

City Council Meeting MINUTES

Monday, April 23, 2018, 7:30 PM

Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 7:30 p.m., there being present the following members to wit: Byron Randolph Foley, Mayor, William D. Jones, Vice-Mayor, Council members: Jane W. Johnson (absent), James A. Martin, and James L. Chisom; along with Kevin S. Boggess, City Manager; James E. Taliaferro, II, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Melinda J. Payne, Director of Economic Development; Mike Stevens, Communications Director; Charles E. Van Allman, Jr., Director of Community Development; and Stephen M. Yost, City Attorney.

2. Pledge of Allegiance

3. Bid Openings, Awards, Recognitions

4. Consent Agenda

A. **Minutes**

Consider acceptance of the minutes from the April 9, 2018, work session and regular meeting.

Approved

5. Old Business

6. New Business

A. **Presentation of Salem School Division Budget**

Receive presentation from the Chairman of the Salem School Board regarding the 2018-2019 budget pursuant to Section 8.5 of the 1950 Code of Virginia, as amended.

David Preston of 1511 Ashley Drive, Salem School Board Chair, appeared before the Council. He noted he is pleased to report that thanks in large part to the support of this community, City Council, and the Salem City School Board, the Salem City School Division remains one of the best school divisions in the Commonwealth. And due to good stewardship of resources, we continue to deliver excellence for

less per pupil than the State average. On behalf of the school board, he noted he wanted to take this opportunity to personally thank City Council and the City Administration for the polite, collaborative, and productive manner in which we have faced the significant challenges in the past years with the slow rate of economic recovery in our region. Not only have we worked together for the sake of the children and families that we serve, we have identified opportunities in the midst of the challenges and continue to improve the organization. As leaders it is important for us to remember and celebrate that both the challenges we have met and the opportunities we have seized are owed to the remarkable employees who serve the City and its children. For this reason, he is pleased to report the Board's adopted balanced budget that he is presenting includes a modest raise for the employees. He is here this evening to present the 2019 Fiscal Year budget for the Salem City School Division, consisting of the School Fund budget in the amount of \$42,643,951, the Grant Fund Budget in the amount of \$2,127,246, and the Cafeteria Fund budget in the amount of \$1,770,138 for a total budget of \$46,541,335, which was unanimously approved by the School Board on March 27, 2018. He further discussed the highlights of the proposed budget.

Mr. Chisom asked if the increase in student enrollment is evenly distributed along K-12 or different areas of the City. Also, he noted that he is glad to hear this update. Dr. Alan Seibert of 1234 Pickwick Lane, Salem City School Superintendent, appeared before City Council. He noted that they had a pretty robust kindergarten but where they really gained was the freshmen class. This really caught them off guard. On one hand having the additional state revenue was good, but on the other hand, there are expenses associated with the increased enrollment. They had to add three sections of English to start the school year to accommodate this need. There was further discussion regarding the increased enrollment.

There was additional discussion regarding the Salem City School Division 2018-19 budget.

Presentation received as presented.

B. Special Exception Permit

Hold public hearing to consider the request of W. G. Crotts, property owner, for the issuance of a Special Exception Permit to allow an automobile repair services, major business on the properties located at 414 8th Street, (Tax Map # 185 - 7 - 3) and 1005 Delaware Street (Tax Map# 185-7-3.1). (As advertised in the April 5 & 12, 2018, issues of the Salem Times Register.) (Recommend approval; see Page 1 of Planning Commission minutes) **STAFF REPORT**

Mayor Foley reported that notice of such public hearing had been published in the April 5 and 12 issues of the Salem Times Register, and the Planning Commission

at its April 11 meeting recommended approval of the request.

Staff noted the following regarding the Special Exception Permit request: the subject properties consist of two parcels containing approximately 0.344 acres, located at the southwest corner of 8th Street and Delaware Street, east of College Avenue. The parcel at 414 Eighth Street is occupied by a two-story building currently housing a catering business, and the parcel at 1005 Delaware Street is a vacant lot. This request is to allow Automobile Repair Services, Major in a new building on the combined parcels. If granted, this new building would be constructed to the east of the existing one and would allow the expansion of business operations from 404 8th Street, their current location.

Chuck VanAllman, Director of Community Development, appeared before the Council. He noted Mr. Crotts would like to utilize the property that is adjacent to his current business on Eighth Street, and he is seeking to open an automobile repair services, major business. The business would be repairing commercial vehicles, box trucks, etc. This type of business requires a Special Exception Permit in the the current zoning district, which is Highway Business District.

W. G. Crotts of 3846 Gladden Road, Salem, property owner, appeared before the Council to explain the request. He has letters from some of the neighbors who are in support of his request, and he presented the letters to Council. They have been in business since 1948, and he has torn everything down and rebuilt it. He would like to build one additional building as he has run out of room for the business.

Mr. Martin asked if the new building would look similar to what he already has on the property. Mr. Crotts noted he had a picture of the building, which he showed to the Council. Mr. Martin asked about the type of vehicles he would be repairing, and Mr. Crotts noted that he would be working on larger box trucks approximately 25 or 30 foot in length.

There was further discussion regarding the proposed business expansion. Mayor Foley noted one issue he has seen in this area are the number of vehicles parked on the road, and it is difficult to see oncoming traffic without pulling into the road at some intersections. How do we go about improving this problem? Mr. VanAllman noted if this is granted approval, Mr. Crotts will have to go through the site plan approval process, and he will have to meet all the requirements with regards to the code. One of the requirements of the automotive repair services, major business is that any vehicles stored on site longer than 72 hours have to be stored and screened properly. This is something he has discussed with the Zoning Administrator that we will have to review where they will store the vehicles, what type of fencing, landscaping, etc. in order to comply with the zoning ordinance.

Mayor Foley opened the public hearing and asked if there was anyone present who

would like to speak regarding this matter. There was no response, and the public hearing was closed.

William Jones motioned to approve the request of W. G. Crotts, property owner, for the issuance of a Special Exception Permit to allow an automobile repair services, major business on the properties located at 414 8th Street, (Tax Map # 185 - 7 - 3) and 1005 Delaware Street (Tax Map# 185-7-3.1). James Chisom seconded the motion.

Ayes: Chisom, Foley, Jones, Martin

Absent: Johnson

C. Amendment to the City Code

Hold public hearing to consider enacting Chapter 106, Zoning, Article II District Regulations, Section 106-210.3(E), and Article III Use and Design Standards, Section 106-306.7 of the CODE OF THE CITY OF SALEM, VIRGINIA. These changes relate to Downtown administrative services and drive-through facilities. (Advertised in the April 5 and 12, 2018, issues of the Salem Times Register.) (Recommend approval; see Page 3 of Planning Commission minutes.) **STAFF REPORT**

Mayor Foley noted that the public hearing was advertised in the April 5 and 12, 2018, issues of the Salem Times Register, and Planning Commission has recommended approval of the request.

Staff noted the following regarding the request: staff continually reviews the Zoning Ordinance for its current applicability. Topics of discussion have arisen due to the progression of the Downtown Plan and the redevelopment of the downtown area. Adjustments are necessary to encourage the type of development the community has requested. The proposed changes will add use and design standards to administrative services in the Downtown District, restricting them to above the ground floor on parts of Main Street, College Avenue, and North Market Street. The proposed changes will also prevent drive-throughs downtown except for financial institutions with access from side or rear streets.

Mr. Taliaferro noted the proposed ordinance has two changes to the Zoning Ordinance. First, as was discussed previously, this change will add provisions for drive-throughs in the downtown area for banks. The drive-through will have to be at the rear of the building with access from the side or rear street. The other change involves administrative services in the downtown area. This change will require those uses to be on the second floor or above with a commercial use on the ground floor. He further noted that this is similar to the changes made with Roanoke College properties in the downtown area and if Council had any questions, he would

be glad to answer them.

Mr. Martin asked if the drive-through facilities are specific to banks, and Mr. Taliaferro noted that it is for banks only.

Mayor Foley opened the public hearing and asked if anyone would like to speak regarding this item. There was no response, and the public hearing was closed.

James Martin motioned to adopt the ordinance on first reading amending Chapter 106, Zoning, Article II District Regulations, Section 106-210.3(E), and Article III Use and Design Standards, Section 106-306.7 of the CODE OF THE CITY OF SALEM, VIRGINIA. William Jones seconded the motion.

Ayes: Chisom, Foley, Jones, Martin

Absent: Johnson

D. Appropriation of Funds

Consider request to amend School Capital Projects Fund budget as approved by the School Board on March 27, 2018. **Audit - Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee met this morning to discuss this request. The School Capital Projects Fund was amended for fiscal year 2017-2018 by the School Board at their meeting on March 27, 2018. A budget amendment totaling \$73,553 was presented to increase the expenditure budget due to receiving bids for the East Salem Elementary School bus loop project. The bids came in over the previously funded amount of \$655,000. An appropriation is needed from the capital reserves to award this contract. The Committee reviewed the request and recommends approval to amend the School Capital Projects Fund budget by \$73,553.

Mr. Martin noted for the amended budget regarding this project, this also included two options for the relocation of a water line and an alternate pond riser for storm water. He asked Mr. Taliaferro if this was correct. Mr. Taliaferro noted that this was correct, the amended amount does include the two options. The reason for the cost overrun is that things are more expensive than the initial estimate.

William Jones motioned to amend the School Capital Projects Fund budget as approved by the School Board on March 27, 2018. James Martin seconded the motion.

Ayes: Chisom, Foley, Jones, Martin

Absent: Johnson

E. Appropriation of Funds

Consider request to amend School Operating and School Cafeteria Fund budgets as approved by the School Board on March 27, 2018. **Audit - Finance Committee.**

Vice Mayor Jones noted Audit Finance Committee also discussed this item. The School Operating Fund and Cafeteria Fund budgets were amended for fiscal year 2017-2018 by the School Board at their meeting on March 27, 2018. Budget amendments totaling \$680,086 and \$103,859 were presented to increase the revenue and expenditure budgets in the Operating Fund and Cafeteria Fund respectively. The Operating Fund was increased due to receipt of higher revenues and the Cafeteria Fund was increased due to higher enrollment, which resulted in higher federal revenues or sales as well as the award of an equipment grant to purchase a steamer. The Committee reviewed the request and recommends approval of appropriation changes of \$680,086 and \$103,859 to the Operating Fund and Cafeteria Fund respectively.

Mr. Martin noted after looking at the spreadsheet which was presented with this item he noticed there was a fairly large amount that came from a "Basic Aid" account. He asked if there is a quick summary of the types of things covered by this account.

Mandy Hall, City of Salem School System, appeared before the Council. She noted the majority of this account filters in towards salary and operational costs along with the portion of retirement that is not covered by the state revenue. The revenue increase comes from increases in enrollment. There was further discussion regarding the Basic Aid account.

William Jones motioned to amend School Operating and School Cafeteria Fund budgets as approved by the School Board on March 27, 2018. James Martin seconded the motion.

Ayes: Chisom, Foley, Jones, Martin

Absent: Johnson

F. Participation in Virginia Juvenile Community Crime Control Act

Consider request to adopt Resolution 1336 supporting the City's continued participation in the Virginia Juvenile Community Crime Control Act (VJCCCA). **Audit - Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee also discussed this

item. Resolution 1336 provides for the City of Salem's continued participation in the Virginia Juvenile Community Crime Control Act (VJCCCA). This resolution provides support for a two-year period beginning July 1, 2018 through June 30, 2020. This is a joint program with the County of Roanoke for the provision of Juvenile Court Services. The state allocation for this grant is \$52,851 per year and requires a Maintenance of Effort for Salem (local match) of \$9,418. This program supports a Probation Officer's Aide salary and benefits, as well as random drug screenings, home electronic monitoring services, Outreach Services and Community Service Placements. The Committee reviewed the request and recommends approval of Resolution 1336 for \$9,418 in local match funds for continued participation in the Virginia Juvenile Community Crime Control Act.

William Jones motioned to adopt Resolution 1336 supporting the City's continued participation in the Virginia Juvenile Community Crime Control Act (VJCCCA). James Chisom seconded the motion.

Ayes: Chisom, Foley, Jones, Martin

Absent: Johnson

7. Closed Session

8. Adjournment

The meeting was adjourned at 8:07 p.m.