

Audit, Budget, Finances (2001-2004)

In progress:)

From 2001 Town Council Minutes:

1. November 20, 2001: Town Council: "DOWNTOWN PARKING METERS. Manager Terpenney explained that the Town had budgeted to replace the parking meters, which were specialty ordered to accept nickels. Some downtown merchants and customers do not want the meters replaced. However, Town Council believes that the parking meters are needed for parking control. Currently the fine is .50 cents, which is expected to be increased. Councilman Ballengee suggested possibly waiting to increase the fine until after the Downtown Revitalization project begins. Manager Terpenney said that a public hearing will have to be held in order to increase the fines, and at this time Council is only voting on installing the new meters. On motion by Councilman Ashworth, seconded by Councilman Barber, Council voted to replace the parking meters as follows: AYES: Ashworth, Ballengee, Barber, and Weaver. NAYS: None.

From 2002 Planning Commission Minutes:

1. March 18, 2002: Planning Commission: "Chairperson Canada introduced the rezoning request by Richard Akers for property at 430 Underwood Street. Mr. Terpenney explained the proffers included with the request qualify this as a different request. Commissioner Carter asked if Underwood Street would be improved. Mr. Terpenney stated the street committee had recommended Underwood Street be improved. The finance committee recommended the street be improved, but at the expense of the developer and not the Town. Commissioner Carter stated she had heard the street improvement was a proffer. Mr. Terpenney stated the improvement does not have to be a proffer. The Town can require improvement for the development and has done so with past developments."
2. March 19, 2002: Planning Commission: "Mr. Terpenney stated Gay and Keese looked at street improvement in order to widen the street without moving ditch lines and pipes to 17' and by moving the ditch lines and pipes to widen the street to 22'. Today's standard is 30' of pavement. Underwood Street currently has 14' to 17' of pavement, 17' at the bottom of Underwood Street and 14' at the top. Street Committee and Finance Committee recommended any costs for improvements to be borne by developer. Mr. Terpenney stated Mr. Wingfield would call the Planning Commission to set a site visit time."
3. June 4, 2002: Planning Commission: "Mr. Terpenney presented Chairperson Canada and Commissioner Stipes copies of the 2002-2003 Fiscal Year Budget."

From 2002 Town Council Minutes:

1. January 15, 2002: Town Council Meeting: MR. WEAVER AND MR. LESTER - Finance Committee Recommendation. 1. Unreduced Retirement at 50/30 - Councilman Weaver reported that the Finance Committee met last week to discuss this new plan offered by the Virginia Retirement System for retirement at age 50 with 30 years of service. This plan could cause problems for retiring employees if they do not fully understand the consequences of retiring at a younger age, and Councilman Weaver stressed the importance of employee education in this matter. He also stated that the Finance

Committee recommends approving this benefit and made the motion to approve. The motion was seconded by Councilman Ashworth and voted upon as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None.

2. February 19, 2002: Town Council: Citizen Hearing: "Manager Terpenney said that four years ago he was directed to work with the developer concerning his site plan; however, no site plan was submitted until recently. The site plan could take up to a month or more of review and revisions before it is acceptable. The developer will be expected to build a holding pond on his construction site capable of holding the ten year post development runoff to the one year predevelopment rate, which is far above State Code requirements. He commented that the Town will use taxpayers money to build an additional pond to intercept runoff from previously developed upstream properties, as well as improve channels within Hans Meadow. Money to purchase land for this holding pond has been budgeted each year, however the Town has had problems purchasing the land needed and does not want to condemn the property in order to obtain it. Manager Terpenney pointed out that Hans Meadow was built before stringent regulations were established, and that the current retention pond and other channels used as stormwater management were added to the subdivision as an afterthought. According to Manager Terpenney, no construction will begin until the surrounding area is stabilized and a site plan approved, but cautioned that the stormwater is not only runoff from the development site, but also from properties east of the 460 Bypass all the way to Hubbell Lighting." ... (Finance Committee Report) "BOYS AND GIRLS CLUB REQUEST FOR FUNDS - Councilman Weaver said that since this contribution is not budgeted for this fiscal year, he believes that it should not be appropriated at this time. He suggested considering this funding in the 2002 - 2003 budget. Councilman Ballengee said that while education is not the Town's responsibility, he believes that the Town has a moral obligation to support wholesome, educational activities. He explained that this program is designed to provide a variety of organized activities for children and teens who have no place to go after school, and asked that this request be given high priority in next year's budget. Councilman Barber said that he spoke with the guidance counselors at Blacksburg Middle School who explained to him that the program gives kids self respect through organized activities. The program receives many volunteers from Virginia Tech who are role models for the kids. Councilman Weaver made the motion to consider the Boys and Girls Club funding request for the 2002-2003 budget, although not necessarily \$5,000.00. The motion was seconded by Councilman Ashworth. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
3. March 5, 2002: Town Council: "RECREATION COMMISSION REPORT. Councilman Barber reported that the Recreation Commission met last night for their monthly meeting and discussed several items, two of which he wants to bring before Council. The first is a request from Christiansburg Primary School for assistance in constructing the school's new playground. The school has raised \$6,987.00 for the equipment through fundraisers, and is asking the Town for assistance in the amount of \$2,000.00 to install the equipment. The playground will become a part of the Christiansburg park system, and will benefit all Town of Christiansburg families. This is an opportunity for another joint venture with the County. The Parks and Recreation Department has funds set aside for playgrounds and playground maintenance. Councilman Barber said that the Kiwanis Club and Parks and Recreation Department are both willing to contribute \$1,000.00. According to Councilman Barber, Art Price, Director of the Parks and Recreation department, said that the money is in the budget and the department would like Council's approval to contribute the funds.

Councilman Barber provided Council with signatures of the Recreation Commission members supporting the request. The Kiwanis Club has given assurance that the funds are available to contribute and suggested Parks and Recreation contribute the entire \$2,000.00, and Kiwanis will reimburse the department \$1,000.00. Councilman Weaver commented that if the Parks and Recreation Department have this amount budgeted, then it doesn't require action by Council. Councilman Lester agreed. Town Attorney McGhee recommended Council endorse the recommendation to assist in the request. Councilman Ballengee asked the present PTA representative about the equipment. She explained that the equipment is more suitable to primary school aged children (kindergarteners), who are not big enough to fully enjoy the equipment designed for older children. Councilman Ballengee believes that since this is an improvement to County property the County should accept responsibility and liability for the playground. The PTA representative said that Dan Barrenato, Facility Director for Montgomery County School Board, was approached by the school's principal and has agreed that the County will accept liability for the playground. Town Attorney McGhee said that the Town may be able to get endorsement from its insurance company, and he explained the laws governing "movable equipment". Councilman Ballengee agreed that the insurance aspect needs to be researched since the equipment will be used by both the school system and the community. Since the funds for this project are budgeted through the Parks and Recreation Department, no action is required by Town Council. However, as a show of support, Councilman Barber made a motion to endorse the recommendation by Christiansburg Primary School for assistance through the Parks and Recreation Department. The motion was seconded by Councilman Ashworth, and voted upon as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."

4. March 5, 2002: Town Council: Recreation Commission Report: "The second request discussed by the Recreation Commission is from the After Prom Committee. Councilman Barber explained that the committee has requested assistance from the Parks and Recreation Department in the amount of \$750.00 to benefit the after prom party. The Town has supported this program in the past through the Parks and Recreation Department by way of donations. The Parks and Recreation Department is asking Council's approval to offset the costs of the after prom party in an amount up to \$1,000.00. The nationally known party keeps teens "locked" in a supervised environment the entire night of the prom and is considered a recreational type function. The program is sponsored solely by the parents of the teens. Councilman Barber submitted to Council a memo signed by each Recreation Commission member supporting this request, and asked if the Finance Committee would consider including this program in the budget in future years. Councilman Ballengee stated that, like the above request, if the money is already budgeted through the Parks and Recreation Department, then it has nothing to do with Town Council and no action is required. Councilwoman Carter commended the program and would like to support it if possible. Councilman Weaver, while supportive of the program, believes that since it is part of the school system, it should be funded through the County, not the Town. Town Attorney McGhee reminded Council that the Constitution prohibits expenses over \$500.00, which have not been budgeted for the year. Councilman Barber made the motion that Council endorses a memorandum signed by the Recreation Commission recommending Parks and Recreation Department's support up to \$1,000.00. The motion was seconded by Councilman Ashworth, and voted upon as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver."
5. March 5, 2002: Town Council Meeting: "RESOLUTION FOR IMPLEMENTATION OF 457

DEFERRED COMPENSATION PLAN. Assistant Town Manager Helms reported that the Finance Committee has met concerning this matter and explained the plan to Council. The 457 Deferred Compensation plan is strictly voluntary and is similar to the well-known 4010 plan. There would be no cost to the Town, except for the cost of Town personnel implementing and maintaining the plan. Councilman Ballengee questioned if this is a tax shelter annuity and if so, through what company; and how many employees are interested in participating. Assistant Town Manager Helms said that it is a tax shelter annuity held through ICMA (International City Manager's Association), and at this time, it is unknown how many employees will be interested in participating. Councilman Barber asked about the contributable percentage. Assistant Manager Helms reported that currently the maximum allowed is \$8,000.00, but the amount may change over the years. On motion by Councilman Barber, seconded by Councilwoman Carter, Council voted to approve the Resolution as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None.

6. March 19, 2002: Town Council Meeting: Town Manager Reports: "TOWN MANAGER TERPENNY reported that the Montgomery Museum and Lewis Miller Regional Art Center, Inc. is seeking support for their annual \$5,000.00 Local Government Challenge Grant request. The grant application deadline is before budget approval, and the Museum needs to know if the Town intends to support them as it has done in the past. This is a matching grant with a cost to the Town of 5,000.00. Councilman Weaver, as Finance Committee chair, said the Town intends to support this project as in past years. No vote is needed by Council at this time."
7. March 19, 2002: Town Council Meeting: Rezoning request: "Town Manager Terpey reported that the Akers were present at the Street Committee meeting and expressed their willingness to pay the full cost of the street repairs. The Finance Committee met to discuss engineering estimates received for two widening options. The first would be to pave from ditch to ditch, approximately seventeen to twenty feet. The second option would be to use the full right-of-way width to widen the pavement to twenty to twenty-two feet. Both Committees agree that the road should be widened to the fullest extent and that the development costs should be borne by the land developer. Council also discussed Christiansburg's comprehensive plan and future land use. Agricultural zoning is not suitable for the property and multi-family zoning has already been denied, so now, Council must decide what is the best use for the land. No further public hearings are required, but there are still several issues of concern. The Planning Commission welcomed citizens during the requested walk-through."
8. April 16, 2002: Town Council Meeting: Town Manager Report: Public Hearing Request: "June 4, 2002 1. Fiscal Year 2002-2003 annual budget. On motion by Councilman Barber, seconded by Councilman Ashworth, Council voted to set the Public Hearing for June 4, 2002. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
9. May 21, 2002: Town Council Meeting: Citizen Hearing: "CONNIE REED OF THE BOYS AND GIRLS CLUB updated Council on the progress of the Boys and Girls Club, which opened at the Christiansburg Middle School on April 22, 2002. Ms. Reed said they currently have forty registered members, and anywhere from twenty-five to thirty on a daily basis. The club offers tutoring to the students, as well as, snacks, homework time, and games. The Montgomery Regional Library is interested in offering a summer reading program during the club's summer program. The summer program is 1 :00pm to 6:00pm Monday through Friday, at a cost of \$5.00 per year. She requested the Town's continued

support. Mayor Linkous asked about the expenses anticipated for the summer program. Ms. Reed explained that they did not have numbers with them, but that staffing would be the major expense costing approximately \$4,000.00. It is expected that 60-70 children will participate this summer. Manager Terpenney reported that \$5,000.00 is in the proposed budget. Mayor Linkous turned this matter over to the Finance Committee for their review and recommendation."

10. June 4, 2002: Town Council Meeting: Joint Public Hearing: "1. Proposed Budget for the Fiscal Year 2002-2003. Councilman Lester reported that for fiscal year 2002-2003, projected General Fund revenue is '\$16,645,255 and projected Enterprise Fund revenue is \$4,320,000, for a total budget of \$20,965,255. He explained that due to the condition of the economy, revenues were down approximately 1.4 million dollars; not only from state allocations, but also the Town's local revenue including property taxes, permits and licenses, water and sewer connections, just to name a few. As a result, the Town has had to scale back spending and capital projects and equipment purchases, as well as increase some of the fees for the upcoming year. Proposed fees to be increased are: - water and sewer connection fees - from \$500.00 to \$1,000.00 each. - vehicle decals - up 20% - building permit fees - increase .03/sq. ft. for residential and .50/\$1,000 value for commercial/industrial - garbage service fees - up 25% Allocations were cut back in almost every department. Additional landscaping and maintenance funds have been allocated in the Street Department, but the Committee funding for the VEC has been cut. Real Estate tax rate will remain \$0.144, and the Personal Property tax rate will remain \$0.45. Major capital improvements to remain in the budget are: - continued work at the Harkrader Sports Complex. - continued water and sewer improvements to the east end of Town - downtown redevelopment - stormwater management - municipal building renovation Reserve funds continue to grow for emergency services, and the Recreation Reserve is increased by \$500,000. A 4% cost of living increase is proposed for all eligible employees. Councilman Ballengee asked about the computer funds for the Rescue Squad. Manager Terpenney said that some of those funds were carried over from last year. He further explained that the Rescue Squad is required by the State to meet certain reporting standards and the Rescue Squad will use these funds to meet those strict standards."
11. June 4, 2002: Town Council Meeting: "PLANNING COMMISSION'S RECOMMENDATION'S ON THE REQUESTS: 1. Proposed Budget for the Fiscal Year 2002-2003. Chairperson Canada asked Secretary Terpenney to read the Planning Commission's recommendations. Secretary Terpenney read a statement from the Planning Commission endorsing the Capital Improvements Budget for the Fiscal Year 2002-2003 in accordance with the Christiansburg Comprehensive Plan and the Town's long range goals. A copy of the endorsement is attached and made a part of these Minutes." (Council Action) "1. Proposed Budget for the Fiscal Year 2002-2003. This is the first reading of the Budget, therefore, no vote is required by Council." ... "PUBLIC HEARING REQUEST - Town Manager Terpenney presented the following requests and recommended setting the Public Hearings for July 2, 2002. 1. Water and sewer connection fee increase proposed in the 2002-2003 budget. 2. Vehicle decal fee increase proposed in the 2002-2003 budget. 3. Building permit fees increase proposed in the 2002-2003 budget. 4. Garbage service fees increase proposed in the 2002-2003 budget. On motion by Councilman Lester, seconded by Councilman Ashworth, Council voted to set the Public Hearings for July 2, 2002. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Lester and Weaver. NAYS: None."
12. June 18, 2002: Town Council Meeting: "SECOND READING FISCAL YEAR 2002-2003

- BUDGET. Councilman Weaver offered to review the budget again, and answer any questions. Council was satisfied with the Budget as presented and on motion by Councilman Weaver, seconded by Councilman Ashworth, Council voted to approve the Budget as follows: AYES: Ashworth, Ballengee, Barber, Lester, and Weaver. NAYS: None."
13. July 2, 2002: Town Council Meeting: Public Hearing: "1. Increase in water and sewer connection fees, building permit fees, Town decal fees, and garbage collection fees as proposed in the 2002-2003 Budget. The fee increases are as follows: - water and sewer connection fees - from \$500.00 to \$1,000.00 each. - vehicle decals - up 20% - building permit fees - increase .03/sq. ft. for residential and .50/\$1,000 value for commercial/industrial - garbage service fees - up 25% Manager Terpenney reported that each department has cut expenditures substantially in order to meet revenues and avoid a tax increase. The above fees were compared with other localities and, after the increases, are still in keeping with the average fees for the surrounding areas."
 14. September 3, 2002: Town Council Meeting: "Town Manager Terpenney reported that the Akers were present at the Street Committee meeting and expressed their willingness to pay the full cost of the street repairs. The Finance Committee met to discuss engineering estimates received for two widening options. The first would be to pave from ditch to ditch, approximately seventeen to twenty feet. The second option would be to use the full right-of-way width to widen the pavement to twenty to twenty-two feet. Both Committees agree that the road should be widened to the fullest extent and that the development costs should be borne by the land developer. Council also discussed Christiansburg's comprehensive plan and future land use. Agricultural zoning is not suitable for the property and multi-family zoning has already been denied, so now, Council must decide what is the best use for the land. No further public hearings are required, but there are still several issues of concern. The Planning Commission welcomed citizens during the requested walk-through.
 15. November 19, 2002: Town Council Meeting: "POLICE DEPARTMENT PROPOSAL FOR A K-9 UNIT - Manager Terpenney stated that he has read over the proposal, but is not giving a recommendation. Members of Council were displeased by the fact that funding was solicited from local businesses before the proposal was brought before Council. Council believes this request should be a budget item since it could become costly for the Town. Several Councilmembers stated that the Police Chief should have brought the matter before Council in order to address questions and concerns, instead of sending it in written form from a patrol officer. Councilman Weaver is generally not supportive of things obtained through grants. simply because they can become financial burdens to the Town once the grant funds are depleted. Mayor Linkous commented that Christiansburg's Mutual Aid Agreement with Montgomery County allows the Town's use of the County's K-9 unit. Council recognizes that a K-9 unit would be a valuable law enforcement tool. but agrees that the issue needs to be handled through the proper channels and should be included as a budget request."

From 2003 Planning Commission Minutes:

1. April 21, 2003: Planning Commission Meeting: Comprehensive Plan Review: "Chairperson Canada suggested placing the questionnaire at the welcome table and Commissioner Stipes presented the Planning Commission with the questionnaire with five questions and after discussion a sixth question was added to the questionnaire regarding a tax rate to finance expanded services. Vice-Chairperson Wade inquired how priorities would be

ranked. Chairperson Canada explained all ideas would be posted on the board and each person would have one special label for a top priority idea."

From 2003 Town Council Minutes:

1. January 7, 2003: Town Council Meeting: "MR. WEAVER AND MR. LESTER - Finance Committee Recommendation on: 1. Report on the request from the Board of Directors of the Rosa L. Peters Playground. Councilman Weaver reported that the Finance Committee met several times to discuss this request and has decided, since this is a tight budget year, to recommend deferring any consideration until the next budget year, with the Town possibly contributing labor and maintenance in the meantime. Councilman Weaver stressed that any contribution should be budgeted. On motion by Councilman Weaver, seconded by Councilman Barber, Council voted to defer consideration of a contribution until the next budget year, and to provide the playground with labor and maintenance until such time. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
2. January 21, 2003: Town Council Meeting: Citizen Hearing: "MR. BILL ALDRIDGE THANKED COUNCIL FOR THE OPPORTUNITY TO speak regarding possible special recognition for the Christiansburg Fire Department and Rescue Squad volunteers. Mr. Aldridge, a forty-year resident of Christiansburg, said he has seen much growth within the Fire Department and Rescue Squad and believes the founders would be proud of the growth within the departments today. He stated that Christiansburg has the best volunteer fire and rescue departments in Virginia. He thanked Council for its support of the departments with vehicles, supplies, and up-to-date facilities. Mr. Aldridge explained that the volunteers spend their free time for continuing education, fundraisers, and drills. He believes that the volunteers do put their lives on the line each time a call is answered. He gave Council 2002 call and manhour statistics and thanked Councilman Weaver for his many years of service on the Rescue Squad. Mr. Aldridge has spoken with many Town residents and business owners who would like a special way to thank the volunteers for their dedicated service to the Town. He believes that rings would be a nice way to honor those members with ten years or more of service. He presented Council with several sample rings. The rings cost \$159.00 each, and currently there are 92 eligible life members. Mr. Aldridge asked Council to consider initially contributing \$14,628. then budgeting \$1,000 each year thereafter to be used for this purpose. Mr. Aldridge suggested having a recognition dinner at which the rings would be presented. He believes this is a very worthwhile cause. Councilman Ballengee asked if the auxiliary members were included in the 92 eligible life members. He also questioned including the Police Department and other departments that have employees on call during the night, and pointed out that aside from funds budgeted each year for the departments, the Town also supports the departments with license plates and Town decals. Mr. Aldridge explained that the reason the Police Department and others were not included is because they consist of paid personnel. Only unpaid volunteers would be eligible to receive a ring. Mayor Linkous thanked Mr. Aldridge for his concern and support of the Town's volunteer Fire and Rescue personnel and turned the request over to the Fire and Rescue Committee and the Finance Committee for review and a recommendation."
3. February 4, 2003: Town Council Meeting: "GEORGE SCHAEFFER'S REQUEST REGARDING FUNDRAISING FOR A SKATEBOARD PARK. Councilman Weaver believes the Finance Committee should study this request for any possible problems that may arise from the

Town handling solicited funds. Manager Terpemy said that an escrow account would be set up specifically for these funds. Councilman Lester asked if the Town would be responsible for constructing the park once the funds are raised. While this has not been clearly decided, Mr. Schaeffer stated that the group raising the funds intend to work with the Town and will abide by the current Recreation Master Plan. Councilman Lester believes the Town should be responsible for constructing the park. Mayor Linkous is concerned that it may appear that the Town is soliciting funds for other recreational purposes over and above what it is currently committed to, such as the aquatic center. Councilman Barber commented that the group's sole intent is to speed up the process of constructing a skateboard park. Manager Terpemy asked Mr. Schaeffer what the group intends to do if fundraising goals are not met. Mr. Schaeffer stated that, while he is confident the needed funds will be raised, if by chance they are not, the funds collected could be returned to the contributors. On motion by Councilman Barber, seconded by Councilman Ashworth, Council voted to approve Mr. Schaeffer's request to solicit funds for construction of a skateboard park. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Lester, and Weaver. NAYS: None."

4. February 18, 2003: Town Council Meeting: "MR. WEAVER AND MR. LESTER - Finance Committee Recommendation on: 1. Purchase of Honorary Rings for Fire and Rescue Volunteers with Ten Years of Service. Councilman Ashworth reported that after careful consideration and discussion, the Fire and Rescue Committee and the Finance Committee recommends Town Council approve the purchase of honorary rings for fire and rescue volunteers with ten years of service. Council agreed that this is a good way to show appreciation to the Town's volunteers. Councilman Ashworth made a motion to approve the purchase of the honorary rings for fire and rescue volunteers with ten years of service, seconded by Councilman Barber. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Lester, and Weaver. NAYS: None.
5. March 4, 2003: Town Council Meeting: "MANAGER TERPENNY reported that the last parcel of land to be purchased by the Town for a holding pond for Hans Meadow is now ready for purchase at a cost of thirty-one thousand dollars, which is within budget. Manager Terpenney asked Council's permission to proceed with the purchase and construction of the holding pond. On motion by Councilman Lester, seconded by Councilwoman Carter, Council voted to allow Manager Terpenney to proceed with the purchase of the property and construction of the holding pond for Hans Meadow. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
6. March 18, 2003: Town Council Meeting: "MR. BOB POFF OF THE Montgomery Museum and Lewis Miller Regional Art Center, Inc. is seeking support for their annual \$5,000.00 Local Government Challenge Grant request. The grant application deadline is before budget approval, and the Museum needs to know if the Town intends to support them as it has done in the past. This is a matching grant with a cost to the Town of 5,000.00. Councilman Weaver, as Finance Committee chair, said the Town intends to support this project as in past years and will include the Town funding in the proposed budget when completed."
7. May 6, 2003: Town Council Meeting: Public Hearing Request: "June 3, 2003 1. FY 03-04 Budget."
8. May 20, 2003: Town Council Meeting: "COUNCIL ACTION ON THE PROPOSED EFFECTIVE TAX RATE INCREASE. Manager Terpenney agreed that there have been rates, fees, and fine increases in the past. He explained that the sewer rate was increased approximately six

years ago, and the water rate increase last year was imposed in order to help the water service become self-sufficient. The water rate increase is only half of what is needed to obtain that goal. The Water Authority continues to increase its rates to the Town. Very little additional revenue has been generated from these increases. The Town has seen a decrease in revenue from the State, as well as local building construction permits, and water and sewer connections in the past year. The increase is needed to continue providing services to the Town that residents have become accustomed to. Councilman Ballengee pointed out that several members of Council are also on fixed income and do not want to see an increase in taxes; however, they do not want to see Town services cut either. Maintenance to Town facilities must be provided; rescue and lifesaving, and fire department services must be provided, which is paid for by the Town. Mayor Linkous pointed out that the Water Authority continues to increase its rates for the Town, however, during times of drought and water restriction Christiansburg is not affected as severely as the surrounding localities. Councilman Barber reiterated that millions of dollars in funding is provided for rescue, fire, and police protection for the Town. Taxes are what fund these services. Taxes paid to the County are of little benefit to Town residents unless they have children in the school system. The increase is small considering the benefits received by Town residents from taxes paid. Councilman Weaver stated that the Finance Committee reviewed the budget, and even with many budget cuts, the increase is necessary to continue providing Town services. Councilman Barber made a motion to approve the proposed effective tax rate, seconded by Councilman Ashworth. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."

9. May 20, 2003: Town Council Meeting: "MANAGER TERPENNY reported that the Town has placed a bid offering for employee health insurance coverage due to a 17% increase by our current provider. Through the bids, the Town realized that the only program offered at a lower cost is by the same company. The coverage is good, only not as elaborate as what the Town offers now. Manager Terpenney has discussed this with the Finance Committee and the insurance company, and the Finance Committee recommends making both programs available to employees and offering to pay for the lesser costing coverage, and if employees choose the higher costing program, they pay the difference. This gives a flexible option to employees and keeps the cost to the Town down. On motion by Councilman Weaver, seconded by Councilman Ashworth, Council voted to accept the recommendation as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None." DAVID DARDEN, CHAIRMAN ELECT FOR MONTGOMERY COUNTY CHAMBER OF COMMERCE and CEO of Montgomery Regional Hospital thanked Council for its support of the Chamber in the past with donations of \$10,000. He said that the Chamber does much to support Christiansburg and to bring visitors and customers to Christiansburg. The Chamber recently relocated its office to Christiansburg. He asked that Christiansburg continue supporting the Chamber and asked for a donation of \$4,800.00. Mayor Linkous turned the request over to the Finance Committee for its review and recommendation."
10. June 3, 2003: Town Council Meeting: Public Hearing: "1. First Reading - Proposed Budget for Fiscal Year 2003 - 2004. Town Manager Terpenney reported that he and the Finance Committee have worked diligently to balance the budget in spite of the impact of the continued State budget cuts. All departments experienced cutbacks; however, services can continue to be provided as in the past. A copy of the budget summary for EY 2003-2004 is attached herewith and made a part of these minutes. Mr. Bill Dewease questioned the proposed increase in taxes, criticized the Town employees, operations, and vehicles. He also threatened the reelection of members of Town Council whose terms expire in 2004.

Mr. Harold Shelton questioned the water rate increase stating that the water rates were increased last year. Manager Terpenney informed him that water connection fees, not rates, were increased last year."

11. June 17, 2003: Town Council Meeting: Public Hearing: "1. Proposed tax on sale of cigarettes equivalent to \$0.01 per cigarette. Mr. Scott Wade, representing Wades Supermarket and several other small Christiansburg stores, understands that as a cigarette seller, he is responsible for affixing tax stamps to packs of cigarettes, which will be purchased at the Town Treasurer's office. However, he is not clear on how to handle existing cigarette inventory, and is concerned that, if the proposed tax is approved, sellers will have thirteen days to prepare the existing inventory sale at no discount to the seller. He asked Council to delay approving this proposed tax until guidelines have been set for existing inventory. Mr. Doug Jones, also of Wades Supermarket, is concerned with the short time period sellers will have to prepare for this new tax. He is concerned that small stores will lose a large percentage of cigarette sales, which will also decrease overall store business. He stated that approving this tax may have a tremendous impact on small stores. A gentleman representing a Christiansburg Deli Mart, who did not give his name, said that while operating several convenience stores in Salem, he saw a dramatic decrease in business after Salem approved a similar cigarette tax. He stated that patrons chose to go to County stores to purchase cigarettes and other goods. he believes a more gradual increase would protect the small storeowners. Mr. Harold Shelton, stated that while he is a nonsmoker, he is opposed to the proposed cigarette tax. He believes Christiansburg is trying to "keep up" with the Town of Blacksburg. Mr. Paul Curtis spoke on behalf of his employees who smoke, stating that he and his employees are opposed to the proposed tax and believe that smokers are being singled out. Mayor Linkous asked Manager Terpenney to address the questions concerning the guidelines for existing cigarette inventory. Manager Terpenney stated that since this is a new tax for Christiansburg, guidelines are still being created and modified, and he would like to consult with Town Attorney McGhee before addressing existing inventory guidelines."
12. June 17, 2003: Town Council Meeting: Public Hearing: "2. Proposed increase in water rates from \$0.06 per useage between 4,000 and 96,000 gallons. Mr. Scott Wade addressed the proposed budget in general. After reviewing the proposed budget, he questioned what appeared to be a large budget surplus, which he said was an increase of thirty-three million dollars over the next five year period. He believes the budget should be balanced, with no surplus, which would relieve taxpayers. Manager Terpenney explained that the estimates Mr. Wade is referring to include carryovers from reserves funds, which is approximately twelve million dollars over the next five years or an average of 2.4 million dollars per year. This is not unusual. Councilman Weaver pointed out that a large amount of funding has been budgeted for updated equipment for the fire rescue departments."
13. June 17, 2003: Town Council Meeting: "MR. WEAVER AND MR. LESTER - Finance Committee Recommendation on: 1. Chamber of Commerce request for additional funding of \$4 ,800.00. Councilman Weaver reported that the Finance Committee thoroughly studied this request, and since Christiansburg was opposed to the combining of the Chambers, and since members who used to have dual memberships, but now only have one, the Committee recommends the Town not make the contribution and keep its membership. Councilman Barber said that while Christiansburg has always financially supported the Chamber, and while the Town was not in favor of the Chambers merging, it was a necessary action and he would like to see the Town make a \$4,000 contribution over the next two years, just to help the new Chamber establish itself. He thinks that it would be

nice for the Town to make the contributions as an acknowledgment of the support the Town received for many years from Kathy Mantz when she was director of the Christiansburg Montgomery County Chamber of Commerce. Councilman Lester reminded Council that the Town does provide contribution & through the Wilderness Trail Festival and other Chamber sponsored activities held in Christiansburg. Councilman Ballengee also serves as an appointed non-voting member on the Montgomery County Chamber of Commerce. Councilman Ashworth asked how much is budgeted this year for the Chamber. Manager Terpenney reported the amount is \$1,100. for membership fees, which is based on the number of employees. Councilman Weaver made a motion to deny the request for additional funding to the Chamber, seconded by Councilman Lester. Council voted as follows: AYES: Ashworth, Carter, Lester, and Weaver. NAYS: Ballengee, and Barber

14. June 17, 2003: Town Council Meeting: Public Hearing: "3. Proposed increase in transient lodging tax of 1%. Ms. Ann Hess asked Council if, since the budget is a main document for planning within the Town, and meals and lodging taxes are a major source of revenue, The Town plans to instate a policy to invest revenues to help those creating the revenue. Mayor Linkous pointed out that increases in these taxes help prevent the increase of real estate taxes."
15. June 17, 2003: Town Council Meeting: Public Hearing: "4. Proposed increase in meals tax of 1%. Mr. Scott Wade commented that this tax is applicable throughout the entire County and generates approximately 2.2 million dollars. The amount of tax to be paid for real estate was increased due to the County's reassessment, which will result in an approximate 34% increase for real estate tax to the Town. This increase will be a burden to all Town property owners and he asked that Council consider this when voting on these tax increases."
16. June 17, 2003: Town Council Meeting: Actions by Council: "1. Proposed tax on sale of cigarettes equivalent to \$0.01 per cigarette. Councilman Weaver commented that he is supportive of these taxes if they are a means to keep real estate tax low. Councilwoman Carter commented that several questions have been raised that need addressing. Councilman Ballengee commented that this is a "nuisance tax" and should not burden the sellers and dealers. He is concerned that small stores may not have the resources and time to prepare for this tax by July 1, 2003, and is favor of delaying the effective date of this tax. Manager Terpenney pointed out that the budget may not be approved without this revenue, and Councilman Barber suggested only changing the effective date. Manager Terpenney said that he would craft the wording regarding existing inventory and suggested making the effective date August 1, 2003. Councilman Barber stated that although there is a need to accommodate the sellers and dealers, he did not want to encourage them to stock up on cigarettes before the effective date. Councilman Weaver stated that the cigarette tax was discussed at the last Town Council meeting and that knowledge of this tax was made known then. Councilman Ballengee agreed but pointed out that lack of guidelines for existing inventory is a setback. Councilman Ashworth asked if the tax stamps are currently at the Treasurer's office. Assistant Town Manager Helms said that the stamps are not available yet, but that it will not be a problem to have them available by August 1, 2003. Mayor Linkous recommended changing the cigarette tax effective date. Manager Terpenney will discuss the existing inventory issue and the 7% seller discount with Town Attorney McGhee. Councilman Weaver made a motion to approve the new cigarette tax effective September 1, 2003, seconded by Councilman Lester. Council votes as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
17. June 17, 2003: Town Council Meeting: Council Action: "2. Proposed increase in water rates

of \$0.06 per thousand gallons for usage between 4,000 and 96,000 gallons. Councilman Ashworth mentioned an article he has from Virginia Business magazine reflecting area water rates. According to the article, Christiansburg, even with the proposed increase, is still way below many localities within a 75 to 100 mile radius. Mayor Linkous pointed out that this is a "pass through" increase due to the Water Authority's increase to the Town. On motion by Councilman Lester, seconded by Councilman Barber, Council voted to approve the proposed water rate increase. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."

18. June 17, 2003: Town Council Meeting: Council Action: "3. Proposed increase in transient lodging tax of 1%. On motion by Councilwoman Carter, seconded by Councilman Ashworth, Council voted to approve the proposed transient lodging tax increase. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
19. June 17, 2003: Town Council Meeting: Council Action: "4. Proposed increase in meals tax of 1%. On motion by Councilman Barber, seconded by Councilman Ashworth, Council voted to approve the proposed meals tax increase. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
20. June 17, 2003: Town Council Meeting: "Mr. Weaver and Mr. Lester - Finance Committee recommendation on: 1. Chamber of Commerce request for additional funding of \$4,800.00. Councilman Weaver reported that the Finance Committee thoroughly studied this request, and since Christiansburg was opposed to the combining of the Chambers, and since members who use to have dual memberships, but now only have one, the Committee recommends the Town not make the contribution and keep its membership. Councilman Barber said that while Christiansburg has always financially supported the Chamber, and while the Town was not in favor of the Chambers merging, it was a necessary action and he would like to see the Town make a \$4,000 contribution over the next two years, just to help the new Chamber establish itself. He thinks that it would be nice for the Town to make the contributions as an acknowledgment of the support the Town received for many years from Kathy Mantz when she was director of the Christiansburg Montgomery County Chamber of Commerce. Councilman Lester reminded Council that the Town does provide contributions through the Wilderness Trail Festival and other Chamber sponsored activities held in Christiansburg. Councilman Ballengee also serves as an appointed non-voting member on the Montgomery County Chamber of Commerce. Councilman Ashworth asked how much is budgeted this year for the Chamber. Manager Terpeny reported the amount is \$1,100. for membership fees, which is based on the number of employees. Councilman Weaver made a motion to deny the request for additional funding to the Chamber, seconded by Councilman Lester. Council voted as follows: AYES: Ashworth, Carter, Lester, and Weaver. NAYS: Ballengee, and Barber."
21. June 17, 2003: Town Council Meeting: Second Reading: "Proposed Budget for Fiscal Year 2003-2004. Councilman Weaver made a motion to approve the second reading of the budget for fiscal year 2003-2004, with the exception of the effective date of the new cigarette tax, which is September 1, 2003, seconded by Councilman Ashworth. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
22. June 17, 2003: Town Council Meeting: COUNCILMAN BALLENGEE reported that the new Christiansburg Middle School is slated to open in August, 2003. The Town has budgeted to paint the nearby water tank and the school hopes some of its suggestions for painting the tank will be considered. Manager Terpeny reported that the bids for painting the tank are

ready to be sent out and asked Councilman Ballengee to have the school prepare its suggestions before the next Council meeting."

23. August 19, 2003: Town Council Meeting: "AQUATIC CENTERBALLFIELD UPDATE - Manager Terpenny reported that progress on the ball fields has been delayed due to rain this summer and a change order was issued for irrigation. Concerning the aquatic center, requests for proposals have been sent to architectural firms as far away as Richmond. The proposal was written as a "wish list" for the center, and the Town will scale down from there. Plans are to spend this year designing the facility, with groundbreaking this time next year. Some funding has been set aside for architectural work and construction. The balance will be financed."
24. September 2, 2003: Town Council: Weaver and Lester appointed to Finance Committee.
25. October 7, 2003: Town Council Meeting: "RHONDA RASH REGARDING A SUPPORT GROUP FOR THE CHRISTIANSBURG POLICE DEPARTMENT. Christiansburg resident Rhonda Rash introduced Scott Brown who addressed Council. Mr. Brown explained to Council that several graduates of the Christiansburg Citizen's Police Academy are interested in forming a support group to raise money for the Christiansburg Police Department. Ms. Rash spoke with Police Chief Brumfield about the possibility of a support group, and while Chief Brumfield supported the idea, he informed her that she would need Council's approval before proceeding. Mr. Brown explained that funds raised would purchase things such as equipment, drug dogs, and training. The funds would also serve as back up to budget shortfalls. The group would be comprised of volunteers only. Mr. Brown believes this will provide service to the community and the group has community support. Councilman Barber commented that this group is similar to the auxiliaries formed by volunteers for the fire, and rescue and lifesaving departments. Councilman Weaver is concerned about the volunteers requesting funds from the community to purchase equipment denied by Town Council. Councilman Barber is also against the fundraisers to purchase equipment and believes the funds should be used in daily operations. Councilman Barber made a motion to allow the group to form and begin, with Council being kept informed of the group's activities and progress. The motion was seconded by Councilman Ashworth, and voted upon by Council as follows: AYES: Ashworth, Barber, Carter, and Weaver. NAYS: None."
26. November 4, 2003: Town Council Meeting: "LITERACY VOLUNTEERS TO ADDRESS COUNCIL REGARDING NEEDED ADDITIONAL FUNDING - Mr. Randy Wertz, representative of Literacy Volunteers gave Council a packet showing an overview of the financial challenges faced by this non-profit entity. The Literacy Volunteers' goals are to help those with no more than a fifth grade education, and those wanting to learn to speak English. Currently, in Christiansburg, there are thirty-four participating adults and twenty-four tutors. Due to lost grant funding, Literacy Volunteers may need to cut some of its help. It has already cut hours to 1/5 to compensate for the lack of funding. Literacy Volunteers is now reaching out for funding at the local level. The organization has visited many localities in the area and is now requesting help from Christiansburg. Mayor Linkous turned the matter over to the Finance Committee for its review and recommendation. Councilwoman Carter commented that the Literacy Volunteers does a wonderful service to the community."
27. December 2, 2003: Town Council Meeting: Finance Committee Report: "1. Literacy Volunteers' request for additional funding. The Finance Committee discussed this request and Councilman Weaver explained that, while the Committee understands the non-profit entity's budget shortage due to funding cuts, the Finance Committee can not recommend additional funding due to limited revenue in the Town's current budget. The Town has

currently budgeted sixteen hundred dollars (\$1,600.00) for Literacy Volunteers. Councilman Barber made a motion to accept the Finance Committee's recommendation, seconded by Councilman Lester. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."

28. December 2, 2003: Town Council Meeting: "1. Literacy Volunteers' request for additional finding. The Finance Committee discussed this request and Councilman Weaver explained that, while the Committee understands the non-profit entity's budget shortage due to funding cuts, the Finance Committee can not recommend additional finding due to limited revenue in the Town's current budget. The Town has currently budgeted sixteen hundred dollars (\$1,600.00) for Literacy Volunteers. Councilman Barber made a motion to accept the Finance Committee's recommendation, seconded by Councilman Lester. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."

2004 Planning Commission Minutes:

1. No entries found.

2004 Town Council Minutes:

1. January 6, 2004: Town Council Meeting: "MANAGER TERPENNY said that he would like Council to consider a policy adoption regarding the Procurement Act, which would allow the Town to negotiate with the lowest bidder in instances where the lowest bidder is higher than the budget allocation. State Code allows negotiation if a locality has a policy in place to do so. A policy has been crafted for Council's consideration. On motion by Councilman Lester, seconded by Councilman Ashworth, Council voted to adopt the policy allowing negotiations with the lowest bidder whose bid is higher than the budget allocation. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Lester, and Weaver. NAYS: None."
2. February 17, 2004: Town Council Meeting: ""Ordinance amending Sections 11-189 and 11-191 of Chapter 11 "Finance and Taxation" of the Christiansburg Town Code in regards to tax exemptions and deferrals for the elderly and totally disabled. There was no one to speak for or against this proposed ordinance amendment."
3. February 17, 2004: Town Council Meeting: ""FINANCE AND TAXATION" OF THE CHRISTIANSBURG TOWN CODE IN REGARDS TO THE TAX EXEMPTIONS AND DEFERRALS FOR THE ELDERLY AND TOTALLY DISABLED. Manager Terpenney said that information on the number of town residents who would benefit from this ordinance amendment could be obtained from the Treasurer's office. Councilman Lester made a motion to adopt the amendment to Chapter 11, sections 11-189 and 11-191, seconded by Councilman Weaver. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
4. March 2, 2004: Town Council Meeting: "2. Bob Poff to address Council regarding grant for Lewis Miller Museum. Mr. Bob Poff complimented the renovations and construction of the new Town Hall building. He explained to Council that it is time to file the annual application for the Local Government Challenge Grant on behalf of the Lewis Miller Museum. The Virginia Commission of Arts will match the funds contributed by the Town. Mr. Poff asked Council to approve filing of the grant application as it has done in the past. The application must be received by the Virginia Commission of Arts by April 1, 2004. Mr. Poff commented that clean up is in process at the museum and he invited all of

- Council to visit. Manager Terpemy explained that the Town allocates \$5,000.00 in the budget each year for this grant and Virginia only requires that the Town commit to contributing the funds at this time. Funds will be allocated in the 2004 - 2005 budget year. Councilman Ballengee made a motion to support the application for the Local Government Challenge Grant, committing to \$5,000.00, seconded by Councilman Barber. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None.
5. April 20, 2004: Town Council Meeting: "2. 2004 - 2005 Budget hearing. On motion by Councilman Barber, seconded by Councilwoman Carter, Council voted to set the Public Hearings for May 18, 2004. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
 6. April 20, 2004: Town Council Meeting: "COUNCILMAN BALLENGEE asked how the State budget would impact our local budget. Several town residents have asked him this question. Manager Terpenney said he is not sure how the State's budget will impact our budget. He commented that when the budget is prepared, revenue is estimated conservatively and expenses are estimated high; however, the Town's budget can be amended mid-year if necessary. Councilman Ballengee stated that it is important that reductions not be made to community services, but rather to equipment and vehicle purchases, if reductions are necessary."
 7. May 4, 2004: Town Council Meeting: Public Hearing Request: Proposed fee increases for the 2004-2005 Budget. "On motion by Councilman Ashworth, seconded by Councilman Barber, Council voted to set the Public Hearings for June 1, 2004. Council's vote is as follows: AYES: Ashworth, Ballengee, Barber, Carter, Lester, and Weaver. NAYS: None."
 8. May 18, 2004: Town Council Meeting: "1. Budget for Fiscal Year 2004 - 2005. Councilman Weaver reported that the Finance Committee met with Town administration on numerous occasions to generate the proposed 2004 - 2005 fiscal year budget. He reviewed the proposed changes and additions and noted that personal property tax rates and real estate tax rates will remain unchanged. A copy of the proposed budget summary sheet is attached and made a part of these minutes. Councilman Weaver recommended approving the proposed budget. The proposed budget is available for review in the Town Manager's office."
 9. May 18, 2004: Town Council Meeting: Public Hearing Request: "1. Fiscal year 2004-2005 budget, proposed fee increases. (This public hearing was originally set for June 1st but, due to the timing of the public notice, is being changed to June 15)."
 10. May 18, 2004: Town Council Meeting: Town Manager Reports: "MANAGER TERPENNEY reported that Governor Mark Warner has scheduled three press releases regarding the State budget."
 11. May 18, 2004: Town Council Meeting: Town Manager Reports: "TOWN COUNCIL was advised that the MPO Mass Transit Planning must also be added to the fiscal year 2004-2005 budget."
 12. May 18, 2004: Town Council Meeting: "COUNCILMAN ASHWORTH reported that the Virginia Tech Airport has notified him that Christiansburg's annual allocation is currently due, which is approximately thirty-six thousand dollars (\$36,000.00) more than last year. Mayor Linkous turned this matter over to the Finance Committee for its review and recommendation."
 13. June 15, 2004: Town Council Meeting: Public Hearing: "1. Proposed fee increases for Fiscal Year 2004/2005 Budget. Council received a copy of the proposed budget at the May 18" meeting, and at that meeting Councilman Weaver reviewed the proposed fee increases."
 14. June 15, 2004: Town Council Meeting: Public Hearing: "ANDY SCHACK asked Council to

consider his request for pay increase and health insurance assistance for Police Department employees, which he brought before Council at the May 18, 2004 meeting. Councilman Lester said that it is too late to add this request to this year's budget, but the request will be studied for next year's budget. Manager Terpenney reported that he has reviewed a salary survey provided by Chief Brumfield, and has reviewed employee health insurance plans offered by surrounding localities. Mr. Schack thanked Council for its continued consideration. He said the Police Department does a fine job of providing services, and he would gladly pay higher property taxes to increase Police Department pay and benefits. He said he hopes the Town will improve its Police Department policy with next year's budget. Mayor Linkous commented that Mr. Schack implied at the May 18, 2004 meeting that Town Council was not concerned with the Police Department. Mayor Linkous pointed out that the Police Department received the second largest budget allocation last year."

15. June 15, 2004: Town Council Meeting: "COUNCIL ACTION ON THE PROPOSED FEE INCREASES FOR THE FISCAL YEAR 2004-2005 BUDGET. On motion by Councilman Ashworth, seconded by Councilwoman Carter, Council voted to approve the proposed fee increases for the fiscal year 2004-2005 budget. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, and Lester. NAYS: None."
16. June 15, 2004: Town Council Meeting: "COUNCIL ACTION ON THE FISCAL YEAR 2004-2005 BUDGET. On motion by Councilman Ashworth, seconded by Councilman Barber, Council voted to approve the proposed 2004-2005 fiscal year budget as presented. Council voted as follows: AYES: Ashworth, Ballengee, Barber, Carter, and Lester. NAYS: None."
17. June 15, 2004: Town Council Meeting: "TOWN MANAGER TERPENNEY thanked Council, on behalf of the Town employees, for approving the budget as presented and for the three percent (3%) cost of living increase."
18. September 21, 2004: Town Council Meeting: "FINANCE COMMITTEE REPORT - Councilman Lester and Councilwoman Carter: 1. Payroll deduction request for United Way contributions. Councilman Lester reported that the Finance Committee has studied the request for United Way payroll deduction contributions, and believes, as discussed at the September 7, 2004 meeting, that to approve this request will put undue pressure on employees to contribute if Council approves this method of contributing. Councilman Lester said that the Town allows an employee, each year, to act as a representative for the United Way for employees interested in making contributions. Considering this, the Finance Committee recommends the request be denied. Several Councilmembers did not agree that contributions through payroll deduction put pressure on employees to contribute, and gave examples of payroll deductions in their own work place. Councilman Ashworth was concerned with setting a precedence if this request is approved. Councilman Lester made a motion to deny the request, seconded by Councilman Ashworth. Council voted as follows: AYES: Ashworth, Carter, and Lester. NAYS: Ballengee, Barber, and Huppert. The vote is tied. Mayor Linkous stated that this type of request has been discussed and denied in the past, and he still agrees that to approve payroll deduction for contributions will create undue pressure on employees. He stated that the opportunity is there for employees to contribute without this method. Mayor Linkous voted "AYE" on the motion to break the tie. The request is denied.
19. October 19, 2004: Town Council Meeting: "4. Montgomery County Chamber of Commerce Request for Funding. Mayor Linkous reported that this request from the Chamber is to add 1% to the lodging tax, which would go to the Chamber to promote tourism. The Chamber must prove the funds are being used for tourism and hotel

occupancy must rise as a result of the additional funding. The Chamber must also present Council with periodic updates. Some of the funding will be used in local grants for activities such as Wilderness Trail Festival and Steppin' Out. The grants will primarily be for events that can't provide a source of revenue for support. Councilman Lester said he doesn't believe the additional funding should support Chamber events. The Chamber Director was present and he said the Chamber doesn't intend to apply for any of the grants provided by the additional funds. The Chamber has asked Virginia Tech to collect an additional \$1.00 room fee in addition to the increased tax rate. Montgomery County already participates in this program. Approximately 95% of the hotel owners in Christiansburg are interested in supporting the program. A committee will be formed to make decisions on advertising and grant funding. With this program each locality will present an annual budget for advertising and grant funding. Mayor Linkous turned this request over to the Finance Committee, the Town Manager and Town Attorney for review and recommendation."

20. October 19, 2004: Town Council Meeting: "4. Montgomery County Chamber of Commerce Request for Funding. Mayor Linkous reported that this request from the Chamber is to add 1% to the lodging tax, which would go to the Chamber to promote tourism. The Chamber must prove the funds are being used for tourism and hotel occupancy must rise as a result of the additional funding. The Chamber must also present Council with periodic updates. Some of the funding will be used in local grants for activities such as Wilderness Trail Festival and Steppin' Out. The grants will primarily be for events that can't provide a source of revenue for support. Councilman Lester said he doesn't believe the additional funding should support Chamber events. The Chamber Director was present and he said the Chamber doesn't intend to apply for any of the grants provided by the additional funds. The Chamber has asked Virginia Tech to collect an additional \$1.00 room fee in addition to the increased tax rate. Montgomery County already participates in this program. Approximately 95% of the hotel owners in Christiansburg are interested in supporting the program. A committee will be formed to make decisions on advertising and grant funding. With this program each locality will present an annual budget for advertising and grant funding. Mayor Linkous turned this request over to the Finance Committee, the Town Manager and Town Attorney for review and recommendation."
21. October 19, 2004: Town Council Meeting: "Regarding the Aquatic Center, Town Manager Terpenny requested that the Finance Committee allow fundraising projects to raise additional funds for a fifty-meter competition size pool. Radford University and Virginia Tech are interested in utilizing the pool if it is a fifty-meter pool. This could mean substantial revenue for the Town. The difference in the twenty-five meter pool and fifty-meter pool is approximately 2.5 million dollars. Mayor Linkous commented that plans are to move forward with the construction of a fifty-meter pool while contributions are being sought."
22. November 2, 2004: Town Council Meeting: "MR. LESTER and MS. CARTER - Finance Committee Report on: Montgomery County Chamber of Commerce Request for Funds. Councilman Lester reported that Montgomery County Chamber of Commerce's request to add 1% to the lodging tax to promote tourism has been discussed by the Finance Committee. It is the Finance Committee's recommendation that the increase be adopted for the 2005-2006 budget year subject to agreement with other localities participating in the program. Councilman Lester made a motion to approve the Finance Committee's recommendation, seconded by Councilman Ashworth. Council voted as follows: AYES:

Ashworth, Ballengee, Barber, Huppert, and Lester. NAYS: None."

23. December 7, 2004: Town Council Meeting: "3. An ordinance amending Chapter 11 "Finance and Taxation" of the Christiansburg Town Code in regards to tax exemptions and deferrals for the elderly and totally disabled. Town Manager Terpenney explained that Virginia has increased the lower income threshold and the Town must amend its ordinance to comply with the State."
24. December 7, 2004: Town Council meeting: Council Action: "2. An ordinance amending Chapter 11 "Finance and Taxation" of the Christiansburg Town Code in regards to tax exemptions and deferrals for the elderly and totally disabled. On motion by Councilman Barber, seconded by Councilwoman Carter, Council voted to adopt the ordinance amendment as follows: AYES: Ashworth, Barber, Carter, Huppert, and Lester. NAYS: None."
25. December 21, 2004: Town Council Meeting: "NEW RIVER VALLEY DEVELOPMENT CORPORATION - REQUEST FOR FUNDING - Town Manager Terpenney gave each Councilmember a packet of information to review regarding this request. Manager Terpenney explained that the New River Valley Development Corporation is requesting funding in the form of a loan from its members until occupancy is up and the loans can be repaid. Councilman Lester explained that grants were used to build the commerce center at the encouragement of government officials. But since September 11, 2001, there has been a significant decrease in market interest in locating at the Commerce Center. Councilman Lester noted that adequate advertising had been made to attract businesses. Council was concerned that if the Commerce Center defaulted on its loan, Christiansburg would lose any funds it contributed. The Commerce Park currently has approximately sixty percent occupancy, and it needs approximately eighty to eighty-five percent occupancy to break even. The amount of funds requested from the Town is a flat fee of \$2,083.33 per month, plus a prorated percentage based on our population of \$1,710.30, for a total of \$3,793.64 per month. The percentage based on population could increase depending on the number of members participating. Mayor Linkous commented that at this time it is not known which members will participate. Town Manager Terpenney commented that if there are not enough members participating, the Commerce Center will go into foreclosure. Mayor Linkous asked if the budget can accommodate a commitment from the Town. Manager Terpenney said budget funds from unfinished and incomplete projects would accommodate loaning the requested funds. Councilman Barber suggested a letter be sent to Wayne Carpenter of the New River Valley Development Corporation requesting a representative attend the January 18, 2005 meeting to discuss this request."