hereunder. Nothing herein is intended to expand the duties and obligations of Blacksburg or Christiansburg with regard to third parties.

#### **16. ASSIGNMENT/DELEGATION**

No party may assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent by the other party.

**IN WITNESS WHEREOF**, the parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated, the day and year first above written.

Town of Blacksburg, Virginia

By: \_\_\_\_\_  
Marc Verniel, Town Manager

Town of Christiansburg, Virginia

By: \_\_\_\_\_  
Mayor Richard G. Ballengee, Mayor

**AMENDED AND RESTATED  
ARTICLES OF INCORPORATION  
OF THE  
BLACKSBURG-CHRISTIANSBURG-V.P.I. WATER AUTHORITY**

The Board of Visitors of Virginia Polytechnic Institute and State University, the Town Council of the Town of Blacksburg, the Town Council of the Town of Christiansburg, and the Board of Supervisors of Montgomery County, Virginia, have, by concurrent resolutions, adopted the following Amended and Restated Articles of Incorporation of the Blacksburg-Christiansburg-V.P.I. Water Authority, pursuant to the Virginia Water and Waste Authorities Act (Chapter 51, Title 15.2 of the 1950 Code of Virginia, as amended)(“Act”).

**ARTICLE I**

The name of the Authority shall be the NRV Regional Water Authority and the address of its principal office is 3515 Peppers Ferry Road, Radford, Virginia 24141.

**ARTICLE II**

The names of the political subdivisions participating in the NRV Regional Water Authority (the “Authority”) are Virginia Polytechnic Institute and State University, the Town of Blacksburg, the Town of Christiansburg, and Montgomery County, Virginia (collectively, the “Members”), each of which hereby acknowledges, covenants, and agrees that these Amended and Restated Articles of Incorporation shall not be further amended or changed without the express agreement of each of the governing bodies of each of the participating political subdivisions.

**ARTICLE III**

The Board of the Authority shall consist of five board members. The names, addresses, and terms of office of the initial board members of the reconstituted Board of the NRV Regional Water Authority are as follows:

Name	Address	Term of Office beginning      ending
1.		
2.		
3.		
4.		
5.		

The governing body of each participating political subdivision has initially appointed the number of board members set forth opposite its name below:

Montgomery County – One, for a term of 4 years

Virginia Polytechnic Institute and State University – One, for a term of 3 years

Town of Blacksburg – One, for a term of 2 years

Town of Christiansburg - One, for a term of 1 year

The fifth initial Board Member has been chosen by the initial four Board Members for an initial term of one (1) year.

Upon the expiration of the term of any initial Board Member chosen by the initial four Board Members, the remaining Board Members shall elect a successor. Upon the expiration of the term of any of the initial four Board Members chosen by one of the participating political subdivisions, such political subdivision shall promptly choose a successor.

The participating political subdivision will appoint successors to fulfill the terms of Board Members appointed by such participating subdivision who die, resign, or are disqualified.

After the initial terms, each Board Member shall be appointed for a four-year term and shall serve until a successor is appointed and qualified. Each Board Member shall have a vote and when required by law or when requested by any Board Member, such vote shall be recorded by “yeas” or “nays.”

Each board member shall be reimbursed by the Authority for the amount of actual expenses incurred in the performance of Authority duties.

#### ARTICLE IV

The purposes for which the Authority is being reorganized are to exercise all the powers granted to the Authority to acquire, finance, construct, operate, manage, and maintain a wholesale water treatment and transmission system and related facilities for the purpose of selling water wholesale to its Members pursuant to the Virginia Water and Waste Authorities Act, Chapter 51, Title 15.2 of the 1950 Code of Virginia, as amended (the “Act”). The Authority shall have all of the rights, powers, and duties of an authority under the Act.

It is not practicable to set forth herein information regarding preliminary estimates of capital costs, proposals for specific projects to be undertaken, or initial rates for the proposed projects.

#### ARTICLE V

The Authority shall provide water to its Members.

#### ARTICLE VI

The Authority shall cause an annual audit of its books and records to be made by the State Auditor of Public Accounts or by an independent certified public accountant at the end of each fiscal year and a certified copy thereof to be filed promptly with the governing body of each of the incorporating political subdivisions.

#### ARTICLE VII

The term of existence of the Authority shall be 50 years from the effective date of the Members’ resolutions authorizing these Amended and Restated Articles.

IN WITNESS WHEREOF the Board of Supervisors of Montgomery County, the Town

Council of the Town of Blacksburg, Virginia, the Town Council of the Town of Christiansburg, Virginia, the Board of Visitors of Virginia Polytechnic Institute and State University, and the Board of Directors of the Blacksburg-Christiansburg-V.P.I. Water Authority have caused these Amended and Restated Articles of Incorporation to be executed in their respective names, and their respective seals have been affixed hereto and attested by the respective secretaries and clerks of each.

BLACKSBURG-CHRISTIANSBURG-V.P.I.  
WATER AUTHORITY

TOWN OF BLACKSBURG, VIRGINIA

By: \_\_\_\_\_  
Chairman

By: \_\_\_\_\_  
Mayor

WITNESS: \_\_\_\_\_(SEAL)  
Secretary

WITNESS: \_\_\_\_\_(SEAL)  
Clerk

MONTGOMERY COUNTY, VIRGINIA

TOWN OF CHRISTIANSBURG,  
VIRGINIA

By: \_\_\_\_\_  
Chairman, Board of Supervisors

By: \_\_\_\_\_  
Mayor

WITNESS: \_\_\_\_\_(SEAL)  
Secretary

WITNESS: \_\_\_\_\_(SEAL)  
Clerk

VIRGINIA POLYTECHNIC INSTITUTE  
AND STATE UNIVERSITY

By: \_\_\_\_\_  
Rector, Board of Visitors

WITNESS: \_\_\_\_\_(SEAL)  
Secretary

**Christiansburg Planning Commission**  
**Minutes of June 10, 2013**

Present: Matthew J. Beasley  
Harry Collins  
M.H. Dorsett, AICP  
Jonathan Hedrick  
Steve Huppert  
Ashley Parsons  
Joe Powers, Vice-Chairperson  
Jennifer D. Sowers  
Nichole Hair, Secretary <sup>Non-Voting</sup>

Absent: Ann H. Carter  
David Franusich  
Craig Moore, Chairperson

Staff/Visitors: Kali Casper, staff  
Missy Martin, staff  
Randy Wingfield, Assistant Town Manager/Zoning Administrator, Town of Christiansburg  
Johnny C. Martin, 3295 Roanoke Street  
Mr. and Mrs. J.C. Martin, Jr., 2000 Tower Road

Vice-Chairperson Powers called the meeting to order at 7:02 p.m. in the Christiansburg Town Hall at 100 E. Main Street, Christiansburg, Virginia to discuss the following items:

Public Comment.

Vice-Chairperson Powers opened the floor for public comment. No public comments were made. Vice-Chairperson Powers closed the floor for public comment.

Approval of meeting minutes for May 13, 2013.

Vice-Chairperson Powers introduced the discussion. Commissioner Dorsett made a motion to approve the Planning Commission meeting minutes. Commissioner Beasley seconded the motion which passed 8-0.

Planning Commission Public Hearing on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales.

Vice-Chairperson Powers opened the discussion asking staff to present the material for the proffer amendment. Ms. Hair discussed the rezoning application approval and conditions from 2010, which proffered contractor equipment only and trees must be planted for buffers. Ms. Hair said Mr. Johnny Martin spoke with Mr. Wingfield requesting to have automobile sales on the property. Mr. Martin has now come back requesting a proffer amendment in conjunction with the contractor equipment storage. Ms. Hair added no site plan was required at the time of the rezoning because the building already existed on the property. Ms. Hair advised the Commissioners if Mr. Martin would like to have the automobile sales he would have to pave 10 parking spots.

Vice-Chairperson Powers asked Ms. Hair to review the maps of the property. Vice-Chairperson Powers asked about the acreage of the property. Ms. Hair replied the acreage is including two parcels. Vice-Chairperson Powers asked if the purple outline on the aerial map is the 1.9 acres from the rezoning in 2010. Ms. Hair detailed the existing barn on the aerial map.

Vice-Chairperson Powers asked Mr. Johnny Martin to speak and explain his request. Commissioner Huppert discussed how he was on the Planning Commission when the rezoning was approved in 2010 and after looking at the current pictures everything has been completed as Mr. Martin agreed. Commissioner Huppert said he would like to compliment Mr. Martin on the work. Mr. Martin advised the Commissioners the property has now been subdivided into one parcel. Vice-Chairperson Powers asked if the subdividing was recent. Mr. Johnny Martin replied yes and the address is now 3301 Roanoke Street. Mr. JC Martin said the property is approximately 37 acres.

Mr. Johnny Martin detailed with the aerial map, how the property was required an 80 foot of road frontage to build a dwelling on the property. Mr. Martin described how the right of way came up the front of the property going beside the existing barn. Mr. Martin added after his son, J.C. Martin, decided to go into business he combined the property to one parcel transferred the property into J.C. Martin's name. Mr. Martin said the barn has been remodeled to have three offices and is now used as a shop for J.C. Martin's excavating business. Commissioner Huppert asked if the shop had a concrete floor. Mr. Martin replied yes and added in January a chain link fence was installed with a power operated gate to secure the B-3 portion of the property. Mr. Martin shows on the aerial map the approximately 60 mature trees proffered from 2010.

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Mr. Martin stated he is now requesting the sale of automobiles on the property because the law states that no more than 5 vehicles can be sold unless the owner has a valid DMV dealership license. Mr. Martin stated he will be using the current office space and will not be adding onto the existing building. Mr. Martin added he will only pave the required 10 spaces behind the fenced in area. Vice- Chairperson Powers clarified with Mr. Martin the automobile sales would only be within the B-3 zoned area. Mr. Martin replied yes and he will not be expanding. Mr. Martin added the in order to have a Virginia dealer's license an office space of 250 square feet must be used.

Mr. Martin indicated he has spoken with his surrounding neighbors about the proposed use and they are okay with the proposed proffer amendment. Mr. Martin advised the Commissioners he would be the only employee and his office will have to be open at least 20 hours to have a dealer's license. Commissioner Sowers asked if the sales are more internet based. Mr. Martin replied yes, all sales are online. Mr. J.C. Martin replied that occasionally they may put one vehicle down by the road frontage. Mr. Martin explained the 80 foot road frontage is mostly driveway so there is no room for more than one vehicle to be displayed for sale. Commissioner Sowers asked if Mr. Martin will be placing a sign at the entrance for the automobile sales. Mr. Martin replied he will not be installing a sign at the road but the dealer's license will require a 6" sign be placed over the office door. Commissioner Sowers asked if Mr. Martin will be expecting a lot of traffic. Mr. Martin replied no. Commissioner Huppert clarified with Mr. Martin that he will not be relying on drive by business. Mr. Martin replied no and the gate will need to be open for public access during the 20 hours the office will be open. Mr. Martin stated a sign showing the hours of operation is required to be posted on the property.

Commissioner Beasley asked how many vehicles Mr. Martin will have on the property. Mr. Martin replied that he does not want to limit himself but basically he deals with personal vehicles, no heavy equipment. Mr. Martin said currently there are 5 employees parking on the property but no parking will be allowed past the fence. Mr. Martin said he does not want to have 20 or 30 vehicles on the lot. Mr. Martin stated there could be 5 and if some vehicles are being worked on it may be more. Vice-Chairperson Powers asked what size trucks will be sold. Mr. Martin replied no trucks over 15,000 GBW, so Mr. Martin will only be selling pickup trucks and personal vehicles. Mr. Martin clarified that heavy equipment will be on the property because of J.C. Martin's excavating business but they will not be for sale.

Planning Commission Public Hearing on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales - (continued).

Commissioner Dorsett asked for clarification on the contractor's excavating business location on the current site and questioned items stored on the property. Mr. J.C. Martin replied the pipe is left over material from installing the entrance. Mr. J.C. Martin added no materials will be stored around the shop area except those items used for current jobs. Commissioner Dorsett asked what will happen if the property is sold in the future and what type of use will be allowed since the property is zoned B-3. Commissioner Dorsett said the surrounding property has become more of a residential area. Vice-Chairperson Powers replied he is also interested in limiting the number of cars around the building because of the residential use surrounding the property.

Commissioner Hedrick asked Mr. Martin if he is looking to amend the current proffers to allow for a vehicle to be set near the street frontage or will all vehicles be kept behind the fenced area. Mr. Martin replied all vehicles will be kept behind the fence but he would like to have the option to place a vehicle on the street frontage. Mr. Martin stated the street frontage would not allow for him to place several cars because of having to also maintain the current driveway. Vice-Chairperson Powers stated the current zoning use is restricted to only the proffers approved in 2010 and understands the request for flexibility to use the property for vehicle sales. Vice-Chairperson Powers asked Mr. Wingfield if there is a limitation of cars allowed then will there be a limitation of paved spaces. Mr. Wingfield replied the current code requires a minimum of 10 spaces paved for an automobile dealership. Commissioner Dorsett asked Mr. Wingfield if hard top paving must be used. Mr. Wingfield replied it can be brick pavers, concrete, asphalt but no surface treatment can be used. Vice-Chairperson Powers asked if the paving requirement is under off street parking section of the Town Code. Mr. Wingfield replied yes.

Mr. Johnny Martin stated the property has 50% or more of green space and he does not want to disturb the grass. Mr. Martin clarified he only wants to use the existing parking area. Commissioner Hedrick asked what was located across the street from this property. Mr. Martin answered a nursery, two cabinet shops, and an air conditioning contractor.

Vice-Chairperson Powers indicated from the discussion, there is an interest in limiting the number of cars to be allowed on the lot. Mr. Martin responded he would like to have the ability to put one car out on the street frontage. Commissioner Huppert asked Mr. Martin if he will be placing a for sale sign on the vehicle. Mr. Martin replied no, under a dealership license is a warranty disclaimer is required and for sale signs are not allowed. Commissioner Sowers asked if he can put the sale price on the vehicle. Mr. Martin replied yes and the disclaimer.

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Vice-Chairperson Powers asked Mr. Wingfield what the current regulation is for parking spaces. Mr. Wingfield replied the minimum is 9' x 18'. Mr. Wingfield added the entrance and driving isle need to be paved. Commissioner Powers asked Mr. Wingfield if the lot can only be used for automobile sales. Mr. Wingfield replied the paved isle and lot are intended for customers and employees. Commissioner Huppert asked how many neighbors surrounded the property. Mr. Martin showed on the aerial map his surrounding family members and a few mobile homes. Mr. J.C. Martin replied the pine trees block most of the surrounding property. Commissioner Huppert suggested Mr. Martin have something from his neighbors agreeing to the proffer amendment before the Town Council public hearing. Mr. Martin indicated he had done this in 2010 for the original requests.

Commissioner Dorsett asked Mr. Wingfield if it is typical to do split zoning on a parcel. Mr. Wingfield replied it is not uncommon on a large tract.

Vice-Chairperson Powers commented for the proposed use, Mr. Martin has suggested a portion of the property will be paved close to the barn excluding the one vehicle allowed on the street frontage. Vice-Chairperson Powers asked Mr. Martin if any lighting will be installed for the use of the lot. Mr. Martin replied no additional lighting is needed and he will be using the current dusk to dawn light. Vice-Chairperson Powers asked Mr. Martin about signage of the automobile sales. Mr. Martin replied he will not use a sign, except for a small one located over the sales office.

Vice-Chairperson Powers asked if anyone in the audience would like to speak on the proffer amendment. No comments were made by the audience.

Commissioner Collins asked Mr. Wingfield if he would request the entrance from the street all the way up to the shop area to be paved if Mr. Martin will be mostly internet sales. Mr. Wingfield replied yes because customers can still come onto the property. Mr. Wingfield added a 15 foot setback is required from the street right of way for parking lots otherwise he could not dictate the location for parking the vehicles unless it was included in the proffers.

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Vice-Chairperson Powers commented if the Planning Commission would act on the proffer amendment tonight it would be subject to the proffer statement presented by Mr. Martin at this time. Vice-Chairperson Powers indicated Ms. Hair could work with Mr. Martin to amend the statement before the Town Council public hearing. Vice-Chairperson Powers clarified Mr. Martin must pave the entrance and driveway. Mr. Wingfield added the driveway must be 24 feet wide all the way up to the shop because it will be considered commercial use. Commissioner Dorsett asked if the driveway is used for business would it change the easement access to the back part of the property. Mr. Wingfield replied no and the parking spaces cannot be in the easement access but the driving aisle can.

Vice-Chairperson Powers asked if anyone could grant a variance or an exception to the off-street parking requirements. Mr. Wingfield replied no and under State Code there is an administrative variance that can be granted but the Town has not adopted it into the Town's Code.

Mr. J.C. Martin stated the driveway is now 20 feet wide. Mr. J.C. Martin added the paving would be a heavy duty base for his trucks. Commissioner Collins asked Mr. Martin since the driveway will need to be paved will he consider moving the lot closer to the road. Commissioner Sowers stated the vehicles will still need to be in the fenced area. Vice-Chairperson Powers added for Mr. Martin's dealer license he will have to park the cars where his office is located. Vice-Chairperson Powers asked Mr. Wingfield if Mr. Martin would be required to have all of the parking in place before the DMV application will be approved by the Town. Mr. Wingfield replied that the development would need to be completed. Mr. J.C. Martin asked Mr. Wingfield if a site plan would be required for the paving. Mr. Wingfield replied yes a site drawing would be required.

Vice-Chairperson Powers commented that he would like to add a change into the Town's ordinance to give flexibility on paving requirements. Mr. Wingfield added if the Town was holding a bond for the improvements, he would sign the DMV letter based on the bond. Commissioner Huppert asked Mr. Martin if the required paving will change their decision. Mr. JC Martin replied the paving will be expensive but he will comply with what is required. Commissioner Dorsett stated there is a lot of paving required which will put a run off onto Roanoke Street. Commissioner Dorsett stated it would be better to use gravel for storm water prevention. Mr. Wingfield replied land disturbing in excess of 10,000 square feet would require an erosion and sediment control plan, but if less than 10,000 square feet is disturbed, a note can be added on the plan stating less than 10,000 square feet will be disturbed.

Planning Commission Public Hearing on a proffer amendment request by Johnny C. Martin for property located at 3295 and 3301 Roanoke Street (an approximately 1.3 acre portion of the total 36.798 acre tax parcel 502 – ((9)) – 5C and an approximately 0.65 acre portion of the total 4.0756 acre tax parcel 502 – ((9)) – 5), which is zoned B-3 General Business, to amend a proffer statement to allow automobile sales - (continued).

Vice-Chairperson Powers asked the Commissioners if they would like to work on changing the ordinance for some off street parking flexibility. Vice-Chairperson Powers suggested to Mr. Martin that he bond the site development until a decision has been made for changing the off street parking ordinance. Mr. Wingfield replied the Planning Commission cannot give approval but can make recommendations. Vice-Chairperson Powers clarified if a bond is posted from Mr. Martin guaranteeing paving, Mr. Wingfield can sign the DMV application and if the ordinance changes the paving does not have to be completed and the bond is released. Commissioner Dorsett asked if a requirement can be added stating the paving would meet current regulations. Mr. Wingfield replied they would have to meet current regulations because this is not a Conditional Use Permit request. Vice-Chairperson asked Mr. Wingfield how long a bond can be held. Mr. Wingfield replied for six months. Ms. Hair added Mr. Martin would have to amend the current proffer statement if he would like to dictate the location of the car sales.

Commissioner Collins asked if the Commissioners could hold a special meeting to work on amending the off street parking ordinance. Vice-Chairperson Powers said the Commission could work on an ordinance amendment to present to Town Council during the next meeting. Vice-Chairperson Powers recommended to come back in two weeks and asked Mr. Martin for a site plan so the Commission can review the proposed use.

Review of the Capital Improvements Plan for the Fiscal Year 2013-2014 by Assistant Town Manager Randy Wingfield.

Vice-Chairperson Powers opened the discussion. Mr. Wingfield asked the Commissioners to review the handout showing the upcoming fiscal year capital projects and equipment. Mr. Wingfield stated this is only for the next fiscal year because staff had planned to do a five year projection with this year's budget but during the process the Town Manager and he realized it would be difficult to narrow down the project list. Mr. Wingfield added in any normal year the Town has 4 to 5 million dollars in capital, the current capital is 11.3 million dollars because it includes the 5.3 million dollar bond that the Town Council recently approved. Mr. Wingfield said the department heads are requesting 11 to 12 million per year over the next five years. Mr. Wingfield indicated the Town Manager would like to get that figure down to a realistic figure for the capital plan. Mr. Wingfield and the Town Manager plan on meeting with Town Council in the fall for their input on projects. Mr. Wingfield and the Town Manager will narrow down equipment themselves over the next 5 years.

Review of the Capital Improvements Plan for the Fiscal Year 2013-2014 by Assistant Town Manager Randy Wingfield – (continued).

Commissioner Dorsett asked for the definition of the capital improvement program. Mr. Wingfield replied a plan for capital equipment and capital projects. Mr. Wingfield added the Town uses a \$5,000 threshold for planning purposes. Commissioner Dorsett asked if they have a life span requirement. Mr. Wingfield replied no. Vice-Chairperson Powers stated storm drainage has become a priority. Vice-Chairperson Powers inquired how Mr. Wingfield sees the cost for storm water over the next 5 years. Mr. Wingfield stated the Town has been studying a storm water utility. Mr. Wingfield added staff would like Town Council to prioritize projects. Commissioner Huppert stated he would like to point out some major projects the Town Council did approve with the budget. These projects include the 3<sup>rd</sup> floor construction for the Police Department, replacement of the flooring at the Recreation Center and remodeling the Finance Department for security reasons. Vice-Chairperson Powers asked if a standard is required on replacing vehicles and heavy equipment. Mr. Wingfield replied the equipment is considered for replacement by approximate hours used and condition. Vice-Chairperson Powers asked for any other questions. Commissioner Huppert stated the personal property taxes are increasing. Commissioner Huppert added a 2% bonus was included in the budget for all full-time Town employees.

Work Session-Comprehensive Plan

Vice-Chairperson Powers opened the discussion in work session. Commissioner Dorsett made a motion to go into work session. Commissioner Parsons seconded the motion which passed 8-0.

The work session on the Appendix of the Comprehensive Plan was held.

Commissioner Dorsett made a motion to close the work session. Commissioner Parsons seconded the motion which passed 8-0.

Other Business

Vice-Chairperson Powers asked for any other business. Ms. Hair replied she has no other business. Vice-Chairperson Powers clarified the Development Subcommittee meeting will be held on June 24<sup>th</sup> at 6 pm. Vice-Chairperson Powers added the subcommittee will be working on downtown parking and they can take a few minutes to discuss off street parking ordinance amendment.

There being no more business Vice-Chairperson Powers adjourned the meeting at 8:31 p.m.



# **Town of Christiansburg**

## **2013**

### ***Annual Action Plan***

Presented to  
U.S. Department of Housing and Urban Development

Prepared: May 2013

## **CITIZEN COMMENT PERIOD & PUBLIC HEARING NOTICE**

### **TOWN OF CHRISTIANSBURG, VIRGINIA**

#### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

The Town of Christiansburg Virginia as a recipient of block grant funding is required by the U.S. Department of Housing and Urban Development (HUD) to prepare and adopt a multiyear Consolidated Plan and Annual Action Plans that solicit citizen views on proposed Community Development Block Grant (CDBG) program activities contained in these documents. The Citizen Comment period and public hearing have been scheduled for the FY 2013 Annual Action Plan.

#### **CITIZEN PARTICIPATION**

Draft copies of the FY 2013 Annual Action Plan will be available for review beginning May 28, 2013 and ending June 28, 2013. The plan shall outline proposed activities for CDBG funding and specific activities for this program year beginning July 1, 2013. Print copies of the draft plan will be located at the Christiansburg Public Library, located at 125 Sheltman Street during the review process. Additional copies can be obtained from the Christiansburg Planning Department, located at the Christiansburg Town Hall, 100 E. Main Street or on the Town's website at [www.christiansburg.org](http://www.christiansburg.org). Provide any comments or suggestions by mailing the Planning Department – CDBG, Town of Christiansburg, 100 E. Main Street, Christiansburg, VA 24073-3029, by e-mailing [nhair@christiansburg.org](mailto:nhair@christiansburg.org) or by phone at (540) 382-6120 x 130.

#### **PUBLIC HEARING**

The Christiansburg Town Council will hold a Public Hearing on Tuesday, June 4, 2013 at 7:30 p.m. in the Council Room, Christiansburg Town Hall, 100 E. Main Street to receive comments on Council's intention to adopt the F.Y. 2013 Annual Action Plan.

A copy of the FY 2013 Annual Action Plan may be viewed in the Planning Department, Town of Christiansburg, 100 E. Main Street, Christiansburg, VA 24073-3029 during normal office hours of 8:00 a.m. – 5:00 p.m. Monday through Friday. Written comments may be sent to the preceding address; please allow adequate mailing time.

Any interested party whose participation in this meeting would require reasonable accommodation of a handicap or language services should contact the Town Manager's Office 382-6128 at least six days in advance.

Post May 25, 2013 and June 1, 2013



## SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

### SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	Construction	Construction
		Non Construction	Non Construction
<b>Applicant Information</b>			
Town of Christiansburg	VA510312 CHRISTIANSBURG		
100 East Main Street	06-601-8839		
0	0		
Christiansburg	Virginia	Planning Department	
24073	Country U.S.A.	0	
<b>Employer Identification Number (EIN):</b>		0	
54-6001215		10/1	
<b>Applicant Type:</b>		<b>Specify Other Type if necessary:</b>	
Local Government: Township		0	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
FY 13/14 Annual Action Plan		Town of Christiansburg, VA	
\$	\$0		
\$0	\$0		
\$0	\$0		
\$0			
Total Funds Leveraged for CDBG-based Project(s) \$0			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	

\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
<b>Housing Opportunities for People with AIDS</b>		4.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$SHOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of: Applicant Districts      Project Districts		Is application subject to review by state Executive Order 12372 Process?	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		Yes	This application was made available to the state EO 12372 process for review on DATE
		No	Program is not covered by EO 12372
Yes	No	N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
NICHOLE	L	HAIR
PLANNING DIRECTOR	540-382-6120	540-381-7238
nhair@christiansburg.org	www.christiansburg.org	0
Signature of Authorized Representative		Date Signed



# Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

##### Program Year 4 Action Plan Executive Summary:

The 2013 Annual Action Plan for the Town of Christiansburg outlines the activities that will be undertaken during the program year beginning July 1, 2013 and ending June 30, 2014 using Federal funds granted to the Town of Christiansburg by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG). Programs and activities described in this plan are continued from Program Years 1, 2 and 3. All programs and activities are intended to benefit low-income and moderate-income residents of the Town of Christiansburg, neighborhoods with high concentrations of low-income and moderate-income residents, and the Town as a whole.

##### Objectives:

- Ongoing development of new public infrastructure and upgrading portions of infrastructure to enhance the quality of life for citizens in the Low to Moderate Income Block Groups.

##### Outcomes:

- Providing usable sidewalks will provide connectivity for low to moderate income residents within Town. Various residential areas lie adjacent to businesses, agencies that provide services, local transit and government offices. By providing the necessary links between the neighborhoods and the commercial area, an improved transportation network will be achieved.
- Upgrading water and sewer systems that lay under the sidewalk areas provides a better quality of life as some of these lines have never been upgraded or improved.

##### Accomplishments:

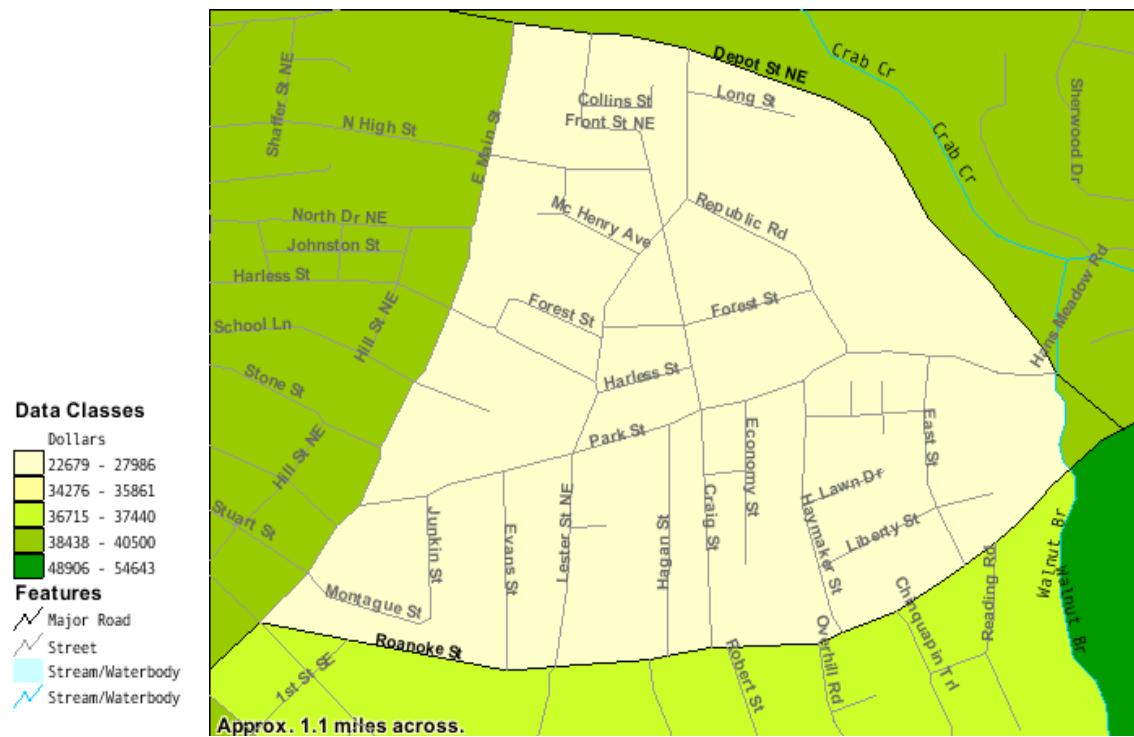
- Existing sidewalks have been improved to comply with ADA standards in the project area along Roanoke Street and Park Street.
- Approximately 639 feet of new sidewalk has been installed and 1520 feet of existing sidewalk has been improved.

## General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

The Town of Christiansburg's Park District consists of a mixture of older single family homes and rental units. The Park District is also home to lower income residents with an average median income of \$22,679 - \$27,986. The boundary of the Park District is Roanoke Street (U.S. Routes 11 and 460), Depot Street, N.E. and East Main Street. Park Street (which the area is named for) which runs parallel to Roanoke Street, transects the Park District. Roanoke Street serves as a major connector to area shopping, medical offices and municipal buildings such as Christiansburg Town Hall, Montgomery County Courthouse and Health Department.

The Town of Christiansburg's Park District is home to lower income residents that require access to area shopping, medical offices and other businesses. A portion of Park Street and Roanoke Street do provide sidewalks; however, there is a need to fill in areas that do not have sidewalks. Christiansburg witnesses residents walking on the grassy shoulders to arrive at various destinations along Roanoke Street from their residences within the Park District. Christiansburg intends to allocate a minimum of 80% of the \$107,875 CDBG allocation to continue sidewalk construction and sidewalk repairs along portions of Roanoke Street, Park Street and Depot Street. The remaining 20% will be allocated for administrative costs if those costs should need funding.



Source: U.S. Census Bureau, Census 2000 Summary File 3, Matrix P53.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

The Park Street Neighborhood will receive priority attention during this funding cycle to continue the construction of new sidewalks and repair of existing infrastructure. The priorities were established based on the needs of the eligible jurisdictional area and available funds.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

A major obstacle the Town of Christiansburg has faced in meeting the needs of the targeted population is the minimal funds. Additionally, the Town of Christiansburg has limited staffing to assist with housing rehabilitation and other housing projects. In order to utilize the CDBG funds efficiently and effectively to meet the needs of the low to moderate income residents and other Town residents, infrastructure improvements serve the greater good.

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

HUD CDBG funds will be used to address the needs and objectives identified in the Annual Action Plan. The Town of Christiansburg General Fund will ensure proper maintenance of sidewalks and infrastructure improvements. The Town of Christiansburg has been allocated to receive xx for the 2013 program year. No other funds will be used to meet the program needs.

## Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 4 Action Plan Managing the Process response:

1. The Town of Christiansburg's Planning Department is the lead agency overseeing the administration of programs covered by the Consolidated Plan and Action Plans. The Planning Department is responsible for coordinating with area organizations, citizens and other interested parties.

In addition to overseeing the administration of the programs, the Town of Christiansburg will continue coordination of sidewalk construction and any other infrastructure improvements through various Town departments and a local consultant.

2. In developing the 2013 Annual Action Plan, area agencies, groups and organizations were not directly contacted for input. The 2013 Annual Action Plan includes the continuation of the public infrastructure project for the Park District neighborhood.
3. In the next year, if projects dictate the need for further coordination with local organizations, staff will work directly with local organizations to meet the needs.

## Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 4 Action Plan Citizen Participation response:

*Public input solicited between May 28, 2013 – June 28, 2013. Copies of the Annual Action Plan have been made available at the local library, Town Hall and on the Town website. A public hearing before Town Council will be held June 4 or 18, 2013.*

## **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 4 Action Plan Institutional Structure response:

The Town of Christiansburg will continue to administer the program, providing on-going planning, be a liaison with citizens and neighborhood organizations, and provide neighborhood improvements.

## **Monitoring**

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 4 Action Plan Monitoring response:

The Town of Christiansburg staff and Gay and Neel, Inc. will assure program compliance in the CDBG program by conducting a risk analyses and monitoring projects.

The CDBG program monitors high-risk projects as a first priority. The areas reviewed to determine the risk level includes meeting goals, management procedures, record keeping, financial status, construction and labor standards (if applicable), and beneficiary data.

The Town of Christiansburg will monitor its own performance in meeting the goals by conducting frequent reviews with members of Town Council, Town Council appointed Street Committee, and citizens. By gathering beneficiary information we are able to measure our success. Changes in policies and economic trends may affect a project's ability to meet proposed goals.

To ensure the Town of Christiansburg complies with HUD's "timeliness" test, the Town of Christiansburg proceeds with projects which are engineered and shovel ready. Contracts are set up with completion dates to be 45 days after construction begins. It is understood issues may arise, but the projects are to be completed in a timely manner. The sidewalk project has been behind due to staff constraints and the hope is to "catch up".

The addition of sidewalks along Roanoke Street provides residents access to local shops, Government and other service agencies, doctor's offices and the bus service. Sidewalks provide connectivity, allowing residents a safe option for

mobility to work, other area services and for pleasure. The Town of Christiansburg emphasizes connectivity for all residents and continues to look for opportunities to meet that goal. The CDBG funds provide connectivity for an area of Town that needs that.

## **Lead-based Paint**

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 4 Action Plan Lead-based Paint response:

Christiansburg does not have the resources or expertise necessary to implement a lead poisoning prevention program. Christiansburg's Building Official can assist in education and reduction of lead-based paint hazards during remodel projects of older homes. Montgomery County's Health Department tracks lead-based paint hazards in order to provide an effective education program to improve local understanding and efforts to reduce lead-based paint hazards.

## **HOUSING**

### **Specific Housing Objectives**

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 4 Action Plan Specific Objectives response:

1. The Town of Christiansburg will strive to maintain and increase the supply of affordable, sound housing through planning processes promoting affordable housing such reviewing the Town's Zoning Ordinance and Comprehensive Plan. Due to limited funding through HUD's CDBG Program, the Town of Christiansburg will not be addressing affordable housing needs with CDBG allocations.
2. Services for extremely low to moderate income families can be obtained from various organizations within the Town of Christiansburg, Montgomery County and throughout the New River Valley. These organizations can assist with housing needs, utility payments and other emergency assistance needs for a wide range of populations.

Montgomery County Department of Social Services  
Community Housing Partners

New River Community Action  
Women's Resource Center  
New River Valley Habitat for Humanity  
New River Community Services  
New River Valley Agency for Persons with Mental Retardation  
New River Valley Senior Services/Agency on Aging

## Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 4 Action Plan Public Housing Strategy response:

There is no Public Housing Authority or public housing within the Town of Christiansburg.

## Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 4 Action Plan Barriers to Affordable Housing response:

Removal of barriers to affordable housing must be done with a full analysis of potential ramifications. In this regard, the Town Code is currently under review during a recodification process and will be edited as necessary to protect and strengthen residential districts. Christiansburg's current zoning and regulations continue to be closely examined to ensure compatibility with the promotion of affordable housing opportunities.

In addition, Christiansburg has continued to support and participate with the New River Valley Housing Partnership as it examines opportunities in the area of Continuum of Care and HOME Consortia pursuits.

## HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 4 Action Plan HOME/ADDI response:

Not applicable to the Town of Christiansburg.

## HOMELESS

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### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 4 Action Plan Special Needs response:

Not applicable to the Town of Christiansburg.

## **Emergency Shelter Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 4 Action Plan ESG response:

Not applicable to the Town of Christiansburg.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

**Program Year 4 Action Plan Community Development response:**

The Town of Christiansburg continues to strive to complete the sidewalk project set forth in the Consolidated Plan. The sidewalk project has been listed as the highest priority for the Goals and Objectives. Additional improvements to water and sewer infrastructure have been listed as a medium priority. Water and sewer infrastructure have not needed attention at this time.

The Town of Christiansburg has not utilized CDBG funds nor has set goals to address affordable housing.

Over 55% of the residents of the Census Block Group 020800-02 are low-moderate income persons. These residents have direct access to the new sidewalks and renovation of existing sidewalks along Roanoke Street. Developing sidewalks will encourage a walkable community providing access to public transportation, grocery stores, doctor's offices including a free clinic and municipal buildings.

**Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

**Program Year 4 Action Plan Antipoverty Strategy response:**

No direct reduction of poverty levels will be attempted with the CDBG program within the Town of Christiansburg.

**NON-HOMELESS SPECIAL NEEDS HOUSING**

**Non-homeless Special Needs (91.220 (c) and (e))**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

**Program Year 4 Action Plan Specific Objectives response:**

The Town of Christiansburg will not be addressing specific special needs with the CDBG program.

## Housing Opportunities for People with AIDS

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 4 Action Plan HOPWA response:

The Town of Christiansburg does not participate in HOPWA.

## Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 4 Specific HOPWA Objectives response:

The Town of Christiansburg does not participate in HOPWA.

## Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

**ATTACHMENTS:**

**PROJECT AREA MAP**

**CENSUS MAP**

**TOWN ZONING MAP**

# CDBG PROPOSED PROJECTS; 2013



BT STOP

New Construction - 2013

Sidewalk Renovations - 2013

BLOCK GROUP

DEPOT TNE

E MAIN ST NE

CENSUS BLOCK GROUP  
020800-02

PARK ST NE

ROAN KE ST

TOWN  
HALL

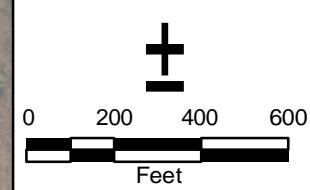
WADES  
SUPERMARKET

LIVESTOCK  
AUCTION

BP CONV  
STORE

MONT COUNTY  
GOVT CENTER

FREE  
CLINIC



# CDBG PROPOSED PROJECTS; 2012



BT STOP

NEW CONSTRUCTION

SIDEWALK RENOVATIONS

BLOCK GROUP

DEPOT TNE

E MAIN ST NE

CENSUS BLOCK GROUP  
020800-02

PARK ST NE

ROAN KE ST

TOWN  
HALL

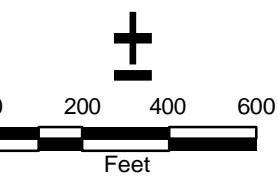
WADES  
SUPERMARKET

LIVESTOCK  
AUCTION

BP CONV  
STORE

MONT COUNTY  
GOVT CENTER

FREE  
CLINIC



**CDBG COMPLETED  
PROJECTS; 2011**

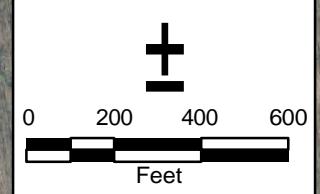


BT STOP

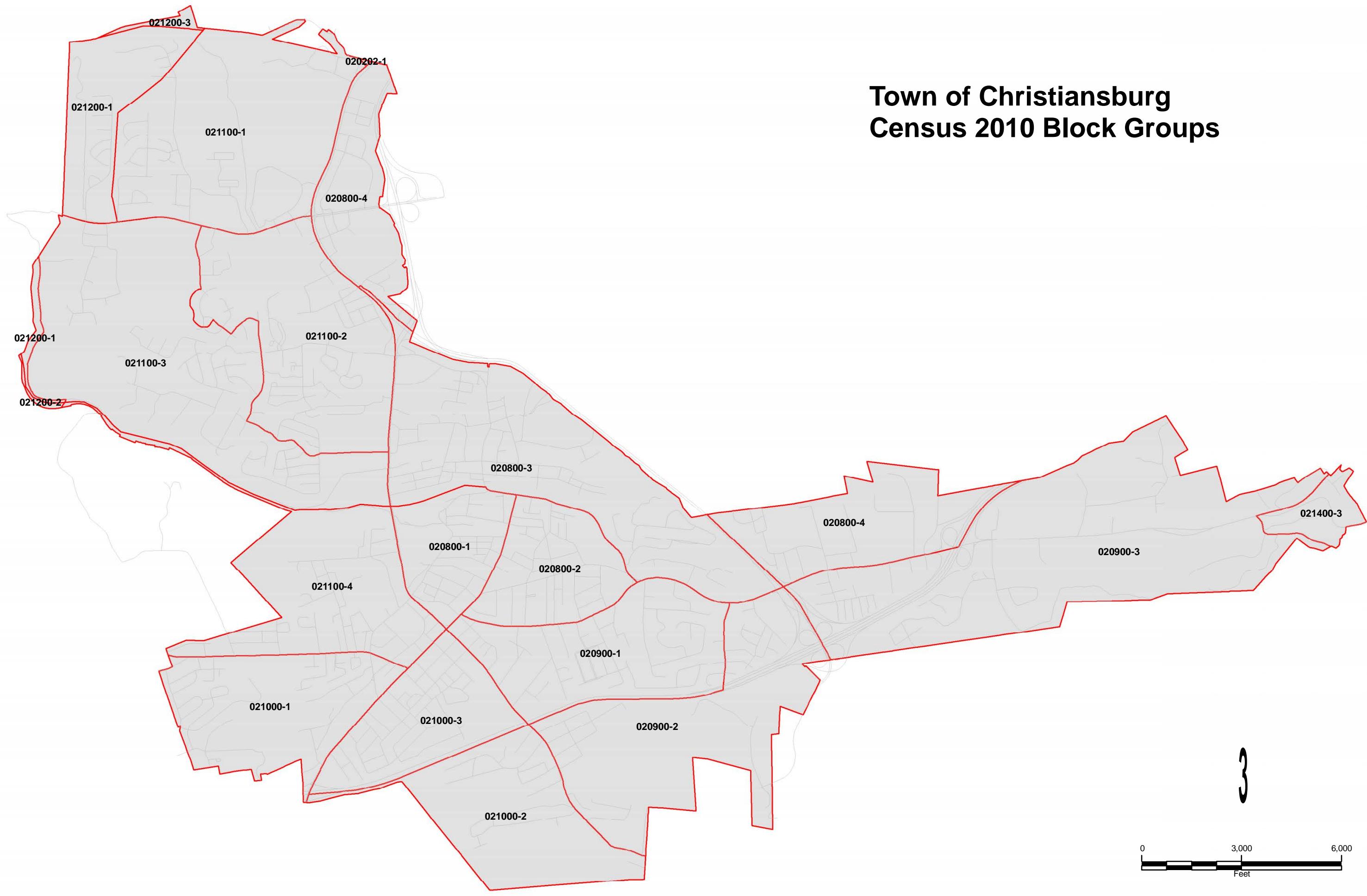
NEW 2011

RENOVATED 2011

BLOCK GROUP



## Town of Christiansburg Census 2010 Block Groups



# TOWN OF CHRISTIANSBURG ZONING AS OF DECEMBER 18, 2012

## ZONING DISTRICTS

- Agriculture (A)
- Rural Residential (R1-A)
- Single Family Residential (R-1)
- Two-Family Residential (R-2)
- Multi-Family Residential (R-3)
- Mixed Use: Residential-Limited Business (MU-1)
- Mixed Use: Residential-Limited, Business-Limited Industrial (MU-2)
- Limited Business (B-1)
- Central Business (B-2)
- General Business (B-3)
- Limited Industrial (I-1)
- General Industrial (I-2)

NOTE: The Floodplain District (FP) is an overlay district established as the 100-Year Floodplain based on Federal Emergency Management Agency, FIRM maps and serves as a supplement to the existing underlying zoning districts in accordance with Article XV. Floodplain District, FP of Chapter 30 "Zoning" of the Christiansburg Town Code."

The Residential Manufactured Home Subdivision District (R-MS) exist in the Zoning Ordinance, but contains no land area at this time.

**Census Block  
020800-2**

NE

SE

SW

0 3,000 6,000  
Feet

Map prepared by the Town of Christiansburg Engineering and Planning Departments, utilizing Montgomery County tax parcel mapping dated March 2012.

**ATTACHMENTS:**

**PROJECTS AND**

**SPECIFIC**

**OBJECTIVES**

<b>Project Name:</b>	Park Street Neighborhood Sidewalk Improvements			
<b>Description:</b>	IDIS Project #:	1	UOG Code:	VA510312 CHRISTIANSBURG
Developing and upgrading public facilities such as new sidewalk, repair of existing sidewalks, water and sewer upgrades that would be located under those sidewalks within the low-moderate neighborhoods. The sidewalk will primarily serve low-moderate income residents in obtaining accessible routes to established necessary services and commercial areas.				
<b>Location:</b> 51121020800 Census Track, The area bordered by East Main St, Depot St and Roanoke St		<b>Priority Need Category</b>		
		<b>Select one:</b>	Infrastructure <span style="float: right;">▼</span>	
		<b>Explanation:</b>		
<b>Expected Completion Date:</b> (12/31/2014)		Extend and improve sidewalks within target areas. Upgrade existing and develop new infrastructure, including but not limited to curb and gutters, water and sewer, and sidewalks where needed.		
<b>Objective Category</b>				
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity				
		<b>Specific Objectives</b>		
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1	Improve quality / increase quantity of public improvements for lower income persons <span style="float: right;">▼</span>	
		2	<span style="float: right;">▼</span>	
		3	<span style="float: right;">▼</span>	
<b>Project-level Accomplishments</b>	11 Public Facilities <span style="float: right;">▼</span>	Proposed	<span style="float: right;">▼</span>	Proposed
		Underway	X	Underway
		Complete	<span style="float: right;">▼</span>	Complete
	Accompl. Type: <span style="float: right;">▼</span>	Proposed	<span style="float: right;">▼</span>	Proposed
		Underway	<span style="float: right;">▼</span>	Underway
		Complete	<span style="float: right;">▼</span>	Complete
	Accompl. Type: <span style="float: right;">▼</span>	Proposed	<span style="float: right;">▼</span>	Proposed
		Underway	<span style="float: right;">▼</span>	Underway
		Complete	<span style="float: right;">▼</span>	Complete
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>
Improvement of infrastructure		Linear feet of improved infrastructure		
03L Sidewalks 570.201(c)		<span style="float: right;">▼</span> Matrix Codes		<span style="float: right;">▼</span>
03J Water/Sewer Improvements 570.201(c)		<span style="float: right;">▼</span> Matrix Codes		<span style="float: right;">▼</span>
Matrix Codes		<span style="float: right;">▼</span> Matrix Codes		<span style="float: right;">▼</span>
<b>Program Year 1</b>	CDBG <span style="float: right;">▼</span>	Proposed Amt.	\$90,556	Proposed Amt.
		Actual Amount	\$91,001	Actual Amount
	Fund Source: <span style="float: right;">▼</span>	Proposed Amt.	<span style="float: right;">▼</span>	Proposed Amt.
		Actual Amount	<span style="float: right;">▼</span>	Actual Amount
	Accompl. Type: <span style="float: right;">▼</span>	Proposed Units	<span style="float: right;">▼</span>	Proposed Units
		Actual Units	<span style="float: right;">▼</span>	Actual Units
	Accompl. Type: <span style="float: right;">▼</span>	Proposed Units	<span style="float: right;">▼</span>	Proposed Units
		Actual Units	<span style="float: right;">▼</span>	Actual Units

Program Year 2	CDBG	▼	Proposed Amt.	\$75,519		Fund Source:	▼	Proposed Amt.	
			Actual Amount	78103.5				Actual Amount	
	Fund Source:	▼	Proposed Amt.			Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	CDBG	▼	Proposed Amt.	\$86,300		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
Program Year 3	Fund Source:	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	CDBG	▼	Proposed Amt.	TBD		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Fund Source:	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
Program Year 4	11 Public Facilities	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	CDBG	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Fund Source:	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
Program Year 5	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	CDBG	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Fund Source:	▼	Proposed Amt.	\$0		Fund Source:	▼	Proposed Amt.	
			Actual Amount					Actual Amount	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	
	Accompl. Type:	▼	Proposed Units			Accompl. Type:	▼	Proposed Units	
			Actual Units					Actual Units	

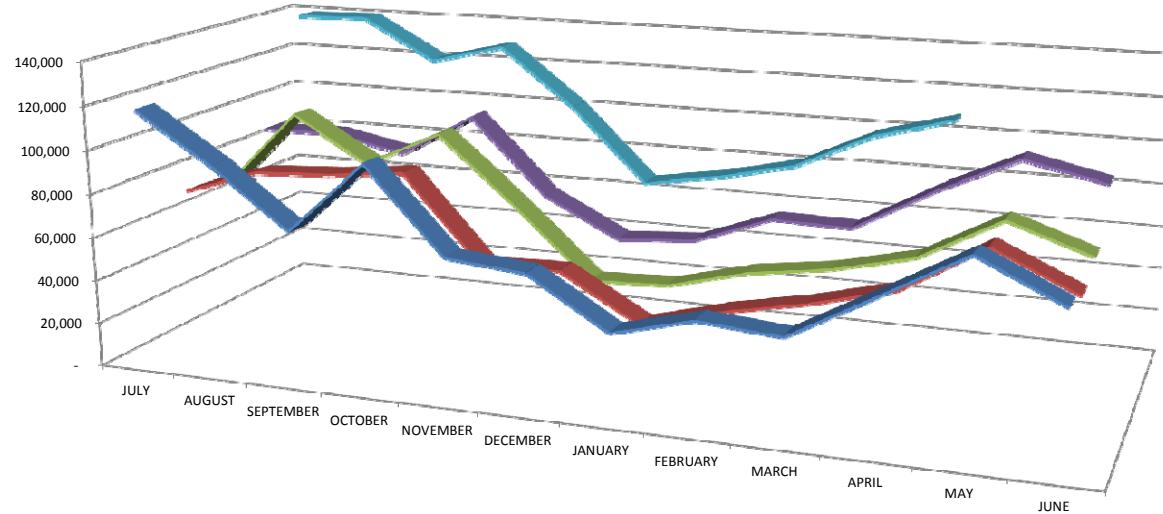
<b>Project Name:</b>	Park Street Neighborhood Sidewalk/Infrastructure Improvements (admin)				
<b>Description:</b>	IDIS Project #:	2	UOG Code:	VA510312 CHRISTIANSBURG	
Funds to be used for Administration purposes					
<b>Location:</b> 51121020800 Census Track, The area bordered by East Main St, Depot St and Roanoke St		<b>Priority Need Category</b>			
		<b>Select one:</b>	Planning/Administration		
		<b>Explanation:</b> Utilization of funds for planning and administration of sidewalk/infrastructure improvements.			
<b>Expected Completion Date:</b> (12/31/2014)					
<b>Objective Category</b>					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
		<b>Specific Objectives</b>			
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1	Improve quality / increase quantity of public improvements for lower income persons		
		2			
		3			
<b>Project-level Accomplishments</b>	11 Public Facilities	Proposed		Accompl. Type:	Proposed
		Underway	X		Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>	
21A General Program Administration 570.206		Matrix Codes			
Matrix Codes		Matrix Codes			
Matrix Codes		Matrix Codes			
<b>Program Year 1</b>	CDBG	Proposed Amt.	\$22,639	Fund Source:	Proposed Amt.
		Actual Amount	\$14,308.00		Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Program Year 2	CDBG	Proposed Amt.	\$18,880	Fund Source:	Proposed Amt.	
		Actual Amount	\$8,833		Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 3	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Fund Source:	Proposed Amt.	\$21,575	Fund Source:	Proposed Amt.	
		Actual Amount	TBD		Actual Amount	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
Program Year 5	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

<b>Project Name:</b>	Park Street Neighborhood Sidewalk/Infrastructure Improvements (admin)				
<b>Description:</b>	IDIS Project #:	2	UOG Code:	VA510312 CHRISTIANSBURG	
Funds to be used for Administration purposes					
<b>Location:</b> 51121020800 Census Track, The area bordered by East Main St, Depot St and Roanoke St		<b>Priority Need Category</b>			
		<b>Select one:</b>	Planning/Administration		
		<b>Explanation:</b> Utilization of funds for planning and administration of sidewalk/infrastructure improvements.			
<b>Expected Completion Date:</b> (12/31/2014)					
<b>Objective Category</b>					
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity					
		<b>Specific Objectives</b>			
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		1	Improve quality / increase quantity of public improvements for lower income persons		
		2			
		3			
<b>Project-level Accomplishments</b>	11 Public Facilities	Proposed		Accompl. Type:	Proposed
		Underway	X		Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
	Accompl. Type:	Proposed		Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
<b>Proposed Outcome</b>		<b>Performance Measure</b>		<b>Actual Outcome</b>	
21A General Program Administration 570.206		Matrix Codes			
Matrix Codes		Matrix Codes			
Matrix Codes		Matrix Codes			
<b>Program Year 1</b>	CDBG	Proposed Amt.	\$22,639	Fund Source:	Proposed Amt.
		Actual Amount	\$14,308.00		Actual Amount
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.
		Actual Amount			Actual Amount
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units
		Actual Units			Actual Units

Program Year 2	CDBG	Proposed Amt.	\$18,880	Fund Source:	Proposed Amt.	
		Actual Amount	\$8,833		Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Fund Source:	Proposed Amt.	\$21,575	Fund Source:	Proposed Amt.	
		Actual Amount	TBD		Actual Amount	
Program Year 3	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Fund Source:	Proposed Amt.	TBD	Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 4	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
Program Year 5	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Fund Source:	Proposed Amt.		Fund Source:	Proposed Amt.	
		Actual Amount			Actual Amount	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	
	Accompl. Type:	Proposed Units		Accompl. Type:	Proposed Units	
		Actual Units			Actual Units	

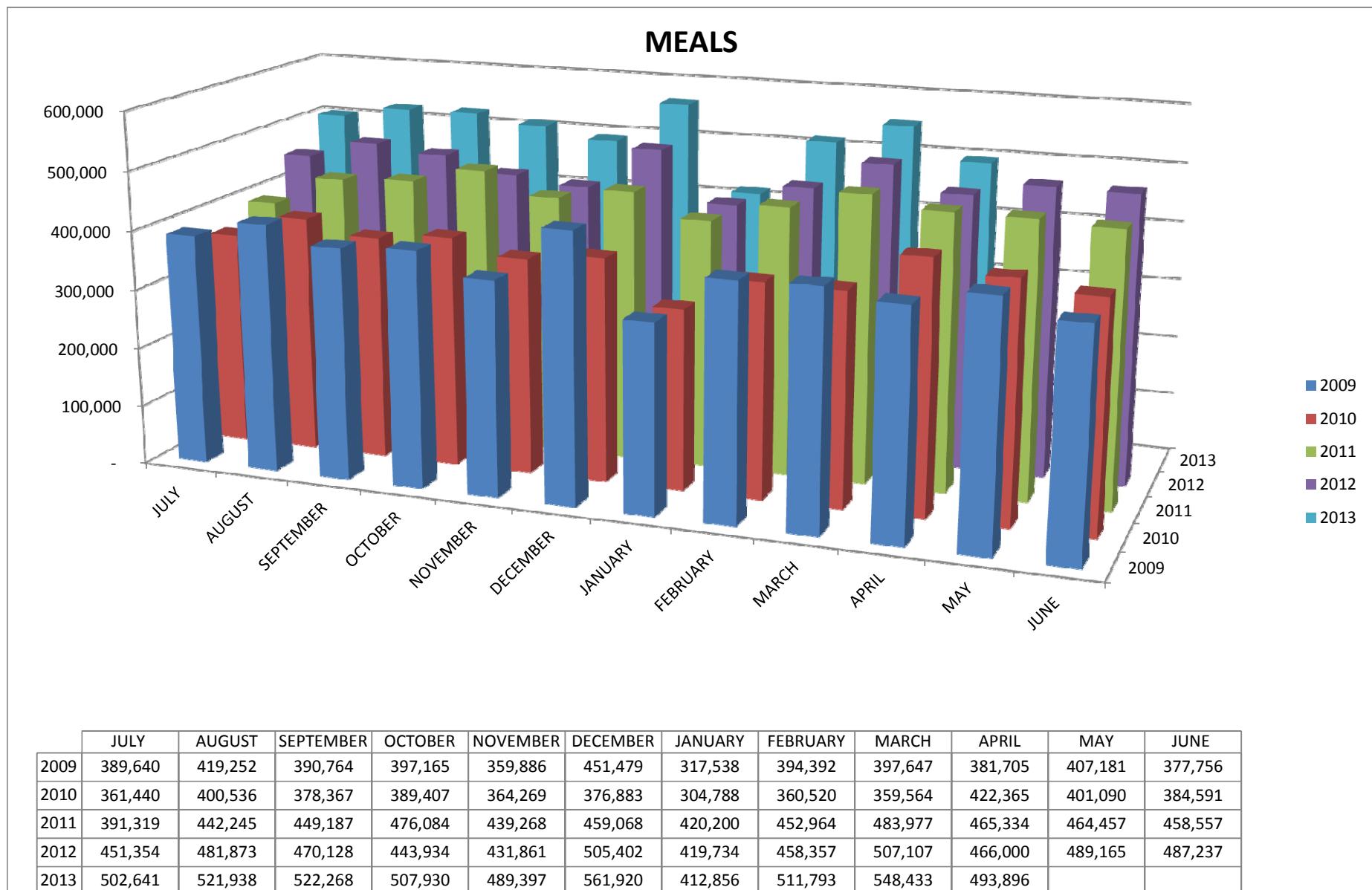
## LODGING



	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
2009	117,178	94,524	68,408	101,036	63,334	60,038	37,718	47,135	44,047	64,605	85,517	67,972
2010	72,220	83,552	85,488	89,141	50,258	51,215	30,472	40,228	47,602	57,059	79,189	62,278
2011	67,620	103,694	82,711	99,486	69,346	36,865	38,296	47,635	52,782	61,557	81,431	68,895
2012	86,958	87,326	80,233	100,499	65,444	47,214	49,917	63,293	62,393	82,618	99,671	91,645
2013	138,525	139,434	120,081	128,749	101,081	66,115	72,008	80,241	97,268	107,230		

MEALS AND LODGING TAX COLLECTIONS  
PAST 5 YEARS 2009- 2012

MEALS														
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS	
	2009	389,640	419,252	390,764	397,165	359,886	451,479	317,538	394,392	397,647	381,705	407,181	377,756	4,684,404
	2010	361,440	400,536	378,367	389,407	364,269	376,883	304,788	360,520	359,564	422,365	401,090	384,591	4,503,818
7.00%	2011	391,319	442,245	449,187	476,084	439,268	459,068	420,200	452,964	483,977	465,334	464,457	458,557	5,402,661
AT 6%	2011	391,319	379,067	385,017	408,072	376,516	393,487	360,171	388,255	414,837	398,858	398,106	393,049	4,686,754
7.00%	2012	451,354	481,873	470,128	443,934	431,861	505,402	419,734	458,357	507,107	466,000	489,165	487,237	5,612,151
AT 6%	2012	386,875	413,034	402,967	380,515	370,167	433,201	359,772	392,877	434,663	399,429	419,284	417,632	4,810,415
7.50%	2013	502,641	521,938	522,268	507,930	489,397	561,920	412,856	511,793	548,433	493,896			5,073,073
AT 6%	2013	402,113	417,550	417,814	406,344	391,517	449,536	330,285	409,434	438,747	395,117	-	-	4,058,458
At 7.0%	2013	469,132	487,142	487,450	474,068	456,770	524,459	385,332	477,673	511,871	460,970	-	-	4,734,868
		3.94%	1.09%	3.68%	6.79%	5.77%	3.77%	-8.20%	4.21%	0.94%	-1.08%	-100.00%	-100.00%	-15.63%
LODGING														
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE		
	2009	117,178	94,524	68,408	101,036	63,334	60,038	37,718	47,135	44,047	64,605	85,517	67,972	851,513
	2010	72,220	83,552	85,488	89,141	50,258	51,215	30,472	40,228	47,602	57,059	79,189	62,278	748,701
	2011	67,620	103,694	82,711	99,486	69,346	36,865	38,296	47,635	52,782	61,557	81,431	68,895	810,319
	2012	86,958	87,326	80,233	100,499	65,444	47,214	49,917	63,293	62,393	82,618	99,671	91,645	917,210
	2013	138,525	139,434	120,081	128,749	101,081	66,115	72,008	80,241	97,268	107,230			1,050,734
AT 7%	2013	107,741	108,449	93,396	100,138	78,619	51,423	56,007	62,409	75,653	83,401	-	-	817,237
		23.90%	24.19%	16.41%	-0.36%	20.13%	8.91%	12.20%	-1.40%	21.25%	0.95%	-100.00%	-100.00%	-10.90%



TOWN OF CHRISTIANSBURG  
SPECIAL REPORT  
OVERTIME REPORT

	JULY	AUG	MAR	APRIL	MAY	JUNE	TOTAL
2010-2011	30,812.69	21,738.05	23,095.82	28,956.88	24,305.83	42,285.26	\$ 421,171.72
2011-2012	26,074.05	17,910.67	51,374.41	24,678.95	26,342.79	42,811.84	\$ 384,094.54
2012-2013	16,911.25	32,541.89	51,645.05	43,880.36	10,247.63	-	\$ 395,097.72

2010-2011 BY DEPT	JULY	AUG	MAR	APRIL	MAY	JUNE
1224 ADMINISTRATION		1,179.67	294.92	1,359.60	623.51	833.91
1225 FINANCE TREASURERS OFFICE			326.24	-		240.82
1228 INFORMATION SYSTEMS				-	25.29	
3101 POLICE DEPARTMENT	13,639.64	8,584.96	7,393.77	4,126.49	10,172.54	15,394.18
3202 FIRE DEPARTMENT	520.09	361.39	93.78	26.95	65.74	1,439.74
3203 RESCUE SQUAD	520.10	361.37	93.78	26.95	65.73	154.42
4102 STREET MAINTENANCE	1,575.57	1,202.63	648.32	1,775.03	1,973.44	3,979.40
4105 SNOW REMOVAL				282.43		
4108 STREET CLEANING	220.61	153.66				
4109 STREET DEPT MOVWING						
4203 SOLID WASTE COLLECTIONS	181.30	269.93	198.56	189.93	172.66	397.19
4204 SOLID WASTE DISPOSAL		33.87				
4301 BUILDING & GROUNDS MAINTENANCE	261.55		46.18			16.34
4305 TOWN HALL	628.83	474.78			1,292.67	379.00
4306 MUNICIPAL SHOP						
7101 PARKS AND RECREATION	4,777.11		1,580.38	387.63	34.64	745.62
7102 PARKS AND RECREATION	1,791.70			1,006.54	199.37	1,671.28
7201 AQUATIC CENTER	47.25		5,780.11	309.93	141.10	1,736.51
8204 ENGINEERING	71.86		179.02	751.59		367.23
4401 WATER SYSTEM OPERATIONS	3,945.91	3,644.95	1,077.04	3,227.94	1,501.02	653.41
4402 WATER CONNECTIONS	562.94					
4410 WATER CAPITAL CONSTRUCTION			35.60			-
4420 WATER REVOLVING FUND						
4501 WASTE WATER OPERATIONS	1,612.87	1,496.87	2,545.70	2,691.35	1,893.79	1,176.99
4502 WASTE WATER NEW CONNECTIONS	12.21					
4505 WASTE WATER PLANT OPERATIONS					750.40	
4510 WASTE WATER CAPITAL CONSTRUCTION	15.43	1,745.30	129.61	2,776.85	284.27	-
4520 WASTE WATER REVOLVING FUND		25.40	8.47			-
15-6005 ICAC GRANT PD		1,381.76	256.78	171.19	1,831.51	1,951.35
15-6251 BACK TO BASICS GRANT PD				7,156.58		6130.50
15-6256 BLUE RIDGE REGIONAL DUI TASK FORCE					1,139.00	
15-5920-5004 DEA TASK FORCE			1,756.10	1,756.10	1,918.71	3,479.69
30-1025 CEMETERY	427.72	785.91	687.06	933.80	970.84	787.28
<b>TOTAL</b>	<b>30,812.69</b>	<b>21,738.05</b>	<b>23,095.82</b>	<b>28,956.88</b>	<b>24,305.83</b>	<b>42,285.26</b>

TOWN OF CHRISTIANSBURG  
SPECIAL REPORT  
OVERTIME REPORT

	JULY	AUG	MAR	APRIL	MAY	JUNE	TOTAL
2010-2011	30,812.69	21,738.05	23,095.82	28,956.88	24,305.83	42,285.26	\$ 421,171.72
2011-2012	26,074.05	17,910.67	51,374.41	24,678.95	26,342.79	42,811.84	\$ 384,094.54
2012-2013	16,911.25	32,541.89	51,645.05	43,880.36	10,247.63	-	\$ 395,097.72

2011-2012 BY DEPT	JULY	AUG	MAR	APRIL	MAY	JUNE	
1224 ADMINISTRATION	659.47	326.76			147.04		4,752.57
1225 FINANCE TREASURERS OFFICE	-		505.40	36.52		291.99	1,105.89
1228 INFORMATION SYSTEMS							-
3101 POLICE DEPARTMENT	10,244.30		9,516.06	18,887.71	18,228.79	8,294.49	165,167.58
3202 FIRE DEPARTMENT			392.15	88.11	427.39	88.12	1,580.19
3203 RESCUE SQUAD		23.79	70.50	88.13	427.37	530.55	3,181.56
4102 STREET MAINTENANCE	2,578.42	901.84	738.68	301.87	883.73	14,143.14	27,207.06
4105 SNOW REMOVAL			18,462.29				20,351.93
4108 STREET CLEANING	153.54		22.56			42.47	336.85
4109 STREET DEPT MOWING							-
4203 SOLID WASTE COLLECTIONS	186.24	88.92	334.18	194.05	231.66	249.24	7,240.79
4204 SOLID WASTE DISPOSAL							53.92
4301 BUILDING & GROUNDS MAINTENANCE	58.78				83.27		467.01
4305 TOWN HALL		523.32	348.47		183.39	502.35	3,070.53
4306 MUNICIPAL SHOP	67.10						67.10
7101 PARKS AND RECREATION	3,004.96	2,522.20	925.69		95.17	267.57	14,363.54
7102 PARKS AND RECREATION	1,150.49	7,103.99				-	11,395.42
7201 AQUATIC CENTER	1,915.76	2,773.12	10,491.03				20,930.48
8204 ENGINEERING	-			265.32		230.94	1,424.06
4401 WATER SYSTEM OPERATIONS	1,461.69	1,680.89	1,947.64	861.04	2,405.71	3,439.87	24,726.21
4402 WATER CONNECTIONS							-
4410 WATER CAPITAL CONSTRUCTION	673.96	161.84	15.01		179.70	619.91	1,653.14
4420 WATER REVOLVING FUND							-
4501 WASTE WATER OPERATIONS	1,826.61	1,488.51	3,191.02	2,350.19	1,356.33	1,834.27	25,014.92
4502 WASTE WATER NEW CONNECTIONS							449.62
4505 WASTE WATER PLANT OPERATIONS	251.92		469.60			920.64	5,127.12
4510 WASTE WATER CAPITAL CONSTRUCTION	50.86		2,027.74	253.70	127.40		7,484.66
4520 WASTE WATER REVOLVING FUND							-
15-6005	ICAC GRANT PD					428.93	3,819.85
15-6251	BACK TO BASICS GRANT PD						-
15-6256	BLUE RIDGE REGIONAL DUI TASK FORCE					3819	5,695.00
15-6257	NHTSA SELECTIVE ENFORCEMENT		-			5326.5	7,738.50
15-5920-5004	DEA TASK FORCE	1,440.30	1,607.78	1,105.35	1,373.31	1,440.30	15,579.60
30-1025 CEMETERY	349.65	315.49	308.61	246.96	339.57	194.52	4,109.44
<b>TOTAL</b>	<b>26,074.05</b>	<b>17,910.67</b>	<b>51,374.41</b>	<b>24,678.95</b>	<b>26,342.79</b>	<b>42,811.84</b>	<b>384,094.54</b>

TOWN OF CHRISTIANSBURG  
SPECIAL REPORT  
OVERTIME REPORT

	JULY	AUG	MAR	APRIL	MAY	JUNE	TOTAL
2010-2011	30,812.69	21,738.05	23,095.82	28,956.88	24,305.83	42,285.26	\$ 421,171.72
2011-2012	26,074.05	17,910.67	51,374.41	24,678.95	26,342.79	42,811.84	\$ 384,094.54
2012-2013	16,911.25	32,541.89	51,645.05	43,880.36	10,247.63	-	\$ 395,097.72

2012-2013 BY DEPT	JULY	AUG	MAR	APRIL	MAY	JUNE	
1224 ADMINISTRATION	36.76						222.75
1225 FINANCE TREASURERS OFFICE	124.87	53.69	196.10	285.71			2,298.94
1228 INFORMATION SYSTEMS							-
3101 POLICE DEPARTMENT	4,107.18	13,601.71	22,326.37	26,852.30			173,221.09
3202 FIRE DEPARTMENT	118.74	338.27	40.09	35.25			2,597.05
3203 RESCUE SQUAD	229.35	260.00	40.10	35.24			2,073.17
4102 STREET MAINTENANCE	3,306.17	3,502.07	2,446.87	2,488.60	879.92		26,191.40
4103 STREET STORM DRAIN		55.67	-		6.60		544.75
4105 SNOW REMOVAL			10,192.22	3,038.54			49,091.01
4108 STREET CLEANING	74.33						285.89
4109 STREET DEPT MOWING							-
4203 SOLID WASTE COLLECTIONS	452.91	294.86	38.54	37.90	54.08		2,493.57
4204 SOLID WASTE DISPOSAL							-
4301 BUILDING & GROUNDS MAINTENANCE							-
4305 TOWN HALL	375.22	1,333.17	700.48	53.01	418.29		3,932.12
4306 MUNICIPAL SHOP				269.93			269.93
7101 PARKS AND RECREATION	1,754.22	241.28	1,071.88	124.86	74.92		6,717.86
7102 PARKS AND RECREATION	1,856.15				1,208.94		3,864.95
7201 AQUATIC CENTER		3,235.73	2,155.68		-		9,310.27
8204 ENGINEERING	57.74			373.49			4,426.82
4401 WATER SYSTEM OPERATIONS	716.73	3,066.60	1,573.04	1,061.61	839.19		28,881.12
4402 WATER CONNECTIONS			143.21				143.21
4410 WATER CAPITAL CONSTRUCTION	152.59	2,103.54			13.18		3,577.22
4420 WATER REVOLVING FUND							-
4501 WASTE WATER OPERATIONS	1,224.50	2,213.04	6,729.92	8,017.78	2,115.29		33,627.51
4502 WASTE WATER NEW CONNECTIONS							-
4505 WASTE WATER PLANT OPERATIONS	506.24	68.14	354.04		3,256.01		8,544.06
4510 WASTE WATER CAPITAL CONSTRUCTION							296.11
4520 WASTE WATER REVOLVING FUND							-
15-6005	ICAC GRANT PD						575.45
15-6251	BACK TO BASICS GRANT PD						-
15-6256	BLUE RIDGE REGIONAL DUI TASK FORCE						-
15-6257	NHTSA SELECTIVE ENFORCEMENT						8,978.00
15-6258	DMV SEL ENF OCCUPANT PROTECTIONS						4,254.50
15-5920	DEA TASK FORCE	1,477.14	1,617.82	2,989.45	527.55	984.76	12,778.67
30-1025 CEMETERY	340.41	556.30	647.06	678.59	396.45		5,900.30
<b>TOTAL</b>	<b>16,911.25</b>	<b>32,541.89</b>	<b>51,645.05</b>	<b>43,880.36</b>	<b>10,247.63</b>	<b>-</b>	<b>\$ 395,097.72</b>

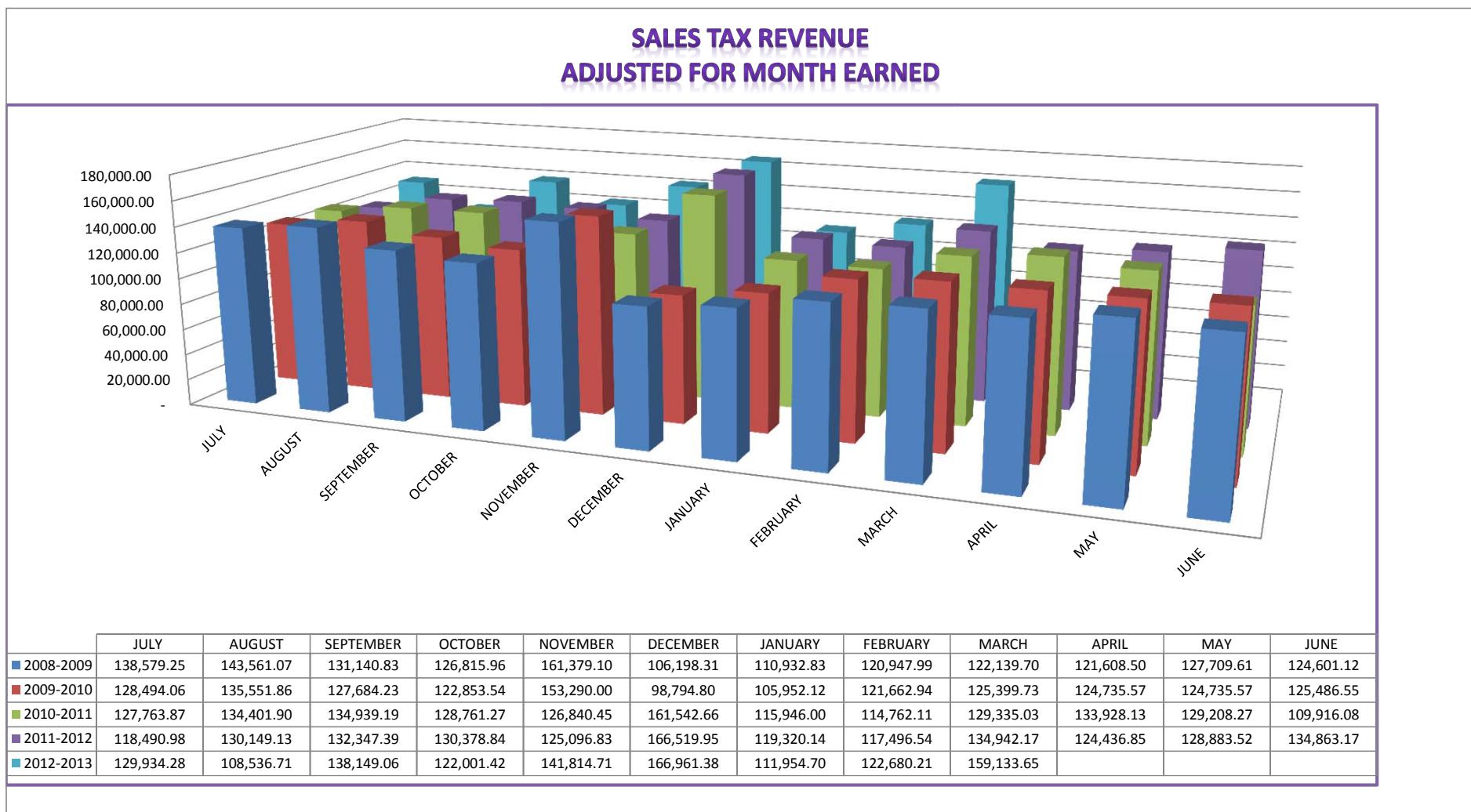
TOWN OF CHRISTIANSBURG  
SALES TAX DATA

1% RETAIL SALES TAX IN MONTGOMERY COUNTY

2009-2010	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<b>TOC SHARE OF 1%</b>												
1% RETAIL SALES TAX		805,697.47	830,870.12	876,507.34	825,633.55	794,397.28	991,206.48	638,828.29	685,109.05	786,698.59	810,861.47	806,566.91
50% OF 1%	50%	402,848.74	415,435.06	438,253.67	412,816.78	397,198.64	495,603.24	319,414.15	342,554.53	393,349.30	405,430.74	403,283.46
30.93% OF ABOVE	30.93%	124,601.11	128,494.06	135,551.86	127,684.23	122,853.54	153,290.08	98,794.80	105,952.11	121,662.94	125,399.73	124,735.57
<b>2010-2011</b>												
<b>TOC SHARE OF 1%</b>												
1% RETAIL SALES TAX		826,148.51	869,071.41	872,545.65	832,597.89	820,177.49	1,044,569.44	749,734.41	742,076.25	836,307.98	866,007.94	894,794.09
50% OF 1%	50%	413,074.26	434,535.71	436,272.83	416,298.95	410,088.75	522,284.72	374,867.21	371,038.13	418,153.99	433,003.97	447,397.05
30.93% OF ABOVE TO TOC	30.93%	127,763.87	134,401.89	134,939.18	128,761.26	126,840.45	161,542.66	115,946.43	114,762.09	129,335.03	133,928.13	138,379.91
28.88% EFFECTIVE JUNE 2011												
PERCENTAGE OF THE 1%		15.47%	15.47%	15.47%	15.47%	15.47%	15.47%	15.47%	15.47%	15.47%	15.47%	14.44%
<b>2011-2012</b>												
<b>TOC SHARE OF 1%</b>												
1% RETAIL SALES TAX		820,574.62	901,309.78	916,533.19	902,900.58	866,321.52	1,153,185.27	826,316.75	813,687.92	934,502.58	861,751.06	892,545.14
50% OF 1%	50%	410,287.31	450,654.89	458,266.60	451,450.29	433,160.76	576,592.64	413,158.38	406,843.96	467,251.29	430,875.53	446,272.57
28.88% OF ABOVE TO TOC	28.88%	118,490.98	130,149.13	132,347.39	130,378.84	125,096.83	166,519.95	119,320.14	117,496.54	134,942.17	124,436.85	128,883.52
PERCENTAGE OF THE 1%		14.44%	14.44%	14.44%	14.44%	14.44%	14.44%	14.44%	14.44%	14.44%	14.44%	14.44%
<b>2012-2013</b>												
<b>TOC SHARE OF 1%</b>												
1% RETAIL SALES TAX		904,834.81	755,826.65	962,040.82	849,592.07	987,567.60	1,162,683.68	779,628.81	854,319.02			
50% OF 1%	50%	452,417.41	377,913.33	481,020.41	424,796.04	493,783.80	581,341.84	389,814.41	427,159.51	-	-	-
28.72% OF ABOVE TO TOC	28.72%	129,934.28	108,536.71	138,149.06	122,001.42	141,814.71	166,961.38	111,954.70	122,680.21	-	-	-
TOC PERCENTAGE OF THE 1%		14.36%	14.36%	14.36%	14.36%	14.36%						
COUNTY PERCENTAGE OF 50% IS 44.27%		22.14%	22.14%	22.14%	22.14%	22.14%						
BLACKSBURG PERCENTAGE OF 50% IS 27.01%		13.51%	13.51%	13.51%	13.51%	13.51%						
<b>RETAILS SALES FOR THE MONTH</b>												
2009-2010		80,569,747	83,087,012	87,650,734	82,563,355	79,439,728	99,120,648	63,882,829	68,510,905	78,669,859	81,086,147	80,656,691
2010-2011		82,614,851	86,907,141	87,254,565	83,259,789	82,017,749	104,456,944	74,973,441	74,207,625	83,630,798	86,600,794	89,479,409
2011-2012		82,057,462	90,130,978	91,653,319	90,290,058	86,632,152	115,318,527	82,631,675	81,368,792	93,450,258	86,175,106	89,254,514
2012-2013		90,483,481	75,582,665	96,204,082	84,959,207	98,756,760	116,268,368	77,962,881	85,431,902	-	-	-

SALES TAX COMPARISON  
adjusted for month sales tax earned

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	
2007-2008	142,107.70	142,806.14	132,137.50	136,321.95	159,398.26	114,416.28	116,419.91	134,458.59	127,266.93	142,806.14	126,320.06	131,831.49	1,606,290.95
2008-2009	138,579.25	143,561.07	131,140.83	126,815.96	161,379.10	106,198.31	110,932.83	120,947.99	122,139.70	121,608.50	127,709.61	124,601.12	1,535,614.27
2009-2010	128,494.06	135,551.86	127,684.23	122,853.54	153,290.00	98,794.80	105,952.12	121,662.94	125,399.73	124,735.57	124,735.57	125,486.55	1,494,640.97
2010-2011	127,763.87	134,401.90	134,939.19	128,761.27	126,840.45	161,542.66	115,946.00	114,762.11	129,335.03	133,928.13	129,208.27	109,916.08	1,547,344.96
2011-2012	118,490.98	130,149.13	132,347.39	130,378.84	125,096.83	166,519.95	119,320.14	117,496.54	134,942.17	124,436.85	128,883.52	134,863.17	1,562,925.51
2012-2013	129,934.28	108,536.71	138,149.06	122,001.42	141,814.71	166,961.38	111,954.70	122,680.21	159,133.65				1,201,166.12



TOWN OF CHRISTIANSBURG  
MONTHLY REVENUE AND EXPENDITURE REPORT

FOR THE ELEVEN MONTHS AND YEAR TO DATE ENDING MAY 31, 2013

TOWN OF CHRISTIANSBURG  
CASH, CD'S, INVESTMENT BALANCES ALL FUNDS  
May 31, 2013

CASH GEN FUND	\$6,667,404.70
TOC GENERAL FUND CDS AND INVESTMENTS	6,105,654.28
FIRE DEPT TRUCK RESERVE	474,163.82
FIRE DEPT FIRE PROGRAMS	543,327.64
TOC EMERGENCY SERVICES BUILDING	1,907,730.01
TOC PUBLIC WORKS COMPLEX	404,995.98
RESCUE SQUAD TRUCK RESERVE	88,588.62
SOFTWARE RESERVE	162,285.13
AQUATIC MAINTENANCE RESERVE	201,477.28
STREET FUND RESERVE	201,477.28
 SPEC REVENUE KNOWLES ESTATE	 820,340.02
SPEC REVENUE FEDERAL ANTI DRUG	1,509.57
SPEC REVENUE STATE ANTI DRUG	11,996.13
SPEC REVENUE POLICE OFFICERS FUND	21,407.44
SPEC REVENUE FIRE COUNTY OPERATING	108,391.53
SPEC REVENUE FIRE COUNTY EQUIPMENT	122,432.93
SPEC REVENUE RESCUE DONATIONS	498,955.65
 CEMETERY RESERVES CDS	 394,254.09
 TOTAL	 18,736,392.10

**TOWN OF CHRISTIANSBURG**  
**REVENUE REPORT**  
**For the Eleven Months Ending May 31, 2013**

	<b>Budget 2013</b>	<b>Month May</b>	<b>2013 YTD</b>	<b>Balance Remaining</b>	<b>Percent Collected</b>
General Property Taxes	3,020,840.00	10,287.29	3,035,198.96	14,358.96	100.48%
Consumer Utility Taxes	500,000.00	44,608.75	439,633.58	(60,366.42)	87.93%
Peg Fees		451.56	5,029.02	5,029.02	
Business License Taxes	1,977,000.00	35,857.84	2,074,420.93	97,420.93	104.93%
Franchise License Taxes	140,000.00	8,904.48	139,891.85	(108.15)	99.92%
Motor Vehicle Licenses	480,000.00	7,798.25	475,736.96	(4,263.04)	99.11%
Bank Franchise Taxes	500,000.00	526,848.36	540,095.36	40,095.36	108.02%
Transient Lodging Taxes	1,053,400.00	107,230.47	1,053,911.83	511.83	100.05%
Prepared Meal Taxes	5,995,000.00	495,212.14	5,095,717.48	(899,282.52)	85.00%
Cigarette Tax	750,000.00	38,959.56	568,989.36	(181,010.64)	75.87%
Building & Zoning Fees	178,000.00	41,351.93	156,474.77	(21,525.23)	87.91%
Court & Parking Fines	100,000.00	9,168.74	162,700.43	62,700.43	162.70%
Alarm Fees		651.00	1,661.00	1,661.00	
Interest	125,000.00	10,269.30	99,830.66	(25,169.34)	79.86%
Rentals	206,000.00	21,815.62	205,779.62	(220.38)	99.89%
Solid Waste Service	1,391,000.00	1,891.10	1,159,852.07	(231,147.93)	83.38%
DPR Fees & Contributions	994,950.00	59,027.93	947,310.03	(47,639.97)	95.21%
Miscellaneous	216,970.00	46,775.18	192,386.59	(24,583.41)	88.67%
Non-Categorical State Aid (ABC)	1,328,550.00	91,203.23	1,243,489.29	(85,060.71)	93.60%
Sales Tax	1,550,000.00	159,133.65	1,201,166.12	(348,833.88)	77.49%
DJCP Grants			21,015.32	21,015.32	
Emergency Service Grants	46,000.00			(46,000.00)	
St. Maintenance Payments	2,930,000.00		2,245,989.39	(684,010.61)	76.65%
Litter Control Grant			6,183.00	6,183.00	
Law Enforcement Funds	416,700.00		312,429.00	(104,271.00)	74.98%
National Guard Armory	3,000.00		3,792.81	792.81	126.43%
Non-Revenue Receipts	30,000.00		3,318.66	(26,681.34)	11.06%
<b>General Fund Total</b>	<b>23,932,410.00</b>	<b>1,717,446.38</b>	<b>21,392,004.09</b>	<b>(2,540,405.91)</b>	<b>89.39%</b>
<b>Permanent Fund-Cemetery</b>	<b>97,040.00</b>	<b>12,054.81</b>	<b>95,011.12</b>	<b>(2,028.88)</b>	<b>97.91%</b>
<b>Special Revenue Funds</b>	<b>2,798,232.00</b>	<b>38,271.18</b>	<b>497,371.44</b>	<b>(2,300,860.56)</b>	<b>17.77%</b>
<b>Enterprise fund</b>					
Water Sales	2,882,000.00	20,005.01	2,295,449.70	(586,550.30)	79.65%
Water Connections	180,000.00	31,350.00	190,399.52	10,399.52	105.78%
Penalties	110,000.00	19,409.37	128,668.54	18,668.54	116.97%
Water Restore Fees	18,000.00	(200.00)	21,025.00	3,025.00	116.81%
Water Turn on Fees	16,000.00	1,930.00	18,050.00	2,050.00	112.81%
<b>TOTAL WATER</b>	<b>3,206,000.00</b>	<b>72,494.38</b>	<b>2,653,592.76</b>	<b>(552,407.24)</b>	<b>82.77%</b>
Wastewater Service Fees	3,842,000.00	25,652.65	3,107,153.62	(734,846.38)	80.87%
Wastewater Connections	175,000.00	18,750.00	124,005.00	(50,995.00)	70.86%
<b>TOTAL WASTEWATER</b>	<b>4,017,000.00</b>	<b>44,402.65</b>	<b>3,231,158.62</b>	<b>(785,841.38)</b>	<b>80.44%</b>
<b>Total Water and Waste Water Revenue</b>	<b>7,223,000.00</b>	<b>116,897.03</b>	<b>5,884,751.39</b>	<b>(1,338,248.61)</b>	<b>81.47%</b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b>34,050,682.00</b>	<b>1,884,669.40</b>	<b>27,869,138.04</b>	<b>(6,181,543.96)</b>	<b>81.85%</b>

**TOWN OF CHRISTIANSBURG**  
**Expenditure Report**  
**For the Eleven Months Ending May 31, 2013**

	Budget 2013	May	YTD 2013	Remaining Budget	Percent Spent
<b>General Funds</b>					
General Government Admin.	5,609,497.45	2,615,215.07	4,700,041.49	909,455.96	83.79
Police Department	5,865,673.00	424,180.73	5,251,251.43	614,421.57	89.53
Volunteer Fire Department	1,692,103.50	66,725.57	1,332,491.11	359,612.39	78.75
Lifesaving and Rescue	827,672.00	67,135.10	581,326.63	246,345.37	70.24
Inspections	337,092.00	25,120.01	286,404.07	50,687.93	84.96
Street Department	5,565,449.40	250,728.45	3,577,346.34	1,988,103.06	64.28
Solid Waste Service	1,637,802.46	329,439.13	1,395,481.75	242,320.71	85.20
Buildings and Grounds	158,425.07	5,717.15	151,257.87	7,167.20	95.48
National Guard Amrory	27,950.00	1,853.15	27,347.97	602.03	97.85
Town Hall	113,067.16	6,941.83	120,275.88	(7,208.72)	106.38
Municipal shop	252,209.37	32,591.62	200,830.52	51,378.85	79.63
Welfare/Social Services	3,193.00	0.00	3,193.00	0.00	100.00
Parks & Recreation	2,097,961.00	130,533.05	1,650,568.05	447,392.95	78.67
Aquatic Center	1,853,552.00	148,577.17	1,698,994.42	154,557.58	91.66
Library	15,000.00	0.00	15,000.00	0.00	100.00
Planning/Community Development	654,069.00	57,427.56	601,295.28	52,773.72	91.93
Engineering	799,341.02	53,548.55	704,574.76	94,766.26	88.14
Debt Services	1,112,850.00	0.00	1,111,162.50	1,687.50	99.85
<b>Total General Fund Appropriations</b>	<b>28,622,907.43</b>	<b>4,215,734.14</b>	<b>23,408,843.07</b>	<b>5,214,064.36</b>	<b>81.78</b>
<b>Permanent Fund Cemetery</b>	<b>278,006.60</b>	<b>17,838.43</b>	<b>132,484.49</b>	<b>145,522.11</b>	<b>47.66</b>
<b>Special Revenue Fund</b>					
<b>State Funds</b>					
Other	370,985.18	0.00	0.00	370,985.18	0.00
Virginia Department of Criminal Justice	0.00	520.00	1,135.00	(1,135.00)	0.00
Virginia Department of Health	37,209.82	0.00	32,990.85	4,218.97	88.66
<b>Total State Funds</b>	<b>408,195.00</b>	<b>520.00</b>	<b>34,125.85</b>	<b>374,069.15</b>	<b>8.36</b>
<b>Federal Funds</b>					
Department of Justice	132,033.00	3,965.37	71,461.02	60,571.98	54.12
Housing and Urban Development	201,000.00	888.76	80,951.25	120,048.75	40.27
Department of Transportation	554,722.00	0.00	34,169.88	520,552.12	6.16
<b>Total Federal Funds</b>	<b>887,755.00</b>	<b>4,854.13</b>	<b>186,582.15</b>	<b>701,172.85</b>	<b>21.02</b>
<b>Other Special Revenue Funds</b>	<b>2,386,744.00</b>	<b>27,305.49</b>	<b>535,385.49</b>	<b>1,851,358.51</b>	<b>22.43</b>
<b>Total Special Revenue</b>	<b>3,682,694.00</b>	<b>32,679.62</b>	<b>756,093.49</b>	<b>2,926,600.51</b>	<b>20.53</b>
<b>Enterprise Fund</b>					
Water Department	5,035,879.18	214,659.42	2,596,059.72	2,439,819.46	51.55
Waste Water Department	4,247,677.18	316,767.55	3,127,320.11	1,120,357.07	73.62
<b>Total Enterprise fund</b>	<b>9,283,556.36</b>	<b>531,426.97</b>	<b>5,723,379.83</b>	<b>3,560,176.53</b>	<b>61.65</b>
<b>Total All Funds</b>	<b>41,867,164.39</b>	<b>4,797,679.16</b>	<b>30,020,800.88</b>	<b>11,846,363.51</b>	<b>71.70</b>

# Aquatic Center Revenue Report

## May 1-31 2013

<b>Days of Operation</b>	30
Facility Closed for Meets	0
Holiday Closings	1
Meets Held (without Facility Closure)	1

## Memberships

Non-Resident Membership	44
Resident Membership	110
Total Memberships	154

## Attendance

Daily Resident Pass	1,589
Daily Non-Resident Pass	897
Dry Pass	336
Member Scan	3,249
Programs, Rentals	479
Total Attendance	6,550
Daily Average	218

## Revenue

Facility Revenue	\$7,260
Daily Admission	12,137
Program Revenue	14,984
Retail Revenue	657
Food Concessions	135
Membership Revenue	11,884
Gift Certificates	-
Competitive Meet Revenue	4,040
Refund	-
Over/Short	-
Total Revenue	\$51,097

<b>Birthday Parties</b>	34
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