



City Council Meeting
AGENDA
Monday, April 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

WORK SESSION

1. Call to Order
2. New Business
 - A. **Discussion Items**
Update on Comprehensive Plan - Glenn Walters, TownStudio
3. Adjournment

REGULAR SESSION

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 March 25, 2024, Work Session and Regular Meeting minutes.
5. Old Business
 - A. **Amendment to the Zoning Ordinance**
Consider ordinance on second reading for the request of E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155 - 2 - 2.2) from HBD Highway Business District to HM Heavy Manufacturing District. (Approved on first reading

at the March 25, 2024, Council meeting.)

6. New Business

A. Roanoke Valley Resource Authority Budget

Consider approval of the 2024-2025 annual budget for the Roanoke Valley Resource Authority.

B. Roanoke Regional Airport Commission

Consider approval of the Roanoke Regional Airport Commission budget for the fiscal year 2024-2025.

C. Annual Presentation of Budget by City Manager

In accordance with Section 4.6 (b) of the Charter of the City of Salem, Virginia, City Manager Dorsey will present the 2024-2025 budget to City Council.

D. Personal Property Tax Relief Act (PPTRA)

Consider request to adopt Resolution 1465 setting the allocation percentage for personal property tax relief for the 2024 tax year.

E. Conveyance of Property

Authorize the City Manager to finalize and execute a contract with Savory Ventures Salem, LLC for the sale of a City owned parcel at 600 West 4th Street (Tax map # 143-4-1) consisting of +/- .30 acres.

F. Emergency Medical Transport Fees

Consider request to change emergency medical transport fees. **Audit - Finance Committee**

G. Appropriation of Funds

Consider request to reappropriate grant funds awarded by Community Foundation. **Audit - Finance Committee**

H. Appropriation of Funds

Consider request to appropriate and transfer capital reserve. **Audit - Finance Committee**

I. Appropriation of Funds

Consider request to appropriate proceeds from the sale of equipment. **Audit - Finance Committee**

7. Closed Session

A. Closed Session

Hold a closed session in accordance with Section 2.2-3711 A(1) of the 1950 Code of Virginia, as amended, to discuss a personnel matter pertaining to a School Board appointment; and Section 2.2-3711 A(8) of the 1950 Code of Virginia, as amended, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

8. Adjournment

City Council Meeting MINUTES

Monday, March 25, 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

WORK SESSION

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 March 25, 2024, at 6:00 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 (absent); with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; 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; and

2. New Business

A. Discussion Items

FY25 Budget Development Update and Discussion

City Manager Dorsey presented an update with highlights of the City of Salem Fiscal Year 2025 budget. Specific priorities were noted for various departments. Discussion was held and questions were asked as these items were shared.

Mayor Turk requested that consideration be given to the use of funding for the enhancement to the entrance corridors and it was recommended that staff check into potential grant opportunities.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:31 p.m.

REGULAR SESSION

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 (absent); with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Clark Ruhland, Communications Specialist; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

3. Bid Openings, Awards, Recognitions

There were none this evening.

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.

Russell Deyerle, 620 Red Lane, voiced opposition to the proposed Planned Use Development (PUD) rezoning of the Hope Tree property. Mr. Deyerle provided a copy of his comments for Council and for the public record. He expressed concerns related to traffic and safety. He also voiced concern about the lack of communication from Hope Tree with the surrounding neighborhoods as they felt they were not informed or invited to meetings held by Hope Tree. Mr. Deyerle noted that he felt the Balzer Traffic study was limited and did not adequately reflect the size and density of the proposed development. Other comments noted were that the proposal would offer competition for the downtown historic Main Street businesses and that it did not follow Salem's Comprehensive Plan. He suggested alternatives for consideration. Mr. Deyerle requested that Salem leaders vote against the

rezoning at this time and delay any decision until the Comprehensive Plan revision process is complete.

John Breen, 142 Bogey Lane, expressed concern about issues of blight in Salem, listing several examples. He also addressed issues with the provisions of the Salem Zoning Code and Code enforcement. Mr. Breen expressed concerns with Non-conforming Use situations and the use of Special Exception permits. Council was requested to: 1) Request that during 2024 the City Manager have nonconforming properties identified and an abatement/monitoring plan developed; 2) Request the City Manager to enforce Salem Code 18-41 that when a structure's use of occupancy is changed, a building inspection occurs; 3) Create within 60 days a Council authorized committee to completely review Salem's Zoning Code and make recommendations; and 4) In 2024 fund an additional zoning enforcement position.

B. Minutes

Consider acceptance of the March 11, 2024, Work Session and Regular Meeting and the March 13, 2024, Special Meeting Work Session minutes.

The minutes were approved as written.

C. Financial Reports

Consider acceptance of the Statement of Revenues and Expenditures for the eight months ending February 2024.

The Financial Reports were received.

5. Old Business

A. Amendment to the City Code - Chapter 106 Zoning

Hold the public hearing and consider amending Chapter 106, Zoning, Article IV Development Standards, section 106-406 miscellaneous provisions of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to storage containers. (Continued from the November 27, 2023, meeting.) (Planning Commission continued this item until the June 12, 2024, meeting; see page 3 of Planning Commission minutes.) **Staff recommends Council cancel this item with readvertisement and scheduling at a future meeting once a recommendation is received from the Planning Commission.**

Mayor Turk noted that the Planning Commission has postponed this item so that they are able to get more information. Currently, Community Development has Virginia Tech students researching and compiling information. Council needs a recommendation from the Planning Commission prior to looking at this item. The Planning Commission has continued this item to their June meeting. Once a recommendation is received from the Planning Commission, Council will reexamine and address this item at a future Council meeting.

Randy Foley motioned to cancel the public hearing and first reading of an Ordinance for the consideration of amending Chapter 106, Zoning, Article IV Development Standards, section 106-406 miscellaneous provisions of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to storage containers. Once the Planning Commission makes a recommendation, the public hearing and consideration will be scheduled for the appropriate Council meeting date and the public hearing will be readvertised. William Jones seconded the motion.

Ayes: Foley, Jones, Turk, Wallace

Absent: Holliday

6. New Business

A. Amendment to the Zoning Ordinance

Hold public hearing and consider the request of E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155 - 2 - 2.2) from HBD Highway Business District to HM Heavy Manufacturing District. (Advertised in the March 14, and 21, issues of the *Salem Times-Register*.) (Planning Commission recommended approval; see page 7 of Planning Commission minutes.) **STAFF REPORT**

Mayor Turk opened the public hearing.

Stella Reinhard, 213 N. Broad Street, requested more information on this rezoning request. She noted that she had been following this item as it went through the Planning Commission. She expressed that Electric Road is one of the main artery roads through Salem and she had concerns about this rezoning as she thought there were other things that could be done there to make that area special close to the greenway and creek. She stated that she

was not aware of all of the details on this particular item; however, she wanted to caution that Salem keeps a vision for these main visible areas of the City.

Mr. Van Allman shared information from Barney Horrell. He explained that this is the fifth and final rezoning request that has been brought before Council requesting rezoning from Highway Business District (HBD) back to Heavy Manufacturing District, (HM). The reason for this request is that that property is very conducive to that type of storage and industrial use. He further explained that this type of requirement also has a much-reduced footprint from traffic compared to any HBD commercial retail use. He also noted that this was the site of GE for many years. The conversion from HBD back to HM brings this property back to what it was originally intended to do without the traffic draw. This will be in line with the other four properties that have been rezoned in this manner and will be in compliance with the other four and they will all be the same use and have the same traffic pattern.

Mayor Turk noted that the ballfields are still located where they had always been.

Mr. Van Allman confirmed this and added that this is being utilized as Mr. Wiley intended when he originally developed the property after sitting down with Community Development and looking at how the ballfields and flood plain could be utilized for extracurricular activities. This is the reason that we have the greenway, which GE graciously donated the land for as well as the soccer fields up over the ballfields. He felt that this was a good use of the property for both extracurricular activities for the citizens as well as Heavy Manufacturing. He further clarified that this is not really a heavy usage but more of a storage occupation type.

Mayor Turk closed the public hearing.

Randy Foley motioned to adopt ordinance on first reading for the request of E3MAG, LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155-2-2.2) from HBD Highway Business District to HM Heavy Manufacturing District. William Jones seconded the motion.

Ayes: Foley, Jones, Turk, Wallace

Absent: Holliday

B. Amendment to the Zoning Ordinance

Hold public hearing and consider the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 block Thompson Memorial Drive (Tax Map # 20 - 2 - 4) from RSF Residential Single-Family District to HBD Highway Business District. (Advertised in the March 14, and 21, issues of the *Salem Times-Register*.) (At the petitioner's request Planning Commission continued this item to the April 10, 2024, meeting; see page 8 of Planning Commission minutes.) **STAFF REPORT**
Staff recommends Council cancel this item with readvertisement and scheduling at a future meeting once a recommendation is received from the Planning Commission.

Mayor Turk clarified that this item will be readvertised and will be considered by Council once they have received a recommendation from the Planning Commission and are able to review their discussion and the information that is received from them.

Mr. Foley noted for the benefit of the public that this is a parcel or property located at Exit 140 as you go up Penguin Lane, between Penguin Lane and the North ramp at Thompson Memorial. He added that the Planning Commission would revisit this item and then it will come before Council.

Mr. Dorsey stated that staff is exploring separating advertisements on these items from Planning Commission for the future. Historically, these items are coming to Council the meeting directly following the Planning Commission meeting at which they are heard. Rather than having them on the agenda for Council and then having to cancel while waiting on the Planning Commission to make their recommendation, they are looking at backing up the Council meeting for those items one extra meeting so that there is plenty of time to find out what the Planning Commission does first and have time to advertise for the item to come to Council at the proper time. This will help the citizens to plan for meeting attendance.

Mayor Turk noted that she felt this would make things more efficient and would also allow Council to digest the recommendation from the Planning Commission and to ask questions of staff as well.

Mr. Light added that this would be effective with the items on the May Planning Commission agenda.

Mr. Wallace commented that he thought this was a great idea.

William Jones motioned to cancel the public hearing and first reading of an Ordinance for the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 Blk Thompson Memorial Drive (Tax Map #20-2-4) from RSF Residential Single Family to HBD Highway Business District. Once the Planning Commission makes a recommendation, the public hearing and consideration will be scheduled for the appropriate Council meeting date and the public hearing will be readvertised. Randy Foley seconded the motion.

Ayes: Foley, Jones, Turk, Wallace

Absent: Holliday

C. Roanoke Regional Skatepark - Memorandum of Understanding

Consider authorizing the City Manager to finalize and execute a Memorandum of Understanding (MOU) with Roanoke City for participation and contribution in a regional skate park.

Mayor Turk noted that this would be located at Wasena Park, not under the bridge, but in another area of the park. She added that what will be put in this area is much more than the City of Salem could ever afford to do for its citizens. This would be a regional cooperation to provide a place for the young people to go.

Mr. Foley added that this is a one-time contribution from the City of Salem to help fund the park but then Roanoke City would maintain the park.

Mr. Light confirmed that and also shared that this would include a pump track for bicycles.

Mr. Foley continued that although he knew citizens would be disappointed at having to travel to the park it would be a better facility for citizens of the Valley.

Mayor Turk commented that this would be much more expansive and possibly even a place for competitions down the road with all of the jumps and additions that would be included.

Randy Foley motioned to authorize the City Manager to finalize and execute a Memorandum of Understanding (MOU) with Roanoke City for participation and contribution in a regional skate park. William Jones seconded the motion.

Ayes: Foley, Jones, Turk, Wallace

Absent: Holliday

D. Adoption of Policy - Capital Reserve

Consider request to adopt the Capital Reserve Policy.

Ms. Jordan noted that the Finance staff had put together a Capital Reserve Policy for Council to consider this evening. This policy promotes good financial management, defines boundaries, supports bond ratings, and is a recommended best practice by the Government Finance Officers Association (GFOA). This resource is frequently turned to in financial policy development. The Finance Department has drafted a Capital Reserve Policy which sets out boundaries of how much of the City's reserves should be set aside for funding the capital projects that are too large to fit within the Operating Budget and too small to require a debt issuance or a bank borrowing. They are putting forth a Capital Reserve Policy that will allow the City to do this and set aside funds. This will be the first year for this; therefore, there will be an initial transference of funds into this Capital Reserve Fund. Staff has plans, if approved by City Council, for limited Capital items in the Fiscal Year 2025 budget that they hope to come out of these funds. Next year will be a much smaller deposit, but there are constraints on when money will be deposited as well as what happens when there is no excess money. This still allows the City to keep very healthy reserves set aside, making sure that there are six months of reserves of expenditures set aside. This money will be available to help with all of the deferred asset purchases and infrastructure improvements that the City has seen over the years. This will help the City to start paying for some of those from a different source.

Randy Foley motioned to adopt Capital Reserve Policy as presented. William Jones seconded the motion.

Ayes: Foley, Jones, Turk, Wallace

Absent: Holliday

E. Abstract of Votes

Receive the Abstract of Votes cast at the Presidential Primary held on March 5, 2024.

Mayor Turk noted that every year when there is an election, and a Presidential Primary was held on March 5, 2024, the Registrar presents the Abstract of Votes to Council. No action was required. The Abstract of Votes was received by Council.

7. Adjournment

Mr. Foley congratulated Mark Byington, a fellow Salem citizen, for being named head basketball coach at Vanderbilt. He congratulated his parents, Dale and Trula, as well.

Mr. Jones also noted that the Salem High School Forensics team won their 18th consecutive State Championship. This broke the VHSL record for the most championships in a row in the state of Virginia.

The meeting was adjourned at 7:02 p.m.

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

AGENDA ITEM: Amendment to the Zoning Ordinance

Consider ordinance on second reading for the request of E3MAG, LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155-2-2.2) from HBD Highway Business District to HM Heavy Manufacturing District. (Approved on first reading at the March 25, 2024, Council meeting.)

SUBMITTED BY: Max Dillon, Planner

SUMMARY OF INFORMATION:

SITE CHARACTERISTICS:

Zoning: HBD Highway Business District
Land Use Plan Designation: Industrial
Existing Use: Vacant
Proposed Use: Future Development (commercial, office, industrial)

The subject property (744 Electric Road) consists of a 2.036 acre tract of land which currently sits within the HBD Highway Business District designation. To provide a bit of history, this parcel was formerly zoned HM Heavy Manufacturing until a 2007 rezoning reverted its designation to HBD Highway Business District. Since then, the St. John Place Commerce Center has developed in an industrial nature, and correspondingly, this request seeks to return 744 Electric Road to the HM Heavy Manufacturing classification. This request mimics several successful rezoning applications in recent months to revert the undeveloped land within the St. John Place Commerce Center to an industrial setting. This parcel is currently vacant, but a concept plan has been submitted to prepare it for future development.

While there is no concrete site plan for the future development of the property, the uses specified in the HM Heavy Manufacturing District are consistent with existing development in the adjacent St. John Place Commerce Center. Although some of the site sits within the floodplain, any future development will be elevated above the 100-year floodplain to meet the necessary requirements.

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

REQUIREMENTS:

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

STAFF RECOMMENDATION:

Staff recommends that Council approve ordinance on second reading.

City of Salem Community Development Application

Request for REZONING or CONDITIONAL REZONING

Case #: _____

APPLICANT INFORMATION 744 Electric Road	
Owner: <u>E3MAG LLC</u>	Telephone No. <u>540-520-4681</u>
Contact Name: <u>Stephen Magenbauer (Acting Manager)</u>	Fax No. _____
Address: <u>1819 Electric Rd Suite E, Roanoke, VA 24018</u>	Email Address <u>e3bus@outlook.com</u>
Applicant/Contract Purchaser: <u>Same as Owner</u>	Telephone No. _____
Contact Name: _____	Fax No. _____
Address: _____	Email Address _____

PARCEL INFORMATION		For multiple parcels, please attach a page <input type="checkbox"/>
(Tax ID #'s) <u>155-2-2.2</u>	Total Area (acres/square feet) <u>2.0356 acres</u>	
Deed Book <u>Inst 230001821</u> Page _____	Current Zoning <u>HBD</u>	
Subdivision _____	Requested Zoning <u>HM</u>	
Location Description (Street Address, if applicable) <u>744 Electric Road</u>	Requested Use <u>Future Commercial Lease Building(s)</u>	
	Current Use <u>Undeveloped lot</u>	
	<input type="checkbox"/> Conditional Zoning Request: See Attached Proffer sheets	

SIGNATURE OF OWNER <input checked="" type="checkbox"/> CONTRACT PURCHASER <input type="checkbox"/> (attach contract) <input type="checkbox"/>	
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>[Signature]</u>	Date <u>1/18/2024</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>	Telephone No. <u>540-526-6800</u>
Address: <u>3553 Carvins Cove Road</u>	Fax _____ No. _____
<u>Salem, VA 24153</u>	Email Address <u>bamey@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:

1/18/2024

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

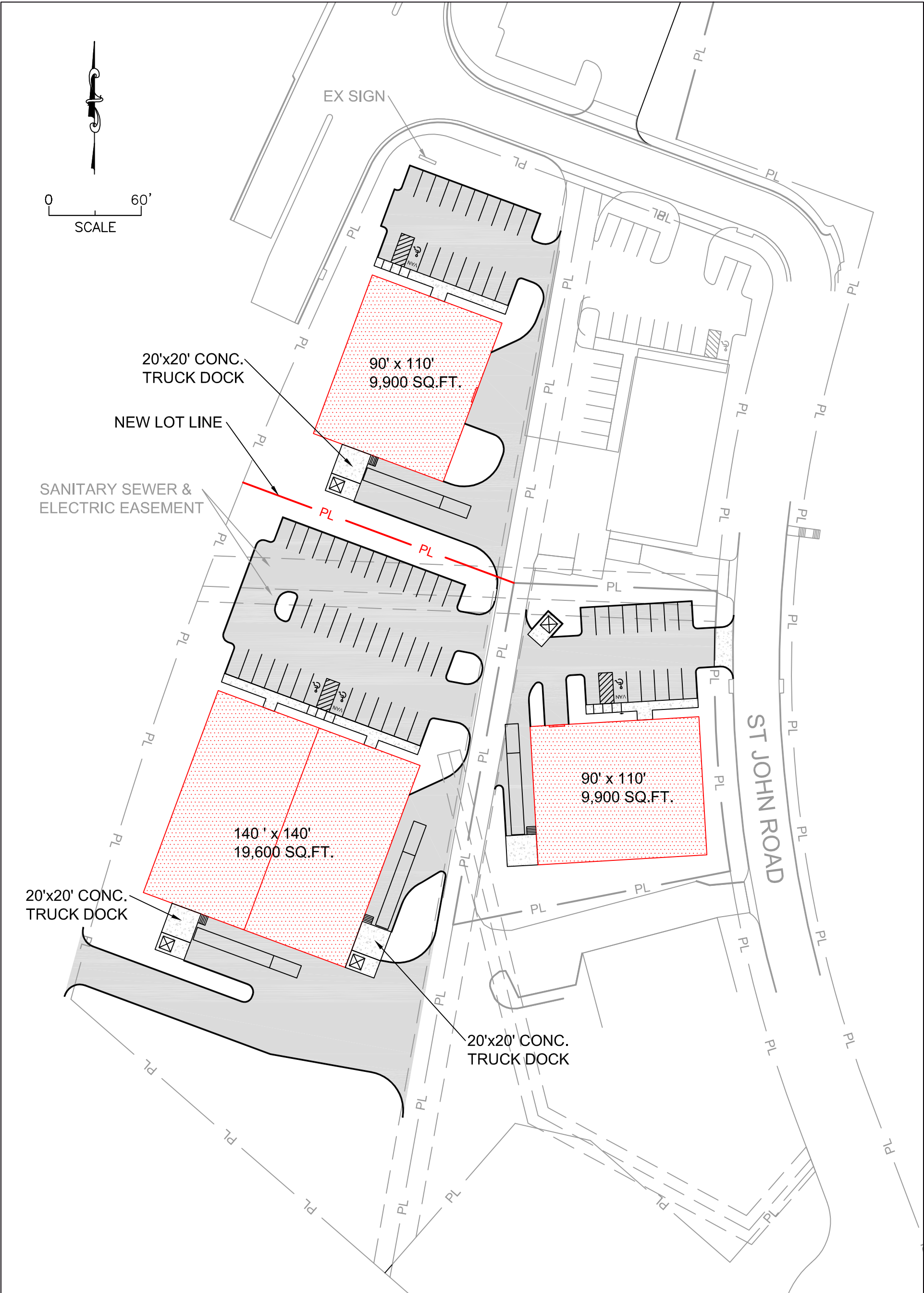
Date:

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. Exact development layout is not yet known. The intended use will be commercial lease space. Likely one large building or two separate buildings depending on market demand.
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 eastern portion of the site is located within the 100-yr flood plain. Future building(s) will be elevated to be well above 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 showing possible one large building configuration is attached. Building(s) appearance will be 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 primarily accessed via private shared drive off of St John Road. There is an existing curb cut from Electric Road into the southwest corner of lot which may be right in, right out.
2. How will the traffic impact of this development be addressed? The impact of new traffic will be minimal as the majority of site traffic will exit 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. Future development will comply with landscaping and screening requirements.
4. What type of signage is proposed for the site? Future ground sign similar to existing signs along St John Road.
5. Have architectural/building elevations been submitted with this application? Similar facade to 68 St John Rd



<p>PLAN DATE</p> <p>AUG 02, 2023</p>	<p>CONCEPTUAL DEVELOPMENT PLAN</p> <p>ST JOHN PLACE</p> <p>TAX PARCEL ID: 155-3-2 CITY OF SALEM, VIRGINIA</p>	<p>CONCEPT PLAN PREPARED BY:</p> <div data-bbox="1300 2713 1441 2999"></div> <p>BRUSHY MOUNTAIN ENGINEERING, PLLC</p> <p>3553 Carvins Cove Road Salem, VA 24153 (540) 526-6800 www.brushymtnengr.com</p>
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Tax Parcel 155-2-2.2 (744 Electric Road)

BEGINNING at a point on the east side of the Electric Road right-of-way at the northwest corner of Tax Parcel 189-2-1; thence following the Electric Road right-of-way line along a curve to the right with a Radius of 2825.29 feet, Arc Length 354.39 feet, Chord Bearing of N 18° 25' 02" E, and Chord Length of 354.16 feet to a point; thence departing said right-of-way and following the southern property line of Tax Parcel 155-2-2.1 a bearing of S 69° 39' 28" E for a distance of 187.89 feet to a point on the centerline of a 24' cross-access easement (as recorded in P.B. 11, PG. 48-50, Slide 193); thence following said easement centerline a bearing of S 10° 07' 00" W for a distance of 449.97 feet to a point; thence departing the centerline of said cross-access easement a bearing of S 41° 03' 47" W for a distance of 7.41 feet to a point on the northern property line of Tax Parcel 189-2-1; thence following said property line a bearing of N 48° 56' 13" W for a distance of 270.76 feet to the point of BEGINNING, and being known as Lot 13-A-2, containing 2.0356 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 S15.2-2204
CODE OF VIRGINIA**

**PLANNING COMMISSION
MARCH 13, 2024**

ITEM #

This is to certify that I mailed letters in reference to the rezoning request of E3MAG, LLC, property owner for rezoning the property located at 744 Electric Road (Tax Map # 155-2-2.2), from HBD Highway Business District to HM Heavy Manufacturing District, to the following property owners and adjacent property owners on February 20, 2024, in the 2:00 p.m. mail:

E3MAG LLC
1819 ELECTRIC RD STE E
ROANOKE VA 24018

E2STJOHN LLC
1819 ELECTRIC RD STE E
ROANOKE VA 24018

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

DANNY R & SONJA S KANE
C/O KELLY JONES
P O BOX 914
SALEM VA 24153

THE ENTERPRISE CENTER
PROPERTY OWNERS ASSOC INC
1819 ELECTRIC RD STE E
ROANOKE VA 24018

DCKM PROPERTIES LLC
14018 SULLYFIELD CIR STE E
CHANTILLY VA 20151

SOUTHERN OAK INVESTMENTS LLC
3051 GLENMONT DR
ROANOKE VA 24018

BROWN-BOLLING PROPERTIES LLC
940 CAMNEY LN
VINTON VA 24179

LWC LLC
110 ST JOHN RD LOT 15C
SALEM VA 24153

PHOENIX SALEM INUSTIAL
INVESTORS LLC
401 E KILBOURN AVE STE 201
MILWAUKEE WI 53202

HAROLD L HUGHES
REBECCA D HUGHES
616 CATAWBA DR
SALEM VA 24153

WILLIAM A MAIO
TAMMY QUESENBERRY MAIO
596 CATAWBA DR
SALEM VA 24153

ANN L ANDREWS
594 CATAWBA DR
SALEM VA 24153

LORI M FADORICK
590 CATAWBA DR
SALEM VA 24153

MOUNT SINAI PROPERTIES -
ELECTRIC ROAD LLC
P O BOX 3096
SALEM VA 24153

BRUSHY MOUNTAIN ENG PLLC
3553 CARVINS COVE RD
SALEM VA 24153

STEPHANIE K GORDON
622 CATAWBA DR
SALEM VA 24153

Signed

Loretta Prillaman

Date

2/23/2024

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 23rd day of February, 2024 by

Loretta Prillaman

Krystal M. Graves

Notary Public

My commission expires: March 31, 2027



Krystal M. Graves
Notary Public - ID 228801
Commonwealth of VA
My Commission Exps. 3-31-27

IBLU	Location	Owner Name	Co-Owner Name	Address 1	Address 2	City, State, Zip
155-2-2.2	744 ELECTRIC RD	E3MAG LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-2.1	88 ST JOHN RD	E2ST JOHN LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-1	72 ST JOHN RD	ST JOHN PLACE LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-2	84 ST JOHN RD	E2STJOHN LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
155-2-3	151 ST JOHN RD	DANNY R & SONJA S KANE	C/O KELLY JONES	P O BOX 914		SALEM VA 24153
188-3-4	88 ST JOHN RD	ST JOHN PLACE LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
188-3-3	126 ST JOHN RD	THE ENTERPRISE CENTER PROPERTY	OWNERS ASSOCIATION INC	1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
189-3-7	94 ST JOHN RD	DCXM PROPERTIES LLC		14018 SULLYFIELD CIR SUITE E		CHANTILLY VA 20151
189-3-3.6	98 ST JOHN RD	SOUTHERN OAK INVESTMENTS LLC		3051 GLENMONT DR		ROANOKE VA 24018
189-3-3.5	102 ST JOHN RD	ST JOHN PLACE LLC		1819 ELECTRIC RD SUITE E		ROANOKE VA 24018
189-3-3.4	106 ST JOHN RD	BROWN-BOLLING PROPERTIES LLC		940 CAMNEY LN		ROANOKE VA 24179
189-3-3.5	110 ST JOHN RD	LWC LLC		110 ST JOHN RD LOT 15C		SALEM VA 24153
189-3-3.2	114 ST JOHN RD	BROWN-BOLLING PROPERTIES LLC		940 CAMNEY LN		VINTON VA 24179
189-3-3.1	118 ST JOHN RD	BROWN-BOLLING PROPERTIES LLC		940 CAMNEY LN		VINTON VA 24179
189-2-1	1501 ROANOKE BLVD	PHOENIX SALEM INDUSTRIAL INVESTORS LLC		401 E KILBOURN AVE STE 201		MILWAUKEE WI 53202
189-1-3	622 CATAWBA DR	STEPHANIE K GORDON		622 CATAWBA DR		SALEM VA 24153
189-1-2	616 CATAWBA DR	HAROLD L HUGHES	REBECCA D HUGHES	616 CATAWBA DR		SALEM VA 24153
189-1-1	596 CATAWBA DR	WILLIAM A MAIO	TAMMY QUESENBERY MAIO	596 CATAWBA DR		SALEM VA 24153
155-1-4	594 CATAWBA DR	ANN L ANDREWS		584 CATAWBA DR		SALEM VA 24153
155-1-3	590 CATAWBA DR	LORI M FADORICK		590 CATAWBA DR		SALEM VA 24153
155-1-2	565 ELECTRIC RD	MOUNT SINAI PROPERTIES	ELECTRIC ROAD LLC	P O BOX 3096		SALEM VA 24153



**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:
E3MAG, LLC

Location of Property:
744 Electric Road (Tax Map # 155-2-2.2)

Purpose of Request:
To rezone the property located at 744 Electric Road (Tax Map # 155-2-2.2) 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, MARCH 13, 2024 – 7 P.M.
COMMUNITY ROOM, SALEM CIVIC CENTER
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

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

**MONDAY, MARCH 25, 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

PAYMENT DATE
01/17/2024
COLLECTION STATION
Engineering/Inspections
RECEIVED FROM
E3MAG LLC
DESCRIPTION

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

BATCH NO.
2024-00003815
RECEIPT NO.
2024-00075819
CASHIER
Krystal Graves

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
PLAN FILING FEE	Planning Rezoning/Site Plan Rev rezoning fee for 744 Electric Rd	\$1,000.00
	<div><div>Total Cash\$0.00</div><div>Total Check\$1,000.00</div><div>Total Charge\$0.00</div><div>Total Wire\$0.00</div><div>Total Other\$0.00</div><div>Total Remitted\$1,000.00</div><div>Change\$0.00</div><div>Total Received\$1,000.00</div></div>	
Total Amount:		\$1,000.00

Customer Copy

Planning Commission Meeting
MINUTES
Wednesday, March 13, 2024, 7:00 PM

Work Session 6:00PM, Regular Session 7:00PM Community Room, Salem Civic Center, 1001
Roanoke Boulevard:

WORK SESSION

1. Call to Order

A work session of the Planning Commission of the City of Salem, Virginia, was held in the Community Room, Salem Civic Center, 1001 Roanoke Boulevard, Salem, Virginia, at 6:00 p.m. on March 13, 2024; 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 H. Robert Light, Assistant City Manager; Mary Ellen Wines, Planning & Zoning Administrator; Charles E. Van Allman, Jr., Director of Community Development; Maxwell S. Dillon, Planner; and Christopher Dadak, on behalf of Jim Guynn, City Attorney; and the following business was transacted: Chair Daulton called the meeting to order at 6:02 p.m. and reported that this, date, place, and time had been set for the Commission to hold a work session.

2. Old Business

A. Discussion of items on the March agenda

1. 860 Mount Vernon Lane rezoning from RSF to PUD

A discussion was held regarding 860 Mount Vernon Lane on the March agenda.

3. New Business

A. Discussion of items on the March agenda

1. 744 Electric Rd rezoning from HBD to HM
2. 1200 block Thompson Memorial Dr rezoning from RSF to HBD
3. Code Change Storage Containers

A discussion was held regarding items on the March agenda.

B. Discussion of items on the April agenda

1. Home Occupation Amendment - Oak & Bloom - 275 Fort Lewis Blvd
2. Use Not Provided For Amendment - 125 Knotbreak Rd

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

4. Adjournment

Chair Daulton inquired if there were any other items for discussion and hearing none, adjourned the work session at 6:34 p.m.

REGULAR SESSION

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 Community Room, Salem Civic Center, 1001 Roanoke Boulevard, Salem, Virginia, at 7:00 p.m., on March 13, 2024. Notice of such hearing was published in the February 29, and March 7, 2024, 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 H. Robert Light, Assistant City Manager; Christopher Dadak on behalf of 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

A. **Minutes**

Consider acceptance of the minutes from the February 14, 2024, regular meeting, and February 21, 2024, joint work session.

Jackson Beamer motioned approve February 14, 2024, meeting and February 21, 2024, work session minutes. Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

3. Old Business

A. Amendment to the Zoning Ordinance

Consider the request of Virginia Baptist Children's Home (dba HopeTree Family Services), property owner, for rezoning the properties located at 1000 block Red Ln and a portion of 860 Mount Vernon Lane (Tax Map #'s 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSF Residential Single Family to PUD Planned Unit District. (Continued from the February 14, 2024, meeting.)

Jon Morris, President, and CEO of HopeTree, appeared before the Commission and thanked everyone for being at the meeting. He also thanked the Commission for the last public hearing and the public work session. We appreciated all the feedback we received, the dialogue in the public work session. We have had several other meetings since then to talk about some of the changes that we could possibly make, and we have made several changes to the application. He then asked Chris Burns from Balzer and Associates to speak about the changes.

Chris Burns, Balzer and Associates, 1208 Corporate Circle, Roanoke, appeared before the Commission and stated that we have been working with Tom Lowe and the development team on some of the changes that have been made to the document. He feels like some pretty significant changes have been made in response to the feedback received and the additional discussions that the developers have had. He believes the Commission received a markup version of the document with the changes clouded as well as a detailed list of what those changes were. So, I'm not going to hit on every little change, but I am going to hit on some of the some of the more major ones, so the document was clarified, to add the maximum residential unit count at 340, which we have talked about previously; there was a maximum for hotel rooms on the site set at 34, which is consistent with what the discussions have been as far as what that type of hotel use that they see on the property. There was a maximum square footage of restaurant use set at 15,000 square feet, and then there was just a clarification really this was something that we talked to planning staff about clarification that home occupations would not count towards these maximum densities and that is consistent with the Salem zoning ordinance and how that is handled currently in all zoning districts. In addition to that on the land use plan, there were four areas at the northern end of the site that were revised from the T5 zone to the less intense T4 zone that covers the area that is across from North Oaks that fronts Red Lane, as well as some other areas south of that. There was a clarification added to the document regarding the sidewalk in the on -street parking along Red Lane that would be provided as part of the development. We have talked a lot about that but it was not specifically called out in the document so that's been added. In addition to that there were several revisions made to the use table. We removed several of the agricultural uses based on feedback that we got. The flea market use was removed, hospital use was removed, veterinary hospital was removed, and then there were several commercial uses that were removed from T4. This is not applicable to that specific zone. In addition to that we have continued to receive feedback and work with planning staff. There are some additional changes that we are willing to commit to that are not reflected in the current document—there were some commercial uses that were left in the T4 zone use table, which will be removed. I believe that there were a couple of boxes that were checked inadvertently in the use table. I just wanted to clarify that the intent is not to add any uses to

the document, and we will get that corrected. In addition to that, we are willing to commit to a maximum of 340 total residential units to include any accessory dwelling units. So those would be included in the total. That was a question that we had received. And then a couple other uses that we are willing to remove from all zones within the development. And this is just contingent on assurance that this will not impact any of HopeTree's current operations. But we are willing to remove outpatient mental health and substance abuse as well as personal storage. The final change is we had a question about height of accessory structures and whether those could exceed the primary structure on the lot, and we are willing to change that language to limit the height of those accessory structures to the height of the primary structure. Thank you. With that, we would be happy to answer any questions that you all have.

Vice Chair King stated she thinks she misunderstood what was said at the end of the work session, accessory residential structures are not allowed in the current zoning, they must be attached to the main residence. My concern is that accessory residential buildings will increase when you have at least one vulnerable car. I fully understand that the thought process there is to have something where a mom-in-law moves in or the child moves in who now wants to go to grad school needs a place to live, but when that need is no longer there, does it become rental property? And so, what happens here is it increases that overall number of 340. So, can I have some comments on that?

Mr. Burns stated that is one of the changes that we're committing to is that the 340 would include any accessory dwelling units on the property, which is not what the language in the current version that you have says; but that's one of the things that we're committing to tonight so that the maximum would not exceed 340 and in truth those accessory dwelling units will actually generate less traffic than a typical residential unit would.

Chair Daulton stated that staff has some concerns that have not been addressed: the difference between civic buildings and historic buildings and asked for clarification.

Mr. Burns stated that is something that we need additional discussion on and is not 100 % sure exactly what that comment means. We just got that today, so we are certainly willing to discuss that and address it.

Mary Ellen Wines, Planning and Zoning Administrator, clarified that on the use table where it says historic existing and civic buildings, it is not clear what the future use of those buildings will be and why they are differentiated between one or the other. She stated that more clarification is needed.

Mr. Burns questioned if there were any differences in the use table as far as between the two uses. He apologized for not knowing the answer.

Ms. Wines stated that there are a few differences, and we are trying to understand why there is a difference and how they are going to be used in the future.

Mr. Burns stated that there is very little on the land use plan that is shown as a civic building; that of the buildings are shown as the historic core buildings in the middle of the site.

Vice Chair King questioned if the 15,000 s.f. commercial includes the existing buildings because we keep seeing retail and restaurant space so if it does not, how much more commercial space is there.

Mr. Burns stated that 15,000 s.f. is the maximum amount of retail and restaurant space including the existing buildings.

Member Conner questioned if there would be other commercial uses--would there be office uses or other business uses that are anticipated. The only thing we are addressing is the commercial use, but there could be other business uses, correct?

Mr. Burns stated that there could be office space. Retail and restaurant are two of the more intense, and so through the conversations those ones were identified as being critical ones to limit.

Member Conner stated that he wants to make sure that it is not limiting the amount of other business space in any way, except as the plan is written.

Chair Daulton questioned if the on-street parking and sidewalks on Red Lane were part of the proffers because there currently is no indication of what the improvements will look like.

Mr. Burns stated that they are part of the document but are not shown in the graphics as we have not gotten down to that level of detail. That is something that would be submitted with a site plan for approval through the typical site plan process—site distance, widths of the parking spaces, etc. would be addressed to the satisfaction of the city during that process.

Chair Daulton inquired about the placement of trees throughout the development.

Todd Robertson of Stateson Homes appeared before the Commission and stated that the graphics in the document were not supposed to represent the distancing of the trees as it has to do with the species of the trees and other things, but they want to form a canopy and a visual break along Red Lane.

Vice Chair King inquired about the commercial part of the concept—the concept shows miscellaneous, commercial, office, and civic—and wants to make sure that everything combined is to be 15,000 s.f. or less.

Mr. Robertson stated that is not what is proposed at this time. Currently, much of the campus at HopeTree is used for office space—approximately 103,000 s.f. HopeTree will continue to house its offices in the existing buildings on the property, which will be over 15,000 s.f. Several of the buildings are vacant, but there are offices in multiple buildings as well. He

believes HopeTree is planning to focus on two buildings—one for a smaller school and the other for offices that are handicap accessible and a better facility.

Vice Chair King clarified that the 15,000 s.f. commercial use does not include HopeTree's offices.

Mr. Robertson stated that it does not, but the to place the offices in one of the buildings that are currently underutilized.

Ms. Wines clarified that the maximum 15,000 s.f. is for retail and restaurant use only, not other nonresidential uses.

A discussion was held regarding 15,000 s.f. and comparable building sizes, use of HopeTree's cafeteria as a restaurant, etc. It was noted that each commercial space in the project will not be larger than 5,000 s.f.

Chair Daulton inquired about cemetery use on the project.

Mr. Robertson, stated that there are not plans to create a new cemetery on the property and they will remove that use from the proposal, but will have to protect any existing cemetery.

Member Garst questioned if removing the outpatient mental health services will affect HopeTree's mission.

Mr. Morris stated that HopeTree currently does outpatient mental health counseling, but not substance abuse counseling.

A discussion was held regarding the uses at HopeTree and the difference between outpatient mental health services and outpatient substance abuse services. It was noted that HopeTree wants to continue outpatient mental health counseling but does not and will not offer substance abuse outpatient therapy. It was noted that HopeTree's use needs to be specifically noted within the existing use table.

Chair Daulton noted that it would be beneficial for HopeTree to meet with Planning Commission members one or two at a time to go over the commercial uses line by line to remove any unneeded uses. There has been so much information given and more time is needed to go over the documents and suggested the item be continued until the April meeting.

Jackson Beamer motioned to approve to continue the item until the April 10, 2024, meeting. Vice Chair King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

B. Amendment to the City Code - Chapter 106 Zoning

Hold public hearing to consider amending Chapter 106, Zoning, Article IV Development Standards, section 106-406 miscellaneous provisions of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to storage containers. (Continued from the November 15, 2023, meeting.) (Staff has requested to continue item)

Jackson Beamer motioned to approve to continue the item until the June 12, 2024, meeting. Vice Chair King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

4. New Business

A. Amendment to the Zoning Ordinance

Hold public hearing and consider the request of E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155 - 2 - 2.2) from HBD Highway Business District to HM Heavy Manufacturing District.

Staff noted the following:

The subject property (744 Electric Road) consists of a 2.036 acre tract of land which currently sits within the HBD Highway Business District designation. To provide a bit of history, this parcel was formerly zoned HM Heavy Manufacturing until a 2007 rezoning reverted its designation to HBD Highway Business District. Since then, the St. John Place Commerce Center has developed in an industrial nature, and correspondingly, this request seeks to return 744 Electric Road to the HM Heavy Manufacturing classification. This request mimics several successful rezoning applications in recent months to revert the undeveloped land within the St. John Place Commerce Center to an industrial setting. This parcel is currently vacant, but a concept plan has been submitted to prepare it for future development.

While there is no concrete site plan for the future development of the property, the uses specified in the HM Heavy Manufacturing District are consistent with existing development in the adjacent St. John Place Commerce Center. Although some of the site sits within the floodplain, any future development will be elevated above the 100-year floodplain to meet the necessary requirements.

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

Barney Horrell, Brushy Mountain Engineering, 3553 Carvins Cove Road, appeared before the Commission and stated that this is the last tract of land in the St. John

Place development that is still zoned HBD, and the request is to rezone the parcel to HM, which is consistent with the other parcels in the development.

Neil Conner motioned to approve the request of E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155 - 2 - 2.2) from HBD Highway Business District to HM Heavy Manufacturing District. Vice Chair King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

B. Amendment to the Zoning Ordinance

Hold public hearing and consider the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 block Thompson Memorial Drive (Tax Map # 20 - 2 - 4) from RSF Residential Single-Family District to HBD Highway Business District.

Staff noted the following:

The subject property (1200 blk Thompson Memorial Drive) consists of a 2.674-acre tract of land which currently sits within the RSF Residential Single Family zoning designation. The applicant is requesting a rezoning of the property from RSF to HBD to facilitate the construction of a gas station, convenience store, and drive through restaurant development. Situated adjacent to Interstate 81, this property is uniquely positioned to potentially serve the commercial needs of both travelers and local residents alike as there are no other commercial establishments currently located in this portion of Salem. Furthermore, the approved Edgebrook Development to the north of this site in Roanoke County may catalyze the evolution of its surrounding corridor. Still, the subject property is currently bounded (within Salem) by residentially zoned parcels, many of which serve single family homes.

A conceptual site plan has been included with the submittal that displays a proposed convenience store and restaurant positioned behind the gas pump structures (located closer to Thompson Memorial Drive). The exhibit indicates two separate access points – one which intersects Penguin Lane and the other with Thompson Memorial Drive. If this rezoning application is approved, this development project is subject to site plan review and corresponding compliance with Salem's ordinances.

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

Compton Biddle, attorney with OPN Law, 110 East First Street, Salem, appeared before the Commission on behalf of the property owners. He stated that they have owned the property since 2007 and during the course of their ownership, they have realized that the property is not developable as residential land and would like the

parcel rezoned to HBD Highway Business District in order to build a gas station, neighborhood store, and fast-food restaurant. He clarified that it will not be a truck stop and is not intended to serve 18-wheelers or accommodate them overnight—there is no room and no plans for it. It is designed to be a neighborhood store more along the lines of you get off the highway to go to your home and you need to get gas, you can get gas, get a cup of coffee in the morning, or if there is an urgent need like cold medicine or something, you don't have to get on the highway or go into town to get it—you can just go to the neighborhood store with the idea there also would be a fast food restaurant with a drive-thru next to it. He stated that the applicants have been residents in the community for 25 years and want to be good neighbors. This is not something an out-of-town business is trying to shove upon the community. The owners would like to have one of the gas pumps dedicated to a donation per gallon to Salem High School sports. They also have an extensive landscaping plan to try to keep the neighborhood feel that it's intended to be and to be consistent with the Thompson Memorial corridor. He stated that Ben Crew with Balzer and Associates is also present to further answer questions regarding the project.

Member Conner noted that a gas station is one of the more intensive uses in the Highway Business District.

A discussion was held regarding the traffic associated with a convenience store, if VDOT will need to be contacted; underground stormwater retention; the amount of rock on the site, etc.

Mr. Biddle gave the Commission the landscaping plans proposed for the site. He noted that the proposed plan is similar to the store located off of Exit 132 at Dixie Caverns and will have an EV charging station.

Chair Daulton noted that the speakers will have three minutes to speak during the public hearing and opened the public hearing at 7:48 p.m.

Jim Williams, Winston Estates, appeared before the Commission and asked for a show of hands of the people present who live in the area near the project. He then asked for a show of hands from those people who raised their hands who want the project. Case closed.

Archie Pugh, 1416 Evergreen Court, appeared before the Commission and stated that he is a lifelong resident of the City of Salem and has been a resident in Salem Woods for 28 years. He stated that he is vice president of a utility that covers 13 states, is a registered professional engineer in the states of Virginia and West Virginia. He further stated that he is not representing the utility, but feels it is important to know his background as he has a career in engineering, structural analysis, foundation design, and geotechnical engineering to enhance our transmission grid. He is opposed to the rezoning due to the high cost of site

development. The presence of extensive rock will result in a high cost of grading and foundation design, which is often underestimated and results in extensive foundation costs. When foundation and grading is over budget, it is usually the result for the developer to save those costs in the above ground structure, and he expects that to happen with this project. The significant drainage pattern that runs through the center of the property will result in an extensive cost of underground culvert system. There is currently a stream that flows on the property and has running water in it regularly. There is currently a four-foot culvert that takes the water away from the property and will incur additional subsurface costs in order to take the drainage away from the property. Due to this, he feels the developer will overshoot their foundation budget and developments costs and will save those on the above-ground structure. Very often there are suspicious out-of-state vehicles that come off Interstate 81 and park on Penguin Lane. He has called the police numerous times to come by to let them know they are being watched. If there is a commercial business on the parcel, it is going to give an avenue for people to come off the interstate and use the property for what he feels are suspicious activities. Finally, this exit is the gateway to the City of Salem. Currently there is a welcome sign, plantings, trees, and the beautiful boulevard of Thompson Memorial Drive. Roanoke College has made extensive enhancements to their campus entrance. This is the entrance to Salem, it's the entrance to Roanoke College. What do you want the traveler to see when they exit Interstate 81 and approach our beautiful city—a four-pump gas station sends the wrong message to travelers.

Carrie Pugh, 1416 Evergreen Court, appeared before the Commission and stated that she has been a resident of Salem Woods for 28 years. In her professional life, she was the assistant real estate manager for the Kroger company for over 21 years, handling new store development, but specifically the fuel center program in a six-state region. She personally led the development and installation of over 35 fuel centers and three of which are in Salem. From this experience in not only commercial real estate, but specifically gas stations, she is opposed to the rezoning of the property for the following reasons: she has spoken with VDOT, and it is not desirable for the egress of the site. According to discussions with VDOT and the Salem District P.E. Mr. Blevins, the standards of VDOT and the Federal Highway Administration, this site would not meet the spacing standards for commercial entrances, signals, intersections, and crossovers. The limited access right-of-way that is shown on the plan onto Thompson Memorial Drive does not meet the minimum traffic standards per VDOT. The code notes spacing for a commercial entrance in a 45 MPH zone to be 305 feet from the entrance ramp. Penguin Lane is currently in that 300-ish feet setback so that you have an idea of reference. Based on the survey in the proposal, it appears that the right-in, right-out is about 175 feet, which creates a dangerous situation from a traffic standpoint and would not be permissible. To have the only access point off Penguin Lane does not create a very desirable real estate site. In addition, the intersection at Penguin Lane and Thompson Memorial Drive would not ever meet VDOT's requirements for a traffic light. She also stated that there is almost 100 percent residential single family from

the 140 exit down to Roanoke College and highway business district is a big jump from that. Unless this use is proffered, the rezoning will open about 60-plus additional uses that could be on the property.

Blair Burns, 1204 Mountainview Drive, appeared before the Commission and stated that she has lived at that address since 1996, which is located at the end of Penguin Lane. She has similar concerns as the previous speakers. Thompson Memorial is our prettiest access to Salem. The other two exits that enter Salem are fully developed—hotels, restaurants, fast food places. Thompson Memorial is the only one that is memorable, and she would like to see it left as it is. She opposes the rezoning. The parcel in question is divided by Penguin Lane and if the property is rezoned, the other side of Penguin Lane could be developed as well. If this were to happen, she feels it would negatively affect the property values and negatively affect the viewshed when you come into Salem. Traffic is also a concern with gas tanker trucks coming into the property, beverage and other food delivery trucks coming onto the property at all hours of the night. Plus, it is already hard to find the right shot to get across the intersection at Thompson Memorial Drive from Penguin Lane, or to access the interstate from Penguin Lane.

Lawrence Kessman, 353 Penguin Lane, and has lived there since 2021 when they moved from Lake Wise in South Carolina, but he grew up in Salem and loves Salem. While he shares the other concerns addressed, he is also concerned about our children. Common sense tells him that if you build something right off the interstate, you are going to draw those travelers not from this area to stop there and wonder “what’s up this road” and then travel into the neighborhood and possibly bring predators into the neighborhood. The children need to be protected. He asked the Commission to listen to his constituents because their concerns are valid.

Don Thomas, 1304 Panarama Circle, appeared before the Commission and stated that like many of his neighbors, he is here to voice his concerns about the rezoning request. His perspective on the matter comes from both a practical and a professional standpoint. In addition to being a resident of Salem Wood Subdivision, he is a certified general real estate appraiser licensed by the State of Virginia and has been licensed since 1992. He stated that one of the criteria for a property achieving its highest and best use is for it to be financially feasible. He questioned if the finished site that the proposed rezoning provides a large enough footprint to achieve the necessary economies of a scale for an economically viable convenience store and asked if a feasibility study of the project has been given to the Commission. He also asked if a traffic study has been done to show the number of cars and trucks that must come to the site for it to be a financial win for the developer. He further stated that he can state with certainty that high value properties are without exception more negatively affected by undesirable external influences and are affected at a higher rate than lower value properties. According to the city’s most recent reassessment, the average market value for the 86 homes

in the neighborhood is approximately \$460,000. The Virginia Association of Realtors published in January that the median home sale price in Salem is about \$250,000.

Paul Scolneck, 1309 Winson Drive, appeared before the Commission and stated that he shares the concerns previously shared and emphasized the traffic issues. He stated that if you're going south on Penguin Lane and turn left to go east on Thompson Memorial Drive, it is a very difficult turn as there is traffic all day, but at certain times it is almost impossible to make the turn due to the traffic. Likewise, if you are going east on Thompson Memorial Drive and try to turn north onto Penguin Lane, it is also difficult to make that turn. He feels that if a traffic study were done, this project would be "dead in the water." He asked the Commission to consider all the concerns that have been mentioned.

Chair Daulton paused the hearing at 8:06 for a brief break. The meeting was reconvened at 8:11 p.m.

Gary Saunders, 367 Penguin Lane, appeared before the Commission and stated that he has lived in the neighborhood twice. He stated that a commercial establishment is being proposed but half of the traffic coming into the site is channeled back out into a residential neighborhood. Unless you live on Penguin Lane, you don't realize how many people go onto Penguin Lane and think they're on the ramp to I-81. He and his neighbor had the fun of repairing our yards last winter after a tractor trailer came on Penguin Lane and used our front yards as the cul-de-sac to turn around in. He opposes the rezoning.

Buster Mowles, 342 Academy Street, appeared before the Commission and stated that he does not live near the parcel, but lives in Salem and has his entire life. He stated that curb appeal is a big deal, and that exit is our curb appeal to Salem. He travels to see his grandchildren in Maryland and Florida and uses that exit to get back home and feels that the gas station will end up looking terrible and we don't need something like this for the entrance into our city. He opposes the rezoning.

Virginia Frame, 1412 Evergreen Court, appeared before the Commission and stated that she has walked the neighborhood with a petition to be presented to City Council that nearly everyone has signed saying they are against this project.

Curtis Ellwanger, 150 Freedman Lane, appeared before the Commission and stated that he lives in the house that you cannot see and has lived there for 24 years. The drive-thru being shown in the proposal will be 17 yards from his front door. He stated that when his water system was installed, it had to be blasted to place the water line and he could not connect to city sewer because it would be too expensive blasting to install it; therefore, he has a septic tank which is right near the property line of the parcel. He is concerned the affects the blasting to clear the site will have on the foundation of his house. He further stated that even though this is not proposed to be a truck stop, trucks will stop there. Trucks currently stop along the

entrance ramp to Interstate 81 and he has the Virginia State Police on speed dial for tractor trailers using the entrance ramp as a truck stop. He is opposed to the rezoning as he feels it will cause damage to his house and he doesn't feel it is for the well-being of the rest of the neighborhood.

Tracy Patton, 318 Penguin Lane, appeared before the Commission and stated that she and her husband have lived there approximately 17 years. They love their home, and this is the most beautiful entrance to Salem. She feels the development—blasting will cause damage to other homes and will decrease the property value of the homes in the neighborhood.

Susan Robertson, 1400 Evergreen Court, appeared before the Commission and stated that she feels the truck traffic parked along the entrance ramp to Interstate 81 will get worse once there is a convenience store. It is a safety hazard and a fire hazard. There are woods all around and it is a haven for wildlife that will be affected. She opposes the rezoning.

Bill Robertson, 1400 Evergreen Court, appeared before the Commission and stated that everyone has had a lot of important points—traffic safety, traffic merging off the interstate to get to a ramp here to get fuel is going to increase the risk and accidents. The City of Salem Emergency Services is going to bear the cost of that so any tax revenue that might be gained from this project is going to be quickly offset by servicing. He stated that fuel will be leaked into water and wildlife will suffer. He purchased his residence due to the secluded entrance and the proposed development will destroy that. He opposes the rezoning.

Russell Deyerle, 620 Red Lane, appeared before the Commission and stated that he was originally present due to the other major item, but decided to stay for this item. He stated that he has an uncle who owned a gas station in South Carolina that was near an exit ramp but closed it down due to the number of times it was robbed being that close to the entrance of the interstate. He further stated that I-81 is like I-95 and is considered corridors for trafficking children, sex trafficking, as well as gun trafficking. He feels that adding something like this could add problems, crime, to the neighborhood. He is also concerned about the traffic issues. He opposes the rezoning.

Ted Dyer, 357 Penguin Lane, appeared before the Commission and stated that he also owns 15 other properties in Salem. He stated that the "bunny trail" is not an adequate second way to get out of the neighborhood and has been overlooked by the city for years. If a fuel trailer or tractor trailer can get on this property, so can any other tractor trailer coming down the interstate and they are not going to change the way they service this. Second, the extra property on the side can now allow for the Ferrell's property and the Winston's property that is for sale right now for about \$875,000 to be resold. He stated he would buy it tomorrow and put five hotels on the property. This development will change the entire gateway of how

our city looks by allowing this to happen. You can have several different businesses on the property if it is rezoned and this is the one chance to veto changing a residential single-family parcel to highway business. There are other EVs in Salem—they are at all the Sheetz stores. He also has a petition of over 140 people and counting who are neighbors in the community of this city opposing the rezoning. The Penguin Lane neighborhood is a great community, it is a high-function, highly involved members of the Salem community—business owners, car dealers, schoolteachers, principals, lawyers, doctors, clerks of this city, public workers, employees of the city, construction workers, retirees, etc. It is simple, we as a neighborhood and taxpayers do not want a gas station and do not want a zoning for highway business into our residential single-family neighborhood and will do little for our neighborhood. We have managed without a gas station for years and can live many years to come without another gas station. He feels that this store will mainly cater to interstate traffic, and he will not stop at this store if it affects the way I drive to Salem.

Gary Sovine, 1229 Forest Lawn Drive, appeared before the Commission and yielded his time to Mr. Dyer.

Mr. Deyer stated that we are here to look at the possibility of the land use, and not what could possibly go on the parcel. If the rezoning is approved, he will purchase 27 acres for sale and will change the way the gateway to our city works. Our city is pretty, our city is elegant, and we should not change the major gateway. As this moves forward to City Council, we will petition, and our petitions will continue to add over 200 names to show that the community of Salem does not wish for this to be a high business district and to remain a residential single family.

Mr. Sovine, reappeared before the Commission and stated that he has a concern for safety. He knows what safety is like on the highways as he had a daughter killed in 1995 because of an intersection that is not even quite as bad as this one. He opposes the rezoning.

John Byrd, 1803 Winston Drive, appeared before the Commission and stated that he is concerned about the crime, litter, light pollution, and the Gish branch which is the name of the little stream on the property. He does not feel this is an environmental win or a win for the City of Salem. He opposes the rezoning.

Stella Reinhardt, 213 North Broad Street, appeared before the commission and stated that he agrees with all the previous comments. She stated there are other gas stations at the other exits to Salem. This is the pretty entrance to Salem. She opposes the rezoning.

Dennis Twine, 349 Penguin Lane, appeared before the Commission and stated that he is the next closest to the development and has lived there 20 years. He has multiple items stolen and feels this development is not a good idea.

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

Chair Daulton closed the public hearing at 8:43 p.m.

Mr. Biddle reappeared before the Commission and asked that the Commission continue the item so that the issues brought forward in the meeting can be addressed with a neighborhood meeting.

Neil Conner motioned to continue the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 block Thompson Memorial Drive (Tax Map # 20 - 2 - 4) from RSF Residential Single-Family District to HBD Highway Business District to the April 10, 2024, meeting.

Ayes: Beamer, Conner, Daulton, Garst, King

5. Adjournment

Neil Conner motioned to adjourn at 8:46 p.m. Jackson Beamer seconded.

City Council meeting, March 25, 2024, 6:30 p.m.

Council Chambers, City Hall, 114 North Broad Street



Marketplace

ourvalley.org

Yard Sales - Vinton

Cornerstone Antiques Going out of Business YARD SALE

Selling contents of utility building back of antique shop
Saturday, March 16 & Possibly Sunday March 17
Rain date following weekend
123 West Lee Avenue
Vinton VA
Across from the Farmers Market

Employment

Intuitive Surgical Operations, Inc.
seeks a Quality Engineer (QE-SS) in Blacksburg, VA to coordinate quality initiatives in product quality, data quality & process quality.
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\$78,400-\$106,000/yr.
Email resumes to: Hien.Nguyen@intsurg.com. Must ref job title & code in subj line.

miscellaneous



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H&H Outdoors 254-2420

Legals - Botetourt County

ABC NOTICE

15 PEAKS LLC, trading as 15 PEAKS, 5053 GLADE CREEK RD. ROANOKE VA 24012.

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

MEGAN SEIBEL, MANAGER

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 - Botetourt County

ABC NOTICE

Sunset Grille at Ashley Plantation Inc. trading as Sunset Grille and Catering, 2414 Country Club Rd., Troutville, VA 24175-3920

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for a Retail On and Office Premise Wine, Beer, and Mixed Beverage license to sell or manufacture alcoholic beverages.

Donald Sulliff, 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 Radford

TRUSTEES SALE

PARCEL OF LAND LOCATED IN: West Ward of the City of Radford, Virginia Containing 0.2479 acres, more or less

Commonly Known as: 1002 West Main Street, Radford, Virginia

IN EXECUTION OF A CERTAIN DEED OF TRUST OF RECORD IN THE CLERKS' OFFICE OF THE CIRCUIT COURT OF RADFORD CITY, VIRGINIA, AS INSTRUMENT NO. 201100838, DATED AUGUST 29, 2011, WHEREAS, BY DEED OF BARGAIN AND SALE AND ASSUMPTION DATED SEPTEMBER 1, 2016, RECORDED IN THE AFORESAID CLERK'S OFFICE AS INSTRUMENT NO. 201600804 THE DEED OF TRUST WAS ASSUMED BY MARK BROOKNER, DEFAULT HAVING BEEN MADE IN THE PAYMENT OF THE DEBT THEREIN SECURED AND BEING REQUIRED TO DO SO BY THE NOTEHOLDER, THE UNDERSIGNED SUBSTITUTION TRUSTEE, AFTER GIVING FOURTEEN (14) DAYS DUE NOTICE TO THE OWNERS OF THE REAL ESTATE OF THE DATE, TIME, PLACE AND TERMS OF SALE, WILL OFFER FOR SALE AT PUBLIC AUCTION, IN FRONT OF THE RADFORD CITY COURTHOUSE LOCATED AT 619 SECOND STREET, RADFORD, VIRGINIA, ON THE 29th DAY OF MARCH, 2024, AT 10:00

Legals - City of Radford

A.M., THE REAL ESTATE WITH IMPROVEMENTS THEREON KNOWN AND DESCRIBED AS FOLLOWS:
All that certain tracts or parcels of land, with the improvements thereon and the appurtenances thereunto belonging, situate, lying and being in the City of Radford, Virginia, and described as follows:
BEING all of Lots 28 and 29, part of Lots 27, 30, 34, 35, Section 1, Plan C, Radford Land and Improvement Company Lots, containing 0.2479 acres (10,800 sq. ft.), as designated and described on a plat of survey entitled, Physical Survey Lots 28, 29 and Part of Lots 27, 30, 34, 35 Section 1, Plan C, Radford Land and Improvement Co. West Ward City of Radford, Virginia for Ronald R. Sowers, dated August 23, 2011, Job No. 565811, by James Conrad Groseclose, II, Land Surveyor, Mathews and Henegar Inc., professional engineers and land surveyors, a copy of which is attached hereto and made a part hereof and reference is hereby made to said plat of survey for a more accurate description of the property herein conveyed.

Tax Map Number: 13-(5)-SEC 1-27A-28-29-30A-34A+

Account Number: 020000684

Commonly Known As: 1002 West Main Street, Radford, Virginia

SALE WILL BE MADE SUBJECT TO ALL

Legals - City of Radford

EXISTING EASEMENTS AND RESTRICTIVE COVENANTS AS THE SAME MAY LAWFULLY AFFECT THE REAL ESTATE.
TERMS OF SALE: CASH, SETTLEMENT WITHIN FIFTEEN (15) DAYS OF SALE. A BIDDERS DEPOSIT OF TEN PERCENT (10%) MAY BE REQUIRED.

PLACE OF SALE: FRONT OF RADFORD CITY COURTHOUSE, AT 619 SECOND STREET, RADFORD, VIRGINIA

DATE OF SALE: MARCH 29, 2024
TIME OF SALE: 10:00 A.M.

Daniel D. Hamrick, PC
Substitute Trustee

By: Daniel D. Hamrick, Agent
For Daniel D. Hamrick, PC

FOR INFORMATION CONTACT:
Daniel D. Hamrick, Agent
Daniel D. Hamrick, P.C.
104 South Franklin Street
Christiansburg, VA 24073
(540) 382-0131

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, March 25, 2024, at 6:30 p.m., in the Council Chambers, City Hall, 114 North Broad Street, in the City of Salem, Virginia, will hold a public

Legals - City of Salem

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 E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map # 155-2-2.2) from HBD Highway Business District to HM Heavy Manufacturing District.
2. Consider the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 block Thompson Memorial Drive (Tax Map # 20-2-4) from RSF Residential Single-Family 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

Legals - City of Salem

BY:
H. Robert Light
Clerk of Council

NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Board of Zoning Appeals of the City of Salem, Virginia will hold a public hearing, in accordance with the provisions of Sections 15.2-2204 and 15.2-2309 of the 1950 Code of Virginia, as amended, on March 27, 2024, at 4:00 p.m. in the Council Chambers of City Hall, 114 North Broad Street, in the City of Salem, Virginia, to consider the following applications.

The request of Carol Grimes, property owner, for a variance from Section 106-202.3(B)(1) of the City of Salem Zoning Ordinance pertaining to site development regulations, for the property located at 2933 Phillips Brook Lane, Tax Map # 290-1-3.9. The petitioner is requesting a 4 foot rear yard setback variance to allow the construction of a 12 x 16 sunroom addition. Section 106-202.3(B)(1) states that the rear yard setback for the principal structure in the RSF Residential Single Family zoning district is 25 feet.

At this hearing, all parties in interest will be given an opportunity to be heard, present evidence, and show cause why such requests should or should not be granted. For additional information, contact the Office of the Zoning Administrator, 21 South Bruffey Street, Salem.

Virginia (Phone 3753032).
THE BOARD OF ZONING APPEALS OF THE CITY OF SALEM, VA
H. Wines, CZA, CFM
Planning & Zoning Administrator

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Auctions

PUBLIC NOTICE

The contents of the listed unit will be sold at Public Auction March 22, 2024 at 11am at 1st Security Self Storage 5 Midway Plaza Dr. Christiansburg, VA. E54 F28
1st Security reserves the right to refuse any bid. Terms: CASH OR CREDIT CARD AT SALE.

Autos - Cars

1986 Monte Carlo SS
Runs and drives. Needs restoration. Call 540-759-9301 for details or to schedule to see \$5000 OBO. Calls will be ignored. Texts will be ignored.

miscellaneous



When veterinary care is unavailable or unaffordable, ask for Happy Jack's animal health care products for horses, dogs, & cats. H&H Outdoors 254-2420

Legals - Botetourt County

ABC NOTICE

15 PEAKS LLC, trading as 15 PEAKS, 5053 GLADE CREEK RD. ROANOKE VA 24012.

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

MEGAN SEIBEL, MANAGER

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.

ABC NOTICE

Sunset Grille at Ashley Plantation Inc. trading as Sunset Grille and Catering, 2414 Country Club Rd., Troutville, VA 24175-3920

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for a Retail On and Off Premise Wine, Beer, and Mixed Beverage license to sell or manufacture alcoholic beverages.

Donald Sutliff, 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.

ABC NOTICE

ICHIBAN STEAKHOUSE & SUSHI BAR DALEVILLE LLC., trading as ICHIBAN STEAKHOUSE & SUSHI BAR DALEVILLE, 470 Roanoke Road, Daleville, Botetourt County, Virginia, 24083-3020

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for a Retail Wine, Beer, Mixed Beverage On and Off Premises license to sell or manufacture alcoholic beverages.

Qiang Jiang, 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 - Botetourt County

Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104
Case No. CL23-522
VIRGINIA: IN THE CIRCUIT COURT OF THE COUNTY OF BOTETOURT COUNTY OF BOTETOURT, VIRGINIA, a Political Subdivision of the Commonwealth of Virginia, Complainant, v. ELSIE E. EDWARDS, ET AL, Respondent(s).

The object of this suit is to enforce the lien of the Complainant, County of Botetourt, Virginia, for delinquent real estate taxes against certain real property located in the County of Botetourt, Virginia, described as follows:

Tax Map No. 109-220D Account No. 16274
All that certain lot, piece, or parcel of real property, lying and being situate in Botetourt County, Virginia and being more particularly described as follows, to-wit: BEGINNING at an iron pin at the northeasterly corner of 1.22-acre tract now or formerly of Henry V. Edwards on the southerly line now or formerly of V. G. Ferris property, thence with the line of Ferris property, S. 66° 13' 20" E. 170.54 feet to a point; thence with two new division lines through the property now or formerly of Gordon Lee Edwards property, S. 32° 01' 10" W. 200.79 feet to a point; thence N. 66° 13' W. 170.54 feet to an iron at the southeasterly corner of the Henry V. Edwards property, thence with the line of same, N. 32° 01' 10" E. 200.79 feet to the BEGINNING and containing 0.778 acres and being designated as Tract "C" on map platified from records by T. P. Parker & Son, Engineers and Surveyors, Ltd. dated December 22, 1986.

And being a portion of the real property conveyed to Gordon L. Edwards, husband and wife, as tenants by the entirety from Henry V. Edwards and Linda R. Edwards, divorced, by Deed dated February 18, 1993 in the Clerk's Office of the Circuit Court of Botetourt County, Virginia in Deed Book 429 at Page 625.

This description is made subject to all easements, conditions, agreements, restrictions, and reservations of record which affect the property herein described including but not limited to those recorded in Deed Book 274 at Page 265.

Tax Map No. 109-220B Account No. 16272

All that certain lot, piece, or parcel of real property, lying and being situate in Botetourt County, Virginia and being more particularly described as follows, to-wit: BEGINNING at an iron pin on the northwest corner of the property now or formerly owned by Gordon Lee Edwards and Elsie D. Edwards, corner to property now or formerly of V. G. Ferris and N and W Railway Co. right-of-way; thence S. 66° 13' 20" E. 325 feet to an iron pin; thence S. 32° 01' 10" W. 200.79 feet to an iron pin; thence N. 52° 52' 10" W. 335.41 feet to an iron pin; thence N. 37° 44' E. 124.94 feet to the place of beginning and being Tract "A" and containing 1.222 acres, more or less, all as shown on plat of survey by John T. Parker, C. L. S., dated November 3, 1981, a copy of which is of record in the Clerk's Office of the Circuit Court of Botetourt County, Virginia in Deed Book 274 at Page 263.

And being a portion of the real property conveyed to Gordon L. Edwards, husband and wife, as tenants by the entirety from Henry V. Edwards and Linda R. Edwards, divorced, by Deed dated February 18, 1993 in the Clerk's Office of the Circuit Court of Botetourt County, Virginia in Deed Book 429 at Page 625. This description is made subject to all easements, conditions, agreements, restrictions, and reservations of record which affect the property herein described including but not limited to those recorded in Deed Book 274 at Page 265.

IT APPEARING that an Affidavit has been made

Legals - Botetourt County

and filed stating that due diligence has been used, without effect, to ascertain the identity and location of certain parties to be served, that the last known addresses for the respondents herein are as follows: Gordon L. Edwards, who is believed to be deceased and whose last known address is c/o Henry Edwards 164 Wandas Lane, Dante, Virginia 24237-7102; Elsie E. Edwards, who is believed to be deceased and whose last known address is c/o Henry Edwards, 164 Wandas Lane, Dante, Virginia 24237-7102; Wanda Edwards Moore, who is believed to be deceased and whose last known address is unknown; Daniel Moore, whose last known address is unknown; Kevin Moore, whose last known address is 71 Lois Lane, Roanoke, Virginia 24019; Mary Lou Edwards Arnold, who is believed to be deceased and whose last known address is unknown; Darrell Arnold, whose last known address is 3228 Plantation Road NE, Roanoke, Virginia 24012; Birch Dawn Bowman, who is believed to be deceased and whose last known address is unknown; Donnie Vest, whose last known address is 4333 Electric Road, Apt. 2, Roanoke, Virginia 24018; Barry Vest Jr., whose last known address is 2577 Volunteer Pkwy, Apt. 1, Bristol, Tennessee 37620; Stephen Gilmore Vest, whose last known address is unknown; Jasmine Bowman a/k/a Jasmine Bowman Vest, whose last known address is 2631 Durham Street NW, Roanoke, Virginia 24012; Melinda Arnold Froelicher, whose last known address is 725 Murray Avenue, Roanoke, Virginia 24013; Christopher Arnold, whose last known address is unknown; Eric Leon Edwards, who is believed to be deceased and whose last known address is unknown; Henry V. Edwards, whose last known address is 164 Wandas Lane, Dante, Virginia 24237; and that any officers, heirs, devisees, and successors in title of the Respondent named herein are made parties Respondent to this action individually and/or by the general description of Parties Unknown, it is hereby ORDERED that the parties herein and all Parties Unknown and/or whose location cannot be ascertained appear on or before April 12, 2024 in the Clerk's Office of the Circuit Court of the County of Botetourt, Virginia, and do what may be necessary to protect their interests in this cause.

I Ask For This:
Seth R. Konopasek, Esq. (VSB No. 97065) John A. Rife, Esq. (VSB No. 45805) Jeffrey A. Scharf, Esq. (VSB No. 30591) Mark K. Ames, Esq. (VSB No. 27409) Andrew M. Neville, Esq. (VSB No. 86372) Paul L. LaBarr, Esq. (VSB No. 91609) Gregory L. Haynes, Esq. (VSB No. 37158) Garrett W. Patton, Esq. (VSB No. 98345) Taxing Authority Consulting Services, PC P.O. Box 31800, Henrico, Virginia 23294-1800
Phone: (804) 864-0080
Facsimile: (804) 545-2378
TACS No.: 924036
Entered on the 5th day of March, 2024,
The Honorable Tommy L. Moore, Clerk

Legals - City of Radford

TRUSTEES SALE

PARCEL OF LAND LOCATED IN: West Ward of the City of Radford, Virginia Containing 0.2479 acres, more or less

Commonly Known as: 1002 West Main Street, Radford, Virginia

IN EXECUTION OF A CERTAIN DEED OF TRUST OF RECORD IN THE CLERKS OFFICE OF THE CIRCUIT COURT OF RADFORD CITY, VIRGINIA, AS INSTRUMENT NO. 201100838, DATED AUGUST 29, 2011, WHEREAS, BY DEED OF BARGAIN AND SALE AND ASSUMPTION DATED SEPTEMBER 1, 2016, RECORDED IN THE AFORESAID CLERK'S OFFICE AS INSTRUMENT

Legals - City of Radford

NO: 201600804 THE DEED OF TRUST WAS ASSUMED BY MARK BROOKNER, DEFAULT HAVING BEEN MADE IN THE PAYMENT OF THE DEBT THEREIN SECURED AND BEING REQUIRED TO DO SO BY THE NOTEHOLDER, THE UNDERSIGNED SUBSTITUTE TRUSTEE, AFTER GIVING FOURTEEN (14) DAYS DUE NOTICE TO THE OWNERS OF THE REAL ESTATE OF THE DATE, TIME, PLACE AND TERMS OF SALE, WILL OFFER FOR SALE AT PUBLIC AUCTION, IN FRONT OF THE RADFORD CITY COURTHOUSE LOCATED AT 619 SECOND STREET, RADFORD, VIRGINIA, ON THE 29th DAY OF MARCH, 2024, AT 10:00 A.M., THE REAL ESTATE WITH IMPROVEMENTS THEREON KNOWN AND DESCRIBED AS FOLLOWS:

All that certain tracts or parcels of land, with the improvements thereon and the appurtenances thereto belonging, situate, lying and being in the City of Radford, Virginia, and described as follows: BEING all of Lots 28 and 29, part of Lots 27, 30, 34, 35, Section 1, Plan C, Radford Land and Improvement Company Lots, containing 0.2479 acres (10,800 sq. ft.), as designated and described on a plat of survey entitled, Physical Survey Lots 28, 29 and Part of Lots 27, 30, 34, 35 Section 1, Plan C Radford Land and Improvement Co. West Ward City of Radford, Virginia for Ronald R. Sowers, dated August 23, 2011, Job No. 565811, by James Conrad Groseclose, II, Land Surveyor, Mathews and Henegar Inc., professional engineers and land surveyors, a copy of which is attached hereto and made a part hereof and reference is hereby made to said plat of survey for a more accurate description of the property herein conveyed.

Tax Map Number: 13-(5)-SEC 1-27A-28-29-30A-34A+

Account Number: 020000684

Commonly Known As: 1002 West Main Street, Radford, Virginia

SALE WILL BE MADE SUBJECT TO ALL EXISTING EASEMENTS AND RESTRICTIVE COVENANTS AS THE SAME MAY LAWFULLY AFFECT THE REAL ESTATE. TERMS OF SALE: CASH, SETTLEMENT WITHIN FIFTEEN (15) DAYS OF SALE. A BIDDERS DEPOSIT OF TEN PERCENT (10%) MAY BE REQUIRED.

PLACE OF SALE: FRONT OF RADFORD CITY COURTHOUSE, AT 619 SECOND STREET, RADFORD, VIRGINIA

DATE OF SALE: MARCH 29, 2024
TIME OF SALE: 10:00 A.M.

Daniel D. Hamrick, PC Substitute Trustee

By: Daniel D. Hamrick, Agent
For Daniel D. Hamrick, PC

FOR INFORMATION CONTACT: Daniel D. Hamrick, Agent
Daniel D. Hamrick, P.C.
104 South Franklin Street
Christiansburg, VA 24073
(540) 382-0131

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, March 25, 2024, at 6:30 p.m., in the Council Chambers, City Hall, 114 North 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 E3MAG LLC, property owner, for rezoning the property located at 744 Electric Road (Tax Map #

Legals - City of Salem

155-2-2.2) from HBD Highway Business District to HM Heavy Manufacturing District.

2. Consider the request of Pinkesh R. Patel and Sonal P. Patel, property owners, for rezoning the property located at 1200 block Thompson Memorial Drive (Tax Map # 20-2-4) from RSF Residential Single-Family 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

NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Board of Zoning Appeals of the City of Salem, Virginia will hold a public hearing, in accordance with the provisions of Sections 15.2-2204 and 15.2-2309 of the 1950 Code of Virginia, as amended, on March 27, 2024, at 4:00 p.m. in the Council Chambers of City Hall, 114 North Broad Street, in the City of Salem, Virginia, to consider the following applications.

The request of Carol Grimes, property owner, for a variance from Section 106-202.3(B)(1) of the City of Salem Zoning Ordinance pertaining to site development regulations, for the property located at 2933 Phillips Brook Lane, Tax Map # 290-1-3.9. The petitioner is requesting a 4 foot rear yard setback variance to allow the construction of a 12 x 16 sunroom addition. Section 106-202.3(B)(1) states that the rear yard setback for the principal structure in the RSF Residential Single Family zoning district is 25 feet.

At this hearing, all parties in interest will be given an opportunity to be heard, present evidence, and show cause why such requests should or should not be granted. For additional information, contact the Office of the Zoning Administrator, 21 South Bruffey Street, Salem, Virginia (Phone 3753032). THE BOARD OF ZONING APPEALS OF THE CITY OF SALEM: Mary Ellen H. Wines, CZA, CFM Planning & Zoning Administrator

Legals - Montgomery County

Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104
Case No. CL23001822-00
MONTGOMERY COUNTY Circuit Court, 55 EAST MAIN STREET, SUITE 1, CHRISTIANBURG, VA 24073 Commonwealth of Virginia, in re BRENDA MARIE BRIDGES v. SCOTT THOMAS BRIDGES

The object of this suit is to: DIVORCE. It is ORDERED that SCOTT THOMAS BRIDGES appear at the above-named court and protect his/her interests on or before MAY 8TH, 2024.

Signed
March 5, 2024
Robert M.D. Turk, Judge

Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104
Case No. CL24000402-00
MONTGOMERY COUNTY Circuit Court, 55 EAST MAIN STREET, SUITE 1, CHRISTIANBURG, VA 24073 Commonwealth of Virginia, in re JOHANNA RENEE PHILLIPS v. MICHAEL DWAYNE PHILLIPS.

Legals - Montgomery County

The object of this suit is to: DIVORCE. It is ORDERED that MICHAEL DWAYNE PHILLIPS appear at the above-named court and

Legals - Montgomery County

protect his/her interests on or before MAY 15, 2024. MARCH 13, 2024 Robert M.D. Turk, Judge

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SALE OF LIFE SAFETY WATERPROOFING BATH BATH LIFETIME WARRANTY

FINANCING AVAILABLE WITH APPROVED CREDIT

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 E3MAG, LLC, property owner, located at 744 Electric Road (Tax Map # 155-2-2.2) be and the same is hereby changed from HBD Highway Business 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 189-2-1; thence following the Electric Road right-of-way line along a curve to the right with a Radius of 2825.29 feet, Arc Length 354.39 feet, Chord Bearing of N 18° 25' 02" E, and Chord Length of 354.16 feet to a point; thence departing said right-of-way and following the southern property line of Tax Parcel 155-2-2.1 a bearing of S 69° 39' 28" E for a distance of 187.89 feet to a point on the centerline of a 24' cross-access easement (as recorded in P.B. 11, PG. 48-50, Slide 193); thence following said easement centerline a bearing of S 10° 07' 00" W for a distance of 449.97 feet to a point; thence departing the centerline of said cross-access easement a bearing of S 41° 03' 47" W for a distance of 7.41 feet to a point on the northern property line of Tax Parcel 189-2-1; thence following said property line a bearing of N 48° 56' 13" W for a distance of 270.76 feet to the point of BEGINNING, and being known as Lot 13-A-2, containing 2.0356 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

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Request to approve the Roanoke Valley Resource
Authority (RVRA) budget for fiscal year 2024-2025.

SUBMITTED BY: Rob Light, Assistant City Manager

SUMMARY OF INFORMATION:

The Roanoke Valley Resource Authority (RVRA) was established on October 23, 1991, as a tax-exempt political subdivision within the Commonwealth of Virginia to acquire and construct a regional sanitary landfill and waste collection and transfer station with related treatment facilities.

Members of the RVRA are the City of Salem, County of Roanoke, City of Roanoke, and Town of Vinton. As specified in the RVRA's Member Use Agreement, all members must approve the RVRA budget annually. The attached fiscal year 2024/2025 budget was approved by the RVRA Board.

Jon Lanford, Chief Executive Officer of the Roanoke Valley Resource Authority, will present the budget on behalf of the RVRA during the City Council meeting and will be available to answer any questions that Council may have.

FISCAL IMPACT:

The fiscal year 2024/2025 RVRA budget includes a \$1.50/ton fee increase for municipalities and a \$1.75/ton increase for commercial customers.

STAFF RECOMMENDATION:

Staff recommends approval of the Roanoke Valley Resource Authority budget for the fiscal year 2024/2025.

ROANOKE VALLEY RESOURCE AUTHORITY

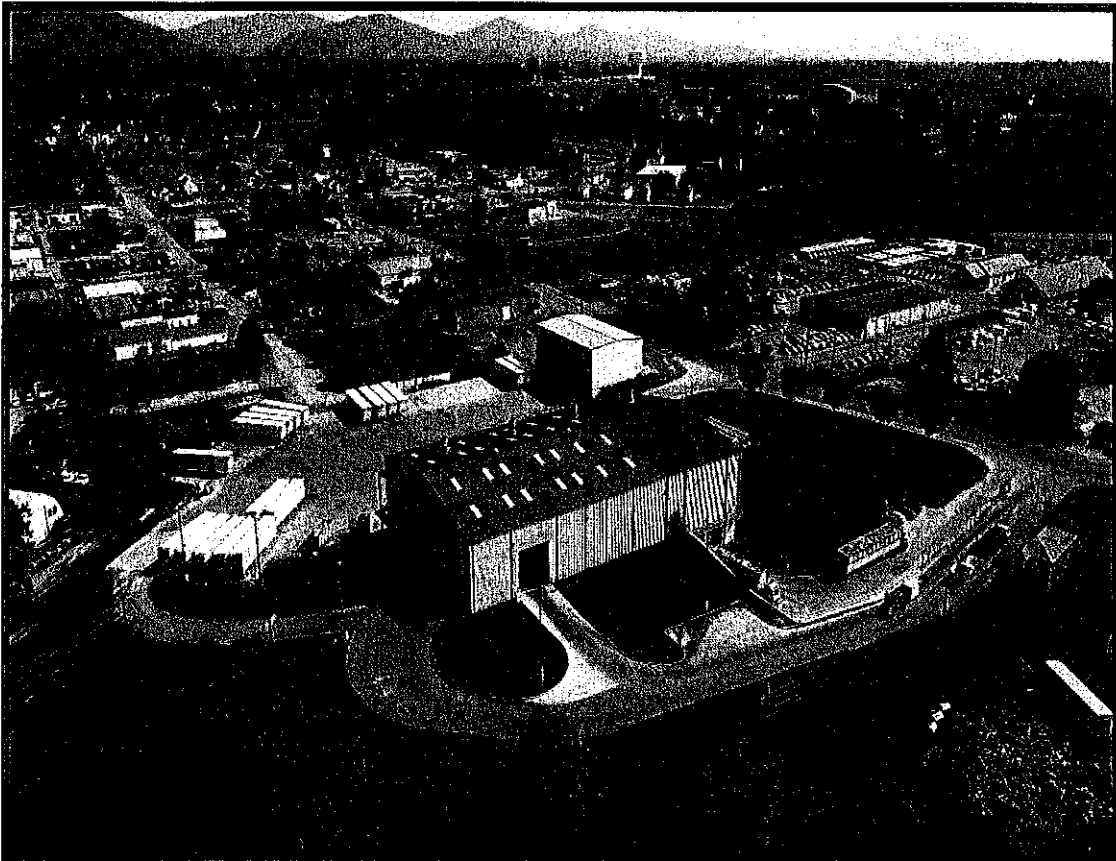
FY 2024-25
ANNUAL
OPERATING &
RESERVES
BUDGET



SMITH GAP LANDFILL

ROANOKE VALLEY RESOURCE AUTHORITY

2024-25 OPERATING BUDGET



SALEM TRANSFER STATION

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SUMMARY

REVENUE

2024-2025

Disposal Fees	\$ 16,469,590
Interest Income	\$ 150,000
Transfer from Contingency Reserve Fund	\$ -
Sale of Recyclable Material	\$ 50,000
Miscellaneous - Mulch	\$ 50,000
Miscellaneous Sales	\$ 30,000

Total \$ 16,749,590

EXPENSES

Personnel

Administrative	\$ 1,020,840
Tinker Creek Transfer Station	\$ 1,053,832
Salem Transfer Station	\$ 690,417
Smith Gap	\$ 1,073,654

Totals

\$ 3,838,743

Operating

Administrative	\$ 954,432
Tinker Creek Transfer Station	\$ 3,394,350
Salem Transfer Station	\$ 2,212,173
Smith Gap	\$ 2,781,128

Totals

\$ 9,342,083

CAPITAL

Totals

\$ -

RESERVES

Administrative	\$ -
Tinker Creek Transfer Station	\$ -
Salem Transfer Station	\$ -
Smith Gap	\$ 1,667,650

Totals

\$ 1,667,650

DEBT SERVICE

Principal	\$ 1,195,994
Interest	\$ 705,120

Totals

\$ 1,901,114

\$ 1,901,114

TOTALS

Administrative	\$ 1,975,272
Tinker Creek Transfer Station	\$ 4,448,182
Salem Transfer Station	\$ 2,902,590
Smith Gap	\$ 5,522,432
Debt Service	\$ 1,901,114

Total \$ 16,749,590

SUMMARY

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
REVENUE						
Disposal Fees	\$12,656,250	\$12,147,125	\$14,681,825	\$14,651,255	\$15,688,893	\$16,469,590
Interest Income	\$140,000	\$150,000	\$50,000	\$5,000	\$100,000	\$150,000
Transfer from Contingency Reserve Fund	\$897,436	\$147,572	\$-	\$-	\$-	\$-
Sale of Recyclable Material	\$52,000	\$60,000	\$68,000	\$125,000	\$50,000	\$50,000
Mulch sales	\$42,000	\$45,000	\$50,000	\$50,000	\$50,000	\$50,000
Miscellaneous	\$46,000	\$47,900	\$24,900	\$24,900	\$24,900	\$30,000
TOTAL	\$13,833,686	\$12,597,597	\$14,874,725	\$14,856,155	\$15,913,793	\$16,749,590

EXPENSES

Personnel	\$3,255,069	\$3,295,455	\$3,332,196	\$3,519,781	\$3,717,368	\$3,838,743
Operating	\$8,606,178	\$8,014,111	\$6,635,818	\$7,110,754	\$8,074,125	\$9,342,083
Capital	\$85,000	\$-	\$-	\$-	\$-	\$-
Transfer to Reserves	\$610,000	\$10,000	\$3,122,725	\$2,326,674	\$2,221,753	\$1,667,650
Debt Service	\$1,277,439	\$1,278,031	\$1,783,986	\$1,898,946	\$1,900,547	\$1,901,114
TOTAL	\$13,833,686	\$12,597,597	\$14,874,725	\$14,856,155	\$15,913,793	\$16,749,590

DISPOSAL FEES

Municipal \$ per ton	53.50	53.50	53.50	55.00	55.00	56.50
Private \$ per ton	61.50	62.75	62.75	64.50	65.75	67.50

% INCREASE in expenses	8.1%	-8.9%	18.1%	-0.1%	7.1%	5.3%
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REVENUES

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	FY23-24 6 Month Actuals	FY24-25 Budget	JUSTIFICATION
9202	Total Tipping Fees	\$15,522,938	\$15,688,893	\$8,471,918	\$16,469,590	Based on tonnage receipts of : 283,600 Municipal 97,200 tons \$ 5,785,170 Commercial 58,000 tons \$ 3,961,025 Private 40,000 tons \$ 3,046,475 Residential 12,400 tons \$ 736,500 Contracted MSW 76,000 tons \$ 2,940,420 <div>Total \$ 16,469,590</div>
15100	Interest Income	\$ 293,780	\$ 100,000	\$ 230,381	\$ 150,000	Operating \$ 150,000
40956	Transfer from Contingency Reserve Fund	\$ -	\$ -	\$ -	\$ -	Funds available from Contingency Reserve
16916	Sale of Recyclable Material	\$ 56,102	\$ 50,000	\$ 26,929	\$ 50,000	Sale of Recyclable Scrap Metal & Miscellaneous
18120	Mulch Revenue	\$ 45,883	\$ 50,000	\$ 18,279	\$ 50,000	Mulch Sales
18100	Miscellaneous Revenue	\$ 6,408	\$ 24,900	\$ 10,552	\$ 30,000	MVP Annual Easement Fee \$ 30,000
	TOTAL REVENUE	\$ 15,925,111	\$15,913,793	\$8,758,059	\$16,749,590	

TIPPING FEES

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
16906	City of Roanoke	\$ 2,377,600	\$ 2,442,000	Municipal Waste 41,000 tons @ 56.5 \$ 2,316,500 Wood Waste 2,900 tons @ 38 \$ 110,200 Tires 60 tons @ 255 \$ 15,300 - mixed @ 5 \$ - City of Roanoke Total \$ 2,442,000
16907	County of Roanoke	\$ 2,193,400	\$ 2,252,900	Municipal Waste 37,000 tons @ 56.5 \$ 2,090,500 Wood Waste 4,000 tons @ 38 \$ 152,000 Tires 40 tons @ 255 \$ 10,200 40 mixed @ 5 \$ 200 County of Roanoke Total \$ 2,252,900
16908	Town of Vinton	\$ 181,180	\$ 186,120	Municipal Waste 3,200 tons @ 56.5 \$ 180,800 Wood Waste 140 tons @ 38 \$ 5,320 Tires - tons @ 255 \$ - - mixed @ 5 \$ - Town of Vinton Total \$ 186,120
16911	City Of Salem	\$ 880,150	\$ 904,150	Municipal Waste 16,000 tons @ 56.5 \$ 904,000 Wood Waste - tons @ 38 \$ - Tires - tons @ 255 \$ - 30 mixed @ 5 \$ 150 City of Salem Total \$ 904,150

2024-2025 BUDGET

TIPPING FEES

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
16914	Commercial	\$ 4,290,188	\$ 3,961,025	Commercial Waste 58,000 tons @ 67.50 \$ 3,915,000 Wood Waste 1,000 tons @ 37 \$ 37,000 Tires 20 tons @ 255 \$ 5,100 785 mixed @ 5 \$ 3,925 Commercial Total \$ 3,961,025
16914	Contracted Municipal Solid Waste	\$ 2,270,850	\$ 2,940,420	Contracted MSW 50,000 CW tons @ 28.95 \$ 1,447,500 26,000 BFI tons @ 57.42 \$ 1,492,920 Contracted MSW \$ 2,940,420
16915	Private	\$ 2,779,225	\$ 3,046,475	Private Waste 40,000 tons @ 67.50 \$ 2,700,000 Wood Waste 3,400 tons @ 37 \$ 125,800 Tires 850 tons @ 255 \$ 216,750 785 mixed @ 5 \$ 3,925 Private Total \$ 3,046,475
16917	Residential	\$ 716,300	\$ 736,500	Residential Waste Based on Uniform Disposal Allocation City of Roanoke 43.5% \$ 320,378 County of Roanoke 41.7% \$ 307,121 Town of Vinton 3.6% \$ 26,514 City of Salem 11.2% \$ 82,562 Household 12,400 Tons @ 56.5 \$ 700,600 Wood waste 800 Tons @ 38 \$ 30,400 Tires 1,100 Tires @ 5 \$ 5,500 Residential Total \$ 736,500
	TOTAL TIPPING FEES	\$ 15,688,893	\$ 16,469,590	

2024-2025 BUDGET

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	FY23-24 6 Month Actuals	FY24-25 Budget	JUSTIFICATION
101010	Salaries	\$ 2,054,581	\$2,394,716	\$ 1,089,586	\$2,458,305	Salaries for 40 employees
101015	Overtime	\$ 170,455	\$ 91,000	\$ 68,738	\$ 100,000	Extra work required on Saturdays, Weekdays & Holidays
101020	Part - time	\$ 99,966	\$ 50,000	\$ 59,044	\$ 100,000	Operations, Buildings, and Grounds Maintenance
202100	F.I.C.A.	\$ 170,771	\$ 193,982	\$ 89,107	\$ 203,360	7.65 % of salaries, overtime, part time
202200	Retirement - VRS	\$ 324,173	\$ 382,436	\$ 176,913	\$ 420,616	17.11 % of salaries 40 employees \$ 2,458,305
202840	Def. Comp. Match	\$ 11,821	\$ 26,650	\$ 5,775	\$ 15,000	Deferred Compensation Match
202300	Hospitalization	\$ 259,007	\$ 304,840	\$ 161,072	\$ 367,189	35 participating employees 10.0% Annual \$ single 27 \$ 229,083 em&sp 1 \$ 13,463 family 6 \$ 95,003 Em & Ch 1 \$ 10,640 HRA \$ 19,000
202310	Dental	\$ 12,015	\$ 19,114	\$ 6,109	\$ 15,000	Selected Dental Coverage
202400	Life Insurance - VRS	\$ 27,470	\$ 32,089	\$ 14,938	\$ 32,941	1.34 % of salaries 40 employee \$ 2,458,305
202500	Long Term Dis. Ins.	\$ 6,169	\$ 7,064	\$ 3,430	\$ 7,252	0.59% salaries RVRA pays 50% \$7,252
202510	Short Term Dis. Ins.	\$ 931	\$ 2,000	\$ 235	\$ 1,000	RVRA pays 100%
202700	Workers' Comp. Ins.	\$ 41,965	\$ 56,738	\$ 42,527	\$ 50,000	Workers' Comp. Insurance 40 employees
202750	Retirement Health Insurance Credit	\$ 6,091	\$ 7,184	\$ 3,323	\$ 7,375	0.30 % of salaries 40 employee \$ 2,458,305
202800	Termination Pay	\$ 19,811	\$ 65,000	\$ 3,890	\$ 20,000	Flex Leave and Banked Sick Leave Payments
202810	Cash-in FLP	\$ 47,351	\$ 81,553	\$ 22,483	\$ 40,705	Flexible Leave pay out
202830	Employee Benefits	\$ -	\$ 3,000	\$ -	\$ -	Retiree Health Insurance
	TOTAL PERSONNEL	\$3,252,577	\$3,717,368	\$ 1,747,170	\$3,838,743	

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
101010	Salaries	\$ 742,953	\$ 724,588	Salaries for 6 employees
101015	Overtime	\$ -	\$ -	Extra work required on Saturdays & Holidays
101020	Part - time	\$ -	\$ -	Operations, Buildings, and Grounds Maintenance
101116	Supplements	\$ -	\$ -	Outstanding performance recognition
202100	F.I.C.A.	\$ 56,836	\$ 55,431	7.65 % of salaries, overtime, part time
202200	Retirement - VRS	\$ 118,650	\$ 123,977	17.11 % of salaries 0 employees \$ 724,588
202840	Deferred Comp. Match	\$ 4,550	\$ 2,250	Deferred Compensation Match
202300	Hospitalization	\$ 54,967	\$ 60,824	5 participating employees 10.0% Annual \$ single 3 \$ 25,156 em&sp 0 \$ - family 2 \$ 31,668 Em & Ch 0 \$ - HRA \$ 4,000
202310	Dental	\$ 3,263	\$ 2,245	Selected Dental Coverage
202400	Life Insurance - VRS	\$ 9,956	\$ 9,709	1.34 % of salaries 6 employees \$ 724,588
202500	Long Term Disability Ins.	\$ 2,192	\$ 2,138	0.59% salaries RVRA pays 50% \$ 2,138
202510	Short Term Disability Ins.	\$ 341	\$ 150	RVRA pays 100%
202700	Workers' Comp. Ins.	\$ 669	\$ 529	Workers' Comp. Insurance 6 employees
202750	Retirement Health Insurance Credit	\$ 2,229	\$ 2,174	0.30 % of salaries 6 employees \$ 724,588
202800	Termination Pay	\$ 65,000	\$ 20,000	Annual and sick leave payments
202810	Cash-in FLP	\$ 49,449	\$ 16,825	Flexible Leave pay out
202830	Employee Benefits	\$ 512	\$ -	Retiree Health Insurance
	TOTAL PERSONNEL	\$ 1,111,567	\$ 1,020,840	

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
101010	Salaries	\$ 589,688	\$ 627,025	Salaries for 12 employees
101015	Overtime	\$ 44,000	\$ 44,000	Extra work required on Saturdays, Evenings & Holidays
101020	Part - time	\$ 35,000	\$ 70,000	Operations, Buildings, and Grounds Maintenance
101116	Supplements	\$ -	\$ -	Outstanding performance recognition
202100	F.I.C.A.	\$ 51,155	\$ 56,688	7.65 % of salaries, overtime, part time
202200	Retirement - VRS	\$ 94,173	\$ 107,284	17.11 % of salaries 12 employees \$ 627,025
202840	Deferred Comp. Match	\$ 7,800	\$ 4,500	Deferred Compensation Match
202205	Retirement - VRS- Hybrid	\$ -	\$ -	17.11 % of salaries 0 employees \$ -
202300	Hospitalization	\$ 83,067	\$ 105,722	11 participating employees 10.0% Annual \$ single 8 \$ 67,618 em&sp 0 \$ - family 3 \$ 32,604 Em & Ch 0 \$ - HRA \$ 5,500
202310	Dental	\$ 5,594	\$ 4,488	Selected Dental Coverage
202400	Life Insurance - VRS	\$ 7,902	\$ 8,402	1.34 % of salaries 12 employees \$ 627,025
202500	Long Term Disability Ins.	\$ 1,740	\$ 1,850	0.59% salaries RVRA pays 50% \$1,850
202510	Short Term Disability Ins.	\$ 585	\$ 300	RVRA pays 100%
202700	Workers' Comp. Ins.	\$ 17,067	\$ 14,739	Workers' Comp. Insurance 12 employees
202750	Retirement Health Insurance Credit	\$ 1,769	\$ 1,881	0.30 % of salaries 12 employees \$ 627,025
202800	Termination Pay	\$ -	\$ -	Annual and sick leave payments
202810	Cash-in FLP	\$ 12,471	\$ 6,953	Flexible Leave pay out
202830	Employee Benefits	\$ 878	\$ -	Retiree Health Insurance
	TOTAL PERSONNEL	\$ 952,889	\$ 1,053,832	

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
101010	Salaries	\$ 422,191	\$ 434,713	Salaries for 8 employees
101015	Overtime	\$ 22,000	\$ 25,000	Extra work required on Saturdays & Holidays
101020	Part - time	\$ 5,000	\$ 5,000	Operations, Buildings, and Grounds Maintenance
101116	Supplements	\$ -	\$ -	Outstanding performance recognition
202100	F.I.C.A.	\$ 34,363	\$ 35,551	7.65 % of salaries, overtime, part time
202200	Retirement - VRS	\$ 67,424	\$ 74,379	17.11 % of salaries 8 employees \$ 434,713
202840	Deferred Comp. Match	\$ 5,200	\$ 3,000	Deferred Compensation Match
202300	Hospitalization	\$ 57,032	\$ 80,349	7 participating employees 10.0% Annual \$ single 4 \$ 33,541 em&sp 0 \$ - family 2 \$ 31,668 Em & Ch 1 \$ 10,640 HRA \$ 4,500
202310	Dental	\$ 3,730	\$ 2,994	Selected Dental Coverage
202400	Life Insurance - VRS	\$ 5,657	\$ 5,825	1.34 % of salaries 8 employees \$ 434,713
202500	Long Term Disability Ins.	\$ 1,245	\$ 1,282	0.59% salaries RVRA pays 50% \$1,282
202510	Short Term Disability Ins.	\$ 390	\$ 200	RVRA pays 100%
202700	Workers' Comp. Ins.	\$ 14,494	\$ 12,074	Workers' Comp. Insurance 8 employees
202750	Retirement Health Insurance Credit	\$ 1,267	\$ 1,304	0.30 % of salaries 8 employees \$ 434,713
202800	Termination Pay	\$ -	\$ -	Annual and sick leave payments
202810	Cash-in FLP	\$ 11,828	\$ 8,746	Flexible Leave pay out
202830	Employee Benefits	\$ 585	\$ -	Retiree Health Insurance
	TOTAL PERSONNEL	\$ 652,407	\$ 690,417	

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
101010	Salaries	\$ 639,883	\$ 671,979	Salaries for 14 employees
101015	Overtime	\$ 25,000	\$ 31,000	Extra work required on Saturdays & Holidays
101020	Part - time	\$ 10,000	\$ 25,000	Operations, Buildings, and Grounds Maintenance
101116	Supplements	\$ -	\$ -	Outstanding performance recognition
202100	F.I.C.A.	\$ 51,629	\$ 55,690	7.65 % of salaries, overtime, part time
202200	Retirement - VRS	\$ 102,189	\$ 114,976	17.11 % of salaries 14 employees \$ 671,979
202840	Deferred Comp. Match	\$ 9,100	\$ 5,250	Deferred Compensation Match
202300	Hospitalization	\$ 109,774	\$ 120,294	12 participating employees 10.0% Annual \$ single 7 \$ 60,841 em&sp 1 \$ 13,463 family 4 \$ 40,990 Em & Ch 0 \$ - HRA \$ 5,000
202310	Dental	\$ 6,527	\$ 5,273	Selected Dental Coverage
202400	Life Insurance - VRS	\$ 8,574	\$ 9,005	1.34 % of salaries 14 employees \$ 671,979
202500	Long Term Disability Ins.	\$ 1,888	\$ 1,982	0.59% salaries RVRA pays 50% \$ 1,982
202510	Short Term Disability Ins.	\$ 683	\$ 350	RVRA pays 100%
202700	Workers' Comp. Ins.	\$ 24,508	\$ 22,658	Workers' Comp. Insurance 14 employees
202750	Retirement Health Insurance Credit	\$ 1,920	\$ 2,016	0.30 % of salaries 14 employees \$ 671,979
202800	Termination Pay	\$ -	\$ -	Annual and sick leave payments
202810	Cash-in FLP	\$ 7,806	\$ 8,181	Flexible Leave pay out
202830	Employee Benefits	\$ 1,024	\$ -	Retiree Health Insurance
	TOTAL PERSONNEL	\$ 1,000,505	\$ 1,073,654	

CODE	DESCRIPTION	FY24-25 Budge	AD	TCTS	STS	SG
101010	Salaries	\$ 2,458,305	\$ 724,588	\$ 627,025	\$ 434,713	\$ 671,979
101015	Overtime	\$ 100,000	\$ -	\$ 44,000	\$ 25,000	\$ 31,000
101020	Part - time	\$ 100,000	\$ -	\$ 70,000	\$ 5,000	\$ 25,000
202100	F.I.C.A.	\$ 203,360	\$ 55,431	\$ 56,688	\$ 35,551	\$ 55,690
202200	Retirement - VRS	\$ 420,616	\$ 123,977	\$ 107,284	\$ 74,379	\$ 114,976
202840	Deferred Comp. Match	\$ 15,000	\$ 2,250	\$ 4,500	\$ 3,000	\$ 5,250
202300	Hospitalization	\$ 367,189	\$ 60,824	\$ 105,722	\$ 80,349	\$ 120,294
202310	Dental	\$ 15,000	\$ 2,245	\$ 4,488	\$ 2,994	\$ 5,273
202400	Life Insurance - VRS	\$ 32,941	\$ 9,709	\$ 8,402	\$ 5,825	\$ 9,005
202500	Long Term Disability Ins.	\$ 7,252	\$ 2,138	\$ 1,850	\$ 1,282	\$ 1,982
202510	Short Term Disability Ins.	\$ 1,000	\$ 150	\$ 300	\$ 200	\$ 350
202700	Workers' Comp. Ins.	\$ 50,000	\$ 529	\$ 14,739	\$ 12,074	\$ 22,658
202750	Retirement Health Insurance Credit	\$ 7,375	\$ 2,174	\$ 1,881	\$ 1,304	\$ 2,016
202800	Termination Pay	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -
202810	Cash-in FLP	\$ 40,705	\$ 16,825	\$ 6,953	\$ 8,746	\$ 8,181
	TOTAL PERSONNEL	\$ 3,838,743	\$ 1,020,840	\$ 1,053,832	\$ 690,417	\$ 1,073,654

2024-2025 BUDGET

PERSONNEL

POSITION	#	GRADE	CURRENT PAY RANGE			
CEO	1	U	Unclassified			
Director of Operations Technical Services	1	37	\$	85,031	to	\$ 148,719
Director of Operation Field Services	1	37	\$	85,031	to	\$ 148,719
Finance Manager	1	36	\$	80,982	to	\$ 141,637
Business Manager	1	30	\$	60,430	to	\$ 105,692
Operations Manager	4	27	\$	52,202	to	\$ 91,300
Administrative Coordinator	1	25	\$	47,348	to	\$ 82,812
Facilities Technician	1	23	\$	42,946	to	\$ 75,114
Operations Supervisor	4	23	\$	42,946	to	\$ 75,114
Senior Equipment Operator	3	22	\$	40,901	to	\$ 71,537
Motor Equipment Operator II	16	19	\$	35,332	to	\$ 61,796
Scale Operator	2	19	\$	35,332	to	\$ 61,796
Motor Equipment Operator I	4	17	\$	32,047	to	\$ 56,051
 TOTAL SALARIES*	 40			 \$ 2,368,320		 1/3/2024
 Average Adjustments (3%):						
				Increases \$	89,986	
				Average Adjustment/Promotions		
				Total \$	89,986	
 TOTAL ADJUSTED SALARIES				 \$ 2,458,305		

2024 - 2025 BUDGET

EMPLOYEE BY LOCATION

POSITION	#	GRADE	ADMIN.	TINKER	SALEM	LANDFILL
CEO	1	U	1	0	0	0
Director of Operations Technical Services	1	37	1	0	0	0
Director of Operation Field Services	1	37	1	0	0	0
Finance Manager	1	36	1	0	0	0
Business Manager	1	30	1	0	0	0
Operations Manager	4	27	0	2	1	1
Administrative Coordinator	1	25	1	0	0	0
Facilities Technician	1	23	0	1	0	0
Operations Supervisor	4	23	0	2	1	1
Senior Equipment Operator	3	22	0	1	1	1
Motor Equipment Operator II	16	19	0	4	4	8
Scale Operator	2	19	0	1	1	0
Motor Equipment Operator I	4	17	0	1	0	3
TOTAL EMPLOYEES	40		6	12	8	14

2024 - 2025 BUDGET

CODE	DESCRIPTION	FY22-23	FY23-24 Budget	6 Mo FY23- 24 Actual	FY24-25 Budget	JUSTIFICATION
300004	Medical Exams	\$ 2,012	\$ 2,000	\$ 644	\$ 2,000	Physical exams for new employees; drug and alcohol random testing, more testing
300007	Contract Services	\$ 416,261	\$ 678,000	\$ 342,350	\$ 520,242	Employee Assistance Program: \$39.00 @ x 40 employees \$ 1,560 Clean Valley Council-Annual \$ 35,000 Landscaping- \$561/month \$ 6,732 Tire Disposal - 870 Tons @ \$175 \$ 152,250 Copier Rental \$600.00 /Month \$ 7,200 HHW Disposal \$ 58,000 Janitorial Services \$ 51,000 Exterminating Services \$ 3,000 Letter of Credit \$ 150,000 Tire Transportation \$ 49,500 Propeller Survey Processing \$ 6,000
300100	Groundwater Sampling and Analysis -SG & RR	\$ 79,142	\$ 158,480	\$ 37,489	\$ 165,500	TRC Labor & Reimbursables \$ 38,200 Lab Fees \$ 20,300 TRC Labor & Reimbursables - R \$ 65,500 Lab Fees - RR \$ 26,500 Engineering \$ 15,000
300102	Stormwater Sampling & Analysis-SG & TCTS	\$ 14,093	\$ 79,490	\$ 3,997	\$ 57,500	TRC Labor & Reimbursables \$ 18,800 Lab Fees \$ 7,700 PCB \$ 24,500 SWPPP \$ 6,500
300103	Landfill Gas Monitoring - SG & RR	\$ 123,389	\$ 140,500	\$ 50,718	\$ 126,500	SG - Monthly & Quarterly \$ 90,500 Title V RR- Monthly & Quarterly \$ 36,000
300013	Professional Services	\$ 79,142	\$ 55,105	\$ 38,705	\$ 61,690	Engineering \$ 18,540 Leachate sampling \$ 5,150 Auditing Services \$ 21,000 Software support \$ 17,000
300017	Legal Services	\$ 8,090	\$ 30,000	\$ 8,010	\$ 25,000	General Counsel \$ 25,000
300029	Transportation to Smith Gap - Trailers	\$3,389,425	\$ 3,422,550	\$ 1,772,840	\$ 3,971,000	Trucking tons shipped 233,600 19 tons/trailer = 12,295 5.0 % Rate Incr. Total \$ 3,971,000

2024-2025 BUDGET

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION		ADMIN	TCTS	STS	LANDFILL
300004	Medical Exams	\$ 2,000	Physical exams for new employees; drug and alcohol random testing		\$ 2,000	\$ -	\$ -	\$ -
300007	Contract Services	\$ 520,242	Employee Assistance Program: \$39.00 @ x 40 employees \$ 1,560		\$ 1,560	\$ -	\$ -	\$ -
			Clean Valley Council 12 months \$ 35,000		\$ 35,000	\$ -	\$ -	\$ -
			Landscaping- \$561/month \$ 6,732		\$ 6,732	\$ -	\$ -	\$ -
			Tire Disposal \$ 152,250		\$ -	\$ 152,250	\$ -	\$ -
			Copier Rental \$ 7,200		\$ 7,200			
			HHW Disposal \$ 58,000		\$ 58,000			
			Janitorial Services \$ 51,000		\$ 16,000	\$ -	\$ 12,000	\$ 23,000
			Exterminating Services \$ 3,000		\$ -	\$ 1,800	\$ 500	\$ 700
			Letter of Credit \$150,000		\$ 150,000			
			Tire Transportation \$ 49,500		\$ -	\$ 49,500	\$ -	\$ -
			Propeller Survey Processing \$ 6,000		\$ 6,000			
300100	Groundwater Sampling & Analysis - SG & RR	\$ 165,500	TRC Labor & Reimbursables \$ 38,200		\$ -	\$ -	\$ -	\$ 38,200
			Lab Fees \$ 20,300		\$ -	\$ -	\$ -	\$ 20,300
			Detection Monitoring & Lab \$ 65,500		\$ -	\$ -	\$ -	\$ 65,500
			ACM Monitoring - Lab \$ 26,500		\$ 26,500	\$ -	\$ -	\$ -
			Engineering \$ 15,000		\$ 15,000	\$ -	\$ -	\$ -
300102	Stormwater Sampling & Analysis	\$ 57,500	TRC Labor & Reimbursables \$ 18,800		\$ -	\$ 7,000	\$ -	\$ 11,800
			Lab Fees \$ 7,700		\$ -	\$ 2,500	\$ -	\$ 5,200
			PCB \$ 24,500		\$ -	\$ 1,500	\$ -	\$ 23,000
			SWPPP \$ 6,500		\$ -	\$ 3,000	\$ -	\$ 3,500
300103	Landfill Gas Monitoring - SG & RR	\$ 126,500	SG - Monthly & Quarterly \$ 90,500		\$ -	\$ -	\$ -	\$ 90,500
			Title V					
			RR- Monthly & Quarterly \$ 36,000		\$ 36,000	\$ -	\$ -	\$ -
300013	Professional Services	\$ 61,690	Engineering \$ 18,540		\$ -	\$ -	\$ -	\$ 18,540
			Leachate sampling \$ 5,150		\$ 2,000	\$ -	\$ -	\$ 3,150
			Auditing Services \$ 21,000		\$ 21,000	\$ -	\$ -	\$ -
			Software support \$ 17,000		\$ 17,000	\$ -	\$ -	\$ -
300017	Legal Services	\$ 25,000	General Counsel \$ 25,000		\$ 25,000	\$ -	\$ -	\$ -
300029	Transportation & Landfill	\$ 3,971,000	Total Tons to be Landfilled 233,600 19 tons/trailer = 12,295		\$ -	\$ 2,303,180	\$ 1,667,820	\$ -

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	6 Mo FY23- 24 Actual	FY24-25 Budget	JUSTIFICATION
300030	Waste Water Transportation	\$ 363,364	\$ 315,000	\$ 208,840	\$ 368,442	Leachate Trailers 1,066 trls / 6,396,000 Gal. \$ 368,442
320001	Contracted Repairs	\$ 1,004,148	\$ 588,500	\$ 622,526	\$ 1,100,000	On Road Vehicles \$ 38,000 Construction Equipment Off Road Vehicles \$ 982,000 Miscellaneous Equip. \$ 80,000 Includes Grinder Trailers, hydroseeder Mowers, truck scales
380380	Building Maintenance and Grounds	\$ 249,620	\$ 170,000	\$ 122,637	\$ 260,000	Maintenance and repairs to all buildings and property; pump stations, septic & leachate tanks.
350010	Printed Forms	\$ 49	\$ 5,100	\$ 5,969	\$ 7,000	Letterhead, envelopes, cards, scale tickets repair orders, purchasing forms
360010	Advertising	\$ 2,081	\$ 8,850	\$ 40	\$ 2,000	RFP, bids, public hearing: \$ 1,150 etc. Handouts \$ 150 User Brochures \$ 400 HHW Brochures \$ 200 Miscellaneous \$ 100

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION	ADMIN	TCTS	STS	LANDFILL
300030	Waste Water Transportation	\$ 368,442	Leachate Hauling 1,066 trls / 6,396,000 Gal.	\$ -	\$ -	\$ -	\$ 368,442
320001	Contracted Repairs	\$1,100,000	All road vehicles	\$ 10,000	\$ -	\$ -	\$ -
			Construction Equipment Off Road Vehicles	\$ -	\$ 225,000	\$ 90,000	\$ 695,000
			Miscellaneous Equip.	\$ -	\$ 35,000	\$ 10,000	\$ 35,000
			Sub-Totals	\$ 10,000	\$ 260,000	\$ 100,000	\$ 730,000
380380	Building Maintenance and Grounds	\$ 260,000	Maintenance & repairs to all buildings and property; pump station, septic & leachate tanks	\$ 16,000	\$ 108,000	\$ 27,000	\$ 109,000
350010	Printed Forms	\$ 7,000	Letterhead, envelopes, cards, scale tickets, etc.	\$ 7,000	\$ -	\$ -	\$ -
360010	Advertising	\$ 2,000	RFP, bids, public hearings, etc.	\$ 1,150	\$ -	\$ -	\$ -
			Handouts	\$ 150	\$ -	\$ -	\$ -
			User Brochures	\$ 400	\$ -	\$ -	\$ -
			HHW Brochures	\$ 200	\$ -	\$ -	\$ -
			Miscellaneous	\$ 100	\$ -	\$ -	\$ -

2024-2025 BUDGET

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	6 Mo FY23- 24 Actual	FY24-25 Budget	JUSTIFICATION
360001	Marketing activities	\$ -	\$ 400	\$ -	\$ 7,000	Banners, recycling handouts, pens, pencils, miscellaneous items
360030	Special Events	\$ 13,290	\$ 6,500	\$ 1,767	\$ 7,500	Annual Employee Functions
400600	Central Services	\$ 61,916	\$ 77,900	\$ 34,271	\$ 80,000	Administrative services, Roanoke County for data processing, IT Support, accounting, web updates, miscellaneous
510010	Electric	\$ 102,052	\$ 110,220	\$ 42,797	\$ 118,800	RTS \$4,200/month \$ 50,400 SGRL \$4,000/month \$ 48,000 STS \$1,500/month \$ 18,000 RRLF \$200/month \$ 2,400
510021	Heating Services	\$ 2,108	\$ 2,000	\$ 391	\$ 2,000	Transfer Station Natural Gas \$ 2,000
510022	Fuel Oil Natural & Bottled Gas	\$ 37,181	\$ 20,000	\$ 7,476	\$ 20,000	Propane Gas \$ 20,000 Smith Gap Landfill
510041	Water Service - Transfer Station	\$ 20,577	\$ 15,000	\$ 5,519	\$ 15,000	Water & Sewer Service for Transfer Stations
510042	Sewer Service - leachate	\$ 52,222	\$ 48,122	\$ 17,466	\$ 49,775	Sewer Service - leachate Smith Gap 1,400,000 Gallons@ \$4.62/100C \$ 7,182 7,700,000 Gallons@ \$5.39/100C \$ 42,593 Plus Base Fee \$ 49,775
520010	Postage	\$ 1,115	\$ 4,800	\$ -	\$ 4,000	Postage for all mailings and correspondence, postage meter rent
520030	Telephone	\$ 4,776	\$ 5,200	\$ 2,260	\$ 5,200	Telephone service
520033	Internet Lines	\$ 12,625	\$ 16,740	\$ 2,555	\$ 13,500	Fees for internet service @ Smith Gap Landfill, and Both Transfer Stations
520035	Cell Phones	\$ 10,612	\$ 10,000	\$ 3,971	\$ 8,000	Service for cell phones

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION	ADMIN	TCTS	STS	LANDFILL
360001	Marketing Activities	\$ 7,000	Recycling handouts, pens, pencils, miscellaneous items	\$ 7,000	\$ -	\$ -	\$ -
360030	Special Events	\$ 7,500	Annual Employee Functions & Customer Appreciation Day	\$ 7,500	\$ -	\$ -	\$ -
400600	Central Services	\$ 80,000	Administrative services, Roanoke County/Roanoke City for data processing, accounting, web update, misc.	\$ 80,000	\$ -	\$ -	\$ -
510010	Utilities - Electricity	\$ 118,800	TCTS \$4,200/month SGRLF \$4,000/month STS \$1,500/month RRLF \$200/month	\$ 2,400	\$ 50,400	\$ 18,000	\$ 48,000
510021	Heating Services	\$ 2,000	Transfer Station Natural Gas	\$ -	\$ 2,000	\$ -	\$ -
510022	Fuel Oil Natural & Bottled Gas	\$ 20,000	Smith Gap Landfill Propane Gas	\$ -	\$ -	\$ -	\$ 20,000
510041	Water Service - Transfer Station	\$ 15,000	Water & Sewer Service for Transfer Stations	\$ -	\$ 12,500	\$ 2,500	\$ -
510042	Sewer Service	\$ 49,775	Sewer Service (leachate) Smith Gap & Rutrough	\$ 7,182	\$ -	\$ -	\$ 42,593
520010	Postage	\$ 4,000	Postage for all mailings and correspondence, postage meter rent, includes General Counsel	\$ 4,000	\$ -	\$ -	\$ -
520030	Telephone	\$ 5,200	Telephone Service	\$ 5,200	\$ -	\$ -	\$ -
520033	Internet Lines	\$ 13,500	Fees for internet service	\$ 5,000	\$ -	\$ 7,250	\$ 1,250
520035	Cell Phones	\$ 8,000	Service for cell phones	\$ 8,000	\$ -	\$ -	\$ -

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	6 Mo FY23- 24 Actual	FY24-25 Budget	JUSTIFICATION
530002	Property Insurance-Fire	\$ 44,740	\$ 52,000	\$ 47,240	\$ 52,000	Coverage for all buildings, contents, and equipment
530005	Motor Vehicle Insurance	\$ 38,753	\$ 41,000	\$ 40,676	\$ 45,000	Insurance for on-road vehicles
530007	Public Officials Insurance	\$ 7,436	\$ 7,300	\$ 8,044	\$ 8,300	Insurance through VML or VACO pools
530008	General Liability Ins.	\$ 7,110	\$ 6,880	\$ 9,503	\$ 10,000	Coverage for all facilities & property
540010	Lease/Rent of Equipment	\$ 94,034	\$ 80,000	\$ 1,120	\$ 130,000	Rental of Miscellaneous Equipment
550001	Travel - Mileage	\$ -	\$ 500	\$ -	\$ 500	Use of personal vehicles for RVRA business, staff, and Board Members
550020	Dinner Meetings - Luncheons	\$ 3,396	\$ 4,500	\$ 3,478	\$ 4,500	Monthly Board meetings, dinners & luncheons associated with RVRA
550040	Travel and Lodging, Conference, Training and Education	\$ 34,296	\$ 24,400	\$ 18,887	\$ 20,000	Conference registrations; \$ 6,000 SWANA, VML, legal conferences Subsistence & Lodging \$ 5,600 Operator training for \$ 8,400 hazardous materials, certifications & educations
560001	Contributions	\$ 657,000	\$ 657,000	\$ 327,500	\$ 657,000	Payments per contract to: Roanoke County \$ 350,000 Roanoke City \$ 150,000 Salem City \$ 150,000 Town of Vinton \$ 5,000 Volunteer fire and rescue \$ 2,000

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION	ADMIN	TCTS	STS	LANDFILL
530002	Property Insurance-Fire	\$ 52,000	Coverage for all buildings, contents and equipment	\$ 52,000	\$ -	\$ -	\$ -
530005	Motor Vehicle Ins.	\$ 45,000	Insurance for on-road vehicles	\$ 45,000	\$ -	\$ -	\$ -
530007	Public Officials Ins.	\$ 8,300	Insurance through VML pools	\$ 8,300	\$ -	\$ -	\$ -
530008	General Liability Ins.	\$ 10,000	Coverage for all facilities & property	\$ 10,000	\$ -	\$ -	\$ -
540010	Rent of Equipment	\$ 130,000	Rental of Miscellaneous Equipment Heavy Equipment Emergency Equipment	\$ -	\$ 10,000	\$ 2,500	\$ 117,500
550001	Travel - Mileage	\$ 500	Use of personal vehicles for RVRA business, staff, and Board Members	\$ 500	\$ -	\$ -	\$ -
550020	Dinner Meetings - Luncheons	\$ 4,500	Monthly Board meetings, dinners & luncheons associated with RVRA	\$ 4,500	\$ -	\$ -	\$ -
550040	Travel - Lodging	\$ 20,000	Conference registrations; SWANA, VML, legal conferences \$ 6,000 Subsistence & Lodging \$ 5,600 Operator training for hazardous materials, certification, misc. \$ 8,400	\$ 6,000 \$ 5,600 \$ 8,400	\$ - \$ - \$ -	\$ - \$ - \$ -	\$ - \$ - \$ -
560001	Contributions	\$ 657,000	Payments per contract to: Roanoke County \$ 350,000 Roanoke City \$ 150,000 Salem City \$ 150,000 Town of Vinton \$ 5,000 Volunteer fire & rescue \$ 2,000	\$ 5,000	\$ 150,000	\$ 150,000	\$ 352,000

CODE	DESCRIPTION	FY22-23 Actual	FY23-24 Budget	6 Mo FY23- 24 Actual	FY24-25 Budget	JUSTIFICATION
580001	Dues	\$ 2,218	\$ 3,200	\$ 2,495	\$ 3,500	Professional & Association dues: SWANA, SWVSWMA, & IAAP
580015	Warrants and Fees	\$ 191,370	\$ 142,958	\$ 77,433	\$ 100,000	DEQ & City SW annual fees -\$76,000 Credit Card fees \$24,000
580023	Employee Recognition	\$ 5,766	\$ 7,000	\$ 7,165	\$ 7,500	Awards and Certificates
601010	Office Supplies	\$ 9,111	\$ 5,200	\$ 3,316	\$ 7,000	Office paper, pens, pencils, folders, etc.
601013	Small Equipment & Supplies	\$ 64,825	\$ 75,000	\$ 42,898	\$ 85,000	Items of office and shop equipment and supplies, tools, computers, lawn mowers, etc.
604040	Medical Supplies	\$ 1,412	\$ 1,000	\$ -	\$ 1,000	Supplies for first aid kits & medicine cabinet
605050	Janitorial Supplies	\$ 8,921	\$ 7,000	\$ 4,092	\$ 9,000	Supplies for general cleaning & sanitation
607071	Radio Parts	\$ 9,618	\$ 7,500	\$ -	\$ 9,500	Communications Equipment & Fees
608080	Gasoline, Oil & Grease	\$ 115,403	\$ 101,000	\$ 44,849	\$ 103,000	Fuel for all RVRA vehicles, mowers, lubricants
608082	Diesel fuel	\$ 487,219	\$ 460,000	\$ 229,582	\$ 460,000	Fuel for all diesel equipment and vehicles
609094	Tires, Parts	\$ 111,377	\$ 130,000	\$ 128,179	\$ 260,000	Replacement and maintenance parts & supplies for all equipment and vehicles
611030	Uniform and Wearing Apparel	\$ 27,699	\$ 34,050	\$ 8,302	\$ 34,050	Safety Shoes & Jeans \$ 11,050 Rain gear, shirts, hats, misc. \$ 11,500 Purchase of uniforms \$ 11,500

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION	ADMIN	TCTS	STS	LANDFILL
580001	Dues	\$ 3,500	Professional & Association dues: SWANA, SWVSWMA, & IAAP	\$ 3,500	\$ -	\$ -	\$ -
580015	Warrants and Fees	\$ 100,000	DEQ & City SW annual fees -\$76,000 Credit Card fees \$24,000	\$ 100,000	\$ -	\$ -	\$ -
580023	Employee Recognition	\$ 7,500	Awards and Certificates	\$ 7,500	\$ -	\$ -	\$ -
601010	Office Supplies	\$ 7,000	Office paper, pens, pencils, folders, etc.	\$ 7,000	\$ -	\$ -	\$ -
601013	Small Equipment & Supplies	\$ 85,000	Items of office and shop equipment and supplies, tools, computers	\$ 12,000	\$ 20,000	\$ 12,000	\$ 41,000
604040	Medical Supplies	\$ 1,000	Supplies for first aid kits & medicine cabinets	\$ 1,000	\$ -	\$ -	\$ -
605050	Janitorial Supplies	\$ 9,000	Supplies for general cleaning & sanitation	\$ -	\$ 2,750	\$ 750	\$ 5,500
607071	Radio Parts	\$ 9,500	Communications Equipment & Fees	\$ -	\$ 2,500	\$ 2,500	\$ 4,500
608080	Gasoline, Oil & Grease	\$ 103,000	Fuel for all RVRA vehicles, mowers, lubr	\$ 45,000	\$ 19,000	\$ 13,000	\$ 26,000
608082	Diesel fuel	\$ 460,000	Fuel for all diesel equipment	\$ -	\$ 125,000	\$ 58,000	\$ 277,000
609094	Tires, Tubes, & Parts	\$ 260,000	Replacement and maintenance parts supplies for all equipment and vehicles	\$ 5,000	\$ 55,000	\$ 100,000	\$ 100,000
611030	Uniform & Wearing Apparel	\$ 34,050	Safety Shoes & Jeans Rain gear, shirts, hats, misc. Purchase of uniforms	\$ 325 \$ 3,500 \$ 1,500	\$ 4,018 \$ 2,909 \$ 3,637	\$ 2,679 \$ 1,939 \$ 2,424	\$ 4,028 \$ 3,152 \$ 3,938
			Totals	\$ 5,325	\$ 10,564	\$ 7,042	\$ 11,118

2024-2025 BUDGET

CODE	DESCRIPTION	FY24-25 Budget	JUSTIFICATION	ADMIN	TCTS	STS	LANDFILL
620001	Subscriptions /Books	\$ 500	Professional magazines and manuals	\$ 500	\$ -	\$ -	\$ -
650001	Other Operating Supplies	\$ 200,000	Disinfectants, deodorizers, salt, gravel for roads, seed, mulch fertilizers & lime for seeding slopes, fill areas & other areas, miscellaneous expenses	\$ 2,500	\$ 4,000	\$ 4,000	\$ 189,500
650003	Fire Equipment & Supplies	\$ 15,000	Fire hoses & extinguishers replacements & for annual inspections for all facilities	\$ 15,000	\$ -	\$ -	\$ -
650010	Safety Equipment	\$ 6,750	Gloves, safety glasses, etc.	\$ 6,750	\$ -	\$ -	\$ -
	Sub-totals	\$ 222,250		\$ 24,750	\$ 4,000	\$ 4,000	\$ 189,500
	Sub-Totals 14-24	\$ 9,226,749		\$ 942,649	\$ 3,352,444	\$ 2,184,862	\$ 2,746,794
967070	Unappropriated Balance	\$ 115,334		\$ 11,783	\$ 41,906	\$ 27,311	\$ 34,334
	TOTAL OPERATING	\$ 9,342,083		\$ 954,432	\$ 3,394,350	\$ 2,212,173	\$ 2,781,128

CODE	DESCRIPTION	FY23-24 Budget	FY24-25 Budget	JUSTIFICATION
810001	Machinery & Equipment New	\$ -	\$ -	Nothing Planned
810002	Machinery & Equipment Replacement	\$ -	\$ -	Nothing Planned
820001	Furniture, Office Equipment New	\$ -	\$ -	Nothing Planned
830001	Communications Equipment New	\$ -	\$ -	Nothing Planned
810001	Small Capital Outlay New	\$ -	\$ -	Nothing Planned
870001	Technology Equipment - New	\$ -	\$ -	Nothing Planned
870650	Computers Equipment Replacement	\$ -	\$ -	Nothing Planned
870005	Computer Server	\$ -	\$ -	Nothing Planned
890002	New Building	\$ -	\$ -	Nothing Planned
	TOTAL CAPITAL	\$ -	\$ -	

CODE	DESCRIPTION	BALANCE 7/1/2024 (projected)	DEPOSIT FY24-25	EXPENSE FY24-25	BALANCE 06/30/25 (projected)	JUSTIFICATION
C846 9209	Landfill Closure	\$ 1,070,870	\$ -	\$ -	\$ 1,070,870	As required by State and Federal Regulations to close Smith Gap Landfill
C847 9210	Equipment Reserve Fund	\$ 251,384	\$ -	\$ -	\$ 251,384	For replacement of equipment per equipment replacement schedule.
C847 9211	Groundwater Protection Fund	\$ 500,000	\$ -	\$ -	\$ 500,000	Groundwater protection fund per local permit.
C847 9212	Landfill Host Community Improvement Fund	\$ 250,000			\$ 250,000	As per local permit. Intranet/property
C847 9213	Property Value Protection	\$ 370,430	\$ -	\$ -	\$ 370,430	As per local permit. Current fund is adequate based on anticipated sales.
C848 9214	Future Site Development	\$ 2,560,861	\$ 1,667,650	\$ -	\$ 4,228,511	For future construction of the landfill
C848 9215	Capital Improvement Fund	\$ 241,494	\$ -	\$ -	\$ 241,494	For maintenance and improvements to the facilities.
C840 9201	Contingency Reserve Fund	\$ 1,483,939	\$ -	\$ -	\$ 1,483,939	For unexpected expenses and for tipping fee stabilization
	TOTAL RESERVE FUNDS	\$ 6,728,978	\$ 1,667,650	\$ -	\$ 8,396,628	

RESERVES

CODE	DESCRIPTION	JUSTIFICATION	DEPOSIT FY24-25	ADMIN	TCTS	STS	LANDFILL
C846 9209	Landfill Closure	As required by State and Federal regulations to close Smith Gap Regional Landfill	\$ -	\$ -	\$ -	\$ -	\$ -
C847 9210	Equipment Reserve Fund	For replacement of equipment per equipment replacement schedule.	\$ -	\$ -	\$ -	\$ -	\$ -
C847 9211	Groundwater Protection Fund	Groundwater protection fund per local permit.	\$ -	\$ -	\$ -	\$ -	\$ -
C847 9212	Landfill Host Community Improvement Fund	As per local permit. intranet/property	\$ -	\$ -	\$ -	\$ -	\$ -
C847 9213	Property Value Protection	As per local permit. Current fund is adequate based on anticipated sales.	\$ -	\$ -	\$ -	\$ -	\$ -
C848 9214	Future Site Development	For future construction of the landfill	\$ 1,667,650	\$ -	\$ -	\$ -	\$1,667,650
C848 9215	Capital Improvement Fund	For maintenance and improvements to the facilities.	\$ -	\$ -	\$ -	\$ -	\$ -
C840 9201	Contingency Reserve Fund	For unexpected expenses and for tipping fee stabilization	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL RESERVE FUNDS		\$ 1,667,650	\$ -	\$ -	\$ -	\$ 1,667,650

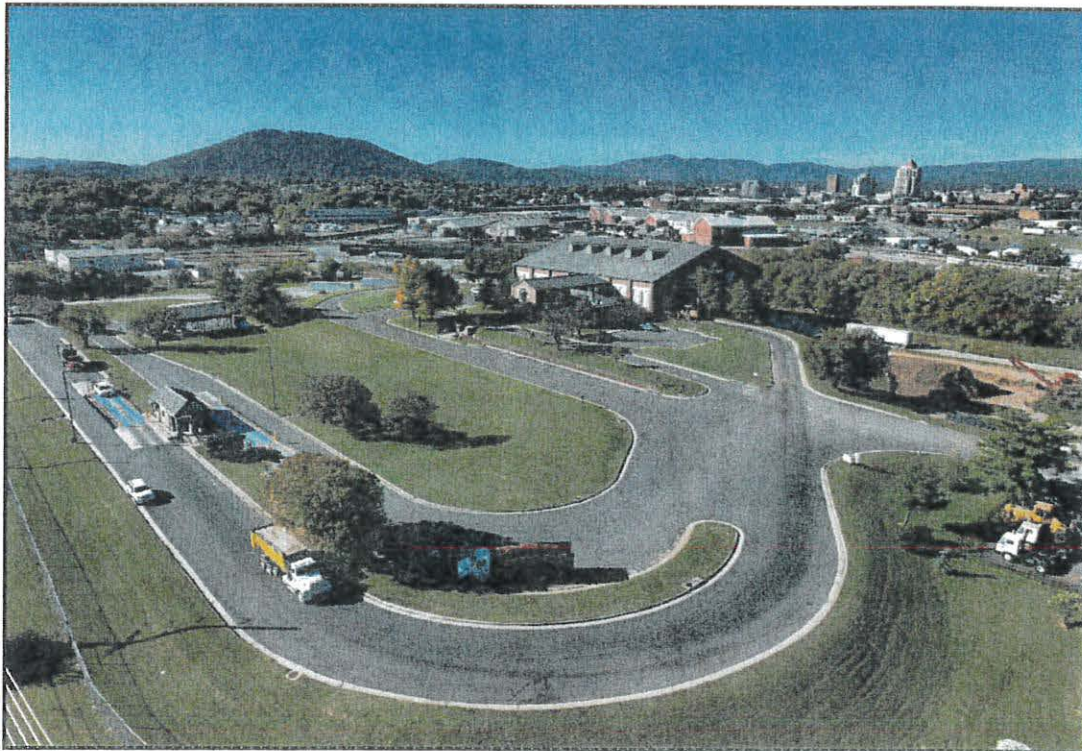
TIPPING FEE BREAKDOWN

ALL OPERATIONS

CATEGORY	ADMIN	TCTS	STS	LANDFILL	TOTAL	PERCENT
PERSONNEL	\$ 1,020,840	\$ 1,053,832	\$ 690,417	\$ 1,073,654	\$ 3,838,743	23%
OPERATIONS	\$ 954,432	\$ 3,394,350	\$ 2,212,173	\$ 2,781,128	\$ 9,342,083	56%
DEPOSITS AND RESERVES	\$ -	\$ -	\$ -	\$ 1,667,650	\$ 1,667,650	10%
DEBT SERVICE	\$ 1,901,114	\$ -	\$ -	\$ -	\$ 1,901,114	11%
TOTAL	\$ 3,876,386	\$ 4,448,182	\$ 2,902,590	\$ 5,522,432	\$ 16,749,590	100%
PERCENTAGE	23%	27%	17%	33%	100%	

RESERVE FUNDS

2024-2025



TINKER CREEK TRANSFER STATION

RESERVE FUNDS

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ROANOKE VALLEY RESOURCE AUTHORITY

FINANCIAL AND RESERVES

POLICY

I. Background

The Authority recognizes one of the keys to sound financial management is the development of a systematic way to fund planned capital projects and on-going maintenance programs. The Authority believes it is equally important to establish the planned expenditures of associated funding for its capital projects and maintenance programs on a pay-as-you-go basis whenever possible. The National Advisory Council on State and Local Budgeting (NACSLB) has issued guidelines representing standards of excellence in governmental budgeting that include the preparation of policies and plans for capital asset acquisition, maintenance, and replacement (Principle 2; Element 5; Practice 5.2). The policy addresses this standard.

II. Purpose

The policy provides for the establishment and the planned funding level of maintenance and improvement reserve accounts for planned expenditures over a short-term planning period of five (5) years and a long-term planning period of ten (10+) years or more. Each individual account provides for a separate funding purpose to be designated as either "restricted" or "unrestricted" accounts. Restricted accounts must be used solely for their intended purpose as required by regulatory statute, contractual obligation, or operating permit conditions. Unrestricted funds are intended for planned capital and maintenance purposes, but may be periodically used by the Authority temporarily, for not more than six (6) months, to provide emergency funding for the Authority's operations, if needed. Reserve Accounts may be utilized to fund the same or separate projects as deemed necessary for supporting the mission of providing quality programs and facilities necessary to serve the Authority's Member Communities of Roanoke County, the City of Roanoke, the City of Salem, the Town of Vinton and their residents and businesses of the Roanoke Valley.

III. Policy Guidelines for Reserve Fund Accounts

- A. The Authority will maintain reserve accounts and an initial beginning balance of funds will be deposited into accounts as identified for the current fiscal year.
- B. Annual funding transfers to restricted accounts, if deemed necessary, will occur in twelve (12) equal monthly transfers, or other frequencies as directed by the Board, from revenues received by the Authority and as budgeted for the current fiscal year. Annual funding transfers to unrestricted accounts may occur in twelve (12) equal monthly transfers or lump sum transfers, as directed by the Board, from revenues received by the Authority and as budgeted for the current fiscal year.

- C. Ongoing expenditures from the funds will occur as budgeted for the current fiscal year as costs are accrued.
- D. Planned deposits to the funds are calculated sufficient to maintain the desired fund balances with a positive fund balance, at a minimum, for any given fiscal year during the long-term planning period.
- E. Planned expenditures of the funds are calculated sufficient to provide cash funding for all planned capital projects and maintenance projects for any given fiscal year during the long-term planning period.
- F. Any end of year operating surplus and/or interest earnings may be allocated to one or more account, as determined by the Authority's Board of Directors.
- G. An internal review of the account allocations and funding levels by RVRA Staff familiar with best management practices of solid waste operations and facilities will occur annually to ensure the priorities are consistent with the goals of the Authority and to ensure the funding levels are adequate.
- H. An external third-party review of the account allocations and funding levels by a professional engineer familiar with best management practices of solid waste operations and facilities, will occur every five (5) years to ensure the funding levels are adequate. Draper Aden Associates (DAA) last completed an external assessment of the Reserve Accounts in FY 2023.

IV. Account Definitions

The **Landfill Closure Fund** (*Unrestricted*) provides a reserve for the costs of capping completed areas of the landfill and at the end of the landfill's useful life, to completely close any remaining area, install all monitoring and collection systems and perform all post-closure care activities per regulatory requirements.

The **Equipment Replacement Fund** (*Unrestricted*) provides funds for the future purchases, regularly scheduled replacement of major operating equipment, and any uninsured risk, in an orderly fashion as to minimize annual operating costs, maximize any trade-in or surplus value, and to provide for the best overall purchasing value.

The **Ground Water Protection Fund** (*Restricted*) provides funds to address any environmental effects the operation of the landfill may have on the surrounding area. The fund also serves to assist in complying with post closure and corrective action requirements of state and federal financial assurance regulations.

The **Host Community Fund** (*Restricted*) provides funds for the construction and maintenance of public improvements to Authority property within the Host Community, as requested by the Host Community, and as approved in a formal public improvement plan.

The **Property Protection Fund** (*Restricted*) provides funds for the one-time payments under the Property Protection Policy to property owners within the Host Community for any actual realized decline in property values as a result of their relatively close proximity to the Smith Gap Regional Landfill.

The **Site Development Fund** (*Unrestricted*) provides funds for the construction of subsequent phases of the Smith Gap landfill, as necessary, to provide ongoing landfill disposal capacity.

The **Capital Improvement Fund** (*Unrestricted*) was established to be used for various capital maintenance items and new capital projects anticipated for the ten-year planning period. Projects may be amended as solid waste operations and the industry in general continues to evolve.

The **Rutrough Road Landfill (RRLF) Post Closure Fund** (*Restricted*) provides funding for the Authority's contractual obligation to provide for the ongoing post closure care of the closed Rutrough Road Landfill. This fund was principally depleted from capital expenditures associated with the construction of a new force main and sewer line that have substantially decreased annual operating expenses. Any remaining balance in this fund is anticipated to be spent for facility care in the next two years. Accordingly, the post closure care responsibilities are now funded by our annual revenues from the operating budget and the associated costs are budgeted as ongoing line-item expenditures in the general annual operating budget. This fund will be eliminated upon the full depletion of any remaining fund balance.

The **Contingency Fund** (*Unrestricted*) provides funding to stabilize year-to-year rate adjustments and to provide a source of funding for any unforeseen increases in expenses or decreases in revenue that would otherwise cause a negative balance for the Authority's operating funds.

V. Reporting

The Treasurer will track reserve account deposits and expenditures on a monthly basis. A monthly report will be sent to the Chief Executive Officer and the Authority's Secretary, which will be included on the Board of Directors' agenda for review at all regularly scheduled meetings. The Treasurer will also ensure that all expenditures have been through the appropriate approval process. The Chief Executive Officer will provide an annual report to the Board of Directors as to the adequacy of the funding levels of each respective reserve account.

ANNUAL REVIEW RVRA RESERVE FUNDS PLAN & REPORT FY 2024-2025

In accordance with the Authority's "Financial and Reserves Policy," its Chief Executive Officer reviewed its replacement reserve requirements and has determined the adequacy of the funding plan as submitted herein. The Authority, in its review, has defined adequacy to mean that sufficient funding, if funded as scheduled, exists in amounts equivalent to or exceeding the anticipated expenditures during a short-term period (next five subsequent fiscal years) and a long-term period (next ten subsequent fiscal years). In cases of shortfalls, the Authority may need to transfer funds from other fully funded unrestricted reserve funds. Additionally, certain amounts may need to be borrowed, if needed, as indicated in the expenditure plan to address insufficient funding. The Authority has established the funding and expenditure plan, as outlined in the "Summary of Reserve Funds: 10-Yr. Planning Period" (p.11.)

This Reserve Fund Plan and subsequent report is exclusive of all previous borrowing associated construction activities related to the now operational conversion from rail to truck at the Smith Gap Landfill and Tinker Creek Transfer Station. All debt service payments are accounted for within the FY 24-25 Operating Budget as obligated by the terms of the individual agreements. In addition, the RVRA has adjusted its previous anticipation of contracted waste via the existing County Waste (a commercial hauler) agreement from 100,000 tons annually to a more conservative estimate of 50,000 tons annually in FY'25.

According to staff's review, the Equipment Reserve Fund is deemed to be inadequate for the short and long-term planning periods. Staff may continue to elect to buy used equipment or from Government Surplus and modify to fit its needs as appropriate to further manage future costs. Again, as noted above, Staff is reviewing other purchasing options including deferment, renting and/or leasing certain pieces of equipment, purchasing government surplus equipment and modifying to fit its needs.

The Capital Improvement Reserve Fund is deemed inadequate for the short-term period and long-term period as well. Sufficient time is available to plan for the appropriate funding mechanism, however, it must be addressed.

At the start of FY'24, the Contingency Reserve Fund balance was \$1,483,939. Staff does not project any expenditures or contributions to this fund in FY'25 and therefore the fund balance is anticipated to remain the same. The Authority's Policy includes a goal of retaining 8-10% of the annual operating budget in its Contingency Reserve. This projected balance is 8.86% of the FY'25 operating budget and is therefore compliant with the Authority's Policy.

Again, as noted last year, the Rutrough Road Post-Closure Account Reserve Fund is nearly depleted. Annual post closure care responsibilities were moved to the operations budget starting in FY '18. Any remaining funds in the Rutrough Road Reserve account will be used exclusively for the Rutrough Road Landfill. Staff is taking measures to utilize any remaining funds in FY'25. This Fund is projected to be exhausted by FY'26 and will be eliminated from the Authority's Reserve Funds program upon its full depletion.

The Site Development Reserve Fund is deemed adequate for the short and long-term periods. Phase VIII engineering will need to begin in FY'27 with construction set to start in FY'28 and completed by FY'29 spring/summer.

RVRA RESERVE FUND REVIEW

The retirement of all outstanding bond debt in FY 2011 subsequently relieved the Authority of its former financial requirements as previously imposed by the Master Indenture of Trust, including the establishment and funding of certain reserve funds as recorded and reported in the annual report. While no longer obligated to the terms of the Master Indenture of Trust, several previously established reserve funds remain as ongoing obligations to the Authority due to start-up and operating restrictions imposed under the Authority's separate "Landfill & Transfer Station Permit Conditions & Operating Policies," including: The Groundwater Protection Fund (formerly known as "The Environmental Fund"); The Host Community Fund; and The Property Protection Fund. Additionally, the Authority is contractually obligated to maintain the post-closure care of the closed Roanoke Landfill (a.k.a. the Rutrough Road Landfill) with funds initially established and designated expressly for this purpose in The Rutrough Road Landfill Post-Closure Fund. Therefore, these four reserve funds are designated as "Restricted" reserve accounts which must be maintained and adequately funded for their express, respective purposes. The Rutrough Road Landfill Post-Closure Fund is nearing depletion and all remaining post closure care activities have been transitioned to the operating budget and will be eliminated upon its full depletion.

As part of its initial post-bond debt, fiscal responsibility, the Authority recognized that one of the keys to sound financial management is the development of a systematic way to fund planned capital projects and on-going maintenance programs beyond its operating permit and contractual requirements. The Authority believes it is equally important to establish the planned expenditures of associated funding for its capital projects and maintenance programs on a pay-as-you-go basis whenever possible.

The National Advisory Council on State and Local Budgeting (NACSLB) has issued guidelines representing standards of excellence in governmental budgeting that include the preparation of policies

and plans for capital asset acquisition, maintenance, and replacement (Principle 2; Element 5; Practice 5.2). Therefore, the Authority established additional reserve funds for these purposes which are designated as “Unrestricted” reserve accounts since at this time there are no external conditions, other than sound financial management as outlined and approved in the **RVRA RESERVES PLAN** (“Plan”), requiring their existence and funding levels.

The Unrestricted Funds include: The Closure Fund; The Equipment Fund; The Site Development Fund; The Capital Improvement Fund; and The Contingency Fund. The Closure, Equipment, and Site Development Funds were previously required under the former Master Indenture of Trust and funding levels were maintained and managed accordingly. The Capital Improvement and Contingency Funds, while not previously required per any outside obligation, were established and recognized as being necessary for sound financial management of the Authority’s operations and its facilities. The Authority recognizes that periodically, it may need to add, delete, transfer, or amend its unrestricted funds as deemed to be in the best interest of the Authority and its members. The additional borrowing of funds (or debt) and the Ownership of the Salem Transfer Station has also impacted the future Reserve and Financial Policies of the Authority.

Per its Financial and Reserve Policy (Section III. H.), an external, third-party review of the account allocations and funding levels by a professional engineer, familiar with best management practices of solid waste operations and facilities, will occur every five (5) years to ensure the funding levels are adequate. That external review was last conducted by Draper Aden Associates (DAA) for FY 2023. Accordingly, the next external review is scheduled for FY 2028.

All funds required for expenditures for the five-year planning period are currently projected to be available in the individual reserve accounts, respectively, with the exception of the Equipment Reserve Fund. Sufficient funds are deemed to be available for transfer from other reserve funds for the short-term period, if necessary.

Funds required for expenditures during the ten-year planning period are currently projected to be available in the individual reserve fund accounts, respectively, with the exceptions of the Equipment and Capital Improvement Reserve Funds.

The Authority annually makes deposits to its reserve funds for funding future planned expenditures. These reserves allow the Authority to establish and project an orderly adjustment of its tipping fee revenues, as necessary, to prepare for future capital expenditures to coincide with its annual operating costs.

Initial projections made in 1992 during the start-up, 20-year revenue bond issuance established a basis of anticipated costs and revenues for operating the new solid waste disposal system through the bond term. Three decades of actual operating experience of the Authority's systems has allowed the Authority to delay anticipated increases in tipping fees and offer rates less than originally projected.

In conclusion, each reserve fund has been reviewed by staff for its adequacy to meet the planned expenditures over a short-term period of five-years and for an extended, long-term, planning period of ten-years. As noted previously, the Equipment Reserve Fund is showing a shortage in the short and long-term planning periods. Sufficient funds are available in the unrestricted accounts, specifically the Site Development Reserve Funds to cover this shortfall during both periods. However, utilizing this transfer of funds could require additional borrowing of funds for the future design and construction of Ph. IX which is

outside the long-term planning window. As a result, the Total Reserve Balances remain positive. Therefore, both short and long-term reserve balances are cautiously adequate.

Staff re-assesses all the reserves every year and, in some instances, equipment replacement and/or projects can be delayed or moved up depending on the situations at the time. In summary, while deficits are shown in the short and the long-term reserve accounts, staff believes that the majority of those impacts can be mitigated as noted above.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'J.A. Lanford', with a stylized flourish at the end.

Jonathan A. Lanford
Chief Executive Officer

SUMMARY OF RESERVE FUNDS
EXPENDITURES/DEPOSITS FOR FY 2025

	BALANCE AT 07/01/24 (anticipated)	PLANNED/ACTUAL EXPENDITURES 2024/2025	DEPOSITS	BEGINNING BALANCE 07/01/25
CLOSURE FUND	\$ 1,070,870	\$ 135,000	\$ -	\$ 935,870
EQUIPMENT	\$ 251,384	\$ -	\$ -	\$ 251,384
ENVIRONMENTAL FUND	\$ 500,000	\$ -	\$ -	\$ 500,000
HOST COMMUNITY	\$ 250,000	\$ -	\$ -	\$ 250,000
PROPERTY VALUE PROTECTION	\$ 370,430	\$ -	\$ -	\$ 370,430
SITE DEVELOPMENT	\$ 2,368,356	\$ -	\$ 1,667,650	\$ 4,036,006
CAPITAL IMPROVEMENT FUND	\$ 262,327	\$ -	\$ -	\$ 262,327
TOTALS	\$ 5,073,367	\$ 135,000	\$ 1,667,650	\$ 6,606,017
CONTINGENCY	\$ 1,483,939	\$ -	\$ -	\$ 1,483,939
NOTES:				
GRAND TOTAL	\$ 6,557,306			\$ 8,089,956

Summary of Reserve Funds: Ten Year Planning Period

Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Deposits											
Closure	0	0	200	200	200	200	200	200	200	200	200
Equipment	400	0	1400	1300	1250	1100	1100	1100	1100	1100	1100
Environmental	0	0	0	0	0	0	0	0	0	0	0
Host Community	1	0	0	0	0	0	0	0	0	0	0
Property Protection	0	0	0	0	0	0	0	0	0	0	0
Site Development	2480	1668	1700	1700	1700	1700	1700	1700	1700	1700	1700
Capital Improvement	50	0	90	90	90	90	90	90	90	90	90
total	2931	1668	3390	3290	3240	3090	3090	3090	3090	3090	3090
Expenditures											
Closure	149	135	2,518	0	0	0	213	2430	0	0	0
Equipment	942	0	4,115	3,285	1,663	1,080	2,305	1,320	2,645	2,815	1,844
Environmental	0	0	0	0	0	0	0	0	0	0	0
Host Community	0	0	0	0	0	0	0	0	0	0	0
Property Protection	0	0	0	0	0	0	0	0	0	0	0
Site Development	8022	0	0	0	555	7,700	0	0	0	0	0
Capital Improvement	89	0	670	490	980	1250	480	150	550	150	150
total	9202	135	7303	3775	3198	10,030	2998	3900	3195	2965	1994
Balances						5 year					10 year
Closure	1,071	936	-1,382	-1,182	-982	-782	-795	-3,025	-2,825	-2,625	-2,425
Equipment	251	251	-2,464	-4,449	-4,862	-4,842	-6,047	-6,267	-7,812	-9,527	-10,271
Environmental	500	500	500	500	500	500	500	500	500	500	500
Host Community	250	250	250	250	250	250	250	250	250	250	250
Property Protection	370	370	370	370	370	370	370	370	370	370	370
Site Development	2,368	4,036	5,736	7,436	8,581	2,581	4,281	5,981	7,681	9,381	11,081
Capital Improvement	262	262	-318	-718	-1,608	-2,768	-3,158	-3,218	-3,678	-3,738	-3,798
total	5,072	6,605	2,692	2,207	2,249	-4,691	-4,599	-5,409	-5,514	-5,389	-4,293

Summary of Other Reserve Funds: Ten Year Planning Period

Fiscal Year	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Deposits											
Rutrough Road	0	0	0	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0	0	0
Expenditures											
Rutrough Road	0	39	30	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0	0	0	0
Balances						5 year					10 year
Rutrough Road	69	30	0	0	0	0	0	0	0	0	0
Contingency	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484
Totals						5 year					10 year
All Funds	6,625	8,119	4,176	3,691	3,733	-3,207	-3,115	-3,925	-4,030	-3,905	-2,809
Unrestricted Funds						5 year					10 year
All Funds	5,436	6,969	3,056	2,571	2,613	-4,327	-4,235	-5,045	-5,150	-5,025	-3,929

CLOSURE FUND

The Closure Fund provides a reserve for the costs of capping completed areas of the Smith Gap Regional Landfill and to install all groundwater and gas monitoring and collection systems per regulatory requirements.

For the last six years, no deposits were made to Closure Account. For the current planning period, again staff is not recommending any deposits to the Closure Reserve Account even though the Funds are inadequate for the immediate five-year planning period. Staff anticipates making \$200,000 deposits to the Closure Account thereafter. As noted, deposits may be adjusted based on revised cost estimates and an increase or decrease in the amount of waste received in future years.

The Closure Reserve Account funding levels are for capital costs associated with closing portions of the landfill and not intended to fund the post closure care.

<i>Landfill Closure Fund</i>					
FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
1999-20	2,625,000	250,000	0	2,875,000	
2000-01	2,882,755	250,000	0	3,132,755	
2001-02	3,132,755	250,000	0	3,382,755	
2002-03	3,382,755	250,000	0	3,632,755	
2003-04	3,632,755	250,000	0	3,882,755	
2004-05	3,882,755	250,000	0	4,132,755	
2005-06	4,132,755	250,000	0	4,382,755	
2006-07	4,382,755	250,000	0	4,632,755	
2007-08	4,632,755	1,050,000	10,291	5,672,464	Phase I Design
2008-09	5,672,464	600,000	29,817	6,242,647	Phase I Design & LFGCCS
2009-10	6,242,647	600,000	72,704	6,769,943	Phase I Design & LFGCCS
2010-11	6,769,943	400,000	1,589,591	5,580,352	Complete LFGCCS
2011-12	5,580,352	100,000	193,600	5,486,752	Misc. LFGCCS & LFGTE
2012-13	5,486,752	300,000	22,500	5,764,252	Closure & Misc LFGCCS
2013-14	5,764,252	300,000	21,915	6,042,337	Misc. LFGCCS
2014-15	6,042,337	300,000	97,867	6,244,470	Engineering
2015-16	6,244,470	200,000	9,870	6,434,600	Engineering
2016-17	6,434,600	200,000	831,181	5,803,419	Phase I Engr. & Constr. (7.6 Ac)
2017-18	5,803,419	250,000	891,229	5,162,190	Phase I Engr. & Constr. (7.6 Ac)
2018-19	5,162,190	0	0	5,162,190	
2019-20	5,162,190	0	484,820	4,677,370	Engr & Const LFG expansion
2020-21	4,677,370	0	0	4,677,370	
2021-22	4,677,370	0	0	4,677,370	
2022-23	4,677,370	0	3,457,728	1,219,642	HDR Task I-II Closure & Ph. VII
2023-24	1,219,642	0	148,772	1,070,870	
2024-25	1,070,870	0	135,000	935,870	Phase II Design & QC/QA
2025-26	935,870	200,000	2,518,263	-1,382,393	Phase II Construction (10 Ac)
2026-27	-1,382,393	200,000	0	-1,182,393	
2027-28	-1,182,393	200,000	0	-982,393	
2028-29	-982,393	200,000	0	-782,393	
2029-30	-782,393	200,000	212,685	-795,078	Closure Design (TBD)
2030-31	-795,078	200,000	2,429,714	-3,024,792	Closure Construction (TBD)
2030-32	-3,024,792	200,000		-2,824,792	

Note: Additional funding from Surplus (\$550,000) was added from FY06/07 budget in FY 07/08
Also, \$3,000,000 was transferred to Site Development in FY 22/23.

EQUIPMENT FUND

The Equipment Fund is established to provide funds for the regularly scheduled replacement purchases of major operating equipment.

No deposits for FY '25 are planned for new equipment. For FY 2026 and beyond, Staff has shown an increase in the funding levels to between \$1,100,000 and \$1,400,000 provided funds are available. The Equipment Reserve Account shows a negative balance of \$2,464,000 at the end of FY '26 with a continued increase in the deficit going forward at the proposed funding levels. The Authority owns and operates a fleet of fifty walking-floor trailers used daily to transport MSW from its transfer stations to the Smith Gap Landfill.

Staff will continue to identify any obsolete or other excess machinery as part of normal operations that may generate additional revenues. Staff will prepare a Board Report declaring this equipment as surplus and to be auctioned off. The exact funds the Authority may recoup is unknown; therefore, no additional funding from the sale of surplus equipment is shown.

Staff continuously evaluates all purchasing options and has begun to evaluate lease options as well when replacing a piece of equipment to ensure costs are managed. The Equipment Reserve fund also serves to assist in complying with post-closure requirements of financial assurance regulations.

<i>Equipment Reserve Fund</i>					
FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	Detailed Schedule
2000-01	3,214,650	375,000	555,535	3,034,115	
2001-02	3,034,115	375,000	987,595	2,421,520	
2002-03	2,421,520	375,000	680,098	2,116,422	
2003-04	2,116,422	400,000	459,327	2,057,095	
2004-05	2,057,095	400,000	561,464	1,895,631	
2005-06	1,895,631	400,000	323,589	1,972,042	
2006-07	1,972,042	400,000	492,652	1,879,390	
2007-08	1,879,390	674,231	1,280,731	1,272,890	
2008-09	1,272,890	400,000	1,103,483	569,407	
2009-10	569,407	600,000	351,088	818,319	
2010-11	818,319	600,000	625,485	792,834	
2011-12	792,834	600,000	937,839	454,995	
2012-13	454,995	1,250,000	651,277	1,053,718	
2013-14	1,053,718	1,100,000	858,452	1,295,266	
2014-15	1,295,266	1,100,000	1,292,433	1,102,833	
2015-16	1,102,833	1,000,000	316,228	1,786,605	
2016-17	1,786,605	1,000,000	1,443,855	1,342,750	
2017-18	1,342,750	1,400,000	1,518,729	1,224,021	
2018-19	1,224,021	268,412	1,146,681	345,752	
2019-20	345,752	200,000	241,463	304,289	
2020-21	304,289	0	220,406	83,883	
2021-22	83,883	1,239,326	96,397	1,226,812	
2022-23	1,226,812	383,380	816,419	793,773	
2023-24	793,773	400,000	942,389	251,384	
2024-25	251,384	0	0	251,384	See Attached
2025-26	251,384	1,400,000	4,115,000	-2,463,616	See Attached
2026-27	-2,463,616	1,300,000	3,285,000	-4,448,616	See Attached
2027-28	-4,448,616	1,250,000	1,662,950	-4,861,566	See Attached
2028-29	-4,861,566	1,100,000	1,080,000	-4,841,566	See Attached
2029-30	-4,841,566	1,100,000	2,305,000	-6,046,566	See Attached
2030-31	-6,046,566	1,100,000	1,320,000	-6,266,566	See Attached
2031-32	-6,266,566	1,100,000	2,645,000	-7,811,566	See Attached
2032-33	-7,811,566	1,100,000	2,815,000	-9,526,566	See Attached
2033-34	-9,526,566	1,100,000	1,843,836	-10,270,402	See Attached



Major Equipment Replacement Schedule

Equipment Description	year	site	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34
Volvo EC 300 D Excavator	2011	SG		\$300,000						\$400,000		
CAT D 8 (Equivalent)	2021	SG						\$765,000				
John Deere Bulldozer (850 K)	2012	SG			\$700,000						\$700,000	
(Recond.) Cat 826H #1 Compactor	2003	SG		\$650,000								\$713,836
(Recond.) Bomag/722 RB-4	2019	SG				\$700,000						
Elgin Pelican Sweeper		SG					\$250,000					
(Recond.) Cat 826 G #3 Compactor	2013	SG							\$750,000			
CAT 730 - Ton Haul Truck	2017	SG		\$600,000						\$700,000		
CAT 730 - Ton Haul Truck	2017	SG			\$600,000						\$700,000	
Cat 130G Motor Grader	1976	SG				\$250,000						\$250,000
Volvo EC235	2019	SG						\$300,000				
Yale Forklift	2019	SG									\$50,000	
New Holland	2000	SG										\$30,000
Ford 150 Crew Cab -Replace W Gator	2009	SG		\$50,000					\$60,000			
Ford F 150 Crew Cab -Replace Gator	2013	SG		\$50,000					\$60,000			
Freight Car Mobile Lube Truck	2011	SG					\$200,000					
Silverado	2017	SG			\$40,000							\$40,000
Explore 2018	2018	SG		\$40,000								
Military Vehicle # 2 - Used	2019	SG						\$150,000				
Ventrac Slope mower	2022	SG					\$50,000					\$50,000
New Vibratory Roller	2023	SG								\$100,000.00		
SUB-TOTAL			\$0	\$1,690,000	\$1,340,000	\$950,000	\$500,000	\$1,215,000	\$870,000	\$1,200,000	\$1,450,000	\$1,083,836
Deferred Equipment Needs FY 25			\$1,690,000						10 year total			\$10,298,836
Average Equipment Age for Site	13.15								Required funding ten year			\$ 1,029,884



Major Equipment Replacement Schedule

[illegible]



Major Equipment Replacement Schedule

Equipment Description	year	site	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34
Wheel Loader - John Deere 744 KII	2018	STS		\$285,000						\$285,000		
Excavator Volvo (ECR 235)	2017	STS			\$265,000						\$265,000	
Excavator CAT 325FL CR	2018	STS				\$272,950		\$300,000				
Elgin Pelican -sweeper	2017	STS										\$150,000
Service Truck	2010	STS		\$40,000					\$40,000			
Walking Floor Trailers (Replace 1 ea yr)	2016	STS		\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000
Tico Yard tractor # 3	2016	STS		\$170,000				\$170,000				
Ottawa 30 Commando Switch Trk	2006	STS		\$50,000								
Ottawa YT 30 Shuttle Trk	2006	STS		\$50,000								
Ford 150 Extended Cab	2013	STS										
Green Box/Container	2016	STS			\$40,000					\$40,000		
New Yard Tractor	2023	STS							\$20,000			
Zero-Turn Mower	2023	STS						\$20,000				
Skid Steer Loader	2020	STS					\$50,000					\$50,000
SALEM TRANSFER STATION			\$ -	\$ 775,000	\$ 485,000	\$ 452,950	\$ 230,000	\$ 670,000	\$ 240,000	\$ 505,000	\$ 445,000	\$ 380,000
SMITH GAP			\$ -	\$ 1,690,000	\$ 1,340,000	\$ 950,000	\$ 500,000	\$ 1,215,000	\$ 870,000	\$ 1,200,000	\$ 1,450,000	\$ 1,083,836
TINKER CREEK			\$ -	\$ 1,650,000	\$ 1,460,000	\$ 260,000	\$ 350,000	\$ 420,000	\$ 210,000	\$ 940,000	\$ 920,000	\$ 380,000
GRAND TOTAL			\$ -	\$ 4,115,000	\$ 3,285,000	\$ 1,662,950	\$ 1,080,000	\$ 2,305,000	\$ 1,320,000	\$ 2,645,000	\$ 2,815,000	\$ 1,843,836
Deffered Equipment Needs FY 25			\$310,000								10 year total	\$21,071,786
Average Equipment Age for Site	8.36											
										Tinker Creek Transfer Station	\$ 6,590,000	31.27%
										Salem Transfer Station	\$ 4,182,950	19.85%
										Smith Gap	\$ 10,298,836	48.88%
Date :												
By :												
										Available Funds on July 1, 2024		\$ 251,384
										Required funding ten year		\$ 2,082,040

GROUNDWATER PROTECTION FUND

The Groundwater Protection Fund (formerly the Environmental Fund) is established to provide funds, if needed, to address any adverse environmental effects on the surrounding area within the Host Community area that may result from the operation of the Smith Gap Regional Landfill. The fund also serves to assist in complying with post closure and corrective action requirements of state and federal financial assurance regulations.

The existing fund balance is \$500,000 and is adequate for the immediate five-year planning period as shown. No additional deposits are planned at this time.

GROUNDWATER RESERVE FUND

<i>Groundwater Reserve Fund</i>					
FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
2001-02	500,000	0	0	500,000	No Activity
2002-03	500,000	0	0	500,000	No Activity
2003-04	500,000	0	0	500,000	No Activity
2004-05	500,000	0	0	500,000	No Activity
2005-06	500,000	0	0	500,000	No Activity
2006-07	500,000	0	0	500,000	No Activity
2007-08	500,000	0	0	500,000	No Activity
2008-09	500,000	0	0	500,000	No Activity
2009-10	500,000	0	0	500,000	No Activity
2010-11	500,000	0	0	500,000	No Activity
2011-12	500,000	0	0	500,000	No Activity
2012-13	500,000	0	0	500,000	No Activity
2013-14	500,000	0	0	500,000	No Activity
2014-15	500,000	0	0	500,000	No Activity
2015-16	500,000	0	0	500,000	No Activity
2016-17	500,000	0	0	500,000	No Activity
2017-18	500,000	0	0	500,000	No Activity
2018-19	500,000	0	0	500,000	No Activity
2019-20	500,000	0	0	500,000	No Activity
2020-21	500,000	0	0	500,000	No Activity
2021-22	500,000	0	0	500,000	No Activity
2022-23	500,000	0	0	500,000	No Activity
2023-24	500,000	0	0	500,000	No Planned Uses
2024-25	500,000	0	0	500,000	No Planned Uses
2025-26	500,000	0	0	500,000	No Planned Uses
2026-27	500,000	0	0	500,000	No Planned Uses
2027-28	500,000	0	0	500,000	No Planned Uses
2028-29	500,000	0	0	500,000	No Planned Uses
2029-30	500,000	0	0	500,000	No Planned Uses
2030-31	500,000	0	0	500,000	No Planned Uses
2031-32	500,000	0	0	500,000	No Planned Uses
2032-33	500,000	0	0	500,000	No Planned Uses
2033-34	500,000	0	0	500,000	No Planned Uses

HOST COMMUNITY FUND

The Host Community Fund is established to fund the construction, operation, and/or maintenance of public improvements for the benefit of the Host Community which is defined as the area within a 5,000 ft. radius of the Smith Gap Regional Landfill property lines. Funded improvements will be established with input from the Host Community and set out in a public improvement plan as prepared and presented to the Authority by the Bradshaw Citizens Association (BCA).

Originally, annual deposits were made in the amount of \$10,000 on a monthly basis with the balance not to exceed \$150,000. However, the Host Community with assistance from Staff, increased the limit from \$150,000 to \$250,000 in FY 2014. The Host Community, through the BCA, is exploring its options for the use of the Host Community Fund. Existing and proposed funds are adequate for the immediate five-year planning period as shown.

<i>Host Community Reserve Fund</i>					
FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
1994-95	8,000	10,000	0	18,000	
1995-96	18,000	10,000	0	28,000	
1996-97	28,000	10,000	29,385	8,615	Computers (\$25,385), F&R (\$4,000)
1997-98	8,615	10,000	615	18,000	Playground Equipment
1998-99	18,000	10,000	0	28,000	
1999-20	28,000	10,000	0	38,000	
2000-01	38,000	10,000	0	48,000	
2001-02	48,000	10,000	0	58,000	
2002-03	58,000	10,000	0	68,000	
2003-04	68,000	10,000	0	78,000	
2004-05	78,000	10,000	0	88,000	
2005-06	88,000	10,000	0	98,000	
2006-07	98,000	10,000	0	108,000	
2007-08	108,000	10,000	0	118,000	
2008-09	118,000	10,000	0	128,000	
2009-10	128,000	10,000	0	138,000	
2010-11	138,000	10,000	0	148,000	No Planned Uses
2011-12	148,000	10,000	3,681	154,319	Intranet/property
2012-13	154,319	0	4,319	150,000	Intranet/capped
2013-14	150,000	10,000	525	159,475	Misc. Expenses
2014-15	159,475	10,000	0	169,475	No Known Uses
2015-16	169,475	10,000	0	179,475	No Known Uses
2016-17	179,475	10,000	0	189,475	No Known Uses
2017-18	189,475	10,000	0	199,475	No Known Uses
2018-19	199,475	10,000	0	209,475	No Known Uses
2019-20	209,475	10,000	0	219,475	No Known Uses
2020-21	219,475	10,000	0	229,475	No Known Uses
2021-22	229,475	10,000	0	239,475	No Known Uses
2022-23	239,475	10,000	0	249,475	No Known Uses
2023-24	249,475	525	0	250,000	No Known Uses
2024-25	250,000	0	0	250,000	No Known Uses
2025-26	250,000	0	0	250,000	No Known Uses
2026-27	250,000	0	0	250,000	No Known Uses
2027-28	250,000	0	0	250,000	No Known Uses
2028-29	250,000	0	0	250,000	No Known Uses
2029-30	250,000	0	0	250,000	No Known Uses
2030-31	250,000	0	0	250,000	No Known Uses
2031-32	250,000	0	0	250,000	No Known Uses
2031-32	250,000	0	0	250,000	No Known Uses
2032-33	250,000	0	0	250,000	No Known Uses
2033-34	250,000	0	0	250,000	No Known Uses

PROPERTY PROTECTION FUND

The Property Protection Fund provides funds for payments under the Property Value Protection Policy for any actual decline in property values that may be directly attributed to their proximity to the Smith Gap Regional Landfill, as determined and outlined under the Policy.

The Property Protection Fund balance of \$370,430 is deemed to be sufficient for its intended purpose. Deposits to this fund may also be made from the proceeds of any property purchased and then resold under the terms of the Policy.

Existing funds are adequate for the immediate five-year planning period as shown unless there is a major unforeseen issue arising at the landfill.

Property Protection Reserve Fund

FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
1999-20	502,099	0	150	501,949	Appraisal - Brunk
2000-01	501,949	0	0	501,949	None
2001-02	501,949	0	125,317	376,632	Crawford , Johnson
2002-03	376,632	0	697	375,935	Miscellaneous
2003-04	375,935	92,258	25,000	443,193	Sale of Crawford, Markle
2004-05	443,193	0	0	443,193	None
2005-06	443,193	0	0	443,193	None
2006-07	443,193	0	0	443,193	None
2007-08	443,193	0	0	443,193	None
2008-09	443,193	0	0	443,193	None
2009-10	443,193	0	0	443,193	None
2010-11	443,193	0	0	443,193	None
2011-12	443,193	0	0	443,193	None
2012-13	443,193	0	0	443,193	None
2013-14	443,193	0	0	443,193	None
2014-15	443,193	0	45,950	397,243	Sale of 8385 Bradshaw Rd
2015-16	397,243	200,000	212,464	384,779	See Note Below
2016-17	384,779	0	150	384,629	Misc Expense
2017-18	384,629	0	0	384,629	None
2018-19	384,629	0	0	384,629	None
2019-20	384,629	0	14,199	370,430	8827 Williby Road
2020-21	370,430	0	0	370,430	None
2021-22	370,430	0	0	370,430	None
2022-23	370,430	0	0	370,430	None
2023-24	370,430	0	0	370,430	None Projected
2024-25	370,430	0	0	370,430	None Projected
2025-26	370,430	0	0	370,430	None Projected
2026-27	370,430	0	0	370,430	None Projected
2027-28	370,430	0	0	370,430	None Projected
2028-29	370,430	0	0	370,430	None Projected
2029-30	370,430	0	0	370,430	None Projected
2030-31	370,430	0	0	370,430	None Projected
2031-32	370,430	0	0	370,430	None Projected
2032-33	370,430	0	0	370,430	None Projected
2033-34	370,430	0	0	370,430	None Projected

SITE DEVELOPMENT FUND

The Site Development Fund provides funds for the construction of subsequent phases of the Smith Gap Regional Landfill cells.

For the current planning period (FY '25), funding levels are planned at \$1,638,000 due to the planned construction of Phase VIII in FY '28-29. The proposed funding level increases to \$1,700,000 for FY '26 and going forward which provides sufficient funds in the short-and long-term.

The amount of air space used is reviewed every year and adjustments to planned funding levels are made as necessary.

<i>Site Development Reserve Fund</i>					
FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
1999-20	3,205,000	500,000	914,591	2,790,409	Phase III/IV Construction
2000-01	2,790,409	500,000	660,033	2,630,376	Phase III/IV Construction
2001-02	2,630,376	500,000	104,491	3,025,885	Misc. Engineering
2002-03	3,025,885	500,000	105,973	3,419,912	Misc. Engineering
2003-04	3,419,912	500,000	167,375	3,752,537	Misc. Engineering
2004-05	3,752,537	500,000	47,057	4,205,480	Misc. Engineering
2005-06	4,205,480	500,000	41,582	4,663,898	Misc. Engineering
2006-07	4,663,898	500,000	904,313	4,259,585	Phase V Construction
2007-08	4,259,585	1,500,000	4,414,187	1,345,398	Phase V Construction
2008-09	1,345,398	500,000	1,096,295	749,103	Phase V Construction
2009-10	749,103	300,000	98,985	950,118	Phase V Construction
2010-11	950,118	100,000	0	1,050,118	No Expenditure
2011-12	1,050,118	100,000	0	1,150,118	No Expenditure
2012-13	1,150,118	500,000	0	1,650,118	No Expenditure
2013-14	1,650,118	500,000	0	2,150,118	No Expenditure
2014-15	2,150,118	500,000	0	2,650,118	No Expenditure
2015-16	2,650,118	500,000	0	3,150,118	No Expenditure
2016-17	3,150,118	500,000	598,125	3,051,993	Phase VI Construction
2017-18	3,051,993	700,000	2,576,778	1,175,215	Phase VI Construction
2018-19	1,175,215	850,000	14,235	2,010,980	Stormwater Study
2019-20	2,010,980	400,000	49,735	2,361,245	See Attached
2020-21	2,361,245	0	2,505	2,358,740	See Attached
2021-22	2,358,740	277,261	19,858	2,616,143	Misc. Engineering
2022-23	2,616,143	5,559,640	265,724	7,910,059	Misc. Engineering
2023-24	7,910,059	2,479,908	8,021,611	2,368,356	Phase VII Construction & PM
2024-25	2,368,356	1,667,649	0	4,036,005	No Expenditure
2025-26	4,036,005	1,700,000	0	5,736,005	No Expenditure
2026-27	5,736,005	1,700,000	0	7,436,005	No Expenditure
2027-28	7,436,005	1,700,000	555,243	8,580,762	Phase VIII Engineering
2028-29	8,580,762	1,700,000	7,700,000	2,580,762	Phase VIII Construction & PM
2029-30	2,580,762	1,700,000	0	4,280,762	No Expenditure
2030-31	4,280,762	1,700,000	0	5,980,762	No Expenditure
2031-32	5,980,762	1,700,000	0	7,680,762	No Expenditure
2032-33	7,680,762	1,700,000	0	9,380,762	No Expenditure
2033-34	9,380,762	1,700,000	0	11,080,762	No Expenditure

SMITH GAP LANDFILL

FISCAL YEAR	ACTIVITY	EXPENSES
2018-19	no activity \$ -	\$ -
2019-20	no activity \$ -	\$ -
2020-21	no activity \$ -	\$ -
2021-22	Misc. Engineering \$ 598,125	\$ 598,125
2022-23	Misc. Engineering \$ 2,576,778	\$ 2,576,778
2023-24	Construction phase VII Liner (10.07ac) & Construction management (CQ/CA) \$ 8,021,611	\$ 8,021,611
2024-25	no activity \$ -	\$ -
2025-26	no activity \$ -	\$ -
2026-27	no activity \$ -	\$ -

**SITE DEVELOPMENT
COSTS
CONTINUED**

FISCAL YEAR	ACTIVITY	EXPENSES
2027-28	Phase VIII Engineering \$ 555,243	\$ 555,243
2028-29	Construction phase VIII Liner (8.8ac) \$ 7,020,382 Construction management \$ 679,618	\$ 7,700,000
2029-30	no activity \$ -	\$ -
2030-31	no activity \$ -	\$ -
2031-32	no activity \$ -	\$ -
2032-33	no activity \$ -	\$ -
estimated costs \$ 8,255,243 available funds 7/1/2024 \$ 2,368,356 additional funds required \$ 5,886,887 deposit years 5 annual deposits required \$ 1,177,377		
NOTES Projections based on actual and estimated costs.		

CAPITAL IMPROVEMENT FUND

In FY 2008 - 2009, The Capital Improvement Fund was established by the Authority, outside the Master Indenture of Trust, to be used for various capital maintenance items and new projects anticipated for the short and long-term ten-year planning periods. Examples of the projects include concrete floor overlay, facility updates (i.e. carpet/flooring, bathroom/locker room/break room remodels), re-surfacing all asphalt internal roads and parking lots, replacing the heating and cooling systems, renovation and maintenance of all existing building structures, construction of a residential service area, and possibly a new and additional automated, in-bound scale. Projects may be added or amended as the solid waste operations and industry continues to evolve and funds are available.

Due to the newly identified projects on the following page, there are deficits shown in the five-year planning period and funding levels are insufficient to fully fund all the improvements that are identified. There are deficits shown in ten-year planning period as well.

The Capital Improvement Fund also serves to assist in complying with post-closure requirements of financial assurance regulations.

Capital Improvement Reserve Fund

FISCAL YEAR	BEGINNING BALANCE	ANNUAL DEPOSIT	EXPENSES	ENDING BALANCE	USES
2009-10	460,000	200,000	21,356	638,644	SG Dust & Od Control
2010-11	638,644	200,000	319,917	518,727	Tipper & TS Floor
2011-12	518,727	200,000	220,271	498,456	Tipper & Hollins Road
2012-13	498,456	100,000	108,900	489,556	Tipper & Roofing
2013-14	489,556	613,407	109,798	993,165	RSA Engring & Dirt, HVAC
2014-15	993,165	190,000	793,014	390,151	RSA & Roofing TS
2015-16	390,151	390,000	799,828	-19,677	RSA
2016-17	-19,677	390,000	120,314	250,009	RSA
2017-18	250,009	253,133	50,000	453,142	Bond \$ Deposit
2018-19	453,142	860,000	360,514	952,628	Misc Work
2019-20	952,628	0	741,546	211,082	Outbound Scale
2020-21	211,082	0	0	211,082	No Expense
2021-22	211,082	0	0	211,082	No Expense
2022-23	211,082	90,000	0	301,082	No Expense
2023-24	301,082	50,000	88,755	262,327	SG Scales & Salem Floor
2024-25	262,327	0	0	262,327	No Expense
2025-26	262,327	90,000	670,000	-317,673	See Attached
2026-27	-317,673	90,000	490,000	-717,673	See Attached
2027-28	-717,673	90,000	980,000	-1,607,673	See Attached
2028-29	-1,607,673	90,000	1,250,000	-2,767,673	See Attached
2029-30	-2,767,673	90,000	480,000	-3,157,673	See Attached
2030-31	-3,157,673	90,000	150,000	-3,217,673	See Attached
2031-32	-3,217,673	90,000	550,000	-3,677,673	See Attached
2032-33	-3,677,673	90,000	150,000	-3,737,673	See Attached
2033-34	-3,737,673	90,000	150,000	-3,797,673	See Attached

CAPITAL IMPROVEMENT
LIST

Project List	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34
Concrete Slab & Retaining Wall (Mulch)					\$400,000					
Overlay Floor (STS) One Side					\$100,000	\$100,000				
Overlay Floor (TCTS) One Side					\$100,000	\$100,000				
Asphalt Resurfacing (SG)			\$150,000				\$150,000			
Asphalt Resurfacing (SG) Spur Rd. Entrance		\$200,000						\$200,000		
Roofing Repairs (STS)								\$300,000		
Roofing Repairs (SG)					\$300,000					
Roofing Repairs (TCTS)				\$300,000						
Concrete Truck Turning Pad (TCTS)		\$90,000								
Repaint Parking Pads For Trailers (TCTS)		\$25,000								
Asphalt Resurfacing (TCTS) Two Part				\$150,000	\$150,000				\$150,000	\$150,000
Replace Shop Garage Door (SG)		\$20,000								
Replace Fuel Tank and Pumps (SG)				\$150,000						
Resurface Entrance And Parking (SG)						\$200,000				
Pave Employee Parking Area (SG)					\$200,000					
Replace Electric Panels On Tip Floor (SG)		\$120,000								
Repair Site Fencing (SG)			\$45,000							
Drain & Clean Fresh Water Tank (SG)		\$50,000								
Security Cameras (SG)			\$70,000							
Security Cameras (STS)		\$70,000								
Scale Intercome System (STS)		\$5,000								
Upgrade Restrooms (SG)		\$20,000								
Upgrade Restrooms (TCTS)		\$20,000								
Upgrade Exterior Site Lighting (STS)		\$20,000								
Upgrade Restroom & Break Room (STS)			\$25,000							
Replace Old HVAC System (STS)		\$30,000								
Repave Entrance & Exit To Tip Floor (STS)			\$100,000							
Repave Trailer Parking Lot (STS)				\$300,000						
Asphalt Resurfacing Scales to Tipper Floor STS)								\$50,000		
Upgrade Scale House & Restroom (TCTS)				\$80,000						
Upgrade Scale House & Restroom (STS)						\$80,000				
Replace HVAC System (TCTS)			\$100,000							
Totals	\$ -	\$ 670,000	\$ 490,000	\$ 980,000	\$ 1,250,000	\$ 480,000	\$ 150,000	\$ 550,000	\$ 150,000	\$ 150,000

Deffered Equipment Needs FY 25

\$260,000

Totals

\$ 4,870,000

Annual Deposits Required

\$ 541,111

RUTROUGH ROAD LANDFILL POST-CLOSURE FUND

The Rutrough Road Landfill Post-Closure Fund (RRLF PC Fund) was established with an initial contribution of \$5,500,000 per the terms of the "Implementation Agreement For (i) Distribution and Indemnification Agreement dated October 23, 1991, and (ii) Assignment Agreement dated October 23, 1991." The sole purpose of the RRLF PC Fund was to provide the funding necessary for the Authority to manage the post-closure care of the closed Rutrough Road Landfill until (i) such time as the funds in the account are depleted; or, (ii) the Authority determines the account is no longer needed for its intended purpose, in which case, any funds remaining in the account shall be available for use by the Authority for any authorized purpose.

The RRLF PC Fund is essentially depleted. Funds will remain in the Rutrough Road account to cover pump replacement/repair, site maintenance, or any other items that may arise. We anticipate that the remaining balance will be depleted by FY'26 when this Reserve account will be deleted from future Budgets.

**ROANOKE VALLEY RESOURCE AUTHORITY
APPROXIMATE POST-CLOSURE CARE COSTS
RUTROUGH ROAD LANDFILL
FOR THE YEARS 1996 THROUGH 2025**

Date: February 5, 2024

YEAR	Cap Maint. & ESC	ROAD MAINT	MISC	MOWING	G/W SAMPLING	GAS SYST O & M	LEACHATE O & M	CAPITAL	ADMIN	TOTAL EXPENSES	INITIAL DEPOSIT	INTEREST INCOME	FUND BALANCE
1996	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260,602	\$ 6,452,077	\$ 367,686	\$ 6,559,161
1997	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,180	\$ 6,561,769	\$ 296,018	\$ 6,714,607
1998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 699,337	\$ 6,772,712	\$ 415,543	\$ 6,488,918
1999	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373,485	\$ 6,656,586	\$ 357,990	\$ 6,641,091
2000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 274,596	\$ 6,502,918	\$ 454,557	\$ 6,682,879
2001	\$ 5,239	\$ 559	\$ 7,705	\$ -	\$ 57,565	\$ 18,323	\$ 98,018	\$ 35,819	\$ 40,659	\$ 263,887	\$ 6,418,992	\$ 483,446	\$ 6,902,438
2002	\$ -	\$ -	\$ 11,431	\$ -	\$ 50,100	\$ 8,402	\$ 61,006	\$ 4,958	\$ 47,553	\$ 183,450	\$ 6,718,988	\$ 215,808	\$ 6,934,796
2003	\$ 36,853	\$ 21,141	\$ 6,479	\$ -	\$ 44,057	\$ 14,130	\$ 146,909	\$ -	\$ 52,589	\$ 322,159	\$ 6,612,637	\$ 118,499	\$ 6,731,136
2004	\$ -	\$ -	\$ 7,231	\$ 5,347	\$ 83,773	\$ 11,443	\$ 178,053	\$ 108,874	\$ 59,301	\$ 454,021	\$ 6,277,115	\$ 87,268	\$ 6,364,383
2005	\$ 3,800	\$ -	\$ 10,295	\$ 5,347	\$ 74,232	\$ 19,543	\$ 327,074	\$ 283,422	\$ 62,665	\$ 786,379	\$ 5,578,005	\$ 86,747	\$ 5,664,751
2006	\$ -	\$ -	\$ 9,694	\$ 5,347	\$ 59,511	\$ 11,493	\$ 218,653	\$ 83,006	\$ 67,205	\$ 454,908	\$ 5,209,843	\$ 181,687	\$ 5,391,530
2007	\$ -	\$ -	\$ 2,627	\$ 5,880	\$ 32,548	\$ 25,751	\$ 244,000	\$ -	\$ -	\$ 307,230	\$ 5,084,300	\$ 249,892	\$ 5,104,903
2008	\$ -	\$ 3,500	\$ 16,682	\$ 6,500	\$ 34,172	\$ 9,480	\$ 129,604	\$ 27,736	\$ -	\$ 378,869	\$ 5,104,903	\$ 230,103	\$ 5,059,804
2009	\$ -	\$ 1,658	\$ 4,202	\$ 8,815	\$ 43,774	\$ 17,230	\$ 187,143	\$ -	\$ -	\$ 262,822	\$ 4,842,081	\$ 104,100	\$ 4,901,082
2010	\$ 19,927	\$ 3,491	\$ 32,078	\$ 8,815	\$ 112,082	\$ 30,869	\$ 327,489	\$ -	\$ -	\$ 534,751	\$ 4,366,331	\$ 25,384	\$ 4,391,715
2011	\$ 7,775	\$ -	\$ 2,794	\$ 8,815	\$ 72,618	\$ 37,574	\$ 221,058	\$ 335,178	\$ 125,000	\$ 810,812	\$ 3,580,903	\$ 15,900	\$ 3,596,803
2012	\$ -	\$ 6,456	\$ 4,410	\$ 8,905	\$ 58,716	\$ 33,548	\$ 323,970		\$ 125,000	\$ 561,005	\$ 3,035,798	\$ 9,261	\$ 3,045,059
2013	\$ -	\$ -	\$ 2,056	\$ 12,254	\$ 80,760	\$ 26,184	\$ 206,912	\$ 56,992		\$ 385,158	\$ 2,659,901	\$ 7,470	\$ 2,667,371
2014	\$ -	\$ 2,149	\$ 5,297	\$ 21,159	\$ 48,575	\$ 30,501	\$ 359,747	\$ 21,783	\$ 11,914	\$ 501,125	\$ 2,166,246	\$ 6,820	\$ 2,173,066
2015	\$ -	\$ -	\$ 3,291	\$ 3,450	\$ 98,177	\$ 33,069	\$ 299,200	\$ -	\$ -	\$ 437,187	\$ 1,735,879	\$ 8,019	\$ 1,743,898
2016	\$ -	\$ 6,027	\$ 4,155	\$ 9,475	\$ 75,090	\$ 28,604	\$ 306,400	\$ -	\$ -	\$ 429,751	\$ 1,314,147	\$ 7,993	\$ 528,192
2017										\$ -	\$ 528,192	\$ -	\$ 528,192
2018										\$ -	\$ 528,192	\$ -	\$ 528,192
2019								\$ 427,182		\$ 427,182	\$ 101,010		\$ 102,196
2020										\$ (15,444)	\$ 86,752	\$ 719	\$ 87,471
2021										\$ (11,840)	\$ 75,631	\$ 600	\$ 76,231
2022										\$ -	\$ 76,231	\$ 600	\$ 76,831
2023										\$ -	\$ 76,831	\$ 1,263	\$ 78,094
2024										\$ (39,788)	\$ 38,306	\$ 1,574	\$ 39,880
2025													
2026													
TOTAL	\$ 73,594	\$ 44,981	\$ 130,426	\$ 110,107	\$ 1,025,751	\$ 356,144	\$ 3,635,237	\$ 1,384,950	\$591,886	\$9,184,824		\$ 3,734,947	

For Information Only

**ROANOKE VALLEY RESOURCE AUTHORITY
POST-CLOSURE CARE ESTIMATES
RUTROUGH ROAD LANDFILL
FOR THE YEARS 2017 THROUGH 2026
ASSUMED END OF POST CLOSURE CARE**

Date: January 31, 2024

	Cap Maint.	ROAD	MISC		G/W	GAS SYST	LEACHATE		TOTAL	INITIAL	INTEREST	FUND	
YEAR	& ESC	MAINT.	EXPENSE	MOWING	SAMPLING	O & M	O & M	CAPITAL	ADMIN	EXPENSES	DEPOSIT	INCOME	BALANCE
2019	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2021	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2022	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2023	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2024	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2025	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
2026	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
	The post cloure care activities were transferred to the Authority's operating budget for FY 2019. The remaining post closure care funds are being used to comply with a DEQ letter of compliance. Please see project status reports.												
					</								

Funds remaining for Leachate force main and lift station

All Operating cost have been moved to the annual budget and are funded from the administration accounts

CONTINGENCY FUND

The purpose of the Contingency Fund is to provide (i) rate stabilization on an annual basis; and (ii) emergency funding for unforeseen increases in expenses or decreases in revenues.

As noted in earlier in this report, Staff projects a balance of \$1,483,939 that will be available in the Contingency Reserve Fund as of the start of FY '25. The Authority's Policy has the goal of retaining 8-10% of its annual operating budget in its Contingency Reserve. This projected balance is 8.86% of the FY '25 operating budget of approximately \$16.7M and is therefore compliant with the Authority's Policy.

The Contingency Fund also serves to assist in complying with post-closure requirements of financial assurance regulations.

CONTINGENCY RESERVE FUND

FISCAL YEAR	BEGINNING BALANCE	DEPOSITS	TRANSFERS	BALANCE	COMMENTS
1994-1995	296,864	836,358	0	1,133,222	Surplus from Operations
1995-1996	1,133,222	989,940	0	2,123,162	Surplus from Operations
1996-1997	2,123,162	335,254	0	2,458,416	Surplus from Operations
1997-1998	2,458,416	0	920,000	1,538,416	Transfer to Site Development
1997-1998	1,538,416	243,053	0	1,781,469	Transfer from Recycling Fund
1997-1998	1,781,469	1,017,184	0	2,798,653	Surplus from Operations
1998-1999	2,798,653	1,216,266	0	4,014,919	Surplus from Operations
1999-2000	4,014,919	1,808,425	0	5,823,344	Surplus from Operations
2000-2001	5,823,344	1,363,227	0	7,186,571	Surplus from Operations
2001-2002	7,186,571	0	494,012	6,692,559	Deficit from Operations
2002-2003	6,692,559	0	451,845	6,240,714	Deficit from Operations
2003-2004	6,240,714	224,069	0	6,464,783	Surplus from Operations
2004-2005	6,464,783	18,773	0	6,483,556	Surplus from Operations
2005-2006	6,483,556	276,040	0	6,759,596	Surplus from Operations
2006-2007	6,759,596	0	783,555	5,976,041	Transfer to Operating Budget
2007-2008	5,976,041	0	926,499	5,049,542	Transfer to Operating Budget
2007-2008	5,049,542	873,246	0	5,922,788	Surplus from Operations
2008-2009	5,922,788	0	1,289,635	4,633,153	Transfer to Operating Budget
2008-2009	4,633,153	70,441	0	4,703,594	Surplus from Operations
2009-2010	4,703,594	0	2,053,044	2,650,550	Transfer to Operating Budget
2009-2010	2,650,550	637,465	0	3,288,015	Surplus from Operations
2010-2011	3,288,015	0	3,171,248	116,767	Transfer to Pay Bond Debt
2010-2011	116,767	244,082	0	360,849	Surplus from Operations
2011-2012	360,849	244,000	0	604,849	Transfer from Post Development
2011-2012	604,849	1,140,111	0	1,744,960	Surplus from Operations
2012-2013	1,744,960	0	490,991	1,253,969	Transfer to Operating Budget
2012-2013	1,253,969	0	62,130	1,191,839	Transfer for Residential Area
2012-2013	1,191,839	425,662	0	1,617,501	Surplus from Operations
2013-2014	1,617,501	0	405,405	1,212,096	Transfer to Operating Budget
2013-2014	1,212,096	543,103	0	1,755,199	Surplus from Operations
2014-2015	1,755,199	0	456,323	1,298,876	Transfer to Operating Budget
2014-2015	1,298,876	812,290	0	2,111,166	Surplus from Operations
2015-2016	2,111,166	0	200,000	1,911,166	Transfer to Property Protection
2015-2016	1,911,166	0	434,974	1,476,192	Transfer to Operating Budget
2015-2016	1,476,192	986,254	0	2,462,446	Surplus from Operations
2016-2017	2,462,446	1,095,038	0	3,557,484	Surplus from Operations
2017-2018	3,557,484	1,246,947	0	4,804,431	Surplus from Operations
2018-2019	4,804,431	0	1,081,298	3,723,133	Deficit & transfer to Operations
2019-2020	3,723,133	0	0	3,723,133	Transfer to Operating Budget
2020-2021	3,723,133	0	0	3,723,133	Transfer to Operating Budget
2021-2022	3,723,133	0	2,239,194	1,483,939	NS Payment, Ops., LOC
2022-2023	1,483,939	0	0	1,483,939	Nothing Planned
2023-2024	1,483,939	0	0	1,483,939	Nothing Planned
2024-2025	1,483,939	0	0	1,483,939	Nothing Planned

Contingency Funds Available \$ 1,483,939

Proposed Transfer for FY 2024-2025 Budget \$ -

Contingency Balance \$ 1,483,939

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Consider approval of the Roanoke Regional
Airport Commission budget for the fiscal year 2024/2025.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

The Roanoke Regional Airport Commission (the Commission) was established on July 1, 1987, by legislative act of the Commonwealth of Virginia to own and operate the Roanoke Regional Airport (now the Roanoke-Blacksburg Regional Airport). The Commission is composed of six (6) members. The City of Salem joined the Commission effective July 1, 2020. One (1) member is appointed by the City of Salem. Two (2) members are appointed by Roanoke County and three (3) by Roanoke City. The County and the Cities are each responsible for their pro-rata share, based on population, of any year-end operating deficit or capital expenditures if any additional funding is required. The Commission is responsible for paying all outstanding debt. No subsidy has been required since inception.

In accordance with the requirements of the Commission contract as amended, the Roanoke Regional Airport Commission is required to submit its budget to the Salem City Council, Roanoke County Board of Supervisors, and the Roanoke City Council for approval. At its meeting on March 26, 2024, the Commission approved the attached budget for fiscal year 2024-2025 to be forwarded to the governing bodies of the three (3) localities.

You will note that no deficit is anticipated in the Operating Budget for Fiscal Year 2024-2025. Therefore, no additional appropriations are being requested or anticipated from the City of Salem, County of Roanoke, or the City of Roanoke.

The Commission also adopted the attached capital expenditure budget program totaling over \$100,000 in cost and are intended to benefit five or more future accounting periods (Attachment II).

Mike Stewart, Executive Director of the Roanoke Regional Airport Commission, will present the budget on behalf of the Commission during the City Council meeting and will be available to answer any questions that Council may have.

FISCAL IMPACT:

No funds from the City of Salem are requested or anticipated for the fiscal year 2024-2025 budget.

STAFF RECOMMENDATION:

Staff recommends approval of the Roanoke Regional Airport Commission budget for the fiscal year 2024-2025.

ROANOKE REGIONAL AIRPORT COMMISSION

Roanoke-Blacksburg Regional Airport
5202 Aviation Drive
Roanoke, VA 24012-1148
(540) 362-1999
FAX (540) 563-4838
www.flyroa.com



April 3, 2024

Honorable Mayor and Members
Salem City Council
P O Box 869
Salem, Virginia 24153

RE: Roanoke Regional Airport Commission Fiscal Year 2024-2025 Budget and Proposed Capital Expenditures

Dear Mayor Turk and Members of Council:

It is with pleasure that I enclose the RRAC Fiscal Year 2024-2025 Operating Budget (Attachment I) for your consideration and approval. This Budget was adopted by the Commission at its meeting on March 26, 2024. Also enclosed is a separate listing of Capital Expenditures which are expected to exceed \$100,000 in cost and are intended to benefit five or more future accounting periods (Attachment II).

No deficit is anticipated in either the Operating Budget or the listed Capital Expenditures; therefore, no additional appropriations are being requested or anticipated from the Cities of Roanoke or Salem, or the County of Roanoke.

Formal approval of the Operating Budget and the Capital Expenditure List by resolution of each of the participating subdivisions would be appreciated.

I will be glad to respond to any questions or comments that you may have with regard to this matter. On behalf of the Commission, thank you very much for your assistance and continued support of the Roanoke-Blacksburg Regional Airport and its vital role in the economic vitality of our entire region.

Sincerely,

Mike Stewart

Executive Director

Enclosures

cc: Chair and Members, Roanoke Regional Airport Commission
Eric Monday, General Counsel
Christopher Dorsey, City Manager
Jim Guynn, Salem City Attorney
Rob Light, Clerk, Salem City Council and Assistant City Manager

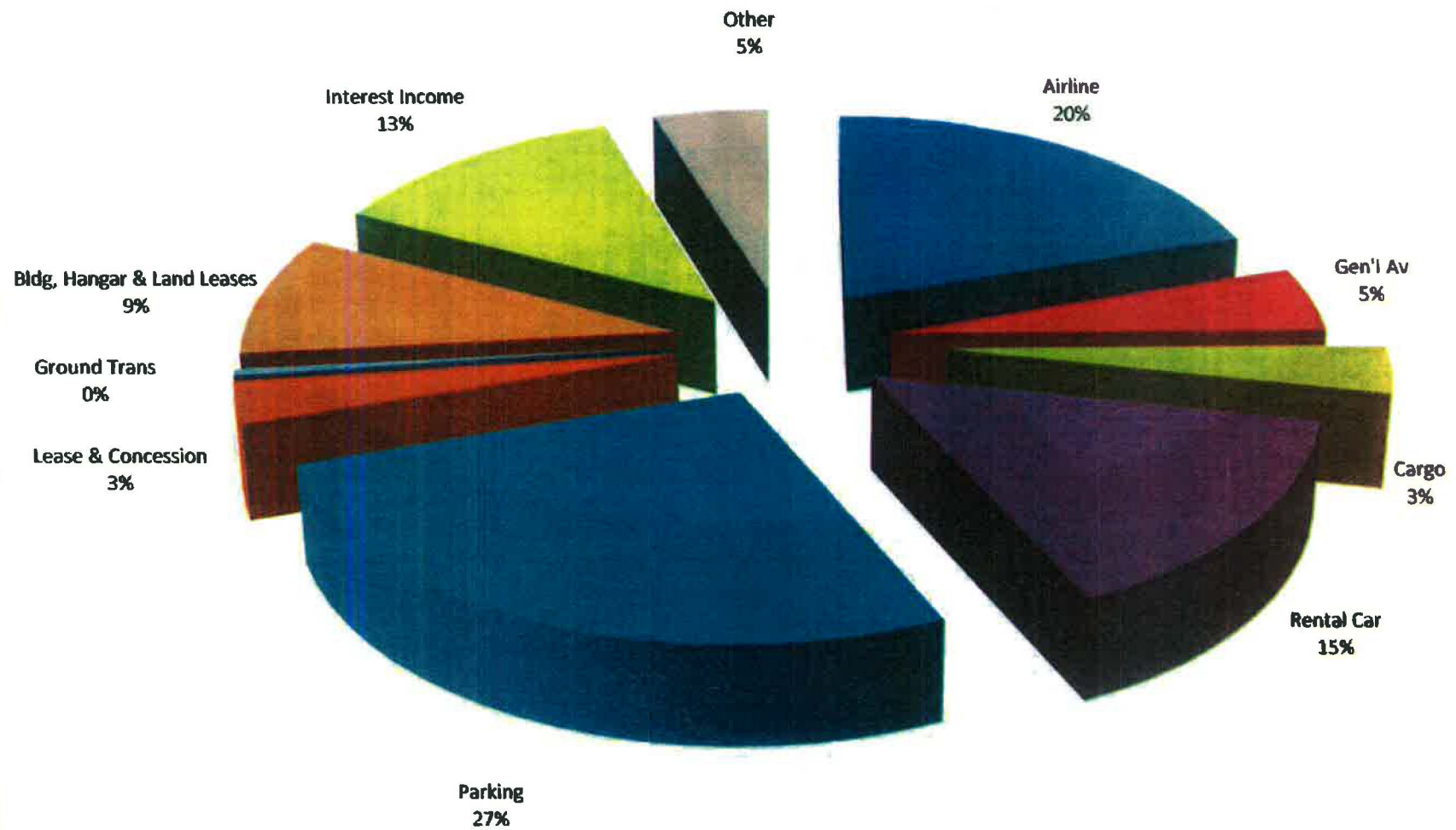
Roanoke Regional Airport Commission
Budget Executive Summary
Proposed Budget FY 25 vs. Actual Budget FY 24

	Annual Budget FY 24	Proposed Budget FY 25	\$ Change	% Change
Operating Revenues				
Airfield	1,513,000	1,571,000	58,000	4%
General Aviation	733,000	654,500	(78,500)	-11%
Terminal Related	6,371,544	7,923,850	1,552,306	24%
Other Revenues	1,389,000	1,484,000	95,000	7%
Interest on Investments	1,661,000	1,747,000	86,000	5%
Gain/(Loss) on Sale of Assets	10,000	10,000	-	0%
State Funds	310,000	310,000	-	0%
Federal Reimbursable Funds	113,000	119,000	6,000	5%
Pandemic Grants	4,600,000	-	(4,600,000)	-100%
Total Operating Revenues	16,700,544	13,819,350	(2,881,194)	-17%
Operations and Maintenance Expenses				
Salaries, Wages and Benefits	7,020,542	7,775,339	754,797	11%
Operating Expenditures	4,179,205	4,952,500	773,295	19%
Other Maintenance & Improvement Projects	155,978	44,300	(111,678)	-72%
Debt Service - Interest	398,096	56,000	(342,096)	-86%
Total Operations and Maintenance Expenses	11,753,821	12,828,139	1,074,318	9%
Operating Net Income	4,946,723	991,211	(3,955,512)	-80%
Capital Revenues				
Federal AIP Entitlements	5,850,000	1,800,000	(4,050,000)	-69%
Federal BIL Entitlements		5,547,574		
State Entitlements - Current	1,760,000	1,760,000	-	0%
State Entitlements - Prior Year	6,023,150	2,497,870	(3,525,280)	-59%
Passenger Facility Charges (PFC)	1,958,100	719,388	(1,238,712)	-63%
Other Funds - Debt	-	7,000,000	7,000,000	-100%
Retained Earnings	802,500	799,311	(3,189)	0%
Total Capital Revenues	16,393,750	20,124,143	(1,817,181)	-11%
Capital Expenses				
Capital Projects	16,393,750	20,124,143	3,730,393	23%
Total Capital Projects	16,393,750	20,124,143	3,730,393	23%
Customer Facility Charges				
Revenues	628,538	796,182	167,645	27%
Expenses	53,250	33,284	(19,966)	-37%
Debt Service - Interest - CONRAC	198,475	187,544	(10,931)	-6%
CFC Net Income	430,063	608,638	178,576	42%

ROANOKE REGIONAL AIRPORT COMMISSION
REVENUE PROJECTIONS
FISCAL YEAR 2025

	Actual Revenues thru 12/31/23	2024 Projected Revenues	2024 Budgeted Revenues	2025 Proposed Budget Revenues	Percentage Change Increase (Decrease)
Airfield					
Commercial Carriers	521,256	1,075,715	984,000	1,078,000	9.8%
Cargo Carriers	171,651	346,146	378,000	346,000	-8.5%
Cargo Ramp Rental	71,617	143,234	151,000	147,000	-2.6%
Total Airfield	764,524	1,566,094	1,513,000	1,571,000	3.8%
General Aviation					
Building & Hangar Rental	277,486	553,573	576,000	535,600	-7.3%
Land Revenue	13,313	26,626	30,000	23,400	-22.0%
Contract Change Revenue Increase	-	-	-	-	100.0%
Fuel & Oil Sales	17,877	33,011	65,000	62,000	-4.6%
Landing Fees	13,217	30,415	54,000	29,000	-46.3%
Ramp & Tie Down Fees	2,728	5,456	6,000	4,500	-25.0%
Total General Aviation	324,621	649,081	733,000	654,500	-10.7%
Terminal Related					
Airline Terminal Rentals	551,676	1,389,954	959,000	1,679,000	75.1%
Rental Car Concession	1,091,395	2,064,534	1,693,218	2,065,000	22.0%
Other Lease & Concession Rentals	264,395	500,213	485,226	489,000	0.8%
Parking Lot	1,958,622	3,720,553	3,234,100	3,690,850	14.1%
Total Terminal Related	3,866,088	7,675,255	6,371,544	7,923,850	24.4%
Other Revenues					
Other Building Rentals	613,454	1,371,437	1,180,000	1,257,000	6.5%
Non-Aviation Land Rentals	100,996	190,000	193,000	215,000	11.4%
Other Fees and Miscellaneous Income	5,936	11,339	16,000	12,000	-25.0%
Total Other Revenues	720,386	1,572,776	1,389,000	1,484,000	6.8%
Non-Operating Revenues					
Interest on Investments	1,024,930	2,049,860	1,661,000	1,747,000	5.2%
Gain/(Loss) on Sale of Assets	-	-	10,000	10,000	0.0%
State Entitlement Grant Funds	119,816	309,632	310,000	310,000	0.0%
Federal Reimbursable Funds-TSA (LEO)	59,264	118,528	113,000	119,000	5.3%
Pandemic Grants	4,104,338	4,332,338	4,600,000	-	-100.0%
Total Non-Operating Revenues	5,308,348	6,810,358	6,694,000	2,186,000	-67%
TOTAL REVENUES	10,983,967	18,273,563	16,700,544	13,819,350	-17.3%

RRAC FY 25 Revenue Budget



ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 25		Approved Budget FY 24	Proposed Budget FY 25	\$ Inc (Dec)	% Inc (Dec)
PERSONNEL SERVICES:					
REGULAR SALARIES		\$4,485,737	\$5,021,294	\$535,557	11.9%
OVERTIME WAGES		\$59,500	\$70,065	\$10,565	17.8%
HALF-TIME WAGES		\$22,107	\$23,916	\$1,809	8.2%
INCENTIVE PROGRAM		\$0	\$0	\$0	0.0%
DEFERRED COMPENSATION-ER MATCH		\$30,550	\$31,200	\$650	2.1%
RETIREMENT		\$951,147	\$1,021,272	\$70,125	7.4%
FICA		\$354,234	\$396,201	\$41,967	11.8%
HEALTH INSURANCE		\$922,742	\$1,009,293	\$86,551	9.4%
RETIREE HEALTH INSURANCE		\$8,500	\$4,000	(\$4,500)	-52.9%
LIFE INSURANCE		\$65,072	\$69,215	\$4,143	6.4%
LONG TERM DISABILITY INSURANCE		\$16,302	\$18,474	\$2,172	13.3%
ID SHIELD/LEGAL SHIELD		\$10,166	\$7,550	(\$2,616)	-25.7%
PAID LEAVE		\$94,485	\$102,859	\$8,374	8.9%
TOTAL PERSONNEL SERVICES		\$7,020,542	\$7,775,339	\$754,797	10.8%
OPERATING EXPENSES:					
PROFESSIONAL SERVICES:					
FINANCIAL AUDIT		\$46,700	\$43,500	(\$3,200)	-6.9%
CONCESSIONS & INTERNAL AUDIT		\$10,000	\$5,000	(\$5,000)	-50.0%
FINANCIAL CONSULTANTS		\$8,500	\$2,500	(\$6,000)	-70.6%
HR CONSULTANTS		\$4,000	\$4,100	\$100	2.5%
TRAINING CONSULTANTS		\$11,000	\$10,300	(\$700)	-6.4%
LEGAL SERVICES		\$0	\$0	\$0	0.0%
EMPLOYEE ASSISTANCE PROGRAM		\$700	\$720	\$20	2.9%
PASSENGER SURVEYS		\$0	\$0	\$0	0.0%
A & E FEES		\$20,000	\$40,000	\$20,000	100.0%
EPA CONSULTANTS & TESTING		\$4,500	\$7,000	\$2,500	55.6%
TEMPORARY EMPLOYMENT		\$9,000	\$9,000	\$0	0.0%
OTHER PROFESSIONAL SERVICES		\$216,800	\$259,986	\$43,186	19.9%
IT SUPPORT SERVICES		\$206,770	\$204,639	(\$2,131)	-1.0%
TOTAL PROFESSIONAL SERVICES		\$537,970	\$586,745	\$48,775	9.1%
ARFF SERVICES:					
DISASTER TRAINING		\$16,050	\$11,000	(\$5,050)	-31.5%
FOAM		\$0	\$2,000	\$2,000	0.0%
TOTAL ARFF SERVICES		\$16,050	\$13,000	(\$3,050)	-19.0%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 25	Approved Budget FY 24	Proposed Budget FY 25	\$ Inc (Dec)	% Inc (Dec)
UTILITIES:				
TELEPHONE AND WIRELESS SERVICES	\$39,450	\$36,758	(\$2,692)	-6.8%
COMMUNICATIONS SERVICES	\$15,850	\$564	(\$15,286)	-96.4%
ELECTRICITY	\$403,500	\$585,322	\$181,822	45.1%
NATURAL GAS	\$185,500	\$118,257	(\$67,243)	-36.2%
WATER & SEWER	\$70,500	\$80,800	\$10,300	14.6%
STORMWATER UTILITY FEE	\$219,400	\$258,400	\$39,000	17.8%
TOTAL UTILITIES	\$934,200	\$1,080,101	\$145,901	15.6%
FACILITIES MAINTENANCE:				
HVAC MAINTENANCE	\$63,000	\$76,384	\$13,384	21.2%
FACILITY MANAGEMENT SYSTEM MAINTENANCE	\$39,500	\$47,600	\$8,100	20.5%
FIRE SPRINKLER SYSTEM MAINTENANCE	\$8,500	\$9,100	\$600	7.1%
FIRE ALARM SYSTEM MAINTENANCE	\$8,500	\$7,750	(\$750)	-8.8%
ELEVATOR / ESCALATOR MAINTENANCE	\$24,500	\$26,170	\$1,670	6.8%
AUTOMATIC DOOR MAINTENANCE	\$5,000	\$5,200	\$200	4.0%
LOADING BRIDGE MAINTENANCE	\$7,500	\$7,500	\$0	0.0%
BAGGAGE SYSTEM MAINTENANCE	\$12,000	\$10,000	(\$2,000)	-16.7%
SECURITY ACCESS SYSTEM MAINTENANCE	\$10,000	\$1,880	(\$8,140)	-81.4%
BUILDING REPAIR & REPLACEMENT	\$51,500	\$54,120	\$2,620	5.1%
EMERGENCY GENERATOR MAINTENANCE	\$8,500	\$7,530	(\$970)	-11.4%
PEST CONTROL	\$2,500	\$2,380	(\$120)	-4.8%
WINDOW & PANEL CLEANING	\$0	\$15,000	\$15,000	0.0%
WALL COVERINGS AND PAINTING	\$1,300	\$750	(\$550)	-42.3%
TERMINAL LIGHTING	\$6,500	\$3,680	(\$2,820)	-43.4%
TOTAL FACILITIES MAINTENANCE	\$248,800	\$275,024	\$26,224	10.5%
FUEL:				
AUTO FUEL	\$40,000	\$28,000	(\$12,000)	-30.0%
DIESEL FUEL	\$50,000	\$16,000	(\$34,000)	-68.0%
TOTAL FUEL	\$90,000	\$44,000	(\$46,000)	-51.1%
EQUIPMENT MAINTENANCE:				
VEHICLE MAINTENANCE	\$12,000	\$12,850	\$850	7.1%
SHUTTLE BUS MAINTENANCE	\$1,000	\$1,000	\$0	0.0%
TRACTOR & MOWER MAINTENANCE	\$15,000	\$7,850	(\$7,150)	-47.7%
ARFF VEHICLE MAINTENANCE	\$20,000	\$30,000	\$10,000	50.0%
SNOW REMOVAL EQUIPMENT MAINTENANCE	\$20,000	\$16,200	(\$3,800)	-19.0%
RADIO REPAIR & REPLACEMENT	\$30,500	\$41,322	\$10,822	35.5%
CUSTODIAL EQUIPMENT REPAIR / REPLACE	\$10,000	\$10,200	\$200	2.0%
TELEPHONE SYSTEM MAINTENANCE	\$1,225	\$1,285	\$60	4.9%
COPIER MAINTENANCE	\$5,800	\$8,500	\$2,700	46.6%
OFFICE EQUIPMENT MAINTENANCE	\$8,500	\$8,500	\$0	0.0%
OTHER EQUIPMENT MAINTENANCE	\$13,000	\$11,180	(\$1,820)	-14.0%
TOTAL EQUIPMENT MAINTENANCE	\$137,025	\$148,887	\$11,862	8.7%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 25		Approved Budget FY 24	Proposed Budget FY 25	\$ Inc (Dec)	% Inc (Dec)
INSURANCE:					
LIABILITY INSURANCE	\$99,000	\$113,500	\$14,500	14.6%	
PROPERTY INSURANCE	\$126,000	\$130,000	\$4,000	3.2%	
VEHICLE INSURANCE	\$40,000	\$24,500	(\$15,500)	-38.8%	
PUBLIC OFFICIALS LIABILITY	\$35,000	\$32,000	(\$3,000)	-8.6%	
WORKER COMPENSATION	\$43,000	\$34,500	(\$8,500)	-19.8%	
TOTAL INSURANCE	\$343,000	\$334,500	(\$8,500)	-2.5%	
MISCELLANEOUS:					
BAD DEBT EXPENSE	\$0	\$0	\$0		
MISCELLANEOUS CLAIMS AND REFUNDS	\$0	\$0	\$0		
PURCHASE DISCOUNTS	\$0	\$0	\$0		
PARKING LOT EXPENSES	\$630,000	\$778,294	\$148,294	23.5%	
TOTAL MISCELLANEOUS	\$630,000	\$778,294	\$148,294	23.5%	
OPERATING CONTINGENCY	\$200,000	\$200,000	\$0	0.0%	
TOTAL OPERATING EXPENSES	\$4,265,295	\$4,780,000	\$514,705	12.1%	
TOTAL PERSONNEL AND OPERATING EXPENSES	\$11,285,837	\$12,555,339	\$1,269,503	11.2%	
OTHER MAINTENANCE & IMPROVEMENTS PROJECTS					
OTHER PROJECTS	\$77,500	\$2,500	(\$75,000)	-96.8%	
FURNITURE	\$0	\$0	\$0	0.0%	
TRACTORS & MOWERS	\$0	\$0	\$0	100.0%	
VEHICLES & EQUIPMENT	\$78,478	\$41,800	(\$36,678)	-46.7%	
TOTAL OTHER MAINTENANCE & IMPROVE PROJECTS	\$155,978	\$44,300	(\$111,678)	-71.6%	
DEBT SERVICE - INTEREST	\$398,096	\$228,500	(\$169,596)	-42.6%	
TOTAL OPERATING EXPENSES	\$11,839,911	\$12,828,139	\$988,229	8.3%	
TOTAL DEBT SERVICE - PRINCIPAL & INTEREST	\$485,488	\$294,943	(\$190,545)	-39.2%	

ATTACHMENT I
Proposed Capital Expenditures

(For projects expected to exceed \$100,000 in cost and programmed for FY 2025)

I. Projects:

- A. Rehabilitate TWY B, B-1, B-5, & Hold Apron
 - 1. Description: Construction – Mill/Overlay of aged runway surface.
 - 2. Estimated Cost: \$7,752,000
 - 3. Anticipated Funding Sources:
 - a. Federal AIP Grant Funds: \$3,226,000
 - b. Federal Discretionary Funds: \$3,750,800
 - b. State Aviation Grant Funds: \$775,200
- B. Design Rehabilitate RWY 6-24
 - 1. Description: Begin design work for rehabilitating aged runway surface.
 - 2. Estimated Cost: \$1,500,000
 - 3. Anticipated Funding Sources:
 - a. Federal AIP Grant Funds: \$1,350,000
 - b. State Aviation Grant Funds: \$150,000
- C. Terminal Roof EPDM Replacement
 - 2. Description: Replace original end of life flat roofs at terminal and concourse.
 - 3. Estimated Replacement Cost: \$3,270,901
 - 4. Anticipated Funding Sources:
 - a. State Aviation Grant Funds: \$2,616,721
 - b. PFC Funds: \$654,180
- D. Terminal Improvements – EDS Relocation/Baggage System Reconfiguration
 - 1. Description: Design the relocation of the Explosive/Detection System (EDS) equipment from terminal lobby to gain ticket counter capacity.
 - 2. Estimated Cost: \$3,756,128
 - 3. Anticipated Funding Sources:
 - a. Federal BIL Grant Funds: \$3,380,515
 - b. State Aviation Grant Funds: \$375,613
- E. Terminal Improvements - Security Checkpoint Relocation
 - 1. Description: Design the relocation of security checkpoint to increase throughout and recover Gate 1 hold room for air service use.
 - 2. Estimated Cost: \$2,407,843
 - 3. Anticipated Funding Sources:
 - a. Federal BIL Grant Funds: \$2,167,059
 - b. State Aviation Grant Funds: \$240,784

F. Thermoplastic Hold Bars & Surface Painted Signs

1. Description: Reduce painting budget and extend the life of the airfield markings while maintaining Part 139 compliance.
2. Estimated Cost: \$326,040
3. Anticipated Funding Sources:
 - a. State Aviation Grant Funds: \$260,832
 - b. PFC Funds: \$65,208

II. Anticipated Funding Sources:

Federal AIP Grant Funds	\$ 4,576,000
Federal Discretionary Funds	\$ 3,750,800
Federal BIL Grant Funds	\$5,547,574
State Aviation Grant Funds	\$4,419,150
PFC Funds	\$ 719,388
Commission Capital Funds	\$ <u>0</u>
Estimated Total Funding	<u>\$19,012,912</u>

Item # 6C
Date: 4/08/2024

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Presentation of the proposed Fiscal Year 2024-2025 Annual
Budget for the City of Salem.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

In accordance with Section 4.6 (b) of the Charter of the City of Salem, Virginia, City
Manager Dorsey will present the 2024-2025 budget to City Council.

STAFF RECOMMENDATION:

Staff recommends that Council receive information regarding the proposed Fiscal Year
2024-2025 Annual Budget.

Item #6D
Date: 4/08/2024

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Request to adopt a resolution setting the allocation percentage for personal property tax relief for the 2024 tax year

SUBMITTED BY: Rosemarie B. Jordan, Director of Finance

BACKGROUND:

The Personal Property Tax Relief Act of 1998 established a State-wide program to provide relief to owners of personal use motor vehicles. The Act was amended in 2004 and 2005, capping tax relief at \$950 million for all Virginia localities for tax years 2006 and beyond. PPTRA funds are allocated to individual localities based on each government's pro rata share of tax year 2004 payments from the Commonwealth. The City uses the "Specific Relief" method to allocate the relief at the same percentage across the board to the first \$20,000 of personal use vehicle value. Vehicles valued at \$1,000 and below receive 100% tax relief.

SUMMARY OF INFORMATION:

The City's share of the \$950 million is \$2,588,707 which has remained the same since 2006. The relief percentage is calculated to distribute these funds across all eligible vehicles.

City Council is required by the Commonwealth to annually adopt a resolution setting the percentage reduction in personal property tax for that year. The rate computed for 2024 is 44.7%.

STAFF RECOMMENDATION:

Adopt the attached resolution that establishes the percentage reduction for personal property tax relief at 44.7% for the City of Salem for the 2024 tax year.

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

Resolution 1465

A RESOLUTION SETTING THE ALLOCATION PERCENTAGE FOR PERSONAL PROPERTY TAX RELIEF IN THE CITY OF SALEM, VIRGINIA FOR THE 2024 TAX YEAR

WHEREAS, in accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly and as set forth in item 503.E (Personal Property Tax Relief Program or “PPTRA”) of Chapter 951 of the 2005 Acts of Assembly and qualifying vehicle with a taxable situs within the City commencing January 1, 2024, shall receive personal property tax relief; and,

WHEREAS, this Resolution is adopted pursuant to Ordinance adopted by the City Council on December 12, 2005.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF SALEM, VIRGINIA, as follows:

1. That tax relief shall be allocated so as to eliminate personal property taxation for qualifying personal use vehicles valued at \$1,000 or less.
2. That qualifying personal use vehicles valued at \$1,001-\$20,000 will be eligible for 44.7% tax relief.
3. That qualifying personal use vehicles valued at \$20,001 or more shall only receive 44.7% tax relief on the first \$20,000 of value; and
4. That all other vehicles which do not meet the definition of qualifying (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.
5. That the percentages applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to the City of Salem by the Commonwealth of Virginia.
6. Supplemental assessments for tax years 2005 and prior shall be deemed non-qualifying for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the assessed personal property tax.
7. That this resolution shall be effective from and after the date of its adoption.

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 –
Renée F. Turk –

ATTEST:

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

Item # 6E
Date: 4/08/2024

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Authorize the City Manager to finalize and execute a contract with Savory Ventures Salem, LLC for the sale of a City owned parcel at 600 West 4th Street (Tax map # 143-4-1) consisting of +/- .30 acres.

SUBMITTED BY: Rob Light, Assistant City Manager

SUMMARY OF INFORMATION:

The City has received a full-price offer for this parcel that has been marketed for several years. The purchaser intends to utilize the property for a food truck court.

A public hearing was held on the City's intent to market and sell the property on November 14, 2016.

The City Attorney has reviewed the draft purchase agreement.

STAFF RECOMMENDATION:

Staff recommends authorizing the City Manager to finalize and execute documents required for this sale in a form acceptable to the City Attorney.



VIRGINIA REALTORS® Commercial Purchase Agreement

Each commercial transaction is different. This form may not address your specific purpose. This is a legally binding document. If not understood, seek competent advice before signing.

This Commercial Purchase Agreement (the "Agreement") is dated April 1, 2024, between City of Salem, Virginia ("Seller") and Savory Ventures Salem, LLC ("Purchaser"). The parties acknowledge that Waldvogel Commercial Properties ("Listing Broker") represents Seller and that Latham Realty ("Selling Broker") represents **[select one]**: ☐ Seller ☒ Purchaser. The parties further acknowledge that disclosure of the brokerage relationships was made to them by the real estate licensees involved in this transaction when specific assistance was first rendered and confirmed in writing.

1. Sale of Property. Purchaser agrees to buy and Seller agrees to sell the land, all improvements thereon, and all rights and appurtenances thereto belonging, located in the City/County of Salem, Virginia, with a tax parcel no. of Tax ID 143-4-1 and a street address of 600 W 4th Street. Seller discloses that **[select one]**: ☒ there are no tenants or other parties in possession of the Property OR ☐ there are tenants or persons who are in possession of the Property as set forth on **SCHEDULE A** attached hereto.

2. Purchase Price. The purchase price for the Property is Eighty-Eight Thousand, Five Hundred Dollars (\$ 88,500.00) (the "Purchase Price") and shall be paid to Seller at Settlement, subject to the prorations and adjustments described herein, as follows:

A. Deposit. Purchaser shall make a deposit of \$ 5,000.00 to be held by William Evans / Settlements, Inc (the "Escrow Agent") in the form of: ☒ check ☐ cash ☐ other (the "Deposit"). Purchaser **[select one]**: ☐ has paid the Deposit to the Escrow Agent OR ☒ will pay the Deposit to the Escrow Agent within 5 days days (the "Extended Deposit Date") after the date this Contract is fully executed by the parties. If Purchaser fails to pay the Deposit as set forth herein, then Purchaser shall be in breach of this Contract. At Seller's option and in lieu of all other remedies set forth in this Contract, Seller may terminate this Contract by written notice to Purchaser and neither party shall have any further obligation hereunder.

If the Escrow Agent is a Virginia Real Estate Board ("VREB") licensee, the parties direct the Escrow Agent to place the Deposit in an escrow account by the end of the fifth business banking day following the latter of: (i) the date this Contract is fully executed by the parties, or (ii) the Extended Deposit Date. If the Escrow Agent is not a VREB licensee, the parties direct the Escrow Agent to place the Deposit in an escrow account in conformance with applicable Federal or Virginia law and regulations. The Deposit may be held in an interest bearing account and the parties waive any claim to interest resulting from such Deposit. The Deposit shall not be released by the Escrow Agent until (i) credited toward the purchase price at settlement; (ii) Seller and Purchaser agree in writing as to its disposition; (iii) a court of competent jurisdiction orders a disbursement of the funds; or (iv) disbursed in such manner as authorized by the terms of this Contract or by Virginia law or regulations. Seller and Purchaser agree that Escrow Agent shall have no liability to any party for disbursing the Deposit in accordance with this paragraph, except in the event of Escrow Agent's negligence or willful misconduct.

B. Balance. The balance of the Purchase Price shall be paid by Purchaser at Settlement in certified funds or bank wire (inclusive of any loan obtained by Purchaser to purchase the Property).

3. Settlement.

A. Settlement of Property. Settlement of the purchase and sale of the Property shall be made at William Evans / Settlements, Inc. on May 29, 2024 ("Settlement"). Possession of the Property shall be delivered to Purchaser at Settlement.

B. Deliveries by Seller at Settlement. At Settlement, Seller shall deliver to Purchaser the following:

(i) A general warranty deed with full English covenants of title (the "Deed") conveying to the Purchaser good and marketable fee simple title to the Property, free and clear of all liens, encumbrances, conditions and restrictions, except any lien for real estate taxes not yet due and payable, and any Title Objections for which Purchaser has no objection and/or has waived such objection pursuant to Paragraph 5;

(ii) An affidavit for the benefit of Purchaser and its title insurer, satisfactory to Purchaser's title company (the "Affidavit") stating that (i) no right to a mechanic's or materialman's lien has accrued with respect to the Property as a result of any act or omission by the Seller and (ii) there are no outstanding leases or agreements with regard to, or other parties in or entitled to possession of, the Property except as disclosed in **SCHEDULE A** attached hereto;

(iii) A Certificate of Non-Foreign Status as required by Section 1445 of the Internal Revenue Code of 1986 and any other certificates required by any governmental authority or agency;

(iv) If the Property is leased, a tenant estoppel certificate and an assignment of lease (including the transfer of the security deposit at Settlement) for each and every tenant of the Property, in forms acceptable to Purchaser; and

(v) Such other Seller certifications as Purchaser's lender or title company may reasonably require.

C. Costs and Prorations. Seller shall pay the costs of preparing the Deed, the Grantor's tax thereon and any other expenses incurred by Seller. Purchaser shall pay for the title search, title insurance premiums, survey expenses, lender fees, Grantee's tax and all other settlement expenses incurred by Purchaser. Real estate taxes, rent, CAM and assessments, as applicable, shall be prorated between Seller and Purchaser as of the date of the Settlement. Each party shall pay its own legal, accounting and other expenses incurred in connection with this Agreement or Settlement.

D. Condition of Property. Purchaser agrees to accept the Property at Settlement in its physical condition at the time this Agreement is fully executed by all parties, except as otherwise provided herein. Seller agrees to maintain the Property in good condition and repair until Settlement. At Settlement, Seller agrees to transfer to Purchaser all existing warranties, if any, on the Property's roof, structural components, HVAC, mechanical, electrical, security and plumbing systems.

4. Feasibility Period.

A. For a period of Forty-Five (45) days following execution of this Agreement by all parties (the "Feasibility Period"), Purchaser, its agents and contractors, shall have the right to: (i) enter the Property for the purpose of inspecting the Property and performing tests as are desirable to Purchaser in its sole and absolute discretion; (ii) seek zoning information from the local governing authority concerning Purchaser's intended use of the Property; and/or (iii) apply for lender financing to acquire the Property.

B. Within five (5) days after Seller's receipt of a fully executed copy of this Agreement, if not previously delivered, Seller shall deliver to Purchaser copies of the following materials related to the Property if in Seller's possession: (i) any Phase I or other environmental studies; (ii) a current survey; (iii) the most current owner's title insurance policy; and (iv) all leases and rent rolls for each tenant identified in **SCHEDULE A** (including without limitation, the base monthly rental and all taxes, insurance, and other pass-throughs paid by the tenant), and all contracts affecting the Property that are not terminable at will. Items (i) through (iv) are collectively referred to as the "Materials".

C. If Purchaser is not satisfied in its sole and absolute discretion with all aspects of the Property (including zoning) or the Materials, or has not obtained financing upon terms and conditions satisfactory to Purchaser, then Purchaser shall have the right, upon written notice to Seller prior to the expiration of the Feasibility Period, to terminate this Agreement, in which event the Deposit shall be refunded in full to Purchaser and the parties shall have no further obligation or liability to one another, except for any liability pursuant to the indemnity provisions of Paragraphs 4D., 10 and 11. Purchaser acknowledges that the Feasibility Period will not be extended for any reason, regardless of whether Purchaser has completed its inspections or zoning inquiry, or has obtained financing.

D. If Purchaser fails to acquire the Property, Purchaser agrees: (i) to repair any damage arising as a result of its exercise of the right of access granted in this Paragraph 4; (ii) to indemnify and hold Seller harmless from any and all liability of any kind or nature whatsoever as a result of the exercise of such right of access, other than as a result of Seller's negligence or misconduct or the negligence or misconduct of Seller's agents, employees or contractors; and (iii) upon demand to return the Materials to Seller.

5. Title and Survey Objections. Purchaser may, at its sole expense, obtain a title insurance commitment and a survey for the Property. Prior to the expiration of the Feasibility Period, Purchaser shall notify the Seller in writing as to any title or survey objections regarding the Property that the Purchaser is unwilling to accept (collectively the "Title Objections"). Seller shall advise Purchaser in writing within ten (10) days after receipt of such notice, which if any of the Title Objections will not be cured by Seller at or prior to Settlement. If Seller fails to respond to Purchaser within such ten (10) day period or if Seller's response indicates that it does not intend to cure one or more of the Title Objections, then Purchaser may, at its option either (i) terminate this Agreement by giving written notice to Seller; (ii) cure such Title Objections at its own expense and proceed to Settlement with no reduction in the Purchase Price; or (iii) waive such Title Objections and proceed to Settlement, with no reduction in the Purchase Price. If Purchaser elects to terminate this Agreement, the Deposit shall be refunded in full to Purchaser and the parties shall have no further obligation or liability to one another, except for any liability pursuant to the indemnity provisions of Paragraphs 4D., 10 and 11.

6. Conditions Precedent to Obligation of Purchaser. This Agreement and all of Purchaser's obligations hereunder are further subject to Purchaser determining in its sole and absolute discretion that all of the conditions set forth in this Paragraph 6 have been satisfied or waived in writing by Purchaser. In the event that any of the following conditions are not satisfied or waived by Purchaser, Purchaser may give written notice to Seller terminating this Agreement on or before Settlement, in which event the Deposit shall be refunded in full to Purchaser and the parties shall have no further obligation or liability to one another, except for any liability pursuant to the indemnity provisions of Paragraphs 4D., 10 and 11.

A. Seller's Representations and Warranties. All the representations and warranties of Seller made herein shall have been true when made and shall be true and correct as of Settlement, with no material changes therein.

B. Seller's Deliveries. As of Settlement, Seller shall have taken all action and delivered all documents and materials required by this Agreement.

C. No Litigation. As of Settlement, there shall be no litigation, proceeding or investigation pending, or to the knowledge of Purchaser or Seller threatened, which might prevent or adversely affect the intended use of the Property or which questions the validity of any action taken or to be taken by Seller or Purchaser hereunder, or which threatens the continued operation of the Property for commercial purposes.

7. Representations and Warranties of the Seller. Seller, jointly and severally (if more than one Seller), represents and warrants unto Purchaser as of the date hereof and on the Settlement date that:

A. Authority and Marketable Title. Seller is the owner of the Property, possesses the requisite authority to enter into and perform this Agreement, and has the absolute right to sell, assign, and transfer the Property to Purchaser at Settlement.

B. No Pending Litigation or Bankruptcy. There are no actions, suits or proceedings at law or in equity pending, threatened against, or affecting the Property before or by any federal, state, municipal, or other governmental department, commission, board, bureau, agency, or instrumentality. No bankruptcy or similar action, whether voluntary or involuntary, is pending or is threatened against Seller, and Seller has no intention of filing or commencing any such action within ninety (90) days following Settlement.

C. No Outstanding Purchase Option. No option, right of first refusal or other contractual opportunity to purchase the Property has been granted to, or executed with, a third-party that is enforceable against Seller and/or the Property giving such third-party a right to purchase an interest in the Property or any part thereof.

D. No Notice of Repairs. Seller has received no written notice from any governmental agency that repairs, alterations or corrections that must be made to the Property.

E. Utilities. The Property is connected to **[select one]:** ☒ a municipal water and sewer system and has utility meters installed within the Property **OR** ☐ a well and septic system located on the Property. Seller makes no representation on whether the capacities of such utilities are sufficient for Purchaser's intended use of the Property.

F. Hazardous Materials. To the best of Seller's actual knowledge, no toxic or hazardous materials (as said terms are defined in any applicable federal or state laws) have been used, discharged or stored on or about the Property in violation of said laws, and to the best of Seller's knowledge, no such toxic or hazardous materials are now or will be at Settlement located on or below the surface of the Property. There are no petroleum storage tanks located on or beneath the surface of the Property.

G. Parties in Possession. As of the Settlement date, there will be no adverse or other parties in possession of the Property or any part thereof, nor has any party been granted any license, lease or other right or interest relating to the use or possession of the Property or any part thereof, except for the Leases attached hereto and made a part hereof as **SCHEDULE A.**

H. Other Contracts. Seller is not a party to any contracts relating to the Property that is not terminable at will, except as disclosed on **SCHEDULE B**, which is attached hereto and made a part hereof. Between the date of this Agreement and the Settlement date, Seller will not, without the prior written consent of Purchaser, which consent shall not be unreasonably withheld, enter into any contract relating to the Property that is not terminable at will.

I. No Undisclosed Restrictions. Seller has not, nor to the best of Seller's knowledge or belief has any predecessor in title, executed or caused to be executed any document with or for the benefit of any governmental authority restricting the development, use or occupancy of the Property that has not specifically been disclosed to Purchaser or wouldn't be revealed by a title report.

8. Risk of Loss. The risk of loss or damage to the Property by fire or other casualty prior to Settlement shall be on the Seller. If such loss or damage materially and adversely affects the use of the Property as of Settlement, Purchaser shall be entitled to terminate this Agreement by written notice to Seller, in which event the Deposit shall be refunded in full to Purchaser and the parties shall have no further obligation or liability to one another, except for any liability pursuant to the indemnity provisions of Paragraphs 4D., 10 and 11.

9. Condemnation. If, prior to Settlement, any taking pursuant to the power of eminent domain is proposed or occurs, as to all or any portion of the Property intended to be acquired at Settlement by the Purchaser, or sale occurs in lieu thereof, the Purchaser shall be entitled to terminate this Agreement by written notice to Seller, in which event the Deposit shall be refunded in full to Purchaser and the parties shall have no further obligation or liability to one another, except for any liability pursuant to the indemnity provisions of Paragraphs 4D., 10 and 11.

10. Access/Cooperation. During the term of this Agreement, Purchaser and his duly authorized agents shall be entitled to reasonable access to the Property for the purpose of surveying, appraising and making other findings related to the Property. Purchaser agrees to indemnify and hold the Seller harmless from any and all liability of any kind or nature whatsoever as a result of the exercise of such right of access, other than as a result of the Seller's gross negligence or willful misconduct.

11. Agents and Brokers. Each party represents and warrants that it did not consult or deal with any broker or agent with regard to this Agreement or the transaction contemplated hereby, except for the Listing Broker and the Selling Broker, and each party hereto agrees to indemnify and hold harmless the other party from all liability, expense, loss, cost or damage, including reasonable attorneys' fees, that may arise by reason of any claim, demand or suit of any agent or broker arising out of facts constituting a breach of the foregoing representation and warranty. Listing Broker shall be paid a brokerage fee by Seller of ☒ 3.000 % of the Purchase Price. Selling Broker shall be paid by Seller a fee of ☒ 3.000 % of the Purchase Price. The fees to the Listing Broker and Selling Broker shall be paid in cash at Settlement.

12. Notices. Any notice, request or demand required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed sufficiently given if, delivered by hand or messenger at the address of the intended recipient, sent prepaid by Federal Express (or a comparable guaranteed overnight delivery service), or deposited in the United States first class mail (registered or certified, postage prepaid, with return receipt requested), addressed to the intended recipient, at the intended recipient's address set forth below, or at such other address as the intended recipient may have specified by written notice to the sender given in accordance with the requirements of this Paragraph. Any such notice, request or demand so given shall be deemed given on the day it is received by the recipient.

For the Seller:

City of Salem

C/O Michael Waldvogel

30 Franklin Rd. SW, Roanoke, VA 24011

For Purchaser:

Savory Ventures Salem LLC

P.O. Box 810 Warrenton VA 20186

13. Default.

A. Default by Purchaser. If Purchaser defaults under this Agreement, the damages suffered by Seller would be difficult to ascertain. **Therefore, Seller and Purchaser agree that, in the event of a default by Purchaser, Seller's sole and exclusive remedy, in lieu of all other remedies, shall be to terminate this Agreement and retain the Deposit as full and complete liquidated damages.** If the deposit is retained as liquidated damages, Seller agrees to

pay one-half of the Deposit to the Listing Broker to compensate Broker for his brokerage services in the transaction. Such payment shall have no effect on the payment due in any subsequent transaction. Seller hereby specifically waives the right to seek specific performance of this Agreement by Purchaser or any other remedy at law or in equity, provided that Seller reserves the right to all remedies available at law and in equity solely in order to enforce the indemnification obligations of Purchaser under Paragraphs 4D., 10 and 11 herein.

B. Default by Seller. If Seller defaults under this Agreement, Purchaser shall have the option to (i) seek specific performance of this Agreement, or (ii) terminate this Agreement, in which event the Deposit shall be promptly refunded to Purchaser. Seller shall be liable for Purchaser's expenses in the filing of any specific performance action, including reasonable attorney's fees and court costs.

C. Right to Cure Default. Prior to any termination of this Agreement as provided in Subparagraphs 13A. and 13B., the non-defaulting party shall provide written notice of any default(s) to the defaulting party (the "Default Notice") permitting the defaulting party ten (10) days to cure any such default(s). If defaulting party does not cure the default(s) or does not respond to the Default Notice, then the non-defaulting party may terminate the Agreement by written notice to the defaulting party. Nothing herein shall prevent either party from seeking a judicial determination regarding any default; provided however, the court shall award the expenses of attorney's fees and court costs to the prevailing party in any such action.

D. Brokerage Fees. Notwithstanding the remedies set forth in Subparagraphs 13A., 13B, and 13C, if either Seller or Purchaser defaults under this Agreement, the defaulting party shall be liable for the full amount of the brokerage fees set forth in Paragraph 11 and any brokerage fees set forth in Seller's listing agreement with the Listing Broker for the Property (which document is hereby incorporated herein by this reference) as if this Agreement and Seller's listing agreement had been performed, and for any damages and all expenses incurred by the Listing Broker and the Selling Broker in connection with this transaction and the enforcement of this Agreement and Seller's listing agreement, including, without limitation, attorney's fees and court costs. Payment of a real estate broker's fee as the result of a transaction relating to the Property which occurs subsequent to a default under this Agreement shall not relieve the defaulting party of liability for any brokerage fees due under this Agreement or Seller's listing agreement.

14. Miscellaneous.

A. Final Agreement. This Agreement contains the entire agreement between the parties hereto relating to the Property and supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, between the parties hereto.

B. Virginia Law Applicable. This Agreement shall be construed, performed and enforced in accordance with the laws of the Commonwealth of Virginia and shall not be amended or modified and no waiver of any provision hereof shall be effective unless set forth in a written instrument executed with the same formality as this Agreement.

C. Assignment. This Agreement shall not be assigned by one party without the written consent of the other party, except the assignment of this Agreement to an entity owned by Purchaser or the principals of Purchaser shall not require the consent of Seller, but Purchaser shall provide written notice to Seller of such assignment. This Agreement shall inure to the benefit of the parties hereto and their respective and permitted successors and assigns.

D. Counterparts. This Agreement may be signed in one or more counterparts, each of which is deemed to be an original and all of which shall together constitute the same instrument. The parties agree that a fax of any signed original document shall have the same effect as an original.

E. Tax-Deferred Exchange. Either party may elect to include the conveyance of the Property in an IRS Section 1031 Like Kind Exchange (a tax-deferred exchange). In the event that a party makes such an election, the non-exchanging party agrees to execute such documents necessary to effectuate such an exchange (at no cost to the exchanging party), but in no event shall such exchange affect the terms of the transaction or a party's responsibilities to the other party under this Agreement. The exchanging party shall bear the sole costs of its exchange.

F. **WIRE FRAUD ALERT.** Criminals are hacking email accounts of real estate agents, title companies, settlement attorneys, and others, resulting in fraudulent wire instructions being used to divert funds to the account of the criminal. Owner is advised to not wire any funds without personally speaking with the intended recipient of the wire to confirm the routing number and the account number. Neither Purchaser or Seller should send personal information such as Social Security numbers, bank account numbers, and credit card numbers except through secured email or personal delivery to the intended recipient.

15. Additional Provisions: **See Addendum to Commercial Purchase Agreement attached hereto and considered a part hereof.**

16. Acceptance. To be effective this Agreement must be executed by Purchaser and Seller and an original copy of this Agreement returned to Purchaser no later than 5:00 p.m. on April 10, 2024 , or this Purchase Agreement shall be deemed withdrawn.

Each of the parties has executed this Agreement in its name pursuant to due authority as of the dates set forth below.

John Johnston

dotloop verified
04/01/24 5:48 PM EDT
AR4C-URQN-KSZS-GTBA

Purchaser

Printed Name: **Savory Ventures Salem, LLC**

Title (if applicable): _____

Date: _____

Seller

Printed Name: **City of Salem**

Title (if applicable): _____

Date: _____

Purchaser

Printed Name: _____

Title (if applicable): _____

Date: _____

Seller

Printed Name: _____

Title (if applicable): _____

Date: _____

Selling Company's Name and Address

Latham Realty

10605 Gaskins Way, Manassas, VIRGINIA 20109

Listing Company's Name and Address

Waldvogel Commercial Properties

30 Franklin Rd SW, Roanoke, VA 24011

Agent's Name John Latham

Agent's tel. no. **(703)898-5998**

Fax no. **(703) 361-9791**

Agent's email **jwlatham@hotmail.com**

Agent's Name Michael Waldvogel

Agent's tel. no. **(540)342-8599**

Fax no. **(540)-**

Agent's email **mwaldvogel@waldvogelcommercial.com**

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SCHEDULE A

**LEASES, AGREEMENTS AND CONTRACTS
FOR TENANTS AND OTHER PARTIES
IN POSSESSION OF THE PROPERTY**

List below each such tenant or other party in possession of the Property, and provide Purchaser with a copy of each lease, license or other agreement. If verbal agreement, summarize terms below.

Also provide Purchaser with any contract affecting the Property that is not terminable at will.

None

SCHEDULE B

**CONTRACTS RELATING TO THE PROPERTY
(Not terminable at will)**

None



VIRGINIA REALTORS®
ADDENDUM TO Commercial Purchase Agreement



This ADDENDUM which is attached to and made a part of the Commercial Purchase Agreement
(the "Agreement") dated April 1, **2024**, between City of Salem

("Seller") and Savory Ventures Salem, LLC

("Purchaser") for the Property, whose address is: 600 W 4th Street, Salem, VA 24153

This Addendum provides as follows:

Maintenance of use: The Buyer agrees to maintain the property's use for the operation of a food truck park or other similar service-oriented business unless a change of use is approved in writing by the City. The City reserves the right to repurchase the property should the Buyer cease to operate the intended business model or significantly alter the nature of the business without the City's consent.

In the event City exercises its right to repurchase, the purchase value shall be set by an independent appraiser agreed upon by both the City and Buyer. The cost of the appraisal shall be shared equally by the City and Buyer.

Right of First Refusal: Should the Buyer decide to sell the property at any future time, the Buyer agrees to provide the City of Salem with a written offer of sale, thereby granting the City a right of first refusal to purchase the property. The City shall have thirty (30) days from the date of receipt of such offer to agree to purchase the property under the terms provided or to decline the offer. If the City declines the offer or fails to respond within the specified period, the Buyer may proceed to sell the property to another party.

PURCHASER:

DATE / SIGNATURE
Savory Ventures Salem, LLC

DATE / SIGNATURE

DATE / SIGNATURE

DATE / SIGNATURE

SELLER:

DATE / SIGNATURE
City of Salem

DATE / SIGNATURE

DATE / SIGNATURE

DATE / SIGNATURE

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VR FORM 1800A Revised 07/17
Reviewed 07/17

PAGE 1 OF 1

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Resolution to request changes in emergency medical transport fees; and direct future fee adjustments be administratively amended with authorization from the City Manager.

SUBMITTED BY: Rosemarie B. Jordan, Director of Finance

SUMMARY OF INFORMATION:

Section 2-320 of the Salem City Code provides that City Council may establish reasonable fees for the provision of emergency medical services. These fees are periodically adjusted based on changes to the Centers for Medicare and Medicaid Services fee schedule and recommendations from the City's third-party biller.

Council is requested to consider establishing the following fees effective May 1, 2024:

Basic Life Support (BLS) Emergency (A0429)	\$549.55
Advanced Life Support (ALS) Emergency (A0427)	\$652.60
Advanced Life Support (ALS) 2 (A0433)	\$944.55
Ambulance Response and Treatment, No Transport (A0998)	\$400.00
Mileage (A0425)	\$11.13/mile
Advance Life Support (ALS) Disposable Supplies	\$100.00
Basic Life Support (BLS) Disposable Supplies	\$60.00
Oxygen	\$50.00

Additionally, consider directing that future fee changes be administratively amended with authorization from the City Manager.

However, fees for Basic Life Support (BLS) Emergency, Advanced Life Support (ALS) Emergency, Advanced Life Support (ALS) 2, Ambulance Response and Treatment, No Transport; and Mileage will be capped at 125% of the fee schedule established by the Centers for Medicare and Medicaid Services (CMS), which is periodically adjusted.

Advanced Life Support (ALS) Disposable Supplies, Basic Life Support (BLS) Disposable Supplies, and Oxygen fees are not established by CMS. These fees will be administratively amended upon consultation with the City's third-party billing provider.

FISCAL IMPACT:

Adjusting fees for emergency medical services allows the City to recoup reasonable costs for the provision of such services.

STAFF RECOMMENDATION:

Staff recommends approving the attached resolution to modify emergency medical transport fees and direct future changes be administratively amended with authorization from the City Manager.

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

RESOLUTION 1464

WHEREAS, City Council enacted an Ordinance as an addition to the City of Salem Code on June 14, 2004, which established the legal structure for providing emergency medical transport services and accompanying fees as provided for by the Code of Virginia; and

WHEREAS, Section 2-320 of this Ordinance, contained in Chapter 2, Administration of the City of Salem code provides that City Council, by Resolution, may establish reasonable fees for the provision of emergency medical services by all emergency medical service personnel, whether provided by volunteers or public employees, upon the recommendation of the City Manager; and

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that the following fees be established in the City of Salem, effective May 1, 2024, for the following described emergency medical services provided by the City of the Salem owned, operated, funded, housed, or permitted emergency vehicles as follows:

Basic Life Support (BLS) Emergency (A0429)	\$549.55
Advanced Life Support (ALS) Emergency (A0427)	\$652.60
Advanced Life Support (ALS) 2 (A0433)	\$944.55
Ambulance Response and Treatment, No Transport (A0998)	\$400.00
Mileage (A0425)	\$11.13/mile
Advance Life Support (ALS) Disposable Supplies	\$100.00
Basic Life Support (BLS) Disposable Supplies	\$60.00
Oxygen	\$50.00

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that future fee changes shall be administratively amended with authorization from the City Manager. However, fees for Basic Life Support (BLS) Emergency, Advanced Life Support (ALS) Emergency, Advanced Life Support (ALS) 2, Ambulance Response and Treatment, No Transport; and Mileage will be capped at 125% of the fee schedule established by the Centers for Medicare and Medicaid Services (CMS), which is periodically adjusted. Advanced Life Support (ALS) Disposable Supplies, Basic Life Support (BLS) Disposable Supplies, and Oxygen fees are not established by CMS. These fees will be administratively amended upon consultation with the City's third-party billing provider.

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 –
Renée F. Turk –

ATTEST:

Clerk of Council
City of Salem, Virginia

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Reappropriate grant funds awarded by Community Foundation

SUBMITTED BY: Rosemarie B. Jordan, Director of Finance

SUMMARY OF INFORMATION:

In FY2022, the City received \$50,000 from the Community Foundation for gateway signage. The grant was secured by Virginia's Blue Ridge for a consistent signage plan throughout the region. The initial sign will be at the entrance to Salem from Roanoke City where Main Street meets Melrose Avenue. The sign will be two-sided and will be situated in the median on the Salem side. Two additional signs will be added on the north and south ends of Electric Road and shared with Roanoke County. The project took longer than anticipated because VDOT had to approve the design of the signs.

A local match of \$25,000 is required and was available in the FY2022 Tourism budget, account 10-053-8170-55883.

FISCAL IMPACT:

Reappropriate grant funds and local match to cover the cost of items not included in the FY24 operating budget.

STAFF RECOMMENDATION:

Reappropriate \$75,000 from fund balance to the Designation of Beginning Fund Balance account, 10-012-40200, and increase the budget for the Grants – Other Costs account, 10-053-8170-55957, by \$75,000.

It is also recommended that any of this grant not spent in the current fiscal year be administratively appropriated in the subsequent fiscal year.

Budget Entry

Date	GL Account	Account Name	Increase/ (Decrease)	Description
4/8/2024	10-012-0100-40200	Designation Of Beginning Fund Balance	75,000	Reappropriate grant funds per 4/8 council action
4/8/2024	10-053-8170-55957	Grants - Other Costs	75,000	Reappropriate grant funds per 4/8 council action

Item #6H
Date: 4/08/2024

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Request to appropriate and transfer capital reserve

SUBMITTED BY: Rosemarie B. Jordan, Director of Finance

SUMMARY OF INFORMATION:

The Capital Planning and Reserve Policy was adopted on March 25, 2024. After completion of the annual audit, a calculation was completed using amounts from the Annual Comprehensive Financial Report (ACFR) to determine the annual contribution to the capital reserve. Per the attached calculation, the initial contribution based on the fiscal year 2023 ACFR is \$17,026,870. This amount needs to be transferred from the General Fund to the Capital Reserve Fund.

FISCAL IMPACT:

By establishing and maintaining a capital reserve, the City provides funding for mid-level capital expenditures.

STAFF RECOMMENDATION:

Staff recommends appropriating \$17,026,870 to General Fund revenue account 10-012-0100-40200, Designation of Beginning Fund Balance, and General Fund expenditure account 10-012-9100-59415, Transfer to Capital Reserve.

Staff recommends appropriating \$17,026,870 to Capital Reserve Fund revenue account 21-012-0200-49906, Transfer from General Fund – Capital Reserve, and Capital Reserve Fund expenditure account, 21-012-0205-54900, Capital Reserve.

City of Salem, VA
Capital Reserve Contribution Calculation
FY2023

	FY2023
General Fund unassigned fund balance per Exhibit 3	67,758,976
Less: (General Fund total expenditures + Debt Service Fund total expenditures per Exhibit 5) divided by 2	(43,063,827)
Less: Appropriation(s) of General Fund unassigned fund balance subsequent to the date of the previous fiscal year ACFR	
7/1/2023 FY23 Capital: Dispatch Software	(190,000)
7/1/2023 FY23 Capital: Economic Development Vehicle	(30,000)
7/1/2023 FY23 Capital: Building Maintenance Van	(41,000)
7/1/2023 Personnel Raises	(500,000)
7/10/2023 Green Grant	(1,000)
7/10/2023 Streets Sale of Equipment Proceeds Carryover	(37,000)
7/10/2023 Apperson Dr Bridge Replacement	(2,922,442)
7/10/2023 Ambulance	(385,000)
7/10/2023 Apperson Dr Bridge #1800	(307,660)
7/17/2023 Proceeds from Advertising	(3,500)
9/11/2023 FY23 Capital: Police Vehicles	(8,464)
9/11/2023 FY23 Capital: Caulking at Salem Stadium	(125,000)
9/11/2023 FY23 Capital: Park Lot Resealing at Salem Stadium	(77,500)
11/13/2023 Deggeller Donation	(7,600)
11/13/2023 Property Purchase	(151,000)
12/11/2023 Downtown Improvements: Market St to Thompson Memorial	(1,194,796)
12/11/2023 Elizabeth Campus Greenway	(151,317)
12/11/2023 Valleydale Streetscape Improvements	(1,500,000)
12/11/2023 FY23 Capital: Building Inspections Vehicle	(35,000)
	(7,668,279)
Capital Reserve Contribution	17,026,870

G/L Date	G/L Account	Journal Type	SubLedger	Journal Number
07/01/2023	10-012-0100-40200	Adopted Budget	Annual Budget	2024-00000007
07/01/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000816
07/10/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000188
07/10/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000189
07/10/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000248
07/10/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000250
07/10/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000250
07/17/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00000320
09/11/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00002878
11/13/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00004820
11/13/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00004822
12/11/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00005926
12/11/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00005929
12/11/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00005931
12/11/2023	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00005933
03/11/2024	10-012-0100-40200	Budget Adjustment	General Ledger	2024-00009232

Transaction Description	Debit	Include
Post Adopted Budget	807,112	761,000
Administratively appropriate animal control donation for HVAC	11,720	
Appropriate Green Grant per 7/10 council action	1,000	1,000
Appropriate proceeds from sale of equipment per 7/10 council	37,000	37,000
Council 7/10 - Appropriate Addl State & Local Funding Apperson	2,922,442	2,922,442
Council 7/10 - Appropriate GF Reserve Bridge #1800 & Ambulance	692,660	692,660
Council 7/10 - Re-appropriate Highway Maint Bridge #1800 Design	74,772	
Administratively appropriate funds recd for ads	3,500	3,500
Appropriate carryover per 9/11 council action	210,964	210,964
Appropriate donation per 11/13/23 council action	7,600	7,600
Appropriate purchase of property per 11/13/23 council action	151,000	151,000
Council 12/11 - Appropriate Addl Fed and Local Funds to Downtown	1,194,796	1,194,796
Council 12/11 - Appro Addl Fed & Local Funds to Elizabeth Campus	151,317	151,317
Council 12/11 - Approp GF Reserve Valleydale Streetscape Impr	1,500,000	1,500,000
Council 12/11 - Reappropriate building inspections vehicle	35,000	35,000
Appropriate Four for Life funding per 3/11 council action	54,914	
	<u>7,855,797</u>	<u>7,668,279</u>

<u>FY2024 Adopted Budget</u>	
Dispatch Software	190,000
Economic Development Vehicle	30,000
Building Maintenance Van	41,000
Highway Maintenance Carryover	46,112
Help with Raises	500,000
	<u>807,112</u>

Exclude	Comment
46,112	Restricted Fund Balance-Highway Maintenance
11,720	Restricted Fund Balance
	\$385k Ambulance, \$307,660 Bridge #1800
74,772	Restricted Fund Balance-Highway Maintenance
	\$8,464 Police Vehicles, \$125k Caulking at Salem Stadium, \$77.5k Parking Lot Resealing Salem Stadium
	Deggeller Donation
54,914	Restricted Fund Balance
187,518	

Budget Entry

Date	GL Account	Account Name	Increase/ (Decrease)	Description
4/8/2024	10-012-0100-40200	Designation of Beginning Fund Balance	17,026,870	Appropriate FY23 Capital Reserve Annual Contribution
4/8/2024	10-012-9100-59415	Transfer To Capital Reserve	17,026,870	Appropriate FY23 Capital Reserve Annual Contribution
4/8/2024	21-012-0200-49906	Transfer From General Fund - Capital Reserve	17,026,870	Appropriate FY23 Capital Reserve Annual Contribution
4/8/2024	21-012-0205-54900	Capital Reserve	17,026,870	Appropriate FY23 Capital Reserve Annual Contribution

Item #61
Date: 4/08/2024

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

MEETING DATE: April 8, 2024

AGENDA ITEM: Request appropriation of proceeds from the sale of equipment.

SUBMITTED BY: Rosemarie B. Jordan, Director of Finance

SUMMARY OF INFORMATION:

The City sells equipment that is no longer used on GovDeals, which is an on-line auction established specifically for governments to use to dispose of surplus equipment. A 1994 JCB 214 Backhoe from the Street department and a 2000 Generac Model 99A03150-S Generator from the Civic Center were sold on GovDeals in March and proceeds of \$17,600 and \$25,200 were received. The proceeds will be used to purchase new Street equipment and pay for maintenance of building and grounds for the Civic Center.

FISCAL IMPACT:

Proceeds from the sale of equipment will be used to purchase new Street equipment and pay for maintenance of building and grounds for the Civic Center.

STAFF RECOMMENDATION:

Staff recommends appropriating revenue of \$17,600 to account 10-012-0100-47050, Sale of Equipment, and \$25,200 to account 53-053-0040-44790, Gain on Sale of Assets. Staff also recommends increasing the expenditure budget for account 10-018-4200-58001, Machinery & Equipment, by \$17,600 and account 53-053-0041-53320, Maintenance of Building and Grounds, by \$25,200.

It is recommended that any proceeds not expended in the fiscal year received be administratively appropriated in the subsequent fiscal year.

Budget Entry

Date	GL Account	Account Name	Increase/ (Decrease)	Description
4/8/2024	10-012-0100-47050	Sale Of Equipment	17,600	Appropriate proceeds from sale of equipment per 4/8 council action
4/8/2024	10-018-4200-58001	Machinery And Equipment	17,600	Appropriate proceeds from sale of equipment per 4/8 council action
4/8/2024	53-053-0040-44790	Gain On Sale Of Assets	25,200	Appropriate proceeds from sale of equipment per 4/8 council action
4/8/2024	53-053-0041-53320	Maintenance Of Building And Grounds	25,200	Appropriate proceeds from sale of equipment per 4/8 council action