



## AGENDA

WORK SESSION OF TOWN COUNCIL – 6:00 P.M.  
REGULAR MEETING OF TOWN COUNCIL – 7:00 P.M.  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
NOVEMBER 22, 2016 – 7:00 P.M.

### WORK SESSION

#### I. CALL TO ORDER

#### II. COUNCIL DISCUSSION

##### A. Central Business Advisory Commission

1. Budgetary appropriation for FY 2016-2017 for a Downtown Study (\$75,000)
2. Discussion of guidance and role for Central Business Advisory Commission going forward.

-----Recess until 7:00 P.M.-----

#### I. CALL TO ORDER

- A. Moment of Reflection
- B. Pledge of Allegiance

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

- A. [Conveyance of a .069 acre portion of Stone Street to Kroger Limited Partnership I.](#)

#### IV. CONSENT AGENDA

- A. [Meeting Minutes of November 8, 2016](#)
- B. [Monthly Bills](#)
- C. [Resolution Supporting Application for Allocation from VDOT for Revenue Sharing Projects](#)

#### V. CITIZEN COMMENTS

#### VI. INTRODUCTION OF NEW EMPLOYEES

VII. INTRODUCTIONS AND PRESENTATIONS

VIII. OLD BUSINESS

A. Amendment to the 2013 Comprehensive Plan to designate four (4) Urban Development Areas within the Town of Christiansburg. The Public Hearing was held November 8, 2016.

B. Preliminary discussion regarding the operating agreement for Kiwanis Park.

C. Follow-up report on Starlite Drive-In Theater complaints. This matter was first brought to Council on October 25, 2016.

IX. NEW BUSINESS

A. Resolution in Support of Town of Blacksburg Smart Scale Application for Bus Stop Shelters and Improvements.

B. Christiansburg Aquatic Center Six-Month Lease Renewal with Radford City for use of the facility.

C. Appointment of Town of Christiansburg representative on the 911 Authority Board.

D. Appointment of Town of Christiansburg representative on the NRV Regional Solid Waste Authority.

X. COMMITTEE REPORTS

A. Street Committee

1. Plat Showing Subdivision of Tax Parcel 465-(A)-3A Hereby Creating Lots 1 Thru 5 of Cambria Crossing, Phase IV for SHAH Development, LLC” – 5 lots – eastern corner of Phoenix Boulevard, NW and Cambria Street, NW.

XI. STAFF REPORTS

A. Town Manager

B. Town Attorney

C. Other Staff

1. Director of Engineering Wayne Nelson – Report on Application for Allocation from VDOT for Revenue Sharing Projects covered in the Resolution of Support.

XII. COUNCIL REPORTS

XIII. OTHER BUSINESS

XIV. ADJOURNMENT

*The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, December 13, 2016 at 7:00 P.M.*



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
PUBLIC HEARINGS

**Meeting Date:**  
NOVEMBER 22, 2016

**ITEM TITLE:**  
Conveyance of a .069 acre portion of Stone Street to Kroger Limited Partnership I

**DESCRIPTION:**  
This item is connected to the Ordinance to vacate a .069 acre portion of Stone Street approved by Town Council on November 8, 2016. A separate public hearing and action on a deed to convey the land to Kroger Limited Partnership I is required. In accordance with state code, the land does not automatically convey with the approval of a vacation of right-of-way; a stand-alone deed is required to directly transfer ownership of the property.

**POTENTIAL ACTION:**  
Hold Public Hearing on November 22, 2016

**DEPARTMENT:**  
Planning

**PRESENTER:**  
Andrew Warren, Planning Director

**ITEM HISTORY:**  
11-8-16 – Town Council approved an Ordinance to vacate a .069 acre of Stone Street by a vote of 6 to 0

**Information Provided:**  
Deed of Conveyance

Prepared by and return to:  
Theresa J. Fontana (VSB#79597)  
Guynn & Waddell, P.C.  
415 S. College Ave.  
Salem, Virginia 24153  
Tel. (540) 387-2320  
Fax. (540) 389-2350

THIS DEED IS EXEMPT FROM RECORDATION TAXES AND FEES PURSUANT TO VIRGINIA CODE SECTIONS 58.1-811(C)(4).

Tax Map No. 496-27-4  
Consideration: \$0

### **SPECIAL WARRANTY DEED**

**THIS DEED** is made and entered into this \_\_\_\_ day of November, 2016, by and between the **TOWN OF CHRISTIANBURG, VIRGINIA**, a municipal corporation (“Grantor”) and **KROGER LIMITED PARTNERSHIP I**, a Virginia corporation (“Grantee”) with an address of 1014 Vine Street; Cincinnati, OH 45202.

### **WITNESSETH:**

**FOR AND IN CONSIDERATION** of the sum of Ten and no/100 Dollars (\$10.00), the receipt of which is hereby acknowledged, Grantor does hereby GRANT, BARGAIN, SELL, and CONVEY with Special Warranty and Modern English Covenants of Title, unto the Grantees all of that certain parcel of land, lying and situate in the County of Montgomery, Virginia, Town of Christiansburg, Shawsville Magisterial District, as more fully described, to-wit:

**That certain parcel of land consisting of 0.069 acre, more or less, as depicted on the plat entitled “Right of Way Vacation and Easement Relocation Plat from Records for the Town of Christiansburg and Kroger Limited Partnership I,” prepared by Balzer and Associates, Inc., dated May 25, 2016, Job No. 2515002SD, recorded contemporaneously herewith;**

**AND BEING a portion of the same property conveyed to the Grantor by Deed dated March 30, 1970, from Textile Realty Corp., of record in the Clerk’s Office of the Circuit Court of Montgomery County, Virginia, in Deed Book 302, Page 37.**

**THIS CONVEYANCE** is made subject to all effective easements, conditions, and restrictions of record insofar as they may lawfully affect the Property.

**THIS DEED HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT.**

**WITNESS** the following signatures and seals:

TOWN OF CHRISTIANBURG,  
VIRGINIA

By: \_\_\_\_\_  
D. Michael Barber, Mayor

COMMONWEALTH OF VIRGINIA        )  
COUNTY OF MONTGOMERY        ) to-wit

The foregoing instrument was acknowledged before me this \_\_ day of November, 2016, by D. Michael Barber, Mayor, on behalf of the Town of Christiansburg, Virginia.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_  
Notary Registration No.: \_\_\_\_\_



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
NOVEMBER 22, 2016

**ITEM TITLE:**  
Meeting Minutes of November 8, 2016

**DESCRIPTION:**  
Meeting minutes of last Town Council meeting – November 8, 2016

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Michele Stipes, Town Clerk

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

**CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
NOVEMBER 8, 2016 – 7:00 P.M.**

A REGULAR MEETING OF THE CHRISTIANSBURG TOWN COUNCIL, MONTGOMERY COUNTY, CHRISTIANSBURG, VA. WAS HELD AT CHRISTIANSBURG TOWN HALL, 100 EAST MAIN STREET, CHRISTIANSBURG, VIRGINIA, ON NOVEMBER 8, 2016 AT 7:00 P.M.

COUNCIL MEMBERS PRESENT: Mayor D. Michael Barber; Vice-Mayor Henry Showalter; Samuel M. Bishop; Harry Collins; R. Cord Hall; Steve Huppert; Bradford J. Stipes. ABSENT: None.

ADMINISTRATION PRESENT: Town Manager Steve Biggs; Assistant Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Planning Director Andrew Warren; Finance Director/Treasurer Valerie Tweedie; Planner Sara Morgan; Director of Engineering Wayne Nelson; Senior Building Inspector Bill Aldridge; Director of Parks and Recreation Brad Epperley; Farmer's Market Manager Sarah Belcher.

I. CALL TO ORDER

- A. Moment of Reflection
- B. Pledge of Allegiance

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. Amendment to the 2013 Comprehensive Plan to designate four (4) Urban Development Areas within the Town of Christiansburg. Town Planner Sara Morgan provided an overview of the boundary details of the four areas in Town identified as urban development areas: Cambria, Downtown, Institute, and Mall. A \$65,000 grant through the Office of Intermodal Planning and Investments, awarded in June 2015, allowed the Town to develop an urban development areas plan that would provide direction and focus for future planning, and would make Christiansburg more competitive in securing future transportation grants. Ms. Morgan then reviewed with Council the 2013 Comprehensive Plan amendments that reflect the changes necessary to accept planning for the urban development areas, noting that the Future Land Use Map would also be amended to include the boundaries of those areas. Ms. Morgan offered to answer questions of Council. There were no public comments on this matter.

IV. CONSENT AGENDA

- A. Meeting Minutes of October 25, 2016
- B. Schedule Public Hearing Dates:
  - 1. November 22, 2016 - Conveyance of a .069 acre portion of Stone Street to Kroger Limited Partnership I.

Councilman Hall made a motion to approve the consent agenda, seconded by Councilman Collins. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

V. CITIZEN COMMENTS

A. No comments

VI. INTRODUCTIONS AND PRESENTATIONS

VII. OLD BUSINESS

- A. Ordinance vacating a .069 acre portion of Stone Street adjoining Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion. The Public Hearing was held October 25, 2016. Councilman Hall made a motion to approve the ordinance as presented, seconded by Councilman Huppert. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- B. Ordinance vacating a public utility easement on Tax Parcel 496-27-4 (555 N. Franklin Street NE) related to the Kroger grocery store expansion. The Public Hearing was held October 25, 2016. Councilman Stipes made a motion to approve the ordinance as explained during the Public Hearing on October 25, 2016, seconded by Councilman Showalter. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
- C. Appointment of Recreation Advisory Commission members as recommended by the Recreation Advisory Commission: Richard Polikoff; John Neel; and Robin Boyd. Student Representatives: Matthew Davidson; Nicole Diloia. Councilman Hall thanked Director of Parks and Recreation Brad Epperley for his leadership role in the efforts to fill the vacancies on the Recreation Advisory Commission, and for the student representative recommendations. The individuals presented for appointment were unanimously recommended by the commission. Mr. Epperley thanked the commission for the recommendations and proceeded to introduce each applicant to Council beginning with the student representatives. Council expressed appreciation for the commission's recommendations and Councilman Hall made a motion to appoint each to the Recreation Advisory Commission as presented by Mr. Epperley. Councilman Collins seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Council thanked each member for their willingness to serve and expressed appreciation for the diversity of the commission that would help meet the demographics of the community.
- D. Discussion on New River Valley Regional Water Authority Proposed Capital Improvements and Financing Alternatives. Town Manager Biggs provided Council with a brief recap of the recommended capital improvements to the treatment plant presented during the special joint water authority meeting held at the Inn at Virginia Tech on August 31, 2016. During the joint meeting, Council learned that much of the treatment plant was antiquated and member localities at risk for loss of short-term water supply if improvements were not made soon. Costs presented were \$20M for improvements to the treatment plant and \$7.5M for improvements to the water intake. Current debt service at the plant of \$395,000 could increase to 2.5M by the year 2020 and to \$3M by 2024. A Montgomery County Chamber of Commerce meeting has been scheduled for November 16 to engage the business community in the matter. Financing alternatives were presented during the joint meeting and Town Manager Biggs explained the advantages and disadvantages of each option. He then noted that because the aggregate amount of debt was the same under each scenario, he did not believe that financing approach would impact the Authority's bond rating since total principal amount was not expected to change over time. Councilman Stipes said he was uncomfortable with the estimated costs when initially presented, however, with the detailed information provided at the joint meeting, he understood that the goal was to catch up on necessary facility maintenance that lacked attention for many years. Council was presented three scenarios for generating the funds necessary to cover the Town's financial responsibility of the improvement costs, and Councilman Stipes recommended Scenario 3 which would provide for a gradual water rate increase through the year 2026. The other two scenarios provided for steeper rate increases over a shorter period of time. Councilman Hall said he was enlightened as to the extent of the deterioration of the facility during a tour he took with Councilman Showalter and Town Manager Biggs. He stated that it was crucial that the Town have an uninterrupted flow of water and he understood that upgrades were necessary to protect that resource for citizens. Councilman Hall expressed support for adopting Scenario 3 as a fiscally conservative measure in generating funds for the project. Councilman Huppert said he expected water rates to increase in coming years, which he believed was an important

consideration in the decision making moving forward. Town Manager Biggs reminded Council that the water authority had requested input from member localities on the financial aspect of the project, but that ultimately the Board would make the final decisions on how the debt would be administered. Councilman Stipes made a motion to support the capital improvement plan as presented during the special joint water authority meeting on August 31, with a preference for Scenario 3 in administering the debt. Councilman Hall seconded the motion and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

#### VIII. NEW BUSINESS

#### IX. COMMITTEE REPORTS

#### X. STAFF REPORTS

##### A. Town Manager Steve Biggs:

1. Reminder that the two-day Council retreat was scheduled to begin November 9 at the Holiday Inn.
2. A follow-up to citizen comments heard October 25, 2016 regarding the Starlight Drive-In Theater matter would be presented at the November 22, 2016 Council meeting. Councilman Huppert recommended keeping the owner of Starlight informed of any Council decisions regarding the matter.

##### B. Town Attorney

##### C. Other Staff

1. Assistant Town Manager Randy Wingfield – Local Foods, Local Places Program  
Assistant Town Manager Wingfield presented to Council an outline of the Local Foods, Local Places Program Action Plan that focused on building a future farmers' market that meets the needs of customers, vendors, and downtown business, while promoting the downtown area. He offered for consideration preliminary drawings of potential designs of various aspects of the farmers' market and Hickok Street, along with streetscape views, which were designed to improve the area and provide aesthetics for the market. The Farmer's Market Committee met with residents and vendors to introduce the Local Foods, Local Places Program and to receive input during the development of the Action Plan. Mr. Wingfield reported that positive feedback was received from those who attended the meeting. Improvements to the farmers' market and Hickok Street were estimated to be at least \$500,000 with the concept options provided, and the Town is looking at various grants to help with funding. The Farmers' Market Committee has worked in partnership with the Local Foods, Local Places Program under a grant approved in January 2016 to meet the long-term goals of the farmers' market. Council was provided a copy of the draft Local Foods, Local Places Program Action Plan Appendix A, which details goals and actions, in the agenda packet for review. After adoption of the Action Plan, the Town will receive \$20,000 toward implementation of selected items in the plan. Farmers' Market Manager Sarah Belcher reported that the Town had received forty-nine paid vendor applications from three states for the 2016 Christmas farmers' market event.

#### XI. COUNCIL REPORTS

- A. Councilman Collins thanked Town crews for paving Scattergood Drive in response to his request for improvements to the road in October.
- B. Councilman Bishop – No report.
- C. Councilman Hall – No report.
- D. Councilman Stipes – No report.
- E. Councilman Showalter – No report.
- F. Councilman Huppert reported on the recent three-day swim meet at the aquatic center that drew over 800 swimmers. Another meet is scheduled for December and is expected to draw over 1,000 swimmers.
- G. Mayor Barber – No report.

## XII. OTHER BUSINESS

### A. Closed Meeting:

1. Councilman Showalter made a motion to enter into a Closed Meeting under Virginia Code Section 2.2-3711(A)(5), for discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The motion was seconded by Councilman Hall and Council was polled as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. The Closed Meeting was held to consider incentives for proposed economic development investment.
2. Reconvene in Open Meeting.
3. Certification. Councilman Showalter moved to certify that the Town Council of the Town of Christiansburg, meeting in Closed Meeting, to the best of each member's knowledge, discussed only the matters lawfully exempt from open meeting requirements by Virginia Law and only such matters as are identified in the Resolution to enter into Closed Meeting, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
4. Council Action on the Matter. No action by Council.

## XIII. ADJOURNMENT

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 8:20 P.M.

\_\_\_\_\_  
Michele M. Stipes, Clerk of Council

\_\_\_\_\_  
D. Michael Barber, Mayor



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date:**  
November 22, 2016

**ITEM TITLE:**  
Monthly bills

**DESCRIPTION:**  
Bills to be paid for the months of October & November 2016.

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Steve Biggs, Town Manager

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>OCTOBER AND NOVEMBER</b>	
ADAMS CONSTRUCTION CO.	4,392.95	ASPHALT MIX
AGEE'S NEW & USED AUTO PARTS	105.00	
ALL SEASONS PEST CONTROL, INC	85.00	
AMERICAN MINE RESEARCH INC.	4,376.60	SCADA ALARM SOFTWARE WATER
AMERICAN RED CROSS-HEALTH & SAFETY SERVICES	189.00	
ANDERSON & ASSOCIATES INC	6,974.29	5747.19 CHRISMAN MILL CROSSING AND TRAIL STUDY ENGINEERING
AQUATIC SPECIALISTS	699.46	
ARC3 GASES	176.70	
ATLANTIC EMERGENCY SOLUTIONS, INC	4,469.76	REPAIR FIRE TRUCK
B & K TRUCK ACCESSORIES	120.00	
BALLPARK SIGNS	312.50	
BANE OIL COMPANY, INC	1,930.85	OFF ROAD DIESEL
BASHAM OIL COMPANY	93.48	
BKT UNIFORMS	229.95	
BOB'S REFUSE SERVICE, INC.	220.00	
BOUND TREE MEDICAL, LLC	3,757.41	MEDICAL SUPPLIES RESCUE
BOWIE SALES, INC.	24.74	
BOXLEY ASPHALT, LLC	3,992.34	ASPHALT PAVING
BRAME SPECIALTY COMPANY INC.	2,041.74	JANITORIAL SUPPLIES
BRIAN'S LOCK & KEY	34.25	
BULLDOG FIELD EQUIPMENT, LLC	1,006.20	INFIELD MIX RECREATION, HARKRADER
CARDINAL BLUEPRINTERS, INC.	700.00	
CARILION MEDICAL CENTER	664.00	
CAVALIER EQUIPMENT CORPORATION	64.88	
CHA CONSULTING INC	4,491.04	BIOSOLID MANAGEMENT, LANDFILL MONITORING AND PRETREATMENT
CHRISTIANSBURG COMMUNITY CENTER	8,223.50	SUPPORT CONTRIBUTION
CLARK NEXSEN, INC	13,737.18	ENGINEERING SERVICES DWTN PROJ, HUCKLEBERRY TRAIL
CLEAR WATER SALES, INC	894.60	
CLEMENT COMMUNICATIONS INC.	241.53	
CMC SUPPLY, INC.	2,702.95	SUPPLIES WATER SERVICES
COLE TRUCK PARTS, INC	113.86	
COMMUNITY FOUNDATION OF THE NEW RIVER VALLEY, INC	13,500.00	SUPPORT CONTRIBUTION
CREATIVE PRODUCT SOURCING, INC.	601.85	
CUSTOMIZED LAWN CARE, INC	700.00	
DCI SHIRES INC	140,264.17	DOWNTOWN PROJECT
D J R ENTERPRISES	388.10	
DIVING ENTERPRISES, LTD	2,222.04	SWIFT WATER RESCUE EQUIPMENT
DOLI/BOILER SAFETY	60.00	
DUNCAN FORD MAZDA	1,136.38	
EAST COAST EMERGENCY VEHICLES, LLC	25,386.37	EQUIPMENT FOR 5 NEW POLICE VEHICLES, LIGHT BARS ETC.
EEE CONSULTING, INC	1,370.00	ENGINEERING SERVICES BROWN CHURCH LUCAS
ELECTRICAL SUPPLY CO	512.07	
EMS MANAGEMENT & CONSULTANTS, INC	1,075.02	
EMS, INC	530.00	
ENVIRONMENTAL EXPRESS, INC	63.34	
ENVIRONMENTAL SCIENCE APPLICATIONS, INC	750.00	
EVIDENT INC	46.80	
EXCEL TRUCK GROUP	390.50	
F & R ELECTRIC	872.00	
FAIN AUTOMOTIVE	772.39	
FERGUSON ENTERPRISES, INC.#75	78,602.83	UPGRADE LARGE METERS AND VAULTS WATER
FIRST DUE GEAR LLC	3,917.72	1100 EXTRICATION GEAR AND 2817.72 SAFETY GEAR
FISHER AUTO PARTS, INC.	19.79	
FLEET ONE, LLC	17,283.76	VEHICLE FUEL FOR TOWN VEHICLES
FLEET PRIDE, INC	1,200.12	REPAIR PARTS FOR VEHICLES AND EQUIPMENT
FULL SOURCE, LLC	349.10	
G/A SAFETY SUPPLY, INC	611.21	
GALLS, AN ARAMARK COMPANY	3,486.95	UNIFORMS AND EQUIPMENT PD
GAY AND NEEL, INC.	13,385.00	ENGINEERING SERVICES HUCKLEBERRY TRAIL, DTWN PROJ, INDEPENDENCE DR & N FRANKLIN IMPROVEMENTS
GEMPLER'S INC.	316.69	
GRAINGER	75.64	
GRANTURK EQUIPMENT CO., INC	632.39	
GUYNN & WADDELL, P.C.	3,038.59	LEGAL SERVICES

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>OCTOBER AND NOVEMBER</b>	
HANDY RENTALS, INC	1,105.00	PORTA POTTIES RECREATION
HARVEY CHRYSLER DODGE JEEP, INC	864.29	
HAWKINS-GRAVES, INC	405.00	
HEAVENER RENTAL LLC	132.00	
HOSE HOUSE, INC.	6.67	
HOUSTON N. SNODDY	400.00	
IDEXX DISTRIBUTION, INC.	870.84	
INTERSTATE BATTERY SYSTEM OF ROANOKE VALLEY, INC	259.00	
INTOXIMETERS, INC.	1,986.00	TESTING SUPPLIES PD
IWORQ SYSTEMS	1,000.00	ANNUAL SOFTWARE SUPPORT
JAMES RIVER LASER & EQUIPMENT, LLC	187.61	
JAMES T DAVIS AUTO FINISHES	548.33	
JORDAN OIL CO., INC.	2,970.75	FUEL FIRE DEPARTMENT
KIEFER & ASSOCIATES	288.00	
KING-MOORE, INC	3,182.50	IT CONSULTING
KLINGSPOR ABRASIVES, INC	85.55	
KODIAK, LLC	600.00	
L-3 COMMUNICATIONS-MOBILE VISION	337.25	
LANCASTER, INC.	451.88	
LANDSCAPE SUPPLY INC.	593.00	
LAW ENFORCEMENT TARGETS, INC.	1,299.40	SUPPLIES PD
LIBERTY FIRE SOLUTIONS, INC	1,117.00	ANNUAL INSPECTIONS SPRINKLERS TOWN HALL, RECREATION, RESCUE
LINKOUS LAWN SERVICE	50.00	
LITTLE RIVER POOL AND SPA, INC	481.39	
LOWES HOME CENTERS, INC.	1,898.03	VARIOUS DEPT SUPPLIES FOR MAINTENANCE AND REPAIRS
MARKETING ON MAIN STREET LLC	570.85	
MATERIAL FLOW & CONVEYOR SYSTEM, INC	2,470.00	STEEL GANTRY CRANE FOR PW
MATERIAL HANDLING SOLUTIONS, LLC	114.63	
MCAFFEE, INC	225.00	
MCCORMICK TAYLOR, INC	6,950.90	ENGINEERING SERVICES FALLING BRANCH
MCNEIL ROOFING, INC	480.00	
METRO HEAVY-DUTY, INC.	131.90	
MEYERCORD REVENUE	5,940.00	CIGARETTE STAMPS
MID ATLANTIC WASTE SYSTEMS	277.12	
MONTGOMERY DISTRIBUTORS	385.00	
MOORE'S BODY & MECHANICAL SHOP, INC	758.20	
MOTION INDUSTRIES, INC.	31.17	
MUNICIPAL EMERGENCY SERVICES, INC	165.76	
MYRON CORP.	387.53	
NETWORKFLEET INC	240.45	
NEW RIVER ENGRAVING	269.99	
NEW RIVER FIRE EXTINGUISHERS	96.00	
NOLAND COMPANY	162.72	
NORTHERN TOOL & EQUIPMENT	44.99	
NRV ECONOMIC DEV. ALLIANCE	1,250.00	SUPPORT CONTRIBUTION
OLD TOWN PRINTING & COPYING	799.12	
O'REILLY AUTO PARTS	709.40	
OVERHEAD DOOR CO. OF ROANOKE	574.00	
P B ELECTRONICS	132.00	
PACE ANALYTICAL SERVICES, INC.	2,884.00	TESTING LANDFILL
PET WASTE ELIMINATOR	1,779.99	PET WASTE STATIONS 10
PICTOMETRY INTERNATIONAL CORP	12,794.31	LICENSE AGREEMENT
PILOT FASTENERS LTD	96.81	
PIONEER MANUFACTURING COMPANY	1,080.00	FIELD PAINT RECREATION
POLYDYNE, INC.	9,810.00	SUPPLIES FOR WWTP
POWER ZONE	3,581.52	2980.20 FOR 2 SNOW BLOWERS FOR RECREATION 600.92 VARIOUS SUPPLIES
PRECISION GLASS & UPH. INC.	135.14	
PRO CHEM INC	382.33	
PROFESSIONAL COMMUNICATIONS	4,375.00	MAINTENANCE FOR DISPATCH CONSOLE, REPEATERS AND BASE STATIONS
QUALITY TIRE & BRAKE SERVICE	2,394.00	VEHICLE TIRE REPAIR AND REPLACEMENT
QUILL CORP.	299.99	
R.M.C. EVENTS, INC	200.00	
RISH EQUIPMENT COMPANY	1,347.46	EQUIPMENT AND VEHICLE MAINTENANCE
ROANOKE GOLF CARS, LLC	1,014.74	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS TO BE PAID FOR THE MONTHS OF</b>	<b>OCTOBER AND NOVEMBER</b>	
ROBERTS OXYGEN COMPANY, INC	426.00	
ROCAN INDUSTRIAL PRODUCTS, INC	2,304.54	DEGREASHER WWTP
SAFETY & COMPLIANCE SERVICES, INC.	302.00	
SANICO, INC	2,971.94	JANITORIAL SUPPLIES
SERVICE COMMUNICATION	75.00	
SHELOR MOTOR MILE	964.03	
SHERWIN-WILLIAMS	213.09	
SIGN-A-RAMA	324.28	
SIMPLEXGRINNELL LP	2,325.44	TESTAND INSPECT ALARM SYSTEMS RECREATION CENTER
SKYLINE DOOR & HARDWARE, INC	72.45	
SOURCE 4	713.76	
SOUTHERN STATES	333.94	
SPIRIT SERVICES, INC	43.80	
STAPLES BUSINESS ADVANTAGE	58.08	
STATE AMUSEMENT COMPANY, INC	706.00	
STATE ELECTRIC SUPPLY CO.,INC.	3,195.23	ELECTRICAL SUPPLIES TOWN WIDE BUILDING MAINTENANCE
STEEL SERVICES, INC.	42.00	
STEVEN WAYNE HALL	65.00	
STULTZ TOOLS & EQUIPMENT INC	97.88	
SUBURBAN PROPANE, L.P.	196.60	
SYNAFLEX RUBBER PRODUCTS CO., INC	412.38	
TAYLOR OFFICE & ART SUPPLY,INC	2,572.66	OFFICE SUPPLIES TOWN WIDE
TENCARVA MACHINERY CO.	1,575.25	EQUIPMENT MAINTENANCE AND REPAIR WWTP
TESSCO	76.73	
THOMPSON TIRE & MUFFLER	2,037.97	EQUIPMENT REPAIRS, TIRES
TIDY SERVICES	70.90	
TOWN OF BLACKSBURG	1,172.80	SAFETY CONES AND FUSES
TRANE	1,779.80	AQUATICS MAINTENANCE AND REPAIRS
TREESPLEASE	1,850.00	TREE ASSESSMENT REPORT
ULINE	898.63	
UNIFIRST CORPORATION	569.20	
UNITED RENTALS,INC.	542.42	
US FOOD SERVICE	48.09	
USA BLUE BOOK	525.31	
VA ASSOC OF MUNICIPAL WASTEWATER AGENCIES, INC	66.67	
VA INFORMATION TECHNOLOGIES AGENCY	40.08	
VA METAL FINISHING & INDUSTRIAL CLEANING	3,300.00	SINGLE AXLE AND DOUBLE AXLE SPREADER FOR PW
VALEAC	75.00	
VALLEY EQUIPMENT CENTER	196.58	
VIRGINIA BUSINESS SYSTEMS	52.47	
VIRGINIA PLUMBING & MECHANICAL INSPECT	40.00	
VIRGINIA REC. & PARK SOCIETY	375.00	
VIRGINIA UTILITY PROTECTION SERVICE, INC	338.10	
WADES FOODS INC.	69.31	
WALKER PROCESS EQUIPMENT	2,615.52	SCANNER AND TRANSMITER FOR WWTP
WEST VIRGINIA MUNICIPAL LEAGUE, INC	200.00	
WILLIAMS SUPPLY INC.	293.55	
WILSON BROTHERS INCORPORATED	563.75	
WORDSPRINT	828.47	
<b>TOTAL BILLS TO BE PAID NOVEMBER 28, 2016</b>	<b>505,705.79</b>	

**TOWN OF CHRISTIANBURG  
BILLS PAID DURING THE MONTH OF  
SPECIAL REVENUE FUNDS**

**OCTOBER AND NOVEMBER**

<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
ADVANCE AUTO PARTS	35.98	
ATLANTIC EMERGENCY SOLUTIONS	924.35	
BRANDON COPSYNC, LLC	2,550.00	911 RESPONDER SOFTWARE
CARDMEMBER SERVICES	352.69	
COUNTY OF PULASKI	1,206.26	NRVCIT
DIRECTV	194.22	
FLOYD COUNTY SHERIFF'S OFFICE	2,075.00	NRVCIT
GILES COUNTY	275.00	NRVCIT
HALEY AUTOMOTIVE	28,573.00	2017 FORD POLICE INTERCEPTOR UTILITY
LANCASTER, INC	16.00	
LOGO HUB	1,737.00	300 YOUTH ADJ. CAPS
MONTGOMERY COUNTY SHERIFF'S OFFICE	600.00	NRVCIT
POWER ZONE	28.00	
RADIO EXPRESS	1,271.25	MONITOR VI UHF, CHARGER AND EXTEND. WARRANTY
TOWN OF CHRISTIANBURG	1,133.98	NRVCIT -575.00 COUNTY GAS & DISESEL FOR OCT - 558.98
TOWN OF DUBLIN	206.25	NRVCIT
TUCKER, KEVIN	729.27	HURRICANE RELIEF REIMBURSEMENT
VERIZON	371.83	
WESTERN BRANCH DIESEL, INC.	2,076.54	FIRE TRUCK ENG REPAIR
WITMER	25.00	
<b>TOTAL PAID BILLS</b>	<b>44,381.62</b>	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>OCTOBER AND NOVEMBER</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
AIRGAS NATIONAL CARBONATION	863.36	AQUATIC SUPPLY
ANDERSON & ASSOCIATES INC	8,629.05	ENGINEERING PARKWAY DRIVE EXTENSION
ANTHEM BLUE CROSS BLUE SHIELD	254,327.33	EMPLOYEE HEALTH INSURANCE 2 months
ANTHEM LIFE INSURANCE COMPANY	3,404.11	EMPLOYEE LIFE INSURANCE
APPALACHIAN POWER	88,175.19	UTILITY BILLS
AT & T	433.19	
ATMOS ENERGY	3,797.59	ENERGY BILLS
BB&T	324.00	AUTO AND UMBRELLA PACKAGE INSURANCE
BLACKSBURG BAGELS	35.00	FARMERS MARKET
BMS DIRECT	12,709.48	PRINTING INSERTS FOR WATER BILLS AND NEWSLETTERS/ POSTAGE FOR BILLS/ TAX BILLS
BOSTON MUTUAL LIFE INS	1,757.40	EMPLOYEE WITHHELD INSURANCE
BENTLEY SYSTEMS	3,406.00	WATER MODELING SOFTWARE
BOXLEY ASPHALT	94,094.70	ANNUAL PAVING PROGRAM
BRUCE CALDWELL	76.00	FARMERS MARKET
CARDMEMBER SERVICES	35,195.13	EQUIPMENT AND SUPPLIES 9023.03 DUES 1132.00 SCHOOLS 8898.27 TRAVEL 9954.43 SOFTWARE 4731.90 UNIFORMS 532.14 FIRE/RESCUE RECRUITING 923.36
CHANDLER CONCRETE	1,085.30	CONCRETE FOR PW PROJECTS
CANON FINANCIAL SERVICES INC	1,928.06	COPIER MAINTENANCE
CITIZENS	2,665.00	INTERNET SERVICES
COLD STONE CREAMERY	272.00	
COLONIAL LIFE & ACCIDENT INSURANCE	1,071.96	EMPLOYEE WITHHELD INSURANCE
DCI SHIRES INC	311,984.43	DOWNTOWN IMPROVEMENTS
DE LAGE LANDEN	768.00	
DELTA DENTAL	9,096.42	EMPLOYEE DENTAL COVERAGE 2 MONTHS
DEN HILL PERMACULTURE	94.00	FARMERS MARKET
DONS AUTO CLINIC	1,741.25	VEHICLE REPAIRS AND MAINTENANCE
EDIBLE ARRANGEMENTS	166.59	
EJ USA INC	1,810.00	MANHOLE RISERS WEST MAIN
EXPRESS SERVICES IN	7,429.29	TEMP LABOR PUBLIC WORKS MAINTENANCE
EXXON MOBIL	115.05	
FEDERAL EXPRESS	120.77	
GENWORTH LIFE INSURANCE COMPANY	346.35	EMPLOYEE WITHHELD INSURANCE
GOV DEALS	84.12	
HALEY AUTO MALL	28,778.00	NEW VEHICLE PD
HOME DEPOT CREDIT SERVICES	1,978.90	MISC SUPPLIES FOR REPAIRS AND MAINTENANCE OF FACILITIES
IFORCE	4,607.18	2 PATROL BICYCLES
JOHNSON RIDGE	85.00	FARMERS MARKET
KEY RISK INSURANCE	82,431.54	WORK COMP INSURANCE 2 MONTHS
LINKOUS CHELISTA	240.00	
LUMOS NETWORKS INC	984.73	
MIND FORMATIONS INC	210.00	
MOCKINGBIRD CAFÉ	320.00	FARMERS MARKET
MONTGOMERY REGIONAL (RECYL)	1,107.86	
MONTGOMERY REGIONAL SOLID WASTE AUTHORITY	53,373.36	SOLID WASTE DISPOSAL TIPPING FEES
NRV MULCH & STONE	1,056.00	
NEW RIVER STRENGTH AND CONDITIONING	450.00	SPIN CLASSES RECREATION
NEW RIVER VALLEY PIZZA LLC	632.35	AQUATICS BDAY PARTIES
NORTH CENTRAL LABS	5,116.10	AUTO CLAVE FOR WWTP
OTIS ELEVATOR	960.69	
PEPSI BOTTLING GROUP	314.32	
PETTY CASH	79.58	
PETROLEUM EQUIPMENT CO	25.00	
RADIO SOURCE LLC	1,271.25	FIRE DEPT PAGERS
REFUND FEES REC DEPT	455.00	
REFUND EMS THIRD PARTY	360.92	

<b>TOWN OF CHRISTIANBURG</b>		
<b>BILLS PAID DURING THE MONTH</b>	<b>OCTOBER AND NOVEMBER</b>	
<b>VENDOR</b>	<b>AMOUNT PAID</b>	<b>DESCRIPTION</b>
REFUND WATER	489.58	
REFUND TAXES	5,169.53	BPOL PAID ON INCORRECT GROSS RECIEPTS 5016.88
ROANOKE TIMES	5,335.50	JOB POSTINGS, BUDGET, STORM WATER, WATER FEE ADVERTISEMENTS FOR HEARINGS
SALEM STONE	872.03	
SAMS CLUB	1,120.37	SUPPLIES FOR SPECIAL EVENTS RECREATION CENTER
SARVERS HYDRAULIC & PNEUMATIC INC	45.00	
SCHOOLS	100.00	WWTP 100
SCHNEIDER ELECTRIC	296.00	
SELECTIVE INSURANCE	28,197.00	COMMERCIAL PACKAGE INSURANCE
SHENTEL	346.29	
SHENANDOAH VALLEY WATER	453.86	
SHRED-IT	78.86	
SIMPLEXGRINNELL LP	114.21	
SISSON & RYAN LLC	3,162.95	SAND GRAVEL FOR STREET/WATER PROJECTS
SOUTH EASTERN SECURITY CONSULTANTS	450.00	
SOUTHERN REFRIDGERATION CORP	6,761.35	PARTS AND REPAIRS FOR MAINTENANCE AQUATIC
SPRINT	425.70	
STAND ENERGY	8,296.38	GAS FOR AQUATICS
SUPER SHOES INC	200.97	
THOMSON REUTERS	112.20	
TRACTOR SUPPLY	306.54	
TRAVEL	9,470.67	PW 107.67 RESCUE 4365.90 ADMIN 407.12 PD 970.03 AQ 36.72 REC 198.26 ENG 115.68 BLD 107.75 PLAN 30 COUNCIL 2258.82 FIRE 427.76 FIN 444.96
TREASURER MONTGOMERY COUNTY	14.24	
TREASURER OF VIRGINIA	660.00	LICENSE FEE 620 DMV STOPS
TREASURER OF VIRGINIA	979.70	FEE LEVY 859.72 SALES TAX 119.98
UNIVERSITY OF VIRGINIA	240.00	MEMBERSHIP
VIRGINIA HEALTHCARE WASTE MANAGEMENT	45.00	
VIRGINIA MEDIA INC	517.50	NOTICES OF PUBLIC HEARINGS, BIDS, JOB POSTINGS
VIRGINIA RETIREMENT SYSTEM	139,855.97	EMPLOYEE RETIREMENT
US CELLULAR	506.59	
VERIZON	6,302.60	PHONE BILLS
VERIZON WIRELESS	6,039.58	AIR CARDS FOR TABLETS AND CELL PHONES
VIRGINIA ASSOCIATION OF COUNTIES	625.11	
VIRGINIA RESOURCE AUTHORITY	103,571.91	WWTP OUTFALL PAYMENT LAON BAL AFTER PAYMENT 299,564.09
VOLSAP PLAN ADMINISTRATOR	1,755.00	FIRE VOLUNTEERS EMPLOYEE AND DONATION FUNDED REITREMENT
WORDSPRINT	3,499.60	WATER QUALITY REPORTS
<b>TOTAL SPECIAL REVENUE BILLS PAID</b>	<b>44,381.62</b>	
<b>TOTAL PAID BILLS</b>	<b>1,379,076.52</b>	
<b>BILLS TO BE PAID</b>	<b>505,705.79</b>	
<b>GRAND TOTAL</b>	<b>1,929,163.93</b>	



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
STAFF REPORTS

**Meeting Date:**  
November 22, 2016

**ITEM TITLE:**  
Report on Application for Allocation from VDOT for Revenue Sharing Projects covered in the Resolution of Support.

**DESCRIPTION:**  
Director of Engineering Wayne Nelson – Report on Application for Allocation from VDOT for Revenue Sharing Projects covered in the Resolution of Support.

**POTENTIAL ACTION:**  
Town Council vote

**DEPARTMENT:**  
Engineering

**PRESENTER:**  
Wayne Nelson, Director of Engineering

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **A RESOLUTION SUPPORTING APPLICATION FOR ALLOCATIONS FROM THE VIRGINIA DEPARTMENT OF TRANSPORTATION FOR REVENUE SHARING PROJECTS**

**WHEREAS**, the Council of the Town of Christiansburg, Virginia desires to submit application for an allocation of funds up to \$1,591,678 to be matched through the Virginia Department of Transportation Fiscal Year 2017 – 18 Revenue Sharing Program; and,

**WHEREAS**, the Council of the Town of Christiansburg, Virginia hereby supports the application for an allocation of funds up to \$1,591,678 to be matched through the Virginia Department of Transportation Revenue Sharing Program and

**NOW, THEREFORE, BE IT RESOLVED THAT:** The Council of the Town of Christiansburg, Virginia hereby agrees to commit to their share of the total cost for preliminary engineering, right-of-way and construction of the project(s) in accordance with the project financial documents.

**BE IT FURTHER RESOLVED THAT** the Town of Christiansburg Town Council hereby grants authority for the Town Manager to execute project agreements for any approved revenue sharing projects for Fiscal Year 2017-18.

Upon a call for an aye and nay vote on the foregoing resolution on a motion by Councilman \_\_\_\_\_ seconded by Councilman \_\_\_\_\_ at a regular meeting of the Council of the Town of Christiansburg, Virginia held November 22, 2016, members of the Council stood as indicated opposite their names as follows:

AYE

NAY

ABSTAIN

ABSENT

Samuel M. Bishop

Harry Collins

R. Cord Hall

Steve Huppert

Henry D. Showalter

Bradford J. Stipes

D. Michael Barber, Mayor\*

\*Votes only in the event of a tie.

\_\_\_\_\_  
D. Michael Barber, Mayor

ATTEST:

\_\_\_\_\_  
Michele M. Stipes, Clerk of Council



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
OLD BUSINESS

**Meeting Date:**  
NOVEMBER 22, 2016

**ITEM TITLE:**  
Urban Development Areas

**DESCRIPTION:**  
Amendment to the 2013 Comprehensive Plan to designate four (4) Urban Development Areas within the Town of Christiansburg.

**POTENTIAL ACTION:**  
Consider action on item.

**DEPARTMENT:**  
Planning

**PRESENTER:**  
Andrew Warren, Planning Director

**ITEM HISTORY:**  
The Public Hearing was held November 8, 2016.

**Information Provided:**

- Memo with UDA report link on the Town's website
- Draft Town Council Resolution

**RESOLUTION TO AMEND THE 2013 CHRISTIANSBURG COMPREHENSIVE PLAN TO DESIGNATE FOUR URBAN DEVELOPMENT AREAS AS RECOMMENDED BY THE PLANNING COMMISSION.**

**WHEREAS**, Section 15.2-2233 of the Code of Virginia, (1950) as amended, states that the local planning commission shall prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction; and

**WHEREAS**, Section 15.2-2233 of the Code of Virginia, (1950) as amended, further states that every governing body shall adopt a comprehensive plan for the territory under its jurisdiction; and

**WHEREAS**, Section 15.2-2233.1 of the Code of Virginia, (1950) as amended, further states any locality may amend its comprehensive plan to incorporate one or more urban development areas; and

**WHEREAS**, the Planning Commission sought public input through a public hearing on October 17, 2016, and having received no comments; and,

**WHEREAS**, at its regular meeting on October 17, 2016, the Planning Commission voted unanimously to recommend approval of the amended comprehensive plan; and

**WHEREAS**, the Town Council endeavors to properly plan for the future physical development of the Town through careful planning, sound financial management and proper use of available growth management regulations; and

**WHEREAS**, the 2013 Christiansburg Comprehensive Plan is the means by which to guide the physical development of the Town; and

**WHEREAS**, the Town Council has sought public input through a public hearing on November 8 2016; and

**WHEREAS**, the Town Council finds that the proposed amendment is consistent with the goals and objectives of the Council, good planning practices and would generally promote the health safety and general welfare of the community; and

**WHEREAS**, Chapter 5 “Infrastructure Services,” Chapter 7 “Transportation,” Chapter 8 “Community and Economic Development,” and the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan in regards to Urban Development Areas.

**NOW THEREFORE, BE IT RESOLVED**, on this 22<sup>nd</sup> day of November, 2016, the Town Council of the Town of Christiansburg, Virginia does hereby amend the 2013 Christiansburg Comprehensive Plan as recommended by the Planning Commission.

Approved this day, the 22<sup>nd</sup> of November, 2016.

SEAL:

\_\_\_\_\_  
Michele M. Stipes, Town Clerk

\_\_\_\_\_  
D. Michael Barber, Mayor



# Town of Christiansburg, Virginia 24073

100 East Main Street ~ Telephone 540-382-6128 ~ Fax 540-382-7338

## *Memorandum*

### ESTABLISHED

NOVEMBER 10, 1792

INCORPORATED  
JANUARY 7, 1833

### MAYOR

D. MICHAEL BARBER

### COUNCIL MEMBERS

SAMUEL M. BISHOP  
HARRY COLLINS  
R. CORD HALL  
STEVE HUPPERT  
HENRY SHOWALTER  
BRADFORD J. "BRAD" STIPES

### TOWN MANAGER

STEVE BIGGS

**Date:** November 3, 2016  
**Re:** Urban Development Area Report link  
**From:** Andrew Warren, Planning Director

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Below is the link to the draft Urban Development Area Report.

<http://www.christiansburg.org/DocumentCenter/View/6144>

The document is a large file so it may take a little time to download.



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
OLD BUSINESS

**Meeting Date:**  
NOVEMBER 22, 2016

**ITEM TITLE:**  
Preliminary discussion regarding the operating agreement for Kiwanis Park.

**DESCRIPTION:**  
The Town and Kiwanis have a long history of cooperation in the provision of youth athletic programming. The Kiwanis own the property that is known as Kiwanis Park. The Town has offered programming activities at that facility for many years. In order to ensure continuing investment and maintenance as well as productive use of the facility the Town and the Kiwanis have agreed to formalize an operating agreement.

A pre-final draft of that agreement is enclosed with this packet. Remaining items for consideration include proper legal statements about insurance coverage (indemnification) and clarification of insurance requirements for third parties (users other than the Town and Kiwanis.)

**POTENTIAL ACTION:**  
**Preview and discussion. Authorization to distribute to Kiwanis.**

**DEPARTMENT:**  
Admin

**PRESENTER:**  
Steve Biggs

**ITEM HISTORY:**

**Date:**  
11-22-2016

**Action Taken:**

**Information Provided:**  
Draft Agreement

**Date:**  
August 15, 2016

**Action Taken:**  
Special Work Session

**Information Provided:**  
Narrative history of relationship

**KIWANIS CLUB OF CHRISTIANSBURG  
PARK OPERATING AGREEMENT**

THIS PARK OPERATING AGREEMENT (“Agreement”), is made this \_\_\_\_ day of October, 2016, by and between KIWANIS CLUB OF CHRISTIANSBURG, a non-stock corporation, herein referred to as "Owner," and TOWN OF CHRISTIANSBURG, VIRGINIA, a municipal corporation, Grantee, herein referred to as "Town."

WITNESSETH:

WHEREAS, Kiwanis Club of Christiansburg is the sole owner of the parcel known as Kiwanis Park which is further identified as tax parcels 528-((A))-88 and 528-((A))-80; and

WHEREAS, Town of Christiansburg desires to have use and programming access to Kiwanis Park for the purpose of providing public athletic, recreational, and social programming and conducting activities consistent with the purpose of the facility;

NOW, THEREFORE, in consideration of the mutual covenants contained herein the parties hereby agree as follows:

DESCRIPTION OF THE PREMISES

Owner agrees to allow the Town to use and access Kiwanis Park, containing a total of 5.77 acres, more or less, designated as tax map numbers 528-((A))-88 and 528-((A))-80, which parcels are hereinafter referred to as the "Park," pursuant to the terms and conditions set forth herein.

USE OF PREMISES AND TERM

Until terminated by one or both of the parties in writing, Town may access and use the Park for providing public athletic programs, recreational activities, social events, and other activities consistent with the purpose of the facility, including allowing other organizers, subject to the liability provisions below, to conduct such public activities at the Park. Town acknowledges that Owner has a communications facility at the Park with Verizon as a tenant. Town agrees it will not interfere with Verizon’s use and access to the communication facility and will cooperate with Verizon when Verizon requires access to maintain the communications facility.

MAINTENANCE

Town will maintain the grounds and facilities and have the right to make improvements to the Park but any new building project will require approval from Owner in writing in advance of commencing work at the Park.

INSURANCE

Owner carries a liability policy for the Park. As long as town has access and use of the Park,

Town agrees to reimburse Owner up to \$1,000 annually for the cost of this insurance policy. Town will carry Comprehensive General Liability insurance in the following amounts:

<u>\$1,000,000.00</u>	Each Occurrence
<u>\$1,000,000.00</u>	Personal & Adv Injury
<u>\$2,000,000.00</u>	General Aggregate

The Kiwanis Club shall be named as an additional insured.

Any event organizer working with the Town that will access and use the Park for an activity, recreational program, or other event, must agree to indemnify and hold harmless Owner and the Town and carry a \$1,000,000.00 General Liability Policy, which also covers contractual liability, naming the Town and Owner as additional insureds.

To the extent permitted by law, Town agrees to indemnify and hold harmless Owner, its officers, and members from third party claims for personal injury and property damage.

SIGN

Town will recognize the joint interests of the Owner and Town in serving the public by displaying a sign acknowledging cooperation and the benefit to the public. The sign will display the logos of the Town of Christiansburg, the Kiwanis Club, and the Christiansburg Parks and Recreation Department.

PARK USE POLICY

Town will develop a policy concerning the access and use of the Park by the Town and other organizers. Town will consult with the Owner’s liaison on the proposed rules to assure consistency with the Owner’s values and mission.

GIFT OF PARK BY OWNER TO TOWN UPON DISSOLUTION

In the event that Owner, Kiwanis Club of Christiansburg, dissolves or no longer desires to operate as a non-stock corporation in Virginia, Owner agrees to donate the Park and any improvements and appurtenances thereto, to the Town of Christiansburg.

ENTIRE AGREEMENT

This Agreement represents the entire understanding between the parties, and there are no collateral or other oral agreements or understandings.

APPLICABLE LAW/SEVERABILITY

This Agreement shall be governed by the laws of the Commonwealth of Virginia. Any provision of this Agreement which is prohibited by, or unlawful, or unenforceable under Virginia law shall be ineffective only to the extent of such prohibition, without invalidating the remaining provisions of this Agreement.

NOTICES

In addition to written notices delivered in person or by certified mail, return receipt requested, (postage prepaid) any written notices permitted by this Agreement may be sent by mail to the Owner and Town at the addresses set forth below. If e-mail delivery is used, the sender shall retain sufficient proof of the electronic delivery, which may be an electronic receipt of delivery, a confirmation that the notice was sent by facsimile, or a certificate of service prepared by the sender confirming electronic delivery.

Owner's address: P.O. Box 313, Christiansburg, VA 24068-0313

Town's Address: Town Manager, 100 E. Main Street, Christiansburg, VA 24073

GENERAL PROVISIONS

The parties, having read and understood the provisions of this Agreement, agree for themselves, their successors, and assigns to be bound thereby.

IN WITNESS WHEREOF, the parties have executed this lease on the \_\_\_\_ day of October, 2016.

KIWANIS CLUB OF CHRISTIANSBURG

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA )

CITY/COUNTY OF \_\_\_\_\_ ) to-wit:

The foregoing instrument was acknowledged before me, a Notary Public in and for the Commonwealth of Virginia at-large, this \_\_\_\_ day of \_\_\_\_\_, 2016, by \_\_\_\_\_, its \_\_\_\_\_ (title), on behalf of Kiwanis Club of Christiansburg.

\_\_\_\_\_  
Notary Public

Registration No.:

My Commission Expires:

TOWN OF CHRISTIANBURG

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

COMMONWEALTH OF VIRGINIA )

CITY/COUNTY OF \_\_\_\_\_ ) to-wit:

The foregoing instrument was acknowledged before me, a Notary Public in and for the Commonwealth of Virginia at-large, this \_\_\_\_ day of \_\_\_\_\_, 2016, by \_\_\_\_\_

\_\_\_\_\_  
, its \_\_\_\_\_

(title), on behalf of the Town of Christiansburg.

\_\_\_\_\_  
Notary Public

Registration No.:

My Commission Expires:

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## **Starlite Drive-In Noise Issue Timeline**

March 24, 2016 – Planner Sarah Morgan and Ordinance Officer Dale Marshall went to the Starlite Drive-In at the request of Police Chief Mark Sisson in response a noise complaint that former Town Manager Barry Helms received from a neighboring resident. Ms. Morgan and Officer Morgan found that there was a new outdoor speaker system. It was relayed that the system would be exempt from the Noise Ordinance under Sec. 24-34 (1), which exempts “Sounds generated in business, industrial and mixed-use zoning districts that are necessary and incidental to the uses permitted therein.”

April 30, 2016 – Ted Aaron leaves a message with Assistant Town Manager Randy Wingfield in regards to noise issue and Mr. Wingfield returns his call and explains the wording of the Noise Ordinance and tells him the Town will look into the issue.

May 2, 2016 – Police Chief Mark Sisson met with the owners of the Starlite Drive-In and asked that they be considerate of the neighbors with the volumes and they agreed that they would work with the Town. Chief Sisson was operating under the assumption that they were exempt under Sec. 24-34 (1).

June 2, 2016 – Assistant Town Manager Randy Wingfield receives a letter via e-mail from Ted Aaron regarding the noise issue. Assistant Town Manager Wingfield first discusses the issue with Town Attorney Theresa Fontana and she provided the opinion that it would be exempt under the Noise Ordinance, but this was just a cursory review.

June 3, 2016 – Town Manager Barry Helms and Assistant Town Manager Randy Wingfield met with Town Attorney Theresa Fontana and she determine that the broadcast speaker system is not necessary and therefore not exempt. This determination was made based on the Drive-In having operated for decades without it and the ability to listen to the movie with 90.3 FM frequency on the radio. Mr. Wingfield relays this interpretation to the Police Department and Planning Department via e-mail. Mr. Wingfield calls Mr. Aaron to tell him of the interpretation and that he may file noise complaints with the Police Department if they occur.

June 10, 2016 – Chief Sisson and Planning Director Andrew Warren met with the Starlite operators and explained the Town Attorney’s interpretation that the Starlite speak system would not be exempt. Chief Sisson and Planning Director Warren observed the speaker system and various volumes and expressed a desire to particularly keep the second movie show volumes at a lower level.

June 15, 2016 - Assistant Town Manager Randy Wingfield receives another letter via e-mail from Ted Aaron.

June 16, 2016 - Mr. Wingfield relays to Mr. Aaron that he has forwarded the complaint to the Police and Planning Departments and that Mr. Aaron can contact the Police Department with any violation that may occur.

June 17, 2016 - Assistant Town Manager Randy Wingfield receives e-mail letter from Ted Aaron requesting the Town Attorney's written opinion and Mr. Wingfield responds that it was a verbal opinion.

August 8, 2016 – Assistant Town Manager relays to Chief Sisson that he had a message over the weekend from Dennis Kiernan regard the noise from Star Trek Beyond movie with volumes up until 12:30. Mr. Wingfield relayed to Mr. Kiernan that he should contact the Police Department when the actual violation is occurring so that they can observe themselves.

August 8, 2016 – Planning Director Andrew Warren received a complaint from Ted Aaron regarding the noise from the previous weekend and that it was loud past midnight.

August 15, 2016 – Town Manager Biggs surveys staff to determine their involvement.

August 16, 2016 – Ted Aaron e-mails Town Manager Biggs expressing desire for a solution, with a request that at least the 10:00 p.m. to 7:00 a.m. hours mentioned in the Noise Ordinance be enforced.

August 16, 2016 – Town Manager Biggs asked that Chief Sisson attempt to utilize Montgomery County Sheriff's Office noise meter to determine levels as they had been reference in e-mails and ask for confirmation from Town Attorney Theresa Fontana that the Starlite is not exempt.

August 17, 2016 – Attorney Fontana e-mails Town Manager Biggs, Assistant Town Manager Wingfield, Police Chief Sisson, and Planning Director Warren confirming the position that the outdoor speaker system is not exempt from the Noise Ordinance on the basis of necessity.

August 18, 2016 – Town Attorney Fontana reviews correspondence from Town Manager Biggs, Assistant Town Manager Wingfield, Police Chief Sisson, and Planning Director Warren. Chief Mark Sisson relays that Montgomery County Sheriff's Office noise meter is not working properly.

August 19, 2016 – Chief Sisson met with Town Attorney Fontana to discuss the issue. Chief Sisson spoke with Mr. Aaron and Mr. Kiernan and then met with the owners of the Starlite.

August 20, 2016 – Chief Sisson went to the Starlite and personally observed noise levels from 11:00 p.m. to 1:00 a.m. to observe effects in the surrounding neighborhoods. The Starlite owners agreed to show the first movie at a 5.0 volume (down from a 5.5) and to show the second movie at 4.0, which Chief Sisson felt was within the ordinance.

August 23, 2016 – Chief Sisson relays that he met with the Starlite again and agreed to a volume of 5 for the first showing and 4 for the second showing and that he relayed this to Mr. Aaron and Mr. Kiernan.

October 1, 2016 – Ted Aaron e-mails Town Manager Biggs, Assistant Town Wingfield, Police Chief Sisson, and Planning Director Warren to alert them to the petition posted on-line and expressing his concerns that the noise issue could continue.

October 4, 2016 – Councilman Showalter asks Town Manager Biggs for a recap of the noise issue via e-mail and Mr. Biggs does so.

October 25, 2016 – Representatives from the Starlite and several citizens attend the Christiansburg Town meeting and speak at the meeting.

November 9, 2016 – Mr. Aaron e-mails Town Manager Biggs summarizing concerns and Mr. Biggs responds thanking him for his input.



**TOWN OF CHRISTIANSBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
November 22, 2016

**ITEM TITLE:**  
Resolution in Support of Town of Blacksburg Smart Scale Application for Bus Stop Shelters and Improvements.

**DESCRIPTION:**

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Administration

**PRESENTER:**  
Randy Wingfield, Asst Town Manager

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

# TOWN OF CHRISTIANSBURG

*Established November 10, 1792*

*Incorporated January 7, 1833*



## **RESOLUTION IN SUPPORT OF TOWN OF BLACKSBURG SMART SCALE APPLICATION FOR BUS STOP SHELTERS AND IMPROVEMENTS**

WHEREAS, the State of Virginia Smart Scale program, formerly known as HB2, provides funding for transportation capital projects based on a competitive process that considers safety, congestion mitigation, accessibility, environmental quality, economic development and land use; and,

WHEREAS, public transportation projects are eligible; and,

WHEREAS, the Town of Christiansburg contracts with the Town of Blacksburg for public transportation services including capital projects; and,

WHEREAS, the Town of Christiansburg provides the local match for operating and capital grants obtained by the Town of Blacksburg; and,

WHEREAS, on behalf of the Town, the Town of Blacksburg has submitted an application for Smart Scale funding for four new bus shelters in Christiansburg at a total cost of \$89,784;

WHEREAS, the Town of Christiansburg has previously identified these four shelter locations as priorities for implementation; and,

WHEREAS, these shelters and improvements will enhance safety and comfort of passengers and encourage use of public transportation.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Christiansburg, Virginia hereby supports the request for funding four bus shelters in Christiansburg through the Smart Scale program.

Upon a call for an aye and nay vote on the foregoing resolution on a motion by \_\_\_\_\_ seconded by \_\_\_\_\_ at a regular meeting of the Council of the Town of Christiansburg, Virginia held November 22, 2016, members of the Council stood as indicated opposite their names as follows:

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Samuel M. Bishop				
Harry Collins				
R. Cord Hall				
Steve Huppert				
Henry D. Showalter				
Bradford J. Stipes				
D. Michael Barber, Mayor*				

\*Votes only in the event of a tie.

\_\_\_\_\_  
D. Michael Barber, Mayor

ATTEST:

\_\_\_\_\_  
Michele M. Stipes, Clerk of Council



**TOWN OF CHRISTIANBURG  
TOWN COUNCIL  
AGENDA COVER SHEET**

**AGENDA LOCATION:**  
NEW BUSINESS

**Meeting Date:**  
November 22, 2016

**ITEM TITLE:**  
Christiansburg Aquatic Center Renewal of Lease

**DESCRIPTION:**  
Christiansburg Aquatic Center Six-Month Lease Renewal with Radford City for use of the facility.

**POTENTIAL ACTION:**

**DEPARTMENT:**  
Aquatics

**PRESENTER:**  
Terry Caldwell, Director of Aquatics

**ITEM HISTORY:**

**Date:**

**Action Taken:**

**Information Provided:**

**Date:**

**Action Taken:**

**Information Provided:**

# Town Council Presentation

## VDOT Revenue Sharing Funding Application Projects

November 22, 2016





# Depot Street Trail Improvement Project Cost & Funding Split



Funding Source		%	\$
VDOT	Revenue Sharing	50%	\$134,342
Town		50%	\$134,342
<b>TOTAL</b>		<b>100%</b>	<b>\$268,684</b>



# View from West Main Street



# View at rear of building



# Drainage passes under this building



# View where drainage exits building



# Drainage passes back under this building



# Drainage exits building via CMP culverts



# Drainage flows in open ditch to culverts under Commerce Street



# West Main Street Storm Drain Extension Project Cost & Funding Split



Funding Source		%	\$
VDOT	Revenue Sharing	50%	\$408,500
Town		50%	\$408,500
<b>TOTAL</b>		<b>100%</b>	<b>\$817,000</b>

# Additional Funding Request Summary



Project	Funding Purpose	Additional Funding	Town Match	Total Project Cost
North Franklin Street Storm Drain Extension	FY17 Funding Shortfall	\$49,594	\$24,797	\$621,000
Arbor Drive Sidewalk	FY17 Funding Shortfall	\$98,238	\$49,119	\$255,300
Roanoke Street Sidewalk	FY17 Funding Shortfall	\$144,140	\$72,070	\$374,590
Falling Branch Road Intersection Improvements	Anticipated Funds Needed	\$500,700	\$250,350	\$1,356,700
Pavement Overlay	Maintenance		\$500,000	\$1,000,000
Sidewalk Maintenance	Maintenance		\$52,500	\$105,000
Guardrail Replacement	Maintenance		\$12,000	\$24,000
Drainage Improvements	Maintenance		\$88,000	\$176,000



Questions?