



**City Council Meeting**  
**AGENDA**  
**Monday, January 8, 2024, 6:30 PM**

Work Session 6:00 P.M. Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153

Regular Session 6:30 P.M. Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

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**WORK SESSION**

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1. Call to Order
2. New Business
  - A. **Discussion Items**
    - 1) Discussion of Citizen Comment Requests
3. Adjournment

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**REGULAR SESSION**

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1. Call to Order
2. Pledge of Allegiance
3. Bid Openings, Awards, Recognitions
4. Consent Agenda
  - A. **Citizen Comments**

Comments from the public, limited to five minutes, on matters not already having a public hearing at the same meeting.
  - B. **Minutes**

Consider acceptance of the December 11, 2023, Work Session and Regular Meeting minutes.
  - C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenditures for the five months ending November 2023.
5. Old Business
6. New Business

**A. Amendment to the Zoning Ordinance**

Hold public hearing and consider adoption of ordinance on first reading for the request of E2ST John, LLC, property owner, for rezoning the property located at 68 St. John Road (Tax Map # 155-2-2.1) from HBD Highway Business District to HM Heavy Manufacturing District. (Advertised in the December 28, 2023, and January 4, 2024, issues of the *Salem Times-Register*.) (Recommend approval; see page 2 of Planning Commission minutes.) **STAFF REPORT**

**B. Amendment to the Zoning Ordinance**

Hold public hearing and consider adoption of ordinance on first reading for the request of Poindexter SW Florida, LLC, property owner, for rezoning the property located at 2105–2121 Apperson Drive (Tax Map # 281-1-2.2) from BCD Business Commerce District to HBD Highway Business District. (Advertised in the December 28, 2023, and January 4, 2024, issues of the *Salem Times - Register*.) (Recommend approval; see page 3 of Planning Commission minutes.) **STAFF REPORT**

**C. Approval of Electric Rates**

Consider adoption of Resolution 1461 amending the Electric Rate Tariffs. **Audit - Finance Committee**

**D. Update Special Regulatory Tax Rate on Electric Utility Bills**

Consider request to update Special Regulatory Tax Rate on Electric Utility Bills. **Audit - Finance Committee**

**E. Quick Lube Oil Change**

Consider setting bond for erosion and sediment control and landscaping and physical improvements for Quick Lube Oil Change. **Audit - Finance Committee**

**F. St. John Road Common Development Plan**

Consider setting bond for erosion and sediment control and landscaping for St. John Road Common Development Plan. **Audit - Finance Committee**

**G. Boards and Commissions**

Consider appointments to various boards and commissions.

**7. Adjournment**

## City Council Meeting MINUTES

**Monday, December 11, 2023, 6:30 PM**

Work Session 5:30 P.M. Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153  
Regular Session 6:30 P.M. Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

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### WORK SESSION

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### AMENDED AGENDA

#### 1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on December 11, 2023, at 5:31 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice- Mayor; Council members: Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with Renée Ferris Turk, Mayor, presiding together with Rob Light, Interim City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Crystal Williams, Assistant to the City Manager; Laura Lea Harris, Deputy Clerk of Council; John Aldridge, CPA/Partner, Brown Edwards; and the following business was transacted;

Mayor Turk reported that this date, place, and time had been set in order for the Council to hold a work session.

#### 2. New Business

##### A. Discussion Items

- 1) Review proposed Legislative Agenda.
- 2) Review of proposed Capital Reserve policy
- 3) Overview of Annual Comprehensive Financial Report - Brown Edwards - John Aldridge

Mr. Light read the proposed Resolution 1460 and it was noted that a number of localities were including a small number of items on their Legislative Agendas. This resolution will be shared with Salem's Representatives in the Virginia General Assembly expressing Salem City Council's official position on matters holding importance. Council discussed the various points included and questions were

asked. The final consensus was that the resolution would be presented as proposed in the Regular meeting this evening.

Ms. Jordan distributed for Council's review a copy of the proposed Capital Reserves policy. She explained that smaller Capital projects are generally taken from the Operating Fund, funds are borrowed for larger projects, and this policy is geared toward mid-level projects. In addition, Ms. Jordan gave some examples of types of projects that would be included in each level of Capital project. She shared the formula included in the proposal for calculating the Capital Reserve fund balance. The practice of the City of Salem is to keep six months of reserves. Council was asked to review the proposal and give feedback to Mr. Light or Ms. Jordan and to bring this to Council in the early part of 2024 for adoption.

John Aldridge, with Brown Edwards, stated that he had met with the Audit-Finance Committee on Friday, December 8, and he went over the Annual Comprehensive Financial Report in detail. The state requires that the audit be presented in a public meeting and approved before being certified and filed with the state prior to December 15. The City of Salem received a clean report. He noted that this includes the Salem City Schools and the Economic Development Authority. He shared detailed explanations of specific items throughout the report. He noted one finding related to State funds that has been resolved. Mr. Wallace pointed out that there were some very interesting statistics included in the last few pages of the report and requested that Mr. Aldridge make note of the plan for Reserve funds for the citizens present at the Regular meeting this evening.

### 3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:20 p.m.

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## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice-Mayor; Councilmembers: Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with Renée Ferris Turk, Mayor, presiding together with Rob Light, Interim City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

### 2. Pledge of Allegiance



3. Bid Openings, Awards,  
Recognitions

Jim Wallace motioned to add item 6M to the agenda for this evening. Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

4. Consent Agenda

A. **Citizen Comments**

Comments from the public, limited to five minutes, on matters not already having a public hearing at the same meeting.

Ronald Thompson, 1000 West Riverside Drive, addressed Council along with his son, Matthew Thompson. Matthew distributed a copy of a letter from the City Attorney to an attorney who has been assisting Mr. Thompson for Council to review. Mr. Thompson requested to know if there was any chance of enlisting the City's help in dealing with issues on his property caused by drainage and erosion. He reviewed the details of the process and history of his situation for Council. His son, Matthew, also spoke and shared concern about the conditions on the property from erosion and the condition of the hill behind the house.

Mr. Jones said that he would come by and look at the situation.

Mayor Turk asked if Mr. Guynn or Mr. Van Allman had been able to review the information involved with this.

Mr. Van Allman noted that he had worked with City Manager Taliaferro on this and that this began prior to his employment with the City. He was informed that the berm was still in place, with trees growing in the berm, and that this was resolved.

Mayor Turk indicated that she had seen pictures of this on GIS and it appeared that the berm was still in place. She noted again that Councilman Jones will be going to the property to see what the situation is. She asked Mr. Thompson what year he built the barn.

Mr. Thompson replied that he built his barn in 1992. He added that he had also put the road in and until about six years ago when the neighbor removed the berm, he had not had to add any gravel. He added that he has to keep gravel on hand now for ongoing repairs and that at times through the year the house is unable to be accessed.

Mayor Turk noted that because this is a private road this comes down to the

ownership.

Matthew Thompson concurred but added that they felt that the City had allowed the neighbor to remove soil and erosion measures that were mandatory for construction and that the City bore some responsibility because of the easement.

Mayor Turk asked if there were any further details that they needed to be aware of.

Mr. Guynn indicated that prior to writing the letter he had spoken with the City Engineer and the City Manager and the conclusion that was reached was that this was not a City issue.

Mayor Turk stated that Mr. Jones would look into this and visit the property to assess, but at this point with the information in hand, it appears that this was a situation between two property owners.

Mr. Thompson noted again the details of the easement not being recorded and paperwork being lost and beseeched Council for help.

Mayor Turk restated that Mr. Jones would come look at the situation and that if this were a matter between two property owners it would be between them to work out.

Matthew Thompson stated that the problem was that the easement belonged to the City of Salem and that it was the City's responsibility to maintain it.

Mr. Thompson interjected that actually this was the responsibility of the Homeowner's Association, but that because the City did not record the berm and holding pond on his deed, all that had been done was that the homeowner had leveled his yard and that there was no proof on his deed or land plot that reflected the original situation.

Mayor Turk requested that they give Mr. Jones a chance to go look at the situation and come back to review the information with Council and City Staff.

Mayor Turk noted that some new Police Officers were with us that she had missed recognizing at the beginning of the meeting. She requested that they stand and introduced themselves. Officer Gardner, Officer Ingordino, and Field Training Officer Pinkston from the Salem City Police Department introduced themselves. Council expressed appreciation to the Officers for working for the City of Salem to protect our citizens. Mayor Turk told them that they were free to leave if they were on duty.

John Breen, 142 Bogey Lane, shared with Council that a survey is "a chief primary

research method for garnering valid and measurable community feedback" and noted characteristics that he felt were part of effective surveys. He noted observations that he had made in relation to the Survey that had been drafted as part of the process for the Comprehensive Plan that is currently in progress. He expressed concern of specific weaknesses that he saw with this survey's validity, clarity, key information, and usefulness. He included for Council a copy of a survey created by Roanoke College's Institute for Policy and Opinion Research for Council's review. Mr. Breen requested that Council "engage the Institute to review the City's survey and to ascertain what would constitute a more useful and statistically valid survey."

Emily Paine Carter, 335 N. Broad Street, noted that the first item on Salem's Mission Statement is preservation. She reiterated some of the previously expressed concerns of citizens regarding the potential development of Hope Tree property: traffic and speeding, sewage and water problems, pollution, loss of charm and historic value, and additional services that would be required. She also noted the mental and physical values of greenspace. She requested that Council carefully consider all sides of the situation before making any decisions.

Lisa Chappell Miller, 405 Apperson Drive, was the last citizen to address Council this evening. She shared some of the recent home sales in Salem that she had facilitated and what all but one of these buyers were looking for in Salem: single-family living with the possibility of creating a multi-generational home with a nice outdoor space to enjoy. These experiences have caused her to reflect on zoning and the Comprehensive Plan. She expressed that currently, Salem's zoning does not allow for some of the alternative housing that people are looking for. She noted that the Code should be allowing for Accessory Dwelling Units (ADUs) on properties large enough to accommodate them, and separate utility hookups for those units when it makes sense to do so. She also indicated that Salem should be allowing homeowners to create living space in their homes for aging parents or adult children and should be allowed to have a kitchen and bathroom on the same floor. If this space is not being used by a family member, the owner should be able to rent it, especially in a college town. She also indicated that consideration should be given to allowing short-term rentals, or Air BnBs in areas consistent within walking distance to amenities, not in the middle of a neighborhood. She applauded the new development evolving at Valleydale. In addition, concern was expressed about the affordability of some rental options and that there is a shortage of affordable housing that people are searching for in Salem. She asked that Council slow down the process and take a look at the needs of the citizens before making decisions on the redevelopment of Hope Tree. She noted that a petition was being circulated and that the overdevelopment of one of Salem's last natural spaces in an established, historic neighborhood and adding businesses, restaurants, and a hotel, while eliminating green spaces seemed counterintuitive.

**B. Minutes**

Consider acceptance of the November 27, 2023, Regular Meeting minutes.

The minutes were approved as written.

**5. Old Business**

**A. Amendment to the City Code - Chapter 66 Signs**

Consider adoption of ordinance on second reading amending Chapter 66, Article I, In General, Section 66-7, Nonconforming signs and 66-9, Removal of signs no longer advertising existing bona fide business, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to signs. (Approved on first reading at the November 27, 2023, meeting.)

Mr. Van Allman stated that no correspondence had been made available to him concerning any change or of a positive or negative nature.

William Jones motioned to adopt on second reading ordinance amending Chapter 66, Article I, In General, Section 66-7, Nonconforming signs and 66-9, Removal of signs no longer advertising existing bona fide business, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to signs. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**B. Amendment to the City Code - Chapter 106 Zoning**

Consider adoption of ordinance on second reading amending Chapter 106, Zoning, Article II District Regulations, Sections 106-208.2, 106-214.2, 106-216.2, and 106-218.2, pertaining to permitted uses; Section 106-216.3 pertaining to site development regulations; Article III Use & Design Standards, section 106-304.21 pertaining to short term rentals; section 106-316.3 pertaining to accessory uses, residential; Article IV Development Standards, section 106-404 pertaining to parking requirements; and Article VI Definitions and use types, section 106-600 pertaining to definitions of the CODE OF THE CITY OF SALEM, VIRGINIA. (Approved at the November 27, 2023, Council meeting except Section 106-406.25 which was continued until the March 25, 2024, Council meeting.)

William Jones motioned to adopt ordinance on second reading amending Chapter 106, Zoning, Article II District Regulations, Sections 106-208.2, 106-214.2, 106-216.2, and 106-218.2, pertaining to permitted uses; Section 106-216.3 pertaining to site development regulations; Article III Use & Design Standards, section 106-304.21 pertaining to short term rentals; section 106-316.3 pertaining to accessory uses, residential; Article IV Development Standards, section 106-404 pertaining to

parking requirements; and Article VI Definitions and use types, section 106-600 pertaining to definitions of the CODE OF THE CITY OF SALEM, VIRGINIA. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**C. Amendment to the City Code - Chapter 74 Streets, sidewalks and other public places**

Consider adoption of ordinance on second reading amending Chapter 74, Streets, Sidewalks, and Other Public Places, Article IV, Numbering of houses and buildings, Section 74-101(c) pertaining to assigning addresses, and Section 74-103 pertaining to placing of address numbers, of the CODE OF THE CITY OF SALEM, VIRGINIA. (Approved on first reading at the November 27, 2023, meeting.)

Randy Foley motioned to adopt on second reading ordinance amending Chapter 74, Streets, Sidewalks, and other Public Places, Article IV Numbering of houses and buildings, section 74-101(c) pertaining to assigning addresses, and Section 74-103 pertaining to placing of address numbers of the CODE OF THE CITY OF SALEM, VIRGINIA. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**D. Amendment to the City Code - Chapter 94 Nuisance Ordinance**

Consider adoption of ordinance on second reading amending Chapter 94, Nuisances, Section 94-3, Declaration of nuisances; abatement required, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to trees. (Approved on first reading at the November 27, 2023, meeting.)

Randy Foley motioned to adopt on second reading ordinance amending Chapter 94, Nuisances, Sections 94-3, Declaration of nuisances; abatement required, pertaining to trees of the CODE OF THE CITY OF SALEM, VIRGINIA. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**6. New Business**

**A. Annual Comprehensive Financial Report**

Presentation of the Annual Comprehensive Financial Report for the year ended June 30, 2023. **Audit - Finance Committee**

Vice-Mayor Wallace invited Mr. Aldridge forward to comment on the Annual Comprehensive Financial report for the past year.

John Aldridge, Brown Edwards, noted that the audit process begins in May and ends at the end of November. It is required by State Code that the Audit results be presented in a public meeting. He indicated that this report included the City of Salem, The EDA, and the Salem School System. Mr. Aldridge reported that an unmodified or clean opinion was issued, which was as good as it gets. He noted that they had to test the City's compliance with Federal expenditures and the City was found to be in compliance with all programs that were tested. Mr. Aldridge also noted that, as discussed previously, over the past years, through prudent management, a General Fund balance had been built up that has about nine months of Reserves. He indicated that about six months should be kept. He applauded Salem for looking at this and developing a plan. The plan will be to start setting aside funds for Capital projects. This would enable the City to avoid taking on debt for some large projects, and, if a project were small enough, funds could be taken out of the General Fund. He stated that this would enable Salem to continue to strengthen their financial position. Mr. Aldridge thanked Rosie Jordan and staff for their hard work and noted that the Finance staff puts this report together where previously Brown Edwards did the entire report.

Mayor Turk noted that they had been able to speak with Mr. Aldridge in Work Session and ask questions.

Council thanked Mr. Aldridge and Ms. Jordan and staff for all the work in putting this report together.

Mr. Wallace shared for the citizens benefit that the City was very healthy financially and in a very strong position that they could feel comfortable with.

The report was received by Council.

## **B. Appropriation of Funds**

Consider request to appropriate additional RSTP funding and local funding for the Elizabeth Campus Greenway. **Audit - Finance Committee**

James Wallace motioned to accept the additional Regional Surface Transportation Program funds of \$996,861 and to appropriate \$996,861 to the Capital Projects Federal Grants revenue account and to the Elizabeth Campus Greenway account. Also, to appropriate \$151,317 to the Capital Projects Transfer from General Fund account and to the Elizabeth Campus Greenway account. In addition, appropriate \$151,317 to the General Fund Designation of Beginning Fund Balance account and to the Transfer To Capital Projects account. Additional funds were required in

addition to those appropriated in March 2020 due to significant inflation subsequent to the original appropriation. William Jones seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**C. Appropriation of Funds**

Consider request to accept and appropriate the FY24 Staffing Recognition Grant from Virginia 911 Services Board. **Audit - Finance Committee**

James Wallace motioned to accept the \$47,500 grant from the Virginia 911 Services Board for one-time bonuses to telecommunicators and appropriate \$47,500 in state grant revenue, Police State Grants account. Increase the expenditure budget for Communication Center's full-time salaries account by \$45,000 and part-time salaries account by \$2,500. These funds will be used to provide full-time telecommunicators and PSAP supervisors a one-time bonus of \$2,500 and part-time telecommunicators a one-time bonus of \$1,250. No local match is required. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**D. Appropriation of Funds**

Consider request to appropriate additional Smart Scale Funding and local funding for Downtown Improvements. **Audit - Finance Committee**

James Wallace motioned to accept the additional Smart Scale funding of \$366,012 and appropriate \$366,012 to the Capital Projects Federal Grants revenue account and to the Downtown Improvement – E Main St/Market St to Thompson expenditure account. In addition, appropriate \$1,444,796 to the Capital Projects Transfer from General Fund account and to the Downtown Improvement – E Main St/Market St to Thompson expenditure account. Also, appropriate \$1,194,796 to the General Fund Designation of Beginning Fund Balance account and to the Transfer To Capital Projects account. Additional funds were required in addition to those appropriated in March 2020 due to significant inflation subsequent to the original appropriation. The additional Smart Scale funding and local funding will allow the City to complete a portion of the streetscape and intersection improvements in Downtown from Market Street to Thompson Memorial. William Jones seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**E. Appropriation of Funds**

Consider request to accept and appropriate the FY24 Enterprise GIS Software



Grant from Virginia 911 Services Board. **Audit - Finance Committee**

James Wallace motioned to accept the \$3,000 grant from the Virginia 911 Services Board and appropriate \$3,000 in the Police state grant revenue account to support GIS software needs. Increase the expenditure budget for Communication Center's state grant account by \$3,000. No local match is required. William Jones seconded the motion.

**F. Appropriation of Funds**

Consider request to re-appropriate funding for a Building Inspections vehicle.  
**Audit - Finance Committee**

James Wallace motioned to re-appropriate fund balance of \$35,000 to the Designation of Beginning Fund Balance account and the Motor Vehicles and Equipment account for Building Inspections to purchase a vehicle approved and ordered in FY23 for which the dealer was unable to fulfill the order. William Jones seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**G. Appropriation of Funds**

Consider request to appropriate General Fund reserves for streetscape improvements for the development at the former Valleydale Plant. **Audit - Finance Committee**

As part of the performance agreement between the City of Salem, the Economic Development Authority of the City of Salem, and Valleydale Catalyst LLC, the City agreed to spend up to \$1,500,000 for streetscape and related utility improvements to support the development at the former Valleydale Plant.

Mr. Wallace noted that the City expects to recover all of it as the Valleydale development progresses and the City starts to receive taxes, etc.

James Wallace motioned to appropriate \$1,500,000 to the Designation of Beginning Fund Balance account and to the Transfer to Capital Projects account in the General Fund. Also, appropriate \$1,500,000 to the Transfer from General Fund account and to the Valleydale Streetscape Improvements account in the Capital Projects Fund. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**H. Appropriation of Funds**

Consider request to amend the School Operating Fund and School Grants Fund budgets as approved by the School Board on November 14, 2023. **Audit - Finance Committee**

James Wallace motioned to approve the School Board's appropriation changes of \$322,131 to the Operating Fund and \$1,222,014 to the Grants Fund, as amended at the November 14, 2023, School Board meeting. William Jones seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**I. Appropriation of Funds**

Consider request to amend the School Operating Fund, School Grants Fund, and School Cafeteria Fund budgets as approved by the School Board on October 10, 2023. **Audit - Finance Committee**

James Wallace motioned to approve the School Board's appropriation changes of \$44,234 to the School Operating Fund, \$747,769 to the School Grants Fund, and \$4,306 to the School Cafeteria Fund, as approved by the School Board at their October 10, 2023, School Board meeting. William Jones seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

**J. Abstract of Votes**

Receive the Abstract of Votes cast at the General Election held on November 7, 2023.

Mayor Turk noted that no action was required, and that Council accepted the Abstract of Votes.

**K. 2024 Legislative Package**

Consider adoption of Resolution 1460 adopting a Legislative Program for the 2024 session of the Virginia General Assembly and petitioning the General Assembly to favorably consider the issues and topics addressed herein.

Mayor Turk noted that over the past six weeks, Council had discussed different topics that they felt were important for the General Assembly, our delegates, and our senators to support. Council has had several meetings with our representatives and the list has been reduced to be consistent with what some of the other localities are suggesting.

Mayor Turk asked Mr. Wallace to read the list of priorities and he read the list from Resolution 1460.

Mr. Wallace noted that these six items are what Council considered important for our local goals were:

- 1) Support and promote efforts for funding to enable runway extension and other improvements for the Roanoke-Blacksburg Regional Airport.
- 2) Support and direct funding towards expansion of the Catawba Hospital.
- 3) Commitment to transportation projects in the region including the widening of all north and south lanes of Interstate 81 from Christiansburg to Daleville and additional funding necessary to adequately maintain and repair roads in the City.
- 4) Reverse legislation passed in the 2021 General Assembly regular session that requires localities to hold local elections in November.
- 5) Consider positively, priorities and positions made by the Salem School Board. (See attached).
- 6) Carefully consider those recommendations set forth by the Virginia Municipal League in its 2024 Legislative Program.

Renee Turk motioned to adopt the Legislative Program for the 2024 session of the Virginia General Assembly and petitioning the General Assembly to favorably consider the issues and topics addressed as read from Resolution 1460. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

#### **L. City Manager Appointment**

Consider the appointment of a new City Manager and approval of an employment agreement between the City Manager of the City of Salem and the City of Salem.

Mayor Turk thanked the Berkley Group for their assistance in the recruitment and interview process of the candidates who applied for the position of City Manager for the City of Salem. She noted that there were a number of applicants interested in the position and that the Berkley Group helped in narrowing these down to four that Council interviewed. She shared that Council was proud to announce that City Council would be hiring Chris Dorsey for the position of City Manager. He was present this evening, and Mayor Turk asked him to stand.

Mayor Turk motioned to appoint Chris Dorsey as City Manager for the City of

Salem. Randy Foley seconded the motion.

Jim Wallace motioned to amend the motion to add the authorization of the Mayor to sign the employment agreement with Mr. Dorsey. Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

City Council welcomed Mr. Dorsey.

#### **M. City Holiday**

Consider addition of Tuesday, December 26, 2023, as a City holiday for employees.

Mr. Wallace clarified that Tuesday, December 26, 2023, was the date being referred to.

Mayor Turk noted that this was a one-time addition for this year only.

Mr. Light noted that the holiday trash collection schedule had already been posted and that this would not impact the holiday trash collection schedule.

Renee Turk motioned to add December 26, 2023, as a City holiday this year for City employees. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Turk, Wallace

#### **7. Adjournment**

Mayor Turk shared on behalf of Salem City Council that they wanted to wish everyone a very happy holiday season and quality time with family and friends. She encouraged citizens to shop locally.

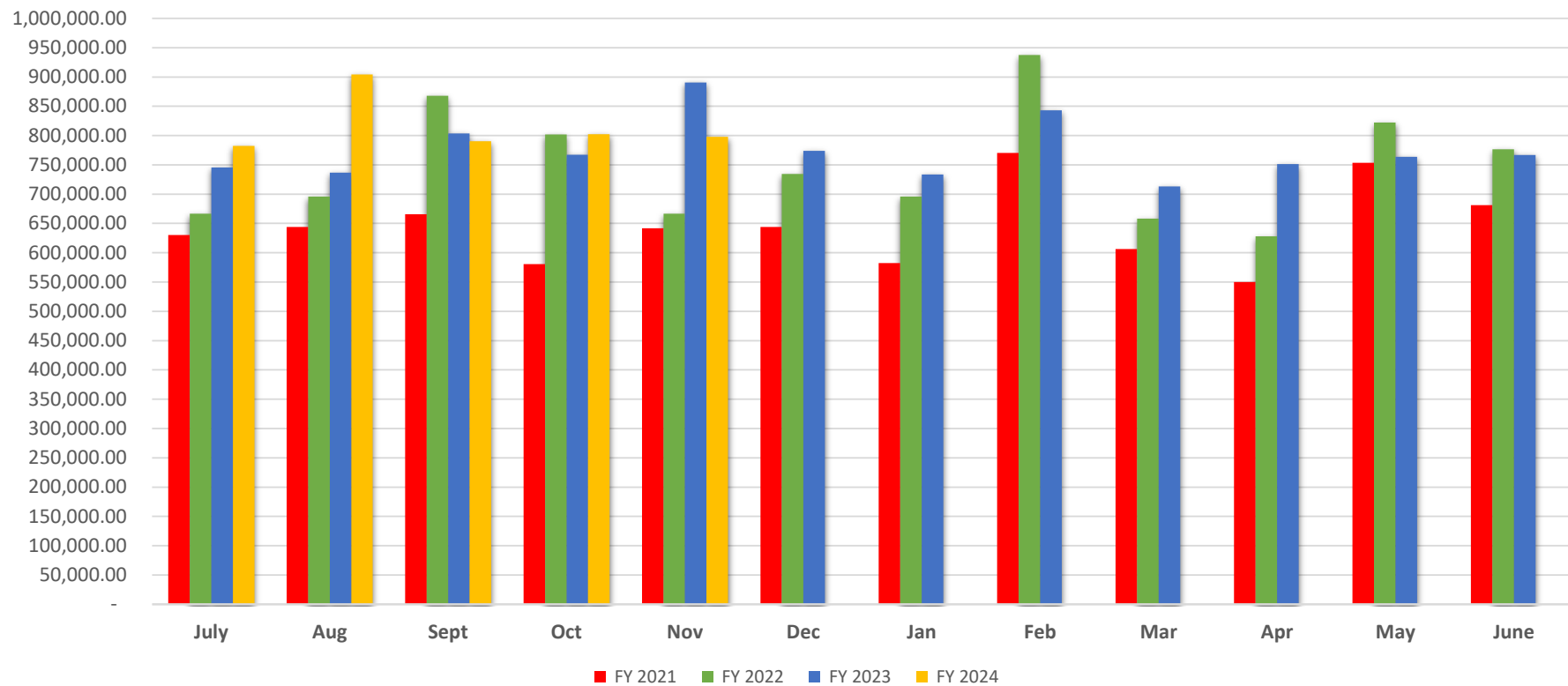
The meeting was adjourned at 7:25 p.m.

Schedule A

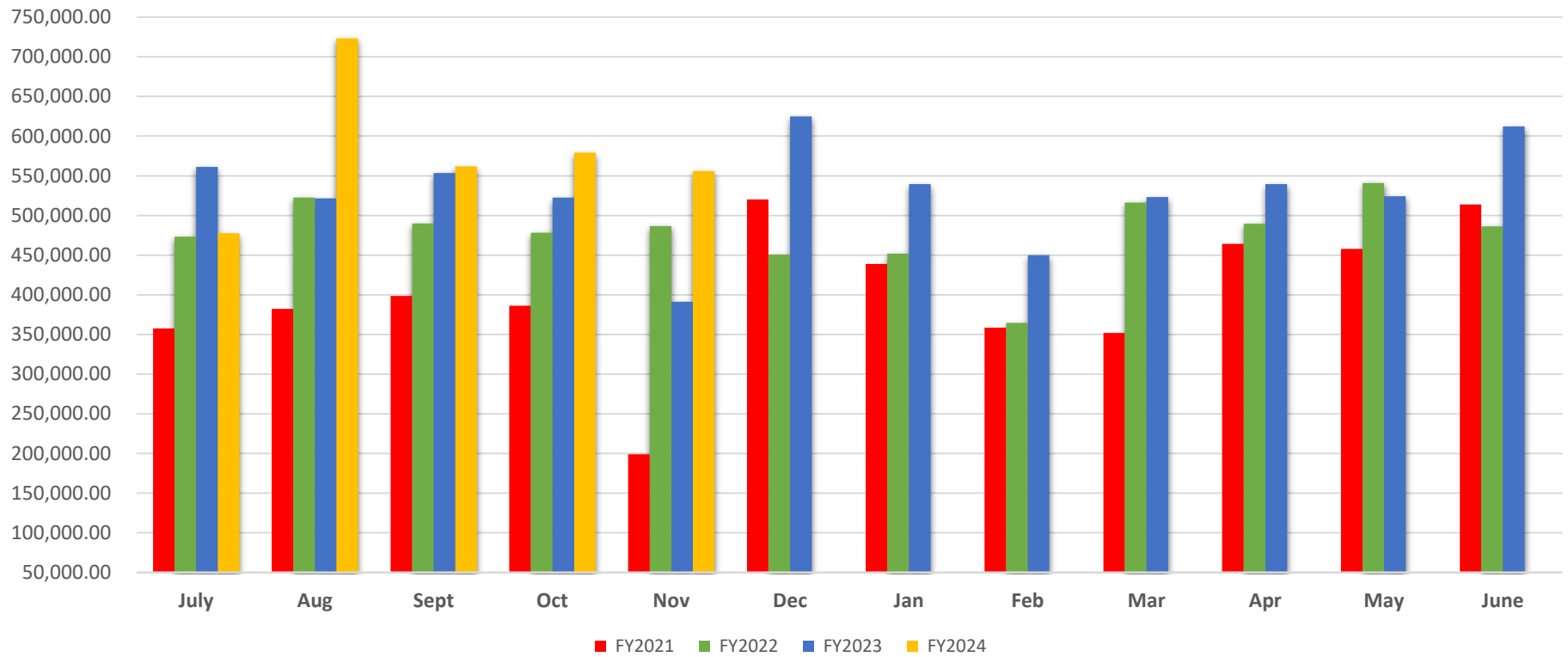
**City of Salem, Virginia  
General Fund  
Statement of Revenues and Expenditures  
For Five Months Ending November 30, 2023**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Revenues:</b>					
Beginning Balance 7-1-23	\$ 6,924,326	\$ -	0%	\$ -	\$ -
General Property Taxes	47,435,126	13,909,532	29%	12,299,246	1,610,286
Other Local Taxes	27,410,800	6,561,267	24%	6,309,038	252,229
Permits and Licenses	356,740	114,814	32%	149,979	(35,165)
Fines and Forfeitures	119,000	41,254	35%	46,861	(5,607)
Revenue from Use of Money and Property	5,332,180	3,389,954	64%	928,756	2,461,198
Charges for Services	3,680,126	1,331,500	36%	1,294,856	36,644
Payment in Lieu of Taxes from Electric Fund	3,160,000	1,316,667	42%	1,580,000	(263,333)
Payment in Lieu of Taxes from Water Fund	145,395	61,876	43%	64,726	(2,850)
Miscellaneous Revenue	582,500	195,555	34%	304,818	(109,263)
Non-Categorical Aid	3,690,450	377,601	10%	415,396	(37,795)
Shared Expenses	1,711,395	526,287	31%	482,619	43,668
Categorical Aid	9,257,853	2,481,584	27%	2,000,453	481,132
Non-Revenue Receipts	23,823	27,826	117%	3,180	24,646
Transfer From Other Funds	5,396,700	5,319,145	99%	9,588,202	(4,269,057)
<b>Total Revenues</b>	<b>115,226,414</b>	<b>35,654,862</b>	<b>31%</b>	<b>35,468,129</b>	<b>186,733</b>
<b>Expenditures:</b>					
General Government	10,028,336	4,131,644	41%	3,941,778	189,866
Judicial Administration	3,163,592	1,231,396	39%	1,050,679	180,717
Public Safety	25,817,645	9,626,511	37%	8,543,908	1,082,603
Public Works	14,008,351	4,830,192	34%	3,695,518	1,134,674
Health and Welfare	6,492,410	2,090,662	32%	1,734,140	356,522
Education	25,651,617	12,326,157	48%	11,866,406	459,751
Parks, Recreation and Cultural	8,945,684	3,065,331	34%	2,869,348	195,983
Community Development	3,633,635	1,549,242	43%	2,451,444	(902,202)
Non-Departmental	16,466,738	10,594,537	64%	11,765,765	(1,171,228)
Contingency	1,018,406	-	0%	-	-
<b>Total Expenditures</b>	<b>115,226,414</b>	<b>49,445,672</b>	<b>43%</b>	<b>47,918,986</b>	<b>1,526,686</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (13,790,810)</b>		<b>\$ (12,450,857)</b>	<b>\$ (1,339,953)</b>

**City of Salem  
Sales Tax Summary  
For Fiscal Years 2021 - 2024**

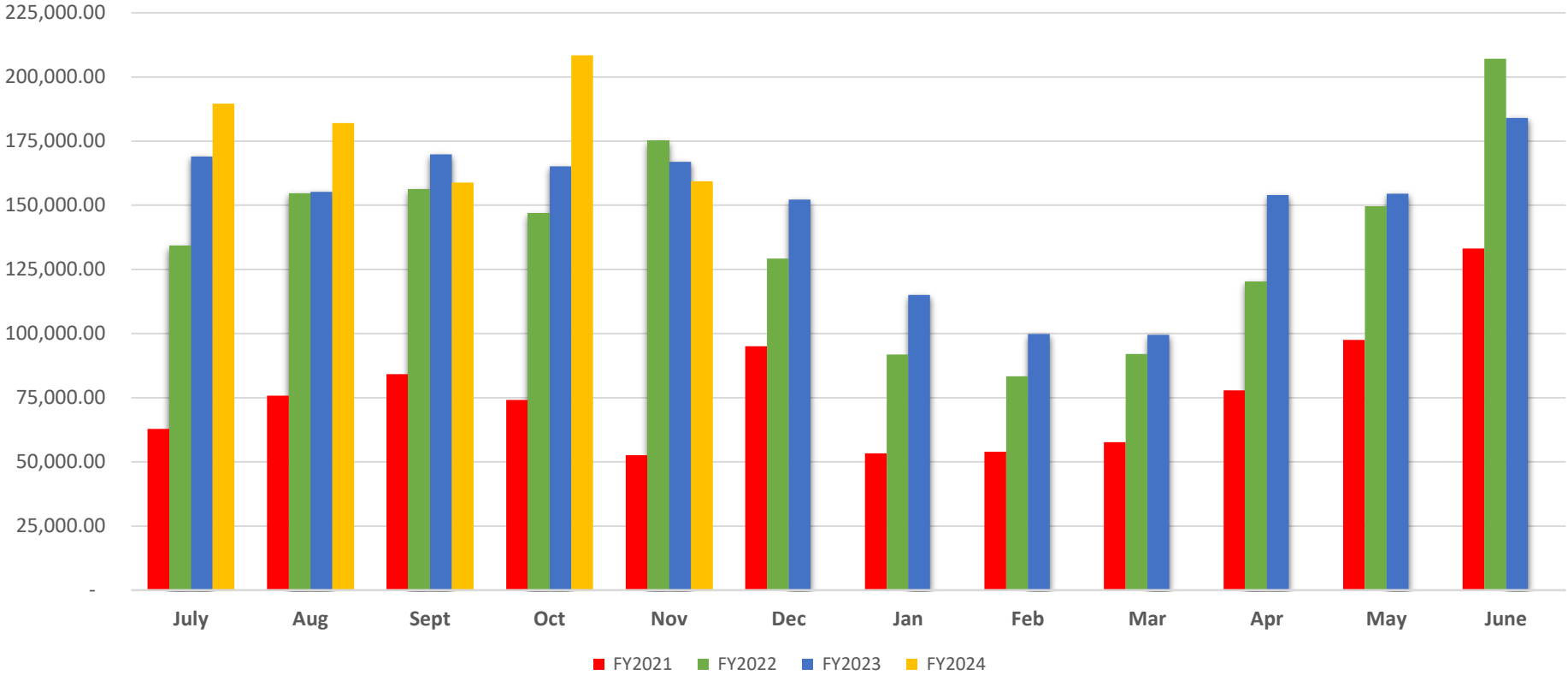


**City of Salem  
Meals Tax Summary  
For Fiscal Years 2021 - 2024**





**City of Salem  
Lodging Tax Summary  
For Fiscal Years 2021 - 2024**





City of Salem, Virginia  
Debt Outstanding  
For Period Ending November 30, 2023

Schedule F

	Balance 7/1/2023	Issuances	Principal Payments	Balance 11/30/2023
<b>City Debt Outstanding</b>				
2011 Union First Market Refunding Bonds	\$ 379,962	\$ -	\$ (379,962)	\$ -
2013 Public Improvement Bonds	977,550	-	(89,425)	888,125
2016B Public Improvement Bonds	441,146	-	-	441,146
2019 Public Improvement Bonds	4,273,000	-	-	4,273,000
2020 Public Improvement Bonds	1,935,000	-	-	1,935,000
2020 Public Improvement Refunding Bonds	4,703,652	-	-	4,703,652
2021 Public Improvement Refunding Bonds	1,166,000	-	-	1,166,000
2022B Public Improvement Bonds	14,491,000	-	-	14,491,000
<b>Total City Debt Outstanding</b>	28,367,310	-	(469,387)	27,897,923
<b>School Debt Outstanding</b>				
2011 Union First Market Refunding Bonds	665,038	-	(665,038)	-
2012A Public Improvement Bonds	4,772,500	-	(477,250)	4,295,250
2013 Public Improvement Bonds	3,012,450	-	(275,575)	2,736,875
2020 Public Improvement Bonds	23,565,000	-	-	23,565,000
<b>Total School Debt Outstanding</b>	32,014,988	-	(1,417,863)	30,597,125
<b>Total Debt Outstanding</b>	<u>\$ 60,382,298</u>	<u>\$ -</u>	<u>\$ (1,887,250)</u>	<u>\$ 58,495,048</u>

City of Salem, Virginia  
Capital Projects Fund  
Statement of Revenues and Expenditures  
For Period Ending November 30, 2023

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2023							\$ 21,420,610
<u>Revenues:</u>							
Federal Grants	\$ 12,009,855	\$ 1,604,490	\$ -	\$ 1,604,490	\$ 10,405,365	\$ 11,411	
State Grants	17,515,640	1,650,425	-	1,650,425	15,865,215	25,922	
Proceeds From Debt Issuance	42,015,146	42,015,145	-	42,015,145	1	-	
Interest Income	683,190	804,495	-	804,495	(121,305)	121,305	
Transfer From General Fund	25,423,186	25,118,212	-	25,118,212	304,974	5,262,949	
Total Revenues	97,647,017	71,192,768	-	71,192,768	26,454,249		5,421,587
<u>Expenditures:</u>							
Next Generation 911	378,493	187,161	30,609	217,770	160,723	-	
Fire Station #2 Renovations	432,000	16,256	-	16,256	415,744	10,024	
Fire Station #2 Storage Building	515,000	-	-	-	515,000	-	
Fire Station #1 Renovations	545,000	3,055	-	3,055	541,945	3,055	
Fire Station #3 Renovations	378,000	3,055	-	3,055	374,945	3,055	
Colorado St Bridge Replacement	11,778,826	847,245	5,595,614	6,442,859	5,335,967	49,639	
Apperson Drive Bridge Replacement	9,784,451	762,394	31,828	794,222	8,990,229	14,391	
Jury Room Expansion	400,000	38,128	693	38,821	361,179	5,895	
Apperson Drive Bridge Repairs #1800	682,432	69,800	4,972	74,772	607,660	69,800	
Hanging Rock Battlefield Phase 2	1,420,310	1,431,719	21,435	1,453,154	(32,844)	574	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	1,104,400	158,378	39,970	198,348	906,052	-	
Moyer Sports Complex Renovation	27,922,667	16,922,071	8,993,368	25,915,439	2,007,228	4,548,528	
Mason Creek Greenway Phase 3	2,610,681	173,266	303,868	477,134	2,133,547	-	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Civic Center East/West Fields Restroom	220,000	-	221,070	221,070	(1,070)	-	
Longwood Park Restroom Replacement #2	180,000	-	129,261	129,261	50,739	-	
Civic Center West Field Lighting Upgrades	250,000	-	246,473	246,473	3,527	-	
Kiwanis Park Wall Pads	110,000	-	-	-	110,000	-	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Flood Mitigation-CFPF	78,962	57,064	21,898	78,962	-	47,789	
Downtown Impr - E Main St/Union St	2,504,140	2,208,379	167,897	2,376,276	127,864	197,363	
Downtown Impr - E Main St/Market St	3,629,869	210,132	5,200	215,332	3,414,537	4,069	
Downtown Impr - E Main St/White Oak	2,311,825	19,693	42,238	61,931	2,249,894	3,413	
Capital Projects Local Reserve	67,811	-	-	-	67,811	-	
Downtown Improvements Reserve	90,350	-	-	-	90,350	-	
Excess Local Funding Reserve	2,356,800	-	-	-	2,356,800	-	
Transfer to Schools-2020 Bonds	27,000,000	26,323,373	-	26,323,373	676,627	124,503	
Total Expenditures	\$ 97,647,017	\$ 49,432,669	\$ 15,856,394	\$ 65,289,063	\$ 32,357,954		5,082,098
Fund Balance, November 30, 2023							\$ 21,760,099

**City of Salem, Virginia**  
**Electric Fund**  
**Statement of Operations**  
**For Five Months Ending November 30, 2023**

<b>Operating Revenues</b>	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Sale of Power	\$ 46,790,745	\$ 18,063,401	39%	\$ 17,865,269	\$ 198,132
Other Electric Revenue	654,799	165,376	25%	155,258	10,118
Reserve for Encumbrances	1,707,820	-	0%	-	-
Appropriated from Net Position	3,300,000	-	0%	-	-
<b>Total Operating Revenues</b>	<u>52,453,364</u>	<u>18,228,777</u>	<u>35%</u>	<u>18,020,527</u>	<u>208,250</u>
<b>Operating Expenses</b>					
Other Power Generation - Operation	150,000	24,024	16%	54,834	(30,810)
Other Power Generation - Maintenance	73,846	40,604	55%	6,562	34,042
Purchased Power	28,030,000	11,219,209	40%	10,008,040	1,211,169
Transmission - Operation	9,736,000	4,248,674	44%	3,773,475	475,199
Transmission - Maintenance	41,339	3,853	9%	8,400	(4,547)
Distribution - Operations	1,142,527	501,951	44%	421,715	80,236
Distribution - Maintenance	1,541,782	686,398	45%	641,715	44,683
Customer Service	662,562	271,786	41%	253,783	18,003
Administration & General - Operation	2,641,681	146,574	6%	568,849	(422,275)
Administration & General - Maintenance	239,359	140,859	59%	89,107	51,752
Depreciation	-	676,079	0%	584,940	91,139
Capital	4,858,117	296,522	6%	453,291	(156,769)
Contingency	176,151	-	0%	-	-
<b>Total Operating Expenses</b>	<u>49,293,364</u>	<u>18,256,533</u>	<u>37%</u>	<u>16,864,711</u>	<u>1,391,822</u>
<b>Income (loss) Before Transfers</b>	<u>3,160,000</u>	<u>(27,756)</u>		<u>1,155,816</u>	<u>(1,183,572)</u>
Transfers (Payment in Lieu of Taxes)	<u>(3,160,000)</u>	<u>(1,316,667)</u>	<u>42%</u>	<u>(1,580,000)</u>	<u>263,333</u>
<b>Income (loss)</b>	<u>\$ -</u>	<u>\$ (1,344,423)</u>		<u>\$ (424,184)</u>	<u>\$ (920,239)</u>

**City of Salem, Virginia**  
**Water Fund**  
**Statement of Operations**  
**For Five Months Ending November 30, 2023**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Services	\$ 7,400,000	\$ 3,152,659	43%	\$ 3,099,921	\$ 52,738
Other Revenue	459,899	175,252	38%	140,421	34,831
Water Federal Grants Revenue	-	-	0%	800	(800)
Reserve for Encumbrances	761,826	-	0%	-	-
Appropriated from Net Position	1,320,000	-	0%	-	-
<b>Total Operating Revenues</b>	<b>9,941,725</b>	<b>3,327,911</b>	<b>33%</b>	<b>3,241,142</b>	<b>86,769</b>
<b>Operating Expenses</b>					
<i><u>Production</u></i>					
Salaries of Personnel	986,455	391,186	40%	398,942	(7,756)
Fringe Benefits	465,075	178,944	38%	170,541	8,403
Contractual Services	687,733	232,652	34%	231,113	1,539
Printing and Binding	2,500	24	1%	-	24
Advertising	1,000	-	0%	-	-
Utilities	421,200	165,470	39%	163,646	1,824
Communications	5,800	1,669	29%	2,299	(630)
Insurance	38,000	1,786	5%	7,679	(5,893)
Travel and Training	9,800	1,510	15%	2,114	(604)
Miscellaneous	65,730	41,439	63%	41,899	(460)
Materials and Supplies	317,076	127,963	40%	80,245	47,718
Depreciation	-	355,454	0%	356,210	(756)
Capital	516,451	70,608	14%	551,529	(480,921)
Contingency	155,423	-	0%	-	-
<b>Total Production Expenses</b>	<b>3,672,243</b>	<b>1,568,705</b>	<b>43%</b>	<b>2,006,217</b>	<b>(437,512)</b>
<i><u>Distribution</u></i>					
Salaries of Personnel	750,853	237,724	32%	218,439	19,285
Fringe Benefits	361,704	111,508	31%	96,450	15,058
Contractual Services	905,688	344,731	38%	332,009	12,722
Printing and Binding	-	136	0%	-	136
Communications	4,950	2,263	46%	2,479	(216)
Insurance	32,000	-	0%	-	-
Lease/Rent of Equipment	2,000	500	25%	679	(179)
Travel and Training	8,300	1,098	13%	2,223	(1,125)
Miscellaneous	30,530	12,532	41%	12,083	449
Miscellaneous Credits	(255,000)	(150,655)	59%	(128,650)	(22,005)
Materials and Supplies	157,374	74,181	47%	50,458	23,723
Depreciation	-	75,182	0%	45,325	29,857
Capital	2,531,668	72,820	3%	980,145	(907,325)
Interest Obligations	1,594,020	81,220	5%	99,362	(18,142)
<b>Total Distribution Expenses</b>	<b>6,124,087</b>	<b>863,240</b>	<b>14%</b>	<b>1,711,002</b>	<b>(847,762)</b>
<b>Income (loss) Before Transfers</b>	<b>145,395</b>	<b>895,966</b>		<b>(476,077)</b>	<b>1,372,043</b>
Transfers (Payment in Lieu of taxes)	(145,395)	(61,876)	43%	(64,726)	2,850
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ 834,090</b>		<b>\$ (540,803)</b>	<b>\$ 1,374,893</b>

**City of Salem, Virginia**  
**Sewer Fund**  
**Statement of Operations**  
**For Five Months Ending November 30, 2023**

<b>Operating Revenues</b>	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 6,997,000	\$ 2,927,548	42%	\$ 2,889,440	\$ 38,108
Other Revenue	149,896	56,172	37%	79,969	(23,797)
Reserve for Encumbrances	797,365	-	0%	-	-
<b>Total Operating Revenues</b>	<u>7,944,261</u>	<u>2,983,720</u>	<u>38%</u>	<u>2,969,409</u>	<u>14,311</u>
<b>Operating Expenses</b>					
Salaries of Personnel	853,377	298,335	35%	308,302	(9,967)
Fringe Benefits	402,342	145,366	36%	135,673	9,693
Contractual Services	3,661,280	1,021,695	28%	1,000,898	20,797
Printing and Binding	1,500	487	32%	-	487
Advertising	1,500	-	0%	-	-
Utilities	4,500	1,419	32%	1,340	79
Communications	14,850	5,585	38%	8,588	(3,003)
Insurance	18,500	-	0%	-	-
Lease/Rent of Equipment	3,000	501	17%	679	(178)
Travel and Training	12,000	2,550	21%	4,371	(1,821)
Miscellaneous	39,030	18,550	48%	15,874	2,676
Miscellaneous Credits	(325,000)	(72,757)	22%	(82,374)	9,617
Materials and Supplies	86,289	21,364	25%	20,417	947
Depreciation	-	589,708	0%	571,320	18,388
Capital	1,359,778	106,242	8%	70,049	36,193
Interest Obligations	1,666,581	17,751	1%	17,200	551
Contingency	144,734	-	0%	-	-
<b>Total Operating Expenses</b>	<u>7,944,261</u>	<u>2,156,796</u>	<u>27%</u>	<u>2,072,337</u>	<u>84,459</u>
<b>Income (loss) before Transfers</b>	<u>-</u>	<u>826,924</u>		<u>897,072</u>	<u>(70,148)</u>
<b>Income (loss)</b>	<u>\$ -</u>	<u>\$ 826,924</u>		<u>\$ 897,072</u>	<u>\$ (70,148)</u>



**City of Salem, Virginia  
Salem Civic Center  
Statement of Operations  
For Five Months Ending November 30, 2023**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Shows/rentals	\$ 359,850	\$ 173,355	48%	\$ 192,415	\$ (19,060)
Box office shows	1,500,000	641,017	43%	961,963	(320,946)
Catering and concessions	-	-	0%	67,589	(67,589)
Merchandise and commissions	177,500	159,793	90%	91,607	68,186
Static advertising	55,000	16,250	30%	11,750	4,500
Miscellaneous income	15,000	9,438	63%	5,648	3,790
Interest Income	-	694	0%	122	572
Salem Fair	603,000	609,818	101%	537,970	71,848
Reserve for encumbrances	309,197	-	0%	-	-
Appropriated from Net Position	100,500	-	0%	-	-
<b>Total Operating Revenues</b>	<b>3,120,047</b>	<b>1,610,365</b>	<b>52%</b>	<b>1,869,064</b>	<b>(258,699)</b>
<b>Operating Expenses</b>					
Salaries of personnel	1,421,099	580,146	41%	572,589	7,557
Fringe benefits	571,127	199,837	35%	182,672	17,165
Maintenance and contractual services	287,134	97,597	34%	85,080	12,517
Printing and binding	500	-	0%	1,000	(1,000)
Advertising	23,000	2,227	10%	10,534	(8,307)
Utilities	295,000	135,606	46%	136,565	(959)
Communications	13,900	4,061	29%	5,653	(1,592)
Insurance	28,500	-	0%	-	-
Leases and Rentals	3,200	-	0%	-	-
Travel and training	8,150	6,447	79%	5,372	1,075
Miscellaneous	99,268	42,810	43%	38,295	4,515
Show expense	1,296,992	756,090	58%	750,457	5,633
Fair expense	546,100	624,734	114%	558,839	65,895
Materials and supplies	81,500	12,062	15%	12,076	(14)
Capital	1,093,563	267,177	24%	21,535	245,642
Depreciation	-	113,826	0%	114,572	(746)
<b>Total Operating Expenses</b>	<b>5,769,033</b>	<b>2,842,620</b>	<b>49%</b>	<b>2,495,239</b>	<b>347,381</b>
<b>Income (loss) Before Transfers</b>	<b>(2,648,986)</b>	<b>(1,232,255)</b>		<b>(626,175)</b>	<b>(606,080)</b>
Transfers	2,648,986	771,244	29%	670,487	100,757
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ (461,011)</b>		<b>\$ 44,312</b>	<b>\$ (505,323)</b>

**City of Salem, Virginia**  
**Salem Catering and Concessions**  
**Statement of Operations**  
**For Five Months Ending November 30, 2023**

<b>Operating Revenues:</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Catering	\$ 516,682	\$ 342,451	66%	\$ 317,609	\$ 24,842
Concessions	137,833	40,500	29%	42,946	(2,446)
Moyer Concessions	25,000	-	0%	-	-
Salem High Concessions	6,606	4,310	65%	468	3,842
<b>Total Operating Revenues</b>	<b>686,121</b>	<b>387,261</b>	<b>56%</b>	<b>361,023</b>	<b>26,238</b>
<b>Operating Expenses:</b>					
<u>Catering</u>					
Salaries of personnel	289,671	110,240	38%	98,570	11,670
Fringe benefits	111,668	38,968	35%	25,743	13,225
Contractual services	9,465	2,639	28%	6,220	(3,581)
Printing and binding	300	-	0%	-	-
Laundry and Cleaning	2,500	-	0%	-	-
Communications	200	73	37%	65	8
Insurance	1,800	-	0%	-	-
Travel and training	-	179	0%	-	179
Miscellaneous	19,216	10,159	53%	86,421	(76,262)
Materials and supplies	203,081	100,850	50%	116,862	(16,012)
Capital	60,000	5,084	8%	-	5,084
Depreciation	-	1,562	0%	1,826	(264)
<b>Total Catering Expenses</b>	<b>697,901</b>	<b>269,754</b>	<b>39%</b>	<b>335,707</b>	<b>(65,953)</b>
<u>Concessions</u>					
Salaries of Personnel	53,832	16,359	30%	11,236	5,123
Fringe Benefits	18,808	2,909	15%	2,264	645
Contractual services	4,000	6,810	170%	3,160	3,650
Miscellaneous	150	15	10%	16,019	(16,004)
Materials and Supplies	27,500	8,641	31%	11,538	(2,897)
<b>Total Concessions Expenses</b>	<b>104,290</b>	<b>34,734</b>	<b>33%</b>	<b>44,217</b>	<b>(9,483)</b>
<u>Moyer Concessions</u>					
Salaries of Personnel	9,745	-	0%	-	-
Fringe Benefits	4,484	-	0%	-	-
Contractual services	2,500	-	0%	-	-
Materials and Supplies	13,329	-	0%	-	-
<b>Total Moyer Expenses</b>	<b>30,058</b>	<b>-</b>	<b>0%</b>	<b>-</b>	<b>-</b>
<u>Salem High Concessions</u>					
Salaries of Personnel	2,272	702	31%	-	702
Fringe Benefits	209	305	146%	-	305
Contractual	-	1,005	0%	-	1,005
Materials and Supplies	1,807	1,570	87%	-	1,570
<b>Total Salem High Expenses</b>	<b>4,288</b>	<b>3,582</b>	<b>84%</b>	<b>-</b>	<b>3,582</b>
<b>Income (loss) Before Transfers</b>	<b>(150,416)</b>	<b>79,191</b>		<b>(18,901)</b>	<b>98,092</b>
Transfers	150,416	-	0%	-	-
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ 79,191</b>		<b>\$ (18,901)</b>	<b>\$ 98,092</b>



**City of Salem, Virginia  
Health Insurance Fund  
Statement of Revenues and Expenses  
For Three Months Ending October 31, 2023**

	<b>Budget</b>	<b>Current Year Year to Date</b>	<b>Percent to Date</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Beginning Net Position	\$ -	\$ 7,846,412		\$ 6,036,231	\$ 1,810,181
Revenue					
Premiums Paid - City	6,060,000	1,954,668	32%	1,790,578	164,090
Premiums Paid - School	5,240,000	1,711,529	33%	1,513,279	198,250
Premiums Paid - Retirees	765,000	299,678	39%	297,186	2,492
Dental Premiums Paid	591,050	199,306	34%	195,935	3,371
Interest Earnings	90,000	123,457	137%	3,507	119,950
Miscellaneous	5,000	3,060	61%	-	3,060
Total Year to Date Revenues	12,751,050	4,291,698	34%	3,800,485	491,213
Expenses					
Health Claims	11,545,772	3,502,809	30%	3,049,358	453,451
Dental Claims	591,050	176,674	30%	164,800	11,874
Employee Health Clinic	511,332	112,939	22%	101,990	10,949
Consulting Services	96,896	28,420	29%	28,313	107
Miscellaneous	6,000	4,170	70%	3,889	281
Total Year to Date Expenses	12,751,050	3,825,012	30%	3,348,350	476,662
Ending Net Position	<u>\$ -</u>	<u>\$ 8,313,098</u>		<u>\$ 6,488,366</u>	<u>\$ 1,824,732</u>

City of Salem, Virginia  
Schedule of Deposits and Investments  
For Period Ending November 30, 2023

Schedule O

	Cash Value 11/30/2023	Net Change in Fair Value	Fair Value 11/30/2023	FV as a % of Portfolio
<b>Demand &amp; Time Deposits</b>				
Concentration Account	\$ 55,228,537	\$ -	\$ 55,228,537	33.3%
Payroll Account	10,589	-	10,589	0.0%
Revenue Recovery Account	10,119	-	10,119	0.0%
Utility Billing Account	41,110	-	41,110	0.0%
Box Office Account	1,059,437	-	1,059,437	0.6%
Held as Fiscal Agent of:				
Cardinal Academy	1,113,253	-	1,113,253	0.7%
Court Community Corrections	1,579,214	-	1,579,214	1.0%
Held on Behalf of:				
Economic Development Authority	483,335	-	483,335	0.3%
<b>Total Demand &amp; Time Deposits</b>	<u>59,525,594</u>	<u>-</u>	<u>59,525,594</u>	<u>35.9%</u>
<b>Investments</b>				
Local Government Investment Pool (LGIP)	104,514,912	-	104,514,912	63.3%
VA State Non-Arbitrage Program (SNAP)	1,524,395	-	1,524,395	0.9%
Held on Behalf of:				
Economic Development Authority LGIP	144,092	-	144,092	0.1%
<b>Total Investments</b>	<u>106,183,399</u>	<u>-</u>	<u>106,183,399</u>	<u>64.3%</u>
<b>Total Deposits and Investments</b>	<u><u>\$ 165,708,993</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 165,708,993</u></u>	<u><u>100.2%</u></u>

Item #6A

Date: 1/08/2024

AT A REGULAR MEETING OF CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD IN COUNCIL CHAMBERS

**AGENDA ITEM:**     **Amendment to the Zoning Ordinance**

Hold public hearing and consider adoption of ordinance on first reading for the request of E2ST John, LLC, property owner, for rezoning the property located at 68 St. John Road (Tax Map # 155-2-2.1) from HBD Highway Business District to HM Heavy Manufacturing District. (Advertised in the December 28, 2023, and January 4, 2024, issues of the *Salem Times - Register*.) (Recommend approval; see page 2 of Planning Commission minutes.)

**SUBMITTED BY:**     Mary Ellen Wines, Planning & Zoning Administrator

**SUMMARY OF INFORMATION:**

**SITE CHARACTERISTICS:**

Zoning: HBD Highway Business District

Land Use Plan Designation: Industrial

Existing Use: Vacant

Proposed Use: Lease Space – Flexible Warehouse with Office Space

The subject property consists of a 0.932-acre tract of land which currently sits within the HBD Highway Business District designation. To provide a bit of history, this parcel is a portion of the original St. John Place Commerce Center, designed to be a flexible industrial development. It is one of two remaining vacant parcels along Electric Road, on the southside of St. John Road. Formerly zoned HM Heavy Manufacturing, this request seeks to return it to the HM Heavy Manufacturing classification. This parcel is currently vacant.

The applicant plans to develop this parcel in a similar nature to the flexible commercial lease space which is currently being constructed at 105 St. John Road. As depicted on the concept plan, the proposed development will be accessed via St. John Road. This will include a 9,900 square foot building with a 20' x 20' loading dock. There will be 19 parking spaces included. Access will be off St. John Road using a shared private access drive.

The Future Land Use Map (FLUM) identifies this area as industrial which is consistent with the proposed utilization of the property.

**REQUIREMENTS:**

The proposal meets the requirements of Section 106-220.3. Site development regulations for HM.

## City of Salem Community Development Application

### Request for REZONING or CONDITIONAL REZONING

Case #: \_\_\_\_\_

#### APPLICANT INFORMATION SMS Upper Elementary

Owner: <u>E2STJOHN LLC</u> Contact Name: <u>Stephen Magenbauer (Acting Manager)</u> Address: <u>1819 Electric Rd Suite E, Roanoke, VA 24018</u>	Telephone No. <u>540-520-4681</u> Fax No. _____ Email Address <u>e3bus@outlook.com</u>
Applicant/Contract Purchaser: <u>Same as Owner</u> Contact Name: _____ Address: _____	Telephone No. _____ Fax No. _____ Email Address _____

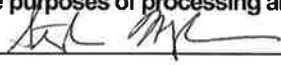
#### PARCEL INFORMATION

For multiple parcels, please attach a page ☐

(Tax ID #'s) <u>155-2-2.1</u> Deed Book <u>Inst. 230001823</u> Page _____ Subdivision _____ Location Description (Street Address, if applicable) _____ <u>68 St John Road</u>	Total Area (acres/square feet) <u>0.932 acres</u> Current Zoning <u>HBD</u> Requested Zoning <u>HM</u> Requested Use <u>New Metal Building - Commercial Lease Space</u> Current Use <u>Undeveloped lot</u>  <input type="checkbox"/> Conditional Zoning Request: See Attached Proffer sheets
---	--

**SIGNATURE OF OWNER** ☒ **CONTRACT PURCHASER** ☐ (attach contract) ☐

**As owner or authorized agent of this property, I hereby certify that this application is complete and accurate to the best of my knowledge, and I hereby grant permission to the agents and employees of the City of Salem to enter the property for the purposes of processing and reviewing this request.**

Signature <u></u>	Date <u>10/19/2023</u>
Print Name <u>Mr. Stephen Magenbauer (Acting Manager)</u>	
Signature _____	Date _____
Print Name _____	

#### QUESTIONS/ LETTERS/ SHOULD BE FORWARDED TO THE FOLLOWING\*\*:

Name <u>Brushy Mountain Engineering, PLLC</u> Address: <u>3553 Carvins Cove Road</u> <u>Salem, VA 24153</u>	Telephone No. <u>540-526-6800</u> Fax _____ No. _____ Email Address <u>barney@brushymtnengr.com</u>
---	---

\*\*It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.

### ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

Application fees must be submitted at the time of submittal. I hereby acknowledge that this application is not complete until the payment for all applicable fees has been received by the City of Salem Community Development Department. I acknowledge that I am responsible for ensuring that such fees are received by the City of Salem. I further acknowledge that any application fee submitted after the deadline shall result in the application being considered filed for the next month's meetings.

Signature of applicant/authorized agent



Date:

10/19/2023

Print Name: Stephen Magenbauer (Acting Manager)

Signature of applicant/authorized agent

Date:

Print Name:

If you would like your correspondence emailed and/or faxed, please make selections, and provide the information below:

☒ Email

e3bus@outlook.com

☐ Fax:

#### FEES:

All application fees must be paid at the time of submittal. Please make checks payable to the City of Salem:

**Rezoning application fee**

**\$1,000**

#### FOR STAFF USE ONLY

Staff Reviewer:

\_\_\_\_\_

Application Complete?

☐ YES

☐ NO

Date:

\_\_\_\_\_



**PLEASE RESPOND FOR ALL REZONING APPLICATIONS:**

1. What is the Future Land Use Designation for the subject property? Commercial
2. Describe in detail the proposed use of the property. A new metal building to be used for commercial lease space. Building will be 90'X110' and similar in appearance to 71 St John Place currently under construction.
3. List any sensitive environmental or unique features on the property. Are there any high voltage transmission lines, public utility lines, or others? No unique features.
4. Is the subject property located within the Floodplain District? ☒ YES ☐ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance. The southeast corner of the site is located within the 100-yr flood plain. The building will be elevated so that it is well above the the 100-year flood level.
5. Is the subject property listed as a historic structure or located within a historic district? ☐ YES ☒ NO  
If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources.
6. Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations? Are the proposed lot sizes compatible with existing parcel sizes in the area? A concept plan for the new site development has been submitted. This development will be very similar to the existing buildings along St John Road.

**PLEASE RESPOND FOR COMMERCIAL REZONING APPLICATIONS**

1. What provisions will be made to ensure safe and adequate access to the subject property? The site will be accessed via private shared drive off of St John Road. There will not be direct access from this lot onto Electric Road.
2. How will the traffic impact of this development be addressed? The impact of new traffic will be minimal as the private shared access drive exits onto St John Road which is a feeder road onto Electric Road.
3. Describe why the proposed use is desirable and appropriate for the area. What measure will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity? The planned use is consistent with the existing and planned buildings on St John Road. New development will comply with landscaping and screening requirements.
4. What type of signage is proposed for the site? Ground sign similar to existing signs along St. John Road.
5. Have architectural/building elevations been submitted with this application? Similar facade to 71 St John Rd

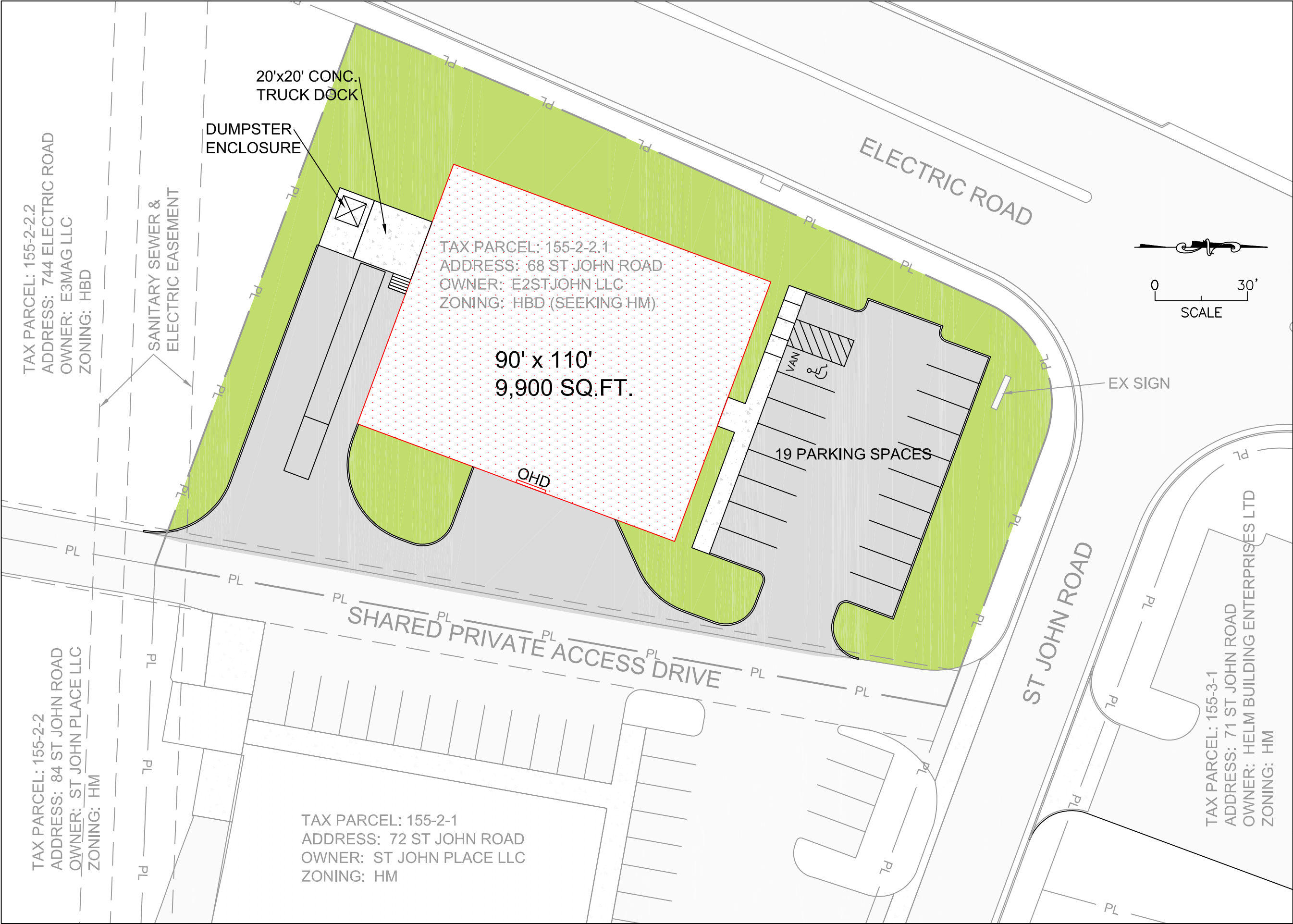
**PAYMENT DATE**  
10/19/2023  
**COLLECTION STATION**  
Engineering/Inspections  
**RECEIVED FROM**  
E2 St. John, LLC  
**DESCRIPTION**

**City of Salem**  
**P.O. Box 869**  
**Salem, VA 24153**

**BATCH NO.**  
2024-00002097  
**RECEIPT NO.**  
2024-00042198  
**CASHIER**  
Krystal Graves

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
PLAN FILING FEE	Planning Rezoning/Site Plan Rev re-zoning for 68 St. John Road (T/M 155-2-2.1) <div>Total Cash\$0.00 Total Check\$1,000.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$0.00 Total Remitted\$1,000.00 Change\$0.00 Total Received\$1,000.00</div>	\$1,000.00
Total Amount:		\$1,000.00

Customer Copy



<b>CONCEPT PLAN PREPARED BY:</b> <b>BRUSHY MOUNTAIN ENGINEERING, PLLC</b> 3553 Carvins Cove Road Salem, VA 24153 (540) 526-6800 <a href="http://www.brushymtnengr.com">www.brushymtnengr.com</a>	<b>CONCEPTUAL DEVELOPMENT PLAN</b>
	<b>68 ST JOHN PLACE</b>
	<b>PLAN DATE</b> <b>OCT 18, 2023</b>

# KNOW ALL MEN BY THESE PRESENTS TO WIT:

THAT WILEY DEVELOPMENT, L.L.C., IS THE FEE SIMPLE OWNER OF THE PARCEL OF LAND BOUNDED ON THE OUTSIDE BY CORNERS 1 THROUGH 11 INCLUSIVE TO 1, BEING LOT 13-A, 3.6662 ACRES, RESUBDIVISION PLAT FOR THE ST. JOHN PLACE COMMERCE CENTER BY CALDWELL WHITE ASSOCIATES RECORDED IN P.B. 12, PG. 5-6, SLIDE 199 IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF SALEM, VIRGINIA AND BEING A PORTION OF THE LAND CONVEYED TO SAID OWNER BY INSTRUMENT DATED DECEMBER 16, 2005 AND RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF SALEM, VIRGINIA IN INSTRUMENT No. 050005006.

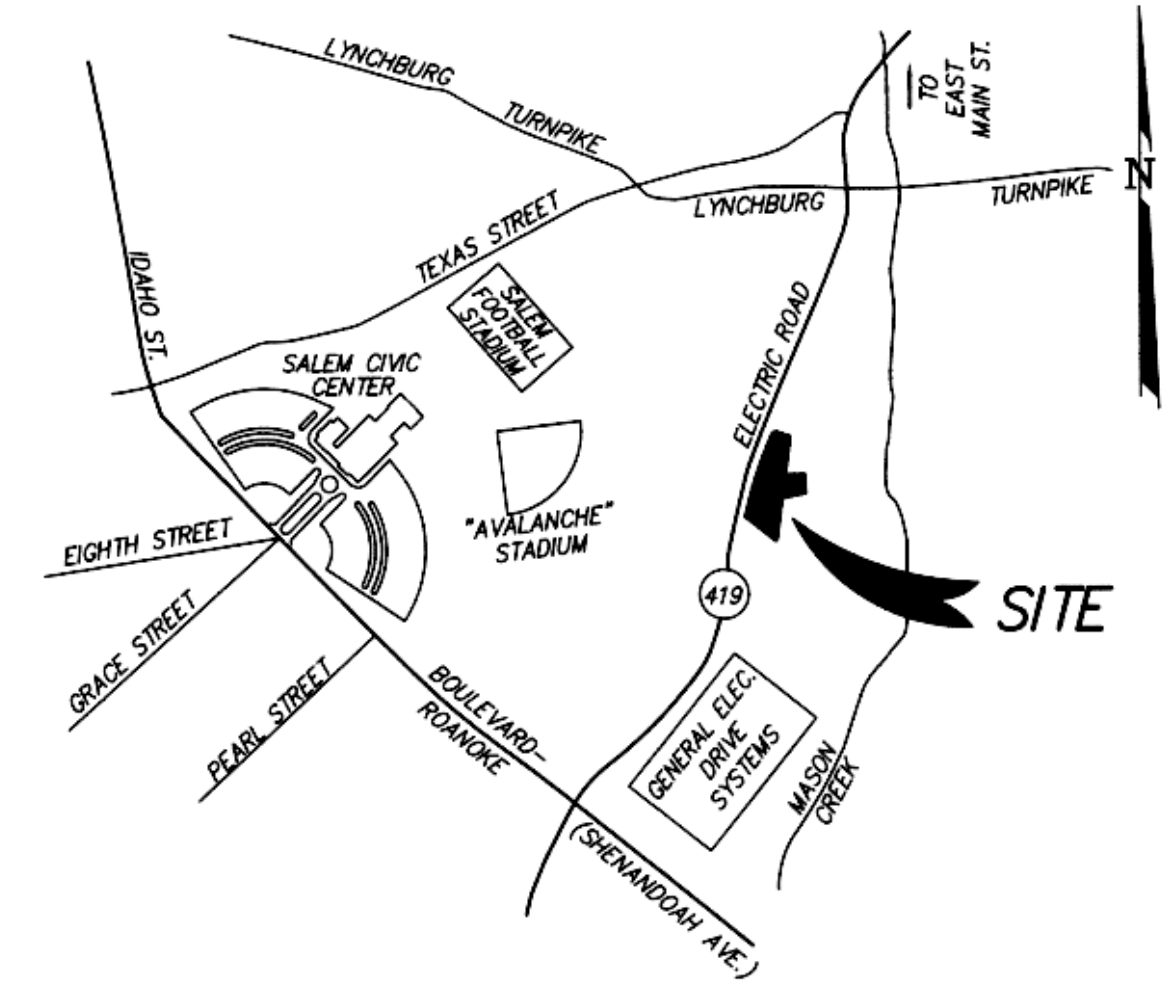
THE SAID OWNER DOES HEREBY CERTIFY THAT HE HAS RESUBDIVIDED THE LAND HEREON ENTIRELY OF HIS OWN FREE WILL AND ACCORD AS REQUIRED BY SECTION 15.2-2240 THROUGH 15.2-2279 OF THE 1950 CODE OF VIRGINIA, AS AMENDED TO DATED, AND AS REQUIRED BY THE CITY OF SALEM, VIRGINIA SUBDIVISION ORDINANCE AS AMENDED TO DATE.

WITNESS THE SIGNATURE AND SEAL OF SAID OWNER:

Wiley Development, L.L.C. 9-14-23  
WILEY DEVELOPMENT, L.L.C. - AUTHORIZED AGENT  
(INSTRUMENT No. 050005006) DATE

## NOTES:

1. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT BY A LICENSED ATTORNEY, THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE SUBJECT PROPERTY THAT MAY NOT BE SHOWN HEREON.
2. THE SUBJECT PROPERTY LIES WITHIN ZONE "X" AND ZONE "AE" AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP No. 51161C0142G, DATED SEPTEMBER 28, 2007.
3. REFERENCE: RESUBDIVISION PLAT FOR THE ST. JOHN PLACE BY CALDWELL WHITE ASSOCIATES DATED SEPTEMBER 6, 2006 AND RECORDED IN P.B. 11, PG. 72-73, SLIDE 196.
4. REFERENCE: RESUBDIVISION PLAT FOR THE ST. JOHN PLACE COMMERCE CENTER BY CALDWELL WHITE ASSOCIATES DATED JUNE 20, 2007 REVISED JULY 2, 2007 AND RECORDED IN P.B. 12, PG. 5-6, SLIDE 199.
5. THIS SUBJECT PROPERTY IS ZONED HBD/HM - HIGHWAY BUSINESS/HEAVY MANUFACTURING DISTRICT AT THE DATE OF THIS PLAT.
6. THE RECORDATION OF THIS PLAT OF SUBDIVISION DOES NOT CONSTITUTE A CONVEYANCE OF LAND. ANY LOT, PARCEL OR TRACT OF LAND SHOWN HEREON THAT IS INTENDED FOR SALE AND/OR CONVEYANCE MUST BE CONVEYED BY DEED AND SAID DEED MUST BE RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT OF THE CITY OF SALEM.
7. THIS PROPERTY MAY CONTAIN UNDERGROUND UTILITY LINE SERVICES.
8. DEED OF VACATION DATED JULY 23, 2007 BETWEEN CITY OF SALEM, VIRGINIA AND WILEY DEVELOPMENT, L.L.C. IS UNRECORDED.
9. THIS PLAT IS BASED ON A CURRENT FIELD SURVEY.



VICINITY MAP  
NO SCALE

## STATE OF VIRGINIA

CITY OF ROANOKE

TO WIT:

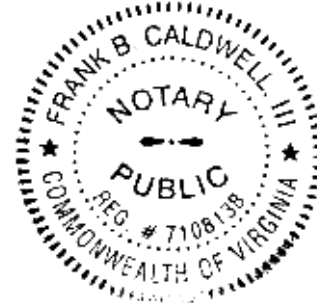
I, FRANK B. CALDWELL III, A NOTARY PUBLIC  
IN AND FOR THE AFORESAID STATE DO HEREBY CERTIFY THAT  
DARLENE C. WILEY, WHOSE NAME IS SIGNED TO  
THE FOREGOING WRITING HAS PERSONALLY APPEARED BEFORE ME AND  
ACKNOWLEDGED THE SAME IN MY AFORESAID JURISDICTION ON THIS  
14<sup>TH</sup> DAY OF SEPT, 2023.

MY COMMISSION EXPIRES 31 July 2027

7108138

NOTARY REGISTRATION NO.

NOTARY PUBLIC



## APPROVED:

James E. Taliaferro, II 9/15/2023  
JAMES E. TALIAFERRO, II, P.E., L.S. DATE  
EXECUTIVE SECRETARY - CITY OF SALEM PLANNING COMMISSION

## APPROVED:

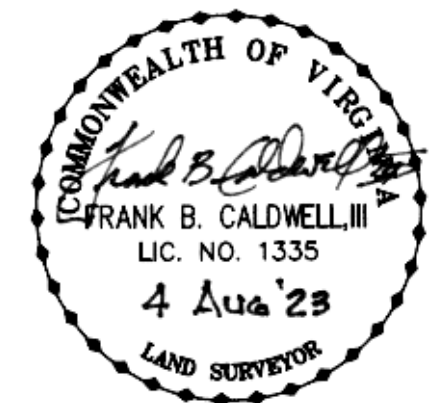
Charles E. Van Allman, Jr. 9/15/2023  
CHARLES E. VAN ALLMAN, JR., P.E., L.S. DATE  
DIRECTOR OF COMMUNITY DEVELOPMENT - CITY OF SALEM, VIRGINIA

IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF SALEM,  
VIRGINIA, THIS MAP WAS PRESENTED WITH THE CERTIFICATE OF ACKNOWLEDGEMENT  
THERE TO ATTACHED ADMITTED TO RECORD AT 3:31 O'CLOCK P.M. ON  
THIS 19 DAY OF SEPT, 2023.

TESTE:

CHANCE CRAWFORD  
CLERK

BY: [Signature]  
DEPUTY CLERK



**CWA**  
**CALDWELL WHITE ASSOCIATES**

ENGINEERS / SURVEYORS / PLANNERS  
4203 MELROSE AVENUE, N.W. P.O. BOX 8260  
ROANOKE, VIRGINIA 24017-0260  
Telephone: (540) 366-3400 Fax: (540) 366-8702

## RESUBDIVISION PLAT FOR

**WILEY DEVELOPMENT, L.L.C.**

SHOWING LOT 13-A, RESUBDIVISION PLAT FOR THE ST. JOHN PLACE COMMERCE CENTER (P.B. 12, PG. 5-6, SLIDE 199)  
CREATING HEREON

LOT 13-A-1 0.7059 ACRE, LOT 13-A-2 2.0356 ACRES,  
LOT 13-A-3 0.9316 ACRE

SITUATE ELECTRIC ROAD-ROUTE 419  
CITY OF SALEM, VIRGINIA

Date AUGUST 4, 2023  
Tax No. 155-2-2  
SCALE 1"=50'  
N.B. WES-53  
Drawn JPW  
Checked FBC  
W.O. 23-0058

Sheet 1 of 2



MERIDIAN OF RESUBDIVISION FOR G.E. DRIVES  
& CONTROLS, INC. P.B. 11, PG. 3 & 4, SLIDE 189

CURVE TABLE

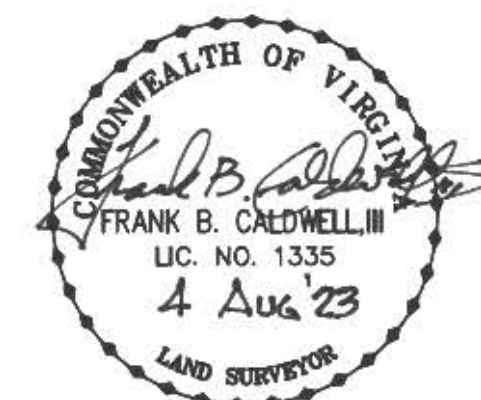
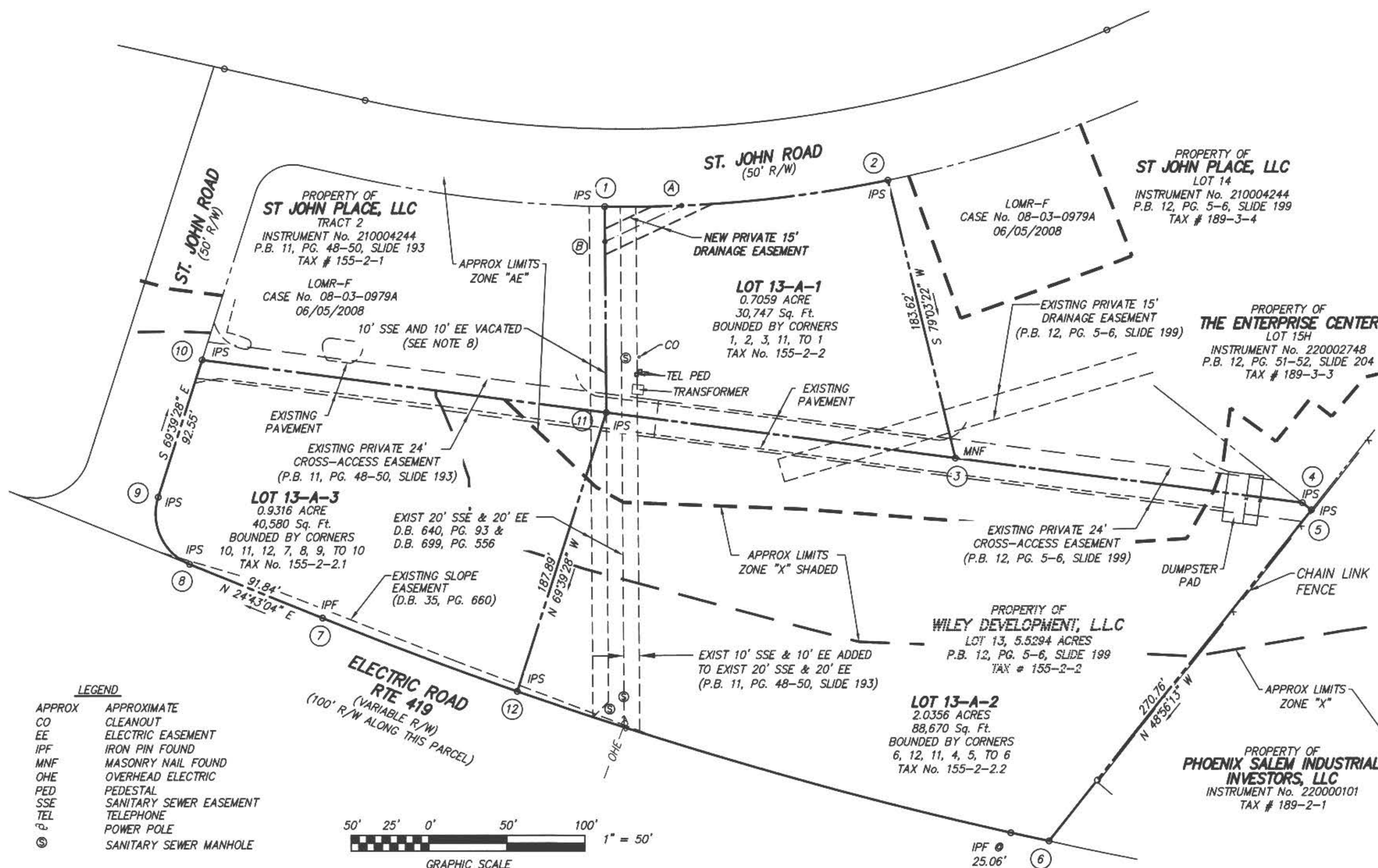
CURVE	DELTA	RADIUS	TAN	ARC	CHORD	DIST
1-2	12°41'39"	825.00'	91.77'	182.78'	S 02°38'55" E	182.41'
6-7	09°53'39"	2825.29'	244.55'	487.89'	N 19°46'15" E	487.28'
6-12	07°11'13"	2825.29'	177.43'	354.39'	N 18°25'02" E	354.16'
12-7	02°42'26"	2825.29'	66.76'	133.49'	N 23°21'51" E	133.48'
8-9	85°37'28"	35.00'	32.42'	52.30'	N 67°31'48" E	47.57'

LINE TABLE

LINE	BEARING	DISTANCE
4-5	S 41°03'47" W	7.41'
3-11	N 10°07'00" E	225.73'
3-4	S 10°07'00" W	224.24'
10-11	S 10°07'00" W	261.35'
11-1	S 87°46'31" E	132.31'

EASEMENT LINE TABLE

LINE	BEARING	DISTANCE
1-A	S 01°59'12" W (CHORD)	49.29' (CHORD)
A-B	N 22°29'57" W	54.27'
B-1	S 87°46'12" E	22.46'



**CWA**  
**CALDWELL WHITE ASSOCIATES**

ENGINEERS / SURVEYORS / PLANNERS  
4203 MELROSE AVENUE, N.W. P.O. BOX 6260  
ROANOKE, VIRGINIA 24017-0260  
Telephone: (540) 366-3400 Fax: (540) 366-8702

RESUBDIVISION PLAT  
FOR

**WILEY DEVELOPMENT, L.L.C.**

SHOWING LOT 13-A, RESUBDIVISION PLAT FOR THE ST. JOHN PLACE COMMERCE CENTER (P.B. 12, PG. 5-6, SLIDE 199)  
CREATING HEREON

**LOT 13-A-1 0.7059 ACRE, LOT 13-A-2 2.0356 ACRES,**  
**LOT 13-A-3 0.9316 ACRE**

SITUATE ELECTRIC ROAD-ROUTE 419  
CITY OF SALEM, VIRGINIA

Date	AUGUST 4, 2023
Tax No.	155-2-2
SCALE	1"=50'
N.B.	WES-53
Drawn	JPW
Checked	FBC
W.O.	23-0058

Sheet 2 of 2

**Planning Commission Meeting**  
**MINUTES**  
**Wednesday, December 13, 2023, 7:00 PM**

Work Session 6:00PM Council Chambers Conference Room, City Hall, 114 North Broad Street:

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**WORK SESSION**

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**1. Call to Order**

A work session of the Planning Commission of the City of Salem, Virginia, was held in Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia, at 6:00 p.m. on December 13, 2023; there being the members of said Commission, to wit: Vicki G. Daulton, Chair; Denise P. King, Vice Chair, Reid Garst, Neil L. Conner, and Jackson Beamer; together with Mary Ellen Wines, Planning & Zoning Administrator; Charles E. Van Allman, Jr., Director of Community Development; Maxwell S. Dillon, Planner; and Jim Guynn, City Attorney; and the following business was transacted: Chair Daulton called the meeting to order at 6:03 p.m. and reported that this date, place and time had been set for the Commission to hold a work session.

**2. New Business**

**A. Discussion of items on the December agenda**

1. 68 St. John Road
2. 2105-2121 Apperson Drive

A discussion was held regarding the items on the December agenda.

**B. Introduction of items on the January 2024 agenda**

1. 1236 West Main Street
2. 301 Carey Avenue
3. 416 Electric Road
4. 860 Mount Vernon Lane

Items for the January 2024 agenda were introduced, and a discussion was held.

**3. Adjournment**

Chair Daulton inquired if there were any other items for discussion and hearing none, adjourned the work session at 6:53 p.m.

## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held after due and proper notice in the Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia, at 7:07 p.m., on December 13, 2023. Notice of such hearing was published in the November 2 and 9, 2023, issues of the "Salem Times Register," a newspaper published and having general circulation in the City of Salem. All adjacent property owners were notified via the U. S. Postal Service.

The Commission, constituting a legal quorum, presided together with Jim Guynn, City Attorney; Mary Ellen Wines, Planning & Zoning Administrator; Maxwell S. Dillon, City Planner; and Charles E. Van Allman, Jr., Director of Community Development, and the following business was transacted:

#### A. Pledge of Allegiance

### 2. Consent Agenda

Denise King motioned appointment of Mary Ellen Wines, Zoning and Planning Administrator, secretary pro tem. Jackson Beamer seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

#### A. Minutes

Consider acceptance of the minutes from the November 15, 2023, work session and regular meeting.

Jackson Beamer motioned approve minutes as amended. Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

### 3. New Business

#### A. Amendment to the Zoning Ordinance

Hold public hearing to consider the request of E2ST John, LLC, property owner, for rezoning the property located at 68 St. John Road (Tax Map # 155-2-2.1) from HBD Highway Business District to HM Heavy Manufacturing District.

Staff noted the following:

The subject property consists of a 0.932-acre tract of land which currently sits within the HBD Highway Business District designation. To provide a bit of history, this parcel is a portion of the original St. John Place Commerce Center, designed to be a flexible industrial development. It is one of two remaining vacant parcels along Electric Road, on the southside of St. John Road. Formerly zoned HM Heavy Manufacturing, this request seeks to return it to the HM Heavy Manufacturing classification. This parcel is currently vacant.

The applicant plans to develop this parcel in a similar nature to the flexible commercial lease space which is currently being constructed at 105 St. John Road. As depicted on the concept plan, the proposed development will be accessed via St. John Road. This will include a 9,900 square foot building with a 20' x 20' loading dock. There will be 19 parking spaces included. Access will be off St. John Road using a shared private access drive.

The Future Land Use Map (FLUM) identifies this area as industrial which is consistent with the proposed utilization of the property.

Barney Horrell, Brush Mountain Engineering, 3553 Carvins Cove Road, Salem, appeared before the Commission on behalf of the property owner. He stated that the rezoning request is consistent with what has been on the opposite side of St. John Road that Helm Building is building. The proposed structure will be a 90x110 metal building. Access will be off of a private, existing, shared access road.

A discussion was held regarding the private access road, address of the building, etc.

No other person(s) appeared before the Commission.

Neil Conner motioned to approve the request of E2ST John, LLC, property owner, for rezoning the property located at 68 St. John Road (Tax Map #144-2-2.1) from HBD Highway Business District to HM Heavy Manufacturing District. Denise King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

**B. Amendment to the Zoning Ordinance**

Hold public hearing to consider the request of Poindexter SW Florida, LLC, property owner, for rezoning the property located at 2105–2121 Apperson Drive (Tax Map # 281-1-2.2) from BCD Business Commerce District to HBD Highway Business District.

Staff noted the following:

The subject property consists of a 1.473-acre tract of land which currently sits within the BCD Business Commerce District designation. To provide a bit of history, this parcel is a portion of the original 19-acre shopping center property that was that was purchased by Lewis-Gale. This property was rezoned from the commercial district B-3 to the current BCD Business Commerce District to accommodate their needs.

This property is currently partially occupied by various commercial tenants or otherwise vacant. In order to allow additional commercial uses such as restaurant and retail sales the property must be rezoned to a commercial district. Therefore, the petitioners are requesting the property be rezoned to HBD, Highway Business District.

The Future Land Use Map (FLUM) identifies this area as commercial which is consistent with the proposed utilization of the property.

Ben Crew of Balzer and Associates, 1208 Corporate Circle, Roanoke, VA, representing the property owners, appeared before the Commission and noted that the property owners are also



present at the meeting. He stated that the applicants purchased the property July of this year and plan to continue the positive momentum within that center by increasing the quality of the tenants in the space. During the process of trying to acquire new tenants, it was realized that in the unique BCD district that retail and restaurants are not allowed--you can build a hotel, but you cannot have retail space or a sub shop. The property is within the shopping center and is bordered by HBD on two sides, BCD on one side, which is the childcare facility, and LM on the other side, which is the zoning for Layman Candy Company. He stated that the owners have met with staff previously due to prospective tenants not being able to obtain a business license due to zoning restrictions, which is the reason for the rezoning request.

Vice Chair King stated that three units are vacant, and as a property owner, you want the spaces rented. She also stated that when she stopped by the property, the existing tenants are excited about the potential for additional tenants to increase traffic.

Chair Daulton inquired if renovations are planned.

Mr. Crew stated that miscellaneous renovations such as roof items and painting, but nothing additional is planned at this time.

A discussion was held regarding parking, easements, etc.

No other person(s) appeared related to the request.

Neil Conner motioned to approve request of Poindexter SW Florida, LLC, property owner, for rezoning the property located at 2105-2121 Apperson Drive (Tax Map # 281-1-2.2) from BCD Business Commerce District to HBD Highway Business District. Jackson Beamer seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

#### 4. Adjournment

On motion by Member Beamer, seconded by Vice Chair, the meeting was adjourned at 7:21 pm.

City Council meeting, January 8, 2024, 6:30 p.m.  
Council Chambers, City Hall, 114 North Broad Street

Tax Parcel 155-2-2.1 (68 St John Road)

BEGINNING at a point on the east side of the Electric Road right-of-way at the northwest corner of Tax Parcel 155-2-2.2; thence following the Electric Road right-of-way line along a curve to the right with a Radius of 2825.29 feet, Arc Length 133.49 feet, Chord Bearing of N 23° 21' 51" E, and Chord Length of 133.48 feet to a point; thence continuing along the Electric Road right-of-way N 24° 43' 04" E a distance of 91.84 feet to a point; thence following the south side of the St John Road right-of-way along a curve to the right with a Radius of 35.00 feet, Arc Length 52.30 feet, Chord Bearing of N 67° 31' 48" E, and Chord Length of 47.57 feet to a point; thence continuing along the St John Road right-of-way S 69° 39' 28" E a distance of 92.55 feet to a point; thence departing the St John Road right-of-way and following the centerline of a 24' cross-access easement (as recorded in P.B. 11, PG. 48-50, Slide 193) S 10° 07' 00" W a distance of 261.35 feet to a point; thence departing the cross-access easement and following the north line of Tax Parcel 155-2-2.2 N 69° 39' 28" W a distance of 187.89 feet to the point of BEGINNING, and being known as Lot 13-A-3, containing 0.9316 acres, as shown on "Resubdivision Plat for Wiley Development, LLC, Showing Lot 13-A, Resubdivision Plat for the St. John Place Commerce Center (P.B. 12 PG. 5-6, Slide 199)", dated August 04, 2023, by Caldwell White Associates, recorded in the Clerk's Office of the Circuit Court of the City of Salem, Virginia in Plat Book 16, Pages 82-83, Slide 246.

**AFFADAVIT OF MAILING PURSUANT TO §15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
DECEMBER 13, 2023**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of E2ST John, LLC, property owner for rezoning the property of 68 St John Rd (Tax Map # 155-2-2.1), from HBD Highway Business District to HM Heavy Manufacturing District, to the following property owners and adjacent property owners on November 22, 2023, in the 2:00 p.m. mail:

E2ST JOHN LLC  
C/O STEPHEN MAGENBAUER  
1819 ELECTRIC RD SUITE E  
ROANOKE VA 24018

ST JOHN PLACE LLC  
1819 ELECTRIC RD SUITE E  
ROANOKE VA 24018

E3MAG LLC  
1819 ELECTRIC RD SUITE E  
ROANOKE VA 24018

HELM BUILDING ENTERPRISES LTD  
1491 SOUTHSIDE DR  
SALEM VA 24153

MOUNT SINAI PROPERTIES –  
ELECTRIC RD LLC  
P O BOX 3096  
SALEM VA 24153

BRUSHY MOUNTAIN ENGINEERING I  
3553 CARVINS COVE RD  
SALEM VA 24153

Signed

Loretta L. Prillaman

Date

11/22/2023

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 22<sup>nd</sup> day of November, 2023 by

Loretta L. Prillaman

Krystal M. Graves

Notary Public

My commission expires: March 31, 2027





November 22, 2023

E2ST John, LLC  
c/o Stephen Magenbauer  
1819 Electric Rd Suite E  
Roanoke, VA 24018

RE: Petition For Zoning Amendment (Rezoning)  
68 St John Rd  
Tax Map # 155-2-2.1

To Whom It May Concern:

You and/or your agent shall appear before the Planning Commission on:

**Wednesday, December 13, 2023**  
**at 7:00 p.m.** in the

**Council Chambers, 1<sup>st</sup> Floor, Salem City Hall**  
**114 North Broad Street**

**AND**

Salem City Council on:

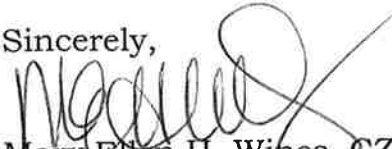
**Monday, January 8, 2024**  
**at 6:30 p.m.** in the

**Council Chambers, First Floor, Salem City Hall**  
**114 North Broad Street, Salem, Virginia**

for consideration of your request for rezoning the above referenced property.

If you have any questions regarding this matter, please contact our office at  
(540) 375-3032.

Sincerely,



Mary Ellen H. Wines, CZA CFM  
Planning and Zoning Administrator

C: Brushy Mountain Engineering, PLLC



**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE ZONING**

Notice is hereby given that a request has been filed with the City of Salem by the property owner/petitioner of the property described below. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request, and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**  
E2ST John LLC

**Location of Property:**  
68 St John Rd (Tax Map # 155-2-2.1)

**Purpose of Request:**  
To rezone the property located at 68 St John Rd, (Tax Map # 155-2-2.1) from HBD Highway Business District to HM Heavy Manufacturing District.

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, DECEMBER 13, 2023 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JANUARY 8, 2024 – 6:30 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

H. Robert Light  
Deputy Executive Secretary  
Planning Commission

MBLU	Location	Owner Name	Co-Owner Name	Address 1	Address 2	City, State, Zip
155-2-2.1	68 ST JOHN RD	E2ST JOHN LLC	C/O STEPHEN MAGENBAUER	1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-1	72-76 ST JOHN RD	ST JOHN PLACE LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-2	80-84 ST JOHN RD	ST JOHN PLACE LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-2.2	744 ELECTRIC RD	E3MAG LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-3-1	71 ST JOHN RD	HELM BUILDING ENTERPRISES LTD		1491 SOUTHSIDE DR		SALEM VA 24153
155-3-2	105 ST JOHN RD	HELM BUILDING ENTERPRISES LTD		1491 SOUTHSIDE DR		SALEM VA 24153
155-1-2	565 ELECTRIC RD	MOUNT SINAI PROPERTIES -	ELECTRIC RD LLC	P O BOX 3096		SALEM VA 24153



# Marketplace

ourvalley.org

The Fincastle Herald

The Vinton Messenger

The New Castle Record

Salem Times-Register

News Messenger

Radford News Journal

## For Sale - Firewood

**FIREWOOD**  
Mixed Hardwood  
Call 540-784-3436 or 540-581-4183 Delivery in Botetourt only

## Help Wanted - Clerical

**Part-time receptionist for Oakey's Funeral Service - Vinton Chapel**  
Hours vary with some weekday evening and daytime shifts and every other day weekend available. Please contact Joshua Dama, Manager at (540) 882-2221 or email jdama@oakeys.com

## Help Wanted - General



## TOTAL ACTION FOR PROGRESS CEO Recruitment Profile

Total Action for Progress (TAP) is a community action agency that serves eleven localities in the Roanoke Valley and adjacent communities: the counties of Alleghany, Bath, Botetourt, Craig, Roanoke, and Rockbridge, and the cities of Buena Vista, Covington, Lexington, Roanoke, and Salem. TAP helps individuals and families achieve economic and personal independence through education, employment, affordable housing, and safe and healthy environments. Every TAP employee shares in TAP's responsibility to "Mobilize Community Resources" in support of TAP's anti-poverty efforts.

TAP is seeking an experienced CEO who is responsible for maintaining an organizational culture that embodies the following values: Advocacy for the oppressed, the disadvantaged, and disenfranchised. Results orientation. Fiscal and programmatic accountability. Teamwork, collaboration with others and partnership building. Excellence in performance. Innovation. The passion to make a difference. Responsiveness to the needs of the community. Maintenance of an agency-wide focus on Whole Family and Trauma Informed services.

**PRIMARY RESPONSIBILITIES:** Responsible for carrying out the mission of the organization and the strategic plan as set forth by the Board of Directors. Responsible for meeting with key board committees especially Finance, Property, Personnel and all others at the request of the Board Chair. Responsible for carrying out the policies and procedures set forth by the Board of Directors. Responsible for final approval of the hiring and termination of all staff.

## Help Wanted - General

Responsible for the financial health of the organization, the development and prudent expenditures of the same according to budgets prepared by staff and approved by the Board of Directors and audited by financial and program auditors. Responsible for making sure that staff are provided with wages comparable to similar employment and benefits necessary for their well-being and that of their families. Responsible for developing a creative work environment where employees and volunteers are stimulated to take initiative, develop leadership and carry out their responsibilities with dedication, warmth and initiative. Responsible for inspiring others in the organization to be passionate about caring for the needs of our families. Responsible for stimulating collaborative ventures with other organizations, the private sector and federal, state, and local governments to strengthen services for low-income Virginians. Responsible for representing the organization publicly before public, private, and network organizations.

## ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES

An understanding of the specific nature of a community action agency, its history, and commitment to the same. Advanced understanding of a variety of programming that includes early childhood development, youth and adult education and training, housing development and management and a wide range of economic development programming including business start-ups and loan pools. Excellent presentation, writing and public relations skills. High emotional and cultural intelligence enabling the person to connect with a wide range of people from a variety of ethnic, social and economic backgrounds. High energy level and proven ability to manage stressful or extenuating circumstances. Bilingual ability is a plus.

## QUALIFICATIONS, EDUCATION AND EXPERIENCE:

Master's degree or equivalent experience. Ten to twenty years in a senior management position of an organization with similar complexity and size of TAP. Experience writing grant submissions and managing a team of grant writers. Experience working with a board of directors. Experience working effectively with the public and representing an agency before the public. Experience working effectively with local, state, and national public officials on issues vital to the organization. Experience and passion for working with a highly diverse organization. Essential computer skills.

## Help Wanted - General

and the experience and ability to oversee IT operations

## SPECIAL REQUIREMENTS

Must pass a comprehensive background and drug check. A valid Virginia driver's license and reliable transportation is required. TAP participates in the Virginia DMV Driver Alert Program. Employees who operate a TAP vehicle or their personal vehicle to conduct TAP business may be subject to driver record monitoring through the Virginia DMV Driver Alert Program.

## SPECIAL NOTE

This description provides information regarding the core functions of the designated position and general nature and level of work associated with the job. It should not be interpreted to describe all the duties whose performance may be required of such employees or be used to limit the nature and extent of assignments such as an individual may be given. TAP is an Equal Opportunity Employer with a Drug Free Workplace. We only hire individuals legally eligible for employment in the United States.

## COMPENSATION AND BENEFITS:

Salary range is \$90k to \$115k depending on qualifications and experience. The successful candidate will be offered a generous benefits package including health, dental, vision, retirement plan match and gift, paid time off, sick leave, flextime, short-term disability, long term disability, life insurance/AD&D, and professional development support, 14 paid holidays.

## APPLICATION PROCESS:

To be considered, please submit a cover letter and resume with salary expectations, and three professional references to Tabatha Cooper, HR Director, via email at Tabatha.Cooper@tapint.org or via mail to: TAP, Human Resources, PO Box 2868 Roanoke VA 24011.

This position will remain open until filled. Inquiries may be directed to:

Tabatha Cooper - HR Director  
PO BOX 2868  
Roanoke, VA 24001  
Email: Tabatha.Cooper@tapint.org  
Phone: 540-283-4800

## WANTED Models

Models needed for life drawing class, male and female, \$65 for 3 hour session. Call David 540-473-3713

## Pet Supplies



2122 Hwy 258 South  
PO Box 475  
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800-326-JACK (5275)  
Add ToneKote® to dog & cat rations to check dry, scaly skin, doggy odor, and glossy winter coats. At Tractor Supply® & Southern States. (www.happyjackinc.com)

## Legals - City of Radford

**NOTICE:**  
December 13, 2023  
A white 550 Jet Ski FL8258GV HIN KAW447440482-B. A yellow 400 Jet Ski VA4511AK HIN KAW 051850676. A yellow 400 Jet Ski VA4512AK HIN KAW051690676. Are located at 4923 Clement Lane Radford VA 24141.

## Legals - City of Radford

If these watercraft are not claimed by the titled owner within 30 days, I will apply to the Department for registration/titled in my name Mark A. 540-639-0610

## ABC NOTICE

RADFORD COFFEE COMPANY INC., trading as RADFORD COFFEE COMPANY, 333 WEST MAIN ST., RADFORD, VA 24141

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for Restaurant-Wine, Beer, and Mixed Beverages license to sell or manufacture alcoholic beverages.

Rachel Doyle-Owner.

**NOTE:** Objections to the issuance of this license must be submitted to ABC no later than 30 days from the publishing date of the first of two required newspaper legal notices. Objections should be registered at www.abc.virginia.gov or 800-552-3200.

## Legals - City of Salem

## Notice is hereby given to all interested persons that the Council of the City of Salem,

at its regular meeting on Monday, January 8, 2024, at 6:30 p.m. in the Council Chambers of City Hall, 114 N. Broad Street, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider approval of the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of EZST John, LLC, property owner, for rezoning the property located at 68 St. John Road (Tax Map # 155-2-2-1) from HBD Highway Business District to HM Heavy Manufacturing District.

2. Consider the request of Poindexter SW Florida, LLC, property owner, for rezoning the property located at 2105-2121 Apperson Drive (Tax Map # 281-1-2-2) from BCD Business Commerce District to HBD Highway Business District.

If approved, Salem City Council intends to adopt the ordinance(s) associated with the above item(s) on first reading, with a second reading of those ordinance(s) at a subsequent meeting.

Copies of the proposed plans, ordinances or amendments may be examined in the Office of Community Development, 21 South Bruffey Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE COUNCIL OF THE CITY OF SALEM, VIRGINIA  
BY: H. Robert Light  
Clerk of Council

## ABC NOTICE

HANGING ROCK, LLC, trading as HANGING ROCK TAVERN 1790 THOMPSON MEMORIAL DR., ROANOKE COUNTY, Salem VA. 24153

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for retail restaurant and brewery license to sell or manufacture alcoholic beverages.

JAMES HARDY, CEO

**NOTE:** Objections to the issuance of this license must be submitted to ABC no later than 30 days from the publishing date of the first of two required newspaper legal notices. Objections should be registered at www.abc.virginia.gov or 800-552-3200.

## Legals - City of Salem

## Notice is hereby given to all interested persons that the City of Salem Planning Commission,

at its regular meeting on January 10, 2024 at 7:00 p.m. in the Community Room, Salem Civic Center, 1001 Roanoke Boulevard, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider approval of the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of J Real Properties, LLC, property owner, for rezoning the property located at 1236 West Main Street (Tax Map # 141-1-1-4) from HBD Highway Business District to CBD Community Business District.

2. Consider the request of Helm Building Enterprises, LTD, property owner, for the issuance of a Special Exception Permit to allow a two family dwelling on the property located at 301 Carey Avenue, (Tax Map # 74-2-6-1).

3. Consider the request of Helm Building Enterprises, LTD, property owner, for rezoning the property located at 416 Electric Road (Tax Map # 150-3-1) from HBD Highway Business District to HM Heavy Manufacturing District.

4. Consider the request of Virginia Baptist Children's Home (dba HopeTree Family Services), property owner, for rezoning the properties located at 1000 block Red Lane and a portion of 860 Mount Vernon Lane (Tax Map #s 41-1-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSP Residential Single Family to PUD Planned Unit District.

Copies of the proposed plans, ordinances or amendments may be examined in the Office of Community Development, 21 South Bruffey Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE PLANNING COMMISSION OF THE CITY OF SALEM, VIRGINIA  
BY: H. Robert Light  
Deputy Executive Secretary

## Legals - Montgomery County

## ABC NOTICE

HANGING ROCK, LLC, trading as HANGING ROCK OUTDOORS, 484 FRIENDSHIP ROAD, SHAWSVILLE, MONTGOMERY COUNTY, VA 24162.

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for a BREWERY license to sell or manufacture alcoholic beverages.

JAMES HARDY, CEO

**NOTE:** Objections to the issuance of this license must be submitted to ABC no later than 30 days from the publishing date of the first of two required newspaper legal notices. Objections should be registered at www.abc.virginia.gov or 800-552-3200.

## TOWN OF BLACKSBURG - NOTICE OF PUBLIC HEARINGS

BLACKSBURG TOWN COUNCIL will hold public hearings on Tuesday, January 9, 2024

beginning at 6:30 p.m. in the Roger E. Hedgepeth Chambers of the Blacksburg Municipal Building, 300 South Main Street, Blacksburg, regarding the following items:  
Ordinance 2045: An Ordinance to Amend the FY 2023/2024 Operating

## Legals - Montgomery County

Budget to Appropriate \$927,000 of Bond Proceeds to the Water/B sewer Capital Improvement Fund and \$800,000 of Bond Proceeds to the Stormwater Capital Improvement Fund. The proposed ordinance will allow the Town a two previously approved agreements with Glade Spring Crossing, LLC for the Glade Spring Crossing housing development. One will be used for the sewer cost sharing of \$927,000 and another for \$800,000 for a regional Stormwater project. These projects will be funded by an upcoming bond offering.

## Ordinance 2046: An Ordinance Granting a Lease of Office Space in Town

Property Located at 141 Jackson Street, N.E. The proposed ordinance will grant space in the town owned property located at 141 Jackson Street NE to New River Land Trust for storage. All persons affected by or interested in the proposed items above may appear and present their views. After each public hearing, Town Council will consider action on the item. Copies of materials related to the above items are on file and can be obtained in the Office of the Town Clerk, 300 South Main Street, Blacksburg, weekdays between the hours of 8 a.m. and 5 p.m. For land use matters.

## Legals - Montgomery County

copies of applications and all related forms may also be found online at www.blacksburg.gov/public hearings or reviewed in person at the Blacksburg Planning and Building Department, 400 South Main Street, Blacksburg, Virginia. Individuals with disabilities who require special assistance to attend and participate in this meeting should contact Lorraine Spaulding, Town Clerk at (540) 443-1025 or 443-1000 (voice or TDD).

## NRV Regional Water Authority Summary Statement of Financial Condition For the Year Ended June 30, 2023

Assets \$ 93,456,378  
Deferred Outflows 1,091,330  
Liabilities (58,373,932)  
Deferred Inflows (1,145,544)  
Net Position \$ 35,028,230

Revenues \$ 10,643,849  
Expenses (6,024,743)  
Non-operating revenue/expense (1,251,189)  
Net Change in Net Position \$ 3,367,917

A copy of the Audit Report can be found on the Authority's website at www.nrvwater.org

## STATEWIDE ADS

## STATEWIDE ADS

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AN ORDINANCE TO AMEND SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to building district boundary lines be amended in the following particular and no other, viz:

That the following described property in the City of Salem of E2ST John, LLC, property owner, located at 68 St. John Road (Tax Map # 155-2-2.1) be and the same is hereby changed from HBD Highway Buesiness District to HM Heavy Manufacturing District, and the map referred to shall be changed in this respect and no other, said property being described as follows:

BEGINNING at a point on the east side of the Electric Road right-of-way at the northwest corner of Tax Parcel 155-2-2.2; thence following the Electric Road right-of-way line along a curve to the right with a Radius of 2825.29 feet, Arc Length 133.49 feet, Chord Bearing of N 23° 21' 51" E, and Chord Length of 133.48 feet to a point; thence continuing along the Electric Road right-of-way N 24° 43' 04" E a distance of 91.84 feet to a point; thence following the south side of the St John Road right-of-way along a curve to the right with a Radius of 35.00 feet, Arc Length 52.30 feet, Chord Bearing of N 67° 31' 48" E, and Chord Length of 47.57 feet to a point; thence continuing along the St John Road right-of-way S 69° 39' 28" E a distance of 92.55 feet to a point; thence departing the St John Road right-of-way and following the centerline of a 24' cross-access easement (as recorded in P.B. 11, PG. 48-50, Slide 193) S 10° 07' 00" W a distance of 261.35 feet to a point; thence departing the cross-access easement and following the north line of Tax Parcel 155-2-2.2 N 69° 39' 28" W a distance of 187.89 feet to the point of BEGINNING, and being known as Lot 13-A-3, containing 0.9316 acres, as shown on "Resubdivision Plat for Wiley Development, LLC, Showing Lot 13-A, Resubdivision Plat for the St. John Place Commerce Center (P.B. 12 PG. 5-6, Slide 199)", dated August 04, 2023, by Caldwell White Associates, recorded in the Clerk's Office of the Circuit Court of the City of Salem, Virginia in Plat Book 16, Pages 82-83, Slide 246

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace, III –  
Renee F. Turk –

Passed:  
Effective:

/s/  
Mayor

ATTEST:

H. Robert Light  
Clerk of Council  
City of Salem, Virginia



Item #6B

Date: 1/08/2024

AT A REGULAR MEETING OF CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD IN COUNCIL CHAMBERS

**AGENDA ITEM:**     **Amendment to the Zoning Ordinance**

Hold public hearing and consider adoption of ordinance on first reading for the request of Poindexter SW Florida, LLC, property owner, for rezoning the property located at 2105– 2121 Apperson Drive (Tax Map # 281-1-2.2) from BCD Business Commerce District to HBD Highway Business District. (Advertised in the December 28, 2023, and January 4, 2024, issues of the *Salem Times-Register*.) (Recommend approval; see page 3 of Planning Commission minutes.)

**SUBMITTED BY:**     Mary Ellen Wines, Planning & Zoning Administrator

**SUMMARY OF INFORMATION:**

**SITE CHARACTERISTICS:**

Zoning: BCD Business Commerce District

Land Use Plan Designation: Commercial

Existing Use: Multi-tenant building

Proposed Use: various commercial uses

The subject property consists of a 1.473-acre tract of land which currently sits within the BCD Business Commerce District designation. To provide a bit of history, this parcel is a portion of the original 19-acre shopping center property that was that was purchased by Lewis-Gale. This property was rezoned from the commercial district B-3 to the current BCD Business Commerce District to accommodate their needs.

This property is currently partially occupied by various commercial tenants or otherwise vacant. In order to allow additional commercial uses such as restaurant and retail sales the property must be rezoned to a commercial district. Therefore, the petitioners are requesting the property be rezoned to HBD, Highway Business District.

The Future Land Use Map (FLUM) identifies this area as commercial which is consistent with the proposed utilization of the property.

**City of Salem Community Development Application**

**Request for REZONING or CONDITIONAL REZONING**

Case #: \_\_\_\_\_

**APPLICANT INFORMATION**

Owner: Poindexter SW Florida LLC

Contact Name: J.C. Poindexter

Address: 2014 Electric Road, #236 Roanoke, VA 24018

Telephone No. 540-588-0506

Fax No. \_\_\_\_\_

Email Address  
poindexter.jc@gmail.com

Applicant/Contract Purchaser: \_\_\_\_\_

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

Address: \_\_\_\_\_

Telephone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

**PARCEL INFORMATION**

For multiple parcels, please attach a page ☐

(Tax ID #'s) 281-1-2.2

Parcel ID: 26245

Deed Book 16 Page 4

Subdivision \_\_\_\_\_

Location Description (Street Address, if applicable) \_\_\_\_\_

2105 Apperson Drive

Plat Book 16, Slide 238, page 4

Total Area (acres/square feet) 1.1619 acres

Current Zoning BCD

Requested Zoning HBD

Requested Use Office, Service, Retail, Food Service

Current Use office space, retail storefront

☐ Conditional Zoning Request: See Attached Proffer sheets

**SIGNATURE OF OWNER**



**CONTRACT PURCHASER**



(attach contract)



As owner or authorized agent of this property, I hereby certify that this application is complete and accurate to the best of my knowledge, and I hereby grant permission to the agents and employees of the City of Salem to enter the property for the purposes of processing and reviewing this request.

Signature 

Date 10/30/2023

Print Name J.C. Poindexter

Signature \_\_\_\_\_

Date 10/30/2023

Print Name Martha Poindexter

**QUESTIONS/ LETTERS/ SHOULD BE FORWARDED TO THE FOLLOWING\*\*:**

Name J.C. and Martha Poindexter

Address: 2014 Electric Rd. #236

Roanoke VA 24108

Telephone No. 540-588-0105

Fax No. \_\_\_\_\_

Email Address \_\_\_\_\_

poindexter.jc@gmail.com  
poindexter.martha@gmail.com

\*\*It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.

### ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

Application fees must be submitted at the time of submittal. I hereby acknowledge that this application is not complete until the payment for all applicable fees has been received by the City of Salem Community Development Department. I acknowledge that I am responsible for ensuring that such fees are received by the City of Salem. I further acknowledge that any application fee submitted after the deadline shall result in the application being considered filed for the next month's meetings.

Signature of applicant/authorized agent J.C. Poindexter Date: 10/30/2023  
Print Name: J.C. Poindexter

Signature of applicant/authorized agent Martha Poindexter Date: 10/30/2023  
Print Name: Martha Poindexter

If you would like your correspondence emailed and/or faxed, please make selections, and provide the information below:

☒ Email poindexter.jc@gmail.com ☐ Fax: \_\_\_\_\_

#### FEES:

All application fees must be paid at the time of submittal. Please make checks payable to the City of Salem:

Rezoning application fee	\$1,000
--------------------------	---------

#### FOR STAFF USE ONLY

Staff Reviewer: \_\_\_\_\_

Application Complete? ☐ YES ☐ NO

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

**PLEASE RESPOND FOR ALL REZONING APPLICATIONS:**

1. What is the Future Land Use Designation for the subject property? commercial
2. Describe in detail the proposed use of the property. Proposed uses included mixed commercial use with multiple tenants offering office space, services, retail and food service.
3. List any sensitive environmental or unique features on the property. Are there any high voltage transmission lines, public utility lines, or others? None
4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance. \_\_\_\_\_
5. Is the subject property listed as a historic structure or located within a historic district? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources. \_\_\_\_\_
6. Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations? Are the proposed lot sizes compatible with existing parcel sizes in the area? n/a  
existing parcel and building

**PLEASE RESPOND FOR COMMERCIAL REZONING APPLICATIONS**

1. What provisions will be made to ensure safe and adequate access to the subject property? existing  
Safe and adequate access exists, as currently zoned BCD.
2. How will the traffic impact of this development be addressed? no impact on traffic
3. Describe why the proposed use is desirable and appropriate for the area. What measure will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity? The requested change in zoning matches the history of use/tenancy in this building. HBD more closely aligns with the current zoning of nearby parcels and the evolution of Apperson Drive.
4. What type of signage is proposed for the site? Each unit in the building currently has it's own signage attached to the building. We may apply for a single monument sign permit for the parcel, in the future.
5. Have architectural/building elevations been submitted with this application? No. No changes to existing building.

City of Salem  
Rezoning Application

2105 Apperson Drive  
Parcel Description

All that certain tract or parcel of land situate in the City of Salem, Virginia, shown as New Lot 2, containing 1.1619 acres on a plat of survey entitled, "Plat Showing the Subdivision of Tax# 281-1-2 Being Tract "A" of 18.5595 Acres (PB 8, Page 25, Slide 160), Property of Lewis-Gale Medical Center, LLC, Creating Hereon New Lot 1 of 1.6139 AC; Lot 2 of 1.1619 AC; Lot 3 of 1.4726 AC; Lot 4 of 4.5964 AC & Tract "A1" of 9.7147 AC, Being the Remaining Portion of Tax# 281-1-2, situated at #2105 Apperson Drive, City of Salem, Virginia", and which plat of survey is recorded in the Clerk's Office, Circuit Court of the City of Salem, Virginia, in Plat Book 16, Slide 238, page 4.



WITNESS THE FOLLOWING SIGNATURES AND SEALS ON THIS 4 DAY OF October, 2007.

OWNER: LEON-GALE MEDICAL CENTER, LLC

BY: William Gale ITS Vice President

(SIGNED NAME) (PRINTED NAME)

William Gale VICE PRESIDENT

McOWEN & ASSOC. COMPANY IF TITLE

(PRINTED NAME)

Location Map

**CLERK'S CERTIFICATE**

TESTEE: GARY DUANE GRAMFORD - CLERK  
Baldin [signature]  
DEPUTY CLERK

15  
 LIBRARY THOMAS DOLE JR.  
 15 1969

PLAT SHOWING THE SUBDIVISION OF  
TAX #281-1-2  
BEING

PROPERTY OF  
LEWIS-GALE MEDICAL CENTER, LLC

REMAINING PORTION OF TAX #281-1-2

LOCATED AT 2105 APPERSON DR  
CITY OF SALSM, VIRGINIA

SLIDE 238, P.B. 16, PG. 4

SLIDE 238, P.B. 16, PG.

4664 BRAMBLETON AVENUE, SW  
P.O. BOX 20609  
ROANOKE, VIRGINIA 24018

PHONE: (540) 774-4411  
FAX: (540) 772-9443  
WWW.LUMSDENPC.COM

**Lumsden Associates, P.C.**  
ENGINEERS | SURVEYORS | PLANNERS

August 9, 2021
2018-209
None

NEW DIVISION LINE		
BOUNDARY COORDINATES		
GRADE OF CORNERS IS ASSUMED		
CORNERS	NORTHING	EASTING
A	4251.7412	4141.7410
B	4251.7412	4141.7520
C	4251.7408	4141.7604
D	4251.8061	4137.4640
E	4251.8061	4137.4659
F	4251.8061	4137.4659
G	4251.7407	4137.4657
H	4251.7407	4137.4657
I	4251.7407	4137.4657
J	4251.7407	4137.4657
K	4251.7407	4137.4657
L	4251.7407	4137.4657
M	4251.7407	4137.4657
N	4251.7407	4137.4657
O	4251.7407	4137.4657
P	4251.7407	4137.4657
Q	4251.7407	4137.4657
R	4251.7407	4137.4657
S	4251.7407	4137.4657
T	4251.7407	4137.4657
U	4251.7407	4137.4657
V	4251.7407	4137.4657

BOUNDARY LINE TABLE		
LINE	REMARKS	DISTANCE
1-2	N 87°11' E	28.01
2-3	N 89°21' 00" W	81.19
3-4	N 70°28' 00" E	158.19
4-5	N 81°02' 00" E	154.02
5-6	N 81°32' 00" W	154.02
6-7	N 77°40' 00" E	128.81
7-8	N 12°59' 15" E	78.19
8-9	N 62°02' 15" E	33.92
9-10	N 62°02' 15" E	22.02
10-11	N 62°02' 15" E	22.02
11-12	N 62°02' 15" E	22.02
12-13	N 62°02' 15" E	22.02
13-14	N 62°02' 15" E	22.02
14-15	N 62°02' 15" E	22.02
15-16	N 62°02' 15" E	22.02
16-17	N 62°02' 15" E	22.02
17-18	N 62°02' 15" E	22.02
18-19	N 62°02' 15" E	22.02
19-20	N 62°02' 15" E	22.02
20-21	N 62°02' 15" E	22.02
21-22	N 62°02' 15" E	22.02
22-23	N 62°02' 15" E	22.02
23-24	N 62°02' 15" E	22.02
24-25	N 62°02' 15" E	22.02
25-26	N 62°02' 15" E	22.02
26-27	N 62°02' 15" E	22.02
27-28	N 62°02' 15" E	22.02
28-29	N 62°02' 15" E	22.02
29-30	N 62°02' 15" E	22.02
30-31	N 62°02' 15" E	22.02
31-32	N 62°02' 15" E	22.02
32-33	N 62°02' 15" E	22.02
33-34	N 62°02' 15" E	22.02
34-35	N 62°02' 15" E	22.02
35-36	N 62°02' 15" E	22.02
36-37	N 62°02' 15" E	22.02
37-38	N 62°02' 15" E	22.02
38-39	N 62°02' 15" E	22.02
39-40	N 62°02' 15" E	22.02
40-41	N 62°02' 15" E	22.02
41-42	N 62°02' 15" E	22.02
42-43	N 62°02' 15" E	22.02
43-44	N 62°02' 15" E	22.02
44-45	N 62°02' 15" E	22.02
45-46	N 62°02' 15" E	22.02
46-47	N 62°02' 15" E	22.02
47-48	N 62°02' 15" E	22.02
48-49	N 62°02' 15" E	22.02
49-50	N 62°02' 15" E	22.02
50-51	N 62°02' 15" E	22.02
51-52	N 62°02' 15" E	22.02
52-53	N 62°02' 15" E	22.02
53-54	N 62°02' 15" E	22.02
54-55	N 62°02' 15" E	22.02
55-56	N 62°02' 15" E	22.02
56-57	N 62°02' 15" E	22.02
57-58	N 62°02' 15" E	22.02
58-59	N 62°02' 15" E	22.02
59-60	N 62°02' 15" E	22.02
60-61	N 62°02' 15" E	22.02
61-62	N 62°02' 15" E	22.02
62-63	N 62°02' 15" E	22.02
63-64	N 62°02' 15" E	22.02
64-65	N 62°02' 15" E	22.02
65-66	N 62°02' 15" E	22.02
66-67	N 62°02' 15" E	22.02
67-68	N 62°02' 15" E	22.02
68-69	N 62°02' 15" E	22.02
69-70	N 62°02' 15" E	22.02
70-71	N 62°02' 15" E	22.02
71-72	N 62°02' 15" E	22.02
72-73	N 62°02' 15" E	22.02
73-74	N 62°02' 15" E	22.02
74-75	N 62°02' 15" E	22.02
75-76	N 62°02' 15" E	22.02
76-77	N 62°02' 15" E	22.02
77-78	N 62°02' 15" E	22.02
78-79	N 62°02' 15" E	22.02
79-80	N 62°02' 15" E	22.02
80-81	N 62°02' 15" E	22.02
81-82	N 62°02' 15" E	22.02
82-83	N 62°02' 15" E	22.02
83-84	N 62°02' 15" E	22.02
84-85	N 62°02' 15" E	22.02
85-86	N 62°02' 15" E	22.02
86-87	N 62°02' 15" E	22.02
87-88	N 62°02' 15" E	22.02
88-89	N 62°02' 15" E	22.02
89-90	N 62°02' 15" E	22.02
90-91	N 62°02' 15" E	22.02
91-92	N 62°02' 15" E	22.02
92-93	N 62°02' 15" E	22.02
93-94	N 62°02' 15" E	22.02
94-95	N 62°02' 15" E	22.02
95-96	N 62°02' 15" E	22.02
96-97	N 62°02' 15" E	22.02
97-98	N 62°02' 15" E	22.02
98-99	N 62°02' 15" E	22.02
99-100	N 62°02' 15" E	22.02

TRANSPORTATION AND LOGISTICS

**NOTES:**  
1. THIS PLAY IS BASED ON A CURRENT FIELD SURVEY

PROPERTY CONDEMS WERE SET AT ALL NEW CONDEMS A THROUGH L  
THE PLAN WAS PREPARED FOR THE BENEFIT OF A CURRENT TITLE REPORT AND THERE MAY EXIST ENCUMBRANCES WHICH EFFECT THE SUBJECT  
PROPERTY THAT ARE NOT SHOWN HEREIN.

4. NOT ALL PHYSICAL IMPROVEMENTS ARE SHOWN NECESSARY FOR CLARITY.

5. A PORTION OF THIS PROPERTY DOES LIE WITHIN THE LIMITS OF A SPECIAL FLOOD HAZARD AREA AS DESIGNATED BY FEMA. THIS OPINION IS BASED ON AN INSPECTION OF THE FLOOD INSURANCE RATE MAPS AND HAS BEEN CORROBORATED BY OTHER AVAILABLE DATA. CONSIDERABLE SOIL EROSION OF THE FLOOD INSURANCE RATE MAPS HAS BEEN OBSERVED BY AERIAL PHOTO OBSERVATIONS. SEE THE HAZARD STRATEGIC PLAN CONDUCTED BY

2007. *2006's "N" & "Y" (SIGNED & UN-SIGNED)*  
 1924. *REMARKS: 1st EDITION - 2nd EDITION "N" - 1st EDITION & 2ND EDITION*  
 1924. *REMARKS: 1st EDITION - 2nd EDITION "Y" - 1st EDITION & 2ND EDITION*

DISPENSARY: LING-SUUL MEDICAL CENTER, LLC - (813) 481-1100  
 LINES FROM CARRIERS 12 TO A THROUGH D, E TO M, F THROUGH P TO 14 AND Q THROUGH V TO 5 ARE NEW DISPENSARY LINES

THE RECORDATION OF THIS PLAN OF SUBDIVISION DOES NOT CONSTITUTE A CONFORMANCE OF LAND, ANY LOT, PARCEL OR TRACT OF LAND SHOWN HEREON MUST BE CORRECTED BY DEED AND LAND RECD MUST BE RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT OF THE CITY OF SALEM

8. THE SUBJECT PROPERTY IS NOT (YES) AT THE TIME OF THIS SURVEY;  
 9. A RECREATIONAL NON-EXCLUSIVE BUSINESS/LEASING CASUALTY WILL EXIST OVER ALL PAID TRAVELWAYS WITHIN THE SUBJECT PARCELS AND A RECREATIONAL NON-EXCLUSIVE EASEMENT SHALL EXIST OVER ALL ADJACENT EASEMENT GRACES UNTIL THE GRACE PERIOD OF 60 YEARS;

AND RESTRICTIONS MAY BE IMPOSED THAT FURTHER LIMITS THE RIGHTS AND/OR RESTRICTIONS AND MAINTENANCE OF THESE CASINOMAT AREAS.

**PAYMENT DATE**  
10/30/2023

**COLLECTION STATION**  
Engineering/Inspections

**RECEIVED FROM**  
Martha Poindexter

**DESCRIPTION**

**City of Salem**  
P.O. Box 869  
Salem, VA 24153

**BATCH NO.**  
2024-00002275

**RECEIPT NO.**  
2024-00045598

**CASHIER**  
Krystal Graves

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
CD LAND USE	Land Use Application Fees rezoning fee for 2105 Apperson Drive	\$1,000.00
	<div>Total Cash\$0.00 Total Check\$0.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$1,000.00 Total Remitted\$1,000.00 Change\$0.00 Total Received\$1,000.00</div>	
Total Amount:		\$1,000.00

Customer Copy



**Legal Description – Parcel 281-1-2.2:**

Beginning at a point on the East line of Gale Lane (private right of way, 175' +/- from the intersection of the aforementioned private right of way and the North line of Apperson Drive;

Thence along the East line of Gale lane N 24 degrees 09' 00" E a distance of 204.02' to a point;

Thence leaving the east line of Gale Lane S 65 degrees 51' 34" E a distance of 219.24' to a point;

Thence S 24 degrees 09' 00" W a distance of 18.10' to a point;

Thence S 65 degrees 51' 34" E a distance of 22.17' to a point;

Thence S 08 degrees 08' 12" W a distance of 98.84' to a point;

thence S 16007' 24" W a distance of 46.38' to a point;

thence N 88 degrees 15' 48" W a distance of 118.09' to a point;

thence N 65 degrees 51' 00" W a distance of 165.99' to a point on the East line of Gale Lane;

which is the point of beginning,

having an area of 50,615 +/- Square Feet, 1.162 acres, and being in the City of Salem, VA.

**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
DECEMBER 13, 2023**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of Poindexter SW Florida, LLC, property owner for rezoning the property of 2105-2121 Apperson Dr (Tax Map # 281-1-2.2), from BCD Business Commerce District to HBD Highway Business District, to the following property owners and adjacent property owners on November 22, 2023, in the 2:00 p.m. mail:

POINDEXTER SW FLORIDA LLC  
2014 ELECTRIC RD # 236  
ROANOKE VA 24018

TWO BOYS REALTY II LLC  
5010 CELL TOWER DR  
ROANOKE VA 24018

ALINA LLC  
97 DOE DR  
ROANOKE VA 24012

WILLIAM E BROWN JR  
JENNIFER G BROWN  
3767 HARBORWOOD RD  
SALEM VA 24153

SMALL STEPS LEARNING  
ACADEMY INC  
1224 PETERS CREEK RD NW  
ROANOKE VA 24017

LAYMAN REAL ESTATE  
HOLDINGS LLC  
P O BOX 1015  
SALEM VA 24153

LEWIS-GALE MEDICAL CENTER LLC  
ATTN: REAL ESTATE DEPT  
ONE PARK PLAZA  
NASHVILLE TN 37203

JC AND MARTHA POINDEXTER  
2014 ELECTRIC ROAD #236  
ROANOKE VA 24018

Signed

Loretta L. Brillman

Date

11/22/2023

City of Salem

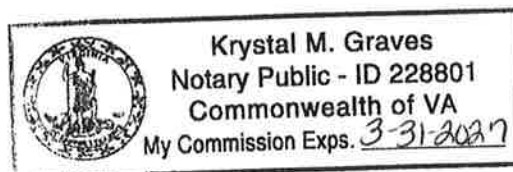
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 22<sup>nd</sup> day of November, 2023, by

Loretta L. Brillman

Krystal M. Graves  
Notary Public

My commission expires: March 31, 2027





November 22, 2023

Poindexter SW Florida LLC  
2014 Electric Rd # 236  
Roanoke, VA 24018

RE: Petition For Zoning Amendment (Rezoning)  
2105 Apperson Drive  
Tax Map # 281-1-2.2

To Whom It May Concern:

You and/or your agent shall appear before the Planning Commission on:

**Wednesday, December 13, 2023**  
**at 7:00 p.m.** in the

**Council Chambers, 1<sup>st</sup> Floor, Salem City Hall**  
**114 North Broad Street**

**AND**

Salem City Council on:

**Monday, January 8, 2024**  
**at 6:30 p.m.** in the

**Council Chambers, First Floor, Salem City Hall**  
**114 North Broad Street, Salem, Virginia**

for consideration of your request for rezoning the above referenced property.

If you have any questions regarding this matter, please contact our office at  
(540) 375-3032.

Sincerely,

Mary Ellen H. Wines, CZA CFM  
Planning and Zoning Administrator



**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE ZONING**

Notice is hereby given that a request has been filed with the City of Salem by the property owner/petitioner of the property described below. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request, and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**  
Poindexter SW Florida LLC

**Location of Property:**  
2105-2121 Apperson Dr (Tax Map # 281-1-2.2)

**Purpose of Request:**  
To rezone the property located at 2105 Apperson Dr, (Tax Map # 281-1-2.2) from BCD Business Commerce District to HBD Highway Business District.

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, DECEMBER 13, 2023 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JANUARY 8, 2024 – 6:30PM  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

H. Robert Light  
Deputy Executive Secretary  
Planning Commission

MBLU	Location	Owner Name	Co-Owner Name	Address 1	Address 2	City, State, Zip
281-1-2.2	2105-2121 APPERSON DR	POINDEXTER SW FLORIDA LLC		2014 ELECTRIC RD # 236		ROANOKE VA 24018
281-1-2.1	2103 APPERSON DR	TWO BOYS REALTY II LLC		5010 CELL TOWER DR		ROANOKE VA 24018
282-4-1	2071 APPERSON DR	ALINA LLC		97 DOE DR		ROANOKE VA 24012
282-4-2	2069 APPERSON DR	WILLIAM E BROWN JR	JENNIFER G BROWN	3767 HARBORWOOD RD		SALEM VA 24153
281-1-2.3	2131 APPERSON DR	SMALL STEPS LEARNING ACADEMY INC		1224 PETERS CREEK RD NW		ROANOKE VA 24017
281-1-2	2141-2167 APPERSON DR	LAYMAN REAL ESTATE HOLDINGS LLC		P O BOX 1015		SALEM VA 24153
281-1-2.4	2155 APPERSON DR	LEWIS GALE MEDICAL CENTER LLC	ATTN: REAL ESTATE DEPT	ONE PARK PLAZA		NASHVILLE TN 37203

AN ORDINANCE TO AMEND SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to building district boundary lines be amended in the following particular and no other, viz:

That the following described property in the City of Salem of Poindexter SW Florida, LLC, property owner, located at 2105-2121 Apperson Drive (Tax Map # 281-1-2.2) be and the same is hereby changed from BCD Business Commerce District to HBD Highway Business District, and the map referred to shall be changed in this respect and no other, said property being described as follows:

Beginning at a point on the East line of Gale Lane (private right of way, 175' +/- from the intersection of the aforementioned private right of way and the North line of Apperson Drive; Thence along the East line of Gale lane N 24 degrees 09' 00" E a distance of 204.02' to a point; Thence leaving the east line of Gale Lane S 65 degrees 51' 34" E a distance of 219.24' to a point; Thence S 24 degrees 09' 00" W a distance of 18.10' to a point; Thence S 65 degrees 51' 34" E a distance of 22.17' to a point; Thence S 08 degrees 08' 12" W a distance of 98.84' to a point; thence S 16007' 24" W a distance of 46.38' to a point; thence N 88 degrees 15' 48" W a distance of 118.09' to a point; thence N 65 degrees 51' 00" W a distance of 165.99' to a point on the East line of Gale Lane; which is the point of beginning, having an area of 50,615 +/- Square Feet, 1.162 acres, and being in the City of Salem, VA.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace, III –  
Renee F. Turk –

Passed:  
Effective:

  /s/    
Mayor

ATTEST:

H. Robert Light  
Clerk of Council  
City of Salem, Virginia

Item #6C  
Date: 1/08/2024

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT CITY HALL

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Resolution approving the amended Electric Rate Tariffs

**SUBMITTED BY:** Rosemarie B. Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

Attached is a resolution approving the amended electric rate tariffs. City staff has calculated the power cost adjustment (PCA) that is needed for electric bills beginning on February 1, 2024, to be \$0.033126 per kilowatt hour (KWH). The electric rate tariffs have been updated to include this PCA. These updated tariffs, if approved, will become effective for billing on or after February 1, 2024.

**STAFF RECOMMENDATION:**

Staff recommends approving the attached resolution approving the updated electric rate tariffs to be effective for all bills issued on or after February 1, 2024.

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, JANUARY 8, 2024:

RESOLUTION 1461

WHEREAS, the City of Salem owns and operates its own electric utility, regulated by locally elected officials of the City for the benefit of its residents and businesses; and

WHEREAS, the City of Salem electric utility provides reliable service at rates for City residents that are competitive with other municipal utilities; and

WHEREAS, the City has adopted a "Book of Electric Rates" that provides for electric charges and other special terms and conditions applicable to electric customers of the City; and

WHEREAS, the City intends to amend this "Book of Electric Rates" by readopting Schedule R.S. (Codes 01), Schedule S.W.S. (Code 06), Schedule S.G.S. (Code 04), Schedule M.G.S. (Codes 05, 75), Schedule L.G.S. (Codes 09, 79), Schedule L.P.S. (Codes 50, 51), Schedule A.F.L.S. (Code 56), Schedule O.L. (Codes 07, 07L, 08, 08L, 31, 32, 32L, 33, 34, 34L, 37, 38, 38L and 39), Schedule N.M. (Code 88), Schedule T.S., Virginia – Street Lighting Rates, Schedule P.C.A., ADDITIONAL FEES, and Terms and Conditions of Service; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that the City's "Book of Electric Rates" is hereby amended in compliance with the above codes and terms and conditions, copies of which are attached, and that the rates are adopted for use on all electric utility bills rendered on or after February 1, 2024.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace III –  
Renee F. Turk –

ATTEST:

---

H. Robert Light  
Clerk of Council  
City of Salem, Virginia



## CITY OF SALEM VIRGINIA

SCHEDULE R.S.  
(Residential Electric Service)  
CODE 01

## AVAILABILITY OF SERVICE

Available for electric service through one meter to individual residential customers, including rural residential customers engaged principally in agricultural pursuits.

## MONTHLY RATE

Electric Base Charge.....	\$ 8.25 per month
Energy Charge	
All metered KWH.....	\$ 0.107500 per KWH
Power Cost Adjustment	
All KWH.....	\$ 0.033126 per KWH

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MINIMUM CHARGE

This Schedule is subject to a minimum charge equal to the Electric Base Charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

This Schedule is available to rural and domestic customers engaged principally in agricultural pursuits where service is taken through one meter for residential purposes, as well as for the usual farm uses outside of the home, but service under this Schedule shall not be extended to operations of a commercial nature or operations such as processing, preparing or distributing products not raised or produced on the farm, unless such operation is incidental to the usual residential and farm uses.

Normally, this Schedule is available for single phase service only. However, at the City of Salem, Virginia's option, and subject to the City of Salem, Virginia's Terms and Conditions of Service relating to the extension of service, three phase service may be provided to individual residences under this Schedule, when all service on such Schedule is taken through one meter and usage is for domestic or agricultural purposes. Where three phase power service is required and/or where motors or heating equipment are used for commercial or industrial purposes, the applicable power Schedule will apply to such power service.

## CITY OF SALEM VIRGINIA

SCHEDULE S.W.S.  
(Sanctuary Worship Service)  
CODE 06

## AVAILABILITY OF SERVICE

Available to the synagogue or church building in which the sanctuary or the principal place of worship is located.

## MONTHLY RATE

Electric Base Charge.....	\$ 10.00 per month
Demand Charge	
All KW of Billing Demand.....	\$ 0.00 per KW
Energy Charge	
All metered KWH.....	\$ 0.10900 per KWH
Power Cost Adjustment	
All KWH.....	\$ 0.033126 per KWH

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MEASUREMENT OF BILLING DEMAND

The billing demand in KW shall be taken each month as the highest registration of a 15-minute peak in kilowatts as registered during the month by a demand meter or indicator.

## MINIMUM CHARGE

This Schedule is subject to a minimum charge equal to the Electric Base Charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## TERM OF CONTRACT

See Terms and Conditions.

Auxiliary buildings of church organizations, such as classrooms, day care centers, etc., are not eligible for this rate unless electrical wiring is integrated to the building wiring in which the sanctuary is located and all buildings are metered through one meter.

An exemption will be granted to Sanctuary Worship Service customers whose electric service was separated prior to January 1, 2000 for the purpose of separating the electric service of auxiliary buildings from the electric service to the building for the principal place of worship. This exemption shall allow for a maximum of two Sanctuary Worship Service meters.

## CITY OF SALEM VIRGINIA

SCHEDULE S.G.S.  
(Small General Service)  
CODE 04

## AVAILABILITY OF SERVICE

Available for general service customers with electrical capacity requirements of 25 KW or less per month. When a customer being served under this Schedule exceeds 25 KW per month for more than two months during the past twelve months, the customer will be placed on the appropriate rate Schedule.

## MONTHLY RATE

Electric Base Charge.....	\$13.25 per month
Demand Charge	
All KW of Billing Demand.....	\$ 0.00 per KW
Energy Charge	
All metered KWH.....	\$ 0.10300 per KWH
Power Cost Adjustment	
All KWH.....	\$ 0.033126 per KWH

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MEASUREMENT OF BILLING DEMAND

The billing demand in KW shall be taken each month as the highest registration of a 15-minute peak in kilowatts as registered during the month by a demand meter or indicator.

## MINIMUM CHARGE

This Schedule is subject to a minimum monthly charge equal to the Electric Base Charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## CITY OF SALEM VIRGINIA

SCHEDULE M.G.S.  
(Medium General Service)  
CODE 05, 75

## AVAILABILITY OF SERVICE

Available for general service customers with electrical capacity requirements exceeding 25 KW per month for more than two months during the past twelve months but less than 400 KW per month.

Customers may, at the City of Salem, Virginia's discretion, be required to contract for capacity in 50 KW increments.

## MONTHLY RATE

DELIVERY VOLTAGE

	<u>Secondary (05)</u>	<u>Primary (75)</u>
Electric Base Charge.....	\$13.25 per month	\$17.35 per month
Demand Charge		
All KW of Billing Demand.....	\$ 5.20 per KW	\$ 4.00 per KW
Energy Charge		
All metered KWH.....	\$ 0.08920 per KWH	\$ 0.08850 per KWH
Power Cost Adjustment		
All KWH.....	\$ 0.033126 per KWH	\$ 0.033126 per KWH
Reactive Demand Charge for each KVAR of leading or Lagging reactive demand.....	\$ 0.30 per KVAR	\$ 0.30 per KVAR

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MEASUREMENT OF BILLING DEMAND

The billing demand in KW shall be taken each month as the highest registration of a 15-minute peak in kilowatts as registered during the month by a demand meter or indicator.

The monthly billing demand established hereunder shall not be less than 60% of the greater of 1) the customer's contract capacity or 2) the customer's highest previously established monthly billing demand during the past 11 months.

The reactive demand in KVAR shall be taken each month as the single highest 15-minute peak KVAR as registered during the month by a demand meter or indicator.

Billing demands shall be rounded to the nearest tenth of a KW and KVAR.

## MINIMUM CHARGE

This Schedule is subject to a minimum monthly charge equal to the Electric Base Charge, plus such additional charges as are derived from application of the energy charge and demand charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## TERM OF CONTRACT

See Terms and Conditions.

## CITY OF SALEM VIRGINIA

SCHEDULE L.G.S.  
(Large General Service)  
CODE 09, 79

## AVAILABILITY OF SERVICE

Available for general service customers with electrical capacity requirements exceeding 100 KW per month for more than two months during the past twelve months but less than 1,000 KW per month.

Customers may, at the City of Salem, Virginia's discretion, be required to contract for capacity in 50 KW increments.

## MONTHLY RATE

DELIVERY VOLTAGE

	<u>Secondary (09)</u>	<u>Primary (79)</u>
Electric Base Charge.....	\$38.50 per month	\$75.00 per month
Demand Charge		
All KW of Billing Demand.....	\$14.15 per KW	\$12.75 per KW
Energy Charge		
All metered KWH.....	\$ 0.06140 per KWH	\$ 0.05990 per KWH
Power Cost Adjustment		
All KWH.....	\$ 0.033126 per KWH	\$ 0.033126 per KWH
Reactive Demand Charge for each KVAR of leading or Lagging reactive demand.....	\$ 0.30 per KVAR	\$ 0.30 per KVAR

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MEASUREMENT OF BILLING DEMAND

The billing demand in KW shall be taken each month as the highest registration of a 15-minute peak in kilowatts as registered during the month by a demand meter or indicator.

The monthly billing demand established hereunder shall not be less than 60% of the greater of 1) the customer's contract capacity or 2) the customer's highest previously established monthly billing demand during the past 11 months.

The reactive demand in KVAR shall be taken each month as the single highest 15-minute peak KVAR as registered during the month by a demand meter or indicator.

Billing demands shall be rounded to the nearest tenth of a KW and KVAR.

## MINIMUM CHARGE

This Schedule is subject to a minimum monthly charge equal to the Electric Base Charge, plus such additional charges as are derived from application of the energy charge and demand charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## TERM

12 months

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## TERM OF CONTRACT

See Terms and Conditions.

# CITY OF SALEM VIRGINIA

## CITY OF SALEM VIRGINIA

SCHEDULE L.P.S.  
(Large Power Service)  
CODE 50, 51

## AVAILABILITY OF SERVICE

Available for general service customers with normal maximum demands greater than 1,000 KW. Each customer shall contract for a definite amount of electrical capacity in kilowatts which shall be sufficient to meet the customer's normal maximum demand, but in no case shall the capacity contracted for be less than 1,000 KW. The City of Salem, Virginia shall not be required to supply capacity in excess of the capacity for which the customer has contracted. Contracts shall be in multiples of 100 KW.

## MONTHLY RATE

DELIVERY VOLTAGE

	<u>Secondary (51)</u>	<u>Primary (50)</u>
Electric Base Charge.....	\$375.00 per month	\$375.00 per month
Demand Charge		
All KW of Billing Demand.....	\$15.00 per KW	\$13.50 per KW
Energy Charge		
All metered KWH.....	\$ 0.05820 per KWH	\$ 0.05820 per KWH
Power Cost Adjustment		
All KWH.....	\$ 0.033126 per KWH	\$ 0.033126 per KWH
Reactive Demand Charge for each KVAR of leading or Lagging reactive demand.....	\$ 0.30 per KVAR	\$ 0.30 per KVAR

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## DETERMINATION OF BILLING DEMAND

The monthly billing demand in KW shall be taken each month as the highest registration of a 15-minute peak in kilowatts as registered during the month by a demand meter or indicator. The monthly billing demand established hereunder shall not be less than the greater of: 1) 60% of the customer's contract capacity or 2) 60% of the customer's highest monthly billing demand during the prior 11 months.

The reactive demand KVAR shall be taken each month as the highest single 15-minute peak in KVAR as registered during the month by a KVAR meter or indicator.

Billing demands shall be rounded to the nearest tenth of a KW and KVAR.

## MINIMUM CHARGE

This Schedule is subject to a minimum monthly charge equal to the Electric Base Charge, plus such additional charges as are derived from application of the energy charge, demand charge and reactive demand charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## TERM

12 months

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## TERM OF CONTRACT

See Terms and Conditions.

# CITY OF SALEM VIRGINIA



## CITY OF SALEM VIRGINIA

SCHEDULE A.F.L.S.  
(Athletic Field Lighting Service)  
CODE 56

## AVAILABILITY OF SERVICE

Available for general service for outdoor lighting and incidental use with electrical capacity requirements exceeding 25 KW, through one meter for athletic fields sponsored by public schools, communities, civic organizations or other public institutions.

## MONTHLY RATE

DELIVERY VOLTAGESecondary or Primary (56)

Electric Base Charge.....	\$14.25 per month
Energy Charge	
All metered KWH.....	\$ 0.11750 per KWH
Power Cost Adjustment	
All KWH.....	\$ 0.033126 per KWH

## POWER COST ADJUSTMENT:

The charges in the above MONTHLY RATE are subject to the provisions of the City of Salem's Schedule P.C.A., which is included herein by reference.

## MINIMUM CHARGE

This Schedule is subject to a minimum monthly charge equal to the Electric Base Charge, plus such additional charges as are derived from application of the energy charge.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## TERM

12 months

## SPECIAL TERMS AND CONDITIONS

See Terms and Conditions of Service.

## TERM OF CONTRACT

See Terms and Conditions.

**CITY OF SALEM VIRGINIA**  
**SCHEDULE O.L.**  
**(Outdoor Lighting)**  
**CODES 07, 07L, 08, 08L, 31, 32, 32L, 33, 34, 34L, 37, 38, 38L, 39,**

**AVAILABILITY OF SERVICE**

Available for outdoor lighting to individual customers located outside areas covered by municipal street lighting systems.

**MONTHLY RATE****A. Overhead Lighting Service**

For each of the following, the City of Salem, Virginia will provide lamp, photo-electric relay control equipment, luminaire and upsweep arm not over 6 feet in length, and shall mount same on an existing wood distribution pole by the City of Salem, Virginia which can be connected to existing secondary facilities by one span of not over 150 feet.

<u>Code</u>	<u>Initial Wattage</u>	<u>Lumens</u>	<u>Type of Lamp</u>	<u>KWH</u>	<u>Total</u>
(07)	100	9,500	H.P. SODIUM	40	\$10.50
(07L)	50	5,000	LED	18	\$10.50
(08)	250	30,000	H.P. SODIUM	105	\$14.75
(08L)	96	13,000	LED	35	\$14.75
(31)	250 (Flood)	28,500	H.P. SODIUM	105	\$15.25
(32)	400 (Flood)	50,000	H.P. SODIUM	167	\$19.50
(32L)	186	28,000	LED	67	\$19.50
(33)	400 (Flood)	36,000	METAL HALIDE	158	\$19.50
(34)	1000 (Flood)	110,000	METAL HALIDE	378	\$40.00
(34L)	550	65,000	LED	198	\$40.00

**Additional Facilities**

Where additional facilities are requested, the customer shall pay in advance the total installation cost of such additional facilities extending from the nearest or most suitable pole of the City of Salem, Virginia to the point designated by the customer.

**B. Post-Top Lighting Service**

For each of the following, the City of Salem, Virginia will provide lamp, photo-electric relay control equipment, post-top luminaire and installation (the type and height of which will be consistent with the City of Salem, Virginia's construction standards), including underground wiring for a distance of 30 feet from the City of Salem, Virginia's existing secondary facilities.

<u>Code</u>	<u>Wattage</u>	<u>Initial Lumens</u>	<u>Type of Lamp</u>	<u>KWH</u>	<u>Total</u>
(37)	70	5,800	H.P. SODIUM	29	\$15.75
(38)	150	22,000	H.P. SODIUM	59	\$16.50
(38L)	116	11,000	LED	42	\$16.50
(39)	86	4,350	LED	28	\$22.00

**SPECIAL TERMS AND CONDITIONS**

When new facilities in addition to those specified above are to be installed by the City of Salem, Virginia, the customer will, in addition to the above monthly charge, pay in advance the installation cost of such facilities.

Standard post heights for post top lighting are 8', 10', 12' and 14' mounting height. 12' and 14' post are only available within a distance of 10' from a public road.

# CITY OF SALEM VIRGINIA

## SCHEDULE O.L.

(Outdoor Lighting)

CODES 07, 07L, 08, 08L, 31, 32, 32L, 33, 34, 34L, 37, 38, 38L, 39,  
(continued)

### PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

### HOURS OF LIGHTING

All lamps shall burn from one-half hour after sunset until one-half hour before sunrise, every night and all night.

### TERM

12 months

## CITY OF SALEM VIRGINIA

SCHEDULE N.M.  
(Net Metering Rider)  
Code 88

## AVAILABILITY OF SERVICE

Available for new or existing customers who take standard service from the City, own and operate an eligible renewable energy generator designed to operate in parallel with the City's system and who request to connect to the City's system. Net metering customers must take service under one of the standard rate schedules.

## CONDITIONS OF SERVICE

1. For purposes of this Schedule, an eligible renewable energy generator is an electrical generating facility which complies with all of the following requirements:
  - a.) has a capacity less than or equal to 10 kW for customers taking service under rate code 01, and not more than 500 kW for customers taking service under rate codes 04, 06, 05, 75, 09, 79, 50, or 51;
  - b.) uses solar or wind as its total energy source;
  - c.) is owned and operated by the customer and is located on the customer's premises at the customer's service location;
  - d.) is designed and installed to operate in parallel with the City's system without adversely affecting the operation of equipment and service of the City and its customers and without presenting safety hazards to City and customer personnel; and
  - e.) is intended primarily to offset all or part of the customer's own electricity requirements.
2. Renewable energy generator equipment and installations shall comply with all applicable safety and performance standards of the National Electrical Code. The equipment and installation shall comply with UL 1741 and IEEE 1547 standards for grid-tie operation.
3. All customers wanting to connect a renewable energy generator to the City's electric system shall contact the Electric Department and the Building Inspector's Office to provide connection details and get the appropriate permits.
4. For renewable energy generators with an alternating current capacity of greater than 25 kW, some additional requirements may need to be met:
  - a.) electric distribution facilities and customer impact limitations – a review of existing facilities and expected impacts to power quality may be required;
  - b.) secondary and service limitations – a review of existing secondary and service equipment may be required;
  - c.) protection schemes – a review of the generator protective scheme and the coordination with the distribution protection.
5. The City shall have the right to inspect and test the renewable energy generator equipment and installation prior to interconnection. The City also reserves the right to conduct additional tests and inspections and install additional equipment or meters at any time following interconnection. If such tests indicate adverse effects on the City's electric system, the customer shall be required to correct the problem in a timely manner. If the problem is not satisfactorily corrected, the City reserves the right to disconnect customer's service.
6. The customer is solely responsible for all equipment and installation costs of the renewable energy generator facility. The City shall not be liable for any damages to renewable energy generator equipment arising from the interconnection to the City's distribution system including, but not limited to, lightning, outages, or voltage regulation.
7. The renewable energy generator installation must have a visibly open, lockable, manual disconnect switch which is accessible by the City and clearly labeled.

## MONTHLY CHARGES

All monthly charges shall be in accordance with the standard billing schedule under which the customer takes service. Such charges shall be based on the customer's net energy for the billing period, to the extent that the net energy exceeds zero. If the customer's net energy for the billing period is zero or negative, the customer shall pay only the charges from the standard rate schedule not based on energy consumption (kWh). The customer shall receive no compensation from the City for excess generation ("negative net energy") during the billing period. The negative net energy will be carried forward and credited against positive energy usage in subsequent billing periods.

Negative net energy is not transferable, and the customer shall receive no compensation from the City for any negative net energy upon termination of service from the City.

## CITY OF SALEM VIRGINIA

SCHEDULE T.S.  
(Temporary Service)

## AVAILABILITY OF SERVICE

Available for lighting and general service for a limited duration, where capacity is available, to nonpermanent installations such as construction projects, transient uses such as traveling shows, fairs, exhibitions, outdoor or indoor entertainment, seasonal installations, or under other circumstances where the City of Salem, Virginia has reason to believe that the facilities installed will not be used for a permanent supply of electricity. Temporary service shall be provided through its own separately metered delivery point.

## OWNERSHIP OF FACILITIES

All facilities necessary for service, including fixtures, controls, poles, transformers, secondaries, lamps and other appurtenances, shall be owned and maintained by the City of Salem, Virginia. All service and necessary maintenance will be performed only during the regular scheduled working hours of the City of Salem, Virginia. The City of Salem, Virginia shall be allowed 48 hours after notification by the customer to replace all burned-out lamps.

## TERM OF CONTRACT

Variable

## SPECIAL TERMS AND CONDITIONS

See Terms and Condition of Service

A deposit equal to the full estimated amount of the bill and/or construction costs under this Schedule may be required at the option of the City of Salem, Virginia.

The customer will be required to pay an additional charge equal to the total cost of installation, connection, disconnection, and removal of the facilities required to serve the temporary load.

## MONTHLY RATE

Temporary service will be supplied only under the City of Salem, Virginia's Tariff Schedules S.G.S., M.G.S., and L.G.S. when the City of Salem, Virginia has available unsold capacity.

## PAYMENT

Bills are due upon presentation and payable at the Utility Collections Office located in City Hall, 114 North Broad Street, Salem, Virginia or at authorized collection agencies of the City of Salem. Payment is due when indicated on the bill. A penalty of \$5.00 per service in the case of residential service or five percent (5%) of the bill for commercial and Industrial service will be added to the bill for any payment not received on or before the due date. Any account which becomes 25 days past due is subject to being cutoff for non-payment.

## MINIMUM CHARGE

The same minimum charges as set forth applicable to the Schedule under the Schedule under which temporary service is supplied shall be applicable to such temporary service and in no case shall the minimum charge be less than one full monthly minimum charge under such schedule.

## NON-RECOVERABLE COST OF TEMPORARY SERVICE

Charges for temporary service installations are based on the estimated non-recoverable costs of installing and removing the necessary facilities to render electric service. In addition, the customer receiving service will pay the cost of energy which will be billed on the applicable tariff.

## Metering:

Secondary metering, single phase, self contained	\$60.00
Secondary metering, single phase, with current transformer	\$250.00
Secondary metering, three phase, self contained	\$75.00

## Line Extensions (transformers not included):

1 pole tap, single phase	\$500.00
2 pole tap, single phase	\$750.00

## Transformers – Single Phase:

37.5 kVA	\$250.00
75 kVA	\$300.00

# CITY OF SALEM VIRGINIA

## SCHEDULE T.S. (Temporary Service) (continued)

Notes:

Where installation involves a transformer and a one or two pole tap, the charge for the transformer and metering should be added to the charge for the line to determine the total non-recoverable cost to be charged to the customer.

Where line extensions in excess of two poles and transformer installations in excess of 75 kVA are required, estimates will be secured from the Electric Department before non-recoverable costs are quoted to the customer.

No money for clearing right-of-way is included in line estimates. This should be added to costs if applicable.

Estimates include money for surveying and engineering expense.

## CITY OF SALEM VIRGINIA

## Virginia - Street Lighting Rates

## AVAILABILITY OF SERVICE

Available for lighting service sold for the lighting of public streets, public highways and other public outdoor areas in municipalities and political subdivisions where such service can be supplied from the existing general distribution system.

## MONTHLY RATE

A. Overhead Service on Existing Secondary Distribution Facilities

	<u>KWH / Month</u>	<u>Cost / Month</u>
<u>High Pressure Sodium</u>		
100 watt	40	\$ 8.50
250 watt	103	\$15.00
400 watt	167	\$20.00

LED

40 Watt	15	\$8.50
96 Watt	35	\$15.00
183 Watt	66	\$20.00

B. Service on City of Salem, Virginia owned Standard Metal, Concrete, or Ornamental Poles, or Wood Poles Served from Underground Distribution

	<u>KWH / Month</u>	<u>Cost / Month</u>
<u>High Pressure Sodium</u>		
100 watt	40	\$18.60
150 watt	59	\$20.90
250 watt	103	\$25.00
400 watt	167	\$30.00

LED

40 Watt	15	\$18.60
116 Watt	42	\$20.90
96 Watt	35	\$25.00
183 Watt	66	\$30.00

Downtown

51 Watt Overhead	19	\$59.00
55 Watt Post Top (2 fixtures per pole)	40	\$112.40

SPECIAL TERMS AND CONDITIONS

Decorative and other non-standard fixtures and/or poles are not included in the standard street lighting rate but may be installed at the option of the City of Salem, Virginia.

## CITY OF SALEM VIRGINIA

SCHEDULE P.C.A.  
(Power Cost Adjustment)

## APPLICABILITY

This clause is applicable to and becomes a part of each electric rate schedule in which reference is made to Schedule W.P.C.A.

## FORMULA

The amount charged for each kWh of energy sold by the City of Salem may be increased in accordance with the following:  
Where:

$$PCA = \frac{C - (B \times P)}{S}$$

PCA = Power cost adjustment factor; provided, however, that such factor shall not be less than zero.

C = The estimated total cost of power in dollars to be purchased by the City of Salem for the twelve-month period.

P = The estimated total kilowatt-hours to be purchased by the City of Salem for the twelve-month period.

S = The estimated total kilowatt-hours to be sold by the City of Salem for the twelve-month period.

B = The average cost of wholesale power per kilowatt-hour purchased by the City of Salem which is recovered in the City of Salem's retail rate schedules, currently \$0.074034.

The PCA factor will be computed according to the above formula for a twelve-month period beginning July of each fiscal year. Should it appear at any time during the twelve-month period that continued use of the PCA factor then in effect for the remainder of the twelve-month period will result in a substantial under recovery of the power cost, the City of Salem may modify the existing PCA factor to recover the applicable power cost more accurately. However, the PCA factor will not be less than zero.

Power cost and kilowatt-hours used in the above formula may exclude such quantities applicable to certain customers billed under rate schedules not subject to the PCA factor.



# CITY OF SALEM VIRGINIA

## ADDITIONAL FEES

### MISCELLANEOUS

Reconnection Charge for Non-payment	\$25.00 \$75.00 after hours or on weekends \$250.00 Commercial, Fraudulent, or Denial of Access*
Meter Check for Accuracy	\$50.00*
	* Deposit required. See Terms and Conditions below.

### POLE ATTACHMENT FEES AND OTHER CHARGES

Annual Pole Attachment Fee	\$29.38 per attachment per year
One-time License Agreement Fee	\$1,000
Permit Application Fee	\$25.00 per pole per application
Unauthorized Attachment Penalty Fee	5 times annual fee per occurrence, for residential service drop 10 times annual fee per occurrence, for all other
Failure to Abandon or Remove Facilities Penalty	¼ annual rate per day per pole

# CITY OF SALEM VIRGINIA

## TERMS AND CONDITIONS OF SERVICE

### APPLICATION

A copy of the Rate Schedules and Standard Terms and Conditions under which service is to be rendered to the customer will be furnished upon request at the City of Salem, Virginia's office. The customer shall elect the Schedule upon which his application for service shall be based.

A written agreement may be required from each customer before service will be commenced. A copy of the agreement will be furnished to the customer upon request.

When the customer desires delivery of energy at more than one point, a separate agreement will be required for each separate point of delivery. Service delivered at each point of delivery will be billed separately under the applicable Schedule.

### PAYMENTS

Meters will be read monthly, except that readings may be estimated on occasion as necessary. All initial and final bills will be based on actual meter readings.

Bills will be rendered by the City of Salem, Virginia to the customer monthly in accordance with the Schedule selected applicable to the customer's service, with the following exception:

Year-round residential customers shall have the option of paying bills under the City of Salem, Virginia's equal payment plan (Budget Plan), whereby the total service for the succeeding 12-month period is estimated in advance, and bills are rendered monthly on the basis of one-twelfth of the 12-month estimate. The City of Salem, Virginia may at any time during the 12-month period adjust the estimate so made, and the bills rendered in accordance with such estimate, to conform more nearly with the actual charges for service being experienced. The normal equal payment period will be 12 months, commencing in any month selected by the City of Salem, Virginia, but in those cases where billing is commenced during a month which leaves less than 12 months until the beginning of the next normal equal payment period to which the customer is assigned, payments shall be calculated on the basis of the months in such period.

In case the actual charges for the service used during any equal payment period exceeds the bills as rendered on the equal payment plan, the amount of such excess shall be paid by the customer on or before the due date of the bill covering the last month of the equal payment period in which such excess appears. In case the actual charges for the service used during the equal payment period is less than the amount paid under the equal payment plan during such period, the amount of such overpayment shall, at the option of the City of Salem, Virginia, either be refunded to the customer or credited on the customer's last bill for the period.

If a customer fails to pay bills as rendered on the equal payment plan, the City of Salem, Virginia shall have the right to withdraw the plan with respect to such customer and to restore the customer to billing as provided for in the applicable Schedules, in addition to any other rights which the City of Salem, Virginia may have under such Schedules in case of arrearage in the payment of bills.

All bills are payable at the business offices or authorized collection agencies of the City of Salem, Virginia within the time limits specified in the Schedule. The word "month" as used herein and in the Schedules is hereby defined to be the elapsed time between two successive meter readings approximately thirty (30) days apart. In the event of the stoppage of or the failure of any meter to register the full amount of energy consumed, the customer will be billed for such period on an estimated consumption based upon his use of energy in a similar period of like use, and the customer shall pay to the City of Salem, Virginia such estimated amount.

Where indicated on the applicable tariff schedule, a delayed payment charge, indicated on the appropriate rate schedule, will be applied to any outstanding account balances, excluding local consumer utility taxes, not received by the City of Salem, Virginia by the date indicated in the payment provision of the applicable tariff schedule.

### INSPECTION

It is in the interest of the customer to properly install and maintain his wiring and electrical equipment, and the customer shall at all times be responsible for the character and condition thereof. The City of Salem, Virginia is not required to inspect such wiring and electrical equipment, and in no event shall the City of Salem, Virginia be responsible therefor or liable for any damages to person or property caused by such wiring or equipment.

Where a customer's premises are located in a municipality or other governmental subdivision where inspection laws or ordinances are in effect, the City of Salem, Virginia may withhold furnishing service to new installations until it has received notification from the appropriate governmental official that the inspection laws or ordinances have been complied with.

### SERVICE CONNECTIONS

The City of Salem, Virginia shall, when requested to furnish service, designate the location of its service connection. The customer's wiring shall, except for those cases listed below, be brought outside the building wall nearest the City of Salem, Virginia's service wires so as to be readily accessible thereto.

Contact the City of Salem, Virginia Electric Department about service connection requirements for different applications.

All inside wiring shall be grounded in accordance with the requirements of the National Electrical Code or the requirements of any local inspection service authorized by a state or local authority.

When a customer desires that energy be delivered at a point or in a manner other than that designated by the City of Salem, Virginia, the customer shall pay the additional cost thereof.

# CITY OF SALEM VIRGINIA

## TERMS AND CONDITIONS OF SERVICE

(continued)

### RELOCATION OF CITY OF SALEM, VIRGINIA'S FACILITIES AT CUSTOMER'S REQUEST

Whenever, at the customer's request, the City of Salem, Virginia facilities located on the customer's premises are relocated to suit the convenience of the customer, the customer may be required to reimburse the City of Salem, Virginia for the entire cost incurred in making such relocation.

### LOCATION AND MAINTENANCE OF CITY OF SALEM, VIRGINIA'S EQUIPMENT

In order to provide service to the customer, the City of Salem, Virginia shall have the right to construct its poles, lines and circuits on the property or within the buildings of the customer at a point or points convenient for such purpose. The customer shall provide suitable space for the installation of necessary measuring instruments so that such instruments will be protected from injury by the elements or through the negligence of deliberate acts of the customer, its agents and employees.

### USE OF ENERGY BY CUSTOMER

The Tariff Schedules for electric energy included in this tariff are classified by the character of use of such energy and are not available for service except as provided therein.

A customer may not change from one Schedule to another during the term of the contract except with the consent of the City of Salem, Virginia.

The service connections, transformers, meters and appliances supplied by the City of Salem, Virginia for each customer have a definite capacity and no additions by any customer other than residential customers receiving service under Tariff Schedule RS to the equipment, or load connected thereto, shall be allowed, except with the consent of the City of Salem, Virginia.

The customer shall install only motors, apparatus or appliances which are suitable for operation in connection with the character of the service supplied by the City of Salem, Virginia and which shall not be detrimental to such service. The electric power shall not be used in such a manner as to cause unwarranted voltage fluctuations or disturbances in the City of Salem, Virginia's transmission or distribution system.

The customer shall make no attachment of any kind whatsoever to the City of Salem, Virginia's lines, poles, crossarms, structures or other facilities without the express written consent of the City of Salem, Virginia.

All apparatus used by the customer shall be designed, maintained and operated so as to secure the highest practicable commercial efficiency and power factor and the proper balancing of phases. Motors which are frequently started or which are arranged for automatic control shall be designed in a manner which gives maximum starting torque with minimum current flow, and shall be equipped with controlling devices approved by the City of Salem, Virginia. The customer shall notify the City of Salem, Virginia of any significant increase or decrease in the customer's connected load.

The customer shall not be permitted to operate his own generating equipment in parallel with the City of Salem, Virginia's service, except with the express written consent of the City of Salem, Virginia.

### VOLTAGE

For electricity supplied for residential service in urban areas, the City of Salem, Virginia shall endeavor to supply voltages such that variation from nominal voltage to minimum voltage will not be more than 5% of the nominal voltage, and the variation from nominal voltage to maximum voltage will not be more than 5% of the nominal voltage.

The City of Salem, Virginia shall not be responsible for variations in voltage in excess of those specified above arising from causes beyond the control of the City of Salem, Virginia.

### METER ACCURACY AND TESTS

The customer shall pay the City of Salem, Virginia a fee as defined in City of Salem Fee Schedule for each test requested by the customer. The deposit shall be refunded only if the percentage registration of the meter exceeds 102%. The customer will be refunded based on the meter error for that customer's previous 12 monthly bills.

If the customer has been incorrectly billed because of errors other than meter accuracy, the City of Salem, Virginia shall estimate the electricity used during the previous 12 months of incorrect registration based on all known relevant facts. If the customer has been over-billed, their refund will be based on that estimated consumption. If the customer has been under-billed, the error will be corrected and there will be no true-up billing.

### DENIAL OR DISCONTINUANCE OF SERVICE

Except as may be otherwise provided by law, the City of Salem, Virginia reserves the right to refuse to serve any applicant for service, or to discontinue to serve any customer after ten days' notice in writing, if the applicant or customer is indebted to the City of Salem, Virginia for any service previously rendered at any location; provided, however, that no such notice shall be given where any emergency exists or where fraudulent use of electricity is detected. The City of Salem, Virginia may refuse to provide service to any applicant if in the City of Salem, Virginia's reasonable judgment the applicant's installation of wiring or electrical energy consuming equipment is regarded as dangerous or creating a hazardous condition or is of such condition that satisfactory service cannot be provided.

The City of Salem, Virginia reserves the right to discontinue service to any customer for failure to provide and maintain adequate security for the payment of bills as requested by the City of Salem, Virginia, for failure to comply with these Terms and Conditions of Service or to prevent fraud upon the City of Salem, Virginia.

Any discontinuance of service shall not terminate the contract between the City of Salem, Virginia and the customer, nor shall it abrogate any minimum charge which may be effective.

## CITY OF SALEM VIRGINIA

TERMS AND CONDITIONS OF SERVICE

(continued)

## RECONNECTION CHARGE

In cases where the City of Salem, Virginia had discontinued service as herein provided for, the customer shall pay the City of Salem, Virginia a reconnection charge prior to the City of Salem, Virginia's reconnection of the service. Except as set forth below, the reconnection charge for residential or small general service customer shall be as defined in City of Salem Fee Schedule. For all other customers the charge shall be the actual cost of making the reconnection, with a minimum of \$250.00. In addition, the City of Salem, Virginia may, at its option, require a deposit from the customer prior to reconnecting the service. The reconnection charge for all customers, where service has been disconnected for fraudulent use of electricity or where access to the meter has been denied, will be the actual cost of the reconnection, with a minimum of \$250.00.

## TERM OF CONTRACT

Customer's may at the City of Salem, Virginia's discretion be required to contract for capacity.

Contracts under this Schedule will be made for an initial period of not less than one (1) year and shall continue thereafter until either party has given six (6) months written notice to the other of the intention to terminate the contract. The City of Salem, Virginia will have the right to make contracts for initial periods longer than one (1) year.

A new initial contract will not be required for existing customers who increase their contract requirements after the original initial period, unless new or additional facilities are required.

## DELIVERY VOLTAGE

The standard nominal distribution service voltages within the City of Salem, Virginia service area are:

SecondarySingle Phase

120/240 volts

120/208 volts

PrimaryThree Phase

12.47/7.2 KV

Three Phase

120/208 volts

120/240 volts

277/480 volts

Item #6D  
Date: 1/08/2024

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM, VIRGINIA  
HELD AT CITY HALL

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Request to update Special Regulatory Tax Rate on Electric  
Utility Bills

**SUBMITTED BY:** Rosemarie B. Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

Resolution 963 was adopted on December 11, 2000 establishing a special regulatory tax on electric bills per State code Section 58.1-2900 (A) (1-5). The General Assembly updated the special regulatory tax component of the electric utility consumption tax calculation. We are hereby updating the book of rates to reflect the change as shown on the following chart.

	1-2500 KWH	2501 - 50000 KWH	50001 or more KWH
Special Regulatory Tax	0.000195	0.00013	0.000091

**STAFF RECOMMENDATION:**

Staff recommends approving the amended book of rates for the special regulatory tax component of electric utility consumption tax to be effective for all billing on and after February 1, 2024.

Item # 6E  
Date: 1/08/2024

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM, VIRGINIA  
HELD AT CITY HALL

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Consider setting bond for erosion and sediment control and landscaping and physical improvements for Quick Lube Oil Change.

**SUBMITTED BY:** Chuck Van Allman, Director of Community Development

**SUMMARY OF INFORMATION:**

The Community Development office has reviewed the estimate for erosion and sediment control and landscaping and physical improvements for Quick Lube Oil Change located at 830 West Main Street.

**STAFF RECOMMENDATION:**

It is recommended that the project be bonded in the amount of \$386,295.00 for a time frame for completion set at twelve (12) months.



Charles E. VanAllman, Jr., PE, LS  
Director

William L. Simpson, Jr., PE  
City Engineer/Assistant Director

City of Salem Community Development Department  
Engineering, Inspections, GIS, Stormwater, Planning & Zoning

December 27, 2023

Council of the City of Salem  
Salem, VA

Dear Council Members:

The Community Development office has reviewed the estimate for erosion and sediment control and landscaping and physical improvements for Quick Lube Oil Change.

It is recommended that the project be bonded in the amount of \$386,295.00 for a time frame for completion set at twelve (12) months.

Sincerely,

Charles E. VanAllman, Jr., PE, LS  
Director of Community Development

CEVjr/llp

Attachment:  
City Engineer's Estimate

DECEMBER 27, 2023

PROPERTY: QUICK LUBE OIL CHANGE  
830 W MAIN STREET

OWNER(S): BOING US HOLDCO INC

Listed below are the physical improvements, erosion and sediment control measures and landscaping to be constructed in conjunction with the property of the referenced contractor, and the recommended security required for each from the contractor.

<u>Erosion and Sediment Control and Landscaping</u>		\$ 53,476.00
1 EA	Construction Entrance	
1,050 LF	Silt Fence	
8 EA	Inlet Protection	
340 LF	Safety Fence	
2,162 LB	Seeding	
22 EA	Deciduous Trees (2"-2.5" DBH)	
12 EA	Evergreen Trees (8'-10' HT)	
20 EA	Shrubs-Evergreen (24"-30")	
64 EA	Shrubs-Ornamental (3 Gal)	
<u>Utilities</u>		14,000.00
92 LF	2" Water Service Line	
44 LF	6" Sanitary Sewer Pipe	
2 EA	6" Sanitary Sewer Cleanout	
<u>Site Work</u>		184,001.00
1 LS	Mobilization	
1,200 SY	Standard Pavement	
113 SY	Heavy Duty Concrete Pavement	
55 SY	Cement Concrete Sidewalk 4"	
1 EA	Concrete Foundation	
860 LF	Std. Curb CG-2	
<u>Storm Drainage</u>		87,700.00
6 VF	Std Precast MH (MH-2) 6' Depth below 6'	
3 EA	Std Precast MH 9MH-2) 6' Depth w/ Frame & Cover	
1 EA	VDOT Std. DI-2A	
2 EA	VDOT Std. DI-3B, L=6"	
1 EA	VDOT Std. DI-1	
450 LF	Storm Sewer, HP Pipe, 15-30"	
<u>As-Builts</u>		12,000.00
SUBTOTAL:		\$ 351,177.00
10 % CONTINGENCY:		<u>35,118.00</u>
TOTAL BOND:		<u>\$ 386,295.00</u>



Item # 6F  
Date: 1/08/2024

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM, VIRGINIA  
HELD AT CITY HALL

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Consider setting bond for erosion and sediment control and landscaping for St. John Road Common Development Plan.

**SUBMITTED BY:** Chuck Van Allman, Director of Community Development

**SUMMARY OF INFORMATION:**

The City Engineer's office has reviewed the estimate for erosion and sediment control and landscaping for St. John Road Common Development Plan located at 71 St. John Road, 105 St. John Road, and 416 Electric Road.

**STAFF RECOMMENDATION:**

It is recommended that the project be bonded in the amount of \$24,963.00 for a time frame for completion set at twelve (12) months.



Charles E. VanAllman, Jr., PE, LS  
Director

William L. Simpson, Jr., PE  
City Engineer/Assistant Director

City of Salem Community Development Department  
Engineering, Inspections, GIS, Stormwater, Planning & Zoning

December 27, 2023

Council of the City of Salem  
Salem, VA

Dear Council Members:

The City Engineer's office has reviewed the estimate for erosion and sediment control and landscaping for St. John Road Common Development Plan.

It is recommended that the project be bonded in the amount of \$24,963.00 for a time frame for completion set at twelve (12) months.

Sincerely,

Charles E. VanAllman, Jr., PE, LS  
Director of Community Development

CEVjr/llp

Attachment:  
City Engineer's Estimate

DECEMBER 27, 2023

PROPERTY: ST JOHN RD – COMMON DEVELOPMENT PLAN  
71 ST JOHN RD, 105 ST JOHN RD & 416 ELECTRIC RD

OWNER(S): HELM BUILDING ENTERPRISES LTD

Listed below are the physical improvements, erosion and sediment control measures and landscaping to be constructed in conjunction with the property of the referenced contractor, and the recommended security required for each from the contractor.

Erosion and Sediment Control \$ 15,794.00

2 EA	Construction Entrances
800 LF	Silt Fence
2 EA	Silt Fence Drop Inlet Protection
1 EA	Gravel Curb Inlet Sediment Filter
43,100 SF	Temporary Seeding
78,700 SF	Permanent Seeding
78,700 SF	Mulching (Straw)

Landscaping 6,900.00

1 LS Site Landscaping

SUBTOTAL:	\$ 22,694.00
10 % CONTINGENCY	<u>2,269.00</u>

TOTAL BOND: \$ 24,963.00

Item #6G  
Date: 1/08/2024

January 8, 2024

Council of the City of Salem  
Salem, Virginia 24153

Dear Council Members:

For your information, I am listing appointments and vacancies on various boards and commissions:

<b><u>Board or Commission</u></b>		<b><u>Recommendation</u></b>
Blue Ridge Behavioral Healthcare		Recommend reappointing Dr. Forest Jones for a three-year term ending December 31, 2026, and endorse reappointing Helen Ferguson as an at-large member for a three-year term ending December 31, 2026.
Roanoke Valley Broadband Authority		Recommend reappointing H. Robert Light for a four-year term ending December 14, 2027.
<b><u>Vacancies</u></b>		
Blue Ridge Behavioral Healthcare		Need one member to complete remainder of three-year term ending December 31, 2024.
Roanoke River Blueway Advisory Committee		Need one member, two-year term

Sincerely,

*Laura Lea Harris*

Laura Lea Harris  
Deputy Clerk of Council

**CITY OF SALEM, VIRGINIA  
BOARDS AND COMMISSIONS  
January 8, 2024**

MEMBER                      EXPIRATION OF TERM

BLUE RIDGE BEHAVIORAL HEALTHCARE

Term of Office: 3 years (3 terms only)

Vacant (replace Ann Tripp)      12-31-24

Rev. C. Todd Hester              12-31-25

Dr. Forest Jones                  12-31-23

AT LARGE MEMBERS:

Patrick Kenney                      12-31-25

Helen Ferguson                   12-31-23

Bobby Russell                      12-31-24

BOARD OF APPEALS (USBC BUILDING CODE)

Term of Office: 5 years

John R. Hildebrand               1-01-26

Robert S. Fry, III                  1-01-28

Patrick Snead                      1-01-25

Nathan Routt                      5-11-25

Joseph Driscoll                  1-01-28

ALTERNATES:

David Hodges                      12-12-26

Chelsea Dyer                      8-09-25

David Botts                        1-01-29

BOARD OF EQUALIZATION OF REAL ESTATE

ASSESSMENTS

Term of Office: 3 years (**appointed by Circuit Court**)

Wendel Ingram                      11-30-24

N. Jackson Beamer, III           11-30-24

David A. Prosser                  11-30-25

Janie Whitlow                      11-30-26

Kathy Fitzgerald                  11-30-24

BOARD OF ZONING APPEALS

Term of Office: 5 years (**appointed by Circuit Court**)

F. Van Gresham                   3-20-27

Frank Sellers                      3-30-28

Winston J. DuBois                6-05-24

Gary Lynn Eanes                  3-20-25

Tom Copenhagen                3-20-27

ALTERNATES:

Tony Rippee                        10-12-28

Jeff Zoller                         3-1-28

Steve Belanger                   11-13-28

CHIEF LOCAL ELECTED OFFICIALS (CLEO)

CONSORTIUM

No Term Limit

H, Hunter Holliday

Alternate: Vacant

MEMBER

EXPIRATION OF TERM

CONVENTION & VISITORS BUREAU

John Shaner                      No term limit

COMMUNITY POLICY AND MANAGEMENT TEAM

No term limit except for Private Provider

(Names)                              (Alternates)

Rosie Jordan                        Tammy Todd

Laura Lea Harris                  Crystal Williams

Kevin Meeks                        Joshua Vaught   Amy Cole

Jasmin Lawson

Cathy Brown                        Sarah Watkins   Howard Shumate

Leigh Frazier                      Courtenay Alleyne

Heather Gunn                      Chris Park

Mark Chadwick

Parent Rep-Vacant                Vacant

Sue Goad                            Chrissy Brake

Randy Jennings                  Deborah Coker

Darryl Helems                    Mandy Hall

Derek Weeks                      Danny Crouse

Health Dept. - Vacant            Vacant

Wendel Cook                        Jessica Cook

\*Note: Rosie Jordan will serve as Fiscal Agent

For the City of Salem

ECONOMIC DEVELOPMENT AUTHORITY

Term of Office: 4 years (**Requires Oath of Office**)

William Q. Mongan                3-09-27

Paul C. Kuhnel                    3-09-24

J. David Robbins                  3-09-24

Cindy Shelor                      4-10-25

Macel Janoschka                  3-09-25

Sean B. Kosmann                12-14-24

Joe Curran                         12-14-24

FAIR HOUSING BOARD

Term of Office: 3 years

Betty Waldron                      7-01-25

Melton Johnson                   7-01-26

Cole Keister                        8-09-24

Pat Dew                              3-01-24

Janie Whitlow                      4-09-24

MEMBER                      EXPIRATION OF TERM

FINE ARTS COMMISSION (INACTIVE)

Term of Office: 4 years

Cameron Vest	5-01-15
Julie E. Bailey Hamilton	5-01-15
Brenda B. Bower	7-26-12
Vicki Daulton	10-26-12
Hamp Maxwell	10-26-12
Fred Campbell	5-01-13
Rosemary A. Saul	10-26-13
Rhonda M. Hale	10-12-14
Brandi B. Bailey	10-12-14

STUDENT REPRESENTATIVES

LOCAL OFFICE ON AGING

Term of Office: 3 years

John P. Shaner	3-01-24
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Partnership for a Livable Roanoke Valley(INACTIVE)

Term of Office: Unlimited

PERSONNEL BOARD

Term of Office: 2 years

William R. Shepherd	6-09-25
J. Chris Conner	8-12-25
Margaret Humphrey	8-12-25
Garry Lautenschlager	11-23-24
Teresa Sizemore-Hernandez	4-26-25

PLANNING COMMISSION AND  
NPDES CITIZENS' COMMITTEE

Term of Office: 4 years

Neil Conner	7-31-26
Denise "Dee" King	7-31-26
Vicki Daulton	7-26-27
Reid Garst	7-31-26
N. Jackson Beamer	8-28-27

REAL ESTATE TAX RELIEF REVIEW BOARD

Term of Office: 3 years

David G. Brittain	2-14-25
Wendel Ingram	6-11-24
Daniel L. Hart	2-14-24

ROANOKE REGIONAL AIRPORT COMMISSION

Term of Office: 4 years

Dale T. Guidry	7-1-24
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ROANOKE RIVER BLUEWAY ADVISORY COMMITTEE

Term of Office: 2 years

Jeff Ceasar	6-30-24
Vacant	6-30-25

MEMBER                      EXPIRATION OF TERM

ROANOKE VALLEY-ALLEGHANY REGIONAL  
COMMISSION

Term of Office: 3 years

H. Hunter Holliday	6-30-24
Dee King	6-30-26
James W. Wallace, III	6-30-24

ROANOKE VALLEY BROADBAND AUTHORITY

Term of Office: 4 years

H. Robert Light	12-14-23
Mike McEvoy (Citizen At-large)	12-13-25

ROANOKE VALLEY DETENTION COMMISSION

No Terms

Member	Alternate
Vacant	Rosemarie Jordan

ROANOKE VALLEY GREENWAY COMMISSION

Term of Office: 3 years

Dr. Steven L. Powers	11-08-24
Russ Craighead	7-25-25
Skip Lautenschlager	9-26-26

ROANOKE VALLEY RESOURCE AUTHORITY

Term of Office: 4 years

Rob Light	12-31-27
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ROANOKE VALLEY TRANSPORTATION PLANNING  
ORGANIZATION (TPO) POLICY BOARD

Term of Office: 3 years

Renee F. Turk	6-30-26
H. Hunter Holliday	6-30-26
Alternate: Byron R. Foley	6-30-26

SCHOOL BOARD OF THE CITY OF SALEM

Term of Office: 3 years

Nancy Bradley	12-31-24
Teresa Sizemore-Hernandez	12-31-24
Andy Raines	12-31-25
Stacey Danstrom	12-31-25
Rachel Thompson	12-31-26

SOCIAL SERVICES ADVISORY BOARD

Term of Office: 4 years, 2 term limit

Heath Rickmond	12-01-26
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TOTAL ACTION FOR PROGRESS

Term of Office: 2 years

Byron Randolph Foley	11-13-25
(vacant - full-time alternate)	

MEMBEREXPIRATION OF TERMTRANSPORTATION TECHNICAL COMMITTEE (TTC)

Term of office: 3 years

Crystal Williams	6-30-26
Josh Pratt	6-30-26
Alternate: Vacant	6-30-26
Alternate: Max Dillon	6-30-26

VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL  
ADVISORY

Term of Office: 4 years (2 terms only)

Dr. Forest I. Jones, Jr.	6-30-26
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VIRGINIA'S BLUE RIDGE BOARD

Term of Office:

H. Robert Light

WESTERN VIRGINIA EMERGENCY MEDICAL  
SERVICES COUNCIL

Term of office: 3 years

Deputy Chief Matt Rickman	12-31-25
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WESTERN VIRGINIA REGIONAL INDUSTRIAL  
FACILITY AUTHORITYTerm of Office: 4 years **(Requires Oath of Office)**

Tommy Miller	2-3-26
H. Robert Light	2-3-24

Crystal Williams (Alternate)	2-3-26
Vacant (Alternate)	2-3-24

WESTERN VIRGINIA REGIONAL JAIL AUTHORITY

Term of Office: 1 year – Expires 12-31-24

**(Requires Oath of Office)**

William D. Jones

Alternate: Byron R. Foley

Vacant

Alternate: Rosemarie Jordan

April M. Staton

Alternate: Chief Deputy-Major Steve Garber