



## AGENDA

REGULAR MEETING OF TOWN COUNCIL  
CHRISTIANSBURG TOWN HALL  
100 EAST MAIN STREET  
JULY 11, 2017 – 7:00 P.M.

### REGULAR MEETING

#### I. CALL TO ORDER

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

#### II. ADJUSTMENT OF THE AGENDA

#### III. PUBLIC HEARINGS

#### IV. CONSENT AGENDA

- A. Meeting Minutes of June 27, 2017.
- B. Falling Branch Connector Road Engineering Design Contract.
- C. Approval of contract for Managed Print Services by Virginia Business Systems.
- D. Amendment to the contract to upgrade current water distribution to SCADA System.

#### V. CITIZEN COMMENTS

#### VI. INTRODUCTIONS AND PRESENTATIONS

- A. Community Engagement:
  1. Introduction of Jill's Buddy Camp volunteers for their service and contribution to the community by Melissa Powell, Director of Public Relations.

#### VII. DISCUSSION BY MAYOR AND COUNCIL

- A. Council action on:
  1. Dale Buckner request for street closure for annual gospel singing event.
  2. Authorization of demolition of structures at 1135 Radford Street, N.W. (tax parcel 525 – ((2)) – 1-7, 36-39, 41).

3. An Ordinance to Amend Chapter 42 "Zoning" of the Christiansburg Town Code in regards to permit "Clubs/Lodges" with a Conditional Use Permit in the I-2 General Industrial District. The Public Hearing was held June 27, 2017.
4. Contingent on the above item, a Conditional Use Permit request for Club/Lodge (Applicant: Moose Lodge) in the I-2 General Industrial District at 225 Industrial Drive. The Public Hearing was held June 27, 2017.

**B. Discussion of requirement for department heads to live within Town limits.**

**VIII. COMMITTEE REPORTS**

**IX. STAFF REPORTS**

- A. Town Manager
- B. Town Attorney
- C. Other Staff

**X. COUNCIL REPORTS**

**XI. OTHER BUSINESS**

- A. Closed Meeting:
  1. Request for a Closed Meeting under Virginia Code Section 2.2-3711(A)(7), for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Specifically related to the New River Valley Mall real estate assessment.
  2. Reconvene in Open Meeting.
  3. Certification.
  4. Council action on the matter.

**XII. ADJOURNMENT**

*The next regular Town Council meeting will be held at Christiansburg Town Hall on Tuesday, July 25, 2017 at 7:00 P.M.*

CHRISTIANSBURG TOWN COUNCIL  
CHRISTIANSBURG, MONTGOMERY CO., VA.  
REGULAR MEETING MINUTES  
JUNE 27, 2017 – 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 JUNE 27, 2017 AT 7:00 P.M.

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

ADMINISTRATION PRESENT: Town Manager Randy Wingfield; Clerk of Council Michele Stipes; Town Attorney Theresa Fontana; Planning Director Andrew Warren; Director of Public Relations Melissa Powell; Finance Director/Treasurer Val Tweedie; Director of Engineering Wayne Nelson; Police Chief Mark Sisson; Engineering Director Wayne Nelson; Public Works Director Jim Lancianese; Assistant Director of Engineering Jessie Nester; Assistant Superintendent of Streets Travis Moles; Wastewater Treatment Superintendent Ryan Hendrix; Director of Parks and Recreation Brad Epperley; Micheal Huesman, Right-of-way Crew Supervisor; Justin Shepherd, Crew Supervisor - Streets.

I. CALL TO ORDER

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

II. ADJUSTMENT OF THE AGENDA

III. PUBLIC HEARINGS

- A. Ordinance Amending Chapter 10 "Buildings and Building Regulations" and Chapter 36 "Utilities" of the Christiansburg Town Code in regards to the Sewer Use Ordinance. Wastewater Treatment Superintendent Ryan Hendrix reviewed with Council the proposed revisions that would address the negative impacts of fats, oils, and grease (FOG) on the Town's sewer collection system and infrastructure through the implementation of a permit program. FOG entering the sewer system through the food industry resulted in twenty-three sewer line blockages since 2010 and reduced efficiency at the wastewater treatment plant. FOG guidelines are currently set forth in the building regulations and Mr. Hendrix explained how updating the guidelines, and moving them to the sewer use ordinance, would allow the Town to better enforce regulations and minimize negative impacts on the Town's infrastructure. Mr. Hendrix explained to Council how the permit program would work through inspections and reporting requirements, and he outlined the Town's goals to educate restaurant owners on the importance of responsible FOG management.
- B. **Cancelled** - Ordinance Amending Chapter 4 "Advertising" and Chapter 42 "Zoning" for the purpose of regulating the time, place, and manner for displaying signs in the Town of Christiansburg. **The Public Hearing will be rescheduled for August 8, 2017 under the Consent Agenda.**
- C. An Ordinance to Amend Chapter 42 "Zoning" of the Christiansburg Town Code in regards to permit "Clubs/Lodges" with a Conditional Use Permit in the I-2 General Industrial District. John Beamer, administrator of the Christiansburg Moose Lodge, explained that the lodge had recently sold its previous property and intended to lease 225 Industrial Drive. The current zoning on Industrial Drive does not permit clubs or lodges. Mr. Beamer explained that the activities of the lodge consisted of nightly dinners, youth camps, and community fundraisers, which would not be disruptive to neighboring properties. Per Mr. Beamer, beer and wine would be permitted on premises, with no sales after midnight, as has been done

for fifty-two years without incident. Members would be permitted to bring their own liquor on site. Whitney Abraham, daughter of Michael Abraham, owner of property located at 225 Industrial Drive, spoke on behalf of her father in favor of the ordinance amendment request. Ms. Abraham said her family strived to conduct business in a manner beneficial to the Town and its business and organizations, and that her father believed the property at 225 Industrial Drive would be an appropriate location for the Moose Lodge.

- D. Contingent on the above item, a Conditional Use Permit request for Club/Lodge (Applicant: Moose Lodge) in the I-2 General Industrial zoning district at 225 Industrial Drive. See above comments.

#### IV. CONSENT AGENDA

- A. Meeting Minutes of June 13, 2017.
- B. Monthly Bills.
- C. Resolution to Adopt the Member Agreement to Join the Virginia Association of Counties Group Self Insurance Pool.
- D. N. Franklin Street Improvements – Independence Boulevard Intersection, Construction Engineering and Inspection (CEI) Term Services Project Contract.
- E. Reschedule Public Hearing for An Ordinance to Amend Chapter 4 “Advertising” and Chapter 42 “Zoning” for the purpose of regulating the time, place, and manner for displaying signs in the Town of Christiansburg from June 27, 2017 to August 8, 2017.
- F. Easement dedication to Appalachian Power Company for property on Wades Lane (tax parcel 496 – ((A)) – 107).

*Councilman Hall requested that the minutes of June 13, 2017 be amended as follows: Page 5, XI. Council Reports, A. add “Mr. Hall noted that the Recreation Advisory Commission meeting for July had been cancelled due to the July 4<sup>th</sup> holiday.*

Councilman Bishop made a motion to approve the consent agenda, with the amendment to the June 13, 2017 minutes as noted by Councilman Hall, seconded by Councilman Hall. Council was polled on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.

#### VI. CITIZEN COMMENTS

- A. Don Simpkins, representing Angle Florist, in regards to on-street parking time limits. Mr. Simpkins expressed to Council his concerns with limited parking on Main Street, specifically in the area of East Main Street near the courthouse. There are approximately five on-street parking spaces for retail customer parking, and often those are taken by individuals conducting business at the courthouse for extended periods of time. This often leaves retail customers with nowhere to park. Mr. Simpkins has met with Police Chief Sisson, Mayor Barber, members of Council, and the ordinance officer, concerning on-street parking concerns, and has developed what he called a friendly solution to the problem. Mr. Simpkins outlined his proposal to Council using photographs and a handout, which detailed placing more adequate and effective parking/directional signs and increasing the fine for illegal parking. Mr. Simpkins stressed that losing business due to lack of parking was not acceptable and he stated that he represented all small business owners who struggled to stay in business. He urged Council to take his proposal into consideration and to make changes that would create a business-friendly downtown. Council expressed appreciation for Mr. Simpkins bringing this issue to their attention. Mayor Barber turned this matter over to the Street Committee for review and a recommendation at the July 25<sup>th</sup> Council meeting. Councilmen Hall and Showalter recommended including Montgomery County in discussions due to the parking needs associated with the courthouse.

## VII. INTRODUCTIONS AND PRESENTATIONS

- A. Introduction of new Town employees.
  - 1. Introduction by Andrew Warren, Planning Director:
    - Jared Crews, Planner I
  - 2. Introduction by Travis Moles, Assistant Superintendent of Streets
    - Eric Eanes, Traffic Control Technician Trainee
  - 3. Introduction by Justin Shepherd, Crew Supervisor - Streets
    - Eric Sheppard, Truck Driver, Storm Water
  - 4. Introduction by Micheal Huesman, ROW Crew Supervisor
    - Michael Wiley, ROW Maintenance Worker
    - Chris Combs, ROW Maintenance Worker
  - 5. Introduction by Police Chief Sisson
    - Andy Beane, Police Officer
    - Nicholas Barnes, Police Officer
  - 6. Introduction by Jessie Nester, Assistant Director of Public Works
    - Matthew McGarry, Engineering Intern

## VIII. DISCUSSION BY MAYOR AND COUNCIL

- A. Council action on:
  - 1. Resolution in regards to parking fine increases. The Public Hearing was held and an ordinance amending fines for violations not specified by resolution was adopted June 13, 2017. Councilman Hall made a motion to approve the resolution, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
  - 2. Ordinance adopting Personal Property Tax Rate of \$0.45 per \$100 for calendar year 2017. Councilman Stipes made a motion to adopt the Personal Property Tax Rate as presented, seconded by Councilman Showalter. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
  - 3. Ordinance adopting Real Estate Tax Rate of \$0.16 per \$100 for calendar year 2017. Councilman Hall made a motion to adopt the Real Estate Tax Rate as presented, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
  - 4. Resolution for adoption of the Annual Budget for Fiscal Year 2017-18. The Public Hearing was held June 13, 2017. Councilman Hall made a motion to approve the Annual Budget for FY 2017-18 as presented, seconded by Councilman Huppert. Council voted on the motion as follows: Bishop - Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Councilman Hall expressed appreciation for the efforts of Town staff and Council in preparing the budget and in minimizing the impact of meeting the Town's water utility obligations. Council and Mayor Barber echoed Mr. Hall's comments.
  - 5. Resolution for the appropriation of funds as designated in the Fiscal Year 2017-18 Annual Budget. Councilman Hall made a motion to adopt the resolution as presented, seconded by Councilman Stipes. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Huppert – Aye; Hall – Aye; Showalter – Aye; Stipes – Aye.

6. Ordinance Amending Chapter 10 "Buildings and Building Regulations" and Chapter 36 "Utilities" of the Christiansburg Town Code in regards to the Sewer Use Ordinance. The Public Hearing was held earlier in the meeting. Councilman Showalter made a motion to approve the ordinance amendment as presented, seconded by Councilman Hall. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. Council expressed appreciation for the FOG presentation by Ryan Hendrix during the Public Hearing.

## IX. COMMITTEE REPORTS

Councilman Showalter reported on the Council work session held June 22, 2017, during which downtown business owner, Ray Alcorn, addressed Council regarding his proposal to assist with the revitalization of downtown Christiansburg through improvements and small business incentives. Council expressed appreciation for the information provided by Mr. Alcorn and agreed it was important to include him in future downtown planning matters. Town Manager Wingfield commented that he had spoken with several downtown business owners regarding Mr. Alcorn's proposal, and that he planned to schedule a meeting with Delegate Nick Rush and Congressman Morgan Griffith to discuss state funding opportunities for downtown growth and revitalization. Council stressed the importance of having the support and involvement of downtown business owners in moving forward with downtown improvements.

## X. STAFF REPORTS

### A. Town Manager Wingfield:

- The property owner of 100 South Franklin Street has asked if the Town would be interested in purchasing the property, which included the lot and a house. Town Manager Wingfield estimated the property would likely be priced in the \$250,000 to \$300,000 range, and would need significant improvements. The building is not on the historic registry and Mr. Wingfield said he did not see that the Town had a use for the property at this time.

### B. Town Attorney:

### C. Other Staff:

## XI. COUNCIL REPORTS

- Councilman Showalter: No report.
- Councilman Huppert expressed sympathy for the family of Bob Abraham who recently passed away. Mr. Huppert stated that Mr. Abraham was a fixture in the Town for many years, and it was his granddaughter who addressed Council tonight during the Public Hearing for the ordinance amendment request regarding "clubs/lodges" in the I-2 General Industrial District.
- Councilman Stipes echoed Mr. Huppert's comments regarding Bob Abraham, noting that Mr. Abraham was an advocate for the placement of restrooms on the Huckleberry Trail and pedestrian crossings in Town.
- Councilman Hall reported on plans for the July 4<sup>th</sup> celebration, and asked Director of Parks and Recreation Brad Epperley to elaborate on the details. Mr. Hall then congratulated the Girls Dixie Angels for winning the 2017 district championship. In closing he reported on the Jill's Buddy Camp summer program, hosted by the Parks and Recreation Department in partnership with Montgomery County Public Schools.
- Councilman Bishop: No report.
- Councilman Collins reported that a parade honoring the Christiansburg High School wrestling program would be held with the high school homecoming parade on October 11. Councilman Collins requested that Council be given the option to participate in the Town's insurance beginning next year.
- Mayor Barber gave a reminder of the July 4<sup>th</sup> downtown celebration and announced the employee picnic scheduled for July 7, 5:00 p.m. – 7:00 p.m. at the aquatic center. Council scheduled a work session for July 5 at 6:00 p.m. to discuss town manager applicants.

**XII. CLOSED MEETING:**

1. Councilman Bishop 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, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye. The Closed Meeting was held to discuss two economic development prospects.
2. Reconvene in Open Meeting. Councilman Bishop made a motion to reconvene in Open Meeting, seconded by Councilman Collins. Council voted on the motion as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes – Aye.
3. Certification. Councilman Bishop 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. The motion was seconded by Councilman Hall and Council voted as follows: Bishop – Aye; Collins – Aye; Hall – Aye; Huppert – Aye; Showalter – Aye; Stipes - Aye.
4. Council action on the matter. No action taken by Council.

**XIII. ADJOURN**

There being no further business to bring before Council, Mayor Barber adjourned the meeting at 10:33 P.M.

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Michele Stipes, Clerk of Council

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D. Michael Barber, Mayor



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

**AGENDA LOCATION:**

**Meeting Date:**  
July 11, 2017

**ITEM TITLE:**

Falling Branch Connector Road Engineering Design Contract

**DESCRIPTION:**

This Contract, between the Town and McCormick Taylor, Inc., is for Professional Services for the Falling Branch Connector Road Project in the amount not to exceed \$75,000, billed as a lump sum.

**POTENTIAL ACTION:**

Council Approval

**DEPARTMENT:**

Engineering

**PRESENTER:**

Wayne Nelson

**ITEM HISTORY:**

McCormick Taylor is the designer on Phase I of this project. This is Phase II of the Falling Branch Road Intersection Improvement Project which is funded by the FY18 budget. This phase of the project completes the access management project and connects the shopping center to one signalized intersection.

An Agreement between the Town, Hash Group, LLC (David Hagan) and RWW34 (Roger Woody) is being drafted for Town Council's consideration. This Agreement extends the Gateway Plaza Shopping Center access drive as a public street, connecting to both Justin Lane (Phase 3) and Sherwood Drive (Phase 4). The Town's participation in Phase 3 and Phase 4 and the creation of a public street is contingent upon the Town receiving VDOT Revenue Sharing Program funding.

**Date:**

**Action Taken:**

**Information Provided:**

Contract has been reviewed and approved by legal counsel:

<https://christiansburg.box.com/s/jsd9u2upphw1kqpfq2dfiscoq5sm13rg>



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

**AGENDA LOCATION:**

Consent Agenda

**Meeting Date:**

July 11, 2017

**ITEM TITLE:**

Managed Print Services Contract

**DESCRIPTION:**

This contract is between the Town of Christiansburg and Virginia Business Systems to maintain Town copiers and multifunction printers.

**POTENTIAL ACTION:**

Council Approval

**DEPARTMENT:**

Information Technology

**PRESENTER:**

Adam Carpenetti

**ITEM HISTORY:**

Virginia Business System responded to a quote request to provide equipment and maintenance for all of the town copiers and multifunction printers and was found to be the best solution. Until this point, contracts were managed independently by the departments and through several different vendors. This new contract will streamline operations and maintenance by having all devices under one contract. The contract is for 36 months and falls under the Virginia Information Technology Agency (VITA) cooperative agreement, VA-130405-VBS.

**Date:**

**Action Taken:**

**Information Provided:**

The contract has been reviewed and approved by legal counsel.

<https://christiansburg.box.com/s/zv3787bvb6c1x4e3ix7wikktkxxuahg6>



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

**AGENDA LOCATION:**  
CONSENT AGENDA

**Meeting Date: 7-11-2017**

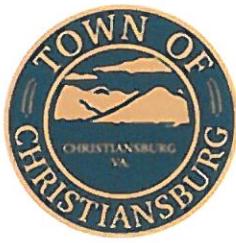
**ITEM TITLE:**  
Sunapsys contract amendment #1

**DESCRIPTION:**  
To amend the contract for the SCADA update for the water distribution system. The original contract was for phase 1 and part of the 2017 budget. This is for the next 2 phases of the work totaling \$47,507. That was funded in fy 2018 budget. The contract is also extended to June 30, 2018.

**POTENTIAL ACTION:**  
Approval

**DEPARTMENT:**  
Finance/Purchasing

**PRESENTER:**



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

INTERIM TOWN MANAGER  
RANDY WINGFIELD

ASSISTANT TO THE TOWN  
MANAGER  
ADAM CARPENETTI

DIRECTOR OF  
FINANCE/TOWN TREASURER  
VALERIE L. TWEEDIE,  
CPA, CFE, CGFM

CHIEF OF POLICE  
MARK SISSON

CLERK OF COUNCIL  
MICHELE M. STIPES

TOWN ATTORNEY  
GUYNNE & WADDELL, P.C.

# Town of Christiansburg, Virginia 24073

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

## Town of Christiansburg

### Upgrade Current Water Distribution to SCADA System

#### Amendment # 1 to Contract dated May 25, 2017

#### Contract Number: PW-17-0034

This Amendment # 1 to Contract PW-17-0034 dated May 25, 2017 is hereby entered into this 29<sup>th</sup> day of June, 2017 by SUNAPSYS hereinafter called the "Contractor" and the Town of Christiansburg, hereinafter called the "Town".

**WITNESSETH** that the Contractor and the Town, in consideration of mutual covenants, promises and agreements herein contained, agree as follows:

**SCOPE OF SERVICES:** The Contractor shall provide the services to the Town as set forth in the Contractor's quote dated June 25, 2017 attached as Exhibit A.

**CONTRACT PERIOD:** The Contract Period is hereby extended through June 30, 2018. All other terms and conditions of the Contract remain unchanged and in full force and effect.

**COMPENSATION AND METHOD OF PAYMENT:** The Contractor shall be paid in accordance with the Contract Documents in the amount of \$15,375 for Phase 2B and \$32,132 for Phase 3.

In **WITNESS WHEREOF**, the parties have caused this Contract to be duly executed intending to be bound thereby.

**CONTRACTOR:**

**TOWN OF CHRISTIANSBURG:**

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

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

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

Title: Randy Wingfield, Interim Town Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# EXHIBIT A

James Lancianese  
Town of Christiansburg  
100 East Main St  
Christiansburg, VA 24073

Dear Mr. Lancianese

As you know Sunapsys has been working to add Christiansburg to the new SCADA system being built for the New River Valley Regional Water Authority. This work covered the following sites:

Site	Type
Hubbell	Tank
Hills	Tank
Craig	Booster Station
Edgewood	Booster Station
Lubna	Booster Station
Buffalo	Booster Station

A Functional Specification for the completed system, electrical schematics, and bill of materials for each site were developed in Phase I of this project. Materials and fabrication of the control panels and performing Factory Acceptance Tests on those panels followed in Phase 2A. This work was completed in FY2017.

The remaining phases shall be completed in FY2018 and consist of the following work:

### Phase 2B

- **Programming** – Sunapsys will develop new programs for 6 PLCs (one a each site), 2 data concentrators, 2 HMIs and the NRVRWA SCADA system to implement the functionality defined in the Functional Description (140 hours)

### Phase 3

- **Installation** – Sunapsys will lead in the installation and startup of the new control system. This will include modifications to existing control panels and installation of new equipment and instrumentation. It is anticipated that mounting of new control panels and instrumentation and the running of conduit between equipment will be performed by Town of Christiansburg personnel. (24 hours per site)
- **Startup** – Sunapsys will configure and startup the new controls at each site, configure the data concentrators to collect data from each site, verify communications, and add each site to the SCADA system. (16 hours per site)
- **Site Acceptance Test** – During the installation and startup, Sunapsys will perform a site acceptance test on the new system, to be optionally witnessed by the customer's personnel. (2 hours per site)

- **Training** – Sunapsys will train customer personnel in the use and operation of the new system. (8 hours)
- **Documentation** – Sunapsys will provide printed and electronic copies of all CAD drawings developed as part of this project. Sunapsys will also provide a fully documented copy of all PLC programs in electronic format. Electronic copies will be provided on CD-ROM. (16 hours)

#### Pricing

Sunapsys will perform the above described work as follows

Phase 2B	\$15,375
Phase 3	\$32,132

Monthly invoicing will be on a percent complete basis for labor expended and materials purchased.

Sunapsys' standard terms and conditions, found at [www.sunapsys.com/index.php/9-public/112-standardtermsandconditions20160901](http://www.sunapsys.com/index.php/9-public/112-standardtermsandconditions20160901), apply to this proposal:

Sunapsys' standard warranty, found at [www.sunapsys.com/index.php/9-public/113-standardwarranty20160901](http://www.sunapsys.com/index.php/9-public/113-standardwarranty20160901), apply to this proposal:

This proposal contains proprietary information and is confidential and shall be used only for the purpose of qualifying Sunapsys, Inc. to perform the services described herein. This proposal in its entirety shall not be used for other purposes unless approved in writing by Sunapsys, Inc.

This proposal is valid for 30 days.

Please contact either Jeff Chapman or me if there are any questions.

Thank you,

Sunapsys, Inc.  
Ron Davis



850 Third Street  
Vinton, VA 24179  
Phone: 540-904-6862  
Fax: 540-904-6874  
[www.sunapsys.com](http://www.sunapsys.com)



1702009  
Christiansburg  
SCADA for Water Distribution  
June 25, 2017  
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Proposal Accepted By:

James Lancia

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Signature

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Date

---

Printed Name

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Title



850 Third Street  
Vinton, VA 24179  
Phone: 540-904-6862  
Fax: 540-904-6874  
[www.sunapsys.com](http://www.sunapsys.com)



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

**AGENDA LOCATION:**  
Discussion by Mayor and Council

**Meeting Date:**  
July 11, 2017

**ITEM TITLE:**  
Code Change Request—Add Club/Lodge as a Conditional Use Permit in I-2 General Industrial.  
Contingent upon code change, CUP request for Club/Lodge at 225 Industrial Drive, NE.

**DESCRIPTION:**  
The Town Council Public Hearing was held on Tuesday, June 27, 2017 for both items. The petitions were submitted by the Montgomery County Moose Lodge #1470 and the Threshold Center, LLC (owner) to amend the Zoning Ordinance to allow a Club/Lodge in the I-2 General Industrial district and to permit a CUP for a Club/Lodge at 225 Industrial Drive, NE. The Planning Commission recommended approval by a vote of 9 to 0 for both petitions on May 30, 2017. Planning Commission recommended two conditions with the CUP:

- 1) The permit shall be subject to review by the Planning Commission one year from the start of the operation of the club/lodge.
- 2) Parking shall be limited to the subject property and no on-street parking shall be allowed.

**POTENTIAL ACTION:**  
Final Council Action

**DEPARTMENT:**  
Planning/Town Manager's Office

**PRESENTER:**  
Will Drake/Randy Wingfield

**ATTACHMENTS:**  
Draft Ordinance – Ord. 2017-4  
Planning Commission Resolutions (Ordinance Amendment and CUP)  
E-mail received July 3, 2017

**AN ORDINANCE AMENDING CHAPTER 42 - ZONING, ARTICLE XIV. -  
GENERAL INDUSTRIAL DISTRICT I-2, SECTION 42-397. - PERMITTED  
USES, OF THE *CHRISTIANSBURG TOWN CODE* TO ALLOW CLUBS AND  
LODGES IN THE I-2 GENERAL INDUSTRIAL DISTRICT**

**WHEREAS**, notice of a public hearing before the Christiansburg Planning Commission concerning this ordinance was published two consecutive weeks (May 13, 2017 and May 20, 2017) in The News Messenger, a newspaper published in and having general circulation in the Town of Christiansburg; and,

**WHEREAS**, a public hearing of the Planning Commission was held May 30, 2017 and resulted in a recommendation by the Planning Commission that the following proposed zoning ordinance amendment be adopted; and,

**WHEREAS**, notice of the public hearing before the Town Council concerning this ordinance was published two consecutive weeks (June 14, 2017 and June 21, 2017) in The News Messenger, a newspaper published in and having general circulation in the Town of Christiansburg; and,

**WHEREAS**, the Town Council's public hearing was held June 27, 2017; and,

**WHEREAS**, Town Council has considered the following amendment to the Town's Zoning Ordinance and found that the public necessity, convenience, and good zoning practices deem it proper to do so;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Christiansburg, Virginia, that Chapter 42 - "Zoning," Article XIV - "General Industrial District I-2," Section 42-397 - "Permitted Uses" of the *Christiansburg Town Code* be amended as follows:

**Chapter 42 - ZONING**

\* \* \*

**ARTICLE XIV. - GENERAL INDUSTRIAL DISTRICT I-2**

\* \* \*

**Sec. 42-397. - Permitted uses.**

In the I-2 General Industrial District, structures to be erected, or land to be used, shall be for one or more of the following uses:

\* \* \*

(20) Clubs and Lodges with a Conditional Use Permit.

This ordinance shall become effective upon adoption. If any part of this ordinance is deemed unlawful by a court of competent jurisdiction all remaining parts shall be deemed valid. Ordinances or parts of any ordinances of the Town whose provisions are in conflict herewith are hereby repealed.

Upon a call for an aye and nay vote on the foregoing ordinance at a regular meeting of the Council of the Town of Christiansburg, Virginia held July 11, 2017, the members of the Council of the Town of Christiansburg, Virginia present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mayor D. Michael Barber*				
Samuel M. Bishop				
Harry Collins				
Cord Hall				
Steve Huppert				
Henry Showalter				
Bradford J. Stipes				

\*Votes only in the event of a tie vote by Council.

SEAL:

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Michele M. Stipes, Town Clerk

D. Michael Barber, Mayor

Resolution of the  
Town of Christiansburg  
Planning Commission

AN ORDINANCE AMENDING CHAPTER 42 "ZONING" OF THE CHRISTIANSBURG TOWN CODE IN  
REGARDS TO PROVISIONS FOR CLUBS AND LODGES IN THE I-2 GENERAL INDUSTRIAL DISTRICT

WHEREAS the Christiansburg Planning Commission has found, following a duly advertised Public Hearing on May 30, 2017, that the public necessity, convenience, general welfare and good zoning practices (**permit / do not permit**) Council to adopt an ordinance amending the *Christiansburg Town Code*.

THEREFORE be it resolved that the Christiansburg Planning Commission (**recommends / does not recommend**) to the Christiansburg Town Council that Section 42-397 (20) of Chapter 42 "Zoning" of the *Christiansburg Town Code* be amended as follows:

**ARTICLE XIV. GENERAL INDUSTRIAL DISTRICT I-2**

**Sec. 42-397. Permitted uses.**

In the I-2 General Industrial District, structures to be erected, or land to be used, shall be for one or more of the following uses:

**(20) Clubs and lodges, with a conditional use permit.**

Dated this the 30th day of May 2017.

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Craig Moore, Chairperson  
Christiansburg Planning Commission

The above Resolution was adopted on motion by Johnson seconded by Collins at a meeting of the Planning Commission following the posting of a public hearing notice upon the property and a duly advertised Public Hearing on the above request on May 30, 2017. Upon a call for an aye and nay vote on the foregoing resolution, the Commission members present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>MEMBERS</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew J. Beasley	X			
Harry Collins	X			
Mark Curtis	X			
David Franusich				X
J. Catherine Garner	X			
Hil Johnson	X			
Jeananne Kries	X			
Craig Moore, Chairperson	X			
Ann Sandbrook	X			
Jennifer D. Sowers, Vice-Chairperson	X			

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Craig Moore, Chairperson

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Andrew Warren, Secretary non-voting

# Resolution of the Town of Christiansburg Planning Commission

## *Conditional Use Permit Application*

WHEREAS the Christiansburg Planning Commission, acting upon a request by the Christiansburg Town Council to study a Conditional Use Permit (CUP) request by John Beamer for the Montgomery County Moose Lodge #1470, agent for The Threshold Center, LLC, for a club/lodge at 225 Industrial Drive NE (tax parcel 500 – ((A)) – 5K, 5K1) in the I-2 General Industrial District has found following a duly advertised Public Hearing that the public necessity, convenience, general welfare and good zoning practices (**permit / do not permit**) the issuance of a Conditional Use Permit to John Beamer for the Montgomery County Moose Lodge #1470, agent for The Threshold Center, LLC, for a club/lodge at 225 Industrial Drive NE (tax parcel 500 – ((A)) – 5K, 5K1) in the I-2 General Industrial District.

THEREFORE be it resolved that the Christiansburg Planning Commission (**recommends / does not recommend**) that the Christiansburg Town Council approve the Conditional Use Permit with the following conditions:

1. The permit shall be subject to review by the Planning Commission one year from the start of operation of the club/lodge.
2. Parking shall be limited to the subject property and no on-street parking shall be allowed.

Dated this the 30<sup>th</sup> day of May 2017.

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Craig Moore, Chairperson  
Christiansburg Planning Commission

The above Resolution was adopted on motion by Johnson seconded by Knies at a meeting of the Planning Commission following the posting of a public hearing notice upon the property and a duly advertised Public Hearing on the above request on May 30, 2017. Upon a call for an aye and nay vote on the foregoing resolution, the Commission members present throughout all deliberations on the foregoing and voting or abstaining, stood as indicated opposite their names as follows:

<u>MEMBERS</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Matthew J. Beasley	X			
Harry Collins	X			
Mark Curtis	X			
David Franusich				X
J. Catherine Garner	X			
Hil Johnson	X			
Jeananne Kries	X			
Craig Moore, Chairperson	X			
Ann Sandbrook	X			
Jennifer D. Sowers, Vice-Chairperson	X			

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Craig Moore, Chairperson

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Andrew Warren, Secretary Non-voting

## Andrew Warren

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**From:** Thom Rutledge <trutledge@shelor.com>  
**Sent:** Monday, July 03, 2017 12:50 PM  
**To:** Andrew Warren  
**Subject:** FW: C-burg Moose Lodge relocation to C-burg Industrial Park?

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**From:** David Hagan [mailto:[dhagan@shelor.com](mailto:dhagan@shelor.com)]  
**Sent:** Friday, June 23, 2017 8:38 AM  
**To:** Thom Rutledge  
**Subject:** Re: C-burg Moose Lodge relocation to C-burg Industrial Park?

I am very opposed. This is an industrial park!!!! Not a bar or restaurant what's the next Virginia techniques 400 little girls mixed with heavy equipment dump trucks Porta John storage trash dumpsters. This land was developed by the taxpayers to support industry they rejected our concrete plant and order John storage because of dust!!! That's funny so now we want to bring dance food drinking in the mix of all this I think it is the most improper use and will open them up for cheap retail space in the future

David Hagan

On Jun 23, 2017, at 8:11 AM, Thom Rutledge <[trutledge@shelor.com](mailto:trutledge@shelor.com)> wrote:

Guys:

Please see attached and let me know if you have any issues with the request. If so, we can email Andrew with your concerns / comments or go to the Public Hearing.

**From:** [canonscan@shelor.com](mailto:canonscan@shelor.com) [mailto:[canonscan@shelor.com](mailto:canonscan@shelor.com)]  
**Sent:** Friday, June 23, 2017 8:14 AM  
**To:** Thom  
**Subject:** Attached Image

<3316\_001.pdf>

## Town of Christiansburg Senior Staff Residency

Position	Employee Name	Residency
* Town Manager	vacant	--
Assistant Town Manager/Interim Town Manager	Randy Wingfield	in Town
Assistant to the Town Manager	Adam Carpenetti	in Town
* Treasurer/Finance Director	Valerie Tweedie	in Town
* Police Chief	Mark Sisson	Montgomery County
* Clerk of Council	Michele Stipes	in Town
* Town Attorney	Gwynn & Waddell, P.C.	City of Salem
Aquatic Center Director	Terry Caldwell	in Town
Building Official	Jerry Heinline	in Town
Engineering Director	Wayne Nelson	in Town
Fire Chief/Fire Marshall	Billy Hanks	Montgomery County
Human Resources Director	David Brahmstadt	City of Salem
Parks and Recreation Director	Brad Epperley	Montgomery County
Planning Director	Andrew Warren	Town of Blacksburg
Public Relations Director	Melissa Powell	in Town
Public Works Director	Jim Lancianese	Floyd County
Rescue Chief	Joe Coyle	in Town

\* Town Council appointment